

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Agenda
February 19, 2009
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer/Pledge
3. Roll Call
4. Adoption of the Agenda
5. Approval of Minutes of the January 15, 2009 Meeting
6. Welcome Visitors
7. Public Hearings
 - a. **Ordinance 09-01** – An ordinance amending the fiscal budget for the period ending June 30, 2009. **Second Reading.**
8. Communications from Mayor, Aldermen and City Administrator
 - a. Mayor recognizes Finance Office Staff.
9. Acknowledge Reports

A. General Government	E. Wastewater	I. Engineering
B. Police	F. Planning and Codes	J. Court Clerk
C. Fire	G. Parks	K. Monthly Financial Summary
D. Public Works	H. Library	
10. New Business
 - A. Consideration of the following resolutions:
 1. **Resolution 09-03** – A resolution establishing procedures for public inspection of, access to and duplication of public records under the Tennessee Public Records Act (T.C.A § 10-7-504, et. seq.)
 2. **Resolution 09-04** – A resolution authorizing the City Administrator and/or the Finance Director to terminate contracts on behalf of the City, when it is in the City’s best interest.
 3. **Resolution 09-05** – A resolution approving certain amendments and revisions to the Personnel Manual.

B. Consideration of the following ordinances:

1. **Ordinance 09-01** – An ordinance amending the fiscal budget for the period ending June 30, 2009. **Second Reading.**
2. **Ordinance 09-02** – An ordinance deleting the Municipal Code, Title 6, Chapter 1, Police and Arrest, Section 6-110. **First Reading.**

C. Finance

1. Board approval of the bid by Adams Burial Service for grave openings and closings at Hillcrest Cemetery.
2. Board approval of the Request for Proposal by Littlejohn Engineering for the design of Park renovations, Phase 1.
3. Board approval of contract extension for legal services by David Amonette.
4. Board approval of amendment to the decorative street light bid approved on October 16, 2008.

D. Other Business

1. Board approval of Good Moral Character Certificate for Rhonda Harwood of Bob & Rhonda's Sports Grille, located at 2934 Hwy 31W.
2. Board approval of Good Moral Character Certificate for Luis David Caratachea of Las Maracas Restaurant, located at 520 Hwy 76.
3. Board approval of the Street Index for the City of White House.
4. Board approval of agreement with Jack Jones.

11. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
January 15, 2009
7:00 p.m.

1. Call to Order by the Mayor
Mayor Decker called the meeting to order at 7:00 pm.
2. Prayer/Pledge
Prayer and Pledge to the American Flag by Alderman Bracey.
3. Roll Call
Ald. Arnold – Present; Ald. Bibb – Present; Ald. Bracey – Present; Ald. Hutson – Present, Mayor Decker – Present. **Quorum Present.**
4. Adoption of the Agenda
Motion was made by Ald. Arnold second by Ald. Bibb to adopt the agenda. A voice vote was called for with all members voting aye. **Agenda adopted.**
5. Approval of Minutes of December 18, 2008 Meeting
Motion was made by Ald. Bracey, second by Ald Bibb to approve. A voice vote was called for with all members voting aye. **December 18, 2008 minutes approved.**
6. Welcome Visitors
 - The Mayor welcomed Sumner County Executive, Anthony Holt. Mr. Holt pledged his support for the City of White House and stated that he wants to work for and with the city. He stated that he looks forward to working with the city and appreciates the opportunity to attend the meeting.
 - The Mayor also welcomed Girl Scout Troop 1160. Sarah Perry, Paige Nash and Jessica Crowder presented their volunteer project of repainting the locker rooms at the Municipal Building.
7. Public Hearings
 - a. **Resolution 09-01** – An ordinance opting out of any extension of hours for the sale of intoxicating liquors. **No one spoke for or against.**
 - b. **Ordinance 08-26** – An ordinance amending the Zoning Map relative to Robertson County Tax Map 117D, Group B, Parcel 5.00 for 3.04 acres from C-2, General Commercial to Neighborhood Center Residential Planned Unit Development and preliminary Master Plan approval for a 40 unit multi-family project. **Second Reading.**
 - Joey Pippin of Lifetime Portraits spoke for the ordinance. He stated that he believed that an upscale apartment complex would be good for White House, especially for younger families as a way to transition into owning their own home.

- Brandon Dirks stated that he is from White House. His family lives here and he would also like to see apartments in White House.
 - Mr. Massey owner of the former Casablanca Coffee, stated he believes that as the city grows, so will retail. He told of a friend who works in construction, is losing his home, but would like to stay in White House. He viewed apartments as a possible alternative for that family.
- c. **Ordinance 08-27** – An ordinance amending the Commercial Design Standards, Lighting, and Utilities Standards regarding architectural decorative lighting. **Second Reading. No one spoke for or against.**
- d. **Ordinance 08-28** – An ordinance repealing the prohibition of intoxicating liquor sales on premise and adopting a privilege tax on the retail sale of alcoholic beverages for consumption on the premise. **Second Reading.**
- Rhonda Harwood, owner of Bob & Rhonda’s Sports Grille inquired about when liquor-by-the drink would be passed. The Mayor explained that it would be effective upon passage of Ordinance 08-28.
- e. **Ordinance 08-29** – An ordinance amending the Municipal Code, Title 8, Chapter 2 Beer, Section 208. **Second Reading. No one spoke for or against.**

8. Communications from Mayor, Aldermen and City Administrator

- Anthony Holt recognized the White House High School Football coaches for their community service on behalf of Sumner County.
- The City Administrator advised the Board on the Lone Oak Citizens’ Meeting on traffic calming. She noted that the FY2010 Budget Calendar was in the back of their packets, spoke about the TML District meeting in Gallatin and reminded the Board of the Robertson County Growth Boundary Meeting in Springfield on January 29th at 7:00 pm.
- Mayor Decker presented White House High School Football Coaches Jeff Porter, Jim Grantham, James Honeycutt, and Mark Lamberth with the Community Achievement Award. Coach Grantham was not in attendance.
- Mayor Decker recognized the Streets and Roads personnel.

9. Acknowledge Reports

- | | | |
|-----------------------|-----------------------|------------------------------|
| A. General Government | E. Wastewater | I. Engineering |
| B. Police | F. Planning and Codes | J. Court Clerk |
| C. Fire | G. Parks | K. Monthly Financial Summary |
| D. Public Works | H. Library | |

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

10. New Business

- A. Consideration of the following resolutions:

1. **Resolution 09-01** – A resolution opting out of any extension of hours for sale of intoxicating liquors.
Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Resolution 09-01 approved.**
2. **Resolution 09-02** – A resolution approving certain amendments and revisions to the Personnel Manual.
Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Resolution 09-02 approved.**

B. Consideration of the following ordinances:

1. **Ordinance 08-26** – An ordinance amending the Zoning Map relative to Robertson County Tax Map 117D, Group B, Parcel 5.00 for 3.04 acres from C-2, General Commercial to Neighborhood Center Residential Planned Unit Development and preliminary Master Plan approval for a 40 unit multi-family project. **Second Reading.**
Motion was made by Ald. Bracey, second by Ald. Bibb to approve. Roll call: Ald. Arnold – nay; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 08-26 approved on second and final reading.**
2. **Ordinance 08-27** – An ordinance amending the Commercial Design Standards, Lighting, and Utilities Standards regarding architectural decorative lighting. **Second Reading.**
Motion was made by Ald. Bibb, second by Ald. Arnold to approve. Roll call: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 08-27 approved on second and final reading.**
3. **Ordinance 08-28** – An ordinance repealing the prohibition of intoxicating liquor sales on premise and adopting a privilege tax on the retail sale of alcoholic beverages for consumption on the premise. **Second Reading.**
Motion was made by Ald. Arnold, second by Ald. Bibb to approve. Roll call: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 08-28 approved on second and final reading.**
4. **Ordinance 08-29** – An ordinance amending the Municipal Code, Title 8, Chapter 2 Beer, Section 208. **Second Reading.**
Motion was made by Ald. Bibb, second by Ald. Arnold to approve. Roll call: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 08-29 approved on second and final reading.**
5. **Ordinance 09-01** – An ordinance amending the fiscal budget for the period ending June 30, 2009. **First Reading.**
Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Ordinance 09-01 approved on first reading.**

C. Finance

1. Board approval of the purchase of a 2009 Dodge Ram 2500, 4WD, extended cab pick-up truck to be used as the Facility Maintenance truck for the Public Works Department. Motion was made by Ald. Bracey, second by Ald. Bibb to defer for 90 days. A voice vote was called for with all members voting aye. **Deferred for 90 days.**
2. Board approval of the purchase of a 2009 Dodge Ram 2500 4WD, extended cab pick-up truck to be used as a Streets & Roads vehicle for the Public Works Department. Motion was made by Ald. Bracey, second by Ald. Bibb to defer for 90 days. A voice vote was called for with all members voting aye. **Deferred for 90 days.**
3. Board approval to use Dotson Concrete to replace the outdoor basketball courts at the City Park. Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Replacement of outdoor basketball courts approved..**
4. Board approval of the purchase of a Dodge 2500 Crew Cab truck to be used by the Parks Department. Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Purchase of Dodge 2500 Crew Cab Truck by the Parks Department approved.**
6. Board approval of the purchase of a Supervisory Control and Data Acquisition (SCADA) System for the Wastewater Department. Motion was made by Ald. Bracey, second by Ald. Bibb, to approve. A voice vote was called for with all members voting aye. **The purchase of a SCADA system by the Wastewater Department was approved.**

D. Other Business

1. Board approval of Street Acceptance for the Greystone Subdivision – Phase 2. Motion was made by Ald. Arnold, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Street acceptance for Greystone Subdivision – Phase 2 approved..**

11. Adjournment

Motion was made by Ald. Bibb to adjourn at 7:58 p.m.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

February 10, 2009

MEMORANDUM

To: Board of Mayor & Aldermen
From: John Grubbs – HR Director
Re: Employee Recognition – Finance Office Staff

Summary of features of work:

These positions are called upon to deliver great customer service skills in dealing with the public, as well as performing various duties that require a good deal of expertise in their particular area. Often these positions require the ability to exercise independent judgment based upon their knowledge and experience.

The daily function of the City entails many unsung duties and unheralded functions. Some of these positions may come into frequent contact with customers, some may not. However, the customer service attitude of the entire Finance staff is one that is focused on taking care of the customer, whether they are internal or external. The majority of the customers for this group are actually external customers who are coming in to City Hall to deal with the unpleasant task of paying taxes or fines. The Finance staff is particularly aware of this fact and seeks to make the experience as pleasant as possible for those who come in. In addition to those who walk into City Hall, those citizens who call the main phone line will likely talk to one of these people and from there obtain their first, and sometimes only, impression of the City's employee base. These persons not only help the City to function at its highest level and provide information enabling the City's leadership to make decisions in real-time, but are ambassadors to the public, as well.

Finance Office Staff

Danny Davenport	Tax Clerk
Charlie Ballard	Accounting Specialist
Carol Sturm	Purchasing Specialist
Sharon Jessee	Courts / AP Clerk
Chelsey Hough	Receptionist / Cashier

REPORTS . . .

**City of White House
General Government Department
Monthly Report of January 2009**

Administration

The Board of Mayor and Alderman began the month with a Swearing-in ceremony of Alderman Clif Hutson and Alderman Mike Arnold. The Board also held an Economic Development Strategic Planning Work Session which was facilitated by TVA. The work session was a great start in forming a plan for recruitment of jobs in our community. The City Administrator received the notes from the session and will be formulating a timeline and structured plan for the future.

The City Administrator worked with the Fire Chief, Joe Palmer along with the architect on the project to complete a walk through and determine a final punch list for substantial completion of the fire hall project. Substantial completion was approved on January 19th by all parties, so the fire department was able to move in.

The City Administrator, along with community leaders, with the assistance of TVA, put together a work plan to recruit and market White House for commercial and retail recruitment. An action plan has been developed and projects will be moving forward in the coming months. There will be many updates to the website and information provided to interested parties.

The Mayor and City Administrator met with the City of Goodlettsville's Mayor and City Manager to give assistance in developing an agenda and momentum for a budget strategic planning session for their staff and board. They have already begun their process this month.

The City of White House hosted the Robertson County Mayors/City Managers luncheon this month at the new fire hall. To save money the fire chief helped out by making his chili for the group rather than ordering out. Senator Diane Black and Representative Josh Evans attended and gave the attendees an update on the State's budget crisis.

The City Administrator and Mayor attended the TML District Luncheon at the Gallatin City Hall to get an update on upcoming legislation for the year.

The City Administrator met with MTAS representative Gary Jaeckel to plan the staff budget retreat and prepare materials. The retreat was held on Friday January 30th at the Hendersonville City Hall. The City of Hendersonville has been so gracious to allow our meeting to be held there over the years. The staff is so nice and helpful. We thank them!!

The City Administrator spoke at the Robert F. Woodall Beta Club Induction. It is a great opportunity to encourage those great kids to continue with their education and community efforts. The City Administrator also attended Sumner County Three-Star Meeting, Robertson County Joint Economic and Community Development Board, and the Robertson County Growth Coordinating Committee.

Website Management		
	January 2009	FY 2008-2009
Number of Internal requests for website updates	12	85
Users	*	*

According to the National Citizen's Survey for the City of White House, 96% of the people surveyed read the Word on White House Newsletter. The spring edition of the Word on White House will be available online only. The City will be sending out postcards explaining how citizens can subscribe to the Newsletter online and receive online notification. This is not only a cost saving effort, but also is a "greener" practice.

In January, the city recorder attended the Open Records class presented by MTAS at the Williamson County Expo Center. The information relayed in the class helped to revise our open records policy and fee schedule to comply with that recommended by the Office of Open Records Counsel (OORC).

Staff will also be posting our upcoming hours online with the hopes of avoiding patron confusion.

*In addition, the city recorder is working with our website provider, Civics Plus to generate reports on what pages are most interesting to users and to gather information on the number of users each month.

**City of White House
Finance Department
Monthly Report of January 2009**

Finance Section

Property Tax revenues are running about 5% behind our normal collection rate. At the end of January 2009, 50% of the Robertson County taxes remain to be paid, while 30% of the Sumner County taxes remain outstanding. This leaves 42% of the tax base to collect in the month of February. At the current time we are projecting an 8% delinquency rate, which would be 5% higher than usual.

Staff members from our audit firm, Work & Greer, drew the field work phase of the audit to completion during the month of January. A draft financial statement was promised to the Finance Director by the first week of February, but has not been received as of this date.

The Finance Director and several other City staff members met with our AT&T account representative, John Buchanan. The meeting was requested by the Finance Director in an attempt to further inform City staff about the structure and charges on the monthly AT&T bills, in order that we might reduce some cost associated with our telephone services. Additionally the Finance Director developed the new Beer & Liquor quarterly reporting form and worked with other City staff to plan for the liquor by the drink application process. Representatives from North America Administrators, and Sherrill Morgan and Associates met with the Finance Director, and other City staff for a mid-year insurance review, and to look at budgeting issues for next year. Finally, the Finance Director prepared for and participated in the Staff Budget Retreat in January.

Finance Staff dedicated a considerable amount of time to preparing and entering information for the ICMA benchmarking survey that the City is participating in, and also prepared several spreadsheets for other departments to compile their salary and benefit related information that was necessary for the survey responses.

The Cemetery Board met in January and as always reviewed financial and maintenance items. The Cemetery, like most other funds is running somewhat behind on revenues; however, expenses are being controlled to keep them at a comparable level. The Cemetery Board also discussed the possibility of hosting some event to celebrate history and past city residents that may be buried at the Cemetery, similar to the Cemetery Tour that takes place in Gallatin each fall. A brainstorming session was scheduled for February, and a few citizens with expertise in areas such as local history, and drama were invited to attend the session to further develop these plans.

Performance Measures

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular	10 paper checks 208 direct deposit	1 retroactive rate adj.	None

Accounts Payable

January FY

Total Invoices Processed 337 2,302

Call and Counter Logs

	Finance	Admin.	Planning /Codes	HR	Parks	Police	Public Works	Waste Water	Gen City Info	Gen Non-City Info	County Info	Total
Calls	359	26	59	37	116	11	11	12	42	32	34	739
Customers	111	0	0	2	3	1	3	14	18	5	9	166

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	3	8	123	145	59	21	359
Customers	0	9	41	60	1	0	111

Purchase Orders

Codes	10	\$2,651.17
Fire	15	\$10,935.91
Police	31	\$9,069.67
Human Resources	1	\$214.50
Engineering	3	\$374.55
Administration	12	\$677.45
Finance	3	\$93.36
Court	1	\$25.44
Library	13	\$4,260.08
Waste Water	18	\$191,844.03
Public Works	10	\$7,323.30
Sanitation	3	\$210.51
Parks	34	\$28,055.61
Bldg. Maintenance	3	\$332.55
Cemetery	0	\$0.00
Total	157	\$256,068.13
Void	3	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS \$0-\$999	141	\$23,888.23
PURCHASE ORDERS \$1000-\$9999	12	\$27,330.27
PURCHASE ORDERS OVER \$10,000	4	\$204,849.63
Total	157	\$256,068.13

Emergency Purchase Orders

<u>Number</u>	<u>Vendor</u>	<u>Items</u>	<u>Amount</u>	<u>Nature of Emergency</u>	<u>Department</u>
12557E	Wal-Mart	Head phone kit, batteries, headphones	\$74.35	For listening device	Wastewater
412-617E	Craig Johnson Construction	Labor and materials for rework	\$75,000.00	Repair sewer lines	Wastewater

Business License Activity

<u>Opened</u>	<u>Closed</u>	
4	4	
<u>Cumulative Information</u>		
<u>Class</u>	<u>Total Licenses</u>	<u>Delinquencies</u>
1	39	13
2	124	45
3	238	108
4	177	81
Total	578	247
Delinquency Rate		43%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Careless Driving	4
Child Restraint 4-15 (1 st Offense)	1
Driving Unregistered Vehicle	1
Financial Responsibility Law	6
Fire Lane Violation	1
Improper Equipment	1
Improper Tag/Registration	24
Leash Law (Running At Large)	1
No Drivers License on Person	3
No Parking Zone	1
Proof of Insurance	17
Seat Belt 16-17 (1 st Offense)	1
Seat Belt Violation	14
Skate Boarding	0
Speeding	60
Stop Sign Traffic Control Device	22
Traffic Light Violation	0
Violation Window Tint Law	2
Total	159

January 09 Monthly Report

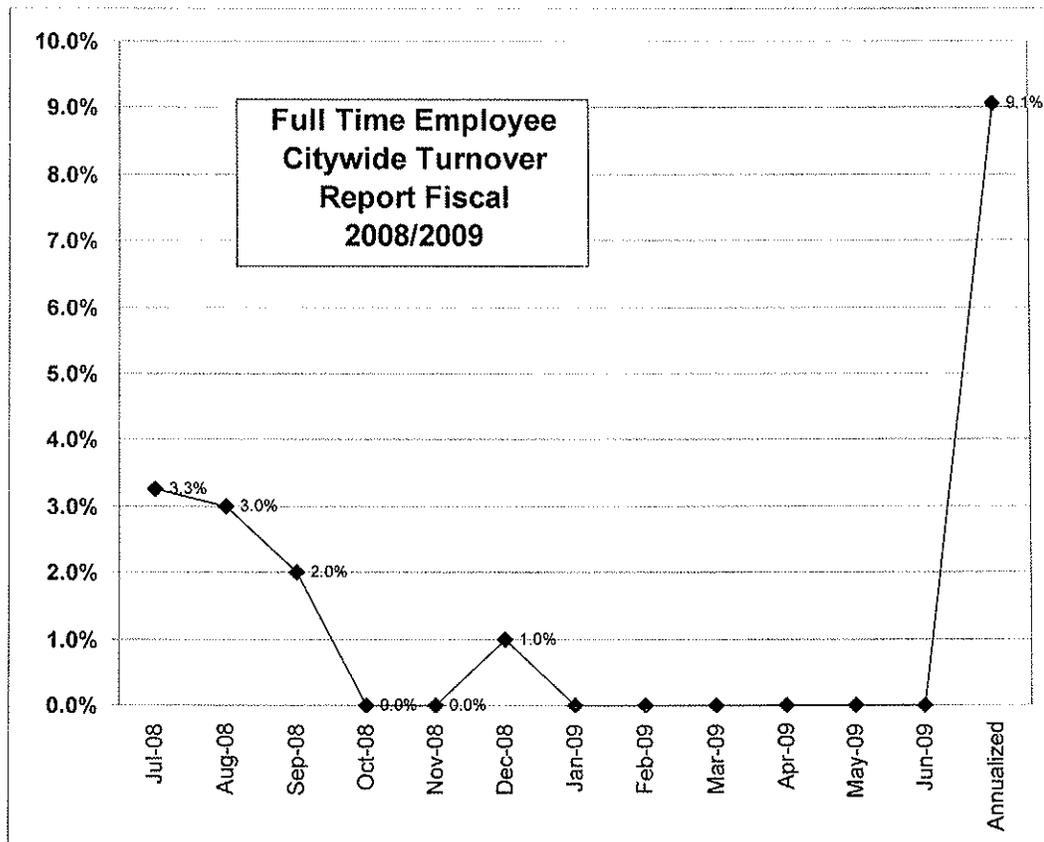
Human Resources:

- Continued communication with third party administration of partially self-funded health plan
- Assisted departments with worker compensation and safety needs
- Assisted departments with disciplinary issues
- Continued file auditing for compliance
- Attended TCMA Training Meeting on FMLA issues
- Constructed quarterly SUTA report
- Participated in quarterly review of benefits plan performance

Key Performance Indicators (Performance Measurements)

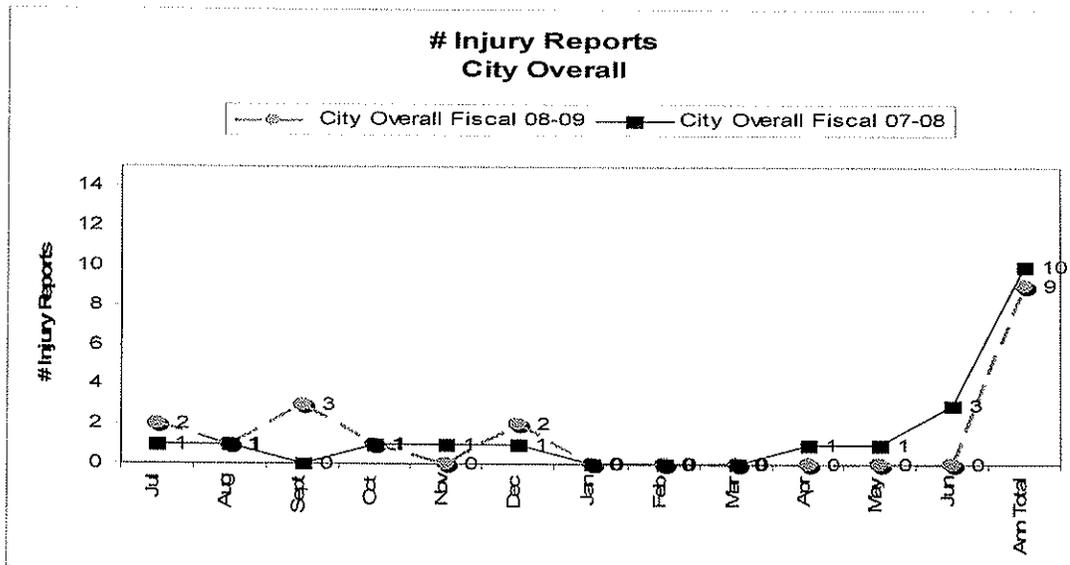
City-wide Turnover

- Turnover overall for month of January for Full Time Employees was 0%
- Year to Date Turnover for Full Time Employees is annualized at 9.1% for Fiscal 08-09
- Highest Turnover departments YTD:
 - Police: 25% Annualized YTD (77.78% of overall City turnover)
 - Wastewater: 18.2% Annualized YTD (22.22% of overall City turnover)

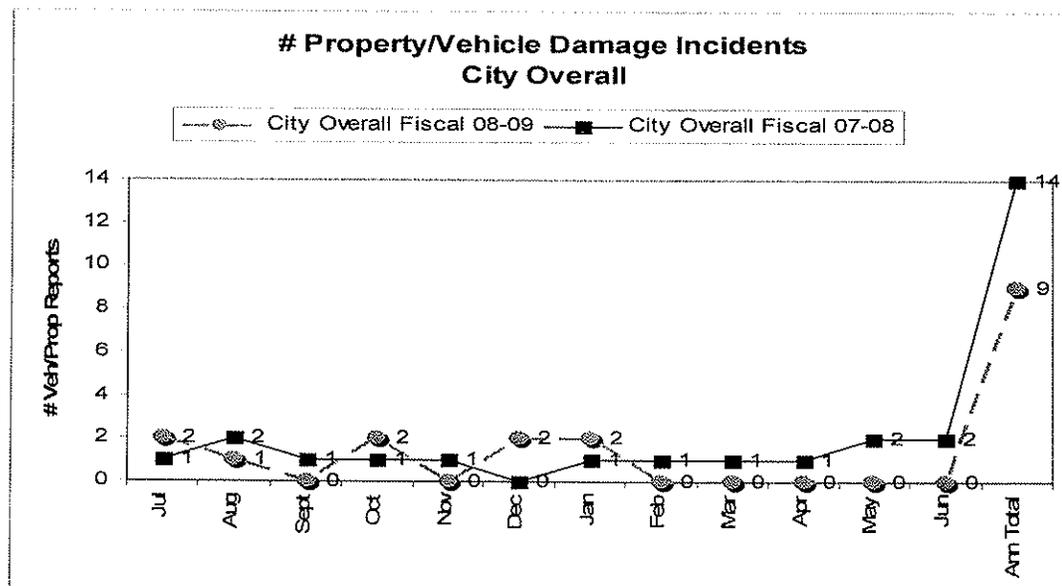


Safety

- Accidents resulting in injury in January were **0**, unchanged from January 2008
- Total accidents resulting in injury YTD are **9**, up from **5** YTD last year; last year's overall total was **10**.
- The departments with the highest total of injury accidents for Fiscal 2008-09 are:
 - Police (6), resulting in 66.67% of overall injury accidents
 - Parks (2), resulting in 22.22% of overall accidents
 - Fire (1), resulting in 11.11% of overall accidents



- Vehicle/Property damage claims for the Month of January are **2**, up from January 2008 (**1**)
- Vehicle/Property damage claims resulting in damage to City or Other Vehicle or Property total **9** YTD, up from **7** YTD 2007-08; last year's overall total was **14**.
- The departments with the highest total of damage claims relating to vehicle and/or property are:
 - Public Works (4), resulting in 44.44% of overall claims
 - Police (3), resulting in 33.33% of overall claims



City of White House
Police Department
Monthly Report
January 2009

Departmental Highlights

- An Appreciation Dinner was held for the White House Police Department Reserves at Kabuto's in Goodlettsville. All five Reservists were awarded with a Certificate of Appreciation for their volunteered service and hours.
- All White House Police Department employees completed the Online Sexual Harassment training.
- Corporal Jason Ghee assisted the Sumner County Anti-drug Coalition in a DUI Checkpoint in Portland on January 10th. The DUI checkpoint resulted in 10 Arrests and 48 citations.
- Chief Herman attended the Sumner County Drug Task Force meeting in Gallatin.
- The White House Rotary Club sponsored their annual Public Safety Recognition Meeting by honoring the Officer of the Year to Sgt. Eric Enck. Officer of the Year is chosen by the employees of the White House Police Department. Sgt. Enck has been with the White House Police Department five years. He is a true asset to the police department by being devoted to going "above and beyond" the call of duty.

Community Relations

D.A.R.E (Drug Abuse Resistance Education)

- Captain Mingledorff assisted in the graduation of 14 students from the 5th grade from White House Christian Academy on January 30th, after 10 weeks of instruction.
- Captain Mingledorff has completed 10 weeks of instruction for 150 fifth grade students at Robert F. Woodall Elementary School. The graduation ceremony is scheduled for February 12th.

Wheels in Motion

- Two helmets (1 at Robert F. Woodall Elementary and 1 at H. B. Williams Elementary) were presented to the winner recipients of the monthly Rotary Club's Wheels in Motion Young Citizen's Project.

Captain Street Smart

- Captain Mingledorff taught four classes to 1st – 4th grade (100) students at Robert F. Woodall Elementary. Lessons included Stranger Danger and Seat Belt/Child Restraint Device Safety.

Senior Citizen Safety Program

- Captain Mingledorff taught a class on Identity Theft Prevention to a group of senior citizens on January 14th. Handouts were given for those not present.

Crime in the City

	January 2008	January 2009	Percent Change	Total 2008	Total 2009	Percent Change
<i>Serious Crime Reported</i>	*					
Crimes Against Persons		3			3	
Crimes Against Property		39			39	
Crimes Against Society		29			29	
<i>Minor Crime Reported</i>		32			32	
<i>Traffic Crashes Reported</i>		22			22	

* New data collected starting January 2009

Protecting Persons and Property

	January 2008	January 2009	Percent Change	Total 2008	Total 2009	Percent Change
Arrest Criminals	59	49	-17%	59	49	-17%
Enforce Traffic Laws						
Written Citations	329	252	-23%	329	252	-23%
Written Warnings		46				
Residential Patrols	1,159	901	-22%	1,159	901	-22%
Business Checks	1,957	1,782	-9%	1,957	1,782	-9%
Extra Patrols	348	334	-4%	348	334	-4%
Property Watches	39	65	+40%	39	65	+40%
Assist Motorists	25	18	-28%	25	18	-28%

Communications Section

	January 2008	January 2009	Percent Change	Total 2008	Total 2009	Percent Change
Calls for Service	1,169	1,086	-7%	1,169	1,086	-7%
911 Calls	36	29	-19%	36	29	-19%
Alarm Calls	19	33	+42%	19	33	+42%

*Not accurately recorded until July 2007

Animal Control

	January 2008	January 2009	Percent Change	Total 2008	Total 2009	Percent Change
Complaint Calls	*	44			44	
Animal Contacts		32			32	
Returned to Owner		16			16	
Sent to County Impound		13			13	
Adopted		1			1	
Animal Bite Incidents		0			0	
Traps Set		3			3	

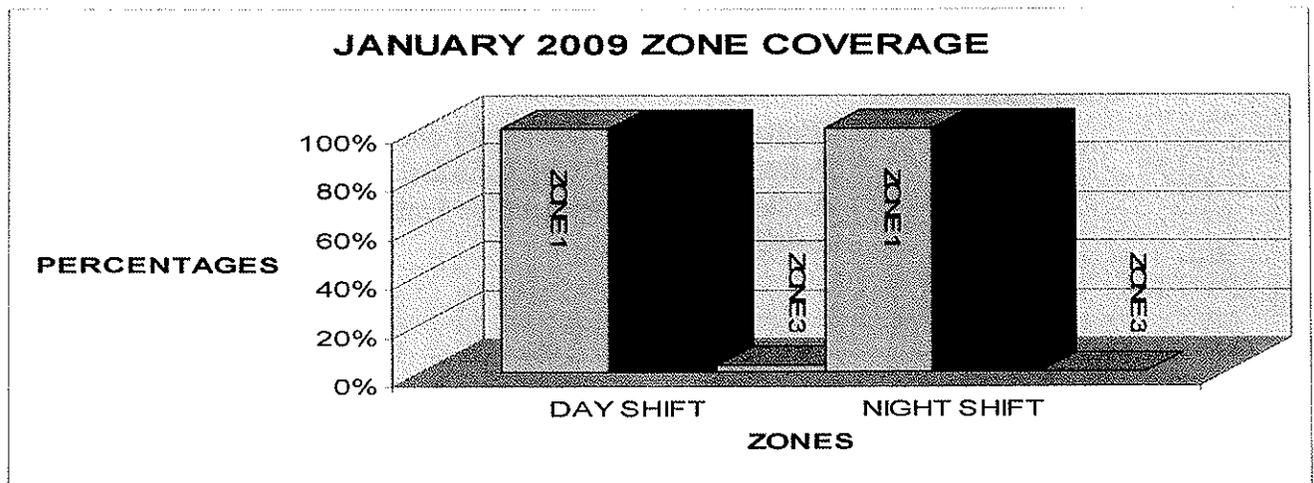
*New data collected starting January 2009

Staffing

The police department is authorized 28 full-time and two part-time employees. Currently we are down one full-time police officer position and one Dispatcher Supervisor position. Interviews for these two positions will be conducted in February.

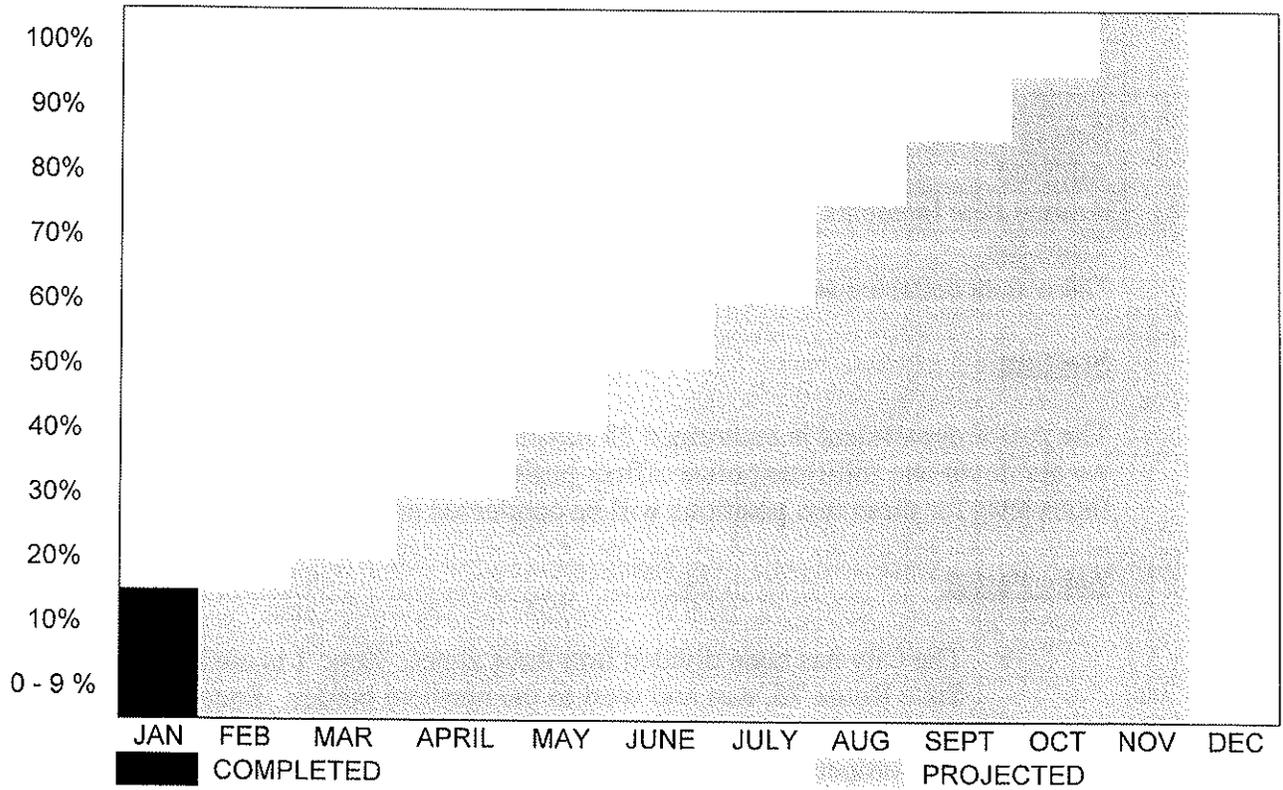
Zone Patrol

- The City has been divided into three zones. Zone 1 is our northern section of State Route 76, east and west to the northern border. Zone 2 is our southern section of State Route 76, east and west to our southern border. Zone 3 is our City property to include government buildings, City parks, the greenway, and cemetery. The goal is to have one officer from each of the four road patrol squads assigned to each of the three zones with a supervisor as backup for all three zones. We are going to use Reserve Officers to assist us with Zone 3 coverage. This will be difficult with staffing shortages, training, vacations, etc. but we will do our best.



Training

2009 MANDATORY TRAINING GRAPH



- Michelle Wooden, dispatcher, completed TAC (Terminal Agency Coordinator) training. The training allows us to meet our Federal and State regulations during the absence of a Dispatch Supervisor.

Capital Projects

Completed Projects:

Digital Recording Device for one of the K-9 vehicles
Police Records System Software
Audio/Visual Equipment for Training Room (Presently in the installation stage).

City of White House Fire Department Monthly Report for January 2009

Summary of Month's Activities

The Department responded to 73 requests for service during the month with 43 responses being medical emergencies. The cooking fire the department responded to was extinguished by the homeowner using a fire extinguisher prior to our arrival. The home was ventilated and inspected to be sure the fire was extinguished. The damage to the home was minimal. The department also responded to a grass/brush fire on Tyree Springs Road that required the response of two fire apparatus, a support vehicle and five firefighters to extinguish.

Fire Station 2 Update:

The contractor still has a substantial punch list to complete inside the building, on the training tower, and the site work.

Update on the Department's Goals and Objectives

- Organize a Fire Corps Program by February 1st, 2008 **(This project is currently being worked on)**
- Update our Emergency Operations Plan to include changes in contact information and utilize the FIRE Corps Program to assist in the compiling of local resources to add to the EOP by November 30th, 2008 **(This project is currently being worked on)**
- Complete the annual apparatus fire pump testing by December 1st, 2008 **(This project is currently being worked on)**
- Organize a State Fire Academy Basic Firefighter course to be taught at station 2 by April 30th, 2009 **(This project will be postponed to a later date)**
- Send two firefighters to the State Fire Academy fire officer I course by June 1st, 2009. **(The completion of this project will be postponed to a later date)**

Departmental Highlight

The highlight for the month involves the move into the new fire station on January 23rd on C-shift. This event is truly a milestone for the department and citizens of the city because of the impact the new station will have on the department's ability to improve services in the area. The training opportunities at the new station will allow the department to train our firefighters more effectively.

Department Cost Saving Report

The fire department was in need of some two way radio battery chargers to replace some units that had quit working. An email was sent to some other city departments that had used similar equipment in the past inquiring if they had any radio equipment they were no longer using. The Public Works department responded with a box of miscellaneous radio equipment including old radios and battery chargers. We were able to use some of the battery chargers and radio parts to make repairs to the equipment at a cost savings of approximately \$320.00.

Monthly Performance Indicators

Incident Responses

Structure Fires	0	Emergency Medical Responses	43
Cooking/Electrical Fires	1	Vehicle Accidents(general cleanup)	5
Vehicle Fires	2	Rescue	2
Grass, Brush, Trash, Fires	2	False Alarms/Calls	7
Hazmat	1	Assist other Governmental Agency	0
Other Calls	10	Total Responses for the Month	73
		Total Responses Year to Date	73

Fire Fighter Training

Total Training Man-hours for the Month	243	Total Training Man-hours Year to Date	243
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Fire Inspection

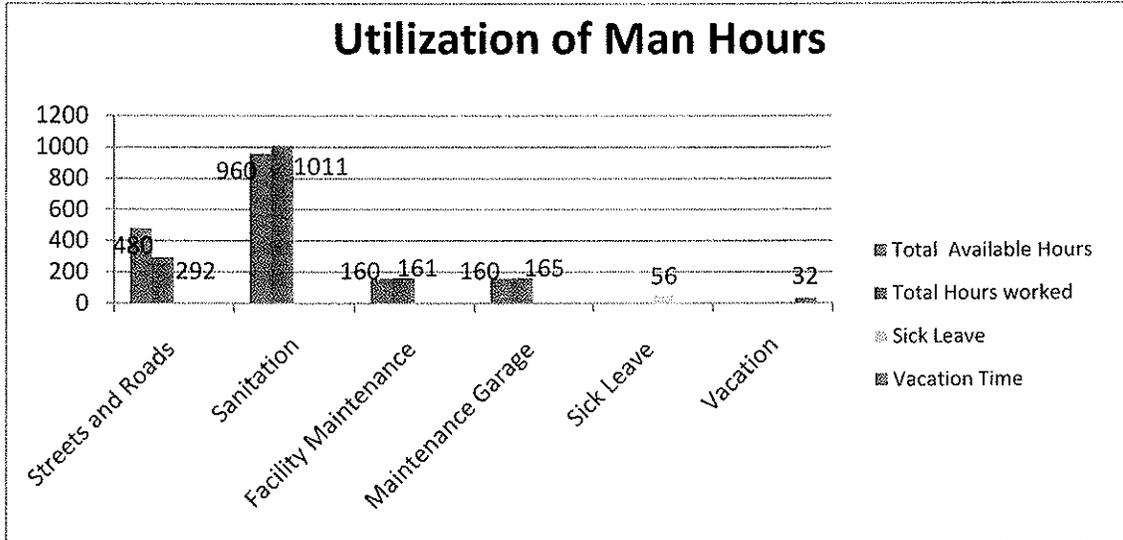
Fire Inspections	9	Plat / Plan Reviews	1
Fire Investigations	0	Fire Preplans	2

Public Fire Education

Participants	20	Education Hours	4.75
Participants Year to Date	20	Education Hours Year to Date	4.75
Number of Occurrences	3	Number of Occurrences Year to Date	3

**City of White House
Public Works
January 2009**

Monthly Performance Indicators

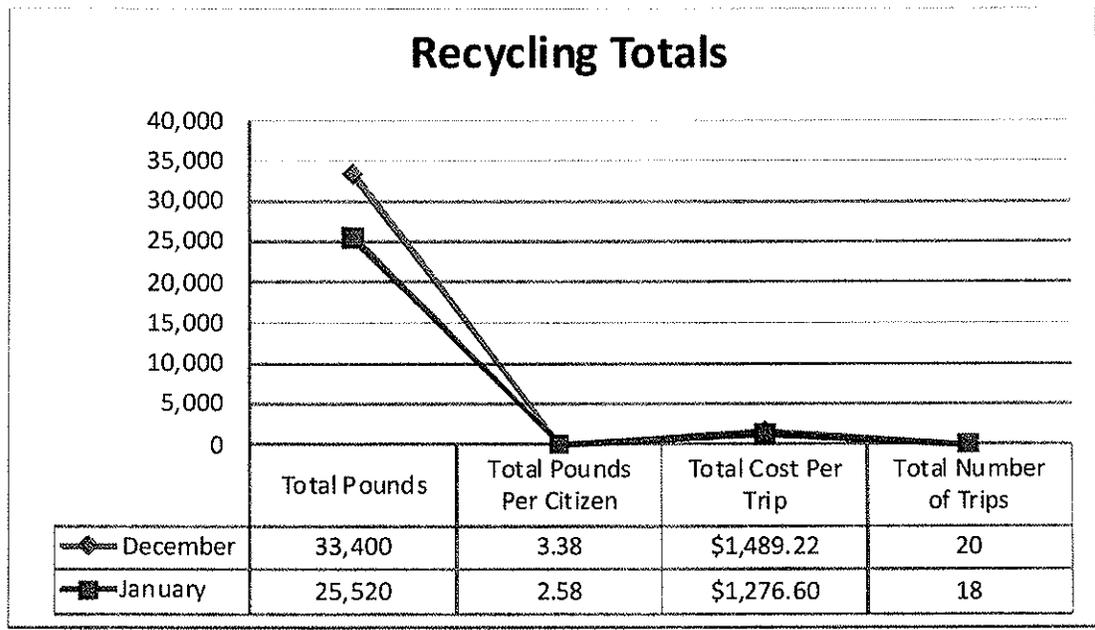


The above chart represents the number of man hours vs. the total number of hours worked for the month of January. The chart above also represents the number of sick and vacation days used by each department.

Convenience Center

There were a total of 13 citizens that utilized our Convenience Center for the month of January. The total revenue received was \$430.00. The total operating cost was \$57.93 for the month of January.

Recycling



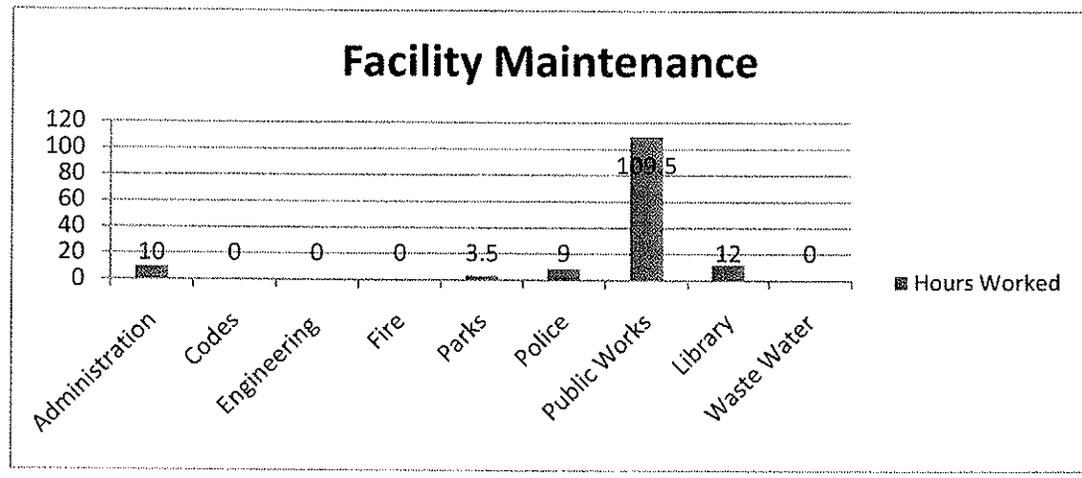
Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of customers billed	Total Billed	Total Billed Year to Date	Revenue Received	Revenue Received Year to Date
3574	Net Amount Billed \$55,050.00	\$380,550.00	\$53,358.79	\$379,934.92

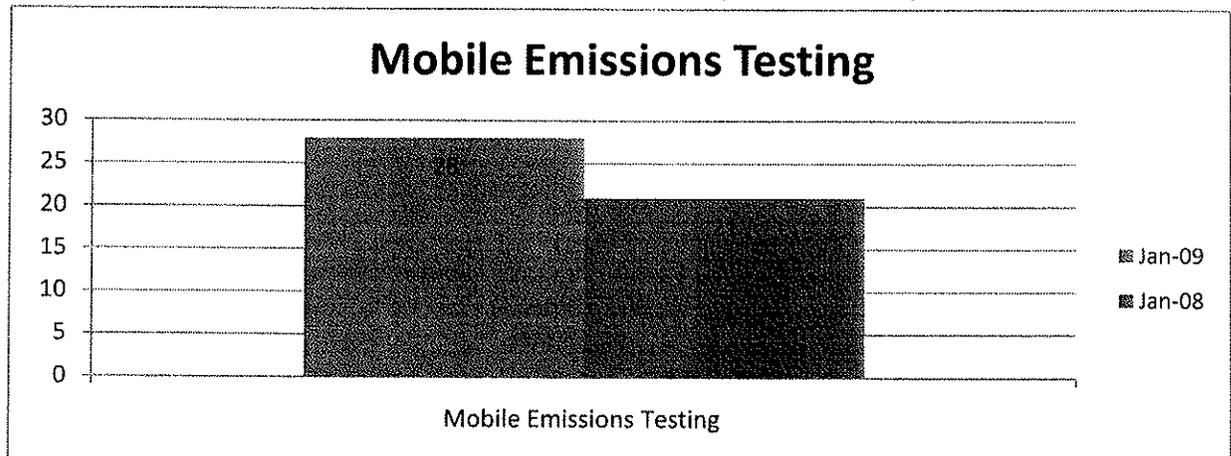
Facility Maintenance

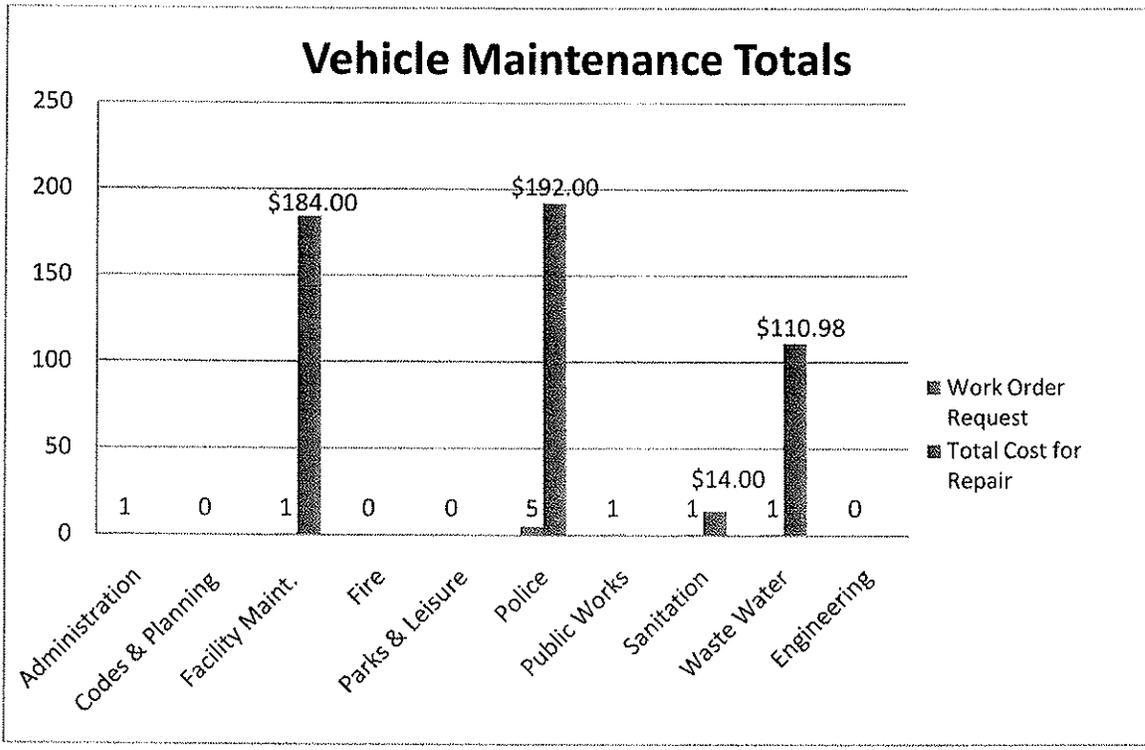
Facilities Maintenance employee, Ted Sikora continues to move around in departments repairing, replacing, painting, renovating and building as requested by department heads.



Mobile Emissions Testing for Sumner County

The Public Works Facility will continue to be a site for Sumner County mobile emissions testing. Dates have been established through December of 2009. For the month of January, we had a total of 28 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the increase in usage since January of 2008.





Departmental On-Site Safety Training January 2009

- City vehicle operation policy
- Battery Charging and Other Hazards

JANUARY 2009 TRUCK POUNDAGE AND FUEL COSTS

- 16.80 average tons per day 571,340 pounds for the month of January.
- Total tonnage for the month of January was 285.67
- Total cost of fuel used for truck # 319 \$217.64
- Total cost of fuel used for truck # 320 \$965.73
- Total cost of fuel used for truck # 323 \$766.28
- Total cost of fuel used for #324 \$389.42
- Total cost of fuel for January = \$2,339.07

Fuel decreased \$600.11 from the month of December.

July 2008 – June 2009	Year to Date Totals
Tons per day	17.87
Pounds for 7 months	4,323,520.00
Tonnage for 7 months	2,209.11
Fuel used Truck #319	\$2,954.72
Fuel used Truck #320	\$9,092.04
Fuel used Truck # 323	\$8,240.64
Fuel used #324	\$3,323.96
Total Fuel cost for 7 months	\$23,531.36

JANUARY B.M.A. REPORT 2008

MONTHLY INDICATORS

STREETS AND ROADS/SANITATION/BUILDING MAINTENANCE

<i>SERVICES PROVIDED</i>	<i>TOTAL</i>	<i>YTD</i>
BRUSH PICK UP	307	1795
	Stops	Stops
BRUSH TRUCK LOAD	20	242
EMERGENCY CALL OUTS	0	0
DAMAGED CARTS REPLACED	19	83
NEW CARTS FOR NEW HOME CONSTRUCTION	5	67
ADDITIONAL CART REQUEST	2	16
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	3,760	9,733 feet
DRAINAGE REQUESTS	4	13
DRAINAGE WORK	0	425 feet
LITTER PICK UP (50 GALLON BAGS)	62 = 3 bags per day	385 bags
LITTER PICK UP PER DAY (MILES)	4.00 Miles Avg. per day	401 Miles
POTHoles REPAIRED	20	97
SALT	0	0
SIGNS INSTALLED	17	41
HANDICAPPED PICK UP	77 Homes	539 Homes
MOVE IN SPECIAL PICK UP	1	30
MOVE OUT SPECIAL PICK UP	0	14
DEAD ANIMAL REMOVALS	1	12
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED	7	57

*City of White House
Wastewater Department
Monthly Report for January 2009*

Summary of Month's Activities:

Collection system:

Over the past month we have retro fitted seventeen hydromatic simplex and one duplex system to E-one and installed sixty-seven new vacuum valves and controllers within the vacuum systems. The department has also provided inspections to four new sewer service connections. (Includes finals and repeats due to failures)

This past month's ever changing weather conditions of heavy rain followed by extreme cold presented the staff enormous challenges at maintaining service on both Calista and North Palmers vacuum systems. The cascade of failures began the morning of Christmas Eve and continued until February 9th when the last main break was located and repaired. The failures escalated to the point it became necessary to get the assistance of an outside contractor (Johnson Construction Company) to repair main breaks and install isolation valves while collection staff worked split shifts manipulating the station to provide the best service possible. During this time we have repaired eleven main breaks, installed seventeen isolation valves and made it through this difficult period without any reported occurrence of a sewer back-up in any customer's home.

Wastewater Treatment:

The plant continues to operate well below permit levels. The preventative maintenance program takes place daily. The bi-weekly maintenance continues to go as scheduled.

Goals and Objectives Progress:

- The Mission Communications equipment for a Supervisory Control and Data Acquisition (SCADA) system were delivered and installation is scheduled to be completed by the end of February.
- Due to General Fund's shortage in revenue and its need to cut the fiber optic project from this year's budget we have begun looking for other adjustments we could make to our CIP in order to fund the project at a reduced scale or possibly create a secured VPN connection to use short term.
- We have added Major Lift Station Responses to SCADA Alarms to our monthly report. Number of responses will be added to the other lift stations when the equipment is installed and data recorded. The 389 responses to alarm conditions is representative to the extreme challenge presented to staff to maintain service this past month.

Monthly Performance Indicators

Service Provided	Month	Totals for 2008-2009	Amount Billed	Revenue Received	Revenue Totals 08-09
New service connections (Capacity fees)	2	31	\$3,000.00	\$3,000.00	\$46,360.00
Customers billed	3,746	N/A	Net amount billed \$160,679.66	*\$146,398.85	\$848,248.63
Applications or transfers for service	30	259	\$1,650.00	\$1,650.00	\$11,401.00
Late penalties applied	902	6,087	Amount Applied \$3,922.22		
Wastewater Adjustments	20	221	N/A	(\$1,390.04)	(\$11,569.07)
Administrative Fees	0	104	\$0	\$0	\$10,100.00
Service availability Requests	0	0	\$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	2	30	\$300.00	\$300.00	\$4,500.00
Field inspection fee	0	0	\$0	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	0	153	\$0	Included in Admin Fees	Included in Admin Fees
Commitments for service	0	0	\$0	\$0	\$300.00
Bulk disposal	0	0	\$0	\$0	\$0
Work Orders	0	183			
Billing related service requests	33	602		Months Total \$151,348.85	Total \$920,909.63
Mainline repairs	11	20			
Service lines repaired	4	41			
L.P. service requests	63	495			
Gravity service requests	0	0			
Vacuum service requests	9	63			
All service requests	105	1,257			
Major Lift Station Repairs	4	11			
Major Lift Station Responses to SCADA Alarms					
North Palmers	389	389			
Calista	N/A	N/A			
Wilkinson	N/A	N/A			
Tyree	N/A	N/A			
	Flow MGD	Plant Capacity	% of Capacity		
Average Daily Flow (effluent)	.596	1.4 MGD	43%		

* Revenue is from previous month's service

The tracking of development has been removed from our monthly report until the economy changes and development increases.

**City of White House
Planning and Codes Department
January 2009 Monthly Report**

Summary of Month's Activities:

Staff completed weekly inspections of new Robertson County High School. Staff has requested but yet to receive a set of architectural plans for high school. Staff completed work on ICMA Department survey. Staff attended Budget Retreat on 29th. Staff attended Sumner County Planners Meeting on dividing census tracts and blocks due to population increase since 2000.

Update on Department Objectives:

Comprehensive Land Use Plan Update Project: Planning Commission gave preliminary approval of plan for release for public comment on city's web-site. The City will have ads in two February Bargain Browser Connection papers to receive public review comments. Planning Commission will review items at March Meeting for any necessary changes prior to final adoption. Staff is working with Paula Eller, Planning Commissioner about including a historical preservation section to the plan.

Robertson County Growth Boundary Meeting:

The Robertson County Coordinating Committee approved request from White House, Portland, and Orlinda to amend the growth boundary. The Committee's approval is a recommendation to all City Boards and County Commission for approval. Robertson County is coordinating changes to the official map. Staff expects Board review at March Meeting.

Department Highlight: Meeting Recordings

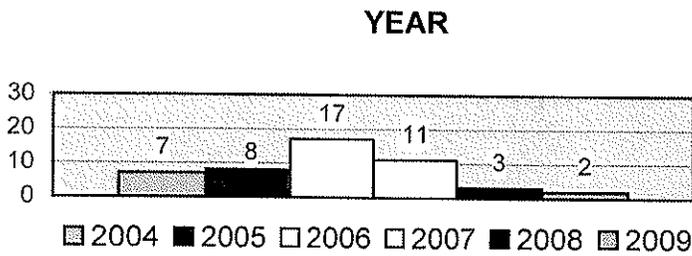
Due to problems with VHS recording system and poor sound quality, staff recently purchased a \$ 450 digital video camera. Staff is able to record all meetings and study sessions then covert to DVD format. The sound quality has improved and staff has better quality recording for completing meeting minutes.

Cost Savings:

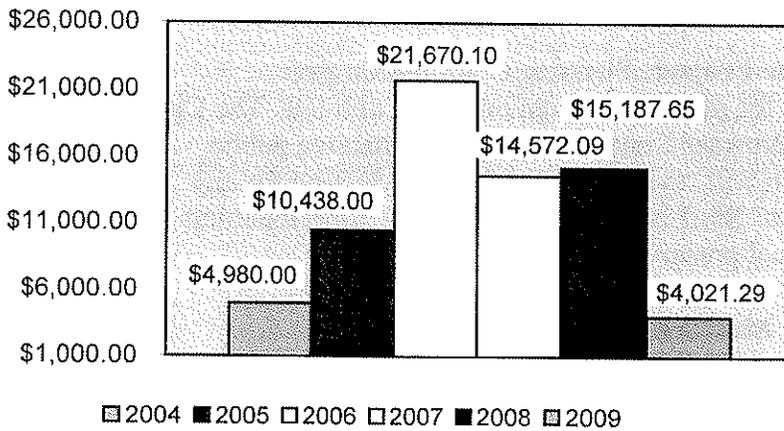
IT staff will be able to attend computer server class for free in February. The class is presented by New Horizons Computer Learning Center in Nashville. The class is about updating IT skills for Microsoft Windows 2008 Server Software. The class cost is listed at \$ 1,500.

Monthly Report January 2009

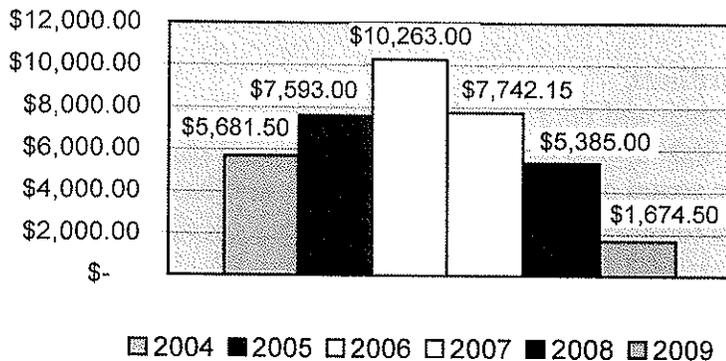
Single Family Permits (January)



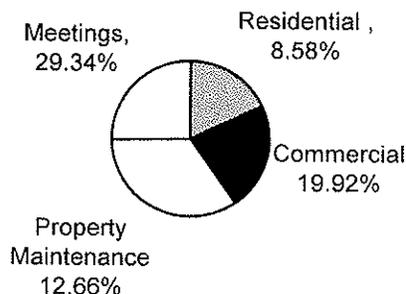
Impact Fees (January)



Permit Fees (January)



Inspections / Meetings (January)



	Month	FY 08-09
MEETING AGENDA ITEMS#		
Planning Commission	8	50
Construction Appeals	0	1
Zoning Appeals	0	5
Training/Study Session	0	2
Property Maintenance	0	0
PERMITS		
Single Family Residential	2	19
Multi-Family Residential	0	10
Other Residential	6	91
New Commercial	0	2
New Industrial	0	0
Other Com/Ind	2	7
State Electrical	24	342
Sign	2	16
Occupancy Permits	0	179
Other	2	5
BUILDING INSPECTIONS		
Residential	23	435
Hours	8.58	47.74
Commercial /Industrial	28	268
Hours	19.92	66.17
CODE ENFORCEMENT		
Total Cases	44	347
Hours	12.66	41.02
Complaints Received	3	81
MEETINGS		
Administration	8	24
Hours	8	26.5
Planning	18	54
Hours	17.42	50.58
Codes	6	18
Hours	3.92	22.75
FEES		
Permit Fees	\$ 1,674.50	\$ 27,844.00
Board Review Fees	\$ -	\$ 2,542.00
City Impact Fee	\$ 4,021.29	\$ 47,630.17
Roads	\$ 1,649.70	\$ 21,604.36
Parks	\$ 792.00	\$ 9,974.00
Police	\$ 951.46	\$ 9,669.53
Fire	\$ 628.13	\$ 6,382.28
PLANNING COMMISSION APPROVAL		
Subdivision Lots	N/A	86
Commercial/Industrial Sq ft	N/A	4,980 sq ft office
Multi-Family Units	N/A	332
Other	N/A	N/A
OTHER ITEMS		
Subdivision Bonds	32 @ \$ 1,653,800	
Builders Bonds	\$52,950.00	
Workings Days in Month		21

**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report January 2009**

Summary of Month's Activities

Steven Russell and Ashley Smith became Certified Playground Safety Inspectors this month (CPSI). This certification is through the National Recreation and Parks Association, and lasts for three years between re-certifications. This course is the most comprehensive training program on playground hazard identification and risk management methods offered anywhere.

Lose and Associates, Barge Cauthen, Hart Freeland and Roberts, and Littlejohn Engineering were interviewed to determine qualifications for the Municipal Park Renovations, Phase I. The top 2 are Littlejohn Engineering and Lose and Associates.

Park maintenance employees completed painting the tennis courts this month and installed 3 new nets. The courts look much better but this is a temporary fix. The surfacing is heaving and contracting during the winter freeze/thaw cycles and consequently the court surface is cracking. There isn't much that can be done other than to resurface the court in the next few years.

The annual tree planting project was completed this month with the placement of 14 new trees. Five of these were used at the City Park and 9 were used at the Soccer Complex. Work has continued along the nature trail to eliminate undergrowth. Several cross-culverts along the greenway were cleaned out as well.

Registration is underway for Church Co-ed Volleyball. The regular season will begin in early March.

January's Zumba classes reflect another month of increase in participants. Zumba classes have steadily risen for the past few months. The average number of participants for January classes was in excess of fifteen participants per class.

Update on Department Goals and Objectives

Plans are underway to revive The White House Players. Play scripts have been ordered, and a play entitled "Love Letters" by A.R. Gurney will be scheduled in the near future.

Department Highlight

We have been fortunate to utilize the excellent skid loader skills of Keith Futch this month at the City Park to correct some drainage and erosion issues, and to fill in several low areas with topsoil. The Waste Water department has been kind to let us borrow their skid loader.

Department Cost Savings Report

We have entered into a contract with All Star Photography to make pictures of the various leagues that the Parks Department offers. The contract is for up to five years,

with the option not to renew after year one. The City will receive 25% of gross sales, and digital photos of the teams to use on our website. The photographer will also take photos of the Leisure Services Board, the Cemetery Board of Trustees, and the Parks and Recreation Department. These group photos will be used on the City website so that the public will know who we are, and to help “put a name with a face”. The photos of the Parks youth basketball league turned out great and there have been several compliments.

Division	Activity	Prior Years			Current Year			YTD
		Year End FY 2005-2006	Year End FY 2006-2007	Year End FY 2007-2008	Nov-08	Dec-08	Actual Jan-09	
Maintenance	Mowing Hours	1176	1020	1044	44	3	0	47
	Pounds of Grass Seed Sown	1990	4350	3670	20	30	25	75
	Pounds of Fertilizer Applied	11885	16795	6150	0	0	0	0
	Number of Trees/Shrubs Planted	22	69	57	0	15	14	29
Recreation	Number of Youth Program Participants	358	326	377	0	165	0	353
	Number of Adult Program Participants	409	291	857	115	35	270	1470
	Number of Theatre Production Attendees	651	271	102	0	0	0	0
	Number of Special Event Attendees	2881	3453	2865	0	400	0	2654
	Total Number of Special Events Offered	5	6	8	0	2	0	8
	Total Number of Programs Offered	16	13	23	1	3	4	30
Administration	Youth Program Revenue	\$32,137.06	\$31,045.38	\$22,095.25	\$617.00	\$0.00	\$40.00	\$21,265.98
	Adult Program Revenue	\$19,080.40	\$14,713.00	\$15,246.25	\$575.75	\$575.00	\$923.00	\$12,743.00
	Theatre Production Revenue	\$3,005.00	\$1,195.00	\$485.00	\$0.00	\$0.00	\$0.00	\$0.00
	Special Event Revenue	\$1,492.15	\$7,557.50	\$6,476.00	\$0.00	\$0.00	\$0.00	\$2,768.25
Senior Center	Number of Shelter Reservations	114	115	112	1	0	0	64
	Hours of Shelter Reservations							
	Shelter Reservation Revenue	\$3,445.00	\$3,612.50	\$3,732.00	\$0.00	\$0.00	\$80.00	\$1,617.00
	Number of Facilities Reservations	242	257	305	46	31	17	221
	Hours of Facility Reservations							
	Facility Reservation Revenue	\$16,928.31	\$19,601.34	\$28,514.05	\$681.25	\$2,690.68	\$3,437.60	\$16,888.64
Senior Center	Misc. Revenue	\$25,914.38	\$36,238.58	\$39,729.53	\$5,646.06	\$12,106.74	\$1,316.38	\$79,646.33
	Senior Center Participants	1812	2619	3993	193	218	263	1199
	Number of Trip Participants	418	274	366	33	12	27	185
	Number of Meals Participants	3757	3433	3430	277	279	201	2017
Senior Center	Number of Program Participants				100	90	104	826
	Number of Trips Offered	48	45	43	3	1	2	21
	Number of Meals Served	49	50	48	4	4	3	27
	Number of Programs Offered	7	4	5	4	4	4	4

Library Monthly Report

January 2009

-Judy Speight, Director

Summary of January's Activities

Circulation was up this month by 1,535. This jump in circulation reflects what other libraries are experiencing, that there is a steady increase in people coming to libraries. More people are coming in to use the public Internet access computers to seek jobs. The library staff assists the public with setting up an e-mail account; with filling out job applications online; with preparing resumes and cover sheets, and then attaching them to online job applications; and with test preparations. Also, the difficult economy has made the library more appealing to borrowers for books and movies versus spending money to buy them. Even the programs for children show an increase in attendance. We are all very grateful that the White House community appreciates their lovely city library. I'm reminded of my favorite library quote: *"Libraries will get you through times of no money better than money will get you through times of no libraries."* –Henry David Thoreau

The Library Board met on the 8th. Chairman Lane appointed 3 committees. The first is an Executive Committee to plan meetings. Appointed are: Richard Lane, Ty Plummer and Jim Bracey. The second is a Finance Committee to decide how the board is to solicit and receive funds to be used for the library. The funds are not to be used to alter the budget. The committee also is to oversee building maintenance and care. Members appointed are: Henry Click, Joyce Partain and Evelyn Guill. The third is a Marketing and Public Relations Committee to work with the Friends of the library and market the library to the public. Jim Bracey, Lisa Hicks and Judy Speight were appointed to this committee. Chairman Lane has attended the focus group meetings and gave an update. The group has applied for a Walmart \$1,000 grant, and Stoney Crockett is in the process of setting up an automatic bank draft with First Sate Bank where on-line contributions may be made. Anders Dahlgren made his final Library Needs Assessment Study report in a meeting on January 9th. The board decided to apply for participation in the Universal Service Fund (E-rate) program under the direction of the FCC. This program provides discounts to assist schools and libraries to obtain affordable telecommunications and internet access. Sherry Tackett is working with the regional library director to prepare and submit the necessary forms. Some time ago, ten years or more, the library applied for E-rate, but our communities lower level of poverty prevented us from being accepted.

The mailbox has been replaced. The mailman told us we could place it 6" further back from the road than the first one. Maybe that will help prevent it from being hit again. The flag pole rope will be replaced soon with a stronger rope by the company that first installed it. The holdup has been that the ladder that is needed to do the job had to be replaced, and it was on back order.

Departmental Highlight/Department Cost Saving Report

The highlight for the month is the installation, training and implementation of the PhoneTree system. This TLC system saves staff a lot of time and saves money on postage. Once every day, after staff runs specific reports, PhoneTree sends out pre-recorded telephone messages. The messages are sent out to remind patrons to return overdue materials, that movies they have checked out are due the next day, or reserved or interlibrary items are ready to be picked up.

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES

Official Service Area Population: 12,667

Total Active Memberships: 9,145

Percent of the Population with
an Active Membership: 72

Total Materials Available for Checkout: 23,984

Estimated Value of Total Materials: \$599,600

Last Month: \$598,125

Total Materials Available Per Capita: 1.89

Last Month: 1.89

State Minimum Standard: 2.00

Materials Added:

Adult Fiction: 33

Adult Non-Fiction: 2

Child/Juvenile/Young Adult: 22

Juvenile/Young Adult Non-Fiction: 1

Audios: 1

Movies: 0

Total: 59

Library Circulation:

Total # of Checkouts: 5,832

Last Month: 4,297

Total # of patrons: 5,214

Average Items Per Patron: 1.11

State Minimum Standard: 2.5

New Memberships:

Adult: 60

Senior Adult: 3

Child: 6

Student: 14

Young Adult: 5

Total: 88

<u>Programs:</u>	<u>Sessions:</u>	<u>Attendance:</u>
Toddlers	4	102
Preschool	4	70
Homeschoolers	1	11
Adult	1	7
Totals:	10	190

Wireless Internet Users: 32

Computer Internet Users: 552

Volunteers: 6

Total Hours: 60.5

Services Provided by Contracting With State:

Interlibrary Loan Service:

Items Borrowed: 46

Items Loaned: 7

TN Electronic Library (TEL) Sessions:

Inside Users: 0

Remote Users: 45

R.E.A.D.S. (1st Qtr. Statistics):

eBooks Downloaded: 5

Audiobooks Downloaded: 20

R.E.A.D.S. (2nd Qtr. Statistics):

eBooks Downloaded: 14

Audiobooks Downloaded: 188

We will work on finding a way to measure the average number of library visitors each month.

Engineering Department Monthly Report January 2009

The beginning of the month had a flush of drainage calls that kept Engineering busy. Engineering met with citizens of Lone Oak Drive to discuss potential traffic calming, roadway improvements, and sidewalks for their street. The Street Index was finalized and will be submitted this month for approval.

Performance Indicators:

(Yearly numbers are based on the fiscal year July 1 to June 30)

► Inspections:

	<u>This month # inspections</u>	<u>This month last Year # inspections</u>	<u>FY 08-09 YTD # inspections</u>	<u>FY 07-08 Total # inspections</u>
Erosion & Sediment Control	4	9	45	91
Detention / Retention Pond	3	5	39	71
Storm Drainage	1	2	43	73
Proof-roll (sub-grade & stone)	0	0	1	20
Binder	0	0	3	15
Sidewalks	2	2	47	104
Asphalt topping	0	0	3	21
Bond	4	5	53	74
Existing roads for repair	0	6	13	95
Surveying	1	0	7	18

	<u>This month</u>	<u>This month last Year</u>	<u>FY 08-09 YTD</u>	<u>FY 07-08 Total</u>
Total # hours on inspections:	37	33	263	624

► Citizen Complaints:

	<u>This month</u>			<u>This month last Year</u>	<u>Total Calls</u>	
	<u>Calls</u>	<u>Resolved</u>	<u>Outstanding</u>	<u># calls</u>	<u>FY08-09 YTD</u>	<u>FY07-08 Last Year</u>
Drainage	17	8	9	6	48	97
Sidewalk	1	1	0	0	8	3
Roadway	2	1	1	5	18	36
Signs & Signals	9	9	0	4	51	52

► Projects:	<u>Funding</u>	<u>Status</u>
Tyree / Palmers Intersection	\$200,000 / City, State	State permitting (ROW & QA)
Paving Contract	\$300,000 / City, State	0%, plants closed until spring
Roadway Repair Contract	\$200,000 / City	90% complete for fiscal year
Fiber Optics	\$300,000 / City (3-Depts)	Layout & Bid Documents
Hwy 76 Sidewalks	\$585,000 / State, Fed	Engineering design
Meadowlark Drainage	\$50,000 / City	95% complete
Sidewalks and Ramps	\$20,000 / City	Completed for fiscal year

*** All projects, except Hwy 76 Sidewalks which is 100% grant funded and Tyree Springs/S. Palmers intersection, have been suspended for the remainder of the Fiscal Year. The TDOT permitting process will continue for all State funded projects.

- Training seminars / conferences:
 - Sumner County Storm Water Association meeting – Hendersonville
 - ADA Sidewalk compliance video – Planning office
 - Lone Oak Drive neighborhood meeting – City Board room
 - Staff Budget Retreat - Hendersonville

CITY COURT REPORT JANUARY 2009

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH	\$12,977.50
TOTAL MONIES COLLECTED YTD	\$76,375.35

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH	\$2,017.17
TOTAL MONIES COLLECTED YTD	\$16,493.53

TOTAL REVENUE FOR MONTH **\$14,994.67**

TOTAL REVENUE YTD **\$92,868.88**

DISBURSEMENTS

LITIGATION TAX	\$435.15
TBI FEES	\$47.50
DOS/DOH FINES & FEES	\$660.25
RESTITUTION/REFUNDS	\$0.00
TRANSFER OUT FROM FINES & COURTS	\$0.00
WORTHLESS CHECKS	\$0.00
ADM. FEE FOR STATE	\$0.00

TOTAL DISBURSEMENTS FOR MONTH **\$1,142.90**

TOTAL DISBURSEMENTS YTD **\$6,283.72**

ADJUSTED REVENUE FOR MONTH **\$13,851.77**

TOTAL ADJUSTED REVENUE YTD **\$86,585.16**

DONATION TO DRUG FUND FOR MONTH	\$1,306.25
TRANSFER TO DRUG FUND	\$0.00
	\$0.00

DONATIONS YEAR TO DATE **\$9,451.92**

DONATION TO CAMERA FUND FOR MONTH \$0.00

DONATIONS YEAR TO DATE **\$250.00**

CITY COURT CLERK



RESOLUTIONS . . .

February 10, 2009

M E M O R A N D U M

To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Resolution 09-03

Resolution 09-03 adopts the fee schedule recommended by the Office of Open Records Counsel (OORC). It has been recommended that municipalities adopt this particular fee schedule or be able to provide documentation that shows why the cost of copies is more within the municipality. The resolution also recommends procedures consistent with the Tennessee Public Records Act. It is imperative that we produce open records requested by the citizens of Tennessee in a timely and efficient manner, while charging the appropriate fees.

RESOLUTION 09-03

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, ESTABLISHING PROCEDURES FOR PUBLIC INSPECTION OF, ACCESS TO AND DUPLICATION OF PUBLIC RECORDS UNDER THE TENNESSEE PUBLIC RECORDS ACT (T.C.A. § 10-7-504, ET SEQ.)

WHEREAS, the City has a duty to maintain and produce public records at the request of citizens of Tennessee; and

WHEREAS, the duplication costs of these records at the request of citizens shall comply with the standards set by the State of Tennessee; and

WHEREAS, the following policy has been established in order to provide a uniform guideline for processing requests for open records and the costs associated with the duplication of such records.

NOW, THEREFORE, the Board of Mayor and Aldermen of the City of White House do hereby resolve to establish procedures for the public inspection of, access to and duplication of public records under the Tennessee Public Records Act as are detailed in the attachment.

This resolution shall be effective upon passage, the public welfare requiring it.

Adopted this 19th day of February, 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

Procedures regarding access to an inspection of public records:

- A. Consistent with the Public Records Act of the State of Tennessee, personnel of the City of White House shall provide full access and assistance in a timely and efficient manner to Tennessee residents who request access to public documents.
- B. Employees of the City of White House shall protect the integrity and organization of public records with respect to the manner in which the records are inspected and copied. All inspections of public records must be performed under the supervision of the records custodian or designee. All copying of public records must be performed by employees of the city, or in the event that city personnel are unable to copy the records, by an entity or person designated by the records custodian.
- C. To prevent excessive disruptions of the work, essential functions, and duties of employees of the City of White House, persons requesting inspection and/or copying of public records shall complete a records request form to be furnished by the city. If the requesting party refuses, or is unable to complete a request form, a city employee shall complete the form with the information provided by the requesting party. Persons requesting access to open public records shall describe the records with specificity so that the records may be located and made available for public inspection or duplication, as provided in B above. All requests for public records shall be directed to the records custodian.
- D. When records are requested for inspection or copying, the records custodian has seven days to determine whether the city can retrieve the records requested and whether the requested records contain any confidential information, and the estimated charge for copying based upon the number of copies and amount of time required.

Within seven days of a request for records, the records custodian shall:

- 1) produce the records requested;
 - 2) deny the records request in writing, giving an explanation for denial; or
 - 3) in the case of voluminous requests, provide the requestor, in writing, with an estimated time frame for production and an estimation of duplication costs.
- E. There is no charge assessed to a requestor for inspecting a public record. Charges for physical copies of records, in accordance with the Office of Open Records Counsel (OORC) schedule of reasonable charges, are as follows:
 - 1) \$0.15 per page copied for black and white copies
 - 2) \$0.50 per page copied for colored copies.
 - 3) \$0.15 per page copied for accident reports.
 - 4) Maps, plats, electronic data, audio discs, video discs, and all other materials shall be duplicated at actual costs to the city.
 - F. Requests requiring less than one hour of municipal employee labor for research, retrieval and duplication are free to the requestor. Labor in excess of one hour may be charged by the city, in addition to the cost per page copied as provided in E. The city may require

payment in advance of producing voluminous records. Requests for copies of records may not be broken down into multiple requests for the same information in order to qualify for the first free hour. For a request requiring more than one employee to complete, labor charges will be assessed based on the following formula:

In calculating the charge for labor, a department head shall determine the number of hours each employee spent producing a request. The department head shall then subtract the one (1) hour threshold from the number of hours the highest paid employee(s) spent producing the request. The department head will then multiply the total number of hours to be charged for the labor of each employee by that employee's hourly wage. Finally, the department head will add together the totals for all the employees involved in the request and that will be the total amount of labor that can be charged.

- G. Requests for personnel records shall be made to the Human Resource Director. If the personnel record requested is for a police officer, the Human Resource Director will promptly notify the Police Chief, as well as the officer whose record was requested. The Police Chief shall make the final determination as to the release of the information requested. In the event that the Police Chief refuses to release the information, he/she shall provide a written explanation of the reasons for not releasing the information.
- H. If the public records requested are frail due to age or other conditions and copying of the records would cause damage to the original records, the requesting party may be required to make an appointment for inspection.

February 12, 2009

MEMORANDUM

To: Board of Mayor and Alderman

From: Angie Carrier
City Administrator



Re: Resolution 09-04

The city's financial auditors have recommended that the Board of Mayor and Alderman approve a resolution to support decisions that will have to be made in light of the financial downturn for the termination of contracts. As we discussed in the budget work session this week, the cleaning contract and mowing contract will be terminated at this time to conserve funds for the City.

If there are any questions, please call.

RESOLUTION 09-04

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING THE CITY ADMINISTRATOR AND/OR THE FINANCE DIRECTOR TO TERMINATE CONTRACTS ON BEHALF OF THE CITY, WHEN IT IS IN THE CITY'S BEST INTEREST.

WHEREAS, there are instances when the City enters into a contract, however, circumstances may arise which make that contract no longer beneficial to the City; and

WHEREAS, the termination of such contracts may be more fiscally responsible than to continue until the expiration of the contract; and

WHEREAS, the City Administrator and/or the Finance Director are in constant review of fiscal responsibilities and revenues of the City and as a result, can best determine the immediate needs of the City;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen that the City Administrator and/or the Finance Director have the authority to terminate existing contracts of the City of White House when it is deemed to be in the best interest of the City.

This resolution will become effective upon its passage by the Board.

Adopted this 19th day of February, 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

February 12, 2009

MEMORANDUM

To: Board of Mayor and Aldermen

From: John Grubbs - HR Director

Re: Personnel Manual Revision

I would like to recommend approval of the following revisions to the Personnel Manual to be effective March 1, 2009.

Below is a summary of included changes:

Revisions

- Revision of Section 6.1. – Holidays, to align holiday schedule with movement to 4 ten hour workday schedule.
- Revision of Section 6.2. – Holiday Pay, to change from (8) hours of holiday pay to (10) hours of holiday pay.

RESOLUTION 09-05

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, APPROVING CERTAIN AMENDMENTS AND REVISIONS TO THE PERSONNEL MANUAL.

WHEREAS, the City maintains a consistent set of adopted rules and procedures for the administration of personnel matters; and

WHEREAS, the City Administrator is charged with the duty to review the adopted policies and procedures that govern the City's personnel system and make recommendations of updates and improvements to the procedures; and

WHEREAS, the City has engaged the services of a professionally trained Human Resources Director to advise on personnel matters, including improvements to language contained in the Personnel Manual; and

WHEREAS, this professional has made a recommendation to revise the personnel rules and procedures; and

WHEREAS, the Board of Mayor and Aldermen wish to amend the current personnel holiday schedule and holiday compensation sections to make them more applicable to the upcoming four day work week schedule;

NOW, THEREFORE, the Board of Mayor and Aldermen of the City of White House do hereby resolve that the Personnel Manual is hereby amended by changing and updating sections 6.1 and 6.2 as detailed in the attachment.

This resolution shall be effective upon passage.

Adopted this 19th day of February 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

SECTION 6 - BENEFITS

6.1. HOLIDAYS

All offices of the City of White House, except emergency and necessary operations, will be closed and employees excused on the holidays listed below. New employees are not eligible for paid holidays while serving their 90-day probationary period.

New Year's Day	January 1st
Martin Luther King, Jr.'s Birthday	3rd Monday in January
President's Day	3rd Monday in February
Good Friday	Friday <u>Thursday</u> before Easter Sunday
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Columbus Day	2nd Monday in October
Veterans Day	November 11th
Thanksgiving Day and Day After	4th Thursday <u>Wednesday</u> in November 4th Friday <u>Thursday</u> in November
Christmas Eve	December 24th
Christmas	December 25th

The City of White House follows the Sumner County holiday schedule.

6.2. HOLIDAY PAY

Employees must work their last regularly scheduled shift before a holiday and their first regularly scheduled shift after a holiday in order to receive compensation for the holiday. If an employee does not work their regularly scheduled shift before and after the holiday, pay for the holiday(s) will be forfeited. Pre-approved vacation or pre-approved sick leave does not constitute forfeiture of holiday pay.

Employees required to work on a holiday shall receive straight time pay for the actual hours worked. ~~Eight (8)~~ Ten (10) hours of holiday pay will also be recorded at the employee's straight time rate of pay. Employees scheduled but who do not work the holiday shall forfeit holiday pay.

Fire Department personnel required to work a 24-hour shift shall receive holiday pay at a rate of a straight ~~eight (8)~~ ten (10) hour time period. Police officers who work a 12-hour shift shall receive holiday pay at a rate of a straight ~~eight (8)~~ ten (10) hour time period.

All holiday pay will be paid on day of City Hall observance.

ORDINANCES . . .

January 5, 2009

MEMORANDUM

To: Board of Mayor and Aldermen
From: Charlotte Soporowski, Finance Director *CKS*
Cc: Angie Carrier, City Administrator
Re: Budget Amendment

The following budget amendment is recommended for approval. Item one is to recognize the expense of the Crunk property purchase which was originally not budgeted. Item two recognizes the expense of the first annual contribution to the YMCA which was approved by the board after the formulation of the original budget. Item three recognizes additional revenue and expenditures related to the construction of the Jr. Pro concession stand. The construction contract approved by the board exceeded the original budget by \$21,885, and the White House Men's Club made an additional \$10,000 to help cover this difference. Finally, item four is to recognize additional revenue and expense related to a Wal-Mart grant received by the Children's Library. Should you have any questions related to this budget amendment, please let me know. Thanks.

ORDINANCE 09-01

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2009.

WHEREAS, it has become necessary to amend the budget due to the purchase of the Crunk property, which was not originally budgeted for; and

WHEREAS, it has also become necessary to recognize the expense of the first annual contribution to the YMCA, which was approved by the board after the completion of the budget; and

WHEREAS, it has become necessary to amend the budget to reflect the additional revenues and expenditures related to the construction of the Jr. Pro concession stand. The contract was approved by the board exceeded the original budget by \$21,885 and the White House Men's Club was able to contribute an additional \$10,000 to assist in covering the difference in cost; and

WHEREAS, it has also become necessary to amend the budget to recognize additional revenue and expenditures related to a Wal-Mart grant received by the Library; and

WHEREAS, the City routinely amends the annual adopted budget during the year to accurately reflect unanticipated costs or tax revenues.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2009 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, 2009 PASSED

Second Reading: February 19, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

City of White House
 Budget Amendment I
 January 15, 2009

					Current Budget	Proposed Budget	Amendment
122	49000	900	Park Sales Tax	Capital Outlay	55,000	269,000	214,000
124	41020	900	Parks Impact Fees	Capital Outlay	16,700	62,231	45,531
1. To amend current 2008-2009 budget to recognize additional expenditures related to the purchase of Crunk property.							
122	49000	700	Park Sales Tax	Grants and Contributions	0	75,000	75,000
2. To amend current 2008-2009 budget to recognize additional expenditures related to contractual obligation for first annual contribution to YMCA.							
110	36700		General Fund	Contributions and Donations	50,000	60,000	10,000
110	44740	900	General Fund - Parks Maintenance	Capital Outlay	1,757,289	1,779,174	21,885
3. To amend current 2008-2009 budget to recognize additional revenue and expenditures related to contract approval exceeding original budget for construction of Jr. Pro Concession stand.							
110	36700		General Fund	Contributions and Donations	60,000	61,000	1,000
110	44880	200	General Fund - Children's Library	Contractual Services	600	900	300
110	44880	300	General Fund - Children's Library	Supplies	250	450	200
110	44880	347	General Fund - Children's Library	Books and Audio Books	1,400	1,900	500
4. To amend current 2008-2009 budget to recognize additional revenue and expenditures related to a grant received from Wal-Mart in the amount of \$1,000 for children's services.							



City of White House, Tennessee

White House Inn Library and Museum

412 Highway 76 • White House, TN 37188

www.cityofwhitehouse.com/library

Phone (615) 672-0239 • Fax (615) 672-9733

"Valuing our Heritage while Protecting our Future"

August 5, 2008

The White House Inn Library has received a grant from Walmart in the amount of \$1,000. For childrens services. I would like to use this money to purchase books, movies and seasonal programs through this year.

We are looking forward to some Extras with this money.

Thank you,

Sherry Tackett

February 10, 2009

M E M O R A N D U M

To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Ordinance 09-02

Ordinance 09-02 repeals Ordinance 06-47, which added a fee schedule to the Municipal Code to address fees for the Records Division of the Police Department. I recommend repealing this ordinance. The Office of Open Records Counsel has recommended that municipalities adopt a standard schedule of fees for processing open records requests. If municipalities choose not to adopt this schedule, they must be able document why the cost is greater for that particular municipality to reproduce the document. I believe the fees previously set would be difficult to justify, especially since they are even more expensive than Resolution 03-16, which established the cost of copies at \$0.50 per page for the City of White House's records requests.

This ordinance deletes Title 6, Chapter 1- Police and Arrest, Section 6-110- Police department records division fee schedule, in its entirety.

ATTEST:

Christie M. Odenwald, City Recorder

*FINANCE AND
OTHER BUSINESS . . .*



City of White House Memorandum

Date: February 11, 2009

To: Board of Mayor and Aldermen
Angie Carrier, City Administrator

From: Ashley Smith

Re: Burial Services Contractor

As required by our purchasing procedures, we have obtained sealed bids for burial services since the amount spent per year is projected to exceed the \$10,000 threshold. Only one bid was received. Adams Burial Services submitted a price of \$325 for opening and closing and \$100 more if performed on a holiday. This is the same contractor who has worked for the City since the cemetery was acquired. Thank you.

BID# 09-1001PK
 GRAVE OPENING/CLOSING HILLCREST
 CEMETERY
 Adams Burial Service
 2719 New Dry Hollow Road
 Cumberland Furnace, TN 37051

OPENING: January 28, 2009

SPECIFICATIONS: Unit Cost Unit Cost Unit Cost Unit Cost Unit Cost Unit Cost

Contractor to be on call 365 days per year. All work must be performed by the Contractor or Contractor employees. Contractor must dig graves with rubber tracked mini-excavator and closed graves must be tamped firm.
 \$325.00 per grave add \$100.00 if Holiday

Delivery 24 hrs notice before funeral, open 365 days per year

Totals \$325.00 + \$100.00 for Holiday



City of White House Memorandum

Date: July 11, 2009

To: Board of Mayor and Aldermen
Angie Carrier, City Administrator

From: Ashley Smith, Director of Parks and Recreation

Re: Approval of Littlejohn Engineering for Professional Design Services

A committee of City employees was formed to review proposals and interview the top 4 professional design firms for the Municipal Park Renovations, Phase I. Joe Palmer, Steven Russell, Ron Bailey, and Ashley Smith all played a role in the selection process.

Littlejohn Engineering is the recommendation based on demonstrated experience with Parks and Recreation projects, overall qualification of the firm and key personnel, experience working with grant funded projects, the hourly rates of key personnel. Cost became the deciding factor in the recommendation.

The proposed "not to exceed" fee is \$70,345 and reimbursable expenses are expected to range from \$3,000-\$3,500 for a total of \$73,845. Incidentally, the cost estimate provided in the 2008 grant application was \$154,935.

The LPRF grant awarded by the State of Tennessee requires the first invoice for work performed within 180 days from the date of contract execution, and design services count toward this requirement. Our contract was executed on November 15, 2008 so it is essential to begin working on the project to avoid losing the grant funds.

Thanks for your consideration.

RFP	LITTLEJOHN ENGINEERING	LOSE AND ASSOCIATES							
Design Services for Park Renovations, Phase 1									
OPENING: January 14, 2009									
SPECIFICATIONS:	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
RFP DESIGN SERVICES FOR PARK RENOVATIONS, PHASE 1, FINAL 2 AFTER INTERVIEWS	\$73,845.00	\$81,500.00							
Delivery									
Totals	\$70,345.00	\$81,500.00							

AMENDMENT TO ATTORNEY-CLIENT CONTRACT

THIS AGREEMENT is made between **DAVID M. AMONETTE, ATTORNEY**, 554 West Main Street, Gallatin, Tennessee 37066, hereinafter referred to as "Attorney" and **CITY OF WHITE HOUSE**, 105 College Street, White House, Tennessee 37188, hereinafter referred to as "Client" and shall be effective as of January 19, 2009.

WHEREAS, the Attorney and Client entered into an Attorney-Client Contract on January 19, 2004, and said agreement was amended on January 25, 2007, and they desire to extend and amend said contract as hereinafter set forth.

NOW THEREFORE, the parties agree as follows:

1. All provisions of the contract dated January 24, 2004, as amended on January 25, 2007, shall remain in full force and effect except as herein modified.
2. This agreement shall continue for a period of two (2) years.

Dated: _____

David M. Amonette
Attorney at Law
554 West Main Street
Gallatin, Tennessee 37066
(615) 452-5537

City of White House
105 College Street
White House, Tennessee 37188
(615) 672-4350

By: _____

Title: _____

MEMORANDUM

TO: Board of Mayor and Aldermen,
Angie Carrier, City Administrator

FROM: Addam McCormick,
Planning/Codes Department

DATE: February 12, 2009

RE: Decorative Street Light Bid Amendment

Rexell, Inc has submitted a request to amend the decorative street light bid approved at October 16, 2008 Board meeting regarding the cost of replacement bulbs from \$15 to \$35. The request is based on the Federal Energy Independence and Security Act (2007) that took effect on January 1, 2009 that required metal halide bulbs under 400 watts to be more energy efficient. The City's decorative street lights standards is set for 175 watts. Rexell, Inc was the only bid the city received for decorative street lights. A representative from Rexell, Inc stated the item was an oversight and would only affect replacement bulbs and not new lighting fixtures purchased for installation. The increased cost would alter the approved decorative street light maintenance bid for South East Electric.

Christie Odenwald

From: Addam McCormick
Sent: Thursday, February 12, 2009 5:07 PM
To: Christie Odenwald
Subject: FW: Purchase Order
Attachments: SummaryEISA2007.pdf, June 13 EISA Letter_HLP.pdf

Christie,

Email from Rexel, Inc explain need to change price.

Addam

From: Evans, Cynthia [mailto:CEvans@RexelUSA.com]
Sent: Thursday, February 12, 2009 3:25 PM
To: Addam McCormick
Subject: FW: Purchase Order

Mr. McCormick, due to the recent change in the fixtures we are providing, the lamp price has increased because of the change from metal halide requirement to a pulse start lamp. These changes are outlined in the attachments. Unfortunately, we have to increase the price for the lamp only to \$35.00 each. The fixtures, and ballast pricing will remain the same. We are sorry for any inconvenience this may cause. This was out of our control. Let me know if you have any questions.

CINDY EVANS
Rexel
DOT/Municipality Sales Specialist
604 28th Street North
Birmingham, Al 35201
Telephone: 205- 327-7780, 1-800-945-9473 x793
Fax #205-326-6694
cevans@rexelusa.com
www.rexeldotmunicipal.com

Rexel DOT/Municipality

A Division of Rexel, Inc,
 Cindy Evans 205-327-7780 Phone
 Terry Ridgeway 256-990-7239 Phone
 Mike Rochester 205-229-8808 Phone

ESTIMATE

Date	Estimate #
2/9/2009	TN091808-3

Name / Address
City of White House, TN ATTN: Adam McCormic White House, TN 37188 amccormic@cityofwhitehouse.com

Terms	Due Date	FOB	Project
Net 30 Days	2/9/2009	Factory	Decorative Street Li...

Description	Qty	Rate	Total
CITY OF WHITE HOUSE, TENNESSEE			
Union Metal Stroudsberg 14' Fluted Pole with cast aluminum base and Holophane 175 watt MH Granville Fixture QTY. 1-5	5	1,606.00	8,030.00
Union Metal Stroudsberg 14' Fluted Pole with cast aluminum base and Holophane 175 watt MH Granville Fixture QTY 6-19	6	1,467.00	8,802.00
Union Metal Stroudsberg 14' Fluted Pole with cast aluminum base and Holophane 175 watt MH Granville Fixture QTY 20 OR MORE	20	1,335.00	26,700.00
Replacement Ballast Module for Granville fixtures RU175MHMA	1	200.00	200.00
Replacement 175 Watt Pulse Start Lamp for Granville fixtures	1	35.00	35.00
Poles include Black powder coat finish			
Estimated delivery is 14 weeks after release			

All orders resulting from this quotation should be placed through your local Rexel Southern Branch	Total	\$43,767.00
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Pricing is good 30 days after date of this quotation and 60 days after furnished submittals

Signature _____
 Jeff Knight
 615-312-7360

Energy Independence and Security Act of 2007: A Summary of Major Provisions

Summary

The Energy Independence and Security Act (P.L. 110-140, H.R. 6) is an omnibus energy policy law that consists mainly of provisions designed to increase energy efficiency and the availability of renewable energy. This report describes the key provisions of the enacted law, summarizes the legislative action on H.R. 6, and provides a summary of the provisions under each of the titles in the law.

The highlights of key provisions enacted into law are as follows:

- *Corporate Average Fuel Economy (CAFE)*. The law sets a target of 35 miles per gallon for the combined fleet of cars and light trucks by model year 2020.
- *Renewable Fuels Standard (RFS)*. The law sets a modified standard that starts at 9.0 billion gallons in 2008 and rises to 36 billion gallons by 2022.
- *Energy Efficiency Equipment Standards*. The adopted bill includes a variety of new standards for lighting and for residential and commercial appliance equipment. The equipment includes residential refrigerators, freezers, refrigerator-freezers, metal halide lamps, and commercial walk-in coolers and freezers.
- *Repeal of Oil and Gas Tax Incentives*. The enacted law includes repeal of two tax subsidies in order to offset the estimated cost to implement the CAFE provision.

The two most controversial provisions of H.R. 6 that were not included in the enacted law were the proposed Renewable Energy Portfolio Standard (RPS) and most of the proposed tax provisions, which included repeal of tax subsidies for oil and gas and new incentives for energy efficiency and renewable energy.



June 13, 2008

Energy Independence and Security Act – 2007 (EISA 2007) Lighting Summary

The Energy Independence and Security Act of 2007 (EISA 2007) was signed into law in December of last year and will take effect on January 1, 2009. This new energy act establishes a multi-faceted conservation strategy which includes a number of provisions that significantly impact the lighting industry. Most notably, it contains several new regulations regarding the production of metal halide luminaires.

This legislation (as it applies to MH sources) is designed to eliminate the use of low efficiency lamps (probe start) and low efficiency ballasts (high watts loss), directing the industry to manufacture the most efficacious systems available.

Below is a chart that details the recommended source changes for 150-400W Holophane luminaires.

Holophane Recommendations To Meet EISA 2007				
Wattage	Probe Start	Change to	Pulse Start	Notes
150W	N/A	N/A	150W Pulse MH	No change required for wet location units.
175W	175 W MH	➡	150W Pulse MH	If immediate solution is needed, you can convert to 150W Pulse MH source on <u>wet</u> location units.
	175 W MH	➡	Pending	VBD and Universal burn lamps are not available now (planned introduction by two lamp manufacturers for 4 th quarter CY08). A ballast redesign is required and being developed for the 175W Pulse MH - expect an update by November.
250W	250 W MH	➡	250W Pulse MH Low Loss	Select pulse start option
320W	N/A	N/A	320W Pulse MH	<i>No change required</i>
350W	N/A	N/A	350W Pulse MH	<i>No change required</i>
400W	400 W MH	➡	400W Pulse MH	Select pulse start option

EISA 2007 only regulates the *production* of complete MH luminaires. Luminaires produced prior to January 1, 2009, may be purchased and installed after the effective date. Make sure to check the date of manufacture prior to installation.

Also, while this law specifies that we cannot manufacture complete units after January 1, 2009, manufacturers are permitted to manufacture and sell **replacement parts** which do not meet EISA 2007.

We will be working throughout the remainder of the year to address this new legislation and to minimize disruptions to our customers. We will continue to provide specific product level changes as required to comply with this Federal Regulatory Act through subsequent communications.

A complete summary of all provisions in the EISA 2007 is available from the National Electrical Manufacturers Association at:
<http://www.nema.org/gov/energy/upload/NEMA-Summary-and-Analysis-of-the-Energy-Independence-and-Security-Act-of-2007.pdf>

Sincerely,

The Holophane Product and Market Development Group

February 10, 2009

M E M O R A N D U M

To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Good Moral Character Applications

The City has received two applications for Liquor Permits. Rhonda Harwood of Bob and Rhonda's Sports Grille and Luis David Caratachea of Las Maracas Mexican Restaurant have both applied. Neither of the applicants have any items on their records that would disqualify them from being a permit holder through the State.

T.C.A. 57-4-201 (b) (2) states that, "No license may be granted hereunder to any establishment when any person, firm, or corporation having at least a five percent (5%) ownership interest in the establishment has been convicted within ten (10) years prior to the application for a license hereunder of a violation of the laws governing the sale or manufacture of alcoholic beverages or of any felony."

Both applicants have been asked to attend the Board of Mayor and Aldermen meeting, should you have any questions regarding their applications.

Memo

TO: Board of Mayor and Alderman
FROM: Ron Bailey, City Engineer
DATE: February 19, 2009
SUBJECT: Street Index for City of White House

The Engineering Department has established a Street Index that should serve as the official list of street names within the City of White House. This Index was compiled in order to help maintain consistent record keeping throughout the City Departments, verify addressing with Robertson and Sumner County E-911 for emergency purposes, and provide our citizens and businesses with accurate and consistent addressing information. Engineering has worked with Fire, Police, Public Works, Planning and Codes, several developers, and Robertson and Sumner County E-911 to generate as accurate an index as possible. The Engineering Department will make any changes monthly on the Friday after each Board meeting and send out to City Departments and E-911.

I recommend that the Board adopt this Street Index as the official listing of street names within the City of White House.

CITY OF WHITE HOUSE

INDEX OF STREET NAMES INSIDE CITY LIMITS

Highlighted roads are Bonded but NOT accepted.		Updated 1-27-09		Accepted		Accepted		Accepted	
		NOF = Not On File				pre-July 2006		July-Dec 2006	
STREET NAME	COUNTY	SUBDIVISION	Last Paved	HIGHWAYS Length (miles)	Length (miles)				
ABBEY LANE	Robertson	Villages of Indian Ridge - Ph1							
ALGONQUIN COURT	Robertson	Indian Ridge				0.028			
ALLERS DRIVE	Sumner	Cambria - Ph1 / Cedar Brook				0.200			
AMBER LANE	Sumner	Greystone - Ph1				0.135			
APACHE TRAIL	Robertson	Indian Ridge				0.611			
APPLE COURT	Robertson	Orchard Park				0.040			
APPLEWOOD DRIVE	Robertson	Orchard Park				0.220			
ARAPAHO COURT	Robertson	Indian Ridge				0.050			
ARTESA DRIVE	Sumner	Cambria - Ph1, 2							
ASHFIELD COURT	Sumner	Sumner Crossing - Ph2							
ASHLEY COURT	Sumner	Heritage Farms				0.100			
ASHWOOD COURT	Sumner	North Woods				0.035			
AUBREY LANE	Sumner	Briarwood - Ph2							
AUTUMN WOOD DRIVE	Sumner	Cedar Brook				0.340			
AZTEC COURT	Robertson	Indian Ridge				0.029			
AZTEC DRIVE, NORTH	Robertson	Indian Ridge				0.032			
AZTEC DRIVE, SOUTH	Robertson	Indian Ridge				0.293			
BARKSDALE DRIVE	Robertson	Sherwood Meadows				0.314			
BAYLEE COURT	Sumner	Baylee Meadows							
BEDROCK DRIVE	Sumner	Greystone - Ph2, 3							0.120
BEECHBROOK COURT	Sumner	Beech Brook Estates				0.240			
BELLE RIVE DRIVE	Sumner	North Woods				0.080			
BEN ALBERT ROAD	Sumner	Whitaker Estates				0.290			
BLACKFOOT COURT	Robertson	Indian Ridge				0.022			
BLACKHAWK COURT	Robertson	Indian Ridge				0.020			
BLOSSOM COURT	Robertson	Magnolia Village - Ph3							
BLUEBERRY STREET	Robertson	Orchard Park				0.340			
BOYLES ROAD	Robertson	Heritage Estates annexation							0.828
BRIARWOOD DRIVE	Sumner	Briarwood - Ph1							
BRIDLE WOOD COURT	Sumner	North Woods				0.080			
BRIGHAM COURT	Sumner	Bridle Creek - Ph3							0.107
BRINKLEY LANE	Sumner	Augusta Wright				0.348			
BROOKLAWN DRIVE	Sumner	Brook Lawn				0.220			
BROOKSIDE LANE	Robertson	Brookside Village - Ph2 (Private)							
BROOKVIEW DRIVE	Sumner	Eastside Heights				0.242			
BURNABY WAY	Sumner	Kensington Green (Private)							
BUSINESS PARK DRIVE	Robertson	CPB Properties							
BYRUM DRIVE	Robertson	Kroger Property							
CALISTA ROAD	Robertson	Hillary Heights				1.940			0.451
CAMBRIA DRIVE	Sumner	Cambria - Ph1							
CARDINAL DRIVE	Robertson	Meadowlark (NOF)				0.350			
CARISSA CIRCLE	Robertson	Holly Tree - Ph1				0.038			
CARMACK DRIVE	Sumner	Valley View				0.280			
CARSON COURT, NORTH	Sumner	Autumn Oaks Estates							
CARSON COURT, SOUTH	Sumner	Autumn Oaks Estates							
CASSANDRA DRIVE	Sumner	Briarwood - Ph1 &2							
CEDAR BROOK DRIVE	Sumner	Cedar Brook				0.800			
CEDAR POINT COURT	Sumner	Cedar Brook				0.045			
CEDAR WOOD COURT	Sumner	Cedar Brook				0.060			
CENTER DRIVE	Robertson								0.205
CHANDLER BOULEVARD	Sumner	Sumner Crossing - Ph1				0.338			
CHAPMAN DRIVE	Sumner	Bridle Creek - Ph3							0.157
CHARLES DRIVE	Robertson	White House Crossing - annexation							0.046
CHEROKAWA COURT	Robertson	Indian Ridge				0.031			
CHEROKEE DRIVE	Robertson	Indian Ridge				0.120			
CHERRY LANE	Robertson	Orchard Park				0.400			
CHESIRE COURT	Robertson	Hampton Village				0.055			
CHEYENNE DRIVE	Robertson	Indian Ridge - Ph9							0.137
CHOCTAW CIRCLE	Robertson	Indian Ridge				0.120			
CHRISTIAN DRIVE	Sumner	Heritage Farms				0.310			
CHURCH LAWN DRIVE	Sumner	Cedar Brook				0.055			
CIDER MILL COURT	Robertson	Orchard Park				0.070			
CLEARVIEW COURT	Sumner	(Private)							
CLIF GARRETT DRIVE	Sumner	Clif Garrett				0.210			
COBBLESTONE COURT	Sumner	Greystone - Ph2							0.088
COLLEGE STREET	Sumner	N/A				0.388			
COPPERFIELD COURT	Sumner	Springbrook - Ph1				0.047			
COVINGTON BEND	Sumner	Covington Heights				0.633			

CITY OF WHITE HOUSE

INDEX OF STREET NAMES INSIDE CITY LIMITS

CRANOR DRIVE	Sumner	Highland Estates			0.220	
CREEKWOOD DRIVE	Sumner	Knollwood / Covington Heights			0.200	
CRETE COURT	Robertson	Indian Ridge			0.018	
CRYSTAL COURT	Sumner	Greystone - Ph3				
CUVEE COURT	Sumner	Cambria - Ph2				
CYPRESS COURT	Sumner	North Woods			0.035	
DAFFODIL COURT	Sumner	Meadowbrook			0.047	
DAISY COURT	Sumner	Meadowbrook			0.045	
DAKOTA DRIVE	Robertson	Indian Ridge - Ph8				0.127
DALE COURT	Robertson	Sherwood Meadows (NOF)			0.055	
DANBURY COURT	Sumner	Bridle Creek - Ph3				0.045
DAWN COURT	Sumner	Martin Lee Manor			0.180	
DEE CEE COURT	Robertson				0.067	
DENISE CIRCLE	Sumner	Briarwood - Ph1			0.050	
DONAL TERRACE	Robertson	Donal			0.475	
DORCHESTER DRIVE	Robertson	Hampton Village			0.215	
EASTSIDE DRIVE	Sumner				0.330	
EDENWAY DRIVE	Robertson				0.340	
EDWARDS COURT	Sumner	Tyree Meadows			0.130	
ELEMENTARY DRIVE	Robertson	Russel Cawthon (NOF)			0.210	
ETUDE COURT	Sumner	Cambria - Ph1				
FIELDSTONE DRIVE	Sumner	Greystone - Ph1, 2, 3			0.188	0.115
FIRESTEDE COURT	Sumner	Cambria - Ph1				
FISCHER DRIVE	Sumner	Valley View			0.182	
FORREST LANE	Sumner	Rolling Forest			0.095	
FOSTER DRIVE	Robertson	Holly Tree - Ph4				
GARLAND COURT	Sumner	Brown Estates (NOF)			0.120	
GEM COURT	Robertson	Magnolia Village - Ph1				0.066
GEMSTONE COURT	Sumner	Greystone - Ph1			0.065	
GLORY COURT	Robertson	Holly Tree - Ph3				
GRANDA FLORA DRIVE	Robertson	Magnolia Village - Ph3				
GRANITE COURT	Sumner	Greystone - Ph1			0.055	
GRAY COURT	Sumner	Beech Brook Estates			0.060	
HAMLETT DRIVE	Robertson	New Frontier (NOF)			0.447	
HAMPTON PLACE	Robertson	Hampton Village				
HERITAGE DRIVE	Robertson	Heritage Trace			0.132	
HESTER DRIVE	Robertson	Locinvar - Ph3, 4, 5			0.600	
HICKERSON DRIVE	Robertson	Sherwood Meadows			0.168	
HICKORY SPRINGS ROAD	Sumner	Johnson (No Recorded Plat)				
HICKORY TRAIL	Sumner	Covington Heights			0.280	
HIGHLAND DRIVE	Sumner	Highland Estates			0.980	
HILLWOOD DRIVE	Robertson	Colewood (NOF)			0.611	
HOBBS DRIVE	Sumner	Valley View/Oak Valley/Tate Meadows			0.800	
HOLLIS COURT	Robertson	Sherwood Meadows			0.095	
HOLLY LANE	Robertson	Holly Tree - Ph1, 5			0.496	
HONEYSUCKLE DRIVE	Sumner	Southern Meadows			0.575	
HORSESHOE ROAD	Robertson	Horseshoe annexation				0.360
HUNTERWOOD COURT	Sumner	North Woods			0.055	
HUNTERWOOD DRIVE	Sumner	North Woods			0.435	
HWY 31-W	Sumner	N/A	6.14			
HWY 76	Robertson	N/A	2.31			
HWY 76 (Portland Road)	Sumner	N/A	0.92			
I-65	Robertson	N/A	2.10			
INDIAN POINT DRIVE	Sumner	North Woods			0.090	
INDIAN RIDGE BOULEVARD	Robertson	Indian Ridge - Ph10			0.443	0.112
INDIAN RIDGE CIRCLE	Robertson	Villages of Indian Ridge - Ph1				
INDIAN RIDGE VILLAGE	Robertson	Villages of Indian Ridge - Ph1				
INDUSTRIAL DRIVE	Robertson				0.800	
IROQUOIS DRIVE	Robertson	Indian Ridge - Ph9				0.191
KATTIE COURT	Sumner	Heritage Farms - Ph3			0.010	
KENNEDY DRIVE	Robertson	Colewood			0.438	
KIMBERLY DRIVE	Robertson	Tall Pines Estate			0.075	
KIOWA COURT	Robertson	Indian Ridge - Ph9				0.114
KNIGHT CIRCLE	Robertson	Locinvar - Ph 4				
KRISTEN COURT	Robertson	Kristens Place			0.225	
LANDONS CIRCLE	Sumner	Sumner Crossing - Ph3				
LARKSPUR COURT	Sumner	Meadowbrook			0.185	
LAURA DRIVE	Sumner	Highland Estates			0.286	
LAURALWOOD DRIVE	Robertson	Villages of Indian Ridge - Ph1				
LAUREN DRIVE	Sumner	Heritage Farms			0.280	
LONE OAK DRIVE	Robertson	Indian Ridge / The Highlands			0.587	

CITY OF WHITE HOUSE

INDEX OF STREET NAMES INSIDE CITY LIMITS

LONGVIEW DRIVE	Robertson	Longview (NOF)			0.303		
LOUISE DRIVE	Sumner	Knollwood			0.304		
MADLINE WAY	Robertson	TN Medical - Ph1, 2					
MAGNOLIA BOULEVARD	Robertson	Magnolia Village - Ph 1, 2, 3					0.276
MAGNOLIA DRIVE	Sumner	North Woods			0.120		
MAIDEN LANE	Robertson	Locinvar - Ph 4					
MARLIN ROAD	Sumner	N/A			1.585		
MASON COURT	Robertson	Sherwood Meadows			0.088		
MATTHEW DRIVE	Sumner	Heritage Farms			0.050		
McCURDY ROAD	Sumner	N/A			1.070	0.078	
MEADOW BROOK LANE	Sumner	Meadowbrook - Ph3			0.225		
MEADOW COURT	Robertson	The Meadows			0.142		
MEADOWLARK DRIVE	Robertson	Meadowlark (NOF)			0.675		
MEADOWS ROAD	Sumner	Lee Estates			0.776		
MELTON ROAD	Robertson	N/A			0.175		
MILLSTONE WAY	Sumner	Stones Crossing					
MOHAWK COURT	Robertson	Indian Ridge			0.019		
MT VERNON COURT	Robertson	(Private)					
NAVAJO COURT	Robertson	Indian Ridge			0.021		
NORTHWOODS COURT	Sumner	North Woods			0.035		
NORTHWOODS DRIVE	Sumner	North Woods			0.215		
OAK PARK COURT	Sumner	Middle Plains			0.170		
OAK PLACE	Robertson	The Highlands			0.080		
OAKDALE DRIVE	Sumner	Highland Estates / North Woods			0.550		
OAKLAND COURT	Sumner	Northoak Estate / Autumn Oaks Estate			0.206		
OLD HIGHWAY 31W #1	Sumner	N/A			0.210		
ORCHARD PARK	Robertson	Orchard Park			0.325		
OVERLOOK COURT	Sumner	Cedar Brook			0.085		
OZZIE FULPS ROAD	Robertson	Horseshoe annexation					0.472
PALMERS CHAPEL ROAD, NORTH	Sumner	N/A			1.900		
PALMERS CHAPEL ROAD, SOUTH	Sumner	N/A			0.950		
PATANA DRIVE	Sumner	Meadowbrook			0.300		
PEACHTREE STREET	Robertson	Orchard Park			0.310		
PEBBLE CREEK COURT	Sumner	North Woods			0.045		
PEMBROKE COURT	Sumner	North Woods			0.090		
PICADILLY DRIVE	Robertson	Hampton Village			0.223		
PIERRE PLACE	Robertson	Magnolia Village - Ph3					
PINEWOOD COURT	Sumner	North Woods			0.050		
PINEWOOD DRIVE	Sumner	North Woods			0.120		
PINSON LANE	Robertson	Heritage Estates annexation					1.170
PLEASANT GROVE ROAD	Robertson	N/A			1.400		
PLEASANT LANE	Sumner	Meadowbrook			0.148		
RACHEL COURT	Robertson	Tall Pines Estate			0.165		
RAVENWOOD COURT	Sumner	Springbrook - Ph2			0.027		
RAYMOND HIRSCH PKWY (HWY 25)	Robertson	N/A		0.54			
RAYMOND HIRSCH PKWY (HWY 25)	Sumner	N/A		0.91			
REIDWAY DRIVE	Sumner	Heritage Farms			0.230		
RENEE COURT	Sumner	Briarwood - Ph2					
RICHARD WILKS ROAD	Robertson	White House Crossing (Private)					
ROADEN COURT	Sumner	Roaden Acres			0.185		
ROBERT AVENUE	Sumner	Hilton Hills			0.173		
ROLLING ACRES DRIVE	Sumner	Rolling Acres / Rolling Forest			0.520		
ROLLING FORREST COURT	Sumner	Rolling Forest			0.065		
SAGE ROAD	Robertson	N/A			1.030		
SAPPHIRE DRIVE	Sumner	Greystone - Ph3					
SAVANNAH COURT	Robertson	Holly Tree - Ph2			0.069		
SCT DRIVE	Robertson				0.500		
SEMINOLE LANE	Robertson	Indian Ridge			0.124		
SEQUOYAH COURT	Robertson	Indian Ridge - Ph8					0.033
SHADY LANE	Robertson	The Highlands			0.606		0.075
SHEFFIELD DRIVE	Sumner	Sumner Crossing - Ph2			0.053		
SHORE DRIVE	Robertson	Brookside Village - Ph2 (Private)					
SIoux COURT	Robertson	Indian Ridge - Ph8					0.028
SKYLINE DRIVE	Robertson	Colewood			0.237		
SLATE COURT	Sumner	Greystone - Ph1			0.100		
SOUTHERN TERRACE	Robertson	Magnolia Village - Ph2					0.028
SPICER COURT	Sumner	Middle Plains			0.170		
SPRING STREET	Sumner	(NOF)			0.224		
SPRINGBROOK BOULEVARD	Sumner	Springbrook - Ph1, 2			0.159		
STADIUM DRIVE	Robertson	Indian Ridge - Ph10					0.107
STAR PLACE	Robertson	Magnolia Village - Ph2					

CITY OF WHITE HOUSE

INDEX OF STREET NAMES INSIDE CITY LIMITS

STEPHANIE DRIVE	Robertson	Tall Pines Estate			0.225		
STOVAL DRIVE	Robertson	Sherwood Meadows			0.252		
STRASSLE DRIVE	Sumner	Strassle Estates			0.180		
SUGARTREE COURT	Robertson	Longview			0.089		
SUNDANCE WAY	Robertson	Holly Tree - Ph2			0.327		
SUNNYBROOK DRIVE	Robertson	Sunnybrook Acres			0.185		
SWIFT ROAD, NORTH	Robertson	Burrus Ridge annexation				0.354	
SYCAMORE DRIVE	Sumner	North Woods / Southern Meadows			0.455		
THOROUGHbred WAY	Sumner	Bridle Creek - Ph2, 3, 4					0.150
TIMBERWOOD COURT	Sumner	North Woods			0.010		
TISON LANE	Sumner	Tison Estates					
TOPAZ COURT	Sumner	Greystone - Ph3					
TULIP TERRACE	Robertson	Magnolia Village - Ph3					
TYREE SPRINGS ROAD	Sumner	N/A			0.836		
TYREE SPRINGS ROAD (HWY 258)	Sumner	N/A	1.25				
UNION ROAD	Robertson	I-65 White House Assoc.			0.786	0.091	
VALLEY VIEW DRIVE	Sumner	Valley View			0.312		
VILLAGE PARK	Robertson	Villages of Indian Ridge - Ph1					
VILLAGES COURT	Robertson	The Villages			0.277		
VOLUNTEER DRIVE	Robertson	Sherwood Meadows			0.383		
WALNUT COURT	Robertson	Colewood			0.023		
WEBSTER ROAD	Robertson	Burrus Ridge annexation				0.485	
WEST DRIVE	Robertson	Russel Cawthon (NOF), Lolo Davenport (NOF)			0.350		
WESTCHESTER DRIVE	Robertson	Hampton Village			0.235		
WHITE HAVEN COURT	Robertson	(Private)					
WHITE HOUSE CROSSING WAY	Robertson	White House Crossing (Private)					
WHITSON COURT	Sumner	Valley View			0.048		
WICKFORD HALL	Sumner	Kensington Green (Private)					
WILKINSON LANE	Robertson	Sherwood Meadows/County Meadows/W			1.314		
WILLA COURT	Robertson	Heritage Trace			0.111		
WILLIAMSBURG DRIVE	Robertson	Hampton Village			0.130		
WILLOWLEAF LANE	Robertson	Holly Tree - Ph1, 2, 3			0.225		
WINCHESTER COURT	Sumner	Covington Heights			0.063		
WINSTON DRIVE	Robertson	The Highlands			0.134		
WINTERBERRY TRAIL, EAST	Robertson	Holly Tree - Ph3					
WINTERBERRY TRAIL, WEST	Robertson	Holly Tree - Ph3					
WYOMING DRIVE	Robertson	Indian Ridge - Ph8					0.261
				MILAGE:	47.625	1.008	5.869
				TOTAL HWY MILAGE:	11.47		
				TOTAL CITY MILAGE:	54.502		
				TOTAL MILAGE:	65.971		

MEMORANDUM

TO: White House Board of Mayor and Aldermen,
Angie Carrier, City Administrator

FROM: Addam McCormick, Planning/Codes Department

DATE: February 11, 2009

RE: Jack Jones Robertson County Growth Boundary

The Robertson County Coordinating Committee on January 29th recommended approval to the Robertson County Commission and City boards of White House, Portland, and Orlinda plan amendments. The approval recommendation did not include the agreement with Jack Jones but was discussed by Committee. Prior to the meeting, staff was requested to discuss with Jack Jones the proposed growth boundary due to concerns Mr. Jones had with a 290 acre portion of farm being included in growth boundary. The property is located at the south west corner of SR 76 and New Hall Road. Staff discussed with Mr. Jones the local agreement (below). Staff and City Attorney are discussing the legality of the agreement, regarding long term legal binding of the agreement. The Planning Commission discussed the agreement at February 9, 2009 Meeting.

Mr. Jones's attorney has reviewed the agreement and requested the addition of the statement that if a portion of the property is annexed that the agreement would not void under the Expiration of Agreement section.

DATE: February 19, 2009

Property Owner Annexation Agreement between City of White House, Tennessee and Jack B. Jones, Property Owner and subsequent property owners of Robertson County Tax Map 105, Parcel 48 for 279.9 acres. Tax Map and Parcel Information was determined per information dated January 28, 2009. (See attached map Attachment # A)

BACKGROUND:

The City of White House in 2008 requested the Robertson County Coordinating Committee to expand the City's Robertson County Urban Growth Boundary to plan for the expansion of City services in the urban growth boundary and to provide an urban growth boundary on both sides of major roadways to maximize revenue with future expansion of city services. The proposed growth boundary area includes multiple properties, including Mr. Jack Jones property referenced above. During public hearings, Mr. Jones expressed concerns with annexation of the property since land was used for agricultural uses. Mr. Jones expressed concerns with inter-local annexation agreement with the Robertson County Growth Boundary approved in 2001 that did not adequately consider the size of property regarding property owner's voting rights.

Agreement is based on Tennessee Code Section: Comprehensive Growth Plan 6-58-104 (a) (8)

(8) No provision of this chapter shall prohibit written contracts between municipalities and property owners relative to the exercise of a municipality's rights of annexation or operate to invalidate an annexation ordinance done pursuant to a written contract between a municipality and a property owner in existence on May 19, 1998.

PURPOSE AND CRITERIA:

In an effort to promote and protect farm land and open space preservation and due to size of property over 250 acres at the perimeter of urban growth boundary, the City of White House and Jack B. Jones, and subsequent property owners of the above referenced property, agree to the following:

PROPERTY OWNER ANNEXATION AGREEMENT:

The City of White House would only annex by ordinance or referendum the property or a portion of the property referenced above with the submittal of a written request and application fees from the property owner of Robertson County Tax Map 105, Parcel 48.

EXPIRATION OF AGREEMENT:

The agreement would expire with the property owner's request to annex property, subdivision of property by plat or deed to create properties not suitable for agricultural use of less than 25 acres, (not including the creation of family owned lots), renegotiation

or deletion of agreement by both parties, removal of property from urban growth boundary, rezoning of property for residential (except for creation of family owned lots), commercial, or industrial development. The agreement would not apply to land owners of new properties created by either subdivision plat or deed. Requested annexation of a portion of the property would not invalidate the agreement for remaining property unless the agreement would expire under the other provisions of this section of the agreement.

ANNEXATION OF ADJACENT PROPERTY OWNED BY JACK JONES

When property referenced above is requested for annexation then the property owner may also request annexation of adjacent properties not within the urban growth boundary. At the time of annexation of the property referenced above, the City of White House could consider annexation of the properties but only under state laws regarding annexation of properties outside of urban growth boundaries, if property is outside of urban growth boundary at time of annexation request.

The three adjacent properties owned by Mr. Jack Jones are:

Robertson County Tax Map 105 Parcel 56 37.22 Acres

Robertson County Tax Map 105 Parcel 55 25.62 Acres

Robertson County Tax Map 105 Parcel 161 59.91 Acres

(Properties are referenced on attached map Attached # B)

Approved by White House Board of Mayor and Aldermen on February 19, 2009.

City of White House, Tennessee

Property Owner

By: _____

By: _____

Title: _____

Title: _____

[SEAL]

[SEAL]

Attest: _____

Attest: _____

My commission exp: _____

My commission exp: _____