

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Aldermen Meeting
January 15, 2015
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer by community pastor
3. Pledge by Alderman
4. Roll Call
5. Adoption of the Agenda
6. Approval of Minutes of the December 18, 2014 meeting
7. Approval of Minutes of the January 15, 2015 meeting
8. Welcome Visitors
9. Public Hearings
 - a. **Ordinance 14-30:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
 - b. **Ordinance 14-31:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
 - c. **Ordinance 14-32:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *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 14-30:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
 - b. **Ordinance 14-31:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
 - c. **Ordinance 14-32:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*

- d. **Ordinance 15-01:** An ordinance to amending the fiscal budget for the period ending June 30, 2015. *First Reading.*
- e. **Ordinance 15-02:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *First Reading.*
- f. **Ordinance 15-03:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *First Reading.*
- g. **Ordinance 15-04:** An ordinance amending the Zoning Ordinance, Article V, Section 5.053.2 and Section 5.053.6. *First Reading.*

14. Purchasing

- a. To approve or reject Carter Douglas Company, from Russellville, KY, bid of \$268,500.00 for construction of a new Public Services Department Equipment Building. The Public Services Director recommends approval.
- b. To approve or reject Task Order #7 from McGill Associates, for \$39,100.00 for engineering fees associated with the Calista Lift Station Motor Control Center Replacement Project. The Public Services Director recommends approval.
- c. To approve or reject Dove Construction, from Nashville, TN, bid of \$439,953.44 for the Meadows Area Sanitary Sewer Improvement Project. The Public Services Director recommends approval.
- d. To approve or reject the City Administrator entering into a professional services agreement with CSR Engineering for engineering services of \$374,253.00 for the Highway 31 W/SR 41 Bicycle/Pedestrian Phase II project.

15. Other Business

- a. To approve or reject that Interim Finance Director, Jason Barnes, be approved for promotion to the position of Finance Director. The City Administrator recommends approval.
- b. Stormwater Advisory Board (SWAB) appointments

16. Discussion Items

- a. None

17. Other Information

- a. None

18. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
December 18, 2014
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:00 pm.

2. Prayer by community pastor

Special guest Pastor Louie Roberts from The Church at Grace Park 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 - Absent; Ald. Paltzik - Present; **Quorum – Present.**

5. Adoption of the Agenda

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

6. Approval of Minutes of the November 20, 2014 meeting

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve the minutes. A voice vote was called for with all present members voting aye. **November 20, 2014 minutes were approved.**

7. Approval of Minutes of the December 1, 2014 meeting

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve the minutes. A voice vote was called for with all present members voting aye. **December 1, 2014 minutes were approved.**

8. Welcome Visitors

Mayor Arnold welcomed all visitors.

9. Public Hearings

- a. **Ordinance 14-25:** An ordinance amending the Municipal Code Title 1, Chapter 7 Treasurer, amending section 1-704. *Second Reading.*

No one spoke for or against.

- b. **Ordinance 14-26:** An ordinance amending the Municipal Code Title 10, Chapter 1 In General and Chapter 2 Dogs. *Second Reading.*

No one spoke for or against.

- c. **Ordinance 14-27:** An ordinance amending the Municipal Code Title 8, amending Chapter 1 Intoxicating Liquors and adding Chapter 3 Package Liquor Stores. *Second Reading.*

No one spoke for or against.

- d. **Ordinance 14-28:** An ordinance to establish Title 20 Stormwater, and to declare this ordinance's relevance to section 4-105 of Article 4 of the Zoning Ordinance, and renumber the current Title 20 Miscellaneous as Title 21. *Second Reading.*

No one spoke for or against.

10. Communication from Mayor, Aldermen, and City Administrator

Ald. Paltzik informed everyone that the White House Chamber of Commerce hosted a great holiday breakfast on December 16th. Granny provided the food and the White House High School choir performed.

City Administrator Gerald Herman reported that the Highway 31W Sidewalk/Bike Lane Phase I is progressing well, but is now behind schedule. We are now collecting liquidated damages at \$1,000.00 per day.

City Administrator Gerald Herman announced that the Hwy 31W Sidewalk/Bike Lane Phase II project was adopted by the MPO Executive Committee on December 10th in resolution 2014-008 amending the transportation improvement program for federal fiscal years 2014 through 2017.

City Administrator Gerald Herman stated that Sage Road sewer extension project is substantially complete with new gravity connections to all facilities intended to be connected.

City Administrator Gerald Herman provided an update on the Tyree Springs/South Palmers Chapel intersection project.

City Administrator Gerald Herman reported on the progress of the library construction.

City Administrator Gerald Herman announced that the tax bills have been mailed to property owners.

City Administrator Gerald Herman stated that Sumner County Schools approved the purchase of the Meadows Road property from the City at their November meeting. The City has received the agreed \$16,000 and they have received the deed from us.

City Administrator Gerald Herman provided an update on the Hardcastle vs. City of White House lawsuit stemming from the sanitation truck crash from January 2012.

City Administrator Gerald Herman informed the Board that Mr. Craig Palmer filed suit against the City and the TDOT Commissioner in reference to alleged damages to his property as a result of the Hwy 31W sidewalk project.

City Administrator Gerald Herman provided an update on recovering tax payer money that was spent as a result of the Christian Road vandalism.

City Administrator Gerald Herman reminded the Board that the annual holiday lunch and award ceremony is scheduled for Tuesday at 11:30 am at the First United Methodist Church.

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 | |

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

12. Consideration of the Following Resolutions:

- a. **Resolution 14-07:** A resolution approving certain amendments and revisions to the personnel manual.

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

- b. **Resolution 14-08:** A resolution to authorize participation in the Pool's "Safety Partners" Loss Control Matching Safety Grant Program.

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

13. Consideration of the Following Ordinances:

- a. **Ordinance 14-25:** An ordinance amending the Municipal Code Title 1, Chapter 7 Treasurer, amending section 1-704. *Second Reading.*

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-25 was approved on Second Reading.**

- b. **Ordinance 14-26:** An ordinance amending the Municipal Code Title 10, Chapter 1 In General and Chapter 2 Dogs. *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 - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-26 was approved on Second Reading.**

- c. **Ordinance 14-27:** An ordinance amending the Municipal Code Title 8, amending Chapter 1 Intoxicating Liquors and adding Chapter 3 Package Liquor Stores. *Second Reading.*
Motion was made by Ald. Bibb, second by Ald. Decker to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-27 was approved on Second Reading.**

- d. **Ordinance 14-28:** An ordinance to establish Title 20 Stormwater, and to declare this ordinance's relevance to section 4-105 of Article 4 of the Zoning Ordinance, and renumber the current Title 20 Miscellaneous as Title 21. *Second Reading.*

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-28 was approved on Second Reading.**

- e. **Ordinance 14-30:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - abstain. **Ordinance 14-30 passed on First Reading.**

- f. **Ordinance 14-31:** An ordinance to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *First Reading.*

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - absent; Ald. Paltzik - aye; Mayor Arnold - abstain. **Ordinance 14-31 passed on First Reading.**

- g. **Ordinance 14-32:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all present members voting aye. **Ordinance 14-32 passed on First Reading.**

14. Purchasing

- a. To approve or reject PBG Builders, Inc. Change Order #7 in the amount of \$32,818.71 for electrical work on the new library. The City Administrator recommends approval.

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

- b. To approve or reject removing Fire Rescue Truck 2 (1998-Ford Model F-Series Commercial Chassis) from the asset list and selling on GovDeals (VIN#: 1FDYF80E3WVA38809). The Fire Chief recommends approval.

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

- c. To approve or reject removing an air compressor (Serial#: CAI482159), salt spreader (Model VCT12DD), Skid Steer (Serial #: KV0260B261506), and Canon Copier (Serial #: JER14525) from the asset list and selling on GovDeals. 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 present members voting aye. **Motion passed.**

- d. To approve or reject removing the 2004 Infiniti G35 from the asset list and selling on GovDeals (VIN#: JNKCV51F14M719561). The Police Chief recommends approval.

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

- e. To approve or reject the City Administrator entering into a contract with Windstream for installation and telephone services for 60 months. Windstream is covered under the General Services Administration contract. Staff recommends approval.

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

15. Other Business

- a. To approve or reject the package liquor store application and application deadline of February 12, 2015.

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

16. Discussion Items

a. Splash Pad project

Mayor Arnold would prefer to see the civil site work for the Municipal Recreation Complex go back out to bid, and include lighting for the parking lot and splash pad areas. He also believes that we will be able to get a lower bid if we rebid. Ald. Paltzik questioned why we did not include site work in the \$250,000 that was budgeted for the splash pad project. Ald. Paltzik is in favor of rebidding the site work.

Motion was made by Ald. Bibb, second by Ald. Decker to approve rebidding the site work for the Municipal Recreation Complex. A voice vote was called for with all present members voting aye. **Motion passed to rebid the site work.**

17. Other Information

a. Budget calendar for FY 2015-2016 annual budget

b. FY 2015 approval memo from the State of Tennessee Local Government Audit Office

18. Adjournment

Meeting was adjourned at 7:59 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Minutes
Special Session
January 5, 2015
1:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 1:00 pm.

2. Roll Call

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

3. Adoption of the Agenda

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

4. New Business

- a. Judge Joe Zanger oath of office administered by Rosemary Phillips, Clerk and Master of the Robertson County Chancery Court

Clerk and Master of the Robertson County Chancery Court, Rosemary Phillips, administered the oath of office to Joe Zanger for the City of White House's Municipal Court Judge role. Judge Zanger will serve in his roll for a term of eight years.

- b. Mayor Michael Arnold oath of office administered by Judge Joe Zanger

City of White House's Judge Joe Zanger administered the oath of office to Michael Arnold for the City of White House's Mayor role. Mayor Arnold will serve in his role for a term of four years.

- c. Aldermen Farris Bibb, Jr. and John Decker oath of offices administered by Mayor Michael Arnold

City of White House's Mayor Arnold administered the oath of office to Farris Bibb, Jr., for the City of White House's Alderman of Ward One role. Alderman Bibb will serve in his role for a term of four years.

City of White House's Mayor Arnold administered the oath of office to John Decker for the City of White House's Alderman of Ward Two role. Alderman Decker will serve in his role for a term of four years.

- d. Selection of City of White House Vice-Mayor

Motion was made by Ald. Decker, second by Ald. Paltzik to select Alderman Bibb as the Vice-Mayor. A voice vote was called for with all members voting aye. **Motion passed to approve Alderman Bibb as Vice-Mayor.**

5. Adjournment

Meeting was adjourned at 1:05 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

REF

REPORTS....

**General Government Department
December 2014**

Administration

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

- December 01: Board of Mayor and Aldermen Special Called Meeting
- December 03: Community Development & Infrastructure Committee – Sumner County
- December 04: White House Inn Library and Museum Open House
- December 08:
 - Robertson County Impact Study Group
 - Metropolitan Planning Organization 2040 Discussion
 - Planning Commission Meeting
- December 09:
 - Robertson County Chamber Annual Site Visit & Executive Interview with ServPro
 - Ribbon Cutting: Ashley's Spot
- December 10:
 - Metropolitan Planning Organization Executive Board Meeting
 - Regional Transportation Authority Executive Board
- December 11:
 - Ribbon Cutting: The Kitchen
 - Miracle on Main Street Debrief Meeting
- December 16: Chamber of Commerce Holiday Breakfast
- December 18: Board of Mayor and Aldermen Meeting
- December 29: Custodian Interviews

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	\$8,017,508	↑ 12.66%
Cemetery Fund	\$42,426	\$33,910	↑ 29.33%
Debt Services	\$769,119	\$144,742	↓ 31.18%
Healthcare	\$68,500	\$27,882	↓ 9.30%
Impact Fees	\$165,835	\$144,423	↑ 37.09%
Industrial Development	\$50,300	\$30,326	↑ 10.29%
Parks Sales Tax	\$133,284	\$14,330	↓ 39.25%
Police Drug Fund	\$6,833	\$3,908	↑ 7.19%
Solid Waste	\$1,057,598	\$769,291	↑ 22.74%
State Street Aid	\$263,000	\$190,294	↑ 22.36%
Stormwater Fund	\$3,500	\$0	↓ 50.00%
Wastewater	\$9,075,983	\$3,846,914	↓ 6.88%

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

**General Government Department
December 2014**

Purchasing

The Purchasing Specialist's goal is to have an error rate of less than 10% on purchase orders submitted for processing. The December 2014 error rate was 0.1%.

Total Purchase Orders

	FY 2015	FY 2014
July	231	212
August	170	140
September	107	142
October	149	152
November	113	110
December	130	110
January		119
February		132
March		154
April		157
May		149
June		156
Total	900	1,733

Purchase Order Errors by Department

	Dec. 2014	FY 2015*
Admin.	0	0
Bldg. Maint.	0	0
Cemetery	0	0
Codes	0	0
Court	0	0
Finance	0	0
Fire	0	2
HR	0	0
Library	1	5
Parks	0	2
Police	0	1
Public Works	0	2
Sanitation	0	0
Wastewater	0	0
Total	1	12

*Errors by department started being tracked in July 2014.

Purchase Orders by Dollars	Dec. 2014	FY 2015	FY 2014	Total for FY15	Total for FY14
Purchase Orders \$0-\$1,999	115	744	1,517	\$463,416.41	\$529,278.93
Purchase Orders \$2,000-\$9,999	11	95	154	\$390,282.18	\$551,768.46
Purchase Orders over \$10,000	4	61	62	\$9,540,274.25	\$6,221,273.04
Total	130	900	1,733	\$10,393,972.84	\$7,302,320.43

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	83	186	49	265,548	468,840	63,924
September	107	126	32	352,406	262,563	82,694
October	93	86	24	328,241	296,397	113,317
November	67	92	21	361,124	282,249	121,011
December	96	137	22	393,777	279,207	98,573
January		126	51		555,161	98,082
February		137	45		426,376	96,253
March		127	22		1,191,691	118,982
April		95	45		262,646	170,040
May		81	212		238,690	223,064
June		67	117		610,113	193,101
Total	452	1,355	554	2,263,551	5,124,420	1,366,173

**General Government Department
December 2014**

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
July	29	34	19	49	14	5
August	23	25	13	30	22	3
September	26	10	14	37	11	4
October	57	7	17	47	18	4
November	25	21	18	21	10	10
December	39	97	17	34	17	6
January		36	9		15	3
February		33	15		27	2
March		16	10		25	2
April		20	7		22	3
May		21	6		19	3
June		40	15		19	18
Total	199	320	306	218	200	59

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
July	418	294	223	42	14	5
August	422	314	227	30	22	1
September	432	322	237	32	11	2
October	439	322	237	33	18	4
November	446	322	239	22	10	10
December	451	337	245	28	17	6
January		346	260		10	3
February		361	262		20	2
March		370	267		25	2
April		385	277		21	3
May		464	284		15	3
June		410	275		19	18
Total	N/A	N/A	N/A	187	162	59

**General Government Department
December 2014**

Building Maintenance Projects

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

Special Maintenance Projects

- HVAC issues
- Custodian tasks due to custodian position vacancy

	2014 - 2015 Work Order Requests	2013 - 2014 Work Order Requests
July	25	N/A
August	10	N/A
September	19	N/A
October	27	N/A
November	15	N/A
December	15	8
January		19
February		33
March		15
April		15
May		31
June		20
Total	111	141

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

**Finance Department
December 2014**

Finance Section

The Utility Billing Specialist along with the Utility Accounting Specialist attended the TAUD Administrative Professionals Conference in Murfreesboro, TN. The Utility Billing Specialist also received her TAP Professional certification this month. Again the finance department worked with the city auditors this month and started wrapping up the audit procedures. At this point in time, the audit is still on-going and the audit manager projects that the draft of the CAFR will be done before the end of January 2015.

Performance Measures

Fund Balance – The City will strive to maintain a General 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	5,669,273	52%
Wastewater			3,018,234	

The Finance Department's goal is to meet or exceed each fund's total revenues as proposed in the approved budget as set by the Board of Mayor and Aldermen by the end of the fiscal year 2014-2015.

Operating Fund	FY2015 Est. Revenues	Realized*	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	\$ 10,895,975	\$ 4,618,579	↓7.61%
Cemetery Fund	\$ 27,450	\$ 20,458	↑24.53%
Debt Services	\$ 809,250	\$ 397,480	↓0.88%
Healthcare	\$ 47,290	\$ 31,363	↑16.32%
Impact Fees	\$ 8,250	\$ 12,782	↑104.94%
Industrial Development	\$ 47,080	\$ 48,622	↑53.27%
Park Sales Tax	\$ 78,280	\$ 39,879	↑0.94%
Police Drug Fund	\$ 8,515	\$ 1,731	↓29.67%
Solid Waste	\$ 804,832	\$ 394,806	↓0.95%
State Street Aid	\$ 274,371	\$ 137,941	↑0.28%
Stormwater Fund	\$ 50,250	\$ -	↓50.00%
Wastewater	\$ 7,841,669	\$ 3,304,902	↓7.28%

*Realized amounts reflect revenues realized from July 1, 2014—December 31, 2014

**Finance Department
December 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 1 longevity	50 longevity checks 204 direct deposits	0 Retro adjustments	0 Voids

Accounts Payable

	Dec. 2014	Nov. 2014	Oct. 2014	Sept. 2014
Total # of Invoices Processed	380	307	387	373

Business License Activity

	Dec. 2014	YTD FY 2015	FY 2014 Total	FY 2013 Total	FY 2012 Total	FY 2011 Total
Opened	1	50	74	80	52	55
Closed	1	4	13	140*	6	3

*129 businesses deemed uncollectable in October 2012

Wastewater Billing

	Dec. 2014	YTD FY 2015	FY 2014 Total	FY 2013 Total	FY 2012 Total	FY 2011 Total
New Connections	4	28	55	28	15	44
Late Payments (\$)	4,790	34,165	69,241	65,074	67,810	62,880
Disconnect for non-payment (#)	N/A	187	514	258*	n/a	n/a

*Only 6 months of data available for disconnects in FY 2013
Due to holidays, disconnections will be performed in January 2015

**Human Resources Department
December 2014**

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

- December 02: Windstream Demo of Phone System
- December 06: Miracle on Main Street Event
- December 11: Miracle on Main Street Debriefing Meeting
- December 16: Chamber of Commerce Breakfast
- December 23: City of White House Holiday Luncheon
- December 29: Part Time Custodian 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	0	1	2
September	3	1	1	0
October	1	1	0	1
November	1	0	1	1
December	0	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
Total	5	9	12	7

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	1	0	1	0
September	1	1	0	0
October	1	2	1	1
November	2	0	1	0
December	1	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
Total		6	14	6	7

**Human Resources Department
December 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%	0	0.00%	1	1.15%
September	1	1.10%	0	0.00%	1	1.12%	0	0.00%
October	0	0.00%	1	1.16%	1	1.12%	1	1.15%
November	1	1.10%	2	2.33%	1	1.12%	2	2.30%
December	0	0.00%	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%
Total	2	2.20%	6	7.14%	8	8.99%	19	21.84%

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	1 (D)	0	
September	1 (T)	1 (S)	
October	0	1 (T)	
November	0	1 (S) 1 (T)	
December	0	0	
January		0	2 (S)
February		0	0
March		0	1 (T)
April		0	0
May		0	1 (S)
June		0	0
Total	2	4	4

(T) - Termination

(S) - Suspension

(D) - Demotion

**Police Department
December 2014**

Highlight

On Saturday, December 13th, we had the cities first Shop with a Cop/Firefighter program. This program was funded by the Rotary Club and put together by the Police Department. This year's new program assisted 12 children that were recommended by our local school system that needed assistance for Christmas this year. We had approximately 7 Police Officers and 5 Firefighters shopping with the children. Several staff members and Rotary Members were also on hand to assist with the program. We were able to provide \$150.00 per child. Walmart and Subway provided the space along with food, drinks, snacks and wrapping paper for the event. This program also gave the children a chance to interact with our cities public servants in a positive atmosphere. This program's goal is to assist approximately 20 children for 2015.

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in December:** Department Head Meeting (Dec. 1st & Dec. 15th), Christmas Parade & Miracle on Main Street Festival (Dec. 6th), Planning Commission (Dec. 8th), Robertson County Chief's Meeting (Dec. 9th), 911 User Group Meeting (Dec. 10th), Miracle on Main Street Debrief Meeting (Dec. 11th), 911 Board Meeting (Dec. 16th), and Police Department Command Staff Meeting (Dec. 17th).

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. The White House Police Department is accredited. **Complete.**
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
August	12	162	0	174
September	0	144	27	171
October	9	96	0	105
November	0	64	0	64
December	0	0	24	24
Grand Total	21	905	121	1,047

**Police Department
December 2014**

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	December 2014	FY 2014-2015
Two (2) Officers per Shift	11	30
Three (3) Officers per Shift	51	350

2. *Acquire and place into service two Police Patrol Vehicles..* The two new Police Patrol Vehicles were picked up on December 17th. They have been striped and are at Truckers Lighthouse getting electrical equipment installed. We hope to have them on the road by the end of January.
3. *Conduct two underage alcohol compliance checks during the Fiscal Year 2014-2015.* Compliance checks were held on December 16th. We had four businesses fail: Colorado Grill, The Bar B Que Place, MoliPazzo and Dollar General Market.
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	December 2014	Per 1,000 Pop.	Total 2014	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	11	1	147	14
Crimes Against Property	34	3	379	35
Crimes Against Society	15	1	125	12
<i>Total</i>	60	6	591	55
Arrests	58		392	

**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.*

	December 2014	TOTAL 2014
Traffic Crashes Reported	39	344
Enforce Traffic Laws:		
Written Citations	239	3,241
Written Warnings	150	1,868
Verbal Warnings	397	5,142

**Police Department
December 2014**

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.*

COLLISION RATIO				
<u>2014</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
December	39	4	10%	12%

Traffic School: Sgt. Brisson taught traffic school in December. There were 24 students.

Staffing

We have two Police Officer positions open at the Police Department. We have received applications and will be testing on January 22, 2015.

K-9: Ofc. Jason Ghee and Nike attended their monthly training

Sumner County Emergency Response Team: The ERT Breakfast was held on December 19th.

Volunteer Reserve Officers:

- Reserves had training on December 3rd on Mental Illness and Handcuffing.
- The Reserves had 845 Volunteer work hours for 2014. They had 49.5 hours of training for 2014. The total hours (work and training) for 2014 are 894.5. The 2014 total City savings is \$19,054.75.
- The Annual Reserve Dinner is scheduled for January 5th at Maggianos.

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
December	74%	81%

Communications Section

	December	Total 2014
Calls for Service	1,305	16,528
Alarm Calls	43	362

Request for Reports

	December 2014	FY 2014-2015
Requests for Reports	26	130
Amount taken in	\$28.75	\$99.60
Tow Bills	\$0.00	\$270.00
Emailed at no charge	32	162
Storage Fees	\$0.00	\$0.00

**Police Department
December 2014**

Governor's Highway Safety Office (GHSO): GHSO had Madd awards and regional meeting in Murfreesboro.

Volunteer Police Explorers: The Explorers met on December 4th.

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

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.**
Classed for D.A.R.E. are ongoing. The 2014, program at Heritage Elementary commenced on Monday, October 20th. D.A.R.E Instructor, Captain Mingledorff is teaching the ten week program to seven classes, totaling 168 5th graders. Graduation is scheduled for January.
2. **Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.** This year's event was held on Monday, September 1, 2014. *Complete.*
3. **Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.** Completed. The next class is scheduled for February 2015.
4. **Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.**
 - **Toys for Tots:** 758 toys were collected this year.
 - **Special Events:** *WHPD Officers participated in the following events during December:*
 - December 6th – Christmas Parade & Miracle on Main Street Festival.
 - December 13th – Trot for Tot 5k Run (81 participants/collected 138 toys)

Upcoming Event:

Citizen's Police Academy begins in February. There are still openings.

2014 Participation in Joint Community Events		
	December 2014	Year to Date
Community Activities	3	43

**Fire Department
December 2014**

Summary of Month's Activities

Fire Operations

The Department responded to 89 requests for service during the month with 65 responses being medical emergencies. The Department responded to 3 vehicle accidents with reported injuries with one patient transported to an area hospital.

December 6th 1:09pm – The Department was dispatched to a sprinkler system activation at the Lowe's Millwork facility located on Hester Dr. When fire units arrived on scene they found there was no fire and the activation occurred due to a water main break. The water main is part of the fire suppression system that includes water tanks and pumps maintained by the property owner.

December 25th 6:29pm – The Department responded to a reported chimney fire on Calista Road, when fire units arrived on scene the occupants were out of the home with smoke in the structure. The smoke was cleared from the home and the fire was confined to the chimney. There were no injuries or property damage reported with this incident.

December 26th 6:20am – The Department responded to a reported structure fire on Tyree Springs Road, when fire units arrived on scene the fire was visible inside the structure. The fire crews made an exterior attack with hand lines before making entry into the structure to complete the extinguishment. The structure suffered extensive damage along with the majority of the contents. The tenant was at home at the time of the fire and was awakened by a smoke alarm and escaped the structure without injury.

Fire Administration

December 6th – Asst. Chief Sisk and department members assisted with the Miracle on Main Street event.

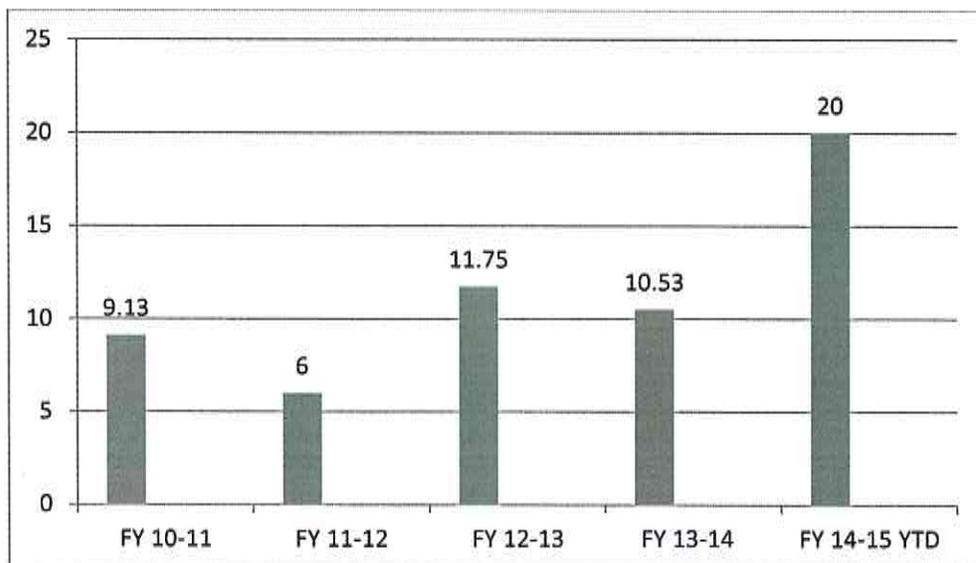
December 8-10th – Chief Palmer, Asst. Chief Sisk, and Captain Holman visited the Sutphen Corporation in Columbus Ohio to finalize the specs and shop drawings of the new aerial truck.

December 11th – Chief Palmer attended the Miracle on Main Street event debriefing at city hall. During the month of December Asst. Chief Sisk attended the Work Hours Committee meeting.

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.



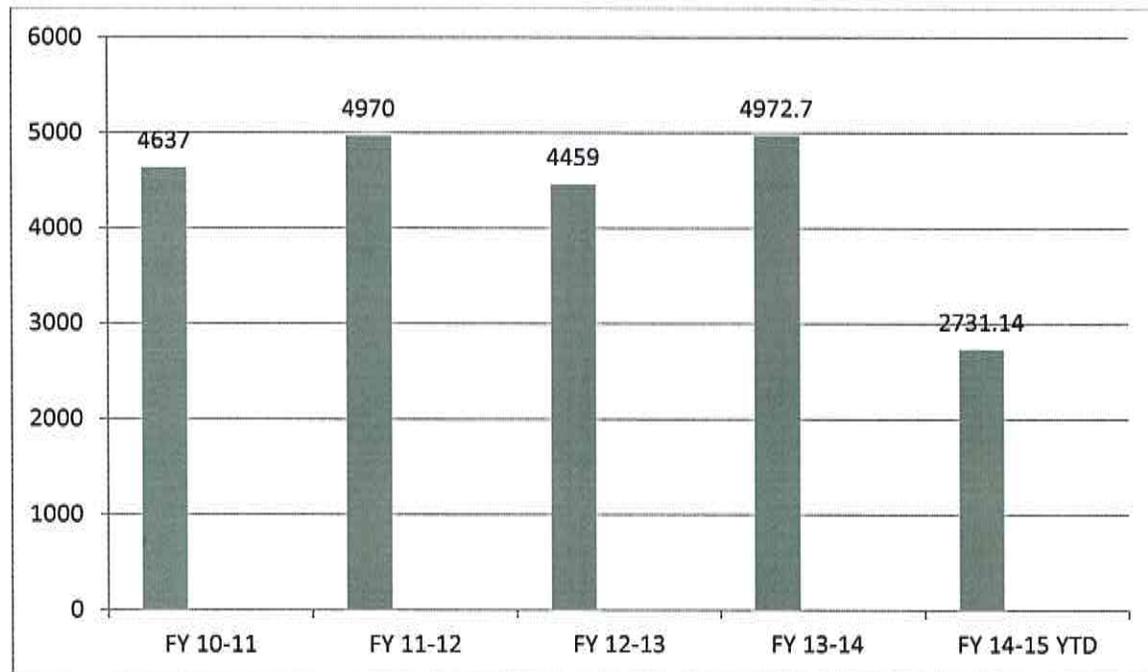
**Fire Department
December 2014**

Incident Responses

Structure Fires	1	Vehicle Accidents(general cleanup)	2
Other Fires	1	Vehicle Accidents(With injuries)	3
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	0	False Alarms/Calls	7
Hazmat	0	Assist other Governmental Agency	0
Other Calls	10	Total Responses for the Month	89
Emergency Medical Responses	65	Total Responses Year to Date	502

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.

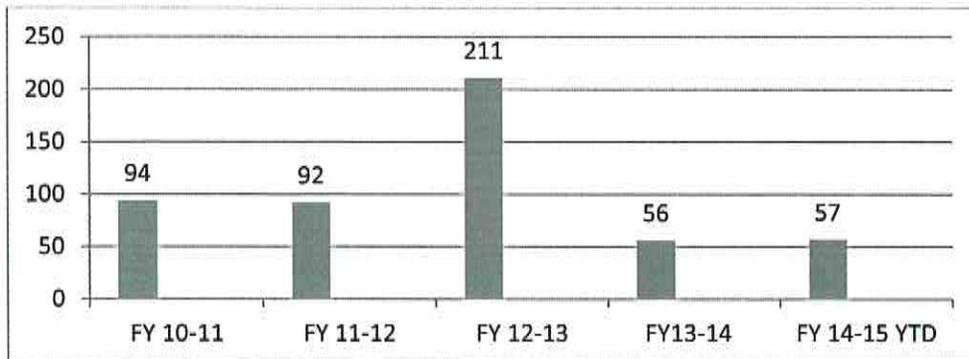


Total Training Man-hours for the Month	396.64	Total Training Man-hours Year to Date	2731.14
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**Fire Department
December 2014**

Fire Inspection

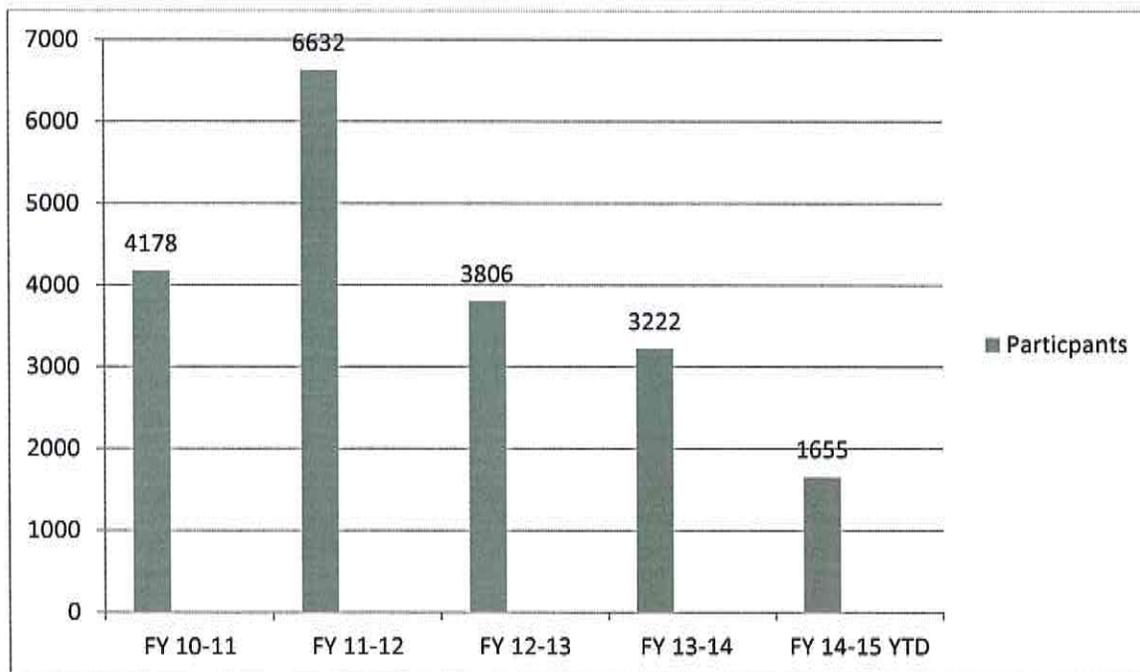
It is part of our fire prevention goals to complete a fire inspection at each business annually. Currently in our data base there are 387 businesses in the city including commercial and industrial facilities.



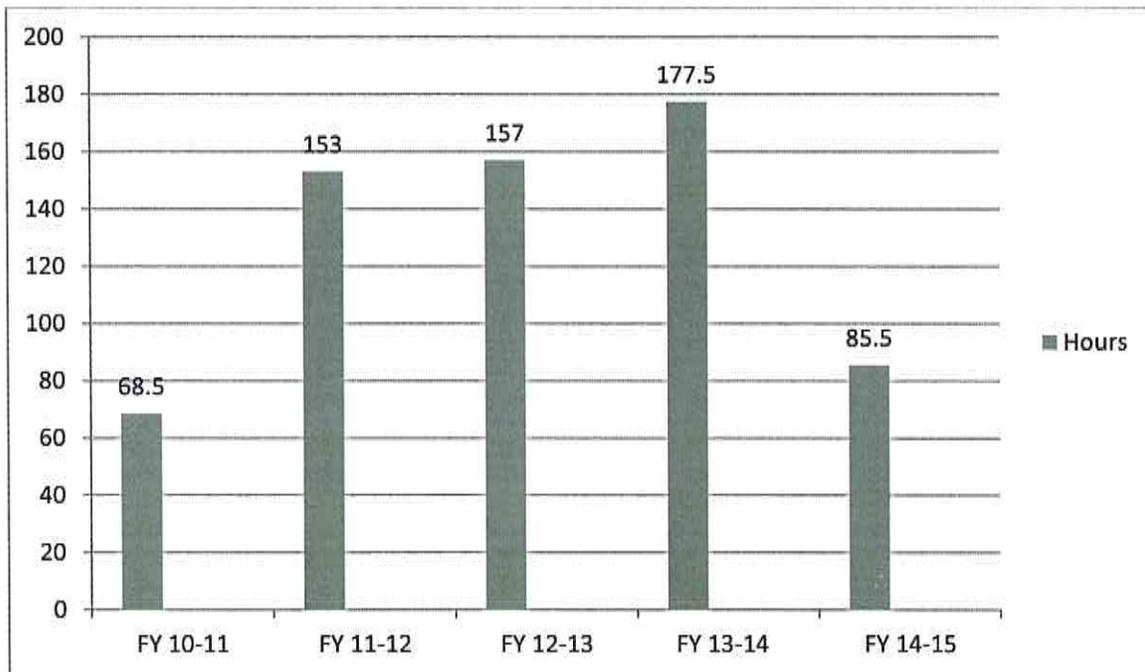
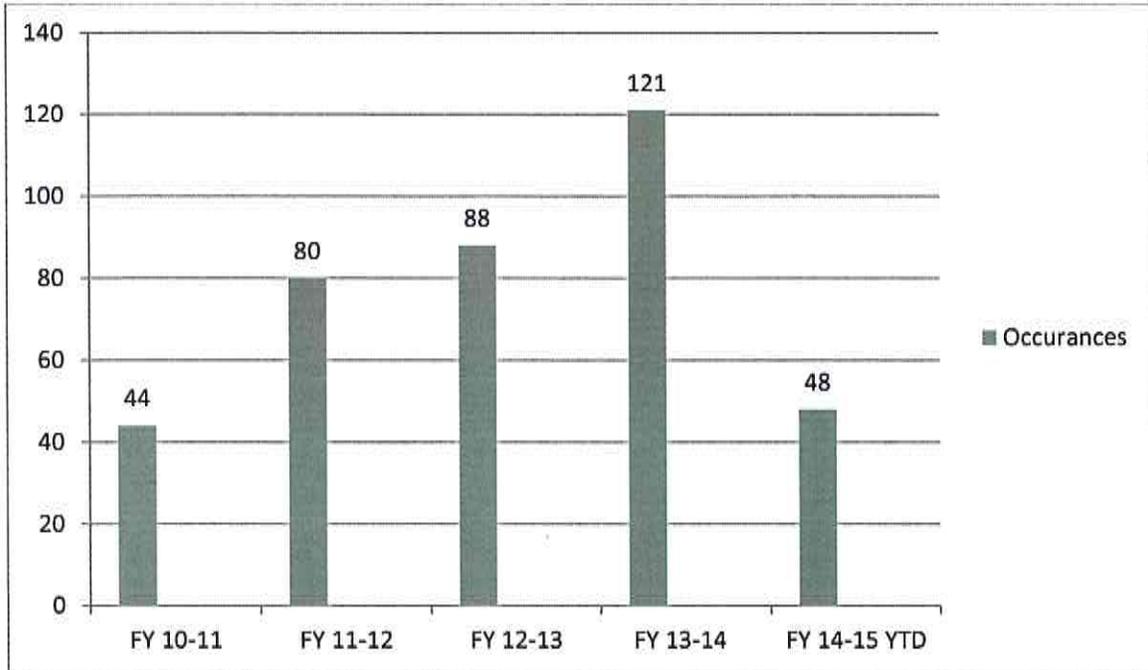
Fire Inspections	9	Year to Date	57	Plat / Plan Reviews	3	Year to Date	19
Fire Investigations	1	Year to Date	2	Fire Preplans	2	Year to Date	4

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
December 2014**



Participants	296	Education Hours	15
Participants Year to Date	1655	Education Hours Year to Date	85.5
Number of Occurrences	8	Number of Occurrences Year to Date	48

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

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

1. (1) PW Supervisor;
2. (1) Full-time PW crew leader;
3. (2) Full-time truck drivers (1 @ 100% PW & 1 @ 100% Solid Waste);
4. (3) Full-time maintenance workers (2 @ 50/50 PW/SW, 1 @ 100% PW).

<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>Nov-14</u>	<u>Dec-14</u>	<u>YTD 14/15</u>
Sanitation	9,912	8,930	5,975	3,138	224	224	1,594
Street	3,502	3,539	3,765	4,485	237	270	2,222
Facility Maintenance	143	100	124	839	114	177	864
Fleet Maintenance	394	147	445	857	98	74	573
Meeting/Training	241	135	332	653	33	60	218
Leave	1,311	915	1,005	1022	64	65	545
Holiday	1,040	1,040	650	730	210	150	560
Overtime	0	0	70	166	0	38	98
Administrative	0	0	0	496	54	90	382

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>Nov-14</u>	<u>Dec-14</u>	<u>YTD 14/15</u>
Brush Collection Stops	3,841	2,970	2,787	5,394	300	257	2,841
Brush Truck Loads	422	468	302	644	26	24	254
Leaves Pickup Bags	N/A	N/A	519	4,324	588	487	1,737
Brush/Leaves Hours	N/A	N/A	585	2,119	123	121	868
Litter Pickup Bags	960	0	168	535	26	27	175
Litter Pickup Hours	N/A	N/A	443	829	101	103	593

Sanitation Collection:

The goal for the curbside garbage and recycling collection program is *to maintain an error rate of less than 1%*. The December 2014 work order report shows that staff made 47 requests on the WI web portal system, of which only 20 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>Nov-14</u>	<u>Dec-14</u>	<u>YTD 14/15</u>
Tons	3,590	3,634	3,458	3,315	230	287	1,537
Disposal Fee	\$88,187.52	\$88,325.03	\$85,077.60	\$82,869.34	\$6,133.05	\$7,053.72	\$38,541.04

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

SW Accounting	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Nov-14	Dec-14	YTD 14/15
Units Billed	43,655	44,485	44,244	44,953.00	3,799	3,789	22,775.00
Receivables	\$676,350.00	\$683,625.00	\$690,098.50	\$692,727.50	\$66,102.21	\$66,012.71	\$396,065.38
Revenue	\$634,738.25	\$654,858.69	\$684,487.53	\$705,287.91	\$63,033.53	\$66,541.10	\$381,183.81

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	Nov-14	Dec-14	YTD 14/15
Participants	660	715	809	525	32	76	344
Tons	119	168	141	168	16	18	81
Disposal Fee	\$14,654.62	\$16,513.14	\$15,473.00	\$16,913.54	\$1,156.88	1,277.78	\$6,995.27

Recycling Program:

The goal for the recycling program is to achieve an overall recycling rate of 25%. At present we are recycling approximately 16% 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 48 tons of material which is a savings of about \$1,825.00 in avoided landfill tipping fees. In addition, the recyclable material revenue for the month was approximately \$353.35. This is a net gain of \$2,177.08.

Recycling	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Nov-14	Dec-14	YTD 14/15
Curbside Tons	253	244	393	456	40	48	213
Recycling Rate	7%	7%	13%	14.3%	18%	15.2%	16.10%
Fee (old program)	\$5,081.27	\$6,736.13	-	-	-	0	-
Revenue (curbside)	-	-	\$4,749.94	\$3,469.56	\$276.97	\$314.63	\$2,193.63
<i>Metal (dropoff) Tons</i>	23	11	62	42	4	6	19
Metal Revenue	\$4,819.75	\$3,167.45	\$10,555.50	\$6,240.40	\$571.20	886.90	\$3,197.90

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	Nov-14	Dec-14	YTD 14/15
Drainage Requests	1	3	27	17	0	0	12
Drainage Work (feet)	620	58	1,457	2,513	0	0	1,872
Drainage Man Hours	N/A	N/A	891	1261	14	15	915
Debris Removed Loads	N/A	N/A	75	57	9	7	52
Sweeping Man Hours	0	0	0	272	35	29	237

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

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.

Road Work	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Nov-14	Dec-14	YTD 14/15
Curb Repair	3	0	1	1	0	0	0
Shoulder LF	0	0	788	3,331	0	0	100
Shoulder Hours	0	0	0	88	0	0	45
Potholes	336	168	125	202	18	27	75
Pothole Hours	N/A	N/A	N/A	600	66	120	424
Mowing Hours	0	0	101	446	0	0	99
R-O-W Hours	N/A	N/A	N/A	12	45	13	125
Signs	225	119	153	106	40	48	102
Sign Work Hours	N/A	N/A	N/A	219	76	71	217
Salt Tons	20	55	4	79	0	0	0
Salt Hours	N/A	N/A	N/A	159	0	0	0
Decorative Streetlight Hours	0	0	0	0	1	12	13

1. SIGN REPLACEMENT:

Staff continues to go through the City and replace all of the missing signs. We have a high incidence of sign theft in the City. I had the crews start using anti-theft hardware, but now the vandals are bending the signs until they break away.

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.

No special projects.

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

Collection System Activities

Hobbs Project:

John T. Hall continues to work on property restoration and punch list items. We have seen a decrease of approximately 48% in the runtimes at North Palmers Chapel Vacuum Lift Station since project completion. The delay is the weather.

Sage Road Lift Station Project:

A "soft start-up" of the lift station and Generator has been completed. There are a few items of concern preventing the acceptance of the station. The asphalt work and extruded curbing has been completed.

We're missing the following:

1. The "GRM" card, which allows for SCADA monitoring and external control of the station;
2. The wetwell has a substantial leak around the influent line;
3. We are still awaiting the concrete sidewalk and final restoration before the job can be closed.

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>Nov-14</u>	<u>Dec-14</u>	<u>YTD</u>
Tennessee 811	1,496	948	866	1,306		105	87	734

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.

<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>Nov-14</u>	<u>Dec-14</u>	<u>YTD</u>
North Palmers Chapel	2301	1483	1736	3,559		61	3	471
Calista Road	3652	985	1058	2,014		44	3	410
Wilkinson Lane	131	417	231	219		0	0	99
Portland Road	98	13	25	36		4	0	11
Cope's Crossing	0	109	445	208		15	0	70
Union Road	0	16	149	93		0	0	35
Meadowlark Drive	61	32	40			0	0	33
Highway 76	41	20	9	6		0	0	2
Cambria Drive	31	32	16	9		0	0	0
Treatment Plant	694	439	359	333		5	0	122

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

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, we have a large number of "change-outs" (C/O) as 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>F Work Orders</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Nov-14</u>	<u>Dec-14</u>	<u>YTD</u>
"Grinder Project"		144	229	3	0	0	0
PD to Centrifugal Converts				4	1	0	6
2000 to Extreme C/O	0	0	85	86	6	2	50
2000 to 2000 C/O	0	271	19	13	4	2	10
Extreme to 2000 C/O	0	0	33	14	3	2	17
Extreme to Extreme C/O	0	0	157	110	4	8	66
Centrifugal to Centrifugal C/O					0	0	3
2000 Conversions	0	159	26	3	0	0	0
Extreme Converts	0	0	43	83	11	6	54
Total Pumps Replaced		430	363	313	29	20	206
Low Pressure Service Request	682	554	977	750	44	52	430
Vacuum System Service Request	94	96	127	102	7	2	35
Gravity Service Request	NEW				3	2	10
Inspection for New Service	0	0	0	27	4	3	24
Final Inspection for New Service	0	0	0	47	3	7	34
Sanitary Sewer Overflow (SSO)	0	0	4	2	0	0	1
Odor Complaints	0	0	0	11	0	3	10

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>Nov-14</u>	<u>Dec-14</u>	<u>YTD</u>
Major Lift Stations	23	12	5	5	18	1	2	19
Mainline	17	0	1	7	18	3	1	9
Service Line	89	82	52	65	136	1	5	27

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

Major Lift Stations Repairs:

WILKINSON LANE:

We have decided to put off moving the control panel until the FY 2015/16 budget year. The VAPEX unit has been relocated to protect it against H2S corrosion.

CALISTA:

Due to the excessive impeller wear and pump vibration on the vertical turbine effluent pumps, we've decided to install variable frequency drive (VFD) units at the Calista Rd lift station. These will allow the pumps to operate within the design curves as the flow in the force main fluctuates. At this point, I'm only going to install one (1) VFD on a temporary basis.

As you may recall, I have a CIP this budget year that includes the installation of a 12" force main from the Calista/Volunteer intersection going north along Calista Road and then heading west on Bill Moss Road, and then tying into the 12" force main at the I-65 overpass. The 12" force main project is designed to reduce the friction head losses in the 10" force main and thus reduce the operating heads on the pumps. Excessive operating head equals excessive wear and tear and higher electrical costs. The existing 10" force main serves the North Palmers Chapel, Portland Road, Calista and Wilkinson Lane lift stations.

Due to the pumping issues at the Calista station, we've decided that it would be more prudent to rehabilitate the electrical system before upgrading the force main. We feel that installing the force main before upgrading the motor control center will on serve to exacerbate the high operating heads now being placed on the pumps.

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>Oct - 2014</u>	<u>Nov - 2014</u>	<u>Dec - 2014</u>	
Flow	0.451 MGD	0.383 MGD	0.332 MGD	
Capacity	1.40 MGD	1.40 MGD	1.40 MGD	
% of Plant Throughput	32.0%	27.0%	24.0%	(0.332 MGD) / (1.40 MGD)
Actual Capacity	1.12 MGD	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	40.3%	34%	30%	(0.332 MGD) / (1.12 MGD)
Rainfall	12.31"	3.82"	4.59"	

<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>Nov- 14</u>	<u>Dec - 14</u>	<u>YTD</u>
Violations			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've increased the feeding rate twenty (20) gallons per day at the Union Road lift station and twenty (20) gallons per day at the Old Tyree lift station due to higher than normal H2S release. It may be coming from the grinders we installed on Dawn Court when we changed them over from the vacuum system.

2. **Oxidation Ditch:**

The #4 gearbox has failed and is still out for repair.

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.

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

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've submitted a request to TDEC to use PAA as our method of disinfection and are awaiting a response.

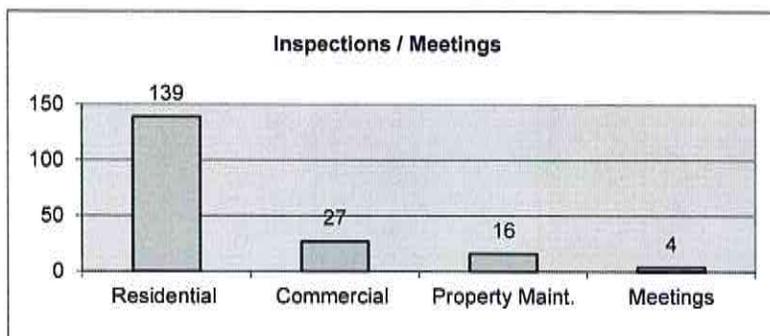
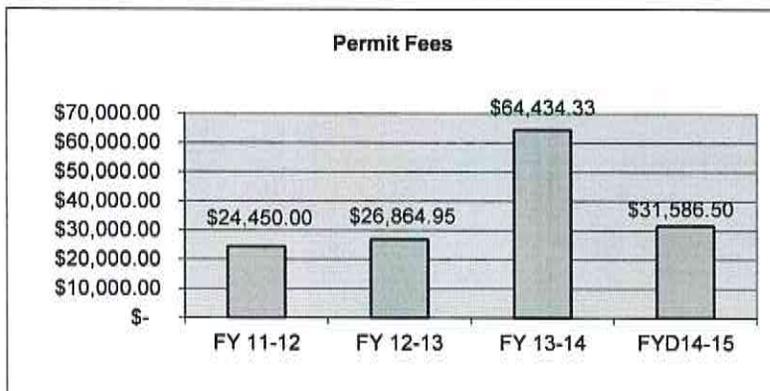
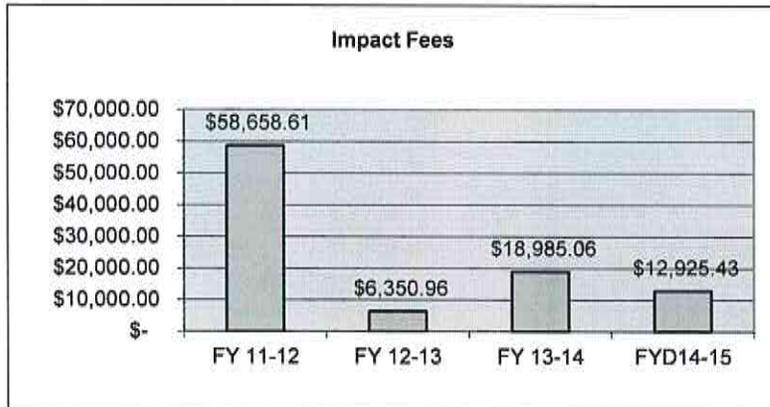
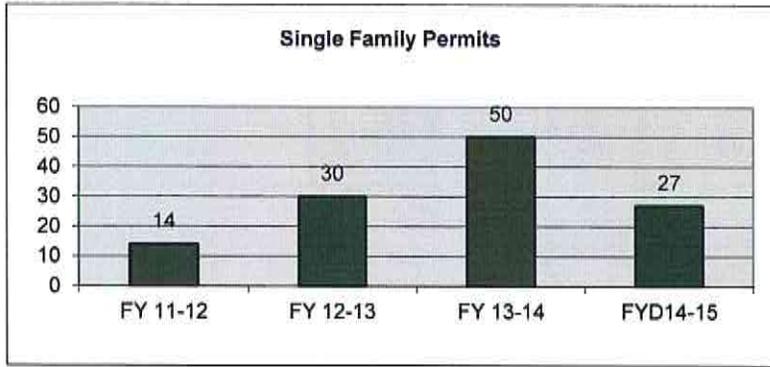
PAA is being used while we await final approval and the feed rate is now operating at a constant 1.3 parts per million (ppm) which is still well below the expected usage levels.

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 E. Coli testing for December was less than 25/100ml.

**Planning and Codes Department
December 2014**



**Planning and Codes Department
December 2014**

	Month	YTD 15	FY 2014	FY2013	FY2012
MEETING AGENDA ITEMS#					
Planning Commission	6	28	38	39	49
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	4	9	5	13
Training/Study Session	0	1	0	0	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	4	27	50	30	14
Multi-Family Residential	0	1	123	2	0
Other Residential	11	89	132	133	111
New Commercial	0	6	2	1	3
New Industrial	0	0	0	0	1
Other Com/Ind	6	30	26	27	21
State Electrical	50	303	478	329	309
Sign	3	9	16	11	10
Occupancy Permits	3	45	59	62	118
Commercial Certificate of Occupancy-					
White House Dental-301 B. White House Crossings Way					
The Grove at Kendal Apts. (clubhouse) 100 Grove Way					
White House Landings Apts. (clubhouse) 130 Maiden Ln.					
Other	0	0	71	18	4
BUILDING INSPECTIONS					
Residential	139	369	519	334	318
Hours	27.42	124.83	175.59	111.25	99.67
Commercial /Industrial	27	233	189	151	269
Hours	8.67	74.59	79.33	94.34	112.59
CODE ENFORCEMENT					
Total Cases	16	184	531	735	957
Hours	4.08	31.24	83.42	113.92	125.32
Complaints Received	7	67	141	126	127
MEETINGS					
Administration	0	11	39	55	77
Hours	0	28	67.95	89.06	123.59
Planning	3	12	31	40	118
Hours	3	16.8	101.25	51.1	119
Codes	1	12	50	53	48
Hours	0.5	11.08	58.25	73.5	65.33
FEES					
Permit Fees	\$3,982.00	\$ 31,586.50	\$ 64,434.33	\$ 26,864.95	\$ 24,450.00
Board Review Fees	\$175.00	\$ 5,526.50	\$ 7,297.90	\$ 3,150.00	\$ 2,375.00
City Impact Fee	\$458.40	\$ 12,925.43	\$ 18,985.06	\$ 6,350.96	\$ 58,658.61
Roads	\$152.40	\$ 7,522.25	\$ 5,405.07	\$ 3,056.90	\$ 14,722.36
Parks	\$118.80	\$ 1,342.40	\$ 4,993.50	\$ 1,197.40	\$ 5,187.60
Police	\$112.80	\$ 2,444.12	\$ 4,494.28	\$ 1,262.70	\$ 21,646.70
Fire	\$74.40	\$ 1,616.66	\$ 2,976.51	\$ 796.76	\$ 15,407.95
OTHER ITEMS					
Subdivision Lots	0	0	0	0	20
Commercial/Ind. Sq Ft	4,318	16,760	3,936	3,423	0
Multi-Family Units	0	16	123	n/a	n/a
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 10	\$630,790.00	\$ 632,150.00	\$693,270.00	\$974,300.00	\$974,300.00
Builders Bonds	43,366.43	\$ 43,366.43	\$ 43,366.43	\$ 42,866.53	\$ 47,753.43
Workings Days in Month	17	17	16	16	16

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

Summary of Month's Activities

The department began working this month to construct a concrete basketball half-court in the back of the park near the tennis courts. The concrete footing is now in place and ready for the placement of the goal. We have excavated the topsoil down to clay and will begin adding compactable fill to raise the level of the court. The base stone will be added and compacted following that. The actual formwork, concrete pouring, and concrete finishing will be performed by a subcontractor. We will perform the final dressing of the site including replacing the topsoil, seeding and strawing.

Three (3) new park benches were received, which are to be placed in 3 separate locations along the greenway. The manufacturer of the benches is Dumor Inc. The slats of the benches are made from recycled plastic and are "walnut" in color. We will install a flat concrete pad first and then anchor the benches to make an attractive rest area.

Recreation

Youth Basketball games started December 13th. We have 305 participants this year and 39 teams.

The Christmas Parade was December 6th at 1:00PM. The theme was "Cruisin Christmas" and the Grand Marshal was Stacey David, the host "Gearz TV." The first place float this year went to Northridge Church. Second Place went to White House Warriors. Third Place went to the White House American Legion Post 206. We had 56 official registrants this year (floats, cars, etc.).

We will begin offering Adult Co-ed Kickball in the spring. Registration is January 26th – March 9th. It is \$350 per team – Non-Resident Fees May Apply. Games will be on Mondays and/or Fridays.

Adult Co-ed Volleyball will begin registration January 5th, and it will run through February 16th. The fee is \$250 per team. This is a Tuesday/Thursday night league. The season will begin in March.

The Girls Volleyball spring league registration is January 5th – February 16th. The registration fee is \$50 for City Residents/\$62 for Out-of-City Residents. This is for grades 3 – 8. Practices begin in March and games begin in April.

Little League Challenger Baseball registration is January 5th – March 2nd. The registration fee is \$35 for City Residents/\$47 for Non-Residents – Includes Full Uniform. Practices will begin in March and Saturday games start in April.

A Men's Softball Competitive and Recreational League will be offered again this spring. The Competitive League will be played on Field 7 and the Rec League will be played on Field 6. Registration for Recreational League: January 26th – March 9th. Registration for the Competitive League: January 5th – February 16th. The registration fee is \$450 per team – Non-Resident Fees May Apply. Games will be on Tuesdays and Thursdays. If there aren't enough teams signed up in one of the leagues then the two leagues will combine. The competitive league will begin games in March and the recreational league will begin in April.

Parks Maintenance

- Trimmed shrubs and cleaned out beds at trailheads
- Broadcast seed / straw on leveled dirt area at the soccer complex (100% annual rye – 30 bales of straw)
- Used mowers and mulched leaves around outfield fences and trailheads (still have some to do at park)
- Changed oil and filters in all trucks and equipment
- Have started hauling off concrete / asphalt from the dirt stock pile at the park (still have more to haul)
- Poured concrete footing for basketball goal
- Removed topsoil down to clay for basketball half-court. Installed silt fence.
- Prepared for Christmas Parade. Installed floor covering on gym floor.

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

Update on Department Goals and Objectives

We supported the local Trot for Tots this year. Wayne Beatty headed the operation and we helped with the behind the scenes work to help make this year's event go as smoothly as possible. This year's run was December 13th at 8:00AM. The entry fee was one toy per person. There were 71 runners and we were able to collect approximately 139 toys this year.

Department Highlight

Steven Russell has passed the written and driving tests to obtain a CDL (Class B) driver's license. This will help the department to operate more efficiently by being self-reliant when it comes to transporting certain heavy equipment or the garbage truck to various locations in the City.

Department Cost Savings Report

We were able to re-use wooden concrete forms from the cemetery gate project to pour the footing of the basketball goal in the park. This saved us from having to buy lumber and saved some labor hours as well by not having to start from scratch on the formwork.

Parks, Recreation, Cultural Arts Department
December 2014

	FY					Current Year		
	2009-2010	2010-11	2011-12	FY 2012-13	FY 2013-14	Nov. 14	Dec. 14	YTD 2014-15
Maintenance								
Mowing Hours	1,469	1,486	1,346	1,276	1,134	35	12	416
Pounds of Grass Seed Sown	1,895	3,140	2,275	3,280	2,560	75	100	2,095
Pounds of Fertilizer Applied	4,590	8,150	2,540	5,525	1,620	0	0	3,050
Number of Trees/Shrubs Planted	11	20	39	3	23	0	0	0

Recreation								
Number of Youth Program Participants	336	354	448	818	762	305	0	673
Number of Adult Program Participants	1,343	2,353	2,471	1,726	855	18	4	272
Number of Special Event Attendees	2,505	3,484	3,970	2,796	4,145	0	500	2,643
Total Number of Special Events Offered	17	19	17	19	12	1	1	9
Total Number of Programs Offered	38	68	78	51	46	2	1	16
Youth Program Revenue	\$27,728.00	\$29,068.00	\$29,702.00	\$ 49,676.00	\$49,197.40	\$284.00	\$57.00	\$ 43,171.37
Adult Program Revenue	\$9,368.25	\$14,899.65	\$19,216.05	\$ 16,060.90	\$13,155.30	\$33.00	\$12.00	\$ 4,508.00
Special Event Revenue	\$4,530.00	\$8,010.00	\$7,355.00	\$ 5,970.00	\$4,965.00	\$0.00	\$0.00	\$ 1,645.00

Administration								
Number of Shelter Reservations	153	116	112	110	103	1	0	61
Hours of Shelter Reservations					130	2	0	167
Shelter Reservation Revenue	\$4,083.00	\$3,415.00	\$ 3,396.00	\$ 3,270.00	\$2,823.00	\$0.00	\$0.00	\$ 1,237.50
Number of Facilities Reservations	105	63	136	261	207	11	16	68
Hours of Facility Reservations					145	45	49	206
Facility Reservation Revenue	\$6,345.82	\$6,475.63	\$ 16,224.25	\$ 36,686.43	\$26,540.00	\$1,159.40	\$2,093.75	\$ 6,863.49
Field Rental Revenue					\$4,498.33	\$50.00	\$0.00	\$ 1,140.00
Misc. Revenue	\$52,032.78	\$60,991.46	\$ 56,423.35	\$ 71,032.39	\$37,420.52	\$0.00	\$0.00	\$ 9,448.07

Senior Center								
Senior Center Participants	2,399	2,860	3,269	3,586	3,478	212	350	1,887
Number of Trip Participants	316	473	387	477	507	39	18	331
Number of Meals Participants	3,848	2,912	3,315	2,867	2,910	197	212	1,461
Number of Program Participants	587	632	4,486	4,030	3,419	346	484	2,240
Number of Trips Offered	31	42	31	34	38	3	2	27
Number of Meals Served	50	46	49	49	49	3	4	25
Number of Programs Offered	54	50	90	87	81	5	6	36

White House Inn Library & Museum
December 2014

Summary of Activities

During the month of December, the library held a special Christmas countdown event in which a program was held every day leading up to Christmas. A total of 16 kids/teens events, including movie nights, special story times, pictures with Santa, craft/food nights, Caricature drawings, reading dog sessions, and game nights, were held. Over the course of these events, a total of 151 people attended.

In addition to the kids' events, the library also held its special Christmas breakfast for its book club and our annual Christmas Open House. The Open House was very successful and it is estimated that over 150 people came for the event. The caterer, L and M Bakery, ran out of every food except crackers and cucumbers despite increasing the amount of food we had in comparison to the previous year. Thus, we can tell from the amount of food consumed that the event was busy and successful. The library looks forward to having their next Open House in the new building.

The library and the Friends also sold food at the concession stand inside city hall during the Holiday Extravaganza. The Friends spent \$300 on food and had \$200 to make change for large bills. At the end of the event, there was a total of \$840 and some change, meaning that a total of \$340 profit was made. The Friends and library staff felt the event was successful as normally only \$150 profit is made when they had a baked goods booth at the Christmas event. The Friends hope they are allowed to do this event again next year and possibly expand the food and drinks selection to include nachos with cheese and coffee.

On December 18th, the catalog librarian attended an in-service in Columbia, TN. During this training session, the catalog librarian learned about the first library in the state that is checking out Hot Spot devices so that people can have free Internet at home. This library plans on collecting more information over the next six months on the successes and possible problems of this service which will be shared with the rest of TN's libraries. Additionally, the in-service talked about ABC Mouse, a free service that allows for educational games to be installed on computers for kids to play in the library. This in-service was very helpful in sharing new and upcoming library trends.

Department Highlights

The highlight for the month was the overall success of the library events. The holidays are busy times for many individuals, thus to have success with individuals attending the events is great. Additionally, the library can see which of these events had the most attendance as it decides what type of programming to provide in the future.

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

Official Service Area Populations

2009	2010	2011	2012	2013	2014
12,980	13,316	13,257	13,421	13,386	13,477

December Membership

Cumulative Members

Year	New Members	Updated Members	Total Members	% of Population with Membership
2013	26	958	8,660	65
2014	30	194	9,161	67

The library's goal is to maintain or exceed total membership from the previous calendar year. In October of 2013, the library did a purge of inactive users to get a better count of actual library users.

Total Material Available: 27,432

Estimated Value of Total Materials: \$685,800

Last Month: \$687,725

Total Materials Available Per Capita: 2.03

Last Month: 2.04

State Minimum Standard: 2.00

The library has been weeding its collection not only to meet the state standard of weeding 5% of the collection each year, but also to remove books that are too dated and worn to be used in the new library. Despite the large amount of weeding that will take place this year; the library should still be close to the 2.00 state standards as we will still be adding to the collection.

Materials Added In December

Yearly Material Added

2011	2012	2013	2014		2011	2012	2013	2014
328	203	294	282		3,036	2,671	4,108	3,488

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 December

Cumulative Physical Items Check Out

2011	2012	2013	2014		2011	2012	2013	2014
3,508	2,487	3,023	3,634		63,395	51,116	47,160	47,509

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

December	Kids Sessions	Kids Attendance	Teen Sessions	Teen Attendance	Adult Sessions	Adult Attendance
2011	4	93	0	0	2	105
2012	4	97	0	0	2	125
2013	7	87	0	0	2	75
2014	15	147	1	4	2	158
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	109	2,225	14	100	15	243

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: 6 **Hours:** 57.58

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

December Computer Users

	2011	2012	2013	2014		2011	2012	2013	2014
Wireless	***	***	75	170		***	***	1,071	1,315
Internet Computers	381	339	222	315		5,983	4,282	3,791	3,743
Children Computers	306	100	86	89		3,244	2,874	1,691	1,478

Yearly Computer Users

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

December Interlibrary Loan Services

	2011	2012	2013	2014		2011	2012	2013	2014
Borrowed	13	18	16	28		337	362	136	271
Loaned	0	0	18	13		64	100	165	411

Yearly Interlibrary Loan Services

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	2014-2015
eBooks	792	2,010	3,688	2,032
Audios	1,717	2,501	2,521	1,391

The goal of the R.E.A.D.S. program is to provide books in an electronic version via either print or audio for patrons across the entire state of Tennessee.

CITY COURT REPORT
DECEMBER 2014

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH \$10,347.25
TOTAL MONIES COLLECTED YTD \$68,615.90

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH \$1,232.27
TOTAL MONIES COLLECTED YTD \$7,895.36

TOTAL REVENUE FOR MONTH \$11,579.52

TOTAL REVENUE YTD \$76,511.26

DISBURSEMENTS

LITIGATION TAX \$698.35
 DOS/DOH FINES & FEES \$584.25
 DOS TITLE & REGISTRATION \$161.50
 RESTITUTION/REFUNDS \$0.00
 TBI-EXPUNGEMENT/FEES \$0.00
 CASH BOND \$0.00
 WORTHLESS CHECKS \$0.00
TOTAL DISBURSEMENTS FOR MONTH \$1,444.10

TOTAL DISBURSEMENTS YTD \$10,847.93

ADJUSTED REVENUE FOR MONTH \$10,135.42

TOTAL ADJUSTED REVENUE YTD \$65,663.33

DRUG FUND

DRUG FUND DONATIONS FOR MONTH \$0.00
DRUG FUND DONATIONS YTD \$1,520.00

Disposition	Dec 2014	Nov 2014	Oct 2014
Ticket Paid in Full – Prior to Court	55	50	81
Guilty as Charged	16	13	12
Dismissal	13	12	14
Dismissed upon presentation of insurance	28	42	52
Not Guilty	1	0	0
Dismissed to Traffic School	23	0	17
Dismissed with Costs and Fines	28	25	46
Dismissed with Costs	18	26	26
Dismissed with Fine	0	0	0
Case Transferred to County	0	0	0
Dismissed with Public Service	0	0	0
Total	182	168	248

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:		Month-To-Date	% of Avg
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth		
Revenues									
31100		Property Taxes (Summer To Distribute)		0.00	0.01	0.00 %	0.00	0.01	0.00 %
31110		Real & Personal Property Tax(Current)		1,981,782.00	(1,169,465.58)	59.01 %	165,148.50	(1,148,467.68)	695.42 %
31120		Public Utilities Property Tax (Current)		97,295.00	0.00	0.00 %	8,107.92	0.00	0.00 %
31211		Property Tax Delinquent 1st Year		56,000.00	(7,314.95)	13.06 %	4,666.67	(7,314.95)	156.75 %
31212		Property Tax Delinquent 2nd Year		16,000.00	(3,764.00)	23.53 %	1,333.33	(294.00)	22.05 %
31213		Property Tax Delinquent 3rd Year		6,000.00	(4,521.00)	75.35 %	500.00	0.00	0.00 %
31214		Property Tax Delinquent 4th Year		3,000.00	(1,017.00)	33.90 %	250.00	0.00	0.00 %
31215		Property Tax Delinquent 5th Year		3,000.00	(2,503.00)	83.43 %	250.00	0.00	0.00 %
31216		Property Tax Delinquent 6th Year		800.00	(1,819.00)	227.38 %	66.67	0.00	0.00 %
31219		Property Tax Delinquent - Other Prior		1,900.00	(2,731.00)	143.74 %	158.33	0.00	0.00 %
31300		Int, Penalty, And Court Cost On Prop		28,000.00	(14,607.78)	52.17 %	2,333.33	(1,165.52)	49.95 %
31513		Payment In Lieu Of Tax -Sewer		112,385.00	(56,192.52)	50.00 %	9,365.42	(9,365.42)	100.00 %
31520		Payments From Industry		14,831.00	0.00	0.00 %	1,235.92	0.00	0.00 %
31610		Local Sales Tax - Co. Trustee		2,250,000.00	(1,012,137.29)	44.98 %	187,500.00	(26,931.19)	14.36 %
31709		Beer And Liquor Local Priv Tax		6,500.00	(354.15)	5.45 %	541.67	0.00	0.00 %
31710		Wholesale Beer Tax		265,000.00	(147,658.55)	55.72 %	22,083.33	(21,010.68)	95.14 %
31800		Business Taxes		140,000.00	(13,704.74)	9.79 %	11,666.67	(4,297.86)	36.84 %
31911		Natural Gas Franchise Tax		106,000.00	(137,722.98)	129.93 %	8,833.33	0.00	0.00 %
31912		Cable TV Franchise Tax		113,000.00	(62,567.71)	55.37 %	9,416.67	0.00	0.00 %
31960		Special Assessment - Liens		1,200.00	(210.00)	17.50 %	100.00	0.00	0.00 %
31980		Mixed Drink Taxes		11,000.00	(5,640.82)	51.28 %	916.67	(1,675.00)	182.73 %
32090		Peddler Permit		50.00	0.00	0.00 %	4.17	0.00	0.00 %
32209		Beer And Liquor License Application		2,300.00	(800.00)	34.78 %	191.67	(250.00)	130.43 %

Account	Description	Year-To-Date		Monthly Comparative:			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	
110	General Fund						50.00%
32610	Building Permits	30,000.00	(35,185.50)	117.29 %	2,500.00	(3,584.50)	143.38 %
32690	Other Permits	50.00	0.00	0.00 %	4.17	0.00	0.00 %
32710	Sign Permits	1,100.00	(700.00)	63.64 %	91.67	(300.00)	327.27 %
33100	Federal Grants	1,227,798.00	(350,807.60)	28.57 %	102,316.50	(12,736.59)	12.45 %
33320	Tva Payments In Lieu Of Taxes	113,420.00	(46,091.30)	40.64 %	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	(379,419.34)	51.03 %	61,957.33	(62,820.97)	101.39 %
33520	State Income Tax	23,000.00	(24,233.88)	105.36 %	1,916.67	(81.79)	4.27 %
33530	State Beer Tax	5,128.00	(2,634.46)	51.37 %	427.33	0.00	0.00 %
33553	State Gasoline Inspection Fee	21,023.00	(10,468.19)	49.79 %	1,751.92	(1,743.78)	99.54 %
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	(4,750.00)	50.00 %	791.67	0.00	0.00 %
34120	Fees And Commissions	3,000.00	(2,994.07)	99.80 %	250.00	(175.00)	70.00 %
34740	Parks And Rec League Fees	74,000.00	(53,250.42)	71.96 %	6,166.67	(144.00)	2.34 %
34741	Field Maintenance Fees	8,000.00	(3,520.00)	44.00 %	666.67	0.00	0.00 %
34760	Library Fines, Fees, And Other	7,500.00	(4,358.97)	58.12 %	625.00	(639.04)	102.25 %
34793	Community Center Fees	13,000.00	(8,024.74)	61.73 %	1,083.33	(1,693.75)	156.35 %
34900	Other Charges For Services	9,500.00	(3,699.50)	38.94 %	791.67	(561.00)	70.86 %
35110	City Court Fines And Costs	145,000.00	(67,954.18)	46.86 %	12,083.33	(11,579.52)	95.83 %
35130	Impoundment Charges	250.00	0.00	0.00 %	20.83	0.00	0.00 %
36000	Other Revenues	6,000.00	(14,310.44)	238.51 %	500.00	(20,049.32)	4,009.86 %
36100	Interest Earnings	5,200.00	(1,652.42)	31.78 %	433.33	(336.63)	77.68 %

Monthly Comparative: 50.00%

110	General Fund	Account	Description	Year-To-Date			Month-To-Date		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
36210		Rent		17,500.00	(3,973.00)	22.70 %	1,458.33	0.00	0.00 %
36330		Sale Of Equipment		0.00	(15.00)	0.00 %	0.00	0.00	0.00 %
36350		Insurance Recoveries		0.00	(7,933.54)	0.00 %	0.00	0.00	0.00 %
36430		Tax Refunds (Overpayments)		0.00	(3,420.30)	0.00 %	0.00	(3,417.30)	0.00 %
36450		Parks Concessions		14,000.00	(1,000.00)	7.14 %	1,166.67	0.00	0.00 %
36700		Contri And Donation From Private		200,000.00	(1,515.78)	0.76 %	16,666.67	(239.06)	1.43 %
36920		Sale Of Bonds		2,866,164.00	(941,934.13)	32.86 %	238,847.00	(354,639.75)	148.48 %
		Total Revenues		10,895,975.00	(4,618,578.82)	42.39 %	907,997.92	(1,695,514.29)	186.73 %
Expenditures									
41000		General Government		(410,861.00)	222,642.54	54.19 %	(34,238.42)	25,172.57	73.52 %
41210		City Court		(78,164.00)	41,857.15	53.55 %	(6,513.67)	8,865.75	136.11 %
41500		Financial Administration		(368,506.00)	157,927.69	42.86 %	(30,708.83)	20,687.09	67.37 %
41650		Human Resources		(143,996.00)	75,504.12	52.43 %	(11,999.67)	11,548.13	96.24 %
41670		Engineering		(884,520.00)	597,227.64	67.52 %	(73,710.00)	0.00	0.00 %
41700		Planning And Zoning		(288,420.00)	129,774.38	44.99 %	(24,035.00)	23,207.92	96.56 %
41800		General Government Buildings		(264,227.00)	51,825.65	19.61 %	(22,018.92)	2,799.43	12.71 %
41921		Special Events		(4,000.00)	2,347.28	58.68 %	(333.33)	1,080.00	324.00 %
42100		Police Patrol		(1,288,116.00)	603,413.90	46.84 %	(107,343.00)	91,627.46	85.36 %
42120		Police Support Services		(274,125.00)	134,087.44	48.91 %	(22,843.75)	24,760.15	108.39 %
42150		Police Administration		(206,539.00)	119,596.19	57.90 %	(17,211.58)	10,952.26	63.63 %
42151		Communications Services		(220,000.00)	184,246.56	83.75 %	(18,333.33)	0.00	0.00 %
42200		Fire Protection And Control		(2,307,800.00)	1,231,818.55	53.38 %	(192,316.67)	96,745.00	50.31 %
42210		Fire Administration And Inspection		(287,308.00)	145,615.81	50.68 %	(23,942.33)	24,033.80	100.38 %
43000		Public Works		(775,336.00)	503,817.57	64.98 %	(64,611.33)	(1,221.80)	-1.89 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:			Month-To-Date	Actual	% of Avg
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg			
43100			Highways And Streets	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00	0.00 %	
44310			Senior Citizen Activities	(42,760.00)	22,349.58	52.27 %	(3,563.33)	1,187.10	1,187.10	33.31 %		
44700			Parks	(300,213.00)	145,029.85	48.31 %	(25,017.75)	21,349.55	21,349.55	85.34 %		
44740			Park Maintenance	(1,006,203.00)	672,901.42	66.88 %	(83,850.25)	29,654.70	29,654.70	35.37 %		
44800			Libraries	(3,357,011.00)	2,940,476.39	87.59 %	(279,750.92)	16,259.16	16,259.16	5.81 %		
44880			Children's Library Services	(36,690.00)	19,565.04	53.33 %	(3,057.50)	3,026.77	3,026.77	98.99 %		
51000			Misc Exp	(251,000.00)	15,483.43	6.17 %	(20,916.67)	491.83	491.83	2.35 %		
Total			Expenditures	(12,795,795.00)	8,017,508.18	62.66 %	(1,066,316.25)	412,226.87	412,226.87	38.66 %		
Total	110		General Fund	(1,899,820.00)	3,398,929.36	178.91 %	(158,318.33)	(1,283,287.42)	(1,283,287.42)	-810.57		

Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
120	Industrial Development Fund						50.009%
Revenues							
33800	Local Revenue Allocations	47,000.00	(48,544.48)	103.29 %	3,916.67	0.00	0.00 %
36100	Interest Earnings	80.00	(77.08)	96.35 %	6.67	(13.64)	204.60 %
	Total Revenues	47,080.00	(48,621.56)	103.27 %	3,923.33	(13.64)	0.35 %
Expenditures							
48000	Economic Opportunity	(50,300.00)	30,326.49	60.29 %	(4,191.67)	26,000.00	620.28 %
	Total Expenditures	(50,300.00)	30,326.49	60.29 %	(4,191.67)	26,000.00	620.28 %
Total 120	Industrial Development Fund	(3,220.00)	(18,295.07)	-568.17 %	(268.33)	25,986.36	9,684.36

Account	Description	Year-To-Date		Monthly Comparative:		Month-To-Date	% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth		
121	State Street Aid Fund						50.00%
Revenues							
33551	State Gasoline And Motor Fuel Tax	274,321.00	(137,894.63)	50.27 %	22,860.08	(21,596.07)	94.47 %
36100	Interest Earnings	50.00	(45.91)	91.82 %	4.17	(8.97)	215.28 %
	Total Revenues	274,371.00	(137,940.54)	50.28 %	22,864.25	(21,605.04)	94.49 %
Expenditures							
43100	Highways And Streets	(263,000.00)	190,294.21	72.36 %	(21,916.67)	12,473.12	56.91 %
	Total Expenditures	(263,000.00)	190,294.21	72.36 %	(21,916.67)	12,473.12	56.91 %
Total	121 State Street Aid Fund	11,371.00	52,353.67	-460.41 %	947.58	(9,131.92)	963.71 %

Monthly Comparative: 50.00%

Account	Description	Year-To-Date		Month-To-Date		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
122	Parks Sales Tax Fund					
Revenues						
36100	Interest Earnings	280.00	(46.22)	23.33	(9.03)	38.70 %
36425	Parks Sales Tax Receipts	78,000.00	(39,833.08)	6,500.00	(6,241.18)	96.02 %
Total	Revenues	78,280.00	(39,879.30)	6,523.33	(6,250.21)	95.81 %
Expenditures						
49000	Debt Service	(133,284.00)	14,330.32	(11,107.00)	13,941.88	125.52 %
Total	Expenditures	(133,284.00)	14,330.32	(11,107.00)	13,941.88	125.52 %
Total	122 Parks Sales Tax Fund	(55,004.00)	(25,548.98)	(4,583.67)	7,691.67	167.81 %

123	Solid Waste Fund	Account	Description	Year-To-Date		Monthly Comparative:		Month-To-Date	Actual	% of Avg
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth			
Revenues										
34400		Sanitization - User Fees		792,132.00	(389,033.62)	49.11 %	66,011.00	(66,408.21)		100.60 %
36100		Interest Earnings		700.00	(176.61)	25.23 %	58.33	(35.64)		61.10 %
37794		Sale Of Materials		12,000.00	(5,595.59)	46.63 %	1,000.00	(276.97)		27.70 %
		Total Revenues		804,832.00	(394,805.82)	49.05 %	67,069.33	(66,720.82)		99.48 %
Expenditures										
43200		Sanitization		(1,005,508.00)	768,241.43	76.40 %	(83,792.33)	16,892.69		20.16 %
49000		Debt Service		(52,090.00)	1,049.44	2.01 %	(4,340.83)	1,000.00		23.04 %
		Total Expenditures		(1,057,598.00)	769,290.87	72.74 %	(88,133.17)	17,892.69		20.30 %
Total	123	Solid Waste Fund		(252,766.00)	374,485.05	148.15 %	(21,063.83)	(48,828.13)		-231.81

124	Impact Fees	Account	Description	Year-To-Date		Monthly Comparative:		Month-To-Date	Actual	% of Avg
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth			
Revenues										
36100		Interest Earnings		350.00	(70.73)	20.21 %	29.17	(9.77)		33.50 %
36421		Roads Impact Fees		2,800.00	(7,395.86)	264.14 %	233.33	(76.20)		32.66 %
36422		Parks Impact Fees		1,600.00	(1,263.20)	78.95 %	133.33	(79.20)		59.40 %
36423		Police Impact Fees		2,100.00	(2,465.99)	117.43 %	175.00	(56.40)		32.23 %
36424		Fire Impact Fees		1,400.00	(1,586.38)	113.31 %	116.67	(37.20)		31.89 %
		Total Revenues		8,250.00	(12,782.16)	154.94 %	687.50	(258.77)		37.64 %
Expenditures										
51010		Roads Impact Fees		(129,130.00)	122,359.00	94.76 %	(10,760.83)	30,819.00		286.40 %
51020		Parks Impact Fees		(34,000.00)	22,000.00	64.71 %	(2,833.33)	0.00		0.00 %
51040		Fire Impact Fees		(2,705.00)	63.56	2.35 %	(225.42)	0.00		0.00 %
		Total Expenditures		(165,835.00)	144,422.56	87.09 %	(13,819.58)	30,819.00		223.01 %
Total	124	Impact Fees		(157,585.00)	131,640.40	83.54 %	(13,132.08)	30,560.23		232.71 %

Monthly Comparative: 50.000%

Account	Description	Year-To-Date		Month-To-Date		% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	
140	Police Drug Fund					
Revenues						
31610	Local Sales Tax - Co. Trustee	550.00	(50.00)	9.09 %	45.83	0.00 %
35130	Impoundment Charges	100.00	(140.00)	140.00 %	8.33	0.00 %
35140	Drug Related Fines	7,800.00	(1,520.00)	19.49 %	650.00	0.00 %
36100	Interest Earnings	65.00	(21.39)	32.91 %	5.42	69.42 %
	Total Revenues	8,515.00	(1,731.39)	20.33 %	709.58	0.53 %
Expenditures						
42129	Drug Investigation And Control	(6,833.00)	3,907.52	57.19 %	(569.42)	212.85 %
	Total Expenditures	(6,833.00)	3,907.52	57.19 %	(569.42)	212.85 %
Total 140	Police Drug Fund	1,682.00	2,176.13	-129.38 %	140.17	-862.00

200	Debt Service Fund (General)	Account	Description	Year-To-Date		Monthly Comparative:			50.00%
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	
Revenues									
31110			Real & Personal Property Tax	809,000.00	(389,995.86)	48.21 %	67,416.67	(382,943.23)	568.02 %
36000			Other Revenues	0.00	(7,420.90)	0.00 %	0.00	0.00	0.00 %
36100			Interest Earnings	250.00	(62.88)	25.15 %	20.83	(2.18)	10.46 %
			Total Revenues	809,250.00	(397,479.64)	49.12 %	67,437.50	(382,945.41)	567.85 %
Expenditures									
49000			Debt Service	(769,119.00)	144,741.69	18.82 %	(64,093.25)	142,784.38	222.78 %
			Total Expenditures	(769,119.00)	144,741.69	18.82 %	(64,093.25)	142,784.38	222.78 %
Total	200		Debt Service Fund (General)	40,131.00	(252,737.95)	629.78 %	3,344.25	(240,161.03)	7,181.31

412 Sewer Fund	Account	Description	Year-To-Date		Monthly Comparative:		Month-To-Date	Actual	% of Avg
			Budget Estimate	Actual	% of Budget	Estimate Avg/Mth			
Revenues									
	36000	Other Revenues	15,000.00	(904.99)	6.03 %	1,250.00	0.00	0.00 %	
	36100	Interest Earnings	2,700.00	(1,243.66)	46.06 %	225.00	(295.30)	131.24 %	
	36330	Sale Of Equipment	0.00	(24.00)	0.00 %	0.00	0.00	0.00 %	
	36350	Insurance Recoveries	0.00	(31,667.67)	0.00 %	0.00	0.00	0.00 %	
	36920	Sale Of Bonds	4,819,969.00	(1,814,543.00)	37.65 %	401,664.08	0.00	0.00 %	
	37210	Application Fees	26,000.00	(11,500.00)	44.23 %	2,166.67	(2,075.00)	95.77 %	
	37220	Administrative Fees	10,000.00	(7,565.00)	75.65 %	833.33	(650.00)	78.00 %	
	37230	Sewer User Fees	2,516,000.00	(1,338,333.74)	53.19 %	209,666.67	(224,779.81)	107.21 %	
	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	(90,720.00)	22.02 %	34,333.33	(10,450.00)	30.44 %	
	37499	Commitment Fees	0.00	(4,200.00)	0.00 %	0.00	0.00	0.00 %	
	37995	Connection Fees	5,000.00	(4,200.00)	84.00 %	416.67	(900.00)	216.00 %	
		Total Revenues	7,841,669.00	(3,304,902.06)	42.15 %	653,472.42	(239,150.11)	36.60 %	
Expenditures									
	49000	Debt Service	(704,397.00)	81,105.38	11.51 %	(58,699.75)	30,000.43	51.11 %	
	52114	Transmission And Distribution	0.00	0.00	0.00 %	0.00	0.00	0.00 %	
	52117	Administration And General Expenses	(712,152.00)	297,424.11	41.76 %	(59,346.00)	34,321.43	57.83 %	
	52210	Collection	(4,601,095.00)	2,921,770.35	63.50 %	(383,424.58)	45,393.18	11.84 %	
	52213	Sewer Treatment And Disposal	(2,185,715.00)	187,801.87	8.59 %	(182,142.92)	13,229.88	7.26 %	
	52223	Depreciation	(717,624.00)	358,812.00	50.00 %	(59,802.00)	59,802.00	100.00 %	
		Total Expenditures	(8,920,983.00)	3,846,913.71	43.12 %	(743,415.25)	182,746.92	24.58 %	
Total	412	Sewer Fund	(1,079,314.00)	542,011.65	50.22 %	(89,942.83)	(56,403.19)	-62.71 %	

412 Sewer Fund	Account	Description	Year-To-Date		Month-To-Date		% of Avg
			Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	
Revenues							
	36000	Other Revenues	15,000.00	(904.99)	6.03 %	1,250.00	0.00 %
	36100	Interest Earnings	2,700.00	(1,243.66)	46.06 %	225.00	131.24 %
	36330	Sale Of Equipment	0.00	(24.00)	0.00 %	0.00	0.00 %
	36350	Insurance Recoveries	0.00	(31,667.67)	0.00 %	0.00	0.00 %
	36920	Sale Of Bonds	4,819,969.00	(1,814,543.00)	37.65 %	401,664.08	0.00 %
	37210	Application Fees	26,000.00	(11,500.00)	44.23 %	2,166.67	95.77 %
	37220	Administrative Fees	10,000.00	(7,565.00)	75.65 %	833.33	78.00 %
	37230	Sewer User Fees	2,516,000.00	(1,338,333.74)	53.19 %	209,666.67	107.21 %
	37294	Capital Cost Recovery Fee	35,000.00	0.00	0.00 %	2,916.67	0.00 %
	37298	Capacity Fees	412,000.00	(90,720.00)	22.02 %	34,333.33	30.44 %
	37499	Commitment Fees	0.00	(4,200.00)	0.00 %	0.00	0.00 %
	37995	Connection Fees	5,000.00	(4,200.00)	84.00 %	416.67	216.00 %
	Total	Revenues	7,841,669.00	(3,304,902.06)	42.15 %	653,472.42	36.60 %
Expenditures							
	49000	Debt Service	(704,397.00)	81,105.38	11.51 %	(58,699.75)	51.11 %
	52114	Transmission And Distribution	0.00	0.00	0.00 %	0.00	0.00 %
	52117	Administration And General Expenses	(712,152.00)	297,424.11	41.76 %	(59,346.00)	57.83 %
	52210	Collection	(4,601,095.00)	2,921,770.35	63.50 %	(383,424.58)	11.84 %
	52213	Sewer Treatment And Disposal	(2,185,715.00)	187,801.87	8.59 %	(182,142.92)	7.26 %
	52223	Depreciation	(717,624.00)	358,812.00	50.00 %	(59,802.00)	100.00 %
	Total	Expenditures	(8,920,983.00)	3,846,913.71	43.12 %	(743,415.25)	24.58 %
Total	412	Sewer Fund	(1,079,314.00)	542,011.65	50.22 %	(89,942.83)	-62.71 %

Monthly Comparative: 50.00%

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
416	Healthcare Fund					50.00%
Revenues						
36100	Interest Earnings	290.00	(94.56)	24.17	(19.54)	80.86 %
36960	Operating Transfer In From Other	47,000.00	(31,268.88)	3,916.67	(6,466.06)	165.09 %
	Total Revenues	47,290.00	(31,363.44)	3,940.83	(6,485.60)	164.57 %
Expenditures						
51520	Insurance Employers Share	(68,500.00)	27,882.20	(5,708.33)	1,151.40	20.17 %
	Total Expenditures	(68,500.00)	27,882.20	(5,708.33)	1,151.40	20.17 %
Total 416	Healthcare Fund	(21,210.00)	(3,481.24)	(1,767.50)	(5,334.20)	-301.79



Monthly Comparative: 50.00%

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
417	Stormwater Utility					50.00%
Revenues						
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 %
	Total Revenues	50,250.00	0.00	4,187.50	0.00	0.00 %
Expenditures						
51530	Stormwater Administration	(3,500.00)	0.00	(291.67)	0.00	0.00 %
	Total Expenditures	(3,500.00)	0.00	(291.67)	0.00	0.00 %
Total 417	Stormwater Utility	46,750.00	0.00	3,895.83	0.00	0.00 %

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
433	Hillcrest City Cemetery					50.00%
Revenues						
34110	General Services	2,300.00	(1,716.00)	74.61 %	191.67	272.35 %
34321	Cemetery Burial Charges	900.00	0.00	0.00 %	75.00	0.00 %
34323	Grave - Opening And Closing Fees	18,000.00	(7,400.00)	41.11 %	1,500.00	103.33 %
36100	Interest Earnings	250.00	(92.09)	36.84 %	20.83	85.34 %
36340	Sale Of Cemetery Lots	6,000.00	(11,250.00)	187.50 %	500.00	300.00 %
	Total Revenues	27,450.00	(20,458.09)	74.53 %	2,287.50	156.93 %
Expenditures						
43400	Cemeteries	(42,426.00)	33,909.36	79.93 %	(3,535.50)	10.55 %
	Total Expenditures	(42,426.00)	33,909.36	79.93 %	(3,535.50)	10.55 %
Total 433	Hillcrest City Cemetery	(14,976.00)	13,451.27	89.82 %	(1,248.00)	-257.76

RESOLUTIONS....

ORDINANCES....

ORDINANCE 14-30

AN ORDINANCE TO ANNEX CERTAIN TERRITORIES AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held the 15th day of January 2015, and notice thereof published in the Browser Connection on December 30, 2014; and

WHEREAS, application from the property owner to annex the below mentioned properties into the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

WHEREAS, the annexation of such territories is deemed necessary for the welfare of the property owner thereof and of the City as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be annexed and incorporated within the corporate boundaries of the City of White House:

This description contains the property located on Sumner County Tax Map 96, Parcels 61.00 & 60.02 described in detail as Area #1, and a 891 foot long section of Marlin Road right-of-way described in detail as Area #2.

Area # 1

This description contains the portion of properties located on Parcels 61.00 & 60.02, Sumner County Tax Map 96; the properties contain 16.89 acres, more or less. The property is referenced on Sumner County Tax Assessors Web-Site per December 10, 2014. **(Legal description attached)**

Area #2

Beginning at the northern right-of-way line of Marlin Road at south east corner of Sumner County Tax Map 96, Parcel 61, then including the entire road right-of-way of Marlin Road then extending in a western direction 891 feet, more or less, to the City of White House City Limits Boundary at the southeast property corner of Sumner County Tax Map 97L, Parcel 11.

BE IT FURTHER ORDAINED that the attached map is made exhibit to this ordinance.

This ordinance shall become effective upon publication of final reading and thirty (30) days upon final reading, the public welfare requiring it.

First Reading: December 18, 2014 PASSED
Second Reading: January 15, 2015

ATTEST:

Farris Bibb, Jr., Vice-Mayor

Kerry Harville, City Recorder

AREA # 1

TRACT A:

BEING Lot No. 1, on the Plan of Thera Nannette Purcell Property, of record in Plat Book 28, Page 141, Register's Office for Sumner County, Tennessee, to which plan reference is here made for a more complete description.

Being the same property conveyed to Michael L. Arnold and Carol Arnold, husband and wife by deed of record in Record Book _____, Page _____, Register's Office, Sumner County, Tennessee.

Additional Collateral:

TRACT 1:

Land in the 15th Civil District of Sumner County, Tennessee, described as follows, to-wit:

Beginning at a point in the northerly margin of Marlin Road, a corner to James E. Horn; thence with the line of said James E. Horn North 3 degrees East 19.16.89 feet to a point in the line of Sammons property; thence with the line of Sammons property South 89 degrees East 223 feet to a corner with Vaughn; thence with the line of said Vaughn South 3 degrees West 1784.82 feet; thence North 87 degrees West 172.64 feet; thence South 3 degrees West 134.33 feet to a point in the northerly margin of said road; thence with said road margin South 86 degrees 4'1" West 50.0 feet to the beginning, containing 9.26 acres, more or less.

TRACT 2:

Land in the 15th Civil District, Sumner County, Tennessee, as follows:

Beginning at a corner with Eddie Gene Eidson in the northerly margin of Marlin Road and being the southwesterly corner of the property herein described; thence with the line of said Eddie Gene Eidson and others, N. 03 deg. E. 1,930.0 feet to a point in the line of Sammons property; thence with the line of said Sammons, S. 89 deg. E. 173.0 feet to a corner with Charles E. Williamson and Elvis R. Williamson; thence with their line, S 03 deg. W. 1,916.89 feet to a point in the northerly margin of said Marlin Road; thence with said road margin, S. 86 deg. 4'1" W. 174.06 feet to the beginning containing 7.63 acres, more or less.

INCLUDED IN TRACT 2 ABOVE BUT EXPRESSLY EXCLUDED FROM THIS CONVEYANCE IS THE FOLLOWING DESCRIBED PROPERTY:

BEING Lot No. 1, on the Plan of Thera Nannette Purcell Property, of record in Plat Book 28, Page 141, Register's Office for Sumner County, Tennessee, to which plan reference is here made for a more complete description.

Being the same property conveyed to Michael L. Arnold and Carol Arnold, husband and wife, by deed of record in Record Book \ 3949, Page 544, Register's Office for Sumner County, Tennessee.

Arnold 1

60.01
8.7 AC

61.8

60.03

4

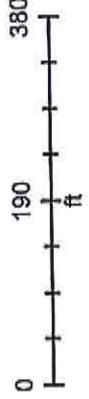
2

1



=100'

Marlin Rd

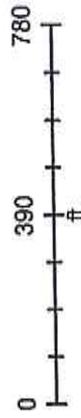
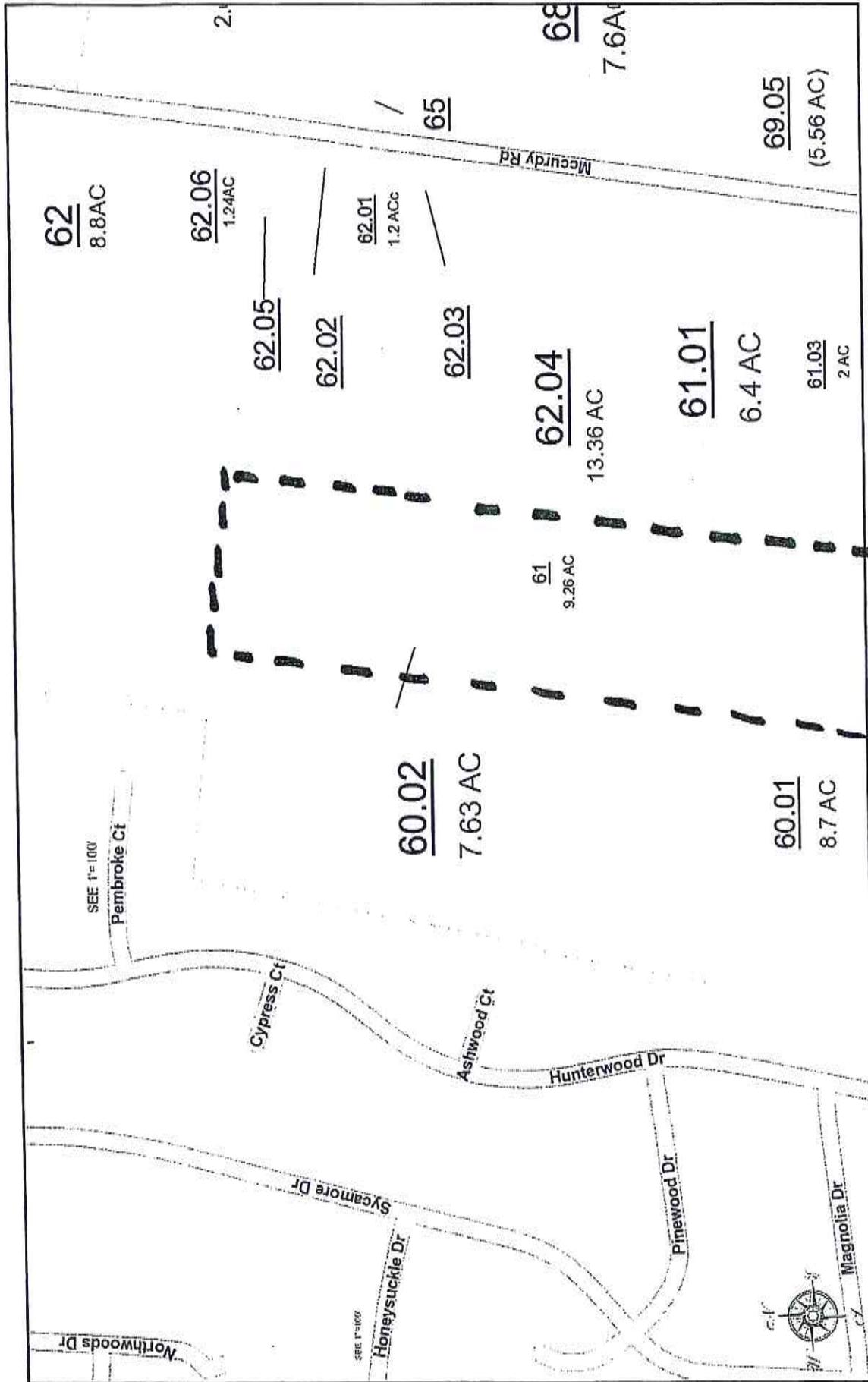


SUMNER COUNTY, TENNESSEE



DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.
MAP DATE: December 10, 2014

Arnold 2



SUMNER COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.
 MAP DATE: December 10, 2014



ORDINANCE 14-31

AN ORDINANCE TO ANNEX CERTAIN TERRITORIES AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held the 15th day of January 2015, and notice thereof published in the Browser Connection on December 30, 2014; and

WHEREAS, application from the property owner to annex the below mentioned properties into the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

WHEREAS, the annexation of such territories is deemed necessary for the welfare of the property owner thereof and of the City as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be annexed and incorporated within the corporate boundaries of the City of White House:

Sumner County Tax Map 96, Parcel 50.05

This description contains property located on Parcel 50.05, Sumner County Tax Map 96; the property contains 9.01 acres, more or less. The property is referenced on Sumner County Tax Assessors Web-Site per December 10, 2014. (Legal description attached.)

BE IT FURTHER ORDAINED that the attached map is made exhibit to this ordinance.

This ordinance shall become effective upon publication of final reading and thirty (30) days upon final reading, the public welfare requiring it.

First Reading: December 18, 2014 PASSED

Second Reading: January 15, 2015

ATTEST:

Mike Arnold, Mayor

Kerry Harville, City Recorder

EXHIBIT "A"
DESCRIPTION OF PROPERTY TO BE ANNEXED

Owner(s):	Jason Craig Johnson Brian Cook
Property Address:	Ben Albert Road White House, TN
Tax Map & Parcel Number:	Map 96, Parcels 50.05
Acreage:	9.01 Acres

LEGAL DESCRIPTION

The following legal description is for land in the Fifteenth Civil District of Sumner County, Tennessee, located on the lands of Jason Craig Johnson and Brian Cook, of record in Deed Book 4005, Page 544, R.O.S.C., TN, and being more particularly described as follows:

Commencing at a point in the westerly margin of Ben Albert Road, said point being the northeast corner of Debra Gregory, of record in Deed Book 1470, Page 195; thence, leaving the westerly margin of said Ben Albert Road and following the north line of said Gregory, North 81 degrees 51 minutes 22 seconds West, a distance of 467.43 feet to a point, said point being the true point of beginning of the herein described tract;

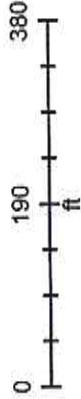
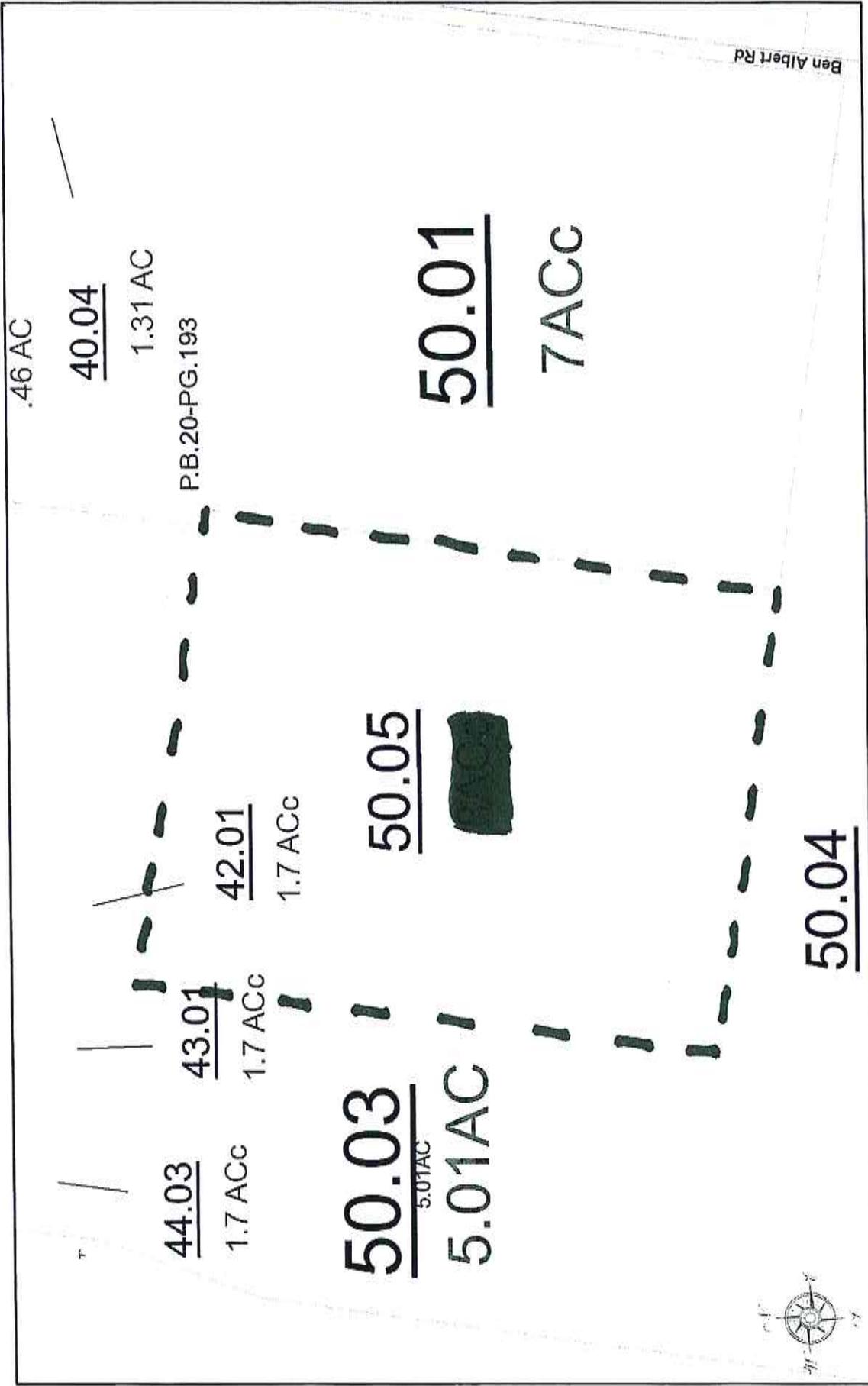
Thence, continuing with the north line of said Gregory, North 81 degrees 51 minutes 22 seconds West, a distance of 604.06 feet to a point, said point being the southeast corner of Mark Suffridge, of record in Deed Book 3326, Page 579;

Thence, leaving the north line of said Gregory and following the east line of said Suffridge, North 07 degrees 07 minutes 10 seconds East, a distance of 649.58 feet to a point, said point being the northeast corner of said Suffridge and in the south line of Deborah Choate, of record in Deed Book 93, Page 689;

Thence, with the south line of said Choate and passing along the south lines of Donald Crain, of record in Deed Book 1470, Page 704 and Deed Book 475, Page 445, and Bryant Tatum, of record in Deed Book 460, Page 673, along the way, South 82 degrees 03 minutes 23 seconds, a distance of 602.76 feet to a point;

Thence, going through the land of said Johnson, South 07 degrees 00 minutes 29 seconds, a distance of 651.70 feet to the point of beginning, containing 392,547.71 square feet or 9.01 acres more or less.

Johnson



SUMNER COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

MAP DATE: December 10, 2014



ORDINANCE 14-32

AN ORDINANCE TO DE-ANNEX CERTAIN TERRITORIES WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held the 15th day of January 2015, and notice thereof published in the Browser Connection on December 30, 2014; and

WHEREAS, application from the property owner to de-annex the below mentioned property from the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

WHEREAS, the de-annexation of such territories is deemed necessary for the welfare of the property owner thereof and of the City as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be de-annexed and removed from the corporate boundaries of the City of White House:

Sumner County Tax Map 75, Parcel 24

This description contains the property located on Parcel 24, Sumner County Tax Map 75; the property contains 87.7 acres, more or less. The property is referenced on Sumner County Tax Assessors Web-Site per December 10, 2014. **(Legal description attached-Tract #2-5)**

BE IT FURTHER ORDAINED that the attached map is made exhibit to this ordinance.

This ordinance shall become effective upon publication of final reading and thirty (30) days upon final reading, the public welfare requiring it.

First Reading: December 18, 2014 PASSED

Second Reading: January 15, 2015

ATTEST:

Mike Arnold, Mayor

Kerry Harville, City Recorder

Steven E. Artz and Associates, Inc.

913, Page 60, Record Book 558, Page 586 and Record Book 423, Page 833, ROSCT, marked by a witness pin (old), on the northerly side of said creek;
thence, N 04°02'32" E, 1018.26 feet to an iron fence post (old), a common corner of said tract of land which belongs to Jerry T. Coble, and a tract of land which belongs to David Wilkinson, having a deed reference in Deed Book 480, Page 74, ROSCT;
thence, N 61°43'55" E, 308.14 feet to a 24 inch maple tree, a common corner of said tract of land which belongs to David Wilkinson, and said tract of land which belongs to Lanny R. Wilkinson;
thence with the boundary of said tract of land which belongs to Lanny R. Wilkinson, as follows:
S 73°13'34" E, 340.04 feet to a 12 inch maple tree;
thence, N 05°14'07" E, 545.72 feet, to the point of beginning, containing **15.21 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014.

The above described tract of land is subject to a drainage easement of record in Plat Book 25, Page 229, RORCT, and as shown on the plat, this survey.

The above described tract of land is served by a common turn around easement, which is described following the description of Tract 3, this survey.

Tract 2 .

Beginning at an iron pin (new), said iron pin being located from an iron rod (old), a common corner of a tract of land which belongs to Lanny R. Wilkinson, having a deed reference in Deed Book 441, Page 611, ROSCT, and a tract of land which belongs to Thomas L. Aldstadt, having a deed reference in Record Book 370, Page 796, ROSCT, and Lot 38, Briarwood, Phase 1, Section 2, being a plat of record in Plat Book 25, Page 229, ROSCT,
S 83°54'59" E, 284.94 feet;
thence, S 02°00'14" W, 22.67 feet;
thence, S 26°05'41" W, 20.41 feet;
thence, S 16°09'10" W, 55.97 feet, **to the point of beginning**, the northwest corner of this tract, and continuing with a new line, as follows:
with a curve to the left, having a radius of 50.00 feet, an arc distance of 65.54 feet, and a chord bearing and distance of S 55°25'45" E, 60.95 feet to an iron pin (new);
S 02°58'48" E, 335.16 feet to an iron pin (new);
thence, S 05°51'03" W, 1496.09 feet to an iron pin (new), in the northerly boundary of a tract of land which belongs to Deborah Nugent, having a deed reference in Record Book 3234, Page 131, ROSCT;
thence, N 85°46'07" W, 721.14 feet to a point in the center of Honeyrun Creek, a corner of said tract of land which belongs to Deborah Nugent, marked by a witness pin (old), on the easterly side of said creek;
thence with the center of Honeyrun Creek, as follows:

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Springfield, Tennessee 37172

Steven E. Artz and Associates, Inc.

N 14°57'47" W, 46.77 feet;
thence, N 27°53'08" W, 59.82 feet to a point at the intersection of the center of Honeyrun Creek and the center of a branch;
thence leaving said creek and continuing with a new line, and said branch, as follows:
N 50°05'27" E, 28.55 feet;
thence, N 31°17'05" E, 56.96 feet;
thence, N 49°39'18" E, 40.25 feet;
thence, N 81°56'57" E, 42.91 feet;
thence, N 25°21'13" E, 29.82 feet;
thence, N 21°03'45" E, 74.43 feet;
thence, N 46°45'30" W, 193.12 feet to the mouth of a spring;
thence leaving said branch and continuing on with a new line, as follows:
N 10°43'09" E, 808.51 feet to an iron pin (new);
thence, N 50°49'47" E, 215.29 feet to an iron pin (new);
thence, N 05°51'03" E, 301.44 feet to an iron pin (new);
thence, N 52°12'59" E, 242.01 feet, to the point of beginning, containing **18.94 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014, revised June 26, 2014.

The above described tract of land is served by a common turn around easement, which is described following the description of Tract 3, this survey.

Tract 3

Beginning at an iron pin (new), the southeast corner of Lot 38, Briarwood, Phase 1, Section 2, being a plat of record in Plat Book 25, Page 229, ROSCT, the southwest end of Cassandra Drive, said iron pin being located from an iron rod (old), a common corner of a tract of land which belongs to Lanny R. Wilkinson, having a deed reference in Deed Book 441, Page 611, ROSCT, and a tract of land which belongs to Thomas L. Aldstadt, having a deed reference in Record Book 370, Page 796, ROSCT, and said Lot 38,

S 83°54'59" E, 284.94 feet, **to the point of beginning**, the northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, passing the southeast end of Cassandra Drive, the southwest corner of lot 37, and continuing on passing a common corner of Lots 37 and 35, and continuing on in all, 267.22 feet to an iron pin (new), in the southerly boundary of said Lot 35;

thence, with a new line, as follows:

S 10°59'40" E, 1227.68 feet to an iron pin (new);

thence, S 04°13'53" W, 761.92 feet to an iron pin (new), in the northerly boundary of a tract of land which belongs to Deborah Nugent, having a deed reference in Record Book 3234, Page 131, ROSCT;

thence, N 85°46'07" W, 555.39 feet to an iron pin (new), in the northerly boundary of said tract of land which belongs to Deborah Nugent;

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thence with a new line, as follows:

N 05°51'03" E, 1496.09 feet to an iron pin (new);

thence, N 02°58'48" W, 335.16 feet, to an iron pin (new);

thence with a curve to the right, having a radius of 50.00 feet, an arc distance of 124.94 feet, and a chord bearing and distance of N 21°23'50" W, 94.88 feet to an iron pin (new);

thence, with a curve to the left, having a radius of 25.00 feet, an arc distance of 21.02 feet, and a chord bearing and distance of N 26°05'41" E, 20.41 feet to an iron pin (new);

thence, N 02°00'14" E, 22.67 feet, to the point of beginning, containing **19.69 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014, revised October 21, 2014.

The above described tract of land is subject to and served by a common turn around easement, which is described, as follows:

Common Turn-Around Easement

*Shown on Berewood
Plat Sec II*

Beginning at an iron pin (new), the southwest end of Cassandra Drive, the southeast corner of Lot 38, Briarwood, being a plat of record in Plat Book 25, Page 229, ROSCT, said iron pin being located from an iron rod (old), a common corner of a tract of land which belongs to Lanny R. Wilkinson, having a deed reference in Deed Book 441, Page 611, ROSCT, and a tract of land which belongs to Thomas L. Aldstadt, having a deed reference in Record Book 370, Page 796, ROSCT, the southwest corner of said Lot 38,

S 83°54'59" E, 284.94 feet, **to the point of beginning**, the most northerly northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, 50.13 feet to an iron pin (new), the southeast end of Cassandra Drive, the southwest corner of Lot 37;

thence with a new line, as follows:

S 02°00'00" W, 19.10 feet to an iron pin (new);

thence with a curve to the left, having a radius of 25.00 feet, an arc distance of 21.03 feet, and a chord bearing and distance of S 22°05'41" E, 20.41 feet to an iron pin (new);

thence with a curve to the right, having a radius of 50.00 feet, an arc distance of 241.18 feet, and a chord bearing and distance of N 88°00'08" W, 66.67 feet to an iron pin (new);

thence with a curve to the left, having a radius of 25.00 feet, an arc distance of 21.02 feet, and a chord bearing and distance of N 26°05'41" E, 20.41 feet to an iron pin (new);

thence, N 02°00'14" E, 22.67 feet, to the point of beginning, containing **0.21 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014.

Tract 4

Beginning at an iron pin (new), the southwest end of Ashley Drive, the southeast corner of Lot 33, Briarwood, Phase 1, Section 2, being a plat of record in Plat Book 25,

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Steven E. Artz and Associates, Inc.

Page 229, ROSCT, the northeast corner of this tract, and continuing with a new line, as follows:

S 06°35'49" W, 50.00 feet to an iron pin (new);

thence, S 41°12'15" E, 786.26 feet to an iron pin (new);

thence, S 00°11'38" E, 1339.81 feet to an iron pin (new), in the northerly boundary of a tract of land which belongs to Deborah Nugent, having a deed reference in Record Book 3234, Page 131, ROSCT;

thence, N 85°46'07" W, 617.47 feet to an iron pin (new), in the northerly boundary of said tract of land which belongs to Deborah Nugent;

thence with a new line, as follows:

N 04°13'53" E, 761.92 feet to an iron pin (new);

thence, N 10°59'40" W, 1227.68 feet to an iron pin (new), in the southerly boundary of Lot 35;

thence, S 83°54'59" E, passing a common corner of Lots 35 and 34, and continuing on passing a common corner of Lots 34 and 33, and continuing on in all, 278.53 feet, to the point of beginning, containing **24.61 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014, revised October 21, 2014.

The above described tract of land is served by a 50' Ingress, Egress and utility easement, which is described, as follows:

50' Ingress, Egress and Utility Easement

Beginning at an iron pin (old), the southwest end of Ashley Drive, the southeast corner of Lot 33, Briarwood, Phase 1, Section 2, being a plat of record in Plat Book 25, Page 229, ROSCT, the northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, 50.00 feet to an iron pin (new), at the southwest end of Ashley Drive, the southwest corner of Lot 32;

thence with a new line, as follows:

S 06°35'49" W, 95.79 feet to an iron pin (new);

thence, N 41°12'15" W, 67.49 feet to an iron pin (new);

thence, N 06°35'49" E, 50.00 feet, to the point of beginning, containing **0.08 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated October 20, 2014.

Tract #5

Beginning at an iron pin (old), the southwest end of Ashley Drive, the southeast corner of Lot 33, Briarwood, Phase 1, Section 2, being a plat of record in Plat Book 25, Page 229, ROSCT, the northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, the southeast end of Ashley Drive, the southwest corner of Lot 32, and continuing on passing a common corner of Lots 32 and 31, and continuing on in all, 390.85 feet to an iron pin (old), a common corner of Lot 31, and a tract of land which

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belongs to Maxie L. Lamberth, having a deed reference in Deed Book 347, Page 123, ROSCT;

thence, S 83°10'47" E, 648.15 feet to an iron pin (old), a common corner of said tract of land which belongs to Maxie L. Lamberth, and a tract of land which belongs to Richard H. Hall, having a deed reference in Deed Book 470, Page 554, ROSCT;

thence, S 03°21'22" W, 167.81 feet to an iron pin (old), a common corner of said tract of land which belongs to Richard H. Hall, and a second tract of land which belongs to Richard H. Hall, having a deed reference in Record Book 20, Page 197, ROSCT;

thence, S 03°22'21" W, 167.84 feet to a pipe (old), a common corner of said second mentioned tract of land which belongs to Richard H. Hall, and a tract of land which belongs to Michael T. Stephens, having a deed reference in Record Book 243, Page 16, ROSCT;

thence with the boundary of said tract of land which belongs to Michael T. Stephens, as follows:

S 03°50'33" W, 360.04 feet to an iron pin (old);

thence, S 05°28'08" W, 507.43 feet to an iron pin (old);

thence, S 07°10'10" W, 693.55 feet to an iron pin (old), in the westerly boundary of said tract of land which belongs to Michael T. Stephens, a corner of a tract of land which belongs to Deborah Nugent, having a deed reference in Record Book 3234, Page 131, ROSCT;

thence, N 85°46'07" W, 337.65 feet to an iron pin (new), in the northerly boundary of said tract of land which belongs to Deborah Nugent;

thence with a new line, as follows:

N 00°11'38" W, 1339.81 feet to an iron pin (new);

thence, N 41°12'15" W, 786.26 feet to an iron pin (new);

thence, N 06°35'49" E, 50.00 feet, to the point of beginning, containing **23.25 acres**, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014.

The above described tract of land is subject to a 50' Ingress, Egress and Utility easement, which is described following the description of Lot 4, this survey.

The above described tracts of land and easement may be found on Tax Map 75, Parcel 24, in the Tax Assessor's Office for Sumner County, Tennessee

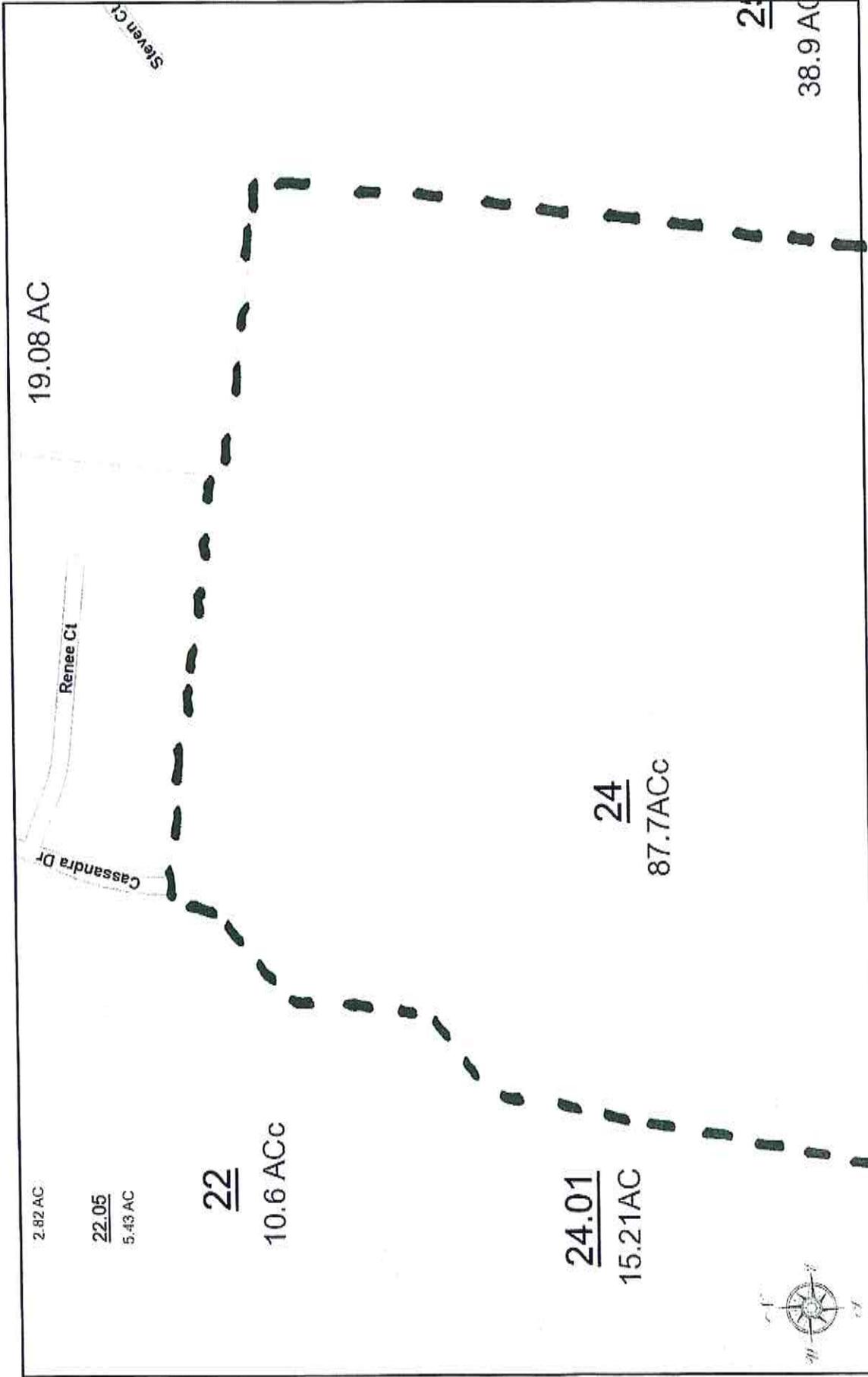
File: Steve\140010L1

Land Surveyors-Tennessee and Kentucky

**Phone: (615) 382-0481
4779 Highway 41 North**

**Fax: (615) 382-0262
Springfield, Tennessee 37172**

Lord 1

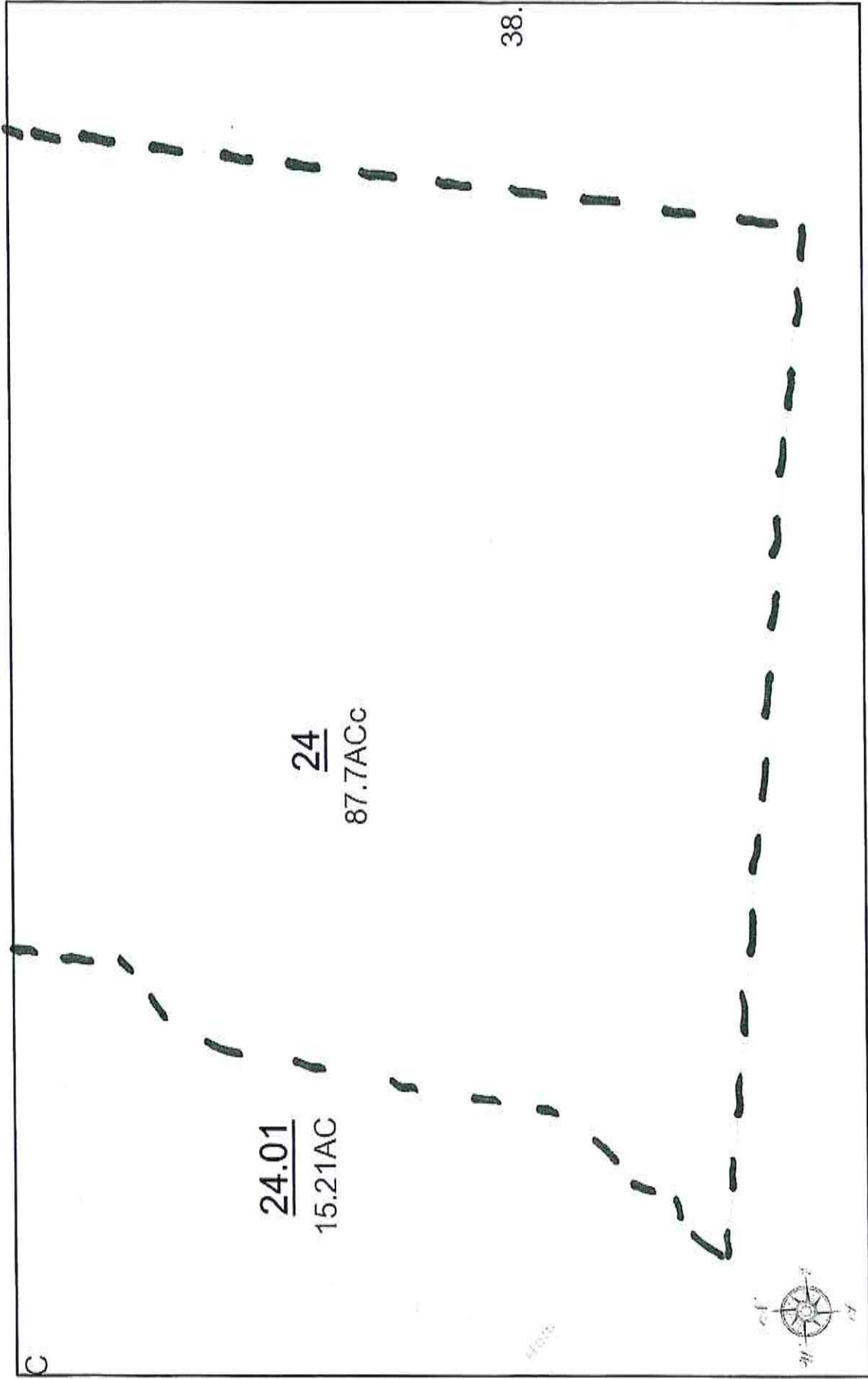


SUMNER COUNTY, TENNESSEE

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MAP DATE: December 10, 2014

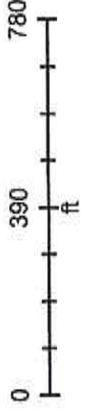
Lord 2



SUMNER COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.

MAP DATE: December 10, 2014



ORDINANCE 15-01

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2015.

WHEREAS, it has become necessary to amend the current year's annual budget

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2015 is hereby amended as part of the attached exhibit.

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

First Reading: January 15, 2015

Second Reading: February 19, 2015

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

City of White House
 Budget Amendment II
 January 15, 2015

			<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
110 42150 312	General Fund - Police Administration	Small Items Of Equipment	5,000	34,162	29,162
110 42151 200	General Fund - Communication Services	Contractual Services	220,000	190,838	-29,162
1. To amend current 2014-2015 budget to recognize additional expense from purchasing new digital portable radios and mobile radios for the Police Department. Reference 9/25/14 Board of Mayor and Aldermen Meeting minutes					
110 42200 312	General Fund - Fire Protection and Control	Small Items Of Equipment	0	11,438	11,438
110 42200 900	General Fund - Fire Protection and Control	Capital Outlay - Aerial Truck	740,000	728,562	-11,438
2. To amend current 2014-2015 budget to recognize additional expense from purchasing new digital portable radios and mobile radios for the Fire Department. Reference 9/25/14 Board of Mayor and Aldermen Meeting minutes					
412 52210 900	Wastewater Fund - Collection	Capital Outlay - Calista Lift	0	400,000	400,000
412 52210 900	Wastewater Fund - Collection	Capital Outlay - N. Force Main	400,000	0	-400,000
3. To amend current 2014-2015 capital budget to recognize additional expense from improvements to the Calista Lift Station Motor Control Center. To be funded from liquidating the Northern Force Main Extension project capital budget.					
110 43000 900	General Fund - Public Works	Capital Outlay - Equip. Bldg.	50,000	67,125	17,125
110 43000 900	General Fund - Public Works	Capital Outlay - Asphalt Overlay	200,000	191,979	-8,021
110 43000 900	General Fund - Public Works	Capital Outlay - Salt Spreader	9,000	7,020	-1,980
110 43000 900	General Fund - Public Works	Capital Outlay - Skid Steer w/ att.	49,000	41,946	-7,054
110 43000 900	General Fund - Public Works	Capital Outlay - Infrared Asphalt Equipment	32,000	31,930	-70
123 43200 900	Sanitation Fund	Capital Outlay - Equip. Bldg.	50,000	72,450	22,450
123 43200 900	Sanitation Fund	Capital Outlay - Brush Truck	165,000	142,550	-22,450
412 52117 900	Wastewater Fund - Administration	Capital Outlay - Equip. Bldg.	100,000	137,625	37,625
412 52213 900	Wastewater Fund - Treatment	Capital Outlay - Headworks	1,835,000	1,797,375	-37,625
4. To amend current 2014-2015 capital budget to recognize additional expense from constructing the Public Services Equipment Building. Reference 1/5/15 memo from Public Services Director.					
124 51010 900	Impact Fees - Roads	Capital Outlay - SR76 Sidewalks	0	12,410	12,410
124 51010 900	Impact Fees - Roads	Capital Outlay - SR76/Charles	25,000	12,590	-12,410
5. To amend current 2014-2015 capital budget to recognize additional expense from construction of the SR 76 Sidewalk project. To be funded from the SR 76/Charles Dr. to Pleasant Grove Road capital project. Reference 7/17/14 Board of Mayor and Aldermen Meeting minutes					

124 51010 900	Impact Fees - Roads	Capital Outlay - SR76/Raymond Hirsch	0	5,820	5,820
124 51010 900	Impact Fees - Roads	Capital Outlay - SR76/Charles	12,590	6,770	-5,820

6. *To amend current 2014-2015 capital budget to recognize additional expense from improvements of the SR 76/Raymond Hirsch Pkwy Intersection Traffic Signal/Lane Usage project. To be funded from the SR 76/Charles Dr. to Pleasant Grove Road capital project.*

110 41670 900	General Fund - Engineering	Capital Outlay - 31W Sidewalk (Phase 2)	0	35,347	35,347
110 41800 900	General Fund - Building Maintenance	Capital Outlay - Restrooms / Storage / Archival Renovations Project	146,000	110,653	-35,347

7. *To amend current 2014-2015 capital budget to recognize additional expense from improvements of the 31W Sidewalk (Phase 2) project. To be funded from the Restrooms / Storage/Archival Area Renovations capital project.*

ORDINANCE 15-02

AN ORDINANCE TO ANNEX CERTAIN TERRITORIES AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held the 19th day of February 2015, and notice thereof published in the Browser Connection on February 3, 2015, and

WHEREAS, application from the property owner to annex the below mentioned properties into the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

WHEREAS, the annexation of such territories is deemed necessary for the welfare of the property owner thereof and of the City as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be annexed and incorporated within the corporate boundaries of the City of White House:

Robertson County Tax Map 117, Parcels 86.00 and 87.00

This description contains property located on Parcels 86.00 and 87.00, Robertson County Tax Map 117; the property contains 18.43 acres, more or less. The property is referenced on Robertson County Tax Assessors Web-Site per January 5, 2015. (Legal description attached.)

BE IT FURTHER ORDAINED that the attached map is made exhibit to this ordinance.

This ordinance shall become effective upon publication of final reading and thirty (30) days upon final reading, the public welfare requiring it.

First Reading: January 15, 2015

Second Reading: February 19, 2015

ATTEST:

Mike Arnold, Mayor

Kerry Harville, City Recorder

Cole Land Surveying

P.O. Box 941
White House, Tennessee 37188

Telephone: (615) 672-4342

Fax: (615) 672-9796

For: White House Utility District

Property Description: 18.43 acres.

Land in the 11th Civil District of Robertson County, Tennessee, being a portion of property conveyed to Trustees of White House First United Methodist Church in Record Book 1099, Pages 335-336, Register's Office, Robertson County, Tennessee, and being further described as follows:

Beginning at an iron pin old, the northwest right-of-way corner to Business Park Drive (62' right-of-way'), and the most southwest corner to City of White House (Record Book 1119, Page 446); thence, with west margin of said Business Park Drive, S 17°50'35" W a distance of 63.30 feet to an iron pin new (1/2" rebar), a corner to CPB Properties (Record Book 1017, Page 388); thence, S 17°50'35" W a distance of 285.28 to an iron pin new (1/2" rebar), a corner to CPB Properties; thence, S 82°22'14" E a distance of 344.16 feet to an iron pin new (1/2" rebar), a corner to CPB Properties; thence, S 07°49'58" W a distance of 125.00 feet to an iron pin new (1/2" rebar), a corner to CPB Properties; thence, with a new dividing line, S 64°33'31" W a distance of 449.97 feet to an iron pin new (1/2" rebar); thence, continuing with a new line, N 84°02'29" W a distance of 567.11 feet to an iron pin new (1/2" rebar) in the line of Donald L. Eden (Record Book 539, Page 840); thence, N 05°57'31" E a distance of 538.72 feet to an iron pin old, a corner to said Eden, and a corner to Christopher R. Eller (Record Book 960, Page 631); thence, N 06°21'03" E a distance of 553.66 feet to an iron pin old, a corner to said Eller, and a corner to David P. Wilks (Deed Book 243, Page 430); thence, S 84°28'40" E a distance of 760.73 feet to an iron pin old in the line of said Wilks, and a corner to the City of White House; thence, with said City of White House, S 17°49'33" W a distance of 396.11 feet to the point of beginning, containing **18.43 acres** according to a survey by Ray G. Cole, Tennessee Registered Land Surveyor No. 924, dated August 18, 2014.





Aerial Photography

Street Map

Show FEMA DFIRM Flood Map

Hide Property Lines

Hide Property Labels



ORDINANCE 15-03

AN ORDINANCE TO DE-ANNEX CERTAIN TERRITORIES AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held the 19th day of February 2015, and notice thereof published in the Browser Connection on February 3, 2015, and

WHEREAS, application from the property owner to de-annex the below mentioned properties into the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

WHEREAS, the de-annexation of such territories is deemed necessary for the welfare of the property owner thereof and of the City as a whole;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be de-annexed and removed from the corporate boundaries of the City of White House:

Sumner County Tax Map 75, Parcel 24.01

This description contains property located on Parcel 24.01, Sumner County Tax Map 75; the property contains 15.02 acres, more or less. The property is referenced on Sumner County Tax Assessors Web-Site per January 5, 2015. (Legal description attached.)

BE IT FURTHER ORDAINED that the attached map is made exhibit to this ordinance.

This ordinance shall become effective upon publication of final reading and thirty (30) days upon final reading, the public welfare requiring it.

First Reading: January 15, 2015

Second Reading: February 19, 2015

ATTEST:

Mike Arnold, Mayor

Kerry Harville, City Recorder

Steven E. Artz and Associates, Inc.

Surveyor's Description
January 29, 2014

The following paragraph describes a tract of land and an easement in the 15th Civil District of Sumner County, Tennessee, said tract and easement being a portion of that property which was conveyed to Herbert S. Lord, and Donald W. Nolen, by Bonnie Nellessen, et al, in a deed of record which is recorded in Record Book 1467, Page 437, Register's Office for Sumner County, Tennessee, (ROSCT).

Tract #1

Beginning at an iron rod (old), a common corner of a tract of land which belongs to Lanny R. Wilkinson, having a deed reference in Deed Book 441, Page 611, ROSCT, and a tract of land which belongs to Thomas L. Aldstadt, having a deed reference in Record Book 370, Page 796, ROSCT, and Lot 38, Briarwood, being a plat of record in Plat Book 25, Page 229, ROSCT, the most northerly northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, 284.94 feet to an iron pin (new), the southeaster corner of Lot 38, at the southwest end of Cassandra Drive;

thence with a new line, as follows:

S 02°00'14" W, 22.67 feet to an iron pin (new);

thence with a curve to the right, having a radius of 25.00 feet, an arc distance of 21.02

feet, and a chord bearing and distance of S 26°05'41" W, 20.41 feet to an iron pin (new);

thence with a curve to the left, having a radius of 50.00 feet, an arc distance of 59.40 feet,

and a chord bearing and distance of S 16°09'10" W, 55.97 feet to an iron pin (new);

thence, S 52°12'59" W, 242.01 feet to an iron pin (new);

thence, S 05°51'03" W, 301.44 feet to an iron pin (new);

thence, S 50°49'47" W, 215.29 feet to an iron pin (new);

thence, S 10°43'09" W, 808.51 feet to the mouth of a spring;

thence generally with the center of a branch, as follows:

S 46°45'30" W, 193.12 feet;

thence, S 21°03'45" W, 74.43 feet;

thence, S 25°21'13" W, 29.82 feet;

thence, S 81°56'57" W, 42.91 feet;

thence, S 49°39'18" W, 40.25 feet;

thence, S 31°17'05" W, 56.96 feet;

thence, S 50°05'27" W, 28.55 feet to a point at the intersection of said branch and the center of Honeyrun Creek;

thence with the center of Honeyrun Creek, as follows:

N 27°53'08" W, 59.82 feet;

thence, N 29°01'59" W, 137.29 feet;

thence, N 36°20'26" W, 63.77 feet to a point in the center of Honeyrun Creek, a corner of a tract of land which belongs to Jerry T. Coble, having deed references in Record Book

Land Surveyors-Tennessee and Kentucky

Phone: (615) 382-0481
4779 Highway 41 North

Fax: (615) 382-0262
Springfield, Tennessee 37172

Steven E. Artz and Associates, Inc.

913, Page 60, Record Book 558, Page 586 and Record Book 423, Page 833, ROSCT, marked by a witness pin (old), on the northerly side of said creek;
thence, N 04°02'32" E, 1018.26 feet to an iron fence post (old), a common corner of said tract of land which belongs to Jerry T. Coble, and a tract of land which belongs to David Wilkinson, having a deed reference in Deed Book 480, Page 74, ROSCT;
thence, N 61°43'55" E, 308.14 feet to a 24 inch maple tree, a common corner of said tract of land which belongs to David Wilkinson, and said tract of land which belongs to Lanny R. Wilkinson;
thence with the boundary of said tract of land which belongs to Lanny R. Wilkinson, as follows:
S 73°13'34" E, 340.04 feet to a 12 inch maple tree;
thence, N 05°14'07" E, 545.72 feet, to the point of beginning, containing 15.21 acres, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014.

The above described tract of land is subject to a drainage easement of record in Plat Book 25, Page 229, RORCT, and as shown on the plat, this survey.

The above described tract of land is served by a common turn around easement, which is described, as follows:

Common Turn Around Easement

Beginning at an iron pin (new), the southwest end of Cassandra Drive, the southeast corner of lot 38, Briarwood, being a plat of record in Plat Book 25, Page 229, ROSCT, said iron pin being located from an iron rod (old), a common corner of a tract of land which belongs to Lanny R. Wilkinson, having a deed reference in Deed Book 441, page 611, ROSCT, and a tract of land which belongs to Thomas L. Aldstadt, having a deed reference in Record Book 370, Page 796, ROSCT, the southwest corner of said Lot 38,

S 83°54'59" E, 284.94 feet, to the point of beginning, the most northerly northwest corner of this tract, and continuing, as follows:

S 83°54'59" E, 50.13 feet to an iron pin (new), the southeast end of Cassandra Drive, the southwest corner of Lot 37;

thence with a new line, as follows:

S 02°00'00" W, 19.10 feet to an iron pin (new);

thence with a curve to the left, having a radius of 25.00 feet, an arc distance of 21.03 feet, and a chord bearing and distance of S 22°05'41" E, 20.41 feet to an iron pin (new);

thence with a curve to the right, having a radius of 50.00 feet, an arc distance of 241.18

feet, and a chord bearing and distance of N 88°00'08" W, 66.67 feet to an iron pin (new);

thence with a curve to the left, having a radius of 25.00 feet, an arc distance of 21.02 feet,

and a chord bearing and distance of N 26°05'41" E, 20.41 feet to an iron pin (new);

thence, N 02°00'14" E, 22.67 feet, to the point of beginning, containing 0.21 acres, as surveyed by Steven E. Artz, Tennessee License No. 1708, d/b/a, Steven E. Artz and

Land Surveyors-Tennessee and Kentucky

**Phone: (615) 382-0481
4779 Highway 41 North**

**Fax: (615) 382-0262
Springfield, Tennessee 37172**

Steven E. Artz and Associates, Inc.

Associates, Inc., 4779 Highway 41 North, Springfield, Tennessee, 37172, dated January 29, 2014.

The above described tract of land and easement may be found on Tax Map 75, Parcel 24, in the Tax Assessor's Office for Sumner County, Tennessee

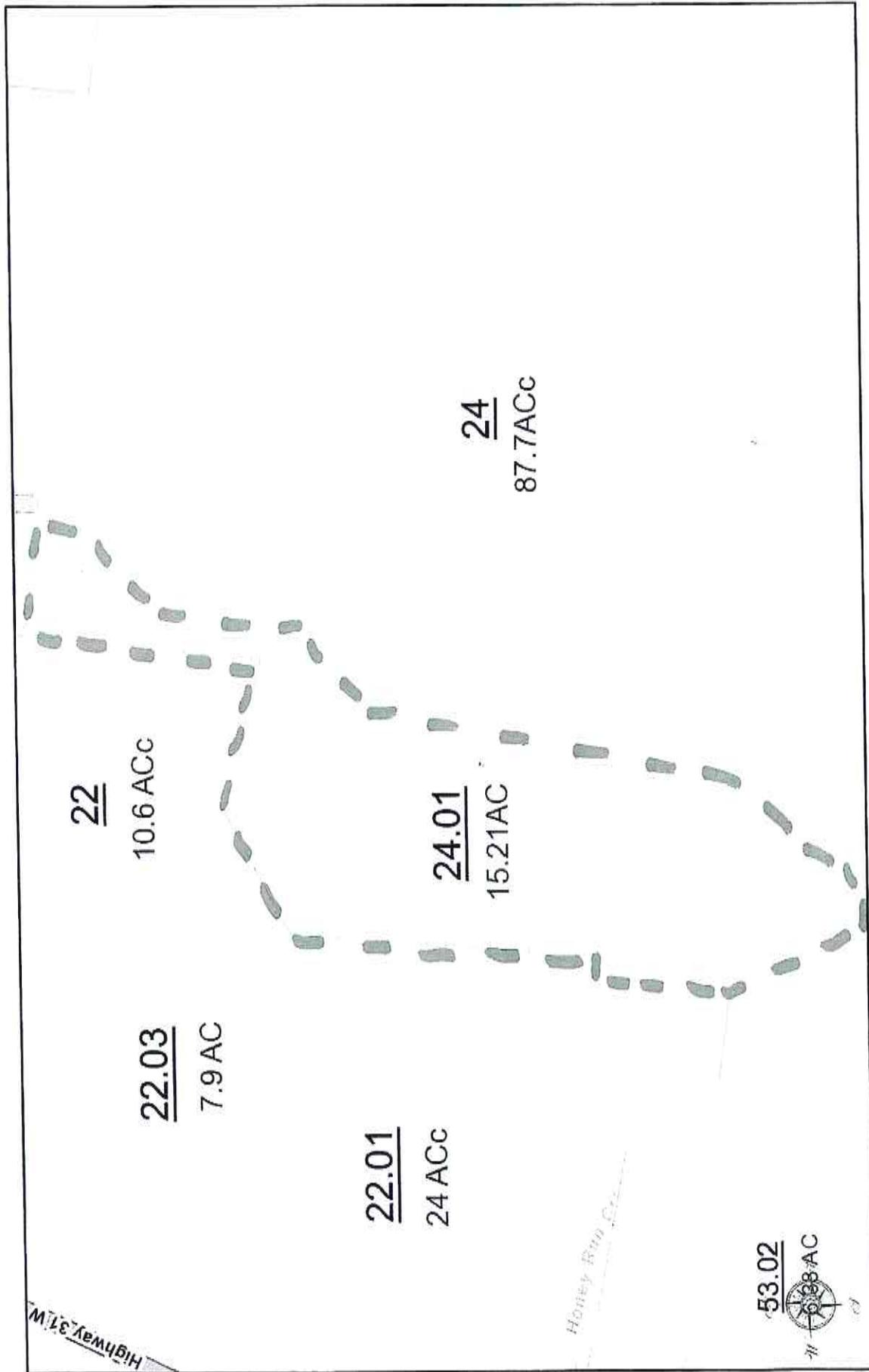
File: Steve\140010L1

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White House



SUMNER COUNTY, TENNESSEE



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MAP DATE: January 8, 2015

January 7, 2015

M E M O R A N D U M

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Reed Hillen, Planning and Codes Director
Re: Zoning Ordinance Change

The White House Planning Commission on Monday December 8, 2014 recommended amending the Zoning Ordinance regarding Article V, Section 5.053.2 & Section 5.053.6. The change will add "Retail Package Stores" to the list of approved uses in these zones. This will allow the zoning ordinance to allow for Package Stores that are now allowed in the City pursuant to Ordinance 14-27.

ORDINANCE 15-04

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE CITY OF WHITE HOUSE ZONING ORDINANCE, ARTICLE V, SECTION 5.053.2 & SECTION 5.053.6

WHEREAS, the City of White House Planning Commission recommended the proposed changes to the Zoning Ordinance at the December 8, 2014 meeting.

WHEREAS, the Board of Mayor and Aldermen have approved Ordinance 14-27 allowing Retail Package Stores within the City of White House.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following sections of the City of White House Zoning Ordinance are amended to add the language listed below.

Zoning Ordinance, Article V, Section 5.053.2, Subsection B

The following is added to the list in subsection B:

23. Retail Package Stores

Zoning Ordinance, Article V, Section 5.053.6, Subsection B

The following is added to the list of "Commercial Activities" in subsection B"

Retail Package Stores

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: January 15, 2015

Second Reading: February 19, 2015

Mike Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

PURCHASING....

The City of White House Public Services Department

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: January 5, 2015
Re: Request to Award Bid – Public Services Equipment Building

On this date, January 5, 2015, I am requesting that the Mayor and Board of Alderman approve the bid award for the new Public Services Department Equipment Building.

This project is part of my FY 2014/2015 approved CIP. McGill Associates competitively bid this project and they received six (6) responses. I've attached McGill's bid tabulation and backup memo for your review and consideration.

I had originally budgeted **\$200,000.00** for the building. The low bid came in from *Carter Douglas Company from Russellville, KY* and is in the amount of **\$268,500.00**.

The percentage from each fund in the original budget request was as follows:

- I. Wastewater (412-52117-900) = 50% @ \$100,000.00;
- II. Solid Waste (123-43200-900) = 25% @ \$50,000.00;
- III. Public Works (110-43000-900) = 25% @ \$50,000.00.

I have the following Capital funds, both obligated for this project and unobligated funds, available; which our Finance Director, Jason Barnes, has audited for accuracy:

1. Wastewater (412-52117-900) = \$96,625.00;
2. Solid Waste (123-43200-900) = \$67,125.00;
3. Public Works (110-43000-900) = \$59,104.00.

I have a combined total of **\$222,854.00** in available funds. Therefore, I'm requesting an increase in capital funds of **\$45,646.00**. Since these funds are allocated in the above percentages, I will need to redirect funds from Wastewater and Public Works as follows:

- A. Wastewater (412-52213-900) = \$37,625.00 (\$134,250.00);
- B. Public Works (110-43000-900) = \$ 8,021.00 (\$67,125.00).

I recommend appropriating the additional Wastewater funds (**\$37,625.00**) from the **WWTP Headworks project which has \$1,819,540.00 available**. The WWTP Headworks project will not be completed this year and will be carried over to the FY 2015/2016 budget.

In addition, I recommend appropriating the additional Public Works funds (**\$8,021.00**) from **Asphalt Overlay project which has \$200,000.00 available**. At present, the allocation for asphalt is encumbered in a blanket purchase order to Sessions Paving. If the BMA approves this request, then Derek will need to liquidate **\$8,021.00 from the blanket purchase order to make these funds available for use**.

Appropriating these funds from the Wastewater and Public Works Funds may necessitate a budget amendment.

I concur with McGill's recommendation to the BMA that the Carter Douglas Company from Russellville, KY be awarded the **Public Services Equipment Building Project** with a base bid in the amount of **\$268,500.00**.

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 PW SW Board Memo For Bid Award - PS Equipment Building Project Dec 2014



December 17, 2014

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

RE: Recommendation of Award
Maintenance Building

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 December 9, 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:

Bidder	Base Bid	Deductive Alternate 1	Alt Bid (Base - Alt. 1)
Carter Douglas Company	\$268,500.00	\$21,000.00	\$247,500.00
C&C Contracting, LLC	\$276,701.00	\$15,075.00	\$261,626.00
Dowdle Construction Group, LLC	\$283,192.00	\$22,020.00	\$261,172.00
Boger Construction, LLC	\$331,000.00	\$20,300.00	\$310,700.00
Baron Construction, LLC	\$347,000.00	\$11,255.00	\$335,745.00
Hodges Group, LLC	\$373,861.55	\$18,930.00	\$354,931.55

The Deductive Alternate No. 1 deleted the wash bay on the side of the building.

The low Base Bid and the low Alt Bid with the Deductive Alternative for the construction project were submitted by the Carter Douglas Company, from Russellville, Kentucky. McGill Associates contacted several of their references and found them to be a responsible and competent contractor. Given the pricing in the bid, the City would like to include the wash bay in the project.

Therefore, we recommend award of the Maintenance Building to the Carter Douglas Company in the amount of \$268,500.00.

Engineering • Planning • Finance

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

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

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

Sincerely,
McGILL ASSOCIATES, P. A.

A handwritten signature in black ink, appearing to read "Ben R. Simerl". The signature is written in a cursive, flowing style.

Benjamin R. Simerl, P.E.
Project Manager

Enclosure
P:\2014\14.06202 White House – Maintenance Building\Bid Award

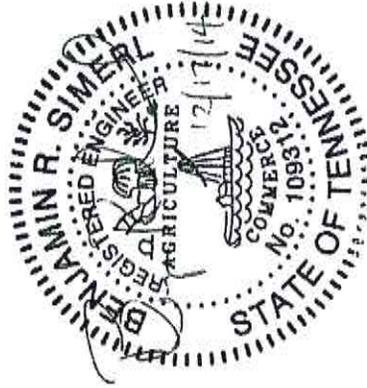
CERTIFIED BID TABULATION

**Maintenance Building
City of White House, Tennessee**

CONTRACTOR	Bid Bond 5%	Addenda # 1-2	BASE BID TOTAL	DEDUCTIVE ALTERNATE 1
Cartier Douglas Company	yes	yes	\$268,500.00	\$21,000.00
C & C Contracting, LLC	yes	yes	\$276,701.00	\$15,075.00
Dowdle Construction Group, LLC	yes	yes	\$283,192.00	\$22,020.00
Boger Construction, LLC	yes	yes	\$331,000.00	\$20,300.00
Baron Construction, LLC	yes	yes	\$347,000.00	\$11,255.00
Hodges Group, Inc.	yes	yes	\$373,861.55	\$18,930.00



This is to certify that the bids tabulated herein were publicly opened and read aloud at 2:00 pm on the 9th day of December 2014, in the Board Room, City of White House City Hall 105 College St., White House, Tennessee. 37188 and that said bids were accompanied by acceptable certified checks or bidder's bonds in the amount of 5% of the bid.





City of White House
Maintenance Building

Bid Opening: December 9, 2014 at 2:00 pm

DESCRIPTION						
Company Name	Baron Construction	Boger Construction	Carter Douglas Company	C&C Constructing	Dowdle Construction	Hodges Group
Address	652 Old Ezell Rd Nashville, TN 37217	1045 C Avondale Rd Hendersonville, TN 37075	1259 Herridon Rd Russellville, KY 42276	816 Meadow Lane Russellville, KY 42276	1311 6th Ave North Nashville, TN 37208	100 Mainstreet Suite 204 PO Box 600 Portland, TN 37148
License Number	66265	67510	59373	48661	42-1628141	34885
License Expiration	8/31/2016	1/31/2016	5/31/2015	5/31/2015	3/31/2016	3/31/2015
License Classification and Limit	BC; HRA; MU; HC; CE Unlimited	BC-A,B Unlimited	BC-B,C \$1.5 Million	BC-B,C \$1.5 Million	BC-HRA; HC; MU; CE Unlimited	BC; MU-A,C; HC-5,7; HRA-A,C Unlimited
IF ALL ITEMS LISTED ABOVE ARE INCLUDED- OPEN BID						
SIGNED BID BOND	✓	✓	✓	✓	✓	✓
ACKNOWLEDGES ALL ADDENDUMS	✓	✓	✓	✓	✓	✓
SIGNED BID	✓	✓	✓	✓	✓	✓
DEDUCTIVE ALTERNATE #1	\$11,255.00	\$20,300.00	\$21,000.00	\$15,075.00	\$22,020.00	\$18,930.00
BASE BID	\$347,000.00	\$331,000.00	\$268,500.00	\$276,701.00	\$283,192.00	\$373,861.55
BASE BID with Deduct	\$335,745.00	\$310,700.00	\$247,500.00	\$261,626.00	\$261,172.00	\$354,931.55

City of White House Public Services

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: December 29, 2014
Re: Request to Approve Engineer's Task Order #7

On this date, December 29, 2014, I am requesting that the Mayor and Board of Alderman approve McGill Associate's Task Order #7 for Engineering Services for the Calista Lift Station Motor Control Center (MCC) Replacement Project.

The **Calista Lift Station MCC Improvement Project** *is not* part of my *FY 2014/2015 CIP* list.

As you may recall, I have a *FY 2014/2015 CIP* project this budget year for the **12" Northern Force Main Improvement Project** in the amount of **\$400,000.00**. This new force main starts at the Calista/Volunteer intersection going north along Calista Road, taking a turn and heading west on Bill Moss Road then tying into the 12" force main at the I-65 overpass.

The 12" force main project is designed to reduce the friction head loss in the 10" force main and thus reduce the operating heads on the pumps. Excessive operating head equals excessive pump wear and tear, and higher electrical costs. The existing 10" force main serves the North Palmers Chapel, Portland Road, Calista and Wilkinson Lane lift stations.

Due to the excessive impeller wear and pump vibration on the vertical turbine effluent pumps, we've decided to install variable frequency drive (VFD) units at the Calista Rd lift station. The VFD's will allow the pumps to operate within the design curves as the flow in the force main fluctuates. At this point, I'm only going to install one (1) VFD on a temporary basis.

Due to the pumping issues at the Calista station, we've decided that it would be more prudent to rehabilitate the electrical system before upgrading the force main. We feel that by installing the force main *before upgrading the motor control center* will only serve to exacerbate the high operating heads now being placed on the pumps.

- **The lift station controls were put into operation in 1985;**
- **The existing Motor Control Center (MCC) has reached its useful life;**
- **We completed a similar project at the North Palmers lift station in 2013;**
- **Project consists of moving the MCC & new gen set outside;**
- **New motor controls will extend the life of the station by 40 years.**

I've attached McGill's Task Order #7 document for your further review and consideration.

The Design Phase, Bidding & Award Phase and Construction Phase engineering fee associated with this task is approximately **\$39,100.00**.

The **Calista Lift Station MCC project** will not be completed during this budget year and will be carried over to the FY 2015/2016 budget.

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

W. Joe Moss
Director of Public Services

WW Board Memo For Approval McGill Task Order # 7 - Calista MCC - Dec 2014

This is Task Order No. 7,
consisting of 3 pages.

Task Order

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: Calista Vacuum Pump Station Electrical Improvements

Description: The project consists of the design, permitting, bidding/award, and construction phase services for the construction of electrical system improvements for the Calista Vacuum Pump Station. Improvements will include a new motor control center, vacuum control panel, variable frequency drives, high efficiency lighting improvements, HVAC upgrades, and an engine generator. Improvements will also include the design of variable frequency drives for the North Palmers Vacuum Pump Station sewage pumps.

2. Services of Engineer
 - Design Services
 - Bidding Services
 - Construction Services
 - 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	3 months after Contract Approval
Bidding and Award Phase	1 month after Approval of Design Plans
Construction Phase	6 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	\$11,600
Bidding and Award Phase	A. Lump Sum	\$7,500
Construction Phase	A. Standard Hourly Rates, Not to Exceed	\$20,000
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 _____.

OWNER: City of White House, TN

ENGINEER: McGill Associates, P.A.

By: _____

By: _____



Name: _____

Name: Gary R. McGill, P.E.

Title: _____

Title: Principal

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

State of: Tennessee

Date Signed: _____

Date Signed: 12/15/14

Address for giving notices:

Address for giving notices:

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

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Gary R. McGill

Title: _____

Title: Principal

Phone Number: _____

Phone Number: 865-540-0801

Facsimile Number: _____

Facsimile Number: 865-595-4999

E-Mail
Address: _____

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

City of White House Public Services

Memo

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: January 7, 2015
Re: Request to Award Bid – Meadows Area Sanitary Sewer Project

On this date, January 7, 2015, 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 seven (7) 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. As you're aware, this is a re-bid project and one change that I made was to put the asphalt overlay in as a deductive alternative. The City's price for overlay is **\$84.15** per ton laid in place. The bid price is at approximately \$115.00 per ton. Therefore, the City will use its contract to overlay this project.

I concur with McGill's recommendation to the BMA that *Dove Construction in Nashville, TN* be awarded the *Meadows Area Sanitary Sewer System Improvement Project* with a base bid with the deductive alternative in the amount of **\$439,953.44**.

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 Re-Bid Award - Meadows-Tyree Sewer Project Jan 2015



January 7, 2015

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 January 6, 2015. As shown below, a total of seven (7) 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>
Dove Construction, LLC	\$566,453.44
Norris Bros. Excavating, LLC	\$714,060.82
John T. Hall Construction	\$717,830.00
Parchman Construction Co., Inc.	\$824,903.25
Cleary Construction, Inc.	\$872,273.00
Scott & Ritter, Inc.	\$950,017.00
Twin States Utilities & Excavation, Inc.	\$1,000,535.00
Denotes Corrected Error	

The project bids also included a deductive alternative that removed the overlay paving from the project to allow the City to procure this item outside this construction contract. The bid results including the deductive alternative can be summarized as follows:

<u>Bidder</u>	<u>Bid Price including Deductive Alternative</u>
Dove Construction, LLC	\$439,953.44
John T. Hall Construction	\$607,830.00
Norris Bros. Excavating, LLC	\$615,060.81
Parchman Construction Co., Inc.	\$695,543.25
Cleary Construction, Inc.	\$740,273.00
Scott & Ritter, Inc.	\$834,507.00
Twin States Utilities & Excavation, Inc.	\$907,535.00
Denotes Corrected Error	

The both low base bid and low bid including deductive alternate for the construction project were submitted by Dove Construction from Nashville, Tennessee. McGill Associates has

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

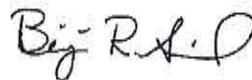
McGill Associates, P.A. • 2240 Sutherland Avenue, Suite 2, Knoxville, TN 37919

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

reviewed Dove Construction's references and have found them to be a responsible and competent contractor. Given that the City will save money by contracting the overlay paving on the project separately, it is our understanding that the city wishes to accept the Deductive Alternative. The low bid with the deductive alternative was submitted by Dove Construction, LLC. Therefore, we recommend award of the project to Dove Construction in the amount of \$439,953.44.

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



City of White House

REBID Meadows Rd Sewer Improvements
 Bid Opening: January 6, 2015 at 1:30 pm

DESCRIPTION										
Company Name	Company Name	Company Name	Company Name	Company Name	Company Name	Company Name	Company Name	Company Name	Company Name	Company Name
Address	Address	Address	Address	Address	Address	Address	Address	Address	Address	Address
2006 Edmonton Rd Thompkinsville, KY 42167	2006 Edmonton Rd Thompkinsville, KY 42167	2810 Winter Creek Pk Nashville, TN	630 Industrial Drive Sparta, TN 38583	1007 Rodgers Rd Crossville, TN 38572	695 HWY 149 East Cumberland City, TN 37050	PO Box 749 Bowling Green, KY 42402	P.O. Box 14 Mount Hermon, KY 42157			
41957	41957	56009	64333	48700	28988	22087	62981			
5/31/2015	5/31/2015	10/31/2016	1/31/2017	7/31/2016	1/31/2016	7/31/2015	11/30/2015			
MU-A,C,D Unlimited	MU-A,C,D Unlimited	\$750,000	MU-A,C,D \$1,500,000	MU-A,D,C-5; HC; HRA Unlimited	MU-A [1,2,3] C,D; HRA-A	HRA; MU-A,B,C,D; HC; BC-13,19,24,28,31 Unlimited	MU-A-C \$1,500,000			
IF ALL ITEMS LISTED ABOVE ARE INCLUDED- OPEN BID										
SIGNED BID BOND	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
ACKNOWLEDGES ALL ADDENDUMS	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
SIGNED BID	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
DEDUCTIVE ALTERNATE #1	\$132,000.00	\$126,500.00	\$110,000.00	\$99,000.00	\$129,360.00	\$115,500.00	\$99,000.00			
BASE BID	\$872,273.00	\$566,453.44	\$717,830.00	\$714,060.81	\$824,903.25	\$950,017.00	\$1,000,535.00			
BASE BID with Deduct	\$740,273.00	\$439,953.44	\$607,830.00	\$615,060.81	\$695,543.25	\$834,517.00	\$901,535.00			

January 7, 2015

MEMORANDUM

To: Board of Mayor and Aldermen
From: Gerald Herman, City Administrator
Re: Highway 31W/SR 41 Bicycle/Pedestrian Project – Phase II

The Metropolitan Planning Organization approved Phase II of the Highway 31W/SR 41 Bicycle/Pedestrian Project at its executive board meeting in December. The total amount of the project is \$2,147,806.00. The Federal funds will cover \$1,600,000 and the City will cover the balance. Since this is Phase II TDOT has advised us that we can use CSR Engineering because they were awarded the Phase I engineering contract.

The City Administrator requests that the Board of Mayor and Aldermen approves him to enter into an agreement with CSR Engineering for this service in the amount of **\$374,253.00**. This project was not budgeted as a capital item in the FY15 budget. A budget amendment request is being made by the Finance Director to include \$35,347.00, so we can begin the NEPA phase of this project during the current fiscal year.

If you have any questions please contact me at 615-672-4350, ext. 2111.

CSR ENGINEERING

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made as of the _____ day of _____, between the City of White House ("City" or "Client") and CSR Engineering, Inc. ("CSR") to perform professional services for the assignment described as follows:

Project: TDOT Local Programs project – Phase II of 31W Sidewalks and Bikepath

Services Location: White House, TN from Clearview Court to the North Greenway Trailhead

Description of Project: Phase II of the Sidewalk and Bikepath project originally intended to connect the City's southern and northern greenway trailheads with 1.6 miles of combined sidewalk and bicycle facilities. This portion includes approximately .78 miles of proposed 8' wide shared use facilities to accommodate both modes of travel beginning from the end of Phase I at Clearview Court and ending at the northern City trailhead. The construction will include major fill operations and possibly retaining structures, storm water drainage facilities, roadway shoulder improvements, sidewalks, minimal striping, signage and associated roadway improvements.

- I. **PROFESSIONAL SERVICES:** CSR agrees to perform the following Basic Services under this contract:
 - a. Professional Engineering Services that are defined by the CSR scope attached separately and more importantly cover the NEPA, Design, ROW coordination and CEI scope of work as defined by TDOT Local Government Guidelines ,
 - b. Exclusively represent the City in related issues.
- II. **COMPENSATION:** The compensation to be paid to CSR for providing the requested services shall be:

\$374,253.00 for the Basic Services in this Agreement and additional services attached herein for the 4 project phases of NEPA through CEI for this Phase II by CSR, which will be billed by percentage of work completed for the duration of the Project.
- III. **PAYMENTS:** Billings for services rendered will be made monthly and payment is due within thirty (30) days of receipt of invoice.
- IV. **TERMINATION:** The City may terminate this Agreement, upon providing at least thirty (30) days prior written notice to CSR, if the City does not receive anticipated funding for the Project from state and federal sources. Either party may terminate this Agreement for material breach by the other upon providing the breaching party at least thirty (30) days prior written notice. On termination by either the City or CSR, the City shall pay CSR for any services performed to the date of termination (including all reimbursable expenses incurred).

- V. ACCESS TO THE SITE/JOB SITE SAFETY: Unless otherwise stated, CSR will have access to various sites as necessary for the performance of the services. The Client understands that CSR is not responsible, in any way, for the means, methods, sequence, procedures, techniques, scheduling of construction, or jobsite safety. Except as provided in Section VI, below, CSR will not be responsible for any losses or injuries that occur at the Project site.
- VI. INDEMNITY REQUIREMENT. CSR further agrees to protect, defend, and save the Client its elected and appointed officials, agents, employees and volunteers while working in the scope of their duties as such, harmless from and against any and all claims, demands, and causes of action of any kind or character, including the cost of their defense, arising in favor of CSR's employees or third parties on account of bodily or personal injuries, death or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of CSR and/or its agents, employees, subcontractors, representative or the Client under this agreement.
- VII. INSURANCE: CSR shall secure and maintain insurance in the amounts set forth in Exhibit A attached hereto and incorporated herein by reference. CSR shall provide the City with at least thirty (30) days prior written notice of the expiration or termination of any insurance policy providing coverage required by this Section. Moreover, CSR shall ensure that the City is named as an additional insured on each such policy and, upon request by the City, furnish certificates of insurance to the City evidencing the coverage required by this Section and the City's status as an additional insured.
- VIII. DISPUTE RESOLUTION: It is agreed by both parties that all unsettled claims, counterclaims, disputes or other matters in question arising out of or related to this Agreement shall first be attempted to be resolved by mediation. This provision can be waived by the mutual consent of the parties or by either party if its rights would be irrevocably prejudiced by a delay in initiating arbitration or the right to file a lawsuit. Each party shall pay one-half of the costs of such mediation.
- IX. OPINIONS OF CONSTRUCTION COST: Any opinion of probable construction cost prepared by CSR represents CSR's judgment as design professionals and is supplied for general guidance of the Client. Since CSR has no control over the construction marketplace, CSR does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to Client.
- X. TERMS OF CONTRACT: The term of this Agreement shall commence as of the date that it is executed by both parties and continue thereafter for the duration of the Project or five (5) years, whichever is earlier.
- XI. GOVERNING LAW: Unless otherwise specified within this Agreement, this Agreement shall be governed by the Law of the State of Tennessee.

XII. WAIVER: Waiver by either party of a breach of any provision of this Agreement shall not constitute waiver of any future breach of that provision nor otherwise prevent either party from enforcing that provision with respect to other breaches thereof.

**City of White House
Billy S. Hobbs Municipal Center
105 College Street
White House, TN 37188**

**CSR Engineering, Inc.
248 Centre Street
Suite 200
Pleasant View, TN 37146**

Signature

Gerald O. Herman
Printed Name

City Administrator
Title

Signature

Kevin Walker
Printed Name

President
Title

Exhibit A

Insurance

The limits of liability for the insurance required to be carried by CSR under Section VII of this Agreement are as follows:

1. Workers' Compensation:	Statutory
2. Employer's Liability-	
a. Each Accident:	\$500,000
3. General Liability-	
a. Each Occurrence (Bodily Injury and Property Damage):	\$1,000,000
b. General Aggregate:	\$2,000,000
4. Excess or Umbrella Liability-	
a. Each Occurrence:	\$1,000,000
b. General Aggregate:	\$1,000,000
5. Automobile Liability-	
a. Combined Single Limit (Bodily Injury and Property Damage): Each Accident	\$1,000,000
6. Professional Liability-	
a. Each Claim Made:	\$1,000,000
b. Annual Aggregate:	\$1,000,000

Exhibit B

Scope of Work

General Scope of Work

We have read and understand the scope of work required and assume a Notice to Proceed in January 2015 as should match your TDOT timeline. We have included your City's/TDOT required, specific scope of work as required on this project.

CSR Engineering has divided this project scope into four tasks that align with the phased requirements of the LPDO Guidelines and consequently your project. Through each task, CSR Engineering will work with the City to ensure adherence to TDOT's LPDO Guidelines. Each task is expanded below.

We understand the 2015 definition to be at the following prioritized locations:

1. Along 31W from Clearview Court to the North Greenway Trailhead

Coordination with TDOT LPDO and White House's certified and designated project representative shall occur through all tasks shown below.

1. NEPA (C-List Categorical Exclusion)

- a. **Public Meetings:** If a public hearing or meeting is required White House Administration or a Public Involvement Plan, CSR will develop documents and handouts accordingly. A CSR representative will be in attendance and assist with the City ran meeting.
- b. **Categorical Exclusion (CE) Environmental Document:** CSR will prepare a Categorical Exclusion (CE) Environmental Document through the TDOT-Environmental Section. This includes the evaluation, research, coordination, and documentation necessary for submittal. Other possible items of work include environmental and permit services beyond the typical CE requirements (not included) and may be added if endangered species or other environmental information is found during the Categorical Exclusion process. C-list CE's are the typical project guiding parameters for this type of project – other NEPA requirements may be more in depth depending on the project scope or existing conditions as information develops.

2. Design (Review and Approval only -- through TDOT)

- a. **Conceptual and Preliminary Plans:** This phase includes the continued survey operations and development of preliminary concept plans. These plans will be developed into working drawings to be presented to City Staff for coordination and meeting City desires within the bounds of the grant. Iterations of this process drive the construction plans and details development for the final outcomes of the project.
- b. **ROW/Utility Coordination:** Plans will be submitted to the affected utility companies identified under the surveying task. No utility design or relocation is within the City's requirement nor expected based upon TDOT requirements, but will be a consideration depending on the project

development. Utility coordination will begin to occur during design but will finalize with all utility owners during the formal ROW phase shown below utilizing the project plans information. ROW acquisition is not expected in the project nor included in this scope of work.

- c. **Construction Plans and Bid Package:** Current plans are complete -- Construction plans will be processed or modified according to TDOT design guidelines in order to receive their approval and incorporate utility modifications. CSR will prepare a bid package containing specifications and plans for the City to issue for bids. The final set of plans for construction will include:

- Finalized roadway details and documents
- Quantities with General and Special Notes
- Erosion Prevention and Sediment Control
- Structural Plans and Details
- Signage Plans
- Striping Plans
- Traffic Control in accordance with MUTCD
- Drainage Details

A final estimated quantities and opinion of probable cost will be determined and included in documents once plans are approved. The quantities and opinion will be based primarily on TDOT Items and Average Unit Prices and consider recent similar bid prices in your area. Utility relocation costs will not be included in the project and will be at the expense of the utility owner since we are working only in the existing ROW.

3. Right-of-Way Certification (Coordination Only – No Acquisition)

It is currently planned that this project will be done completely within existing right-of-way and city or state owned property. Therefore, no right-of-way acquisition services have been discussed in this proposal. If the project scope of work changes or ROW acquisition becomes mandatory, then CSR Engineering will confer with the City at that time.

Regardless of acquisition requirements, staking of project improvements is included during this phase to allow clear coordination with affected utilities. During the ROW certification process with TDOT, CSR will also submit plan documents to obtain an expected NPDES Construction General Permit (with SWPPP) and possibly other municipality permits as required by regulations. Individual permits are highly unlikely and not anticipated for this project and not included in this scope of work. With no adjacent railroads within the 200' criteria of this project, the ROW efforts will not need to incorporate certain federal regulations, but all Federal Railroad Administration standards will still be required and adhered to as with any other FHWA/TDOT Local Programs project.

Upon TDOT approval of all ROW/Utility/Construction Plans and Bid Documents, CSR will move to aid the City in letting the project to bid. For bidding assistance, CSR will prepare a bid package containing specifications, plans, and other bid book documents for the City to advertise and issue for bids. A pre-bid meeting will be attended as well as any City Council meetings necessary. CSR will review the bids with the City and TDOT prior to award.

4. Construction Engineering & Inspection (CEI)

Construction Engineering Inspection (CEI) The Construction Engineering Inspection effort is based on construction observation over a variable construction period (expected to be 6

months). As shown in the submittal CSR Engineering is fully qualified/certified to provide the CEI services as required by TDOT LPDO Guidelines and includes but is not limited to the following per the manual:

- Pre-construction conference
- Observe all site construction activities
- Review and approval of all job mix formulas and contractor quality control plans
- Maintain project files, logs and daily diary
- Record and respond to RFI's
- Monitor, evaluate and respond to project change order and plan revision requests
- Monitor and report to the City any environmental concerns
- Conduct project meetings, as required
- Erosion Prevention/Sediment Control (ESPC) Inspections
- Traffic Control inspections
- Material testing and certification and collection of required T2 forms
- Shop drawing review and approval
- Review contractor's payroll (Weekly) and contractors pay requests (Monthly)
- State and Federal wage rate interviews and compliance assurance
- Provide punchlist
- Project closeout

Excluded Items: The scope of work above specifically does not include the following engineering services although they may be added as required by the specific project and requested by the City of White House:

- Additional survey needed due to changes in the field
- Permit fees, any application fees or mitigation fees (to be paid by City)
- Additional Biological Assessments due to extended NEPA process
- Additional Archeological Assessments due to extended NEPA process
- Individual ARAP or NPDES Permits
- Overhead sign structure design
- Utility relocation design services.

The fee for these services will be a lump sum of \$374,253.00 billed according to the following key milestones:

I – TDOT NEPA Services (C-List CE)	\$	35,347.00
II – TDOT Design Services		
IIa – Conceptual and Preliminary Plans	\$	58,921.00
IIb – Final Construction Plans and Details	\$	137,481.00
III – TDOT ROW/Permitting Services	\$	5,700.00
<u>IV – TDOT CEI Services (up to 6 months)</u>	<u>\$</u>	<u>136,804.00</u>
Total	\$	374,253.00

Should changes occur due to City or contractor preferences during bidding or construction phases that require longer duration of construction, CSR will bill at a maximum rate of \$4,500 per week for extended CEI services. This maximum rate is based upon the requirement of an expected 2 full time personnel required at that stage of CEI, and a lower rate of \$2,250 per week

will be billed should the project only require 1 full time inspector to be on site.

CSR's engineering services will be subject to the Terms and Conditions as attached as Exhibit "A". We will bill by approximate percentage complete at the end of each key project milestone. The fee quoted includes compensation for basic services for the City of White House. We will begin work immediately as you request and will work on a reasonable schedule to submit documents for your review in addition to TDOT's. If this scope of work is not in line with your desires, we shall revise the scope of work and resubmit for your approval.

If this proposal meets with your approval, please execute the original and return a signed copy of this agreement to this office via post, email or fax. Again, we appreciate the opportunity to develop this proposal and look forward to completion of a successful and great bridge project in the great City of White House.

OTHER BUSINESS...

January 7, 2015

MEMORANDUM

To: Board of Mayor and Aldermen
From: Gerald Herman, City Administrator
Re: Jason Barnes Promotion to Finance Director

The City Administrator recommends that Interim Finance Director Jason Barnes be approved for promotion by the Board of Mayor and Alderman to the position of Finance Director effective January 26, 2015.

During the past few months Jason has assumed the responsibilities of Interim Finance Director. The Finance Department has been managed very well during this time. Jason has demonstrated the technical knowledge, skills, and abilities to understand and carry out the responsibilities of the position. Our auditors from Crosslin and Associates have commented favorably on his abilities and the timeliness of responding to their requests for information. The staff within his department and the department heads have commented favorably concerning Jason's work ethics and his ability to get along with others. Several department heads have commented on his abilities to communicate financial matters with them respectfully, quickly, and with accurate information. He has shown initiative in solving problems of financial matters and concerns and willing to make contact with those who can help when he is not sure. He is already enrolled in the CMFO (Certified Municipal Finance Officer) program and will be taking his first class at the end of the month.

Applications were taken for nearly two months. No applicants had the CMFO certification, the educational requirement, and the experience of government financial management. All had parts of each but not all three areas. Since we had none that really stood out as exceptionally qualified and because Jason has fit in really well with our team it is with this confidence that I would recommend him for the position.

If you have any questions please contact me at 615-672-4350, ext. 2111.

JASON BARNES

OBJECTIVE

To obtain a financial position where growth is encouraged and expected

EDUCATION

Western Kentucky University

Bowling Green, KY

- Graduated December 2008
- Bachelor of Science, Accounting
- Minor – Computer Information Systems
- Minor – Entrepreneurship
- 3.28 GPA
- KPMG Peat Marwick Scholarship Recipient (2007-2008)

EXPERIENCE

October 2014 – Present

City of White House

White House, TN

Interim Finance Director, responsible for the City's overall financial accounting, controls and ensuring the compliance of the City with outside organizations, assumes and delegates individual responsibilities accordingly, reinforces City's objectives to employees and addresses City employees' concerns and suggestions with managing authorities, helps other directors in making financial decisions

January 2012 – October 2014

Unipres USA

Portland, TN

Accounts Payable Administrator, responsible for data entry into spreadsheets and database, created accounting journal entries and processed these into the system, processed invoices into the system, physically and electronically matched invoices with packing slips and purchase orders

- Assisted AP Supervisor with training other AP associates
- Improved tracking of "no PO" invoices
- Improved PO authorization process
- Assisted with training new associates how to create PO's
- Improved the process of filing scanned invoices

April 2010 – January 2012

Vermont Thread Gage

Franklin, KY

Machine operator

December 2009 – April 2010

Evergreen Tax Service

Portland, TN

Responsible for preparing individual tax returns, and small business bookkeeping services

December 2007 – April 2010

Autozone

Franklin, KY

Position while attending college; responsible for assisting customers with purchases, cashiering, and inventory maintenance

SOFTWARE PROFICIENCIES

Quicken, QuickBooks, Microsoft Office 2007 and 2003, Windows XP, Windows Vista, Windows 7, AS/400, JBA, Masterpiece

REFERENCES

Available upon request

PHONE (615) 300-7655 • TBIRD311N@GMAIL.COM
110 SHARON DR • PORTLAND, TENNESSEE 37148

January 7, 2015

MEMORANDUM

To: Board of Mayor and Aldermen
From: Kerry Harville, City Recorder
Re: Stormwater Advisory Board Appointments

Listed below are the individuals that Mayor Arnold has appointed to serve on the Stormwater Advisory Board (SWAB). If you have detailed questions about the SWAB, reference Municipal Code Title 20 (Ordinance 14-28). The SWAB will need 7 members appointed by the Mayor, and approved by the Board of Mayor and Aldermen.

1. **Reed Hillen – Planning Department**
2. **Joe Moss – Public Services Department**
3. **Gerald Herman – City Administration**
4. **Jason Barnes – Finance Department**
5. **Alderman Clif Hutson – Board of Mayor and Aldermen member**
6. **Don Belmont (Werthan Packaging, Inc.) – representative employed or retired from a business**
7. **Kevin Rhoten – citizen residing within the City limits of White House**

Please do not hesitate to contact me if you have any questions at 672-4350, ext. 2111.

DISCUSSION ITEMS...

OTHER INFORMATION....