

CITY OF WHITE HOUSE  
Agenda  
*Board of Mayor and Alderman Meeting*  
August 21, 2014  
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer by Pastor Derek Capello of Northridge Church
3. Pledge by Alderman
4. Roll Call
5. Adoption of the Agenda
6. Approval of Minutes of the July 17, 2014 meeting
7. Approval of Minutes of the July 29, 2014 meeting
8. Welcome Visitors
9. Public Hearings
  - a. **Ordinance 14-15:** An ordinance of the City of White House, Tennessee, establishing the tax rate for the year 2014. *Second Reading.*
10. Communication from Mayor, Aldermen, and City Administrator
11. Acknowledge Reports

A. General Government	E. Fire	I. Library/Museum
B. Finance	F. Public Services	J. Municipal Court
C. Human Resources	G. Planning & Codes	K. Monthly Financial Summary
D. Police	H. Parks & Recreation	
12. Consideration of the Following Resolutions:
  - a. None
13. Consideration of the Following Ordinances:
  - a. **Ordinance 14-15:** An ordinance of the City of White House, Tennessee, establishing the tax rate for the year 2014. *Second Reading.*
  - b. **Ordinance 14-17:** An ordinance amending the Municipal Code Title 11, Chapter 4 Offenses against the Peace and Quiet, Section 11-402. *First Reading.*
  - c. **Ordinance 14-18:** An ordinance amending the City of White House Zoning Ordinance, Article IV, Section 4.070, and amending the City of White House Zoning Map. *First Reading.*
  - d. **Ordinance 14-19:** An ordinance amending the zoning map for an 0.99 acre property relative to Sumner County Tax Map 97-E, Group C, Parcel 11.00, from R-20, Low Density Residential, to R-10, High Density Residential. *First Reading.*

- e. **Ordinance 14-20:** An ordinance amending the zoning map for an 0.68 acre property relative to Sumner County Tax Map 77G, Group B, Parcel 4.00, from R-10, High Density Residential, to SRPUD, Suburban Residential Planned Unit Development. *First Reading.*
- f. **Ordinance 14-21:** An ordinance amending the zoning map for an 0.4 acre property relative to Robertson County Tax Map 1071, Group B, Parcel 3.00, from R-20, Low Density Residential, to R-10, High Density Residential. *First Reading.*

14. Purchasing

- a. To approve or reject an Interlocal E911 agreement between the E911 Emergency Communication District of Robertson County, Robertson County, the City of Springfield, and the City of White House for \$179,495.92 for furnishing dispatchers for the purpose of emergency dispatch at the E911 facility. The City Administrator recommends approval.
- b. To approve or reject Alternative Energy, LLC's bid of \$32,000.00 for brush grinding and removal service. The Public Services Director recommends approval.
- c. To approve or reject Waste Management of Tennessee's bid for annual roll-off and cardboard recycling service. The Public Services Director recommends approval.
- d. To approve or reject Cleary Construction, Inc.'s bid of \$683,493.00 for the Meadows Area Sanitary Sewer System Improvement Project. The Public Services Director recommends approval.
- e. To approve or reject the purchase of attachments for the SVL90-2HFC Kubota track loader machine for \$19,133.73 from Tuff Equipment in Goodlettsville, TN. The Public Services Director recommends approval.
- f. To approve or reject McGill Associate's Task Order #4 for up to \$42,000.00 for the Sage Road Sewer Line and Pump Station project. The Public Services Director recommends approval.

15. Other Business

- a. None

16. Discussion Items

- a. Realizing Robertson's Future Annual Report presented by Stephen Spark the Vice President of Existing Industry at Robertson County Chamber of Commerce.

17. Other Information

- a. None

18. Adjournment

CITY OF WHITE HOUSE  
Minutes  
*Board of Mayor and Alderman Meeting*  
July 17, 2014  
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:00 pm.

2. Prayer by Pastor Paul Iannello of New Beginnings Baptist Church

Special guest Pastor Paul Iannello from New Beginnings Baptist Church in White House led the prayer.

3. Pledge by Alderman

The pledge to the American Flag was led by Mayor Arnold.

4. Roll Call

Mayor Arnold - Present; Ald. Bibb - Present; Ald. Decker - Present; Ald. Hutson - Present; Ald. Paltzik - Present; Quorum – Present

5. Adoption of the Agenda

Motion was made by Ald. Decker, second by Ald. Paltzik to adopt the amended agenda. A voice vote was called for with all members voting aye. **Amended agenda was adopted.**

6. Approval of Minutes of the June 19, 2014 meeting

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. Motion passed.

7. Welcome Visitors

Mayor Arnold welcomed all visitors.

8. Public Hearings

- a. **Ordinance 14-13:** An ordinance amending the Municipal Code Title 1, Chapter 6 City Administrator, Section 1-602. *Second Reading.*

No one spoke for or against.

- b. **Ordinance 14-14:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board, Sections 2-201, 2-203, 2-204, and 2-206. *Second Reading.*

No one spoke for or against.

9. Communication from Mayor, Aldermen, and City Administrator

Ald. Paltzik thanked the City employees for their assistance during the Americana Celebration.

Ald. Decker echoed Ald. Paltzik's comments and thanked the City employees.

Ald. Decker reminded everyone that Americans continues to fight for our independence daily and provided a brief history lesson on the evolution of America's independence.

City Administrator Gerald Herman gave an update on the SR 76 sidewalk project and reviewed the work that is remaining to be finished.

City Administrator Gerald Herman stated there will be a meeting with Love's and TDOT at the end of July to review the Love's traffic study and to get an update on the progress of TDOT's safety audit.

City Administrator Gerald Herman reported that staff has met and will continue meeting to prepare to submit projects to the MPO for their call for projects for the 2040 Plan.

City Administrator Gerald Herman told the Board that Reed is continuing to work with the site plan engineer on a future 10,000 square foot shoe store.

City Administrator Gerald Herman stated that Reed is also working with a fast food business that is looking to possibly build in a Kroger outparcel.

City Administrator Gerald Herman gave an update on the status of the E911 consolidation agreement.

City Administrator Gerald Herman stated that the third annual Health & Safety Fair for City employees is scheduled for August 20<sup>th</sup>.

City Administrator Gerald Herman reported that Jarrett Brothers are making progress on the RTP Trail project, and the Parks personnel are pleased with their progress.

City Administrator Gerald Herman stated that the Hobbs and Sage Road sewer projects are moving along well.

City Administrator Gerald Herman requested that the Board table Ordinance 14-15. This request was made because John Isbell (Sumner County Assessor of Property) requested we not move forward with the ordinance until the County Executives concerns to the State are properly addressed.

#### 10. Acknowledge Reports

- |                       |                       |                              |
|-----------------------|-----------------------|------------------------------|
| A. General Government | E. Fire               | I. Library/Museum            |
| B. Finance            | F. Public Services    | J. Municipal Court           |
| C. Human Resources    | G. Planning & Codes   | K. Monthly Financial Summary |
| D. Police             | H. Parks & Recreation |                              |

Motion was made by Ald. Paltzik, second by Ald. Bibb to acknowledge reports and order them filed. A voice vote was called for with all members voting aye. Motion passed.

#### 11. Consideration of the Following Resolutions:

- a. **Resolution 14-05:** A resolution approving certain amendments and revisions to the personnel manual.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. Motion passed.

- b. **Resolution 14-06:** A resolution authorizing participation in the Pool's "Driver Safety" Loss Control Matching Grant Program.

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. Motion passed.

12. Consideration of the Following Ordinances:

- a. **Ordinance 14-13:** An ordinance amending the Municipal Code Title 1, Chapter 6 City Administrator, Section 1-602. *Second Reading.*

Motion was made by Ald. Hutson, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - nay; Mayor Arnold - aye. Motion was approved. **Ordinance 14-13 was approved on Second Reading.**

- b. **Ordinance 14-14:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board, Sections 2-201, 2-203, 2-204, and 2-206. *Second Reading.*

Motion was made by Ald. Paltzik, second by Ald. Hutson to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - nay; Ald. Decker - nay; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-14 was approved on Second Reading.**

- c. **Ordinance 14-15:** An ordinance of the City of White House, Tennessee, establishing the tax rate for the year 2014. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A voice vote was called for with all members voting to table this ordinance. **Ordinance 14-15 tabled until more information is provided by the County Tax Assessor.**

- d. **Ordinance 14-16:** An ordinance amending the fiscal budget for the period ending June 30, 2015. *First Reading.*

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Ordinance 14-16 passed on First Reading.**

13. Finance

- a. To approve or reject the purchase of a KM 4-48 Trailer Mounted Infrared Asphalt Recycler and a KM 4000 TEPX 2-Ton Capacity Trailer Mounted Asphalt Hot Box for \$31,930.00 from the TDOT purchasing contract (KM International in North Branch, MI). The Public Services Director recommends approval.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- b. To approve or reject the Wastewater single source requests for FY 2014 - 2015. The Public Services Director recommends approval.

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- c. To approve or reject the purchase of a 2015 Freightliner M2 106 with a Pac-Mac KB20H-HJ Loader and a TKB1824 Body for \$126,349.00 from the National Joint Powers Alliance (Stringfellow, Inc. in Nashville, TN). The Public Services Director recommends approval.

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- d. To approve or reject the two-year extension to the Decorative Street Light & Traffic Control Device Maintenance Program with Stansell Electric. The Public Services Director recommends approval.

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- e. To approve or reject the purchase of a SVL90-2HFC Kubota Track Loader for \$74,516.61 from the National Joint Powers Alliance (Plateau Equipment in Crossville, TN), and machine attachments for \$18,547.00 from Plateau Equipment in Crossville, TN. The Public Services Director recommends approval.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- f. To approve or reject the purchase of a Sutphen Corporation SL75 Aerial Ladder Truck for \$712,443.21 from Houston-Galveston Area Council Cooperative (Cumberland Fire Apparatus Sales in Nashville, TN). The Fire Chief recommends approval.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- g. To approve or reject authorizing City Administrator, Gerald Herman, to enter into contract with Lose & Associates for design services for phase 1 of the Municipal Recreational Complex master plan. The Parks and Recreation Director recommends approval.

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- h. To approve or reject allocating up to \$20,000 from the SR76/Charles Drive to Pleasant Grove Road capital project (\$25,000 currently budgeted) to the SR76 Sidewalk Project. The City Administrator recommends approval.

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

#### 14. Other Business

- a. None

#### 15. Discussion Items

- a. Ordinance 13-08: An ordinance amending the Municipal Code Title 13, Chapter 4 Miscellaneous that was passed on October 17, 2013.

The Board had a discussion to verify the intent of Ordinance 13-08.

#### 16. Other Information

- a. Saved by the Belt award

Ofc. Joel Brisson presented Mrs. Sharon Ford with a Saved by the Belt award. This was the first Saved by the Belt award to ever be presented to a White House citizen.

17. Adjournment

Meeting was adjourned at 8:07 pm.

ATTEST:

\_\_\_\_\_  
Michael Arnold, Mayor

\_\_\_\_\_  
Kerry Harville, City Recorder

CITY OF WHITE HOUSE  
Minutes  
*Board of Mayor and Aldermen Special Session*  
July 29, 2014  
3:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 3:05 pm.

2. Roll Call

Mayor Arnold - Present; Ald. Bibb - Present; Ald. Decker - Absent; Ald. Hutson - Present; Ald. Paltzik - Present; Quorum – Present

3. Adoption of the Agenda

Motion was made by Ald. Bibb, second by Ald. Paltzik to adopt the agenda. A voice vote was called for with all members voting aye. **Motion passed.**

4. Public Hearings

- a. **Ordinance 14-16:** An ordinance amending the fiscal budget for the period ending June 30, 2015.  
*Second Reading.*

No one spoke for or against.

5. New Business

- a. **Ordinance 14-15:** An ordinance establishing the tax rate for the year 2014. *First Reading.*

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Ordinance 14-15 passed on First Reading.**

- b. **Ordinance 14-16:** An ordinance amending the fiscal budget for the period ending June 30, 2015.  
*Second Reading.*

Motion was made by Ald. Paltzik, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - absent; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-16 was approved on Second Reading.**

6. Adjournment

Meeting was adjourned at 3:15 pm.

ATTEST:

\_\_\_\_\_  
Michael Arnold, Mayor

\_\_\_\_\_  
Kerry Harville, City Recorder

REPORTS....

**General Government Department  
July 2014**

**Administration**

City Administrator Gerald Herman attended the following meetings for Administration this month:

- July 01:
  - Cemetery Board
  - White House Library Pre-Construction Meeting
- July 07:
  - E911 Meeting with Robertson County Director
  - MTAs Sewer Rate Meeting
- July 09: International Council of Shopping Centers Kentucky/Tennessee Exchange Conference
- July 10: International Council of Shopping Centers Kentucky/Tennessee Exchange Conference
- July 14:
  - Realizing Robertson Investor Meeting
  - Planning Commission Study Session
  - Planning Commission Meeting
- July 15:
  - Robertson County 911 Board Meeting
  - White House Chamber of Commerce Luncheon
- July 16:
  - Community Development & Infrastructure Committee Meeting
  - GNRC Executive Meeting
- July 17:
  - Attainment Rates Vital Signs Meeting
  - White House Community Initiative of the Arts Planning Meeting
  - Board of Mayor and Aldermen Meeting
- July 21:
  - Diane Black Luncheon with Community Leaders
  - Douglass-Clark House Grand Opening
- July 22: White House Inn Museum/Welcome Center Meeting
- July 23:
  - Sumner County Council of Governments
  - Americana Celebration Debrief
- July 24:
  - Existing Industry Site Visit – Tate Ornamental
  - Existing Industry Site Visit – ProPack
- July 29:
  - Love’s and TDOT Meeting
  - Board of Mayor and Alderman Special Called Meeting
- July 30: TDOT Meeting with Forward Sumner Group
- July 31:
  - Rising Star Award Luncheon
  - Existing Industry Site Visit – KSE Racing

**Performance Measurements**

**Finance Update**

The Administration Department’s goal is to keep each budgetary area’s expenditures at or under the approved budget as set by the Board of Mayor and Aldermen by the end of fiscal year 2014-2015.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$12,795,795	\$4,498,368	↑ 26.82%
Cemetery Fund	\$42,426	\$13,900	↑ 24.33%
Debt Services	\$769,119	\$1,100	↓ 8.19%

**General Government Department  
July 2014**

Healthcare	\$68,500	\$2,866	↓ 4.15%
Impact Fees	\$165,835	\$22,000	↑ 4.94%
Industrial Development	\$50,300	\$1,750	↓ 4.85%
Parks Sales Tax	\$133,284	\$0	↓ 8.33%
Police Drug Fund	\$6,833	\$0	↓ 8.33%
Solid Waste	\$1,057,598	\$157,732	↑ 6.58%
State Street Aid	\$263,000	\$150,973	↑ 49.07%
Stormwater Fund	\$3,500	\$0	↓ 8.33%
Wastewater	\$8,970,572	\$1,712,404	↑ 10.76%

\*Expended/Encumbered amounts reflect charges from July 1, 2014 – June 30, 2015.

**Purchasing**

The Purchasing Specialist's goal is to have an error rate of less than 10% on purchase orders submitted for processing. The July 2014 error rate was 1.3%.

Issues with purchase orders submitted for processing in July 2014.

- (2) purchase orders coded to the wrong budget code
- (1) had the vendor name changed after the purchase order was signed

**Total Purchase Orders**

	FY 2015	FY 2014
July	231	212
August		140
September		142
October		152
November		110
December		110
January		119
February		132
March		154
April		157
May		149
June		156
<b>Total</b>	<b>231</b>	<b>1,733</b>

Purchase Orders by Dollars	July 2014	FY 2014	Total for FY15	Total for FY14
Purchase Orders \$0-\$1,999	159	1,517	\$96,065.31	\$529,278.93
Purchase Orders \$2,000-\$9,999	42	154	\$160,110.51	\$551,768.46
Purchase Orders over \$10,000	30	62	\$5,862,552.67	\$6,221,273.04
<b>Total</b>	<b>231</b>	<b>1,733</b>	<b>\$6,118,728.49</b>	<b>\$7,302,320.43</b>

**Website Management**

The Administration Department's goal is to maintain or exceed the total number of page visits from the previous fiscal year.

	2014- 2015 Update Requests	2013 - 2014 Update Requests	2012 - 2013 Update Requests	2014- 2015 Page Visits	2013 - 2014 Page Visits	2012 - 2013 Page Visits
July	102	162	31	562,455	250,487	85,214
August		186	49		468,840	63,924
September		126	32		262,563	82,694
October		86	24		296,397	113,317
November		92	21		282,249	121,011
December		137	22		279,207	98,573

**General Government Department  
July 2014**

<b>January</b>		126	51		555,161	98,082
<b>February</b>		137	45		426,376	96,253
<b>March</b>		127	22		1,191,691	118,982
<b>April</b>		95	45		262,646	170,040
<b>May</b>		81	212		238,690	223,064
<b>June</b>		67	117		821,650	193,101
<b>Total</b>	<b>102</b>	<b>1,355</b>	<b>554</b>	<b>562,455</b>	<b>4,251,661</b>	<b>1,366,173</b>

**Facebook Management**

The Administration Department's goal is to exceed the total number of Facebook posts communicated to the community from the previous fiscal year.

	2014 - 2015 New Likes	2013 - 2014 New Likes	2012 - 2013 New Likes	2014 - 2015 # of Posts	2013 - 2014 # of Posts	2012 - 2013 # of Posts
<b>July</b>	29	34	19	49	14	5
<b>August</b>		25	13		22	3
<b>September</b>		10	14		11	4
<b>October</b>		7	17		18	4
<b>November</b>		21	18		10	10
<b>December</b>		97	17		17	6
<b>January</b>		36	9		15	3
<b>February</b>		33	15		27	2
<b>March</b>		16	10		25	2
<b>April</b>		20	7		22	3
<b>May</b>		21	6		19	3
<b>June</b>		40	15		19	18
<b>Total</b>	<b>29</b>	<b>320</b>	<b>306</b>	<b>49</b>	<b>200</b>	<b>59</b>

**Twitter Management**

The Administration Department's goal is to exceed the total number of tweets communicated to the community from the previous fiscal year.

	2014 - 2015 Total Followers	2013 - 2014 Total Followers	2012 - 2013 Total Followers	2014 - 2015 # of Tweets	2013 - 2014 # of Tweets	2012 - 2013 # of Tweets
<b>July</b>	418	294	223	42	14	5
<b>August</b>		314	227		22	1
<b>September</b>		322	237		11	2
<b>October</b>		322	237		18	4
<b>November</b>		322	239		10	10
<b>December</b>		337	245		17	6
<b>January</b>		346	260		10	3
<b>February</b>		361	262		20	2
<b>March</b>		370	267		25	2
<b>April</b>		385	277		21	3
<b>May</b>		464	284		15	3
<b>June</b>		410	275		19	18
<b>Total</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>42</b>	<b>162</b>	<b>59</b>

**Building Maintenance Projects**

The Building Maintenance Department's goal is to establish priorities for maintenance and improvement projects.

*Special Maintenance Projects*

- Build and install new computer desk for the library
- Gas meter line for the library

**General Government Department  
July 2014**

- Putting together office furniture for human resource and administration office

*General Maintenance*

- Monthly safety checks
- Landscaping, hedge trimming, and weed control
- Air filter replacement
- Replace lights
- Hang items in women's restroom
- Install expandable security gate inside the soccer building

	<b>2014 - 2015 Work Order Requests</b>	<b>2013 - 2014 Work Order Requests</b>
<b>July</b>	25	N/A
<b>August</b>		N/A
<b>September</b>		N/A
<b>October</b>		N/A
<b>November</b>		N/A
<b>December</b>		8
<b>January</b>		19
<b>February</b>		33
<b>March</b>		15
<b>April</b>		15
<b>May</b>		31
<b>June</b>		20
<b>Total</b>	<b>25</b>	<b>141</b>

\*In December 2013 work orders requests started to be tracked.

**Finance Department  
July 2014**

**Finance Section**

July produced an additional \$2,619 in property tax collections, which leaves us at 97% collected year to date. The 3% delinquency that remains totals \$73,627 and leaves us slightly better off than we have been at this point for the last few years.

The Finance Director and Tax Clerk met with the County Trustee and other tax officials from surrounding cities in July at the Sumner County Administration building. It was shared with us at this meeting that there will be yet another additional expense to the cities as a result of County Assessor Isbell's software transition from a few years ago. You may recall that we had to move to a private vendor to have our tax notices printed after the assessor's initial change because the software was not compatible with the State of Tennessee's information systems. The State of Tennessee extended a significant amount of help to the Assessor's office in the inaugural year of the software in an attempt to get tax notices out (they went out over two months late). Last year the state notified everyone that they would not be repeating that extra effort, and we thought that the county was able to pick up the slack, what we learned at July's meeting was that the Assessor had solicited significant help from Montgomery County's IT department in order to get last year's tax bills out (late again). July's meeting was to inform us that the Montgomery County IT department will not be helping this year, and in order to get our tax information in a format that we need from Sumner County we will be contracting with an outside vendor at the City's expense. The Tax Clerk is currently working with our third party printer, the new software company, and our current software provider in order to work through these issues. Given the late timing of this notification, and the fact that all cities in Sumner County are attempting to work with this same software vendor, and the compounding factor of the delay in the tax rate, it is my full expectation that tax cards will be just as late this year as they have been for the last two, significantly delaying the property tax receipts for the City of White House, and surrounding cities. It is interesting to note that the fee charged to us by the Assessor's office has increased by 24% over a four year period.

The Finance Director attended a Cemetery Board meeting, three Rotary Club meetings, a Wastewater Rate Review meeting with MTAS and other staff members, and an MTAS Legislative update class during the month of July. Significant, but unsuccessful effort continued in reviewing and testing applicants for the vacant part-time Finance position. The Finance Director is currently working with newly appointed White House High School principal Scott Langford to see if we can partner with the Work Based Learning Program to fill this part-time position with a high school senior.

**Performance Measures**

**Fund Balance – The City will strive to maintain a fund balance of at least 20% of Operating Revenues.**

Operating Fund	Budgeted Operating Revenue	Fund Balance Goal	Current Month Fund Balance	Current Fund Balance Performance
General	10,895,975	2,179,195	5,313,204	49%

**Key Revenue Indicators – At the end of July there is 92% of the fiscal year remaining.**

Operating Fund	Revenue Stream	Current Month	YTD	Budgeted	Over/(Under) Budget	% Over/(Under) Budget
General	Local Sales Tax	207,551	207,551	2,250,000	(2,042,449)	(91%)
	State Shared Taxes	91,228	91,228	929,059	(837,831)	(90%)
	Property Tax	2,625	2,625	2,165,777	(2,163,152)	(99%)
Industrial Development	Hotel/Motel Tax	22,392	22,392	47,000	(24,608)	(52%)
State Street Aid	State Gas Tax	24,359	24,359	274,321	(249,962)	(91%)
Park Sales Tax	Park Sales Tax	6,450	6,450	78,000	(71,550)	(92%)
Sanitation	User Fees	58,090	58,090	792,132	(734,042)	(93%)
Impact Fees	Impact Fees	2,452	2,452	7,900	(5,448)	(69%)
Drug	Fines	238	238	7,800	(7,562)	(97%)
Debt Service	Property Tax	0	0	809,000	(809,000)	(100%)
Wastewater	User Fees	246,356	246,356	2,516,000	(2,269,644)	(90%)
Healthcare	Operating Transfers	7,281	7,281	47,000	39,719	(85%)
Stormwater Utility	Stormwater Fee	0	0	50,000	(50,000)	(100%)
Cemetery	Open/Close Fees	450	450	18,000	17,550	(98%)

**Finance Department  
July 2014**

**Payroll Activity – The goal is to have a 0% error rate when dealing with employee payroll, current month issues with employee records yield a 0% error rate.**

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments or errors	Number of Void Checks
2 regular 0 special	4 paper checks 195 direct deposits	None	0 Voids

**Accounts Payable – The goal is to have a reduction in error rate for invoices submitted to finance for payment, current month issues yield a 9% error rate, prior month was 9%.**

	July Invoices	2014 YTD	2013 YTD	2012 YTD	2011 YTD	2010 YTD
<b>Total Invoices Processed</b>	337	337	295	227	293	286

Errors with invoices submitted for payment

- 10 receipts missing
- 15 invoices not coded
- 5 Changes, including incorrect coding, freight not on PO, etc.

**Customer Calls and Visits**

	July 2014	July 2013	July 2012	July 2011	July 2010
<b>Calls</b>	549	285	589	439	351
<b>Visits</b>	479	113	585	193	108

**Business License Activity – July YTD**

	Month	July 2014	July 2013	July 2012	July 2011	July 2010
<b>Opened</b>	10	10	10	13	9	7
<b>Closed</b>	1	1	0	1	1	0

**\*2013 included a mass closure of 129 businesses that were deemed uncollectible accounts.**

**Municipal Court – Case Disposition**

Disposition	July 2014	July 2013	July 2012	July 2011	July 2010
Ticket Paid in Full – Prior to Court	87	127	67	82	65
Guilty as Charged	18	24	14	13	7
Dismissal	12	15	17	13	6
Dismissed upon presentation of insurance	54	60	35	42	34
Not Guilty	0	3	0	0	0
Dismissed to Traffic School	0	10	17	11	24
Dismissed with Costs and Fines	46	40	56	33	39
Dismissed with Costs	18	30	10	10	7
Dismissed with Fines	4	15	5	7	2
Case Transferred to County	0	0	0	0	0
Dismissed with Public Service	0	0	0	0	0
<b>Total</b>	<b>239</b>	<b>324</b>	<b>221</b>	<b>211</b>	<b>184</b>

**Finance Department  
July 2014**

**Wastewater Billing**

	<b>July 2014</b>	<b>July 2013</b>	<b>July 2012</b>	<b>July 2011</b>	<b>July 2010</b>
<b>New Connections</b>	2	7	2	1	8
<b>Late Payments</b>	1,173	1,135	550	1,096	1,000
<b>Disconnect for non-payment</b>	40	55	n/a	n/a	n/a

n/a – prior to 2013 the Finance department was not processing payments, and data is not available.

**Human Resources Department  
July 2014**

The Human Resource Director participated in the following events during the month:

- July 05: Independence Day Celebration
- July 15: Chamber of Commerce Luncheon
- July 16: Independence Day Celebration Committee De-Briefing Meeting
- July 22: Part Time Custodian Interviews
- July 23: Part Time Custodian Interviews
- July 23: Independence Day Celebration Committee De-Briefing Meeting
- July 24: Wastewater Collections Supervisor Interviews
- 

**Injuries Goal:** To maintain a three-year average of less than 10 injuries per year.

	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	2	0	0
August		0	1	2
September		1	1	0
October		1	0	1
November		0	1	1
December		0	2	0
January		1	2	0
February		1	0	0
March		0	0	0
April		2	2	3
May		1	2	0
June		0	1	0
<b>Total</b>	<b>0</b>	<b>9</b>	<b>12</b>	<b>7</b>

**Property/Vehicle Damages Goal:** To maintain a three-year average of less than 10 incidents per year.

	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	2	0	0
August		0	1	0
September		1	0	0
October		2	1	1
November		0	1	0
December		1	1	2

	2013- 2014	2014 - 2015	2012- 2013	2011 - 2012	2010- 2011
January			2	0	0
February			2	0	3
March			0	1	0
April			2	1	1
May			0	0	0
June			2	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>6</b>	<b>7</b>

**Human Resources Department  
July 2014**

**Full-Time Turnover Goal:** To reduce the three-year average from 12.66% to 12.00%.

	2014 - 2015		2013 - 2014		2012 - 2013		2011 - 2012	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
July	0	0.00%	1	1.16%	1	1.12%	4	4.60%
August			0	0.00%	0	0.00%	1	1.15%
September			0	0.00%	1	1.12%	0	0.00%
October			1	1.16%	1	1.12%	1	1.15%
November			2	2.33%	1	1.12%	2	2.30%
December			1	1.16%	0	0.00%	0	0.00%
January			0	0.00%	1	1.12%	3	3.45%
February			0	0.00%	1	1.12%	2	2.30%
March			0	0.00%	0	0.00%	1	1.15%
April			0	0.00%	0	0.00%	2	2.30%
May			1	1.19%	2	2.25%	2	2.30%
June			0	0.00%	0	0.00%	1	1.15%
<b>Total</b>			<b>6</b>	<b>7.14%</b>	<b>8</b>	<b>8.99%</b>	<b>19</b>	<b>21.84%</b>

**Employee Disciplinary Goal:** To maintain a three-year average of less than 10 incidents per year.

	2014 - 2015	2013- 2014	2012- 2013
July	0	0	
August		0	
September		1 (S)	
October		1 (T)	
November		1 (S) 1 (T)	
December		0	
January		0	2 (S)
February		0	0
March		0	1 (T)
April		0	0
May		0	1 (S)
June		0	0
<b>Total</b>	<b>0</b>	<b>4</b>	<b>4</b>

(T) - Termination      (S) - Suspension

**Police Department  
July 2014**

**Meetings/Civic Organizations**

- **Chief Brady attended the following meetings in July:** Command Staff Meeting (July 1<sup>st</sup>), Americana Celebration (July 5<sup>th</sup>), Robertson County Chief's Meeting (July 8<sup>th</sup>), 911 User Group (July 9<sup>th</sup>), Americana Celebration Debriefing (July 23<sup>rd</sup>), Department Head Meeting (July 28<sup>th</sup>) and Drug Task Force Meeting (July 30<sup>th</sup>).

**Police Department Administration Performance Measurements**

1. **Achieve accreditation from the Tennessee Law Enforcement Accreditation program by July 31, 2014.** The accreditation process has 152 professional standards that need to be met. Policy and procedures need to be written and proofs shown for each standard prior to approval by an assessor. All 152 Accreditation standards are approved. We are waiting to hear back from Alice with TACP for an on-site visit date. We are hoping for the date to be August 26<sup>th</sup>.
2. **Our department training goal is that each police employee receives 40 hours of in-service training each year.** The White House Police Department has 24 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 960 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	0	0	0
February	0	80	0	80
March	0	32	40	72
April	0	159	0	159
May	0	44	0	44
June	0	80	0	80
July	0	44	30	74
Grand Total	0	439	70	509

**Patrol Division Performance Measurements**

1. **Maintain or reduce the number of patrol shifts staffed by only two officers at the two year average of 243 shifts during the Fiscal Year 2014-2015. (There are 730 Patrol Shifts each year.)**

Number of Officers on Shift	July 2014	FY 2014-2015
Two (2) Officers per Shift	2	2
Three (3) Officers per Shift	60	60

2. **Acquire and place into service two Police Patrol Vehicles.** We are working on getting quotes for the equipment for two new vehicles.
3. **Conduct two underage alcohol compliance checks during the Fiscal Year 2014-2015.** The White House Police Department will conduct a Fall Compliance Check.

**Police Department**

**July 2014**

4. *Maintain or reduce TBI Group A offenses at the three-year average of 71 per 1,000 population during the calendar year of 2014.*

Group A Offenses	July 2014	Per 1,000 Pop.	Total 2014	Per 1,000 Pop.
<b>Serious Crime Reported</b>				
Crimes Against Persons	14	1	93	9
Crimes Against Property	43	4	210	20
Crimes Against Society	13	1	76	7
<b>Total</b>	70	7	379	35
<b>Arrests</b>	43		193	

*\*U.S. Census Estimate 2013 – 10,752*

5. *Maintain a traffic collision rate at or below the three-year average of 309 collisions by selective traffic enforcement and education through the Governor’s Highway Safety Program during calendar year 2014.*

	July 2014	TOTAL 2014
<b>Traffic Crashes Reported</b>	17	185
<b>Enforce Traffic Laws:</b>		
<b>Written Citations</b>	314	1,981
<b>Written Warnings</b>	163	1,119
<b>Verbal Warnings</b>	563	3,104

6. *Maintain an injury to collision ratio of not more than the three-year average of 18% by selective traffic enforcement and education during the calendar year 2014.*

<b>COLLISION RATIO</b>				
<u>2014</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
<b>July</b>	17	2	12%	14%

**Traffic School:** There was no Traffic School in July.

**Staffing**

- Advertisement for a new Police Officer position has been posted on the City of White House website. The deadline for applications is mid-August.
- **K-9:** Ofc. Jason Ghee and Nike attended their monthly training.

***Sumner County Emergency Response Team:*** ERT conducted training on July 18<sup>th</sup>. They did a 4 mile run and physical fitness drills. Target shooting drills were conducted at Goodlettsville PD firing range. Building clearing was conducted in Gallatin.

***Volunteer Reserve Officers:*** The Reserves trained on Firearms July 30<sup>th</sup>.

**Police Department  
July 2014**

**Support Services Performance Measurements**

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 71% during calendar year 2014.*

2014 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
July	83%	82%

**Communications Section**

	July	Total 2014
Calls for Service	1,528	10,042
Alarm Calls	28	196

**Request for Reports**

	July 2014	FY 2014-2015
Requests for Reports	24	24
Amount taken in	\$18.50	\$18.50
Tow Bills	\$205.00	\$205.00
Emailed at no charge	16	16
Storage Fees	\$0.00	\$0.00

*Governor's Highway Safety Office (GHSO):* Nothing to report at this time.

*Volunteer Police Explorers:* The Explorers had their monthly training on physical arrest and probable cause for making an arrest.

*Item(s) sold on Govdeals:* Nothing sold in the month of July.

**Crime Prevention/Community Relations Performance Measurements**

1. *Teach D.A.R.E Classes (10 Week Program) to two public elementary schools and one private by the end of each school year.*  
Complete for School Year 2013 – 2014. Program resumes August 2014.
2. *Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.* This year's event will be held on Monday, September 1, 2014. Planning is in the Progress.
3. *Plan, recruit, and coordinate a Citizen's Police Academy as an annual event. Completed.* The next class is scheduled for February 2015.

**Police Department**

**July 2014**

4. *Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.*

**Special Events:** *WHPD Officers participated in the following events during July:*

- Officers participated in the 4<sup>th</sup> of July and Americana Fireworks program on Saturday, July 5<sup>th</sup>.

**Upcoming Event:**

Drug Take Back will be held in October 2014.

<b>2014 Participation in Joint Community Events</b>		
	<b>July 2014</b>	<b>Year to Date</b>
<b>Community Activities</b>	1	22

**Fire Department  
July 2014**

**Summary of Month's Activities**

**Fire Operations**

The Department responded to 93 requests for service during the month with 66 responses being medical emergencies. The Department responded to 1 vehicle accident with reported injuries with one patient transported to an area hospital.

**July 14<sup>th</sup> 5:59 PM** – The Department was dispatched to a reported brush fire in the 2900 block of highway 31W. When fire units arrived on scene the fire was located some distance off the roadway, the brush truck was used to extinguish a small brush fire. There was not any other property damage reported with this incident, the fire was started by a lightning strike.

**July 26<sup>th</sup> 4:54 PM** – The Department was dispatched to Hester Drive to a dumpster fire located behind the restaurant. When fire units arrived on scene hand lines were used to extinguish the fire. There were no property damage or injuries reported with this incident.

Our emergency call volume has increased during the 2013-14 year with a total of 991 responses with 827 responses during the 2012-13 physical year. A total of 991 responses during a 12 month period have been the busiest in the history of the department. And as the city continues to grow we can expect the request for emergency services to increase consistent with the population growth.

<b>Type of Incident</b>	<b>Total of Incidents</b>	<b>Percentage of value</b>
Fire	40	4.04%
Explosion	3	0.30%
Rescue & EMS	740	74.67%
Hazardous conditions	33	3.33%
Service Call	54	5.45%
Good Intent Call	49	4.94%
False Alarm Call	65	6.56%
Severe Weather Call	5	0.50%
Special Type Call	2	0.20%
<b>Total</b>	<b>991</b>	

**Fire Administration**

**July 5<sup>th</sup>** – Chief Palmer, Asst. Chief Sisk with Career and Part-time firefighters assisted with the Americana Celebration and the fireworks.

**July 13<sup>th</sup> - 15<sup>th</sup>** – Asst. Chief Sisk attended the Tennessee Fire Chiefs Association annual meeting in Nashville.

**July 21<sup>st</sup> - 23<sup>rd</sup>** – Chief Palmer, Asst. Chief Sisk, and all career firefighters attended a Piedmont Gas training class held at fire station 2.

**July 23<sup>rd</sup>** – Chief Palmer met with Cummins Crosspoint representatives concerning the startup of the new generator at fire station 1.

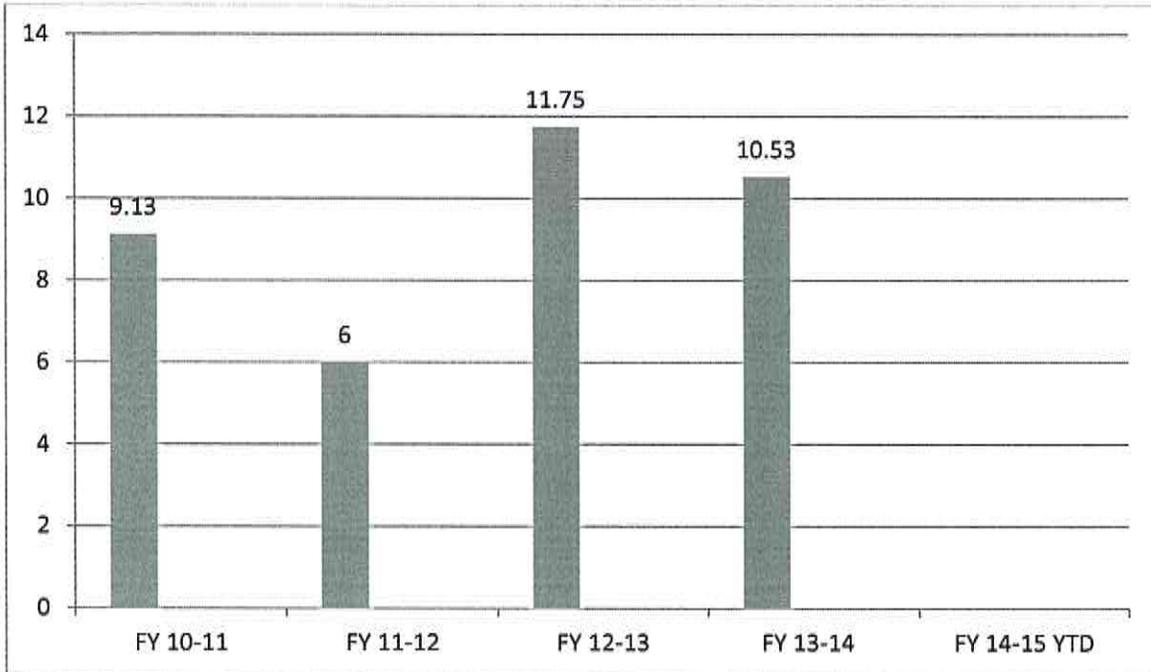
**July 29<sup>th</sup>** - Chief Palmer attended and chaired the monthly Safety Committee Meeting at fire station 2.

**Fire Department  
July 2014**

**Monthly Performance Indicators**

**Personnel Responding to Structure Fires**

The Department goal in this area would be to exceed our current four year average of 9.3 firefighters for each structure fire response.



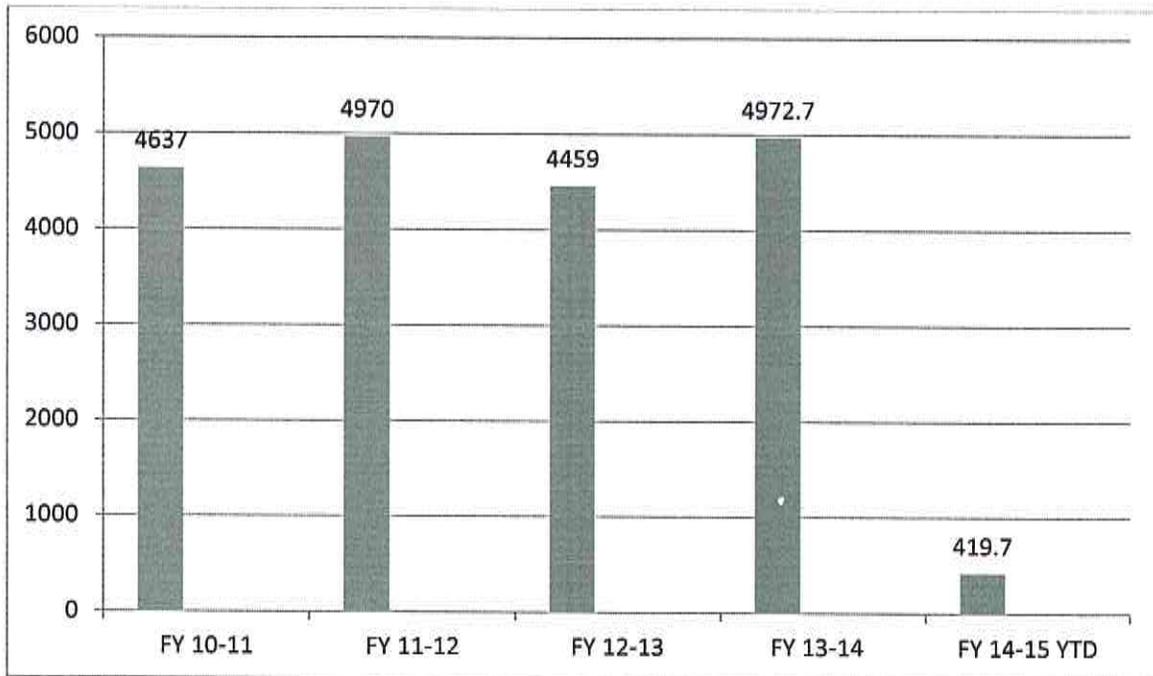
**Incident Responses**

Structure Fires	0	Vehicle Accidents(general cleanup)	2
Other Fires	1	Vehicle Accidents(With injuries)	1
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	2	False Alarms/Calls	8
Hazmat	0	Assist other Governmental Agency	0
Other Calls	13	Total Responses for the Month	93
Emergency Medical Responses	66	Total Responses Year to Date	93

**Fire Department  
July 2014**

**Fire Fighter Training**

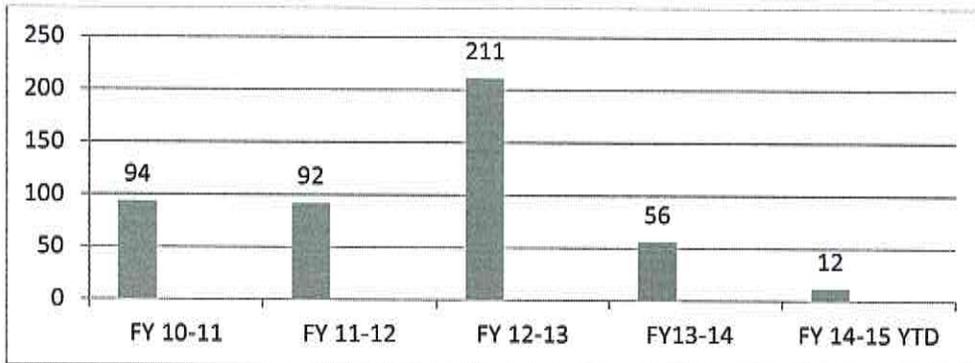
The Department goal is to complete the annual firefighter training of 240 hours for career and 48 hours for Part-time and Volunteer Firefighters for a total of 4176 hours per year.



Total Training Man-hours for the Month	419.7	Total Training Man-hours Year to Date	419.7
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**Fire Inspection**

It is part of our fire prevention goals to complete a fire inspection at each business annually. Currently in our data base there are 387 businesses in the city including commercial and industrial facilities.

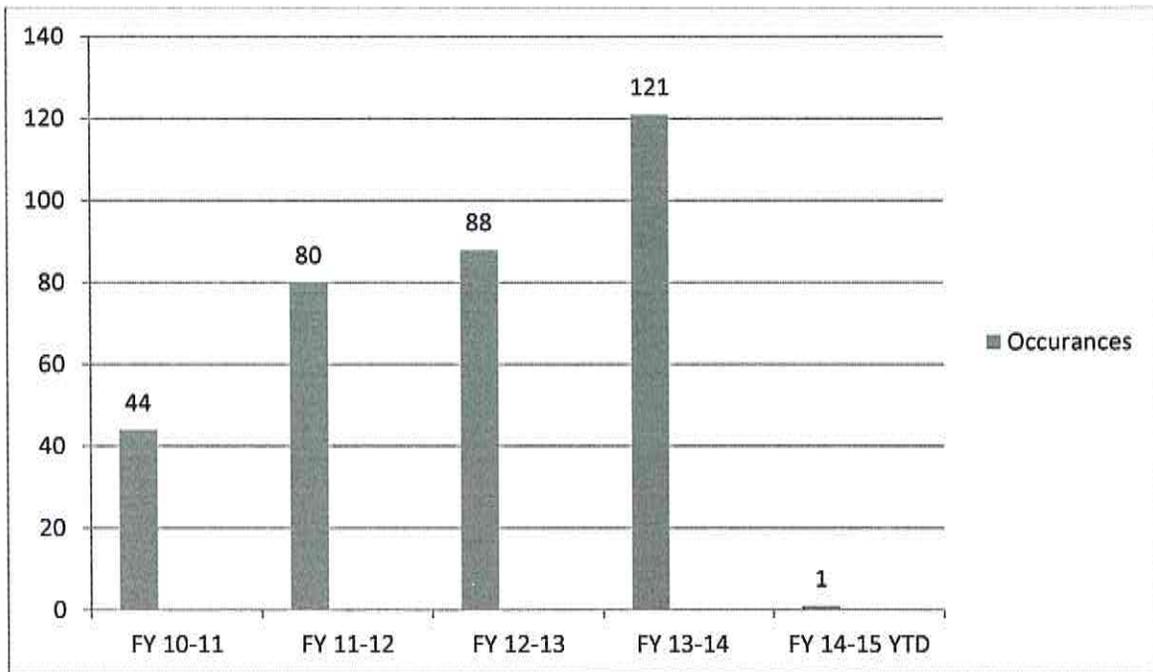
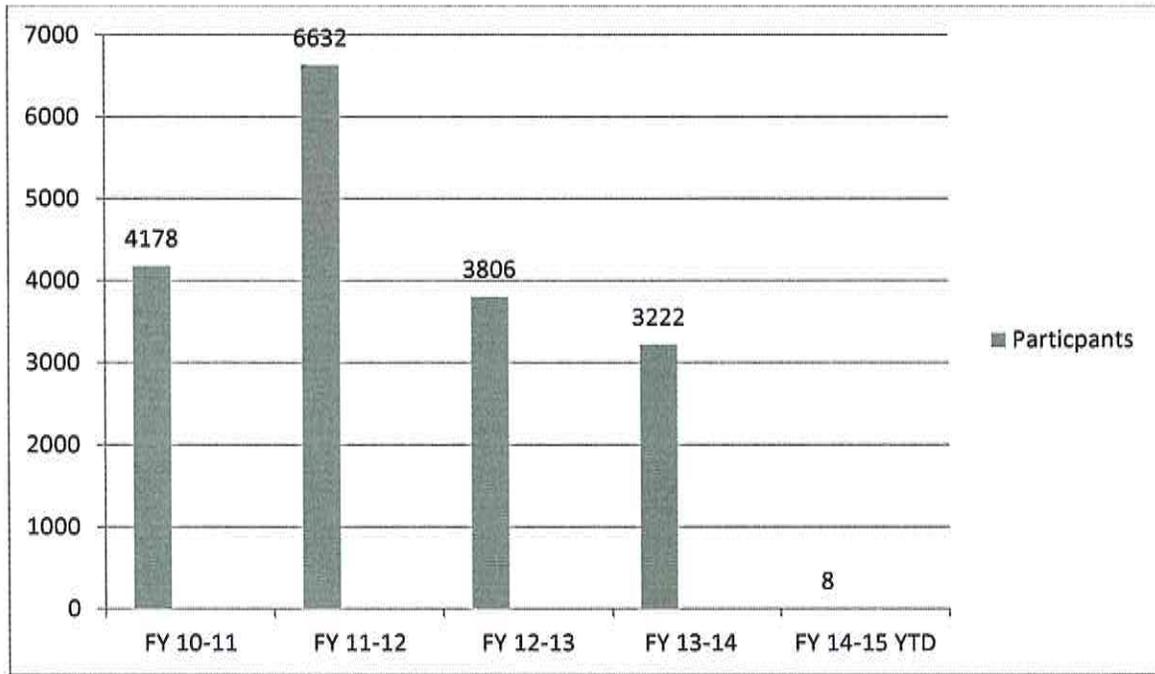


Fire Inspections	12	Year to Date	12	Plat / Plan Reviews	6	Year to Date	6
Fire Investigations	0	Year to Date	0	Fire Preplans	0	Year to Date	0

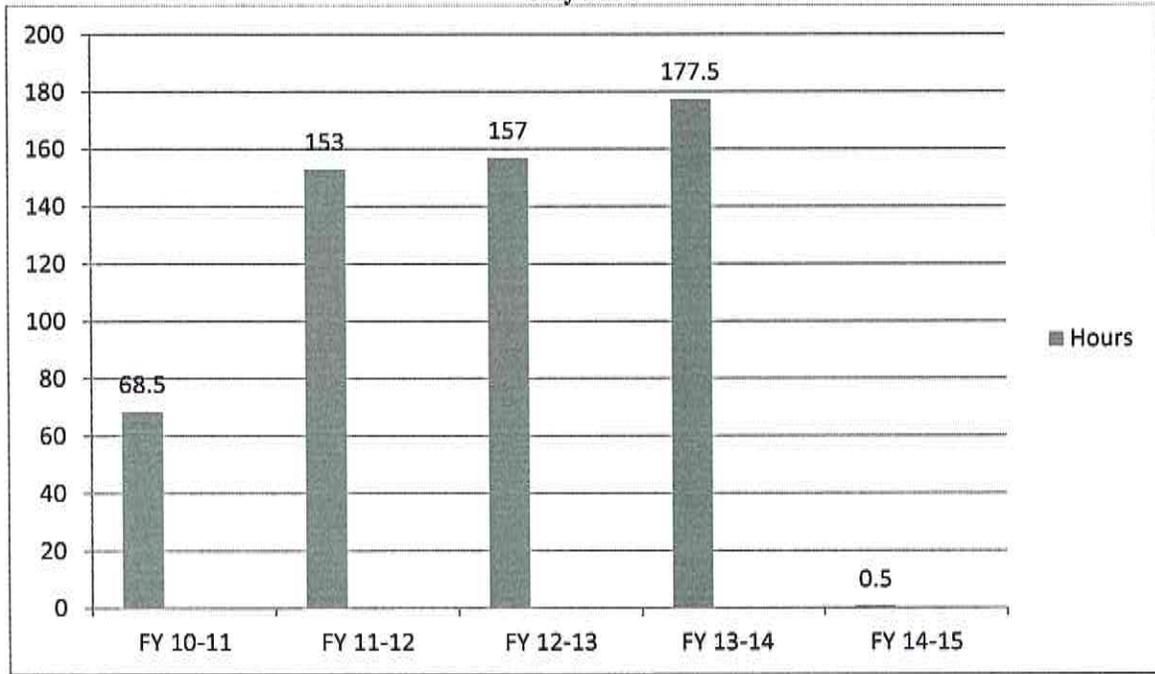
**Fire Department  
July 2014**

**Public Fire Education**

It is a Department goal to exceed our last three years averages in Participates (4553) Occurrences (96) and Contact Hours (163). The following programs are being utilized at this time; Risk Watch taught to all first grade students, Career Day, Station tours, Fire Extinguisher training, and Safety Day.



**Fire Department  
July 2014**



Participants	8	Education Hours	.5
Participants Year to Date	8	Education Hours Year to Date	.5
Number of Occurrences	1	Number of Occurrences Year to Date	1

**Public Services Department - Public Works Division  
July 2014**

**Staffing:** The public works department is authorized **7 full time** employees.

1. (2) Full-time truck drivers;
2. (3) Full-time maintenance workers;
3. (1) Full-time Streets crew leader;
4. (1) Supervisor.

<u>Total Hours Worked</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>June-14</u>	<u>July-14</u>	<u>YTD 14/15</u>
Sanitation	9,912	8,930	5,975	3,138	319	279	279
Street	3,502	3,539	3,765	4,485	389	380	380
Facility Maintenance	143	100	124	839	88	149	149
Fleet Maintenance	394	147	445	857	75	114	114
Meeting/Training	241	135	332	653	34	20	20
Leave	1,311	915	1,005	1022	73	102	102
Holiday	1,040	1,040	650	730	0	60	60
Overtime	0	0	70	166	9	15	15
Administrative	0	0	0	496	42	64	64

**Brush, Leaves & Litter Control Program:**

The goal of the brush and leave collection and litter control program is to maintain an efficient collection service for the residents. In the past, residents have not been satisfied with the level of service that the department was providing. I believe that part of this perception is a function of the quantity of material placed out for collection. At this point, the City's ordinance does not restrict the volume of material left at the curb for pickup. The City only operates one (1) truck and the driver is dedicated to this task and will only perform other job duties if there's no yard waste to collect. Additionally, the City allows residents to drop off yard waste at the public works yard and we receive a tremendous quantity of yard waste from this program as well.

<u>Sanitation</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>June-14</u>	<u>July-14</u>	<u>YTD 14/15</u>
Brush Collection Stops	3,841	2,970	2,787	5,394	769	448	448
Brush Truck Loads	422	468	302	644	72	36	36
Leaves Pickup Bags	N/A	N/A	519	4,324	318	265	265
Brush/Leaves Hours	N/A	N/A	585	2,119	232	143	143
Litter Pickup Bags	960	0	168	535	33	26	26
Litter Pickup Hours	N/A	N/A	443	829	87	96	96

**Sanitation Collection:**

The goal for the curbside garbage and recycling collection program is *to maintain an error rate of less than 1%*. The July 2014 work order report shows that staff made 32 requests on the WI web portal system, of which only 3 were due to missed service calls and the rest were container delivery and/or pickup. Considering that we have over 3,800 cans in service for garbage and 3,680 cans in service for recycling, we are operating with less than 1% error rate.

<u>Solid Waste</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>June-14</u>	<u>July-14</u>	<u>YTD 14/15</u>
Tons	3,590	3,634	3,458	3,315	279	246	246
Disposal Fee	\$88,187.52	\$88,325.03	\$85,077.60	\$82,869.34	\$6,916.38	\$6,140.80	\$6,140.80

**Public Services Department - Public Works Division  
July 2014**

SW Accounting	FY 10/11	FY 11/12	FY 12/13	FY 13/14	June-14	July-14	YTD 14/15
Units Billed	43,655	44,485	44,244	44,953.00	3,779	3,810	3,810
Receivables	\$676,350.00	\$683,625.00	\$690,098.50	\$692,727.50	\$58,082.50	\$66,020.05	\$66,020.05
Revenue	\$634,738.25	\$654,858.69	\$684,487.53	\$705,287.91	\$58,243.23	\$57,587.83	\$57,587.83

**Citizen Solid Waste Drop-off Program:**

The goal for the citizen drop-off program is to provide an effective means for residents to dispose of bulky wastes (furniture, washer appliances, clutter, etc.) or other wastes that normally wouldn't fit into their curbside container. We provide a dumpster for garbage and a dumpster for *metal recycling*. We encourage the residents to separate their items to maximize our recycling efforts. The BMA has made it a policy to allow residents two (2) free dumps per year. Anything above that number a resident would be charged \$50.00.

SW Drop-Off	FY 10/11	FY 11/12	FY 12/13	FY 13/14	June-14	July-14	YTD 14/15
Participants	660	715	809	525	77	73	73
Tons	119	168	141	168	20	9	9
Disposal Fee	\$14,654.62	\$16,513.14	\$15,473.00	\$16,913.54	\$1,937.92	\$955.13	\$955.13

**Recycling Program:**

The goal for the recycling program is to achieve an overall recycling rate of **25%**. At present we are recycling approximately **14%** of our solid waste stream. I will add cardboard recycling containers to the drop-off program during the upcoming bid process as a means to increase our diversion rate of recyclable materials from the solid waste stream. The total volume of recyclables collected curbside during the month was approximately **35 tons** of material which is a savings of about **\$1,557.50** in avoided landfill tipping fees. In addition, the recyclable material revenue for the month was approximately **\$290.00**. This is a net gain of **\$1,847.50**.

Recycling	FY 10/11	FY 11/12	FY 12/13	FY 13/14	June-14	July-14	YTD 14/15
Curbside Tons	253	244	393	456	49	35	35
Recycling Rate	7%	7%	13%	14.3%	15.3%	13.5%	13.5%
Fee (old program)	\$5,081.27	\$6,736.13	-	-	-	-	-
Revenue (curbside)	-	-	\$4,749.94	\$3,469.56	\$418.99	\$290.00	\$290.00
<i>Metal (dropoff)Tons</i>	23	11	62	42	5	4	4
Metal Revenue	\$4,819.75	\$3,167.45	\$10,555.50	\$6,240.40	\$690.20	\$505.40	\$505.40

**Stormwater Improvement Projects:**

The goal is to maintain the existing drainage infrastructure through culvert replacement, ditch cleaning and dry basin mowing. This department responds to citizen drainage complaints and, as such, we list the requested projects on the City's website. Additionally, we maintain the curbed lanes, intersections, center turn lanes and bike path along 31W with our street sweeping program.

Stormwater	FY 10/11	FY 11/12	FY 12/13	FY 13/14	June-14	July-14	YTD 14/15
Drainage Requests	1	3	27	17	4	2	2
Drainage Work (feet)	620	58	1,457	2,513	100	140	140
Drainage Man Hours	N/A	N/A	891	1261	203	127	127
Debris Removed Loads	N/A	N/A	75	57	10	10	10
Sweeping Man Hours	0	0	0	272	49	39	39

1. **College Street:**

**Public Services Department - Public Works Division  
July 2014**

Staff excavated the existing ditch line on College Street and installed 120' of 24" HDPE pipe on the south side of street. On the north side staff poured a catch basin and tied in the existing driveway culvert and new 24" pipe. They installed a frame and grate on the catch basin. Staff has backfilled the pipe and graded it to match the existing yards. Staff seeded the area and put straw down. This eliminated a dangerous drop-off on both sides of the street.

**2. Tyree & College Extension:**

Staff replaced the culvert due to its deteriorated condition. The wastewater project crew excavated the pipe as they were going down College Extension.

**Road Work Program:**

The goal for this program is to maintain the City's right-of-ways and drive lanes so they're free from hazards.

1. Curb - repair concrete curbs/sidewalks;
2. Shoulder – maintain shoulders with rock;
3. Potholes – repair asphalt such as base failures and pothole patching;
4. Potholes – man hours associated with potholes/asphalt work;
5. Mowing - medians, right-of-ways, and City owned property;
6. R-O-W - tree trimming and roadside vegetative management (weed spraying);
7. Signs – repair, replace and/or install signs within the City limits;
8. Salt – winter weather road clearing and salting.

<b>Road Work</b>	<b>FY 10/11</b>	<b>FY 11/12</b>	<b>FY 12/13</b>	<b>FY 13/14</b>	<b>June-14</b>	<b>July-14</b>	<b>YTD 14/15</b>
Curb Repair	3	0	1	1	0	0	0
Shoulder LF	0	0	788	3,331	0	0	0
Shoulder Hours	0	0	0	88	0	0	0
Potholes	336	168	125	202	17	7	7
Pothole Hours	N/A	N/A	N/A	600	103	71	71
Mowing Hours	0	0	101	446	18	51	51
R-O-W Hours	N/A	N/A	N/A	12	2	15	15
Signs	225	119	153	106	5	2	2
Sign Work Hours	N/A	N/A	N/A	219	14	17	17
Salt Tons	20	55	4	79	0	0	0
Salt Hours	N/A	N/A	N/A	159	0	0	0

**Public Works Special Projects:**

The goal is to be reactive to special requests that are made from time to time either from the City Administrator or other departments.

1. Staff participated with the police department in the 4<sup>th</sup> of July setup and takedown of the traffic control measures.

**Public Services Department - Wastewater Division  
July 2014**

**Collection System Activities**

**Hobbs Project:**

Hall Construction has finished Lines "N" and "S". These lines now complete the gravity portion of the project. There is still grinder tanks (LPG) to install, line and manhole testing and property restoration yet to complete.

LPG installation was started along HWY 31W on the 31<sup>st</sup>

The installation quantities are as follows:

1. 0' of 8" SDR 35 main line;
2. 1717' of 8" SDR 26 main line;
3. 0' of 6" SDR 35 main line;
4. 0' of 6" SDR 26 main line;
5. 799' of 6" service lateral;
6. 28 service connections;
7. 6 manholes (6 standard and 0 water tight frame & grates);
8. 2 Property restoration days - property restoration along the Hobbs drainage ditch and Spring Street. Property restoration has begun along Edwards, Valley View, Whitson and College over to Fischer Drive;
9. 1 Rain days;
10. Patching was also completed; All Concrete Drives are complete

**Sage Road Lift Station Project:**

This is the lift station that is being built to service the Sage Road/Hester Drive corridor, which is where the City's two (2) newest apartment complexes are planned for development. The location for the lift station is at the end of Hester Drive and just inside the gate to Lowe's Millwork.

Work began on the 14<sup>th</sup> with sub-contractor, Twin States Utilities Inc. beginning line "A" at Lowe's Millworks. Scott & Ritter are only doing the Lift Station installation. The wet-well, pipe vault, meter vault and discharge line have been installed to date. In addition, the discharge line from the station has been tapped into the 12" Southern Force Main.

The installation quantities are as follows:

1. 1,060' of 8" SDR 26 main line;
2. 630' of 8" SDR 35 main line;
3. 7 manholes (7 standard frames and grates);
4. 0 service connections;
5. 0 grinder removals;
6. 0 6" service lateral;
7. 0 rain days

**Tennessee 811 is the underground utility notification center for Tennessee and is not a goal driven task:**

This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities.

<u>Line Marking</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>YTD</u>
Tennessee 811	1,496	948	866	1,306	147	142	142

**SCADA (Supervisory Control and Data Acquisition) Alarm Response Goal:**

Our goal is to reduce the number of responses through an ongoing, proactive maintenance program at the major lift stations. However, there are uncontrollable factors that create an alarm condition; such as high water levels due to large rain events, loss of vacuum, power outages and/or loss of phase. These types of alarms notify us that a problem exists. A service technician can access the SCADA system from any location via a smart device and acknowledge the alarm. The new SCADA system that we're currently in the process of installing at every lift station will allow the technician to remotely operate the components at the station.

**Public Services Department - Wastewater Division  
July 2014**

<u>Lift Station Location</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>YTD</u>
North Palmers Chapel	2301	1483	1736	3,559	63	63	63
Calista Road	3652	985	1058	2,014	90	8	8
Wilkinson Lane	131	417	231	219	0	0	0
Portland Road	98	13	25	36	12		
Cope's Crossing	0	109	445	208	14	19	19
Union Road	0	16	149	93	22	23	23
Meadowlark Drive	61	32	40		0		
Highway 76	41	20	9	6	0	2	2
Cambria Drive	31	32	16	9	0	0	0
Treatment Plant	694	439	359	333	27	26	26

**Work Order Maintenance Response Goal:**

The primary goal of the wastewater department is to provide fast, efficient and effective service to the City's approximately 4,009 utility customers. Dispatched and managed through *our GIS Cloud-Based work order system*, staff responds to sewer related calls on a 24/7 basis. Our secondary goal is to manage the over 2,800 mini-lift stations (grinder pumps) in our system using a proactive, programmatic approach. This is done by periodic scheduled maintenance. Additionally, the system has not been completely changed out from the prior two (2) generations of pumps. Thus, the large number of "change-outs" (C/O) that are listed below. Some of these change-outs can also be attributed to customer negligence (throwing foreign materials down the toilet). When abuse is the contributing factor, I will charge back the cost of the pumps, panels and service costs to the customer. Another area of concentration is converting the positive displacement (PD) pumps that were installed in a centrifugal pump application. These *PD to Centrifugal Converts* can be found primarily in the commercial sector.

<u>Work Orders</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>YTD</u>
"Grinder Project"		144	229	3	0	0	0
PD to Centrifugal Converts				4	0	2	2
2000 to Extreme C/O	0	0	85	86	8	7	7
2000 to 2000 C/O	0	271	19	13	0	0	0
Extreme to 2000 C/O	0	0	33	14	2	3	3
Extreme to Extreme C/O	0	0	157	110	8	12	12
2000 Conversions	0	159	26	3	0	0	0
Extreme Converts	0	0	43	83	13	12	12
Low Pressure Service Request	682	554	977	750	65	104	104
Vacuum System Service	94	96	127	102	13	9	9
Inspection for New Service	0	0	0	27	1	8	8
Final Inspection for New	0	0	0	47	4	8	8
Sanitary Sewer Overflow (SSO)	0	0	4	2	0	0	0
Odor Complaints	0	0	0	11	2	2	2

**Public Services Department - Wastewater Division  
July 2014**

**System Repairs Goal:**

The goal is to minimize failures with the major lift stations and the mainline gravity, low and high pressure force mains and the air vacuum systems. We've been training key personnel over the last two (2) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of our lift stations are either at or near their useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced.

The mainline and service line repairs are mitigated in a large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Therefore, we have to make repairs, and if the line break was due to negligence, I will send the responsible party a repair bill. In some cases, the breaks are due to weather or age.

<u>Repairs</u>	<u>09/10</u>	<u>10/11</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>		<u>Jun-14</u>	<u>Jul-14</u>	<u>YTD</u>
Major Lift Stations	23	12	5	5	18		2	6	6
Mainline	17	0	1	7	18		2	2	2
Service Line	89	82	52	65	136		3	8	8

**Major Lift Stations Repairs:**

- WILKINSON LANE:**  
We still are waiting on a schedule to have the control panel relocated.
- HERITAGE HIGH SCHOOL:**  
The SCADA equipment is in and we are waiting for Wascon to schedule the installation.
- CALISTA:**  
The pump is now at WASCON. We are waiting on the D.I.P. pipe to arrive. It has been scheduled for a mid-August start up. Matt is now changing the oil on a regular interval of 500 hours. We are still awaiting a new seal for the other vertical pump, which Matt and Brandon will replace upon arrival.
- PORTLAND ROAD:**  
WASCON has begun installing the pumps and controls.

**Wastewater Treatment Plant Goal:**

The primary goal for the treatment plant is to provide an effluent quality that meets or exceeds the TDEC required limits as set forth in our NPDES permit. This is measured by a violation occurrence that must be notated on the monthly report. The secondary goal is to provide a high level operation and maintenance program to ensure the plant runs as designed. This plant was built in 2001 and has been experiencing mechanical failures on components that operate 24/7.

	<u>May-2014</u>	<u>Jun -2014</u>	<u>Jul -2014</u>	
Flow	0.613 MGD	0.553 MGD	0.576 MGD	
Capacity	1.40 MGD	1.40 MGD	1.40 MGD	
% of Plant Throughput	43.7%	0.395%	0.411%	(0.576 MGD) / (1.40 MGD)
Actual Capacity	1.12 MGD	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	54.7%	49.4%	51.4%	(0.576 MGD) / (1.12 MGD)
Rainfall	4.87"	4.9"	0.5"	

**Public Services Department - Wastewater Division  
July 2014**

<u>Effluent</u>	<u>FY 09/10</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY13/14</u>		<u>Jun-14</u>	<u>Jul - 14</u>	<u>YTD</u>
<b>Violations</b>			4	6	2		0	0	0

1. **H2S & Ferric Sulfate:**

Staff continues to monitor the carbonaceous biochemical oxygen demand (CBOD) and the total suspended solids (TSS) which will indicate any settling effects of Ferric sulfate we are feeding at the Tyree Springs Manhole and Union Road stations. We are now feeding at a rate of fifteen (15) gallons per day at the Union Road lift station and fifteen (15) gallons per day at the Old Tyree lift station due to the high levels of H2S within the system.

2. **Oxidation Ditch:**

The oxidation ditch is now running on all orbals and is producing a clean effluent and good levels of dissolved oxygen. However, we have seal leaks on the #1 & 4 gearboxes. We'll get these fixed ASAP.

3. **UV System:**

The Trojan Ultra-Violet (UV) system main controller *has failed* and we have it on a bypass system. The chamber continues to have problems due to increased algae levels. We have turned the UV System off in order to see the truest results possible from the Peracetic Acid.

**We have received the approval from TDEC to go ahead with the 90-day Peracetic acid trial which began the last week of March.**

**We are still in the trial period and the feed rate is now operating at a constant 1.2 parts per million (ppm) which is well below the expected usage levels.**

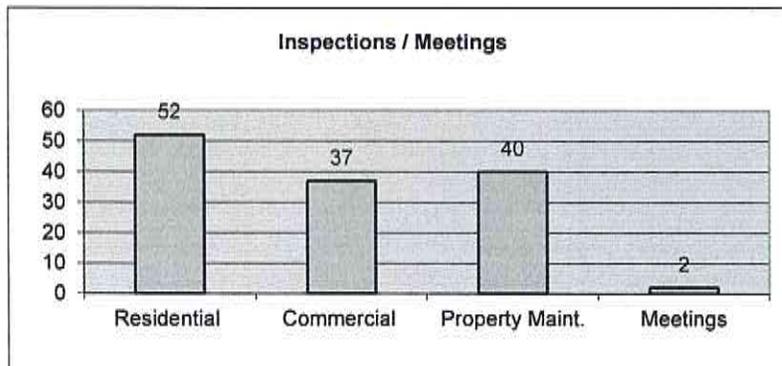
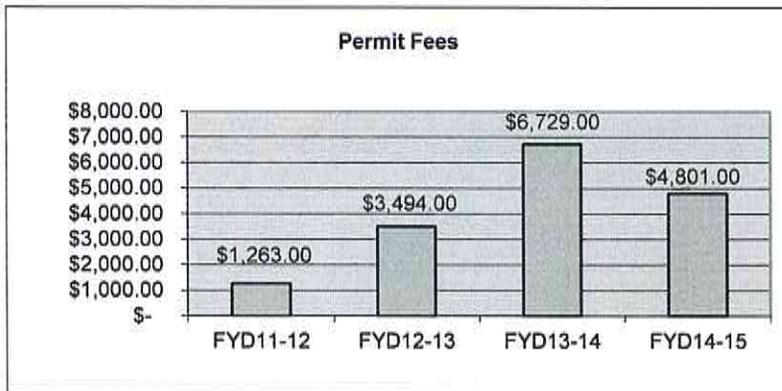
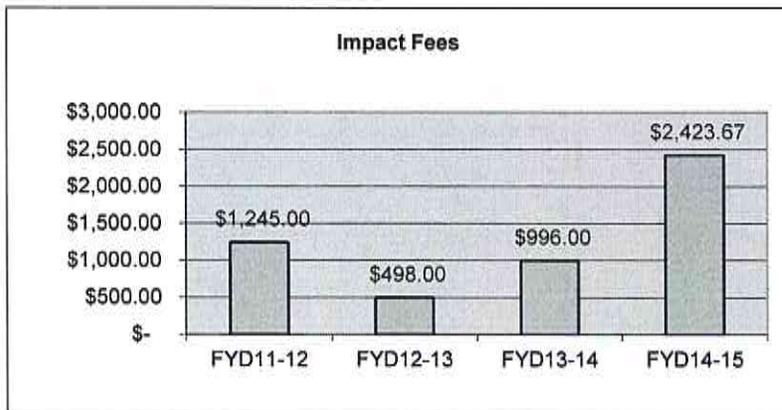
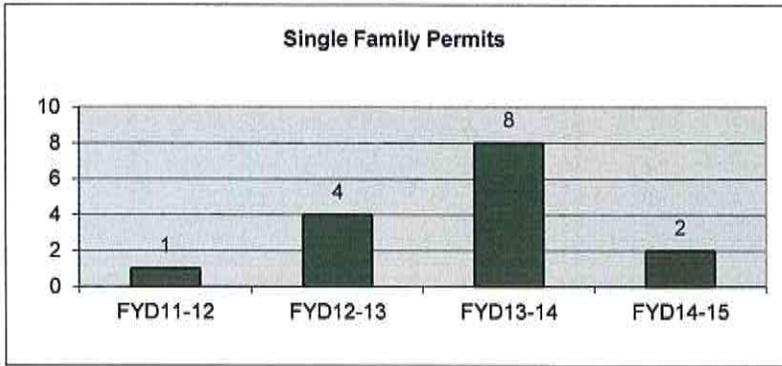
**Thus far, the "kill" rate for E. Coli has been much better than expected as well.**

**Our TDEC permit states in part that, "The concentration of the E. Coli group after disinfection shall not exceed 126 cfu per 100 ml." Additionally, our daily maximum concentration limit is 941/100ml.**

**Our testing for July was less than 20/100ml.**

If the trial is successful, Ben will provide TDEC with an engineering report so that a determination can be made as to whether or not TDEC will issue an approval to use this method of disinfection.

**Planning and Codes Department  
July 2014**



**Planning and Codes Department  
July 2014**

	Month	FY 14-15	FY 13-14	FY 12-13	FY 11-12
<b>MEETING AGENDA ITEMS#</b>					
Planning Commission	3	3	3	5	5
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	0	0	0
Training/Study Session	0	0	0	0	0
Property Maintenance	0	0	0	0	0
<b>PERMITS</b>					
Single Family Residential	2	2	8	4	1
Multi-Family Residential	0	0	0	0	0
Other Residential	11	11	16	21	11
New Commercial	1	1	0	0	0
New Industrial	0	0	0	0	0
Other Com/Ind	2	2	4	4	1
State Electrical	35	35	41	40	34
Sign	0	0	2	2	1
Occupancy Permits	2	2	2	21	7
Certificate of Occupancy-Physio Care-Hwy 76/Rattle Trap Production-Union Rd					
Other	0	0	1	0	0
<b>BUILDING INSPECTIONS</b>					
Residential	52	52	56	37	37
Hours	15.83	15.83	17.33	13.67	10.08
Commercial /Industrial	37	37	16	24	13
Hours	14.08	14.08	9.83	9	2.75
<b>CODE ENFORCEMENT</b>					
Total Cases	40	40	79	55	92
Hours	4.83	4.83	12.58	6.33	10.83
Complaints Received	15	15	23	8	22
<b>MEETINGS</b>					
Administration	3	3	3	3	1
Hours	19.5	19.5	3.25	7	8.5
Planning	5	5	1	3	4
Hours	7.8	7.8	1	1.25	2.75
Codes	2	2	7	4	8
Hours	2	2	4.25	1.42	7.17
<b>FEES</b>					
Permit Fees	\$4,801.00	\$ 4,801.00	\$ 6,729.00	\$ 3,494.00	\$ 1,263.00
Board Review Fees	\$500.00	\$ 500.00	\$ 350.00	\$ 75.00	\$ 75.00
City Impact Fee	\$2,423.67	\$ 2,423.67	\$ 996.00	\$ 498.00	\$ 1,245.00
Roads	\$1,876.10	\$ 1,876.10	\$ 304.80	\$ 152.40	\$ 381.00
Parks	\$39.60	\$ 39.60	\$ 316.80	\$ 158.40	\$ 396.00
Police	\$304.20	\$ 304.20	\$ 225.60	\$ 112.80	\$ 282.00
Fire	\$203.77	\$ 203.77	\$ 148.80	\$ 74.40	\$ 186.00
<b>OTHER ITEMS</b>					
Subdivision Lots	0	0	0	6	0
Commercial/Ind. Sq Ft	4,998	4,998	0	3,423	0
Multi-Family Units	0	0	0	0	0
Other	N/A	0	0	0	0
Subdivision Bonds: 10	\$626,290.00	\$ 626,290.00	\$ 974,300.00	\$ 974,300.00	\$ 1,283,400.00
Builders Bonds	43366.43	\$ 43,366.43	\$ 42,866.43	\$ 47,753.43	\$ 69,877.00
Workings Days in Month	18	18	19	17	15

**Parks, Recreation, & Cultural Arts Department**  
**July 2014**

**Summary of Month's Activities**

Intensive work has continued on all of the Bermuda grass athletic fields to get them ready for the upcoming fall seasons of soccer, baseball / softball, youth football / cheerleading, and varsity football. The drought conditions have forced us to water heavily to keep the fields growing sufficiently. Steady progress has been made in spite of the dry weather, and the soccer fields are looking much better. All of the fields are being mowed three times per week on average.

At the Municipal Park, the entire infield diamond of baseball field #7 was sodded with 13,000 square feet of Tifway 419 Bermuda grass. At the soccer complex, 1,500 square feet of sod was installed this month, which brings the total at that site to 8,500 square feet for the summer. The sprinkler system has again required a great deal of repair due to malfunctioning rotors and valves, but much of this has been performed by the department's employees.

Splash park-Lose and Associates is now underway with developing the construction plans and specifications for this new amenity. Our goal is to submit the plans for consideration at the October 14<sup>th</sup> Planning Commission meeting.

Recreation

The 14<sup>th</sup> Annual Independence 5K was held July 5<sup>th</sup> at the White House High School trailhead. We had 82 participants. Scott Wietecha was the overall male winner and Blair Burnett was the overall female winner. The masters male winner was Scott Jordan and Julie Shuck was the masters female winner. We had 8 sponsors for a total of \$1,600. The sponsors were: Great Clips, McDonalds, CEMC, Waller Sales, Elite Fitness, Farmers Bank, Tate Ornamental, and Crossroads Medical Group.

Fall baseball / softball-We have surpassed last year's total for the league with 268 participants. There are 168 participants in fall baseball this year and 120 participants in fall softball. Practices start in August and games begin August 30<sup>th</sup>.

Fall girls volleyball-There are 4 teams in the 3<sup>rd</sup> - 5<sup>th</sup> grade league and 6 teams in the 6<sup>th</sup> - 8<sup>th</sup> grade league. We have 78 girls participating in girls volleyball this fall which is 20 more than we had last fall. Practices start in August and games will start August 30<sup>th</sup>.

Men's open fall softball registration is ongoing. We are offering a competitive and recreational league once again. The fee is \$450 per team. Non-resident fees may apply based on majority rule. The season will begin the day after Labor Day.

The Labor Day Bike Parade will take place Monday, September 1<sup>st</sup>. It will be held at the fire hall on Hwy 76. We ask that the bikers get there by 9:00AM to register so we can start the parade by 9:20AM. Participants are encouraged to decorate their bikes, wagons, and strollers. Safety Day will immediately follow the Bike Parade.

Parks Maintenance

- Fertilized 12 athletic fields (5 soccer fields, 2 football fields, 5 baseball fields)
- Trimmed shrubs at the soccer complex
- Repaired various irrigation system problems at the soccer complex and football stadium (locating valves, replacing rotors, and repairing broken pipes)
- Mechanically aerated 1 football field, 4 baseball / softball fields, 5 soccer fields
- Sprayed 1 football field and 1 soccer field for weeds
- Used a rotary brush cutter to mow tall grass and weeds along the greenway and at the municipal park and soccer complex
- Prepared extensively for the Americana Celebration

**Update on Department Goals and Objectives**

RTP Grant – Recreational Trails Program

The trail renovation project started on Tuesday, July 1st!! It has taken almost 3 years to get to this point from the time the grant application was submitted until now, so it is very gratifying to get underway. We are connecting to the sidewalk coming from Indian Ridge subdivision, and extending the trail going east to eliminate its termination in

**Parks, Recreation, & Cultural Arts Department**  
**July 2014**

the stadium parking lot. The completion of this project will be another big improvement that trail users will really appreciate.

**Department Highlight**

Seniors

On July 16<sup>th</sup>, the senior citizens had a corn hole tournament which was a big hit and everyone expressed how much they enjoyed it! Many stayed after the luncheon to watch the action and root for their favorite team. We had 12 participants in the corn hole tournament.

The senior coordinator is always looking for activities that will draw in even more participants. One of the activities includes new exercise videos such as yoga, chair dancing, and Sittersize. There is also a new walking group which takes place on the greenway.

July 30<sup>th</sup>, the senior billiards tournament was a great success and a further effort to draw in more men to the senior center. We had 10 participants in the 8-ball tournament and a crowd stayed after the luncheon to watch.

**Department Cost Savings Report**

The department will be utilizing the services of a contracted concessionaire, Team One Concessions, beginning with our fall baseball / softball league and then later with youth basketball. We will receive 20% of gross sales after sales tax and the concessionaire is responsible for providing all supplies, equipment, food, beverages, and labor.

**Parks, Recreation, Cultural Arts Department**  
**July 2014**

	FY					Current Year		
	2009-2010	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	Jul-14	Aug-14	YTD 2014-15
<b>Maintenance</b>								
Mowing Hours	1,469	1,486	1,346	1,276	1,134	85		85
Pounds of Grass Seed Sown	1,895	3,140	2,275	3,280	2,560	50		50
Pounds of Fertilizer Applied	4,590	8,150	2,540	5,525	1,620	2,800		2,800
Number of Trees/Shrubs Planted	11	20	39	3	23	0		0
<b>Recreation</b>								
Number of Youth Program Participants	336	354	448	818	762	0		0
Number of Adult Program Participants	1,343	2,353	2,471	1,726	855	49		49
Number of Special Event Attendees	2,505	3,484	3,970	2,796	4,145	85		85
Total Number of Special Events Offered	17	19	17	19	12	2		2
Total Number of Programs Offered	38	68	78	51	46	6		6
Youth Program Revenue	\$27,728.00	\$29,068.00	\$29,702.00	\$ 49,676.00	\$49,197.40	\$20,371.37		\$ 20,371.37
Adult Program Revenue	\$9,368.25	\$14,899.65	\$19,216.05	\$ 16,060.90	\$13,155.30	\$571.00		\$ 571.00
Special Event Revenue	\$4,530.00	\$8,010.00	\$7,355.00	\$ 5,970.00	\$4,965.00	\$1,265.00		\$ 1,265.00
<b>Administration</b>								
Number of Shelter Reservations	153	116	112	110	103	8		8
Hours of Shelter Reservations					130	23		23
Shelter Reservation Revenue	\$4,083.00	\$3,415.00	\$ 3,396.00	\$ 3,270.00	\$2,823.00	\$402.00		\$ 402.00
Number of Facilities Reservations	105	63	136	261	207	15		15
Hours of Facility Reservations					145	36		36
Facility Reservation Revenue	\$6,345.82	\$6,475.63	\$ 16,224.25	\$ 36,686.43	\$26,540.00	\$1,025.00		\$ 1,025.00
Field Rental Revenue					\$4,498.33	\$435.00		\$ 435.00
Misc. Revenue	\$52,032.78	\$60,991.46	\$ 56,423.35	\$ 71,032.39	\$37,420.52	\$738.92		\$ 738.92
<b>Senior Center</b>								
Senior Center Participants	2,399	2,860	3,269	3,586	3,478	344		344
Number of Trip Participants	316	473	387	477	507	46		46
Number of Meals Participants	3,848	2,912	3,315	2,867	2,910	308		308
Number of Program Participants	587	632	4,486	4,030	3,419	329		329
Number of Trips Offered	31	42	31	34	38	4		4
Number of Meals Served	50	46	49	49	49	5		5
Number of Programs Offered	54	50	90	87	81	6		6

**White House Inn Library & Museum**  
**July 2014**

**Summary of Activities**

The Library board met on July 10<sup>th</sup>. The board voted on officer position, policy updates, a new technology plan, and reviewed some of the logo designs.

The Library's Summer Reading Program continued from the month of June until July 26<sup>th</sup>. We had four more performers who included: Representative Courtney Rogers, Mr. Bond the Science Guy, the L & M Bakery, and the Cumberland Astronomical Society. There were a total of 52 individuals to see Representative Rogers, 90 individuals at Mr. Bond's event, 55 at the bakery program, and 48 at the star presentation. The number of individuals attending these events is about average for our area.

The library also had four story times and four craft days as part of our summer reading programs. The story times had the following number of individuals attend: 42, 37, 19, and 22 respectively. The story time events are for those ages 0-4 years old and include, reading to kids, dancing, and crafts. The story time attendance increased from the previous year, when we averaged 18 individuals in attendance. The craft days are for children, ages 5-11. The types of crafts that these older children got to make include: soda bottle rockets, bubble wands to use in a science experiment, candy sushi, and a homemade planetarium. The number of individuals that attended these events is as follow: 54, 27, 65, and 45 respectively. These numbers are slightly larger than last year's craft days, which averaged 40 kids at each event.

The library also finished up its teen program for the summer. The library held a Dr. Who night, a Foam Sword Fighting Tournament, an Amazing Race Contest, a Silent Library Game Night, and a Zombie Run. The number of teens that attended these events is as follow: 12, 8, 11, 13, and 8 respectively. The teen numbers are up from last year which had an average of 5 teens at each event.

Besides the program, the library signed up a total of 42 listeners, 116 readers, and 23 teens for the reading portion of our Summer Reading Program. There were 22 listeners, 44 readers, and 11 teens that won prizes for their reading achievements.

The first library building construction meeting was held on July 1<sup>st</sup>. At this meeting, the architect, builder, and city officials were able to address any concerns regarding the building process. It was also decided that every two weeks there would be a construction meeting to go over the building project.

**Department Highlights**

The department highlight for this month was the success of the summer reading program. Our teen, story time, and craft day participants increased from the previous year. This fact indicates that we are improving the types of programs we provide, our outreach to the community, and our marketing techniques.

**White House Inn Library & Museum**  
**July 2014**  
**Performance Measures**

**Official Service Area Populations**

2009	2010	2011	2012	2013	2014
12,980	13,316	13,257	13,421	13,386	*

**July Membership**

**Cumulative Members**

Year	New Members	Updated Members	Total Members	% of Population with Membership
2013	88	7	10,983	82
2014	62	412	8,944	66

The library's goal is to maintain or exceed total membership from the previous calendar year. The consortia did its first system wide purge of inactive users for five years at the end of 2013, which is why 2014 has fewer members.

**Total Material Available:** 28,478

**Estimated Value of Total Materials:** \$711,950

**Last Month:** \$703,900

**Total Materials Available Per Capita:** 2.12

**Last Month:** 2.10

**State Minimum Standard:** 2.00

The library had been trying for many years to reach the state minimum standard, but was unable to because every time a book was added, one had to be deleted because of space issues. By changing the location of certain sections and adding more shelves on the remaining empty walls, the library was finally able to meet the 2.00 standard. The goal is to continue to meet this standard and exceed it until the library is re-classified at a different level.

**Materials Added In July**

2011	2012	2013	2014
183	127	601	476

**Yearly Material Added**

2011	2012	2013	2014
3,036	2,671	4,108	2,021

The library's goal is to add material that meets the current and future needs of city patrons even if that means buying fewer items in order to afford databases, digital material, reference material, etc.

**Physical Items Checked Out in July**

2011	2012	2013	2014
6,141	5,175	5,178	5,080

**Cumulative Physical Items Check Out**

2011	2012	2013	2014
63,395	51,116	47,160	26,794

The library's goal is to maintain or exceed the state standard of every item checking out 2.5 times a year. Despite a drop in physical items being checked out, the number of eBooks and downloaded audio books has increased every year. Last year, every item checked out 1.8 times. With more digital checkouts, the library hopes to meet the 2.5 standard.

**Programs**

July	Kids Sessions	Kids Attendance	Teen Sessions	Teen Attendance	Adult Sessions	Adult Attendance
2011	4	276	0	0	1	5
2012	4	261	0	0	1	5
2013	16	692	3	8	1	10
2014	12	556	5	52	1	6
Yearly Totals	Kids Sessions	Kids Attendance	Teen Sessions	Teen Attendance	Adult Sessions	Adult Attendance
2011	91	2,805	0	0	14	217
2012	76	2,232	4	31	16	245
2013	92	2,193	7	35	11	107
2014	66	1,598	10	94	7	51

The library's goal is to maintain or exceed the number of programs conducted each year and the number of individuals that attend the events.

**Volunteers:** 8    **Hours:** 141.3

**White House Inn Library & Museum**  
**July 2014**  
**Performance Measures**

**July Computer Users**

	2011	2012	2013	2014
<b>Wireless</b>	***	***	88	109
<b>Internet Computers</b>	503	364	344	339
<b>Children Computers</b>	386	173	344	212

**Yearly Computer Users**

2011	2012	2013	2014
***	***	1,071	605
5,983	4,282	3,791	1,947
3,244	2,874	1,691	956

The library's goal is to stay current with technological needs in the community by observing each technology's use and making changes to increase usage.

**Services Provided by Contracting with State**

**July Interlibrary Loan Services**

	2011	2012	2013	2014
<b>Borrowed</b>	26	56	4	18
<b>Loaned</b>	9	15	6	20

**Yearly Interlibrary Loan Services**

2011	2012	2013	2014
337	362	136	145
64	100	165	313

The goal of the interlibrary loan system is to loan as many requests as possible to help lower other libraries' expenses as well as trying to obtain as many patron requests as possible in order to offer a larger variety of items and to save the library funds.

**Yearly R.E.A.D.S. Statistics**

	2011-2012	2012-2013	2013-2014
<b>eBooks</b>	792	2,010	3,688
<b>Audios</b>	1,717	2,501	2,521

The goal of the R.E.A.D.S. program is to continue to promote the service to increase patron use, thereby providing more titles, material type, and savings for the library.

\* 2014 numbers will continue to be obtained and increase as the year continues.

**Municipal Court  
July 2014**

**Revenues**

Citations

Total Collected for Month	\$11,388.00
Total Collected YTD	\$11,388.00

State Fines

Total Collected for Month	\$1,217.11
Total Collected YTD	\$1,217.11

<b>Total Revenue for Month</b>	<b>\$12,605.11</b>
<b>Total Revenue YTD</b>	<b>\$12,605.11</b>

**Disbursements**

Litigation Tax	\$828.17
DOS / DOH Fines & Fees	\$893.00
DOS Title & Registration	\$194.75
Restitution / Refunds	\$0.00
TBI-Expungement / Fees	\$0.00
Worthless Checks	\$0.00

<b>Total Disbursements for Month</b>	<b>\$1,915.92</b>
<b>Total Disbursements YTD</b>	<b>\$1,915.92</b>

<b>Adjusted Revenue for Month</b>	<b>\$10,689.19</b>
<b>Total Adjusted Revenue YTD</b>	<b>\$10,689.19</b>

<b>Drug Fund Donations for Month</b>	<b>\$237.50</b>
<b>Drug Fund Donations YTD</b>	<b>\$237.50</b>

**DRAFT**

Template Name: Summary Fin - Rev  
Created by: LGC

City of White House  
Summary Financial Statement  
July 2014

User: Charlotte Soporowski  
Date/Time: 8/13/2014 8:39 AM  
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110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
				Budget Estimate	Actual	Estimate Avg/Mth	Actual	
								8.33%
31100		Property Taxes (Summer To Distribute)		0.00	0.00	0.00	0.00	0.00 %
31110		Real & Personal Property Tax(Current)	1,981,782.00	(1,964.25)		165,148.50	(1,964.25)	1.19 %
31120		Public Utilities Property Tax (Current)	97,295.00	0.00		8,107.92	0.00	0.00 %
31211		Property Tax Delinquent 1st Year	56,000.00	0.00		4,666.67	0.00	0.00 %
31212		Property Tax Delinquent 2nd Year	16,000.00	0.00		1,333.33	0.00	0.00 %
31213		Property Tax Delinquent 3rd Year	6,000.00	(501.00)		500.00	(501.00)	100.20 %
31214		Property Tax Delinquent 4th Year	3,000.00	0.00		250.00	0.00	0.00 %
31215		Property Tax Delinquent 5th Year	3,000.00	(86.00)		250.00	(86.00)	34.40 %
31216		Property Tax Delinquent 6th Year	800.00	(74.00)		66.67	(74.00)	111.00 %
31219		Property Tax Delinquent - Other Prior	1,900.00	0.00		158.33	0.00	0.00 %
31300		Int, Penalty, And Court Cost On Prop	28,000.00	(488.74)		2,333.33	(488.74)	20.95 %
31513		Payment In Lieu Of Tax -Sewer	112,385.00	(9,365.42)		9,365.42	(9,365.42)	100.00 %
31520		Payments From Industry	14,831.00	0.00		1,235.92	0.00	0.00 %
31610		Local Sales Tax - Co. Trustee	2,250,000.00	(207,550.81)		187,500.00	(207,550.81)	110.69 %
31709		Beer And Liquor Local Priv Tax	6,500.00	0.00		541.67	0.00	0.00 %
31710		Wholesale Beer Tax	265,000.00	(25,807.36)		22,083.33	(25,807.36)	116.86 %
31800		Business Taxes	140,000.00	(2,192.77)		11,666.67	(2,192.77)	18.80 %
31911		Natural Gas Franchise Tax	106,000.00	0.00		8,833.33	0.00	0.00 %
31912		Cable TV Franchise Tax	113,000.00	0.00		9,416.67	0.00	0.00 %
31960		Special Assessment - Liens	1,200.00	0.00		100.00	0.00	0.00 %
31980		Mixed Drink Taxes	11,000.00	(2,033.00)		916.67	(2,033.00)	221.78 %
32090		Peddler Permit	50.00	0.00		4.17	0.00	0.00 %
32209		Beer And Liquor License Application	2,300.00	(550.00)		191.67	(550.00)	286.96 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
		32610	Building Permits	30,000.00	(4,781.00)	15.94 %	2,500.00	(4,781.00)	191.24 %
		32690	Other Permits	50.00	0.00	0.00 %	4.17	0.00	0.00 %
		32710	Sign Permits	1,100.00	0.00	0.00 %	91.67	0.00	0.00 %
		33100	Federal Grants	1,227,798.00	0.00	0.00 %	102,316.50	0.00	0.00 %
		33320	Tva Payments In Lieu Of Taxes	113,420.00	0.00	0.00 %	9,451.67	0.00	0.00 %
		33400	State Grants	100,000.00	0.00	0.00 %	8,333.33	0.00	0.00 %
		33410	State Law Enforcement Education	23,000.00	0.00	0.00 %	1,916.67	0.00	0.00 %
		33460	State Grant-Library Technology	1,311.00	0.00	0.00 %	109.25	0.00	0.00 %
		33510	State Sales Tax	743,488.00	(63,651.02)	8.56 %	61,957.33	(63,651.02)	102.73 %
		33520	State Income Tax	23,000.00	(23,794.99)	103.46 %	1,916.67	(23,794.99)	1,241.48 %
		33530	State Beer Tax	5,128.00	0.00	0.00 %	427.33	0.00	0.00 %
		33553	State Gasoline Inspection Fee	21,023.00	(1,749.29)	8.32 %	1,751.92	(1,749.29)	99.85 %
		33593	Corporate Excise Tax	12,000.00	0.00	0.00 %	1,000.00	0.00	0.00 %
		33710	County Grant - Senior Nutrition	9,500.00	0.00	0.00 %	791.67	0.00	0.00 %
		34120	Fees And Commissions	3,000.00	(600.92)	20.03 %	250.00	(600.92)	240.37 %
		34740	Parks And Rec League Fees	74,000.00	(22,766.17)	30.77 %	6,166.67	(22,766.17)	369.18 %
		34741	Field Maintenance Fees	8,000.00	(330.00)	4.13 %	666.67	(330.00)	49.50 %
		34760	Library Fines, Fees, And Other	7,500.00	(812.86)	10.84 %	625.00	(812.86)	130.06 %
		34793	Community Center Fees	13,000.00	(1,505.75)	11.58 %	1,083.33	(1,505.75)	138.99 %
		34900	Other Charges For Services	9,500.00	(660.00)	6.95 %	791.67	(660.00)	83.37 %
		35110	City Court Fines And Costs	145,000.00	(10,689.19)	7.37 %	12,083.33	(10,689.19)	88.46 %
		35130	Impoundment Charges	250.00	0.00	0.00 %	20.83	0.00	0.00 %
		36000	Other Revenues	6,000.00	7,211.00	-120.18 %	500.00	7,211.00	-1,442.20 %
		36100	Interest Earnings	5,200.00	(27.45)	0.53 %	433.33	(27.45)	6.33 %

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
				Budget Estimate	Actual	Estimate Avg/Mth	Actual	
36210		Rent		(794.60)	1,458.33	(794.60)	4.54 %	54.49 %
36430		Tax Refunds (Overpayments)		(3.00)	0.00	(3.00)	0.00 %	0.00 %
36450		Parks Concessions		0.00	1,166.67	0.00	0.00 %	0.00 %
36700		Contri And Donation From Private		(204.20)	16,666.67	(204.20)	0.10 %	1.23 %
36920		Sale Of Bonds		0.00	238,847.00	0.00	0.00 %	0.00 %
		<b>Total Revenues</b>		<b>(375,772.79)</b>	<b>907,997.92</b>	<b>(375,772.79)</b>	<b>3.45 %</b>	<b>41.38 %</b>
		<b>Expenditures</b>						
41000		General Government		72,528.10	(34,238.42)	72,528.10	17.65 %	211.83 %
41210		City Court		8,816.39	(6,513.67)	8,816.39	11.28 %	135.35 %
41500		Financial Administration		36,814.56	(30,708.83)	36,814.56	9.99 %	119.88 %
41650		Human Resources		22,042.20	(11,999.67)	22,042.20	15.31 %	183.69 %
41670		Engineering		88,720.41	(73,710.00)	88,720.41	10.03 %	120.36 %
41700		Planning And Zoning		24,005.81	(24,035.00)	24,005.81	8.32 %	99.88 %
41800		General Government Buildings		8,815.77	(22,018.92)	8,815.77	3.34 %	40.04 %
41921		Special Events		500.00	(333.33)	500.00	12.50 %	150.00 %
42100		Police Patrol		110,462.27	(107,343.00)	110,462.27	8.58 %	102.91 %
42120		Police Support Services		22,330.96	(22,843.75)	22,330.96	8.15 %	97.76 %
42150		Police Administration		23,896.77	(17,211.58)	23,896.77	11.57 %	138.84 %
42151		Communications Services		0.00	(18,333.33)	0.00	0.00 %	0.00 %
42200		Fire Protection And Control		791,956.26	(192,316.67)	791,956.26	34.32 %	411.80 %
42210		Fire Administration And Inspection		25,647.37	(23,942.33)	25,647.37	8.93 %	107.12 %
43000		Public Works		320,354.12	(64,611.33)	320,354.12	41.32 %	495.82 %
44310		Senior Citizen Activities		3,027.80	(3,563.33)	3,027.80	7.08 %	84.97 %
44700		Parks		21,275.27	(25,017.75)	21,275.27	7.09 %	85.04 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
44740			Park Maintenance	(1,006,203.00)	235,039.27	23.36 %	(83,850.25)	235,039.27	280.31 %
44800			Libraries	(3,357,011.00)	2,744,015.01	81.74 %	(279,750.92)	2,744,015.01	980.88 %
44880			Children's Library Services	(36,690.00)	2,759.43	7.52 %	(3,057.50)	2,759.43	90.25 %
51000			Misc Exp	(251,000.00)	16,000.00	6.37 %	(20,916.67)	16,000.00	76.49 %
<b>Total</b>		<b>Expenditures</b>		<b>(12,795,795.00)</b>	<b>4,579,007.77</b>	<b>35.79 %</b>	<b>(1,066,316.25)</b>	<b>4,579,007.77</b>	<b>429.42 %</b>
<b>Total</b>	<b>110</b>	General Fund		<b>(1,899,820.00)</b>	<b>4,203,234.98</b>	<b>221.24 %</b>	<b>(158,318.33)</b>	<b>4,203,234.98</b>	<b>2,654.93</b>

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
120	Industrial Development Fund					8.33%
<b>Revenues</b>						
33800	Local Revenue Allocations	47,000.00	(22,392.46)	3,916.67	(22,392.46)	571.72 %
36100	Interest Earnings	80.00	(11.95)	6.67	(11.95)	179.25 %
	<b>Total Revenues</b>	<b>47,080.00</b>	<b>(22,404.41)</b>	<b>3,923.33</b>	<b>(22,404.41)</b>	<b>571.06 %</b>
<b>Expenditures</b>						
48000	Economic Opportunity	(50,300.00)	1,750.00	(4,191.67)	1,750.00	41.75 %
	<b>Total Expenditures</b>	<b>(50,300.00)</b>	<b>1,750.00</b>	<b>(4,191.67)</b>	<b>1,750.00</b>	<b>41.75 %</b>
<b>Total 120</b>	<b>Industrial Development Fund</b>	<b>(3,220.00)</b>	<b>(20,654.41)</b>	<b>(268.33)</b>	<b>(20,654.41)</b>	<b>-7,697.30</b>



Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
122	Parks Sales Tax Fund						8.33%
<b>Revenues</b>							
36100	Interest Earnings	280.00	(1.62)	0.58 %	23.33	(1.62)	6.94 %
36425	Parks Sales Tax Receipts	78,000.00	(6,449.59)	8.27 %	6,500.00	(6,449.59)	99.22 %
	<b>Total Revenues</b>	<b>78,280.00</b>	<b>(6,451.21)</b>	<b>8.24 %</b>	<b>6,523.33</b>	<b>(6,451.21)</b>	<b>98.89 %</b>
<b>Expenditures</b>							
49000	Debt Service	(133,284.00)	0.00	0.00 %	(11,107.00)	0.00	0.00 %
	<b>Total Expenditures</b>	<b>(133,284.00)</b>	<b>0.00</b>	<b>0.00 %</b>	<b>(11,107.00)</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total</b>	<b>122 Parks Sales Tax Fund</b>	<b>(55,004.00)</b>	<b>(6,451.21)</b>	<b>-11.73 %</b>	<b>(4,583.67)</b>	<b>(6,451.21)</b>	<b>-140.74</b>



Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
124	Impact Fees					8.33%
<b>Revenues</b>						
36100	Interest Earnings	350.00	(1.46)	29.17	(1.46)	5.01%
36421	Roads Impact Fees	2,800.00	(1,876.10)	233.33	(1,876.10)	804.04%
36422	Parks Impact Fees	1,600.00	0.00	133.33	0.00	0.00%
36423	Police Impact Fees	2,100.00	(372.00)	175.00	(372.00)	212.57%
36424	Fire Impact Fees	1,400.00	(203.77)	116.67	(203.77)	174.66%
<b>Total</b>	<b>Revenues</b>	<b>8,250.00</b>	<b>(2,453.33)</b>	<b>687.50</b>	<b>(2,453.33)</b>	<b>356.85%</b>
<b>Expenditures</b>						
51010	Roads Impact Fees	(129,130.00)	0.00	(10,760.83)	0.00	0.00%
51020	Parks Impact Fees	(34,000.00)	22,000.00	(2,833.33)	22,000.00	776.47%
51040	Fire Impact Fees	(2,705.00)	0.00	(225.42)	0.00	0.00%
<b>Total</b>	<b>Expenditures</b>	<b>(165,835.00)</b>	<b>22,000.00</b>	<b>(13,819.58)</b>	<b>22,000.00</b>	<b>159.19%</b>
<b>Total</b>	<b>124 Impact Fees</b>	<b>(157,585.00)</b>	<b>19,546.67</b>	<b>(13,132.08)</b>	<b>19,546.67</b>	<b>148.85%</b>

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
<b>140</b>	Police Drug Fund					8.33%
<b>Revenues</b>						
31610	Local Sales Tax - Co. Trustee	550.00	0.00	45.83	0.00	0.00 %
35130	Impoundment Charges	100.00	(140.00)	8.33	(140.00)	1,680.00 %
35140	Drug Related Fines	7,800.00	(237.50)	650.00	(237.50)	36.54 %
36100	Interest Earnings	65.00	(3.76)	5.42	(3.76)	69.42 %
	<b>Total Revenues</b>	<b>8,515.00</b>	<b>(381.26)</b>	<b>709.58</b>	<b>(381.26)</b>	<b>53.73 %</b>
<b>Expenditures</b>						
42129	Drug Investigation And Control	(6,833.00)	0.00	(569.42)	0.00	0.00 %
	<b>Total Expenditures</b>	<b>(6,833.00)</b>	<b>0.00</b>	<b>(569.42)</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total 140</b>	Police Drug Fund	<b>1,682.00</b>	<b>(381.26)</b>	<b>140.17</b>	<b>(381.26)</b>	<b>272.00 %</b>



412 Sewer Fund	Account	Description	Year-To-Date			Monthly Comparative:		
			Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
								8.33%
	<b>Revenues</b>							
36000	Other Revenues		15,000.00	(300.00)	2.00 %	1,250.00	(300.00)	24.00 %
36100	Interest Earnings		2,700.00	(59.85)	2.22 %	225.00	(59.85)	26.60 %
36330	Sale Of Equipment		0.00	5.00	0.00 %	0.00	5.00	0.00 %
36920	Sale Of Bonds		4,819,969.00	0.00	0.00 %	401,664.08	0.00	0.00 %
37210	Application Fees		26,000.00	(2,025.00)	7.79 %	2,166.67	(2,025.00)	93.46 %
37220	Administrative Fees		10,000.00	(1,550.00)	15.50 %	833.33	(1,550.00)	186.00 %
37230	Sewer User Fees		2,516,000.00	(246,355.82)	9.79 %	209,666.67	(246,355.82)	117.50 %
37294	Capital Cost Recovery Fee		35,000.00	0.00	0.00 %	2,916.67	0.00	0.00 %
37298	Capacity Fees		412,000.00	(38,500.00)	9.34 %	34,333.33	(38,500.00)	112.14 %
37499	Commitment Fees		0.00	(3,000.00)	0.00 %	0.00	(3,000.00)	0.00 %
37995	Connection Fees		5,000.00	(300.00)	6.00 %	416.67	(300.00)	72.00 %
	<b>Total Revenues</b>		<b>7,841,669.00</b>	<b>(292,085.67)</b>	<b>3.72 %</b>	<b>653,472.42</b>	<b>(292,085.67)</b>	<b>44.70 %</b>
	<b>Expenditures</b>							
49000	Debt Service		(704,397.00)	10,073.90	1.43 %	(58,699.75)	10,073.90	17.16 %
52117	Administration And General Expenses		(722,152.00)	84,819.82	11.75 %	(60,179.33)	84,819.82	140.95 %
52210	Collection		(4,701,095.00)	1,481,937.06	31.52 %	(391,757.92)	1,481,937.06	378.28 %
52213	Sewer Treatment And Disposal		(2,230,715.00)	107,595.13	4.82 %	(185,892.92)	107,595.13	57.88 %
52223	Depreciation		(717,624.00)	59,802.00	8.33 %	(59,802.00)	59,802.00	100.00 %
	<b>Total Expenditures</b>		<b>(9,075,983.00)</b>	<b>1,744,227.91</b>	<b>19.22 %</b>	<b>(756,331.92)</b>	<b>1,744,227.91</b>	<b>230.62 %</b>
<b>Total 412</b>	<b>Sewer Fund</b>		<b>(1,234,314.00)</b>	<b>1,452,142.24</b>	<b>117.65 %</b>	<b>(102,859.50)</b>	<b>1,452,142.24</b>	<b>1,411.77</b>

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
416	Healthcare Fund					8.33%
<b>Revenues</b>						
36100	Interest Earnings	290.00	(0.97)	24.17	(0.97)	4.01 %
36960	Operating Transfer In From Other	47,000.00	(7,280.57)	3,916.67	(7,280.57)	185.89 %
	<b>Total Revenues</b>	<b>47,290.00</b>	<b>(7,281.54)</b>	<b>3,940.83</b>	<b>(7,281.54)</b>	<b>184.77 %</b>
<b>Expenditures</b>						
51520	Insurance Employers Share	(68,500.00)	4,916.30	(5,708.33)	4,916.30	86.12 %
	<b>Total Expenditures</b>	<b>(68,500.00)</b>	<b>4,916.30</b>	<b>(5,708.33)</b>	<b>4,916.30</b>	<b>86.12 %</b>
<b>Total 416</b>	Healthcare Fund	<b>(21,210.00)</b>	<b>(2,365.24)</b>	<b>(1,767.50)</b>	<b>(2,365.24)</b>	<b>-133.82</b>

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
417	Stormwater Utility					8.33%
<b>Revenues</b>						
34124	Stormwater Utility Fee	50,000.00	0.00	4,166.67	0.00	0.00 %
36100	Interest Earnings	250.00	0.00	20.83	0.00	0.00 %
	<b>Total Revenues</b>	<b>50,250.00</b>	<b>0.00</b>	<b>4,187.50</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Expenditures</b>						
51530	Stormwater Administration	(3,500.00)	0.00	(291.67)	0.00	0.00 %
	<b>Total Expenditures</b>	<b>(3,500.00)</b>	<b>0.00</b>	<b>(291.67)</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total</b>	<b>417 Stormwater Utility</b>	<b>46,750.00</b>	<b>0.00</b>	<b>3,895.83</b>	<b>0.00</b>	<b>0.00 %</b>

Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
433	Hillcrest City Cemetery						8.33%
<b>Revenues</b>							
34110	General Services	2,300.00	(336.00)	14.61 %	191.67	(336.00)	175.30 %
34321	Cemetery Burial Charges	900.00	0.00	0.00 %	75.00	0.00	0.00 %
34323	Grave - Opening And Closing Fees	18,000.00	(450.00)	2.50 %	1,500.00	(450.00)	30.00 %
36100	Interest Earnings	250.00	(8.19)	3.28 %	20.83	(8.19)	39.31 %
36340	Sale Of Cemetery Lots	6,000.00	(6,000.00)	100.00 %	500.00	(6,000.00)	1,200.00 %
	<b>Total Revenues</b>	<b>27,450.00</b>	<b>(6,794.19)</b>	<b>24.75 %</b>	<b>2,287.50</b>	<b>(6,794.19)</b>	<b>297.01 %</b>
<b>Expenditures</b>							
43400	Cemeteries	(42,426.00)	13,997.89	32.99 %	(3,535.50)	13,997.89	395.92 %
	<b>Total Expenditures</b>	<b>(42,426.00)</b>	<b>13,997.89</b>	<b>32.99 %</b>	<b>(3,535.50)</b>	<b>13,997.89</b>	<b>395.92 %</b>
<b>Total</b>	<b>433 Hillcrest City Cemetery</b>	<b>(14,976.00)</b>	<b>7,203.70</b>	<b>48.10 %</b>	<b>(1,248.00)</b>	<b>7,203.70</b>	<b>577.22 %</b>

RESOLUTIONS....

ORDINANCES....

*August 13, 2014*

# MEMORANDUM

To: Board of Mayor and Aldermen  
From: Charlotte Soporowski, Finance Director  
Cc: Jerry Herman, City Administrator  
Re: Ordinance Adopting Certified Tax Rate

---

The following memo from the State Board of Equalization explains in detail how the equalized property tax rates for the City of White House were calculated. In short, due to an overall decline in property tax values as reported by the Sumner County Assessor, our property tax rates are increasing from \$1.2139 to \$1.2315 for both counties. The Finance Director recommends approval of the tax rate as calculated by the State Board of Equalization.

There has been some uncertainty caused by Sumner County's request to have the appraisal process and the subsequent tax rate reviewed by the State Board of Equalization. At a meeting that the Tax Clerk and I attended with the Sumner County Assessor last week, the Assessor assured us that we should proceed with adopting the tax rate as it was received. The very next day, he called the Tax Clerk and advised that we should not adopt the tax rate. Just this morning I spoke with the Executive Secretary of the State Board of Equalization, Kelsie Jones, and he recommends that we proceed with adopting the tax rate as it was submitted to us by his office. Mr. Jones asserts that there is no guarantee that the rate may not change later, but if it does, we will be advised by his office, and can adopt the revised rate at that time. Mr. Jones is the senior most authority on this specific matter at the State level, and it is my recommendation that we proceed as he has recommended by adopting the tax rate that has been proposed.

Production of the final budget document and submittal of that document to the Office of State and Local Finance cannot proceed until after the second reading of the tax rate ordinance which will be scheduled at a special called session. Should you have any questions about the tax rate, or the reporting requirements, please let me know and I would be happy to discuss it with you.

**ORDINANCE 14-15**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE ESTABLISHING THE TAX RATE FOR THE YEAR 2014.**

**BE IT ORDAINED** by the Board of Mayor and Aldermen of the City of White House, Robertson and Sumner Counties, Tennessee as follows:

There is hereby levied the following tax rate on each one-hundred dollars of assessed valuation of all utilities and all other taxable properties within the corporate limits of the City of White House, Tennessee for the year 2014.

Robertson County	\$ 1.2315
Sumner County	\$ 1.2315

**BE IT FURTHER ORDAINED** that all utility and property taxes collected after July 1, 2014, for the prior year shall be credited to the General Fund, and all 2014 delinquent property taxes shall be appropriated to the various funds as set out in the 2013 rate.

This ordinance shall become effective upon final reading, the public welfare requiring it.

First Reading: July 29, 2014 PASSED  
Second Reading: August 21, 2014

\_\_\_\_\_  
Michael Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder



STATE OF TENNESSEE  
**STATE BOARD OF EQUALIZATION**  
9<sup>TH</sup> FLOOR, W.R. SNODGRASS TN TOWER  
312 ROSA PARKS AVENUE  
NASHVILLE, TENNESSEE 37243-1102  
PHONE (615) 401-7883

June 30, 2014

Honorable Mike Arnold  
Mayor, City of White House  
105 College Street  
White House, TN 37188

Re: Equalized property tax rates

Dear Mayor Arnold:

Attached is a text discussion and calculation of equalized property tax rates for the city of White House for tax year 2014. The rates for Robertson and the Sumner County portions are the same this year (\$1.2315), but that will probably change in the future when the appraisal ratios for the two counties change. The purpose of different rates is to take into account the relative levels of assessments for the different parts of the city, and maintaining a differential of this proportion is the only way to assure an acceptable degree of tax uniformity throughout the city (other than to create an assessment authority for the city and utilize values separate from those established by the county assessors). The proportions established for these rates should be recalculated next year because the appraisal ratios will change.

You are welcome to review these figures and if you concur, the city governing body should proceed to determine (concur in) these equalized rates by simple action on motion and second. This is normally done as the budget is presented. You may use Step 7 of the calculation to determine rates necessary to meet the budget while maintaining the necessary differential, and if the equalized rates do not need to be exceeded, the city may proceed to adopt its actual tax rates. If the equalized rates will need to be exceeded, the city should publish notice and conduct a public hearing before acting on final tax rates. A sample of this notice is enclosed.

Page 2  
Mayor Arnold  
June 30, 2014

Please call or write if you wish to discuss this further.

Sincerely,

A handwritten signature in cursive script that reads "Kelsie Jones".

Kelsie Jones  
Executive Secretary

c: John C. Isbell, Sumner County Assessor  
Chris Traugher, Robertson County Assessor



STATE OF TENNESSEE  
**STATE BOARD OF EQUALIZATION**  
9<sup>TH</sup> FLOOR, W.R. SNODGRASS TN TOWER  
312 ROSA PARKS AVENUE  
NASHVILLE, TENNESSEE 37243-1102  
PHONE (615) 401-7883

**Procedure for Developing Equalized Tax Rates for Multi-County Jurisdictions**

**Background**

Tennessee has a number of cities lying in two or more counties which levy a city ad valorem property tax. In these cases, property values in the representative counties were established at different times and therefore are seldom assessed on a comparable basis. The recommended solution has been creation of a separate assessment function for these counties, in which the city is reappraised on the same cycle as the predominant county and maintenance of assessment records is performed either by a city assessor or under agreement with the state and/or representative county assessors. While this is usually the best long-term solution, some cities which have not yet addressed the problem face it anew each time any of their counties are reappraised. Applying the same city tax rate to differently valued parcels raises a serious uniformity issue under the Tennessee Constitution and jeopardizes the validity of the city levy.

One short-term alternative for these cities, pending a general reappraisal, is adjustment of the city tax rate to accommodate differing levels of assessment within the city, a procedure referred to here as the equalization of tax rates. The procedure was approved by the State Board of Equalization on August 14, 1989.

**Equalizing the city tax rates**

The purpose of this approach is to adjust the actual city tax rate to be applied within each county within the city, in such a way that all properties are taxed uniformly when both the rate and assessed value are considered together. A calculation form is attached, and the concept is explained below.



The first step would be to fix a pro forma equalized tax base for the city. This is done by first dividing the total assessments in the city, by county, by the approved appraisal ratio for that county, and then adding these assessments together. Although applying the same tax rate to these equalized values would achieve rough equity, it would also require creation of a separate assessment records base and agreements with the representative county assessors to maintain it. Equalizing tax rates instead allows the city to defer these arrangements until the general reappraisal.

The second step is determining the previous year's property tax levy, which represents the property taxes billed for the previous tax year. Dividing the previous year's levy by the equalized city tax base yields an overall equalized rate which must then be adjusted for the use in the separate areas of the city, by county. The equalized rate for each county portion of the city is determined by dividing the overall rate by the approved appraisal ratio for the county.

If the city needs to increase its rate from the previous year's rate, the city would first increase the overall rate before applying the appropriate adjustment to fix the separate equalized rates.

The foregoing adjustment would be done each year until the long term solution of a general reappraisal, occurred. Each year, the current appraisal ratios and assessed values would be used. Because equalizing tax rates in this manner has the same effect as adjusting relative values throughout the jurisdiction, it is perhaps safest for the city to give public notice before establishing equalized tax rates in excess of those determined through the above process.

Further details concerning these procedures are available from the State Board of Equalization.

2014 Tax-Neutral Property Tax Rate(s)

**WORKSHEET FOR CALCULATING TAX RATE EQUIVALENTS AND TARGET RATES FOR MULTI-COUNTY JURISDICTION:**

**STEP 1.**      Collect and list needed information.      (see instructions, attached)

<u>Row</u> <u>Item</u>	(Column A) (most parcels) Area A	(Column B) Area B	(if applicable) (Column C) Area C	(Column D)
1	County Name <u>Robertson</u>	<u>Sumner</u>		
2	County parcel count <u>2,632</u>	<u>2,379</u>		
3	Appraisal ratio <u>1.0000</u>	<u>1.0000</u>		
4	Unadjusted assessed value      \$ <u>142,314,855*</u>	\$ <u>97,905,146*</u>	\$	
5	Net new real property      \$ <u>867,869</u>	\$ <u>764,790</u>	\$	
6	Net new personal property      \$ <u>1,300,767</u>	\$ <u>36,243</u>	\$	
7	Previous year levy      \$ <u>1,705,874*</u>	\$ <u>1,215,944*</u>	\$	\$ <u>2,921,818</u>

**STEP 2.**      Determine the adjusted current year assessed value by area. By area, subtract new real property (Row 5 above) and new personal Property (Row 6 above) from the total unadjusted value (Row 4 above).

<u>Row</u> <u>Item</u>	Area A	Area B	Area C
8	Adjusted assessed value      \$ <u>140,146,219</u>	\$ <u>97,104,113</u>	\$



**STEP 7. Calculating target rates for the current year.**

Step 7A. By area, equalize the unadjusted assessed values by dividing Row 4 above by the appraisal ratio (Row 3), then total.

<u>Row</u>	<u>Item</u>	\$ _____	\$ _____	\$ _____
13	Equalized unadjusted values			
		<u>Area A</u>	<u>Area B</u>	<u>Area C</u>

14 Total, Row 13

Step 7B. Determine the overall target tax rate by dividing current year's needed revenue, by the total on Row 14 and multiply times 100.

15	Overall target rate:	_____	=	\$ _____
		Needed revenue		Row 14

Step 7C. Equalize overall target rate by area: By area, divide overall rate (Row 15) by appraisal ratios (Row 3).

<u>Row</u>	<u>Item</u>	\$ _____	\$ _____
16	Equalized target rates		
		<u>Area A</u>	<u>Area B</u>
		<u>Area C</u>	

Miscellaneous instructions for worksheet

Step 1

Row 1 - List each county in which the city lies, beginning with the county in which most of the city parcels lie. This county portion is Area A. The other county or counties represented in the city become Area B and Area C (if applicable).

Row 2- Parcel county

Row 3- List here the current year's appraisal ratio approved by the Stated Board of Equalization for the county.

Row 4- List by area the total current year's value of all taxable property.

Row 5- List the total current year's value of all real property improvements added to the assessment roll since the previous year's levy was set.

Row 6- List the total year's value of all personal property added for the first time in the current year.

Row 7- List total property taxes billed from the previous year.

KJ/cfs  
ETR Form

**\* Please Note:**  
Rounding up is not permitted.

Tax freeze assessment removed from total tax base - \$1,077,200 (Robertson County)

Tax freeze assessment removed from total tax base - \$1,331,150 (Sumner County)

Tax freeze tax removed from prior year levy - \$10,808 (Sumner Co. portion)

Tax freeze tax removed from prior year levy - \$10,603 (Robertson Co. portion)



**SUMNER COUNTY  
ASSESSOR OF PROPERTY**

**JOHN C. ISBELL  
ASSESSOR**

355 N. BELVEDERE DRIVE, ROOM 206  
GALLATIN, TENNESSEE 37066  
PHONE (615) 452-2412 • FAX (615) 442-1108

July 23, 2014

City of White House  
Gerald O. Herman  
105 College Street  
White House, TN 37188

Dear Mr. Herman,

Enclosed you find the 2014 Certified Tax Rate (CTR) calculations for Sumner County which represents a collaborative effort between Connie Sands of State Board of Equalization (SBOE) and myself which has been authorized by the Kelsie Jones representing the SBOE. The rates remain the same as previously presented with the only difference being the addition of the date the State calculated the rate. For cities with split jurisdictions, the form sent by the SBOE will serve as your notice.

Also included is the communication from Kelsie Jones indicating the mutually exclusive nature of the County Executive's review of the reappraisal and the calculation of the CTR. Should the County Executive decide to appeal taxpayer's value to influence the CTR, the action must be filed against the taxpayer no later than August 1<sup>st</sup>.

Please understand that the laws of public notice remain and if the jurisdiction decides to offer an alternative revenue-neutral rate, it is the Mayor's responsibility to submit the calculation to SBOE prior to action by the governing body.

I would appreciate a letter indicating your approval/denial of this calculation and the SBOE CTR Calculation form. If you have any questions please call.

Sincerely,

John C. Isbell AAS, TMA  
Assessor of Property

Enclosures

## John Isbell

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**From:** Kelsie Jones <Kelsie.Jones@cot.tn.gov>  
**Sent:** Wednesday, July 23, 2014 9:05 AM  
**To:** John Isbell  
**Cc:** Connie Sands  
**Subject:** CTR  
**Attachments:** Sumner\_CTR.zip

John, Connie converted these to our format, which includes the effective date of the calculation. If these look okay, you may sign and provide them to the county and cities as representing the joint efforts of your staff and mine.

As I indicated on the phone, this process is separate from the ongoing reappraisal review under way by DPA. The county and cities may act on these rates and if the rate changes as the result of appeal actions the rate may be revised later. If the mayor in a particular instance declines to accept the calculation, it remains the responsibility of the mayor to submit a calculation to SBOE prior to action by the governing body to determine the tax-neutral rate or adopt an actual tax rate. I will be happy to offer further explanation if needed.

August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Gerald Herman, City Administrator  
**Re:** Ordinance 14-17

---

Please find attached ordinance 14-17. The ordinance proposes a change to Municipal Code Title 11, Chapter 4 Offenses Against the Peace and Quiet, Section 11-402 pertaining to building operations. Currently the way the Municipal Code reads construction of any kind cannot occur on weekends. I propose that we strike "on week days" from the Municipal Code to allow construction to occur on weekends.

Please do not hesitate to contact me if you have any questions at 672-4350, ext. 2105.

ORDINANCE 14-17

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE TITLE 11, CHAPTER 4 OFFENSES AGAINST THE PEACE AND QUIET, SECTION 11-402.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding anti-noise regulations;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the White House Municipal Code Title 11, Chapter 4 Offenses against the Peace and Quiet, Section 11-402 be revised from the Municipal Code as follows:

ARTICLE XI: MUNICIPAL OFFENSES  
CHAPTER 4: Offenses against the Peace and Quiet  
SECTION: 11-402. Anti-noise regulations.  
ITEM F: Building operations.

(f) Building operations. The erection (including excavation), demolition, alteration, or repair of any building in any residential area or section or the construction or repair of streets and highways in any residential area or section, other than between the hours of 7:00 A.M. and 6:00 P.M. ~~on week days~~, except in case of urgent necessity in the interest of public health and safety, and then only with a permit from a building inspector granted for a period while the emergency continues not to exceed thirty (30) days. If the building inspector should determine that the public health and safety will not be impaired by the erection, demolition, alteration, or repair of any building or the excavation of streets and highways between the hours of 6:00 P.M. and 7:00 A.M., and if he shall further determine that loss or inconvenience would result to any party in interest through delay, he may grant permission for such work to be done between the hours of 6:00 P.M. and 7:00 A.M. upon – application being made at the time the permit for the work is awarded or during the process of the work.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: August 21, 2014

Second Reading: August 25, 2014

\_\_\_\_\_  
Michael Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder

August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Reed Hillen, Planning/Codes Department  
**CC:** Gerald Herman, City Administrator  
**Re:** Re-Zoning

---

The interstate pole sign section of the Zoning Ordinance needs some clarifying language added to it. In the past, requests for these signs have been only one structure (pole) with one or two signs for a development. The problem with the ordinance is that both structures and signs are listed as plural; which would give the implication that multiple poles and signs are allowed per development with no defined cap for the Planning Commission to follow. There should be a hard cap on both. After discussions and a study session with the Planning Commission I proposed the following that gained their recommendation. There is a limit of one structure (pole) per site plan and four signs per structure. This will limit the number of structures and the visual disturbance they cause. The four signs will allow commercial developments with multiple buildings and multiple tenants to have all their signs on one structure.

Another issue with the ordinance is the minimum height of the structure (pole). Currently the minimum is 30 feet. The intent of these signs is to draw traffic off of the interstate into the city and to these businesses. This height of 30 feet allows someone to build a tall standard pole signs. These signs are no longer allowed as the City has shifted to monument signs. The proposed height of 75 feet will ensure that the interstate pole signs serve their purpose.

The final change would be decreasing the size of the Interstate Pole Sign district. To the west of I-65, the district extends well past Pleasant Grove Road. These parcels are too far removed from the interstate for a Pole Sign to be effectively seen. The City's long range plan calls for the parcels just to the East of Union Road to be Interstate Commercial Activity Node. The proposal would be to change the western boundaries of the Interstate Sign District to match up with this Activity Node.

ORDINANCE 14-18

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE CITY OF WHITE HOUSE ZONING ORDINANCE, ARTICLE IV, SECTION 4.070, AND AMENDING THE CITY OF WHITE HOUSE ZONING MAP

WHEREAS, the City of White House Planning Commission recommended the below changes to the City of White House Zoning Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following sections of the City of White House Zoning Ordinance and the Zoning Map are amended as shown on the attached documentation.

ARTICLE: IV SUPPLEMENTARY PROVISIONS APPLYING TO SPECIFIC DISTRICTS  
SECTION: 4.070 Standards for Signs  
ITEM: J Standards and Criteria  
SUBSECTION: 11 Interstate Sign District

Amendment listed below in bold, italics.

11. Interstate Sign District

b. Interstate signs shall be allowed in addition to the allowable monument, wall, marquee, projecting, awning or canopy, and reader board. Interstate signs are an accessory use to primary use of property and shall only be permitted and installed with construction or after construction of primary use of property. Interstate signs shall be shown on site development plan for primary use of property. *Each site development plan will allowed to have one sign structure that may have up to a maximum of four signs. If the sign structure is within 500 feet of another interstate sign structure the Planning Commission can limit the maximum number of signs on the pole to three (3).*

e. Height of sign structure shall receive approval from the Planning Commission and be a minimum of ~~thirty (30)~~ *seventy-five (75)* feet in height and a maximum of one hundred and twenty (120) feet in height. The height is measured from the centerline elevation of road providing access to property.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: August 21, 2014

Second Reading: September 18, 2014

\_\_\_\_\_  
Mike Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder

# CITY MAP

## ZONING MAP

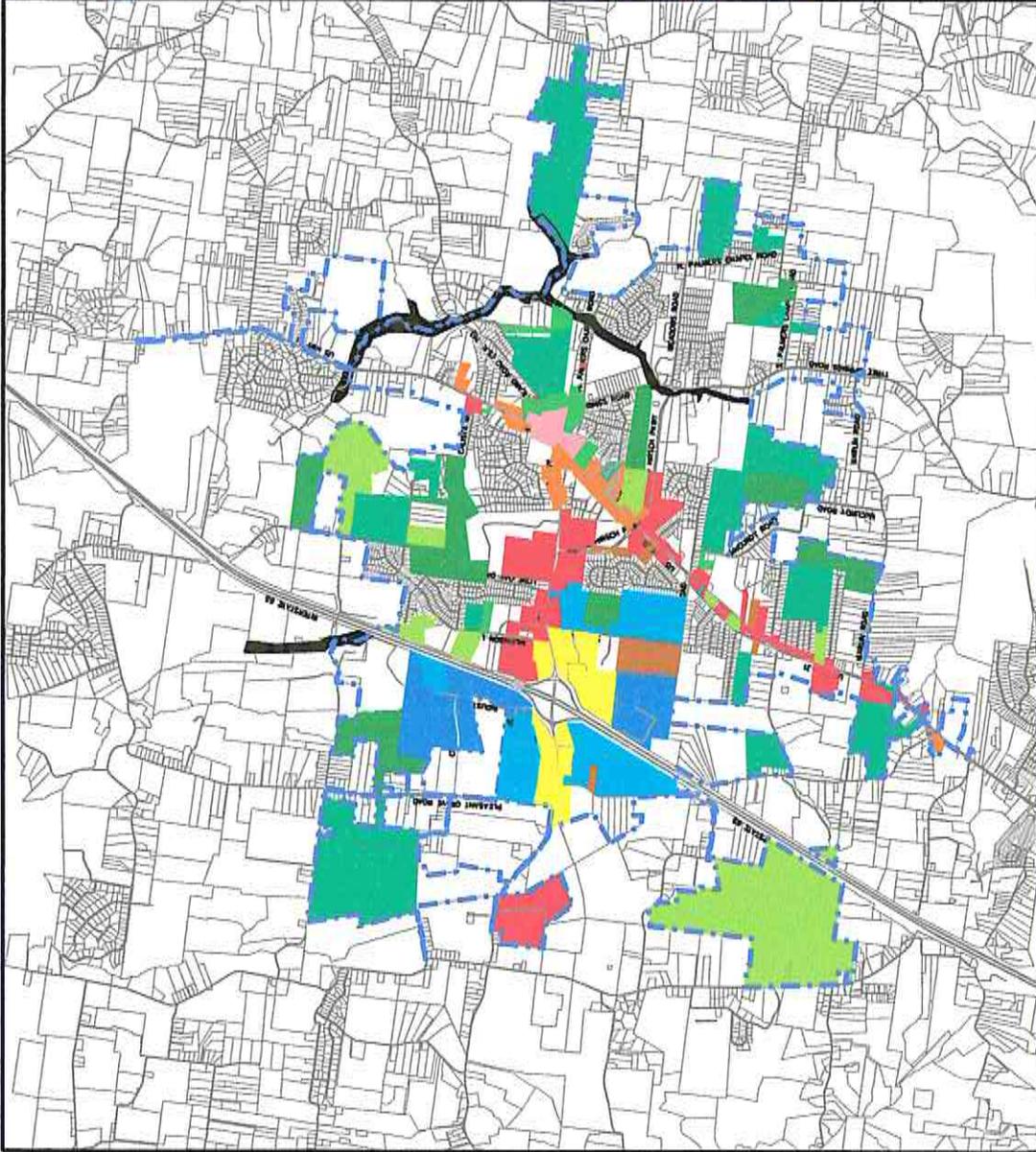
Zoning Map Effective on  
March 17, 2010 Only.  
Contact Planning/Codes  
Department for Map Changes

### LEGEND

- CITY LIMITS**
- Free/Don't know (reference only)
  - C-1 Central Business
  - C-2 General Commercial
  - C-3 Interstate Sign District
  - C-4 Office/Professional
  - C-5 Limited Office/Professional
  - C-6 Town Center Commercial
  - I-1 Light Industrial
  - I-2 Heavy Industrial
  - R-10 High Density Residential
  - R-15 Medium Density Residential
  - R-20 Low Density Residential
  - Suburban Residential
  - Planned Unit Development
  - Neighborhood Center Residential
  - Planned Unit Development



LAST UPDATED: 2-23-11



# WHITE HOUSE TENNESSEE

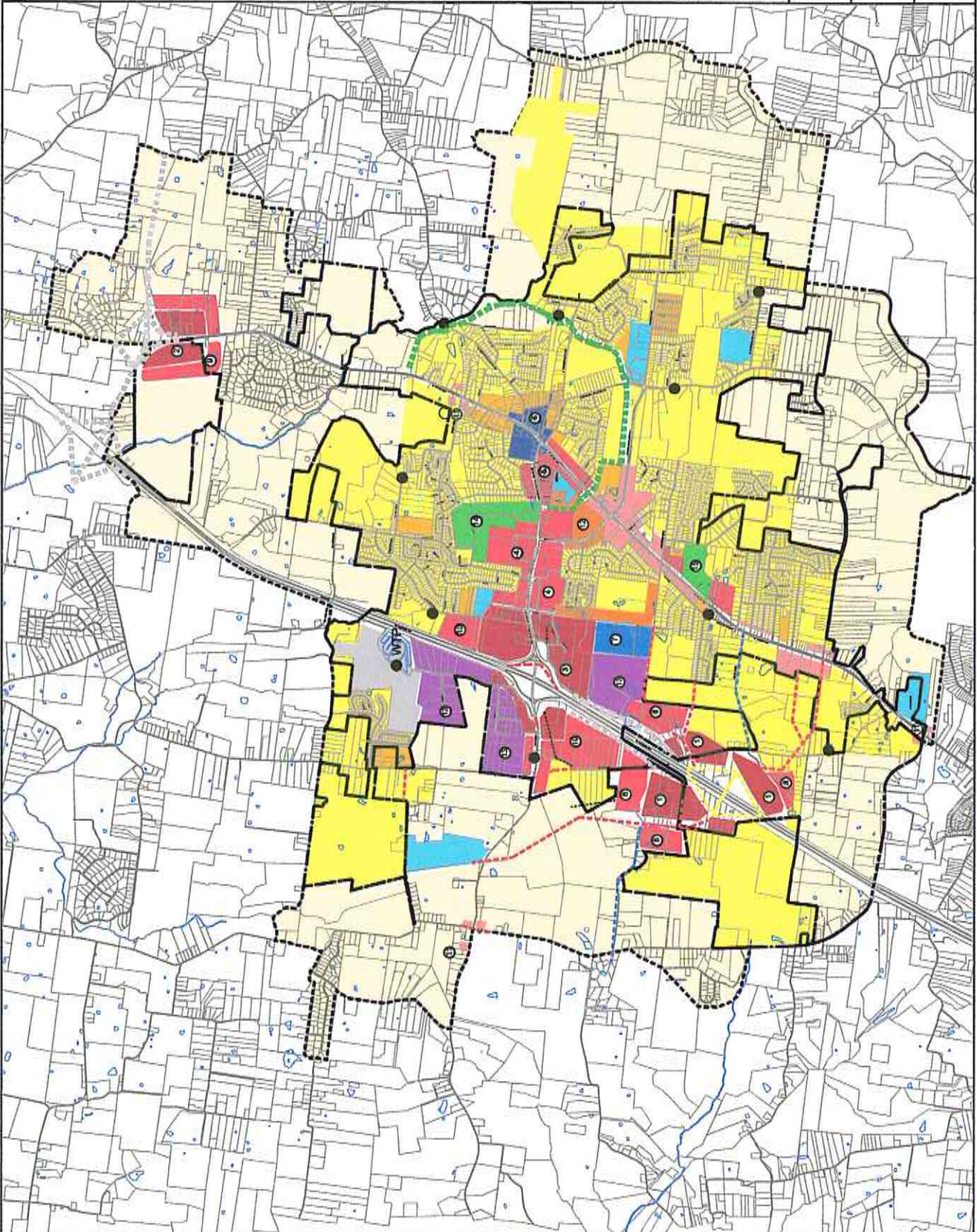
## FUTURE LAND USE PLAN

### LEGEND

- GROWTH BOUNDARY
- CITY LIMITS
- WTP WATER TREATMENT PLANT
- WASTEWATER LIFT OR PUMP STATION
- 1 INTERCHANGE COMMERCIAL ACTIVITY NODE
- 2 POTENTIAL HS COMMERCIAL INTERCHANGE
- 3 POTENTIAL BU COMMERCIAL INTERCHANGE
- 4 EXISTING HS COMMERCIAL INTERCHANGE
- 5 HWY. 78 GATEWAY COMMERCIAL ACTIVITY NODE
- 6 HWY. 78 & 31 MIXED USE ACTIVITY NODE
- 7 TOWN CENTER ACTIVITY NODE
- 8 MEDICAL CENTER ACTIVITY NODE
- 9 SUB-INTERCHANGE MIXED USE ACTIVITY NODE
- 10 POTENTIAL HS MIXED USE SUB-INTERCHANGE
- 11 EXISTING HS MIXED USE SUB-INTERCHANGE
- 12 CROSS-ROAD COMMERCIAL ACTIVITY NODE
- 13 OFFICE PROFESSIONAL ACTIVITY NODE
- 14 EXISTING INDUSTRIAL ACTIVITY NODE
- 15 RECREATION COMPLEX ACTIVITY NODE
- 16 EXISTING MANAGERIAL PARK
- 17 EXISTING SOCCER CENTER
- 18 LIMITED COMMERCIAL
- 19 EXISTING PUBLIC SCHOOL
- 20 HIGH DENSITY RESIDENTIAL & CONSERVATION
- 21 MEDIUM DENSITY RESIDENTIAL & CONSERVATION
- 22 LOW DENSITY RESIDENTIAL & CONSERVATION
- 23 EXISTING GREENWAY
- 24 EXISTING GREENWAY
- 25 PROPOSED ACCESS ROADWAY & BAY
- 26 PROPOSED INTERCHANGE
- 27 IMPROVE EXISTING ROADWAY



no plan group  
landscape  
planning & design  
memphis, tn



August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Reed Hillen, Planning/Codes Department  
**CC:** Gerald Herman, City Administrator  
**Re:** Re-Zoning

---

The White House Planning Commission on June 9, 2014 recommended the re-zoning of an .99 acre tract from R-20 (Low Density Residential) to R-10 (High Density Residential). The property is referenced on Sumner County Tax Map 97E, Group C, Parcel 11.00 and located at 115 Rolling Acres Drive.

The applicant is wishing to split his lot to build an additional single family home. The lot across the street to the east has been split in a similar way. This rezoning is needed because the current residence on the property is a duplex.

This rezoning will be accompanied by the following stipulations developed by staff and approved by the Planning Commission. Two irrevocable covenants will be recorded on the deed before the lot may be split. The first will be that the lot can only be divided once into two lots. The second would be that on the newly created lot only a single family home will be allowed to be built.

An additional stipulation required before permits will be issued are that a drainage plan must be developed by a licensed Engineer and receive the approval of the City Planner, City Engineer, and Public Services Director.

**ORDINANCE 14-19**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING MAP FOR AN 0.99 ACRE PROPERTY RELATIVE TO SUMNER COUNTY TAX MAP 97-E, GROUP C, PARCEL 11.00, FROM R-20, LOW DENSITY RESIDENTIAL, TO R-10, HIGH DENSITY RESIDENTIAL**

**WHEREAS**, an application has been received from a property representative to rezone 0.99 acre located at 115 Rolling Acres Drive from R-20 to R-10.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Sumner County Tax Map 97-E, Group C, Parcel 11.00

**BE IT FURTHER ORDAINED** that this rezoning has been approved by the Planning Commission at the June 9, 2014 meeting.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: August 21, 2014

Second Reading: September 18, 2014

\_\_\_\_\_  
Mike Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder



August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Reed Hillen, Planning/Codes Department  
**CC:** Gerald Herman, City Administrator  
**Re:** Re-Zoning

---

The White House Planning Commission on July 14, 2014 recommended the re-zoning of an .68 acre tract from R-10 (High Density Residential) to SRPUD (Suburban Residential Planned Unit Development). The property is referenced on Sumner County Tax Map 77G, Group B, Parcel 4.00 and located on the southeast corner of the intersection of SR-76 and Tyree Springs Road.

This zoning will allow for slightly smaller lot sizes, but will remain consistent with the City's long range plan to keep this area as high density residential adjacent to the town center. The planned development will call for single family homes.

**ORDINANCE 14-20**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING MAP FOR AN 0.68 ACRE PROPERTY RELATIVE TO SUMNER COUNTY TAX MAP 77G, GROUP B, PARCEL 4.00, FROM R-10, HIGH DENSITY RESIDENTIAL, TO SRPUD, SUBURBAN RESIDENTIAL PLANNED UNIT DEVELOPMENT.**

**WHEREAS**, an application has been received from a property representative to rezone 0.68 acre located on the southeast corner of the intersection of SR-76 and Tyree Springs Road, from R-10 to SRPUD.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Sumner County Tax Map 77G, Group B, Parcel 4.00

**BE IT FURTHER ORDAINED** that this rezoning has been approved by the Planning Commission at the July 14, 2014 meeting.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: August 21, 2014

Second Reading: September 18, 2014

\_\_\_\_\_  
Mike Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder

**Base Maps**

Not all data points are available at all times for all

Sumner County

Hybrid Aerial

Fast Streets

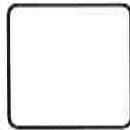
Fast Aerial

Fast Topo

Fast City Limits

Google Hybrid

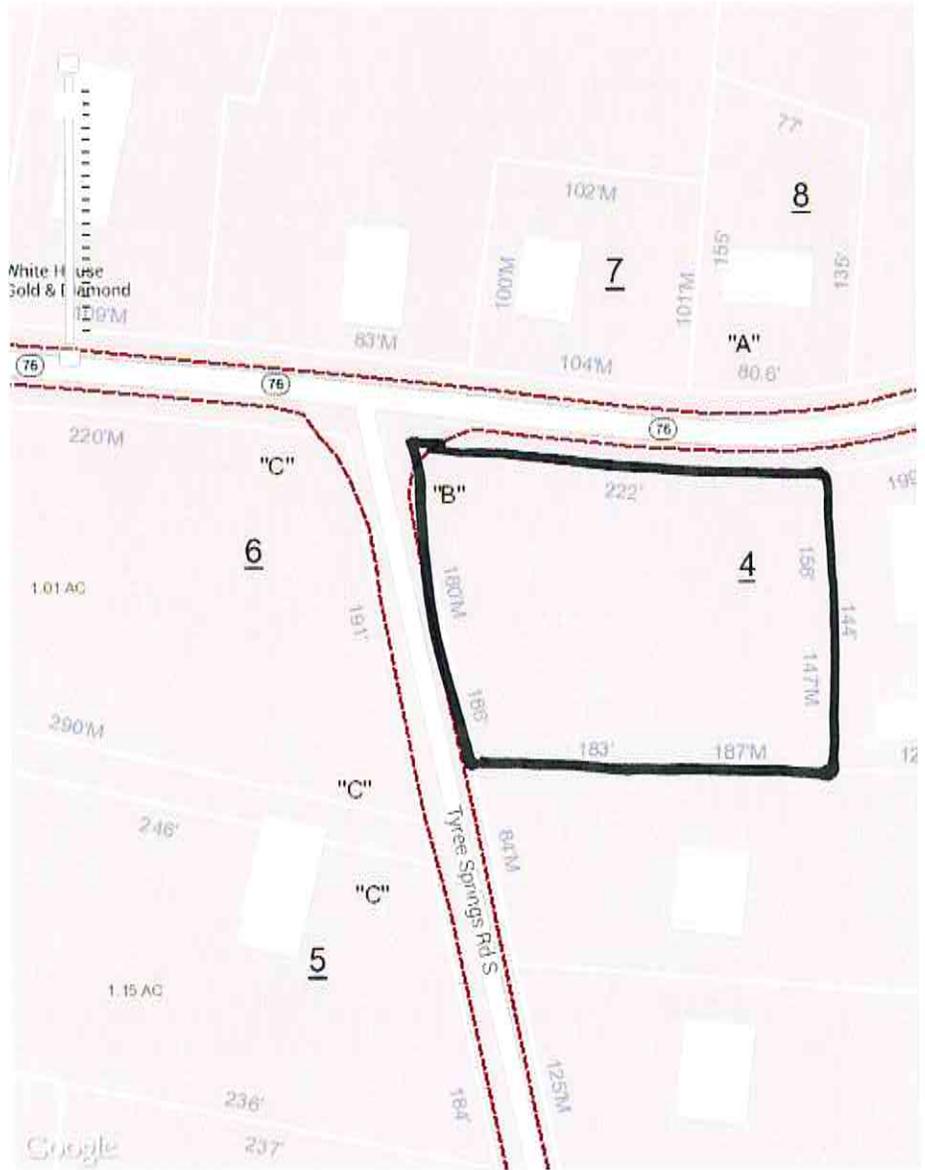
Google Streets



**Layers**

**Legend**

Map Tools



Hwy 76 / Tyree Springs  
Sumner County Tax Map 77G, Group B,  
Parcel 4.00

August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Reed Hillen, Planning/Codes Department  
**CC:** Gerald Herman, City Administrator  
**Re:** Re-Zoning

---

The White House Planning Commission on Monday July 14, 2014 recommended the re-zoning of an 0.4 acre tract from R-20 (Low Density Residential) to R-10 (High Density Residential). The property is referenced on Robertson County Tax Map 1071, Group B, Parcel 3.00, and is located at 104 Elementary Drive.

This rezoning is requested to convert the current house to a duplex. There are duplexes adjacent to this property and the City's long range plan calls for this to be High Density Residential.

**ORDINANCE 14-21**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING MAP FOR AN 0.4 ACRE PROPERTY RELATIVE TO ROBERTSON COUNTY TAX MAP 1071, GROUP B, PARCEL 3.00, FROM R-20, LOW DENSITY RESIDENTIAL, TO R-10, HIGH DENSITY RESIDENTIAL.**

**WHEREAS**, an application has been received from a property representative to rezone 0.4 acres of the listed property at 104 Elementary Drive from R-20, Low Density Residential to R-10, High Density Residential.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Robertson County Tax Map 1071, Group B, Parcel 3.00

**BE IT FURTHER ORDAINED** that this rezoning has been approved by the Planning Commission at the July 14, 2014 meeting.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: August 21, 2014

Second Reading: September 18, 2014

\_\_\_\_\_  
Mike Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Harville, City Recorder



# Tennessee Property

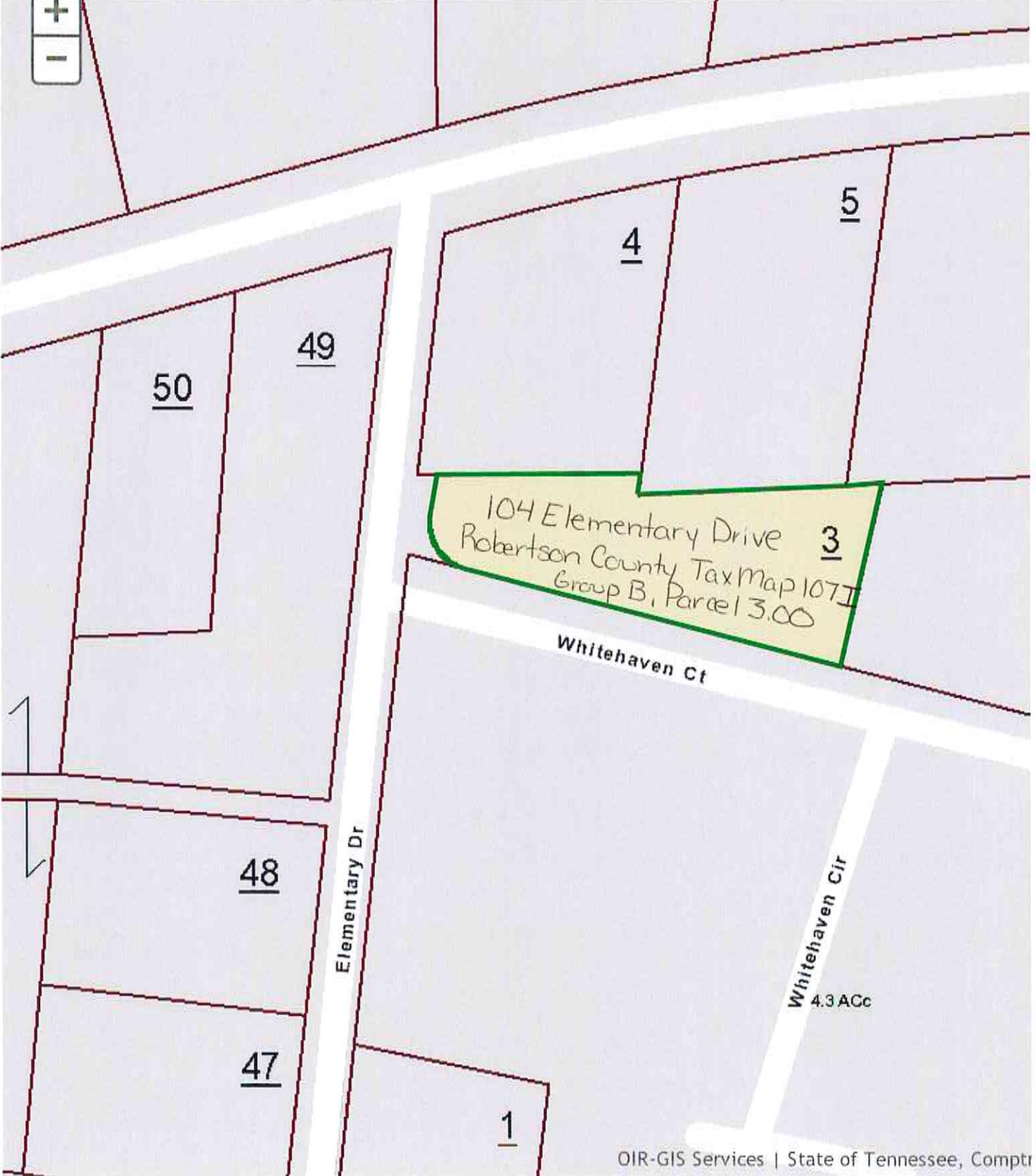
Aerial Photography

Street Map

Show FEMA DFIRM Flood Map

Hide Property Lines

Hide Property Labels



**PURCHASING....**

August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Gerald Herman, City Administrator  
**Re:** Contract for Emergency Dispatch

---

Please find attached an interlocal agreement between the E-911 Emergency Communication District of Robertson County, Robertson County, the City of Springfield, and the City of White House. The contract price is \$179,495.92, which will be for services until June 30, 2015. The contract is for annual furnishing of dispatchers for the purpose of emergency dispatch at the E-911 facility. I am requesting authorization to enter into this agreement with City of Springfield. Please do not hesitate to contact me if you have any questions at 672-4350, ext. 2105.

**INTERLOCAL AGREEMENT BETWEEN THE E911 EMERGENCY  
COMMUNICATION DISTRICT OF ROBERTSON COUNTY, TENNESSEE,  
AND ROBERTSON COUNTY, TENNESSEE, THE CITY OF SPRINGFIELD,  
TENNESSEE AND THE CITY OF WHITE HOUSE, TENNESSEE**

This Joint Agreement made and entered into between the E911 Emergency Communications District of Robertson County, Tennessee, a corporate body politic organized pursuant to the provisions of Tennessee Code Ann. 7-86-105 (hereinafter referred to as “**The District**”); Robertson County, Tennessee, a political Subdivision of the State of Tennessee (hereinafter referred to as “**The County**”); The City of Springfield, Tennessee, a political subdivision of State of Tennessee (hereinafter referred to as “**Springfield**”); and The City of White House, Tennessee, a political subdivision of State of Tennessee (hereinafter referred to as “**White House**”).

WHEREAS, dispatch operations of police, fire and emergency personnel in Robertson County have been studied and discussed for the last several years, including the prior formation of a Joint Study Committee consisting of representative from the District, Springfield, White House and the County; and

WHEREAS, currently, the District provides such dispatch services by contract with the County utilizing the District facilities and equipment located at 115 Pinnacle Drive, Springfield, Tennessee; and

WHEREAS, the former White House dispatchers have been previously employed by Springfield and the dispatch functions for Springfield and White House have been performed by the consolidated Springfield dispatchers also working from the District location above utilizing the District’s facilities and equipment; and

WHEREAS, all parties have reached an Agreement to enter into a true consolidated dispatch operation such that all dispatchers will be employees of the District and be under the supervision and direction of the District Director and the E911 District Board effective September 1, 2014; and

WHEREAS, the parties have likewise agreed to a funding formula for payment of the dispatch operations based upon the percentage of emergency and non-emergency calls for service within each fiscal year within each jurisdiction as set forth below; and

WHEREAS, the parties acknowledge the execution of prior E911 Communications Agreements, dated December 22, 2005 (“the 2005 Agreement”), dated August 27, 2009 (“the 2009 Agreement”) and dated July 28, 2011 (“the 2011 Agreement”) and the parties all acknowledge having copies of these three (3) prior Agreements without the same being copied and attached hereto; and

WHEREAS, it is the agreement of the parties that to the extent this current 2014 Agreement may be in conflict with any of the 3 prior Agreements, that this 2014 Agreement shall control and that all 3 prior Agreements are further to be interpreted to reasonably carry out the joint intent of the parties as set forth herein;

NOW, THEREFORE, the parties agree as follows:

1. The term of this initial Agreement is for a 10 month period, beginning September 1, 2014 thru June 30, 2015. The terms of future expected renewal periods will be on a 12 month fiscal year basis beginning July 1<sup>st</sup> of each year.
2. During this term of this Agreement, the District agrees to provide for the dispatching of the respective governmental entity fire services, law enforcement services, emergency medical and other emergency services as provided within their jurisdictions, twenty-four (24) hours a day, seven (7) days a week, for the duration of this Agreement. In the case of the County, this will also include other entity dispatch services for which the County has assumed prior responsibility.
3. Cost allocation as set forth herein shall be based on percentage of emergency and non-emergency calls for service. As compensation for the emergency dispatch services

provided for the initial term of this Agreement, the County, Springfield and White House will pay the following designated amounts to the District,

The County - \$741,916.49 (This gross figure is based upon a full 12 month contract) is 62% of salary and benefits for all dispatch personnel and is payable in the amount of \$61,826.37 per month;

Springfield - \$275,227.08 (This gross figure is based upon a full 12 month contract) is 23% of salary and benefits for all dispatch personnel and is payable in the amount of \$22,935.59 per month;

White House - \$179,495.92 (This gross figure is based upon a full 12 month contract) is 15% of salary and benefits for all dispatch personnel and is payable in the amount of \$14,957.99 per month;

These amounts are payable by each entity to the District during the term of this Agreement in equal monthly installments as set forth above. Each monthly installment will be billed to the respective entity on the first day of each month and due no later than the tenth day.

4. The parties recognize there will not be 12 full months of consolidated dispatch experience by the beginning of the next fiscal year July 1, 2015. The parties therefore agree that upon joint renewal of this Agreement for the fiscal year 2015-16, that the parties will use the same sharing percentage of the proposed District budget as the beginning percentages for the current year. Thereafter, it is anticipated that the personnel dispatch costs for each entity for each succeeding fiscal year will not exceed the cost for the preceding fiscal year unless the percentage of calls for service changes or the District dispatch budget changes, all of which shall be approved by both the respective entity and the District. The budget costs for each upcoming prospective fiscal year shall be established by the District and presented to each entity by April 15<sup>th</sup> of each year, using the dispatch information available for the 12 months preceding April 1<sup>st</sup> of that year, to

allow each entity to establish that amount in their upcoming fiscal year budget which would take effect July 1<sup>st</sup> and to renew this Agreement by action of their respective governing body.

5. The dispatch services referenced above shall be provided by the District using its own employees who are subject to being hired, disciplined and terminated by the District and who are compensated as employees of the District out of its annual budget for the fiscal year 2014-2015 and for each fiscal year thereafter for any annual renewal of this Agreement.
6. Neither the District or any of the contracting entities will withdraw from this Agreement during any contract year without first giving prior 6 months written notice to all other contracting parties.
7. The parties further agree that the purpose of this Interlocal Agreement is to comply with E911 Revenue Standard Number 21 adopted by the Tennessee Emergency Communication Board pursuant to the authority granted it be Tenn. Code Ann. 7-86-306(9) and to comply with the provisions of Tenn. Code. Ann. 12-9-101, et seq., regarding Interlocal Agreements between local governmental units.

IN WITNESS WHEREOF, each party has caused this Interlocal Agreement to be executed by an authorized person on the date indicated by his or her name.

**ROBERTSON COUNTY, TENNESSEE**

Date: \_\_\_\_\_

By: \_\_\_\_\_

Howard Bradley  
Its: County Mayor

**THE EMERGENCY COMMUNICATION  
DISTRICT OF ROBERTSON COUNTY**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Kathy Spears  
Its: Chairman

**CITY OF SPRINGFIELD, TENNESSEE**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Billy P. Carneal  
Its: Mayor

**CITY OF WHITE HOUSE, TENNESSEE**

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Michael Arnold  
Its: Mayor

August 12, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** W. Joe Moss, Director of Public Services  
**Re:** Request to Award Brush Grinding & Removal Contract

---

On this date, August 12, 2014, I am requesting that the Mayor and Board of Alderman award the annual Brush Grinding & Removal contract to **Alternative Energy, LLC in the amount of \$32,000.00.**

Purchasing bid out this project and only received one (1) bid. The bid tab is attached for your review.

As you may recall, we did not have adequate funds last year to do the grinding. Therefore, we now have a stockpile of two (2) years of grinding at the public works facility.

Should you have any questions regarding this contract award request, please call me at 406-0177.

W. Joe Moss  
Director of Public Services

## **INVITATION TO BID**

Sealed bids will be received by the City of White House in the office of the Purchasing Coordinator, City Hall, 105 College Street, White House, Tennessee until **2:00 p.m. on Thursday, July 31, 2014**, at which time they will be opened and read aloud for:

### **2014 – 2015 BRUSH GRINDING & REMOVAL BID**

Bid Documents and Specifications are online at [www.cityofwhitehouse.com](http://www.cityofwhitehouse.com) or may be obtained from the Public Services Director's office in City Hall.

All bidders must be licensed contractors as required by Chapter 135 of the Public Acts of 1945 of the General Assembly of the State of Tennessee and all subsequent amendments. No bid will be opened if the contractor's Tennessee license number, date of license expiration, and applicable license classification, as required by law, do not appear on the envelope containing the bid.

All bids must be made out on the Proposal Form furnished with the Bid Documents.

The Owner reserves the right to reject any or all bids, to waive informalities in the bids received, to evaluate bids, and to accept any bid or bids which, in its opinion, may be in its best interest.

Each bidder must deposit with his bid security in the amount of five percent (5%) of the amount of the bid, subject to the conditions provided in the BID SECURITY subsection of SECTION 210, GENERAL CONDITIONS.

**END OF INVITATION TO BID**

## **SPECIFICATIONS**

- 1.0 GENERAL** The City of White House is soliciting bids for the Grinding of all Brush and stumps at the City of White House, Brush Site, 427 Industrial Drive, White House, Tennessee 37188.
- 2.0 SCOPE OF WORK** Contractors will provide all necessary labor, equipment, material and supplies necessary for the processing of all brush and stumps located at the City of White House, Brush Site, 427 Industrial Drive, White House, Tennessee 37188 in accordance with the attached Contract. The end processed material shall be in finished sizes no greater than 4" measured in any direction.
- 3.0 BY-PRODUCT** All processed material shall be removed by contractor of winning bid, and brush site to be left clean.
- 4.0** The City estimates that approximately 25,000 cubic yards (300'x200'x10'), **OR MORE**, of un-ground brush and stumps will be present at the site at the time of contract execution. Bidders shall examine the site to obtain firsthand knowledge of existing conditions. Contractors will not be given extra payments for conditions that can be determined by examining the site.
- 5.0 PAYMENT** The City will pay for the work within 30 days after invoice following the City's acceptance of the work.
- 6.0 INSURANCE** Prior to the City's execution of the contract to perform this work, the contractor will provide a certificate of insurance meeting the requirements of the attached Contract.
- 7.0 INSPECTION** All work by the Contractor is subject to inspection by the City of White House representatives at any time during normal working hours.

Bid#	Bidder Name	Address	City	State	Zip	Unit Cost	Unit Cost
14-1014PS	Alternate Energy, LLC	501 Crutcher St	Nashville, TN	TN	37213		
<b>Brush Grinding and Removal</b>							
<b>OPENING: August 12, 2014 @ 10 a.m.</b>							
<b>SPECIFICATIONS:</b>							

# CITY OF WHITE HOUSE

## REQUEST FOR BID

Brush Grinding Removal  
PURCHASING DEPARTMENT  
105 COLLEGE STREET  
WHITE HOUSE, TN 37188

PHONE: 615-672-4350 Extension 2106 FAX: 615-672-2939

**BID NO. 14 -1014PS**

DATE: August 12, 2014

**BIDS WILL BE RECEIVED UNTIL  
10:00 AM ON AUGUST 12, 2014.  
PUBLIC OPENING AT 10:00 AM  
ON AUGUST 12, 2014.**

### TO BIDDER:

PLEASE QUOTE YOUR LOWEST PRICE, BEST DELIVERY DATE, CASH DISCOUNT TERMS, AND F.O.B. POINT FOR THE FOLLOWING. THE CITY RESERVES THE RIGHT TO REJECT ANY OR ALL QUOTATIONS AND TO ACCEPT ANY OR ALL ITEMS AT THE PRICE QUOTED. UNLESS OTHERWISE STATED, ALL QUOTATIONS ARE CONSIDERED TO BE FIRM QUOTATIONS FOR A PERIOD OF 30 DAYS FROM DATE OF QUOTATION DUE DATE. PLEASE QUOTE ON THIS FORM AND RETURN IT MARKED "NO QUOTE" IF YOU CANNOT QUOTE IN ORDER TO REMAIN ON THE CITY'S VENDOR LIST.

FIRM'S NAME: ALTERNATIVE ENERGY LLC

ADDRESS: 501 CRITCHER ST

TELEPHONE: 642 9986 FAX: 255 9480 EMAIL: robert lynam@yahoo.com

NAME: ROBERT LYNAM TITLE: RISK MGR

DATE: 8-11-14 SIGNATURE: Robert Lynam

GRAND TOTAL OF BID: 32,000

DELIVERY TIME/PROJECT DATE IF APPLICABLE: 30 DAYS

August 13, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** W. Joe Moss, Director of Public Services  
**Re:** Request to Award Roll-off & Cardboard Recycling Service Contract

---

On this date, August 13, 2014, I am requesting that the Mayor and Board of Alderman award the annual Roll-off & Cardboard Recycling Services Contract.

Purchasing bid out this program and received two (2) bids. The bid tab is attached for your review.

The lowest, and most complete bid, was from **Waste Management of Tennessee**. Therefore, I'm recommending that the Board of Mayor and Alderman award the bid for a **three (3) year term** to Waste Management for the following fees:

- |    |                                  |                   |
|----|----------------------------------|-------------------|
| 1. | Haul rate:                       | \$90.00/container |
| 2. | Disposal rate:                   | \$46.00/ton       |
| 3. | Cardboard rate:                  | \$50.00/pickup    |
| 4. | Cardboard Container Rental Rate: | \$0.00            |

Should you have any questions regarding this contract award request, please call me at 406-0177.

W. Joe Moss  
Director of Public Services

BID# 14-1015PS	Waste Industries	Waste Management	Unit Cost	Unit Cost	Unit Cost	Unit Cost
Roll off and Recycle Service	7320 Centennial Blvd	1428 Antioch Pike				
OPENING: August 13, 2014 @ 10 a.m.	Nashville, TN 37209	Antioch, TN 37013	Unit Cost	Unit Cost	Unit Cost	Unit Cost
SPECIFICATIONS:						
Roll off and Recycling Service at Public Works	\$250 per Haul	\$90 per Haul				
Two (2) 30 yard open top containers	\$55 per Ton	\$46 per Ton				
Two (2) cardboard open top containers	NO BID	\$50 Per Ton				
<b>Totals</b>	N/A	N/A	N/A	N/A	N/A	N/a

August 7, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** W. Joe Moss, Director of Public Services  
**Re:** Request to Award Bid – Meadows Area Sanitary Sewer Project

---

On this date, August 7, 2014, I am requesting that the Mayor and Board of Alderman approve the bid award for the TDEC/SRF funded CG1 2012-302 & SRF 2012-308 GREEN Infiltration and Inflow Correction Project.

This project is also known as the **Meadows Area Sanitary Sewer System Improvement Project**.

This project is designed to provide gravity sewer service on Meadows from Pantana to North Palmers Chapel and is to include:

1. Spicer Court;
2. Strassle Drive;
3. Oak Park Court.

This project will serve to replace the vacuum lines with a new gravity system. We will also be able to provide several of the adjoining vacant parcels with gravity service.

McGill Associates competitively bid this project and they've received six (6) bid responses. I've attached McGill's bid tabulation and backup memo for your review and consideration.

This is an approved TDEC project and is being funded using the SRF/TDEC loan/grant money that was initially acquired for the Hobbs Project. However, due to increasing our initial design cost for Hobbs and then adding the Sage Road project, we may have to use some wastewater enterprise funds to offset the deficiency. At this point we may be about \$60,000.00 short.

I concur with McGill's recommendation to the BMA that **Cleary Construction, Inc.** out of Tompkinsville, KY be awarded the **Meadows Area Sanitary Sewer System Improvement Project** with a base bid in the amount of \$683,493.00.

Should you have any questions regarding this contract award request, please call me at 406-0177, or Ben Simerl at (865) 712-3196.

W. Joe Moss  
Director of Public Services

WW Board Memo For Bid Award - Meadows-Tyree Sewer Project 08.07.2014



August 6, 2014

Joe Moss  
City of White House  
105 College Street  
White House, Tennessee 37188

RE: Recommendation of Award  
Meadows Area Sanitary Sewer  
Improvements

Dear Joe:

Bids for the construction of the subject project were received in the City of White House City Hall Board Room and publicly opened on August 6, 2014. As shown below, a total of six (6) bids were received and opened for the construction project. A Certified Bid Tabulation of all bids is attached for your review. The bids can be summarized as follows:

<u>Bidder</u>	<u>Base Bid Price</u>
Cleary Construction, Inc.	\$683,493.00
Parchman Construction Co., Inc.	\$771,965.75
J & H Construction of Cookeville, Inc.	\$777,505.00
JSJ Construction, LLC	\$796,024.00
Norris Bros. Excavating	\$898,370.69
Twin States Utilities & Excavation, Inc.	\$981,340.00
Denotes Corrected Error	

The low bid for the construction project was submitted by Cleary Construction, Inc., from Tompkinsville, Kentucky. McGill Associates has reviewed Cleary Construction, Inc.'s references and have found them to be a responsible and competent contractor. Therefore, we recommend award of the project to Cleary Construction, Inc. in the amount of \$683,493.00.

Should you have any questions or need any additional information, please contact me at your convenience.

Sincerely,  
McGILL ASSOCIATES, P. A.

Benjamin R. Simerl  
Project Manager

Enclosure

P:\2011\11.02003 White House - Hobbs Area and Dawn Court Sewer Line Replacement\Tyree Springs and Meadows\Bid Award

E n g i n e e r i n g ° P l a n n i n g ° F i n a n c e

McGill Associates, P.A. • 2240 Sutherland Avenue, Suite 2, Knoxville, TN 37919

Phone: 865-540-0801 • Fax: 865-595-4999

ITEM	QUANTITY	UNIT	DESCRIPTION	Clary Construction, Inc.		Fatchman Construction Co., Inc.		J & H Construction of Cookeville, Inc.		J&J Construction, LLC		Kennis Bros. Excavating		Twin States Utilities & Excavation, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	1	LS	1 inch (Maximum of 3/4 of 1 inch)	11,000.00	11,000.00	11,000.00	11,000.00	22,150.00	22,150.00	23,000.00	23,000.00	2,275.00	2,275.00	15,000.00	15,000.00
2	3,200	LF	1/2" DIA. SDR 35 PVC Gravity Sewer Line, inc. Stone Bedding, Backfill and all Borehole	35.00	112,000.00	47.20	153,040.00	45.20	144,640.00	51.00	163,200.00	47.20	153,040.00	80.00	256,000.00
3	2,800	LF	1/2" DIA. SDR 35 PVC Gravity Sewer Line, inc. Stone Bedding, 3/4" Stone Bedding and Backfill	51.00	142,800.00	67.75	190,000.00	71.20	199,360.00	78.00	218,400.00	67.20	188,160.00	110.00	308,000.00
4	30	LF	30" Dia. Standard Method	161.00	4,830.00	415.00	12,450.00	200.00	6,000.00	225.00	6,750.00	200.20	6,006.00	750.00	22,500.00
5	22	EA	1/2" Dia. Standard Method	1,650.00	36,300.00	3,215.00	70,730.00	2,100.00	46,200.00	2,100.00	46,200.00	2,000.00	44,000.00	2,800.00	61,600.00
6	1	EA	Inside Stop Manhole	2,100.00	2,100.00	3,035.00	3,035.00	1,650.00	1,650.00	7,000.00	7,000.00	2,000.00	2,000.00	3,000.00	3,000.00
7	23	EA	Standard Storm and Clear	315.00	7,245.00	450.00	10,350.00	420.00	9,660.00	375.00	8,625.00	258.25	5,941.75	250.00	5,750.00
8	51	EA	Removal of Individual Vertical Post	272.00	13,872.00	481.150.00	125,006.50	750.00	38,250.00	160.00	8,160.00	1,315.00	66,875.00	1,000.00	51,000.00
9	2,000	LF	Gravity Sewer Service Connection	35.00	70,000.00	39.20	78,400.00	39.20	78,400.00	39.20	78,400.00	39.20	78,400.00	39.20	78,400.00
10	175	LF	Applicant Drive Repair (incl. 4" Stone Bedding, 2" Premium asphalt, all areas) 2' Width	25.00	4,375.00	49.20	8,610.00	49.20	8,610.00	49.20	8,610.00	49.20	8,610.00	49.20	8,610.00
11	100	LF	Gravel Drive Repair (incl. 4" Stone Bedding, all areas) 5' Width	12.00	1,200.00	28.20	2,820.00	30.00	3,000.00	30.00	3,000.00	30.00	3,000.00	30.00	3,000.00
12	25	LF	Concrete Drive Repair (incl. 4" Stone Bedding, 4,000 PSI concrete, all areas) 5' Width	87.00	2,175.00	54.85	1,371.25	90.00	2,250.00	90.00	2,250.00	90.00	2,250.00	90.00	2,250.00
13a	2	LF	Prevent Repair - 16" Cherry	22.00	44.00	10.00	20.00	30.00	60.00	30.00	60.00	27.20	54.40	81.00	162.00
13b	30	LF	Prevent Repair - 16" Cherry	54.00	1,620.00	33.60	1,008.00	62.00	1,860.00	62.00	1,860.00	62.00	1,860.00	62.00	1,860.00
14	1,100	Tons	Asphalt Overlay	116.00	127,600.00	117.60	129,360.00	85.00	93,500.00	85.00	93,500.00	100.00	110,000.00	100.00	110,000.00
15a	167	LF	18" Dia HDPE Smooth Wall Storm Drain inc. Stone Bedding, Backfill, and all Backfill	163.00	27,201.00	234.61.00	39,279.87	25.00	4,175.00	75.00	12,525.00	75.00	12,525.00	75.00	12,525.00
15b	50	LF	24" Dia HDPE Smooth Wall Storm Drain inc. Stone Bedding, Backfill, and all Backfill	238.00	11,900.00	204.50.00	10,225.00	53.25	2,662.50	45.00	2,250.00	1,700.00	85,000.00	1,650.00	82,500.00
16	1	EA	36" x 48" Catch Basin	6,818.00	6,818.00	6,818.00	6,818.00	28.25	28.25	28.25	28.25	165.14.00	165.14.00	3,000.00	3,000.00
17	65	EA	Concrete Stormwater Replacement (incl. 4" Stone Bedding, 4,000 PSI concrete, Backfill, and all Backfill)	98.00	6,370.00	6,370.00	6,370.00	84.00	5,460.00	85.00	5,525.00	11.85	788.25	50.00	3,250.00
18	2	EA	Substation Transformer (incl. 4" Stone Bedding, 4,000 PSI concrete, Backfill, and all Backfill)	10,325.00	20,650.00	6,175.00	12,350.00	7,800.00	15,600.00	7,000.00	14,000.00	5,642.00	11,284.00	2,000.00	4,000.00
19	1	EA	Connection to Existing Manhole	1,300.00	1,300.00	1,050.00	1,050.00	700.00	700.00	1,190.00	1,190.00	1,820.00	1,820.00	2,500.00	2,500.00
20	1	LS	Excavation and Stormwater Control	4,300.00	4,300.00	5,450.00	5,450.00	10,000.00	10,000.00	2,247.00	2,247.00	1,820.00	1,820.00	16,000.00	16,000.00
Total				683,400.00	683,400.00	771,915.75	771,915.75	377,051.00	377,051.00	798,024.00	798,024.00	828,370.67	828,370.67	881,500.00	881,500.00

District Contract Error



This is to certify that the above information has been reviewed and approved by me and is correct as of the date of this report. I am a duly licensed Professional Engineer in the State of Tennessee. My license number is 150-Cong-21. My office is located at 1000 North 1st Street, Nashville, Tennessee 37219. My telephone number is 615-259-1111. My fax number is 615-259-1112. My e-mail address is mcgill@mcgillassociates.com.

BID# 11.02003.133	Norris Bros Excavating	Cleary Construction, Inc	J&H Construction	JSJ Construction	Twin States Utilities & Excavation	Parchman Construction
Meadows Rd Area Sewer Improvements	1007 Rodgers Rd	2006 Edmonton Road	PO Box 2263	3671 Armstrong Rd	PO Box 14	695 HWY 149 East
OPENING: August 5, 2014 @ 2 p.m.	Crossville, TN 38572	Tomkinsville, KY 42167	Cookeville, TN	Springfield, TN 37172	Mount Herman, KY	Cumberland City, TN
SPECIFICATIONS:	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
Construction of sewer improvements around Meadows Rd	\$898,223.69	\$683,493.90	\$777,505.00	\$796,024.00	\$981,340.00	\$774,762.50
Addendum One	✓	✓	✓	✓	✓	✓
Addendum Two	✓	✓	✓	✓	✓	✓
Totals	\$898,223.69	\$683,493.90	\$777,505.00	\$796,024.00	\$981,340.00	\$774,762.50

August 11, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** W. Joe Moss, Director of Public Services  
**Re:** Request to Approve Track Loader Attachments

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On this date, August 11, 2014, I am requesting that the Mayor and Board of Alderman approve the purchase of the following attachments for the SVL90-2HFC Kubota track loader machine.

At the July meeting the BMA approved the purchase of a brush cutter and an autorake track loader attachments from Plateau Equipment in Crossville, TN. However, since the track loader is being purchased directly from Kubota through Plateau Equipment, purchasing has advised me that the attachments are non-Kubota supplied items and therefore cannot be purchased from that vendor without three (3) price quotes for each piece of equipment.

I've received the price quotes as follows:

- 1. Hertz Equipment:**
  - a. Brush Cutter @\$9,400.00
  - b. Dozer Blade @\$4,810.00
  - c. 'Preparator' Rake @\$7,900.00
  
- 2. Plateau Equipment:**
  - a. Brush Cutter @\$9,881.75
  - b. Dozer Blade @\$5,326.00
  - c. 'Preparator' Rake @\$7,851.00
  
- 3. Tuff Equipment:**
  - a. Brush Cutter @\$6,696.50
  - b. Dozer Blade @\$4,586.40
  - c. 'Preparator' Rake @\$7,850.83

The track loader and attachments are within my approved CIP budget of \$75,000.00. Therefore I'm requesting BMA approval of this purchase from Tuff Equipment in Goodlettsville for a combined total of \$19,133.73. Should you have any questions regarding this award request, please call me at 406-0177.

W. Joe Moss  
Director of Public Services

WW Board Memo For Skid Steer Attachment Award 08.06.2014

August 7, 2014

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** W. Joe Moss, Director of Public Services  
**Re:** Request to Approve Engineer's Task Order #4, Amendment #1

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On this date, August 7, 2014, I am requesting that the Mayor and Board of Alderman approve McGill Associate's Task Order #4, **Amendment 1, Exhibit K** entitled: "Sage Road Sewer Line and Pump Station", which is for the Wastewater Division.

The Sage Road lift station is part of my 2014/2015 CIP project list. I've attached McGill's Task Order #4 document and the amendment Exhibit K for your further review and consideration.

The engineering fee associated with this task amendment is **NOT TO EXCEED \$42,000.00**. The task is for a construction engineering inspector (CEI).

In our initial Task Order we did not include a cost for the CEI because we intended to overlap the Hobbs inspections with Sage Road. However, due to the two (2) month delay by Scott & Ritter in starting the project, we won't be able to accomplish this as planned.

Should you have any questions regarding this contract amendment request, please call me at 406-0177.

W. Joe Moss  
Director of Public Services

WW Board Memo For Approval McGill Task Order # 4 Amendment 1- August 2014

This is **EXHIBIT K**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated February 5, 2013.

**Amendment To Task Order No. 4 – Sage Road Sewer Line and Pump Station**

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1. Background Data:

- a. Effective Date of Task Order Agreement: August 20, 2013
- b. Owner: City of White House, TN
- c. Engineer: McGill Associates, P.A.
- d. Specific Project: Sage Road Sewer Line and Pump Station

2. Description of Modifications

- a. Engineer shall provide construction resident project representative services for the installation of the Sage Road Pump Station and gravity sewer lines A and B in accordance with Sections A.1.05 and Exhibit D of the Agreement between Owner and Engineer for Professional Services. The construction duration for this work will be 150 days to final completion.
- b. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation for Resident Project Representative Services not to exceed \$42,000.00.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is \_\_\_\_\_.

OWNER: City of White House, TN

ENGINEER: McGill Associates, P.A.

By:

By:



Title: Mayor

Title: Principal

Date  
Signed:

Date 8/4/14  
Signed \_\_\_\_\_

## Task Order

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In accordance with Paragraph 1.01 of the Agreement between Owner and Engineer for Professional Services – Task Order Edition, dated February 5, 2013 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: Sage Road Sewer Line and Pump Station

Description: The project consists of the design of a new gravity sewer line and sewer pump station to provide sewer service to an area bounded by Maiden Lane (north), Sage Road (east and south) and Hester Drive (west). The project will provide gravity sewer service to consolidate a number of existing low pressure sewer customers into a single sewer pump station and provide capacity for future development in the area. The sewer line will consist of approximately 6,000 linear feet of 8 and 12-inch gravity sewer line, manholes, and appurtenances. The sewer pump station will consist of submersible pumps in a concrete wetwell and will include a magnetic flowmeter, SCADA, and provisions for connection of a portable engine generator for emergency power.

B. Number of Construction Contracts

The Project is anticipated to be constructed in one (1) Construction Contract.

2. Services of Engineer

- Design Services
- Bidding Services
- Construction Services
- Post-Construction Services
- Easement Survey and Plats
- Other Services – Funding Administrative Services

The Engineer will provide the Owner assistance in fulfilling the project administrative requirements set forth by the project's funding agency. These services will include, but not be limited to, assistance with specific bidding and DBE requirements, funding agency review meetings, reimbursement requests, project re-budgeting, and construction project inspections.

- Additional Services Requiring an Amendment to Task Order

Part 6 of Exhibit A is incorporated by reference unless otherwise noted.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date (Duration)</u>
Design Phase	4 months after Contract Approval
Bidding and Award Phase	2 months after Agency Approval of Design Plans
Construction Phase	8 months after Bidding and Award

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum, or Estimate of Compensation for Services</i>
Design Phase	A. Lump Sum	\$75,000
Bidding and Award Phase	A. Lump Sum	\$12,000
Construction Phase	A. Lump Sum	\$20,000
Post-Construction Phase	A. Lump Sum	\$6,000
Easement Survey and Plats	B. Standard Hourly Rates	
Funding Administrative Services	B. Standard Hourly Rates (not to exceed)	\$10,000
Additional Services Requiring an Amendment to Task Order	B. Standard Hourly Rates	

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

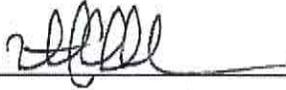
The Effective Date of this Task Order is August 20, 2013

OWNER: City of White House, TN

ENGINEER: McGill Associates, P.A.

By:

By:





Name: Michael Arnold

Name: Gary R. McGill, P.E.

Title: Mayor

Title: Principal

Engineer License or Firm's  
Certificate No. (if required by law): Firm #2784

State of: Tennessee

Date Signed: 8/20/13

Date Signed: 8/2/13

Address for giving notices:

Address for giving notices:

City of White House  
105 College St  
White House, TN 37188

McGill Associates, P.A.  
2240 Sutherland Avenue, Suite 2  
Knoxville, Tennessee 37919

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Gerald Herman

Gary R. McGill

Title: City Administrator

Title: Principal

Phone Number: 615-672-4350

Phone Number: 865-540-0801

Facsimile Number: 615-672-2939

Facsimile Number: 865-595-4999

E-Mail  
Address: gherman@cityof  
whitehouse.com

E-Mail  
Address: gary.mcgill@mcgillengineers.com

**OTHER BUSINESS...**

**DISCUSSION ITEMS...**

OTHER INFORMATION....