

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Agenda
March 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 February 19, 2009 Meeting
6. Welcome Visitors
7. Public Hearings
 - a. **Ordinance 09-02** – An ordinance deleting the Municipal Code, Title 6, Chapter 1, Police and Arrest, Section 6-110.. **Second Reading.**
8. Communications from Mayor, Aldermen and City Administrator
 - a. Mayor recognizes Planning and Codes Building Inspectors.
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 ordinances:
 1. **Ordinance 09-02** – An ordinance deleting the Municipal Code, Title 6, Chapter 1, Police and Arrest, Section 6-110. **Second Reading.**
 2. **Ordinance 09-03** – An ordinance amending the Municipal Code, Title 18, Chapter 3, Section 10-302(11). **First Reading.**
 - B. Finance
 1. Board approval of the request by the Police Department to surplus a 2002 BMW Motorcycle, a 1999 Ford Crown Victoria, a 2000 Ford Crown Victoria and 27 NEC Desktop telephones.

2. Board approval of a contract with Pepsi Bottling Group to provide beverages for the City Park.
3. Board approval of Hwy 76 sidewalk design.
4. Board approval of CEMC Pole Attachment License Agreement for fiber optic lines.

C. Other Business

1. Board approval of Good Moral Character Certificate for Clementina Zavala of De La Paz Restaurant, located at 3017 Hwy 31W.

11. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
February 19, 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 Mayor Decker.
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. Bracey to adopt the agenda. A voice vote was called for with all members voting aye. **Agenda adopted.**
5. Approval of Minutes of January 15, 2009 Meeting
Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **January 15, 2009 minutes approved.**
6. Welcome Visitors
The Mayor welcomed everyone in attendance.
7. Public Hearing
 - a. **Ordinance 09-01** – An ordinance amending the fiscal budget for the period ending June 30, 2009. **Second Reading. No one spoke for or against.**
8. Communications from Mayor, Aldermen and City Administrator
 - The City Administrator reminded the board of the Fire Department’s Grand Opening and ribbon cutting on February 20, 2009 at 1:00 pm.
 - The City Administrator stated that the City was working with the MPO with regards to the stimulus package. She stated that there were \$700M in projects presented to the MPO and they have to narrow down the project receiving federal money to \$16M.
 - Mayor Decker asked Ms. Carrier to speak about the TVA Consumer Connection Program. She stated that the City has worked with a group of business owners and the TVA to develop a marketing plan, they discussed demographic information and will be fine-tuning the City’s logo. As a result of this program, the City will be adding a section to it’s website for businesses as well as revising the current economic development pages.

- Ms. Carrier also spoke regarding the economic development work session with the Board of Mayor and Aldermen which was conducted by Phil Scharre of the TVA. They discussed employment in White House and goals for the future.
- Mayor Decker recognized the Finance 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. Arnold 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 09-03** – 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.)
Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Resolution 09-03 approved.**
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.
Motion was made by Ald. Arnold, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Resolution 09-04 approved.**
3. **Resolution 09-05** – A resolution approving certain amendments and revisions to the Personnel Manual.
Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **Resolution 09-05 approved.**

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.**
Motion was made by Ald. Arnold, second by Ald. Bracey to approve. Roll call: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 09-01 approved on second and final reading.**
2. **Ordinance 09-02** – An ordinance deleting the Municipal Code, Title 6, Chapter 1, Police and Arrest, Section 6-110. **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 09-02 approved on first reading.**

C. Finance

1. Board approval of the bid by Adams Burial Service for grave openings and closings at Hillcrest Cemetery.
Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Bid by Adams Burial Service for \$325 per opening/closing and an additional \$100 if performed on a holiday was approved.**
2. Board approval of the Request for Proposal by Littlejohn Engineering for the design of Park renovations, Phase I.
Motion was made by Ald. Arnold, second by Ald. Bibb to approve upon attorney's recommendation and approval of documents, as Mr. Amonette recommended not to sign the contract in its current form. A voice vote was called for with all members voting aye. **RFP for Littlejohn Construction approved in the amount of \$73,845 upon approval of contract by City Attorney.**
3. Board approval of contract extension for legal services by David Amonette.
Motion was made by Ald. Bibb, second by Ald. Arnold to approve. Mayor Decker requested that Mr. Amonette take care of past due taxes and requested a policy. Mr. Amonette stated that from 1999-2003, most delinquent taxes are personal property taxes. He also stated that in the past, the Board has decided not to pursue them. Beginning in April 2009, Mr. Amonette will be filing suit against property owners. He stated that there will be some costs associated with it due to the price of sending certified mail. A voice vote was called for with all members voting aye. **The contract extension, in the amount of \$1,500 per month, for David Amonette was approved.**
4. Board approval of the amendment to the decorative street light bid approved on October 16, 2008.
Motion was made by Ald. Arnold, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **The amendment to the decorative street light bid was approved changing the cost of replacement bulbs from \$15 to \$35 per bulb.**

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.
Motion was made by Ald. Bracey to approve, sending information regarding the establishment to the ABC. Second was made by Ald. Bibb. A voice vote was called for: Ald. Arnold – Abstain; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson – Abstain; Mayor Decker – Abstain. **The motion failed.** The board continued to discuss the issue further. Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A roll call vote was called for: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson

– aye; Mayor Decker – abstained. **Good Moral Character Certificate for Rhonda Harwood of Bob & Rhonda’s Sports Grille approved.**

2. Board approval of Good Moral Character Certificate for Luis David Caratachea of Las Maracas Restaurant, located at 520 Hwy 76.
Motion was made by Ald. Bibb, second by Ald Arnold to approve. A voice vote was called for with all members voting aye. **Good Moral Character Certificate for Luis David Caratachea of Las Maracas Restaurant approved.**

11. Adjournment

Motion was made by Ald. Bibb to adjourn at 8:10 p.m.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

March 9, 2009

MEMORANDUM

To: Board of Mayor & Aldermen
From: John Grubbs – HR Director
Re: Employee Recognition – Planning and Codes Building Inspectors

Summary of features of work:

Inspect residential and commercial buildings at various stages of construction, alteration or repair for compliance with approved plans and adopted codes. Review building and site construction plans for commercial, industrial, public and semi-public, and high-density residential buildings. Inspect and enforce zoning and property maintenance regulations.

Often those that serve the citizens come into contact with a specific segment of the population, and are not often well known. The City's Building Inspectors fall into this category. In their day to day lives, the building inspectors may interface with citizens, developers, businesses or local institutions with a specific need relating to the construction or renovation of a structure. However, not all of the public is aware of how they benefit the public at large. Some of the day to day duties they perform are as follows:

Inspections:

-Single Family and Multi-Family Residential Houses and Additions, Commercial, Industrial, and Public/Semi-Public Buildings (Schools, Churches) Inspections: Building Setbacks, Footings, Foundations, Framing, Plumbing, Mechanical, Exterior Wall Sheeting, Insulation, and Final. Property Maintenance, Housing and Zoning Inspections including illegal signs, accessory building setbacks, high grass, inoperable and unlicensed vehicles, exterior building condition, and housing code violations.

-Commercial/ Industrial/ Public/Semi-Public/High-Density Residential Inspections: review of site and building construction plans for compliance.

-Property Maintenance, Housing, and Zoning Inspections: Receive and administer complaints, complete inspections, discussion with property owners, prepare and send legal notices, and attend court hearings, if applicable.

Coordinate Inspections with Fire Department, White House Sewer Department, and area State Electrical Inspector. Customer service including on-site, office visits, and phone conversations regarding different types of inspections, code questions, issuance of permits.

Planning and Codes Inspectors

Tony Covington Building Inspector
Sean Hagan Building Inspector

REPORTS . . .

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

Administration

The City Administrator and Finance Director worked diligently to anticipate revenues and anticipate an additional amount that would need to be reduced in expenditures to the budget this fiscal year. A BMA budget work session was held to review these numbers and to discuss these future projections.

The City Administrator, along with Mayor Decker and the Planning Director, attended the quarterly meeting of WHIRL (White House Industrial Retention League). Afterward, the group toured a local industry, C&J Cage. The final planning meeting for the TVA Consumer Connection program was held. This meeting was to finish up action plans for the development of a marketing plan. The committee has decided to update the city's logo and coordinate that with the Chamber of Commerce. More detailed and appropriate information will be added to the city's economic development webpage. The City Administrator will be visiting the local businesses to discuss the retail webpage and obtain logos and their website link to add to the City's page. The Sumner County Three-Star program has been in full action. The City Administrator met with the group twice this month to assist in completion of the application to submit to the State. The application process has been altered by the State this year to make the process more challenging for communities to accomplish the higher rating. The Sumner County Council of Governments was hosted by the County this month. The City Administrator and Mayor Decker attended. Following the meeting, the Sumner County Archives Building was dedicated to Hank Thompson. February is the month that the City Administrator speaks with the Chamber of Commerce membership luncheon. This month she discussed the financial condition of the City as well as upcoming economic development endeavors.

This month was the Relay for Life Chili Cook-off. The City Administrator was asked to be one of the judges for the chili tasting. There were over thirty different types of chili to judge in the category. The fire department grand opening was this month. The department did a great job with the invitations and the support from the elected officials and the community was known from the turnout.

The HR Director, Finance Director and City Administrator met with the Tennessee Municipal League Risk Management Pool to review the insurance forms and discuss aspects of improving reporting for workers compensation, liability and property coverage.

Website Management		
	February 2009	FY 2008-2009
Number of Internal requests for website updates	16	101
Users	*	*

Postcards were sent to all residents to alert them of the city's change in hours and inform them that the Word on White House is available online only. To date 75 people have signed up to receive notice that the new Word on White House edition is available.

The City Recorder continues to work with department heads on the submittal of their performance measures to the ICMA Center for Performance Measures. The City Recorder also continues to work with department heads regarding their six year CIP schedules and the FY 2009-2010 CIP requests.

*In addition I am 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 February 2009**

Finance Section

February officially closed our Property Tax season with a not so stellar performance. At the close of February 2009, 26% of the Robertson County taxes remain to be paid, while 12% of the Sumner County taxes remain outstanding. This left 21% of the tax base still uncollected. Based on collections since the close of February, we are projecting an 8% delinquency rate, which would be 5% higher than usual, and result in an 11% shortfall in the General Fund property tax line after the Debt Service property tax line is fully funded.

Significant time and effort have been put forth during the month to closely monitor all revenue streams in order to assess expected revenue shortfalls for the year, and to prepare for the budget study session that took place in February. The Finance Director prepared an article for the Word on White House which discusses our current revenue streams and the recent improvements in the General Fund balance which should help us to weather the current economic crisis better than we would have been able to in the past.

A draft copy of some financial tables was provided by our audit firm Work & Greer and the Finance Director completed a draft of the Management Discussion and Analysis during the month of February. A full draft of the financial statements has not yet been received, but has been promised some time in March.

The Finance Director participated in a meeting held by the Cemetery Board to organize a candle light cemetery tour similar to the one held in Gallatin. The board has decided to request some help from the Leisure Services Board, and to pull in a few more citizens and pursue this activity as an event for the Greenway rather than the Cemetery. Another meeting will take place in March to move plans along a little further. The Finance Director, along with the City Administrator and Human Resource Director met with associates from the Tennessee Municipal League to discuss the forms and reporting for this year's re-rate process which is currently under way. Assistance was given to the Library Director and Library Board Chairman to further understand the components of the Maintenance of Effort agreement that was submitted to the State of Tennessee. A history of the revenues and expenditures related to the football stadium was updated for the Parks Director in preparation for an upcoming meeting with staff from White House High School. Representatives from North America Administrators, and Sherrill Morgan and Associates met with the Finance Director, and other City staff to discuss the funding of next years insurance and the necessary budgeting.

The State of Tennessee's Certified Municipal Finance Officer program began in February with the Finance Director attending the first class and passing the exam relating to Government Environment. This qualifies a move on to the next class and exam, Part I Governmental Accounting, which will be offered in April.

The new court software was installed in February and staff has been training on the expanded reporting capability which includes electronic reporting to the Department of Safety. Some of the additional information is included in the following performance measures.

Performance Measures

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular	11 paper checks 219 direct deposit	2 retroactive rate adj.	None

Accounts Payable

February FY

Total Invoices Processed 288 2,590

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	333	20	56	35	108	12	7	13	19	15	27	645
Customers	347	0	1	2	2	0	1	2	6	0	2	363

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	2	9	156	121	30	15	333
Customers	0	4	214	129	0	0	347

Purchase Orders

Codes	4	\$404.09
Fire	2	\$253.17
Police	16	\$2,689.17
Human Resources	0	\$0.00
Engineering	3	\$175.98
Administration	4	\$6,340.30
Finance	0	\$0.00
Court	0	\$0.00
Library	8	\$947.48
Waste Water	22	\$52,129.91
Public Works	3	\$646.50
Sanitation	4	\$3,338.63
Parks	16	\$3,244.95
Bldg. Maintenance	1	\$110.00
Cemetery	1	\$5,525.00
Total	84	\$75,805.18
Void	15	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS \$0-\$999	77	\$15,165.14
PURCHASE ORDERS \$1000-\$9999	6	\$20,901.58
PURCHASE ORDERS OVER \$10,000	1	\$39,738.46
Total	84	\$75,805.18

Emergency Purchase Orders

Number	Vendor	Items	Amount	Nature of Emergency	Department
12887E	Temple Inc.	Bulldog Pole Mount	\$12.00	Semi hit pole and knocked off pedestrian crosswalk button	Engineering

Business License Activity

Opened	Closed	
4	4	
<u>Cumulative Information</u>		
Class	Total Licenses	Delinquencies
1	39	27
2	125	45
3	239	107
4	177	80
Total	580	259
Delinquency Rate		45%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1 st Offense)	1
Driving Unregistered Vehicle	1
Failure to Stop at Stop Sign	9
Financial Responsibility Law	21
Following Too Closely	1
Improper Equipment/Headlight Out	3
Improper Passing	2
Leash Law (Running At Large)	2
No Drivers License on Person	2
No Tags (Animal Control)	2
Open Container Law	1
Overtaking on the Right	1
Registration Expired	11
Seat Belt Violation – 18 and Older	22
Speeding	97
Disobedience to Traffic Control Device	6
Total	182

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	60
Guilty as Charged	6
Dismissal	23
Dismissed upon presentation of insurance	11
Failure to Appear	2
Dismissed to Traffic School	14
Dismissed with Costs and Fines	35
Dismissed with Costs	25
Dismissed with Fines	2
Case Transferred to County	2
Total	182

February 09 Monthly Report

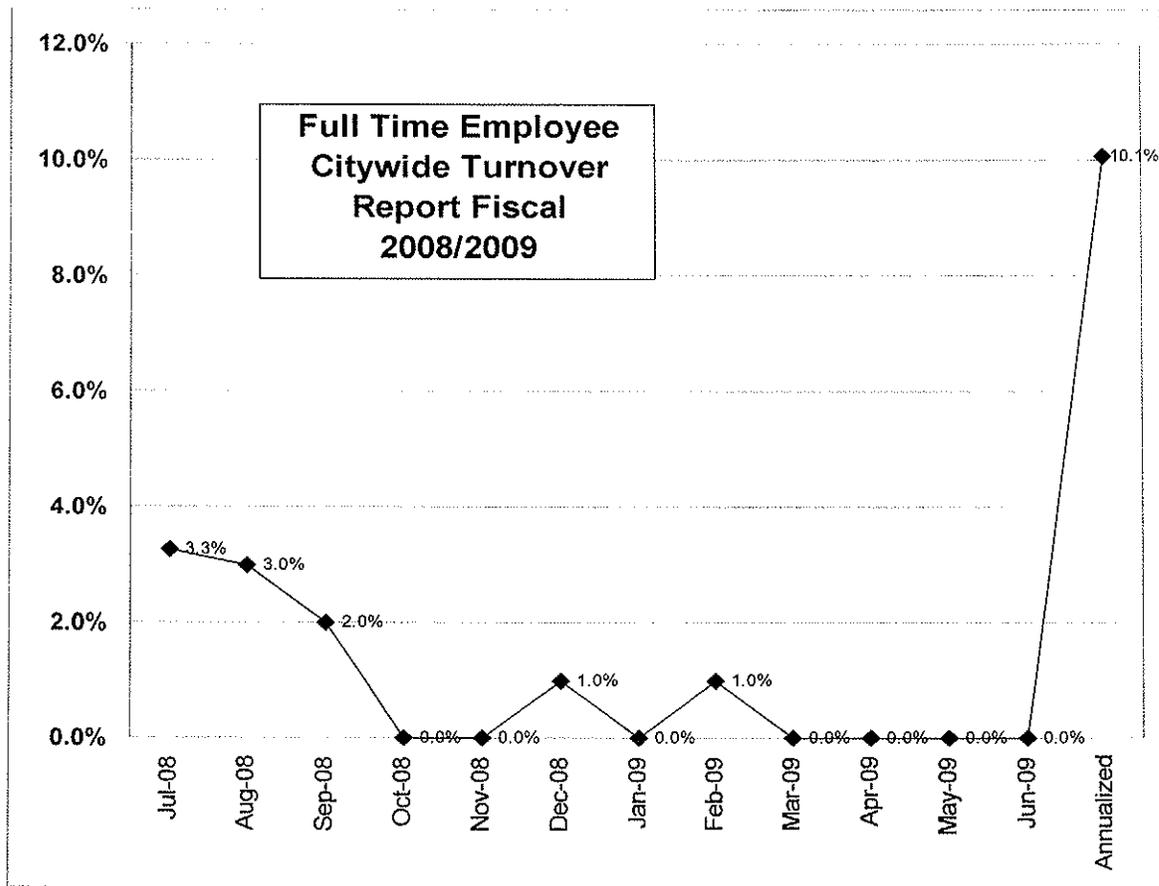
Human Resources:

- Continued communication with third party administration of partially self-funded health plan
- Compiled annual Worker Comp Rerate information
- Facilitated panel interview process for PD, pending advancement of hiring
- Continued file auditing for compliance
- Participated in quarterly review of benefits plan performance
- Began FLSA audit of job descriptions
- Continued Workplace Violence Program construction

Key Performance Indicators (Performance Measurements)

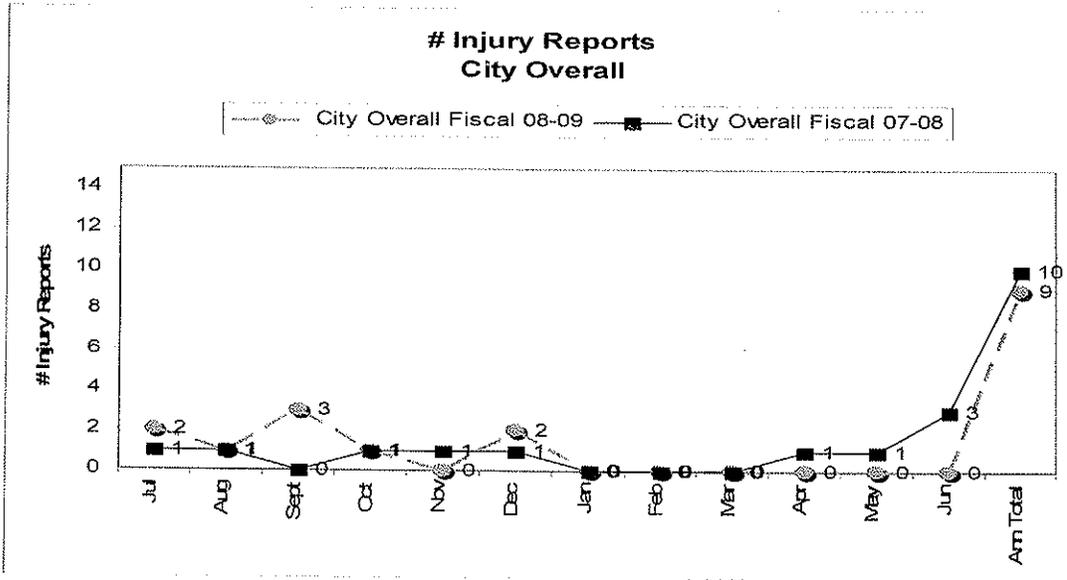
Citywide Turnover

- Turnover overall for month of February for Full Time Employees was 1%
- Year to Date Turnover for Full Time Employees is annualized at 10% for Fiscal 08-09
- Highest Turnover departments YTD:
 - Police: 25% Annualized YTD (70% of overall City turnover)
 - Wastewater: 18.2% Annualized YTD (20% of overall City turnover)

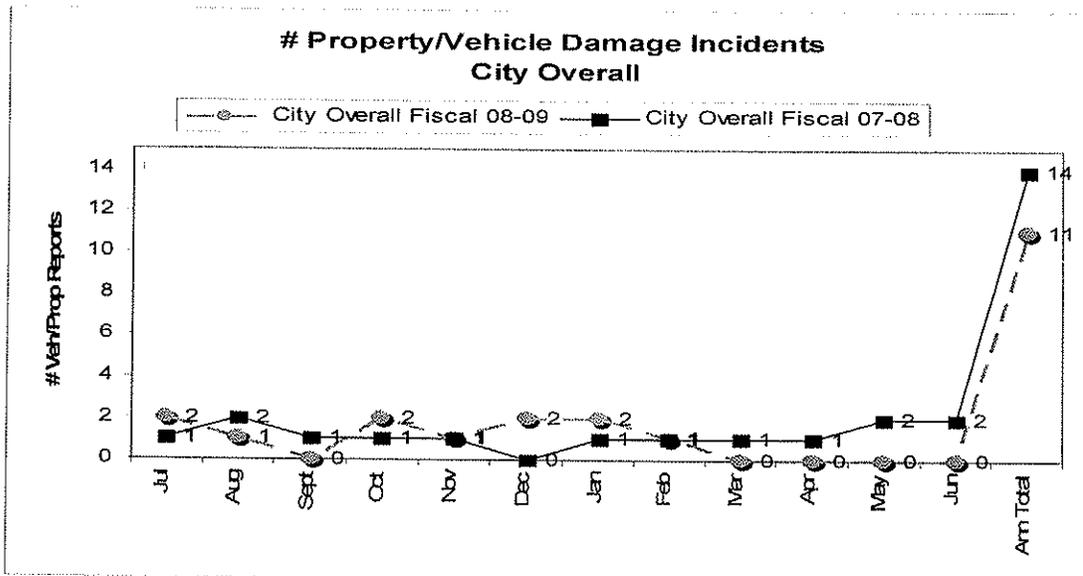


Safety

- Accidents resulting in injury in February were **1**, up from **0** February 2008
- Total accidents resulting in injury YTD are **10**, 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 60% of overall injury accidents
 - Parks (2), resulting in 20% of overall accidents
 - Fire (1) and Wastewater (1), resulting in 10% of overall accidents each



- Vehicle/Property damage claims for the Month of February are **1**, unchanged from Feb 2008 (**1**)
- Vehicle/Property damage claims resulting in damage to City or Other Vehicle or Property total **11** YTD, up from **8** 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 (6), resulting in 54.55% of overall claims
 - Police (3), resulting in 27.27% of overall claims



City of White House
Police Department
Monthly Report
February 2009

Departmental Highlights

- The Police Officer Candidate Interviews were held February 4th in the Police Department Training Room. Three candidates were interviewed for the one open position. The hiring of the position has been put on hold due to the hiring freeze.
- Chief Herman attended the Tennessee Association Chief's of Police meeting held in Nashville.
- Chief Herman participated as a judge in the annual Relay for Life Chili Cook-off.
- The Dispatch Supervisor interviews were held February 11th. Three candidates were interviewed for the position. The hiring of the position has been put on hold due to the hiring freeze.
- Chief Herman attended the Crime Prevention Coalition in Nashville, TN.
- Sgt. Jim Ring attended the 18th Judicial Drug Task Force Board meeting held at the Sumner County Sheriff's Office.
- Det. Sgt. Pat Brady attended the Child Protective Investigation Team (CPIT) meeting held at Ashley's Place.
- Cpl. Jason Ghee attended a Grant Writing class in Franklin, Tennessee sponsored by the Governor's Highway Safety Office.
- Shellie Hampton, Part-time Records Clerk, resigned from the White House Police Department effective February 13th.

Community Relations

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

- D.A.R.E. Graduation was held for 145 fifth grade elementary students at Robert F. Woodall Elementary on February 12th, after 10 weeks of classroom instruction from D.A.R.E. Instructor Captain Jeff Mingledorff.

Citizens Police Academy

- The 9th Annual Citizen's Police Academy commenced on Tuesday, February 24th, with 27 citizens enrolled.

Wheels in Motion

- One student from each school (Robert F. Woodall, H.B. Williams, White House Christian Academy, and Heritage and Hope Academy) were presented bikes and helmets by the Rotary Club and Captain Jeff Mingledorff as rewards in recognition of individual accomplishments.

Captain Street Smart

- Captain Mingledorff taught 4 classes on Bike Safety and Seat Belts to 100 K-4th grade students at Robert F. Woodall Elementary.

Crime in the City

	February 2008	February 2009	Percent Change	Total 2008	Total 2009	Percent Change
<i>Serious Crime Reported</i>	*					
Crimes Against Persons		10			13	
Crimes Against Property		35			74	
Crimes Against Society		19			48	
<i>Minor Crime Reported</i>		33			65	
<i>Traffic Crashes Reported</i>		18			40	

* New data collected starting January 2009

Protecting Persons and Property

	February 2008	February 2009	Percent Change	Total 2008	Total 2009	Percent Change
Arrest Criminals	76	50	-34%	135	99	-27%
Enforce Traffic Laws						
Written Citations	319	282	-12%	648	534	-18%
Written Warnings	57	69	+17%	106	115	+8%
Residential Patrols	850	910	+7%	2,009	1,811	-10%
Business Checks	1,646	2,159	+24%	3,603	3,941	+9%
Extra Patrols	316	229	-27%	664	563	-15%
Property Watches	27	73	+46%	66	138	+52%
Assist Motorists	20	16	-20%	45	34	-24%

Communications Section

	February 2008	February 2009	Percent Change	Total 2008	Total 2009	Percent Change
Calls for Service	1,167	1,013	-13%	2,336	2,099	-10%
911 Calls	24	26	+8%	60	55	-8%
Alarm Calls	27	25	-7%	46	58	+21%

*Not accurately recorded until July 2007

Animal Control

	February 2008	February 2009	Percent Change	Total 2008	Total 2009	Percent Change
Complaint Calls	*	27			71	
Animal Contacts		23			55	
Returned to Owner		12			28	
Sent to County Impound		9			22	
Adopted		1			2	
Animal Bite Incidents		0			0	
Traps Set		6			9	

*New data collected starting January 2009

K-9 Searches

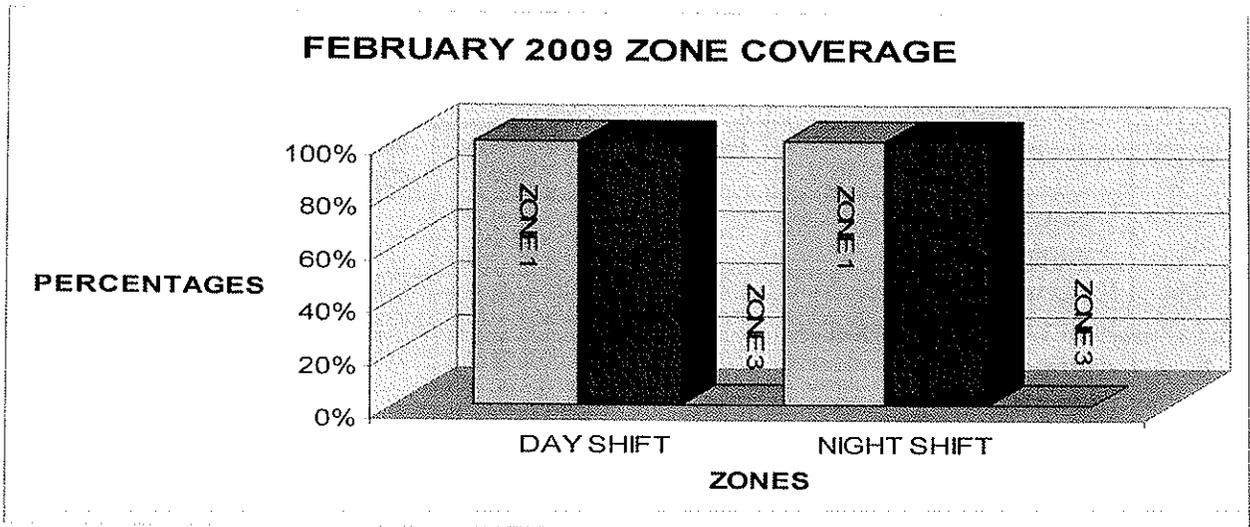
- Working with other Sumner County Law Enforcement Agencies, Nike and Rascal assisted the Sumner County Drug Coalition in a drug search of Gallatin High School and Station Camp High School. K-9 Nike did alert on one vehicle at Gallatin High School, which resulted in a student with possible school punishment.
- Nike and Rascal assisted with a search conducted at Heritage High School. One student encountered possible school punishment.
- Rascal assisted with two vehicle stops, resulting in one arrest.
- Nike assisted with one vehicle stop, resulting in one arrest.

Staffing

The police department is authorized 28 full-time and two part-time employees. Currently we are down one full-time Police Officer position, one Dispatcher Supervisor position, and a part-time records clerk position. Interviews for the Police Officer and Dispatch Supervisor positions were conducted in the month of February. Due to the hiring freeze, these positions will remain open at this time.

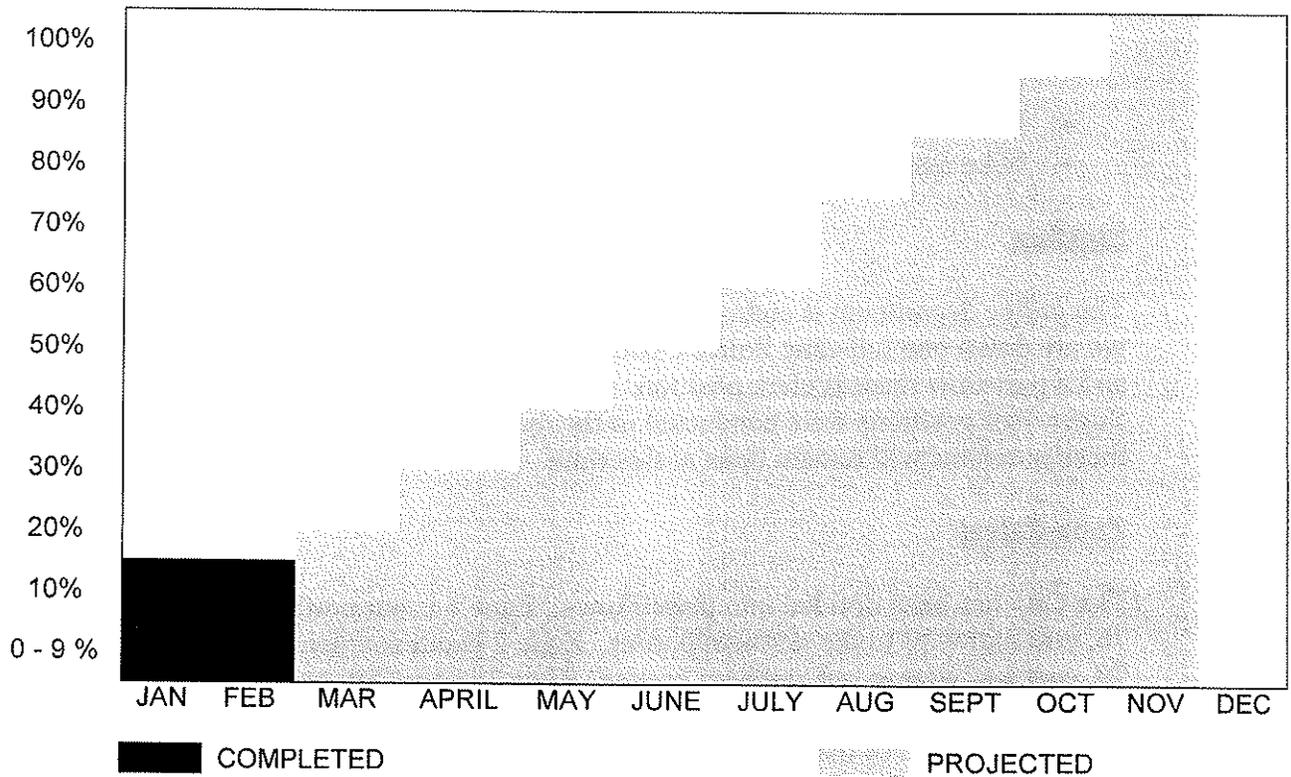
Zone Patrol

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



Due to uncertainties of budget cuts, training was limited to in-house training. The Reserve Officers did receive their monthly training, which was Officer Survival. Road Patrol Officers received training in Patrol Procedures and Search and Seizure. One Officer attended an eight hour Grant Writing class.

The Tennessee Peace Officer Standards and Training Commission requires under rule 1110-4.01 and rule 1110-8.04 that all full-time and Reserve Officers participate in a P.O.S.T. approved forty (40) hour in-service training session each calendar year.

Looking at the above graph, you can see how well we are doing at meeting this mandate.

Cost Savings

- Personnel shortages of one Patrol Officer, a Dispatch Supervisor, and a Part-time Records Clerk, results in the savings of salary and benefits for the month of February.
- Chief Herman downgraded his cell phone from a Blackberry to a standard cell phone. This will be a savings of approximately \$35.99 per month for an average savings of \$431.88 annually.
- On Govdeals.com in the month of March, we sold 9 Vista Light Bars and 9 Street Hawk Light Bars bringing in total revenue to the General Fund of \$685.00.

Projected Cost-Savings

- We will be changing our phone systems over from Paetec to AT& T in March. This should be a savings of approximately \$350.00 monthly/\$4,200.00 annually.
- The cleaning contract with Southeast Building services ends in April. This will be a savings of \$714.00 monthly/\$8,568.00 annually.
- We are currently in the process of reducing our fleet of vehicles by one motorcycle and two cars. These items will be sold on Govdeals.com and will generate money to the General Fund. This will also lower our over-all maintenance cost.

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 February 2009

Summary of Month's Activities

The Department responded to 68 requests for service during the month with 35 responses being medical emergencies. The department responded to a vehicle fire at 2214 Hwy 31W. When fire units arrived on scene the vehicle was totally involved. The vehicle was a total loss; no other property was reported damaged. There was also a response to a reported structure fire on Holly Lane. Engine 1 arrived on scene within 4 minutes of the request. The fire had been extinguished by the homeowner using a fire extinguisher. Prior to our arrival, overhaul was completed and the only damage reported was to the water heater.

Fire Station 2 Update:

The contractor still has work to complete on the training tower, pump test pit, and site work. There are still some items on the punch lists inside the building to be completed as well.

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)**

Departmental Highlight

The highlight for the month was the Station 2 ribbon cutting and open house on February 20th. The event was a great success we had public officials from the surrounding area and citizens tour the facility throughout the day and into the evening.

Department Cost Saving Report

There was not any significant cost savings associated with purchasing supplies or any project this month although all fire personnel are taking measures to reduce energy usage and fuel costs.

Monthly Performance Indicators

Incident Responses

Structure Fires	0	Emergency Medical Responses	35
Cooking/Electrical Fires	0	Vehicle Accidents(general cleanup)	3
Vehicle Fires	1	Rescue	5
Grass, Brush, Trash, Fires	0	False Alarms/Calls	6
Hazmat	0	Assist other Governmental Agency	0
Other Calls	18	Total Responses for the Month	68
		Total Responses Year to Date	141

Fire Fighter Training

Total Training Man-hours for the Month	251	Total Training Man-hours Year to Date	494
----------------------------------------	-----	---------------------------------------	-----

Fire Inspection

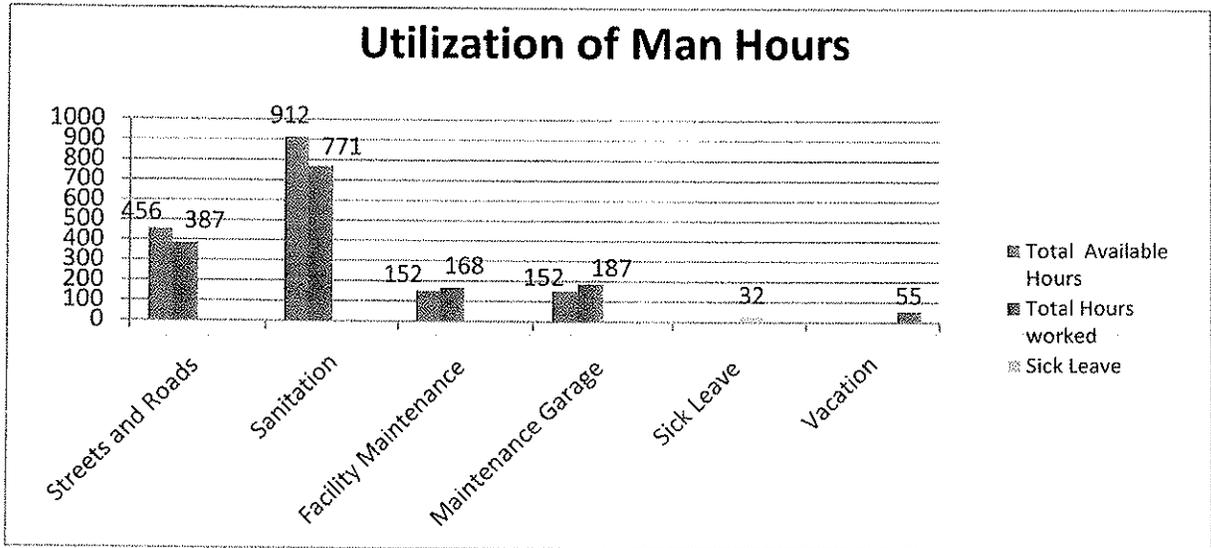
Fire Inspections	10	Plat / Plan Reviews	1
Fire Investigations	1	Fire Preplans	2

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
February 2009**

Monthly Performance Indicators

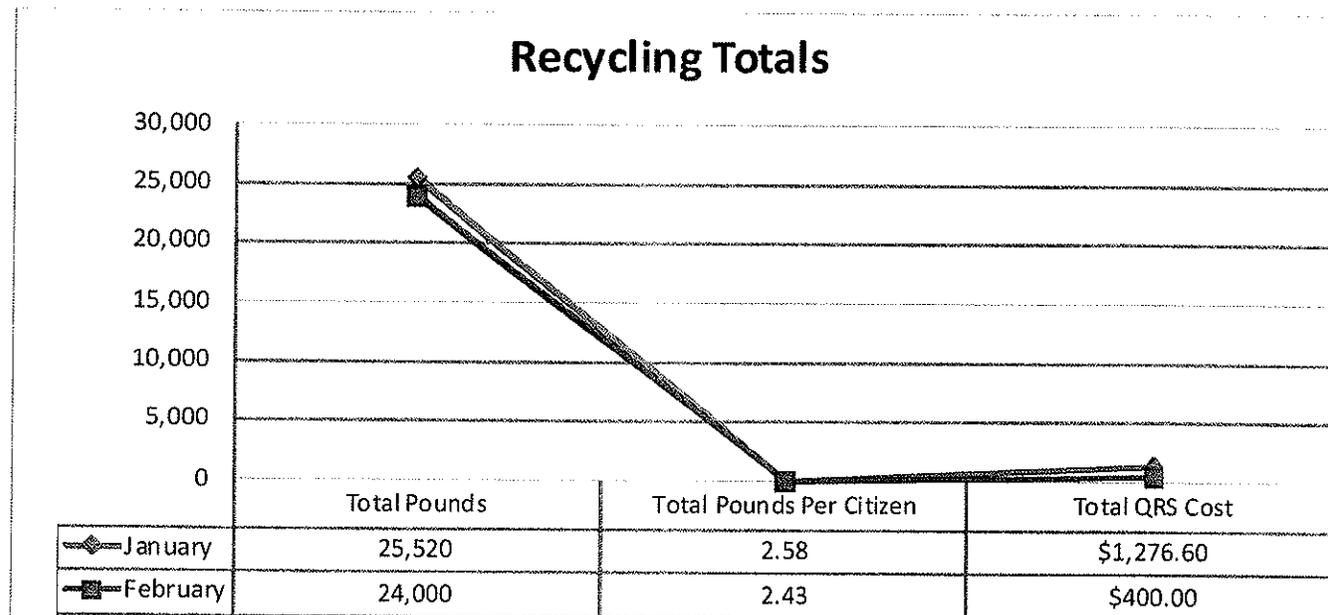


The above chart represents the number of man hours vs. the total number of hours worked for the month of February. It also represents the number of sick and vacation days used by each department. Facility Maintenance and the Maintenance Garage had help from additional departments this month. As a result, the total hours worked is greater than the total available hours.

Convenience Center

There were a total of 14 citizens that utilized our Convenience Center for the month of February total revenue received \$767.75. Total operating cost- to be determined billing information has not been received from Allied Waste for the month of February.

Recycling



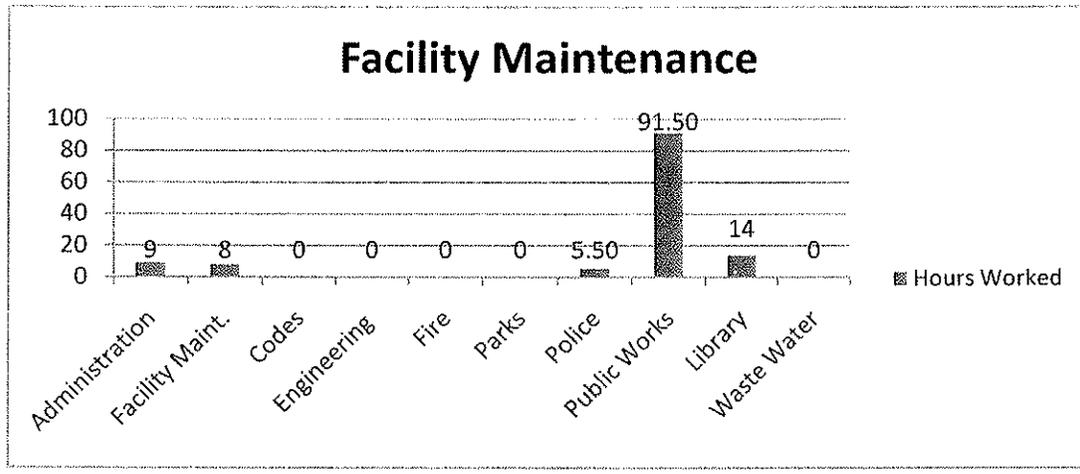
Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of customers billed	<u>Total Billed</u>	<u>Total Billed Year to Date</u>	<u>Revenue Received</u>	<u>Revenue Received Year to Date</u>
3574	Net Amount Billed \$55,170.00	\$435,720.00	\$56,948.24	\$436,883.16

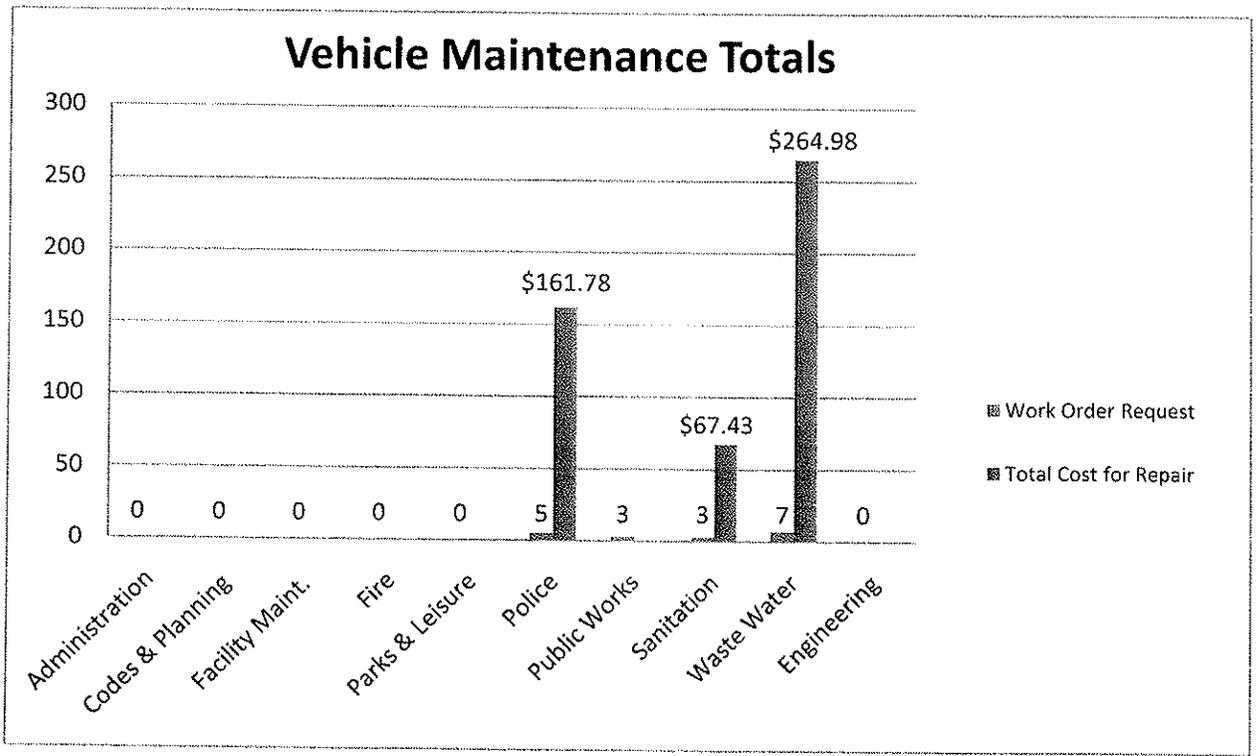
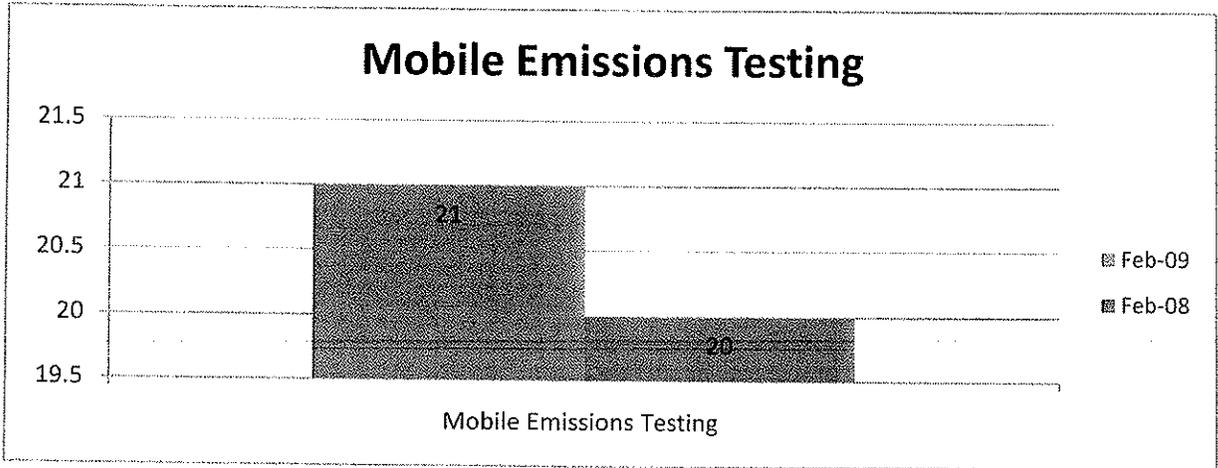
Facility Maintenance

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 February, we had a total of 21 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the increase in usage since February of 2008.



Departmental On-Site Safety Training February 2009

- Verbal and Non Verbal Communication
- Carelessness
- Workers Compensation
- Hazard Communication Program

FEBRUARY 2009 TRUCK POUNDAGE AND FUEL COSTS

- 15.80 average tons per day 505,220 pounds for the month of February.
- Total tonnage for the month of February was 252.61
- Total cost of fuel used for truck # 319 \$202.60
- Total cost of fuel used for truck # 320 \$869.90
- Total cost of fuel used for truck # 323 \$659.55
- Total cost of fuel used for #324 \$271.56
- Total cost of fuel for February = \$2,003.61

Fuel decreased \$335.46 from the month of January.

July 2008 – June 2009	Year to Date Totals
Tons per day	18.82
Pounds for 8 months	4,828,740.00
Tonnage for 8 months	2,461.72
Fuel used Truck #319	\$3,157.32
Fuel used Truck #320	\$9,961.94
Fuel used Truck # 323	\$8,900.19
Fuel used #324	\$3,595.52
Total Fuel cost for 8 months	\$25,534.97

FEBRUARY B.M.A. REPORT 2009

MONTHLY INDICATORS

STREETS AND ROADS/SANITATION/BUILDING MAINTENANCE

<i>SERVICES PROVIDED</i>	<i>TOTAL</i>	<i>YTD</i>
BRUSH PICK UP	424	2219
	Stops	Stops
BRUSH TRUCK LOAD	40	282
EMERGENCY CALL OUTS	0	0
DAMAGED CARTS REPLACED	15	98
NEW CARTS FOR NEW HOME CONSTRUCTION	2	69
ADDITIONAL CART REQUEST	1	17
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	1390 feet	11,123 feet
DRAINAGE REQUESTS	2	15
DRAINAGE WORK	550 feet	975 feet
LITTER PICK UP (50 GALLON BAGS)	47 = 3 bags per day	479 bags
LITTER PICK UP PER DAY (MILES)	3.00 Miles Avg. per day	459 Miles
POTHoles REPAIRED	8	105
SALT	0	0
SIGNS INSTALLED	6	47
HANDICAPPED PICK UP	77 Homes	616 Homes
MOVE IN SPECIAL PICK UP	1	31
MOVE OUT SPECIAL PICK UP	1	15
DEAD ANIMAL REMOVALS	2	14
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED	2	59

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

Summary of Month's Activities:

Collection system:

Over the past month staff has retro fitted twenty-five hydromatic simplex and two duplex systems to E-one and installed seventeen new vacuum valves and controllers within the vacuum systems. The department has also provided inspections to ten new sewer service connections. (Includes finals and repeats due to failures)

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 have been installed at Wilkinson Lane and Calista Road lift stations with the installation at Tyree lift station currently ongoing.
- Johnson Construction Company continued the rehabilitation work on both vacuum collection systems this past month repairing main breaks and installing isolation valves. During this time they have repaired thirteen main breaks and installed twenty-nine isolation valves.
- On February 18, 2009 the State inspected the sewage treatment plant (STP) and sewage collection system. Their inspection focused on follow-up to the compliance inspection done last July and a more in-depth look at the sewage collection system.
- We processed the \$100.00 per year annual fee for the forty accounts which engage in commercial food preparation requiring the inspection of grease traps and interceptors and other specialty appurtenances. We've also completed the annual inspection of all forty food prep locations with eight requiring return inspections and four (Bob & Rhonda's, Taco Bell, Kentucky Fried Chicken and The Highland Center) receiving Notices of Violation.
- Alternatives Discharge Study - In the last month, McGill & Associates has begun gathering land use and topographical information from state and federal agencies and other project stakeholders. In the coming weeks, we will begin to schedule meetings with various stakeholders including TDEC and regional and watershed groups.

Departmental Highlight:

- Applications have been submitted to the State for the following employees to take the certification exam this May:
 - Vince Fardello: Grade II Collections
 - Daniel McIntosh: Grade II Collections

Departmental Cost Saving Report:

We have complete negotiations with Wascon and E-one for the retro-fit prices for the upcoming 2009-2011 budgeted years. The grinder package will increase 8% to \$1,270.00 per unit. This is still a discount of \$180.00 per unit which is an approximate combined savings of \$100,800.00 for the next two years.

Monthly Performance Indicators

Service Provided	Month	Totals for 2008-2009	Amount Billed	Revenue Received	Revenue Totals 08-09
New service connections (Capacity fees)	2	33	\$3,470.00	\$3,470.00	\$49,830.00
Customers billed	3,741	N/A	Net amount billed \$185,181.74	*\$164,869.77	\$1,013,118.40
Applications or transfers for service	25	284	\$1,125.00	\$1,125.00	\$12,526.00
Late penalties applied	1,111	7,198	Amount Applied \$4,663.50		
Wastewater Adjustments	31	252	N/A	(\$12,431.80)	(\$24,000.87)
Administrative Fees	29	133	\$1,450.00	\$1,450.00	\$11,550.00
Service availability Requests	0	0	\$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	1	31	\$150.00	\$150.00	\$4,650.00
Field inspection fee	0	0	\$0	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	47	200	\$1,450.00	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	190	373			
Billing related service requests	57	659		Months Total \$171,064.77	Total \$1,091,974.40
Mainline repairs	3	23			
Service lines repaired	10	51			
L.P. service requests	50	545			
Gravity service requests	0	0			
Vacuum service requests	11	74			
All service requests	128	1,385			
Major Lift Station Repairs	1	12			
Major Lift Station Responses to SCADA Alarms					
North Palmers	85	474			
Calista	-	-			
Wilkinson	-	-			
Tyree	N/A	N/A			
	Flow MGD	Plant Capacity	% of Capacity		
Average Daily Flow (effluent)	.524	1.4 MGD	37%		

* 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
February 2009 Monthly Report**

Summary of Month's Activities:

Staff attend Industrial Retention meeting of White House Chamber of Commerce. Staff worked with TN ADA Assistance Office to review City Hall Handicap Accessibility Bathroom Issue regarding entrance door width. Staff attended Nashville MPO meetings and completed application information regarding Federal Highway Stimulus Funds. Staff obtained Residential plumbing exam certification, which is required by State Law for initial renewal of certification. Staff attended Hope Center Board Meeting regarding construction of accessory storage building.

Update on Department Objectives:

Comprehensive Land Use Plan Update Project: During thirty day public review period, staff received two public comments regarding future greenway location and farm land preservation. Planning Commission final adoption is scheduled for March 9th Meeting. Historical preservation component, amended Robertson County Growth Boundary, if approved will be included with Comprehensive Plan when items are completed.

Robertson County Growth Boundary Meeting:

The Robertson County Coordinating Committee approved request from White House, Portland, and Orlinda to amend the growth boundary. Staff is waiting for final map from Austin Peay University and Robertson County Planning Office. Staff recently approved draft of map for final completion. Once maps are completed, the City of White House and Portland will send out maps to all members of Robertson County Coordinating Committee for approval by Robertson County Commission and all City Boards in Robertson County.

Department Highlight: Property Maintenance: High Grass

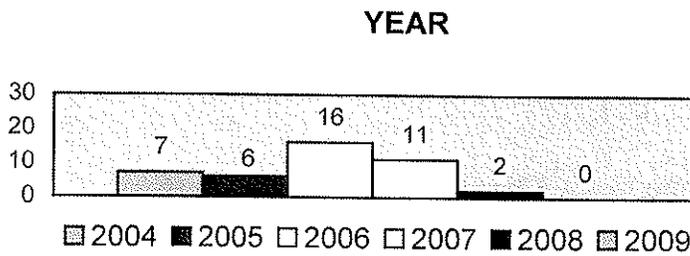
The City regulates the maximum height of grass to 12 inches on properties under two acres in size. Properties over 2 acres are not regulated except around structures, along roadways, and along property lines. The City sends out notices to properties in violation of ordinance and allows 10 days for property owner to mow grass. If not, the City has the property mowed and places a tax lien on property. The City currently uses Allen Keller to mow properties if not maintained. The current budget for codes maintenance is \$ 3,000. Typically, most high grass violation issues are early in the mowing season.

Cost Savings:

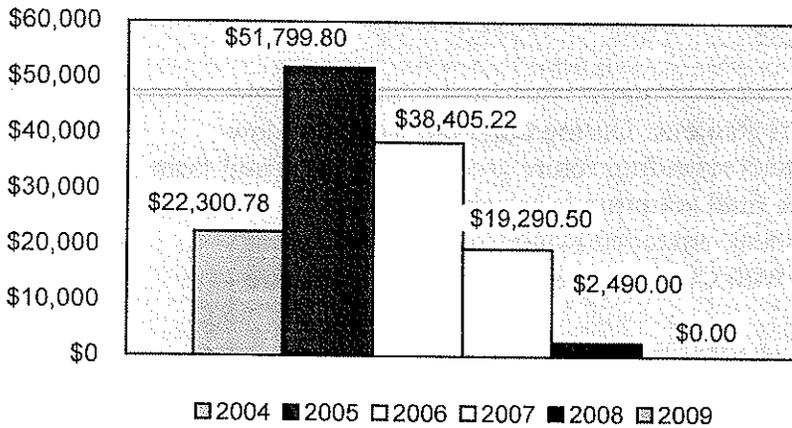
The following staff members took voluntary furloughs during month. Sean Hagan, Building Inspector took one (40 hour) week. Lonnie Goode, IT Specialists took 2- (20) hour furloughs and is working a reduced full time work schedule of 30 hours per week.

Monthly Report February 2009

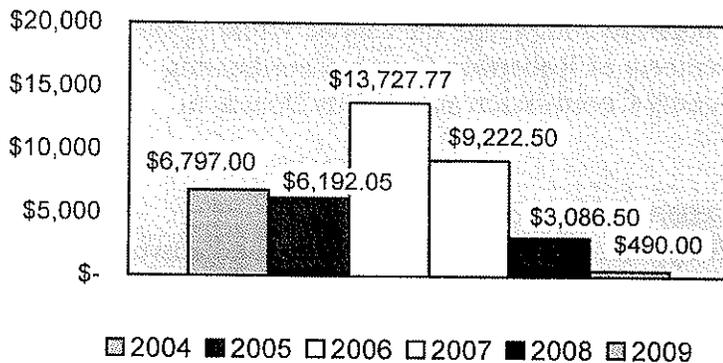
Single Family Permits (February)



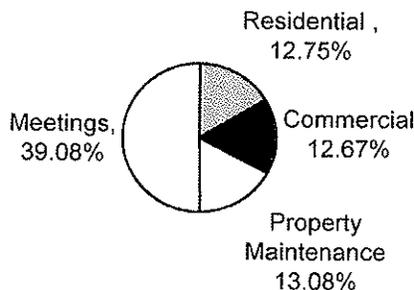
Impact Fees (February)



Permit Fees (February)



Inspections / Meetings (February)



	Month	FY 08-09
MEETING AGENDA ITEMS#		
Planning Commission	5	55
Construction Appeals	0	1
Zoning Appeals	0	5
Training/Study Session	0	2
Property Maintenance	0	0
PERMITS		
Single Family Residential	0	19
Multi-Family Residential	0	10
Other Residential	4	95
New Commercial	0	2
New Industrial	0	0
Other Com/Ind	2	9
State Electrical	22	364
Sign	1	17
Occupancy Permits		179
Other	0	5
BUILDING INSPECTIONS		
Residential	36	471
Hours	12.75	60.49
Commercial /Industrial	24	292
Hours	12.67	78.84
CODE ENFORCEMENT		
Total Cases	41	388
Hours	13.08	54.1
Complaints Received	10	91
MEETINGS		
Administration	10	34
Hours	8.5	35
Planning	21	75
Hours	23.83	74.41
Codes	11	29
Hours	6.75	29.5
FEES		
Permit Fees	\$ 490.00	\$ 28,334.00
Board Review Fees	\$ 250.00	\$ 2,792.00
City Impact Fee	\$ -	\$ 47,630.17
Roads	\$ -	\$ 21,604.36
Parks	\$ -	\$ 9,974.00
Police	\$ -	\$ 9,669.53
Fire	\$ -	\$ 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		19

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

Summary of Month's Activities

At the City Park, the pavilion roofs and support posts were all professionally cleaned this month to remove dirt, grime and tree sap in preparation for a busy reservation season. The results are quite noticeable and should enhance public perception.

The trailhead turf areas have all been initially sprayed for broadleaf weeds. This will benefit the park maintenance employees by eliminating fast growing weeds and by making mowing easier, plus it will ensure that the turf looks presentable to the public. This is round 1 of our program, and subsequent applications will be made as necessary. The small trees that have been planted in the past 3-4 years have been fertilized.

The damaged wooden panels on the greenway section just below the wayside were completely repaired and stained. The construction method used to repair them is much stronger than when first built. Hopefully this will help to prevent further damage from vandals.

Youth Basketball

The 2008-09 Youth Basketball regular season concluded Saturday, February 21st.

The regular season winner in the 3rd and 4th grade girl division was the "white" team, coached by Shannon Groves and Dwayne Dotson. Team members who participated in the white team's perfect 10-0 season were: Megan Groves, Jada Dotson, Erin Kramm, Mary Lynn Keith, Jodie Bryant, Olivia Adams, Jackie Davis, Hannah Montgomery, and Hailee Ellis. The tournament championship was won by the white team.

The 3rd and 4th grade boys regular season winner was the "orange" team, coached by Mick Weber and Bryan Berry. The boys finished their season with a 9 -1 record. Team members were Mason Weber, Brandon Berry, Christian Koster, Landon Deming, Micah Roberts, Noah Thurman, Bryant Reynolds and Kaleb France. The tournament championship was won by the orange team.

Men's Church Basketball

The White House Church of Christ won the Men's Church Basketball 2008-09 Regular Season league. Players participating on the team were: Jonathan Shelton, Chance Shular, Tommy Nichols, Garrett Shular, Darrell Rippey, Jeff Keith, Jared Cummings, Rodney Honeycutt, Kelly Jones, Mac Garner, and Nic Garner.

Regular season standings

1. White House Church of Christ	13 - 1
2. South Haven Baptist Church	12 - 2
3. Adairville (KY) Baptist	10 - 4
4. The Pointe	7 - 7
5. Goodlettsville C. Presbyterian	5 - 9
6. Temple Baptist	5 - 9
7. Christian Gospel Temple	4 - 10
8. Hillcrest Church of Christ	0 - 14

White House Church of Christ also won the tournament championship.

Update on Department Goals and Objectives

For over two weeks, surveying was performed at the City Park by Littlejohn Engineering Associates (LEA) in order to collect boundary and topographical information needed for the Municipal Park Renovations, Phase I. Geotechnical drilling was also performed to test the soil characteristics. A meeting has taken place between LEA and city staff to discuss long range goals and for the firm to begin gathering data that is needed for designing to proceed.

Department Highlight

Co-ed Church Volleyball

The Co-ed Church Volleyball League begins on March 17th. The 13 teams in the league are White House Methodist (2 teams), White House First Baptist (2 teams), Northridge Church, Church at Grace Park, White House Church of Christ, Mt. Carmel Baptist (3 teams), Temple Baptist (2 teams), and Long Hollow Baptist. We are very pleased to have this many teams competing in the league!

Department Cost Savings Report

The annual Easter Egg Hunt will be held April 11th, 2009. The event is being sponsored by Northridge Church this year! The church will supply the candy and door prizes; plus, 1 boy's bike and 1 girl's bike as the grand prize. It is free to the public.

PARKS AND RECREATION DEPARTMENT
FEBRUARY 2009

	Prior Years				Current Year			
	Year End FY 2005-2006	Year End FY 2006-2007	Year End FY 2007-2008		Dec-08	Jan-09	Feb-09	YTD FY 2008-2009
Division	Activity							
Maintenance								
	Mowing Hours	1176	1020	1044	3	0	12	1013
	Pounds of Grass Seed Sown	1990	4350	3670	30	25	60	2775
	Pounds of Fertilizer Applied	11885	16795	6150	0	0	75	4575
	Number of Trees/Shrubs Planted	22	69	57	15	14	0	100
Recreation								
	Number of Youth Program Participants	358	326	377	165	0	0	353
	Number of Adult Program Participants	409	291	857	35	270	202	1672
	Number of Theatre Production Attendees	651	271	102	0	0	0	0
	Number of Special Event Attendees	2881	3453	2865	400	0	0	2654
	Total Number of Special Events Offered	5	6	8	2	0	0	8
	Total Number of Programs Offered	16	13	23	3	4	1	31
	Youth Program Revenue	\$32,137.06	\$31,045.38	\$22,095.25	\$0.00	\$40.00	\$45.00	\$21,310.98
	Adult Program Revenue	\$19,080.40	\$14,713.00	\$15,246.25	\$575.00	\$923.00	\$4,185.00	\$16,928.00
	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
Administration								
	Number of Shelter Reservations	114	115	112	0	0	0	64
	Hours of Shelter Reservations							
	Shelter Reservation Revenue	\$3,445.00	\$3,612.50	\$3,732.00	\$0.00	\$80.00	\$90.00	\$1,707.00
	Number of Facilities Reservations	242	257	305	31	17	18	239
	Hours of Facility Reservations							
	Facility Reservation Revenue	\$16,928.31	\$19,601.34	\$28,514.05	\$2,690.68	\$3,437.60	\$1,381.28	\$18,269.92
	Misc. Revenue	\$25,914.38	\$36,238.58	\$39,729.53	\$12,106.74	\$1,316.38	\$22,535.11	\$102,181.44
Senior Center								
	Senior Center Participants	1812	2619	3993	218	104	376	1416
	Number of Trip Participants	418	274	366	12	27	23	208
	Number of Meals Participants	3757	3433	3430	279	201	272	2289
	Number of Program Participants				90	104	135	961
	Number of Trips Offered	48	45	43	1	2	1	22
	Number of Meals Served	49	50	48	4	3	4	31
	Number of Programs Offered	7	4	5	4	4	4	29

Library Monthly Report

February 2009

-Judy Speight, Director

Summary of February's Activities

The library continues to be busy with high demand on our computers as people are coming in to seek jobs over the Internet. We have been able to help many people in this way. A couple of women had heart-warming stories that they shared with us after finding jobs. One woman said she was at the very bottom of hope and had almost given up when she finally found a job. She said she will be able to take care of herself now and she loves the work. Another was also unemployed for several months when she came in to begin a search. Both of these women made a special trip to the library to tell us of their success and to thank us. The children's programs show an increase in attendance – February had an increase of 18% in attendance over January. AARP Tax Assistance began on Thursday, the 5th. There are a minimum of eight appointments set for each Thursday and more are worked in as possible. This year, the appointments were filled by the first day the service began and many others had to be turned away. We tried to help them by directing them to other locations in surrounding towns. The AARP Assistant said they will try to set up an additional assistant to help on Thursdays to try to work more people in. The people wanting this tax assistance service are mostly White House and Springfield residents who are low- and middle- income, with special attention to those age 60 and older.

We are still waiting for Southern Pride Flag Poles to come and install the new rope and pulley on our flag pole and hang the flag again; bumper blocks were installed in the parking lot; the library sign that was torn off the pole and damaged in a recent storm was repaired and hung again; new brass deadbolt locks were installed in the entry doors, the office door and the closet door where the telephone equipment is located and the new fiber optic equipment will be located; the railing at the rear of the building emergency exit was sanded and repainted, a baby changing table was installed in the larger restroom, an ADA sign was placed on the larger restroom doorway indicating wheelchair accessibility for women and men; and the kitchen faucet had to be replaced.

Training for this month included a Summer Reading Program workshop that Sherry Tackett and Janet Parchman attended in Burns, TN.

The Friends of the Library held a book sale fund raiser in the juvenile room of the library the 23rd through the 28th.

Departmental Highlight

The departmental highlight for February is the increase in visitors to the library for job seeking assistance and children's programs.

Department Cost Saving Report

The price of CDs with jewel cases included has increased, so we when we needed to buy more this month, we chose to go with a large economy pack of just CDs and then purchased the less expensive CD sleeves to include to protect them. We did this to keep the cost of CDs with protective covers below \$1.00. We have offered our patrons CDs to use for downloading documents and resumes, etc. for several years at \$1.00 and we didn't want to go up on the price.

"Libraries will get you through times of no money better than money will get you through times of no libraries." –Henry David Thoreau

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES

<u>Official Service Area Population:</u>	12,667	<u>Programs:</u>	<u>Sessions:</u>	<u>Attendance:</u>
<u>Total Active Memberships:</u>	9,237	Toddlers	4	166
<u>Percent of the Population with</u>		Preschool	4	46
<u>an Active Membership:</u>	72.9	Homeschoolers	1	4
		Adult	<u>1</u>	<u>4</u>
		Totals:	10	220

<u>Total Materials Available for Checkout:</u>	24,196	<u>Wireless Internet Users:</u>	49
<u>Estimated Value of Total Materials:</u>	\$604,900		
<u>Last Month:</u>	\$599,600	<u>Computer Internet Users:</u>	638
<u>Total Materials Available Per Capita:</u>	1.91	<u>Volunteers:</u>	10
<u>Last Month:</u>	1.89	<u>Total Hours:</u>	33
<u>State Minimum Standard:</u>	2.00		

Materials Added:

Adult Fiction:	9
Adult Non-Fiction:	34
Child/Juvenile/Young Adult:	55
Juvenile/Young Adult Non-Fiction:	38
Audios:	1
Movies:	<u>0</u>
Total:	137

Library Circulation:

Total # of Checkouts:	5,400
Last Month:	5,832
Total # of patrons:	4,827
Average Items Per Patron:	1.11
State Minimum Standard:	2.5

New Memberships:

Adult:	51
Senior Adult:	0
Child:	4
Student:	12
Young Adult:	<u>4</u>
Total:	71

Services Provided by Contracting With State:

<u>Interlibrary Loan Service:</u>	
Items Borrowed:	44
Items Loaned:	8
<u>TN Electronic Library (TEL) Sessions:</u>	
Inside Users:	66
Remote Users:	154
<u>R.E.A.D.S. (1st Qtr. Statistics):</u>	
eBooks Downloaded:	5
Audiobooks Downloaded:	20
<u>R.E.A.D.S. (2nd Qtr. Statistics):</u>	
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 February 2009

Engineering participated in the Consultant Selection for the City Park Baseball Field grant and CIP budget reports were calculated for the upcoming fiscal year. Engineering is working toward a pole connection agreement with CEMC for the City's future Fiber Optic lines. Engineering is working with the City Planner on obtaining money from the Federal Stimulus package. The City Engineer took vacation during the last week of the month.

Performance Indicators:

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

► Inspections:

	<u>This month</u> <u># inspections</u>	<u>This month</u> <u>last Year</u> <u># inspections</u>	<u>FY 08-09</u> <u>YTD</u> <u># inspections</u>	<u>FY 07-08</u> <u>Total</u> <u># inspections</u>
Erosion & Sediment Control	8	4	53	91
Detention / Retention Pond	5	0	44	71
Storm Drainage	2	2	45	73
Proof-roll (sub-grade & stone)	0	0	1	20
Binder	2	0	5	15
Sidewalks	1	3	48	104
Asphalt topping	0	1	3	21
Bond	9	9	62	74
Existing roads for repair	0	6	13	95
Surveying	0	2	7	18

	<u>This month</u>	<u>This month</u> <u>last Year</u>	<u>FY 08-09</u> <u>YTD</u>	<u>FY 07-08</u> <u>Total</u>
Total # hours on inspections:	26	16	289	624

► Citizen Calls:

	<u>This month</u>			<u>This month</u> <u>last Year</u> <u># calls</u>	<u>Total Calls</u>	
	<u>Calls</u>	<u>Resolved</u>	<u>Outstanding</u>		<u>FY08-09</u> <u>YTD</u>	<u>FY07-08</u> <u>Last Year</u>
Drainage	8	5	3	5	56	97
Sidewalk	0	0	0	0	8	3
Roadway	6	4	2	3	24	36
Signs & Signals	8	6	2	2	59	52

Engineering Department Monthly Report February 2009

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

*** Paving, Roadway Repair and Meadowlark Drainage projects have been suspended for the remainder of the year. The TDOT permitting process will continue for all State funded projects.

- ▶ Training seminars / conferences:
 Mandatory TDOT Seminar for Local Government Guidelines and ROW – Jackson, TN
 Nashville MPO for Federal Stimulus package – Nashville, TN

CITY COURT REPORT FEBRUARY 2009

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH	\$14,238.75
TOTAL MONIES COLLECTED YTD	\$90,614.10

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH	\$1,816.32
TOTAL MONIES COLLECTED YTD	\$18,309.85

TOTAL REVENUE FOR MONTH **\$16,055.07**

TOTAL REVENUE YTD **\$108,923.95**

DISBURSEMENTS

LITIGATION TAX	\$633.30
DOS/DOH FINES & FEES	\$855.00
TBI FEES	\$0.00
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 **\$1,488.30**

TOTAL DISBURSEMENTS YTD **\$7,772.02**

ADJUSTED REVENUE FOR MONTH **\$14,566.77**

TOTAL ADJUSTED REVENUE YTD **\$101,151.93**

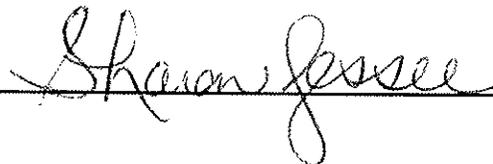
DONATION TO DRUG FUND FOR MONTH	\$1,163.75
TRANSFER TO DRUG FUND	\$0.00
	\$0.00

DONATIONS YEAR TO DATE **\$10,615.67**

DONATION TO CAMERA FUND FOR MONTH	\$0.00
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DONATIONS YEAR TO DATE **\$250.00**

CITY COURT CLERK



Summary Financial Statement

FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

110 GENERAL FUND

DRAFT

Account	Description	Year-To-Date			FEBRUARY		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
31100	PROPERTY TAXES (SUMMER TO DISTRIBUTE)	0.00	0.00	0.0	0.00	4.00-	0.0
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,406,574.00	1,060,980.31-	75.4	117,214.50	43,020.82	36.7
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	42,000.00	9,906.00-	23.6	3,500.00	9,906.00-	283.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	40,231.00	34,423.38-	85.6	3,352.58	5,053.00-	150.7
31212	PROPERTY TAX DELINQUENT 2ND YEAR	10,636.00	4,720.78-	44.4	886.33	64.08-	7.2
31213	PROPERTY TAX DELINQUENT 3RD YEAR	9,427.00	2,952.00-	31.3	785.58	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	3,327.00	866.00-	26.0	277.25	0.00	0.0
31215	PROPERTY TAX DELINQUENT 5TH YEAR	3,151.00	866.00-	27.5	262.58	0.00	0.0
31216	PROPERTY TAX DELINQUENT 6TH YEAR	3,033.00	732.00-	24.1	252.75	0.00	0.0
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	0.00	1,464.00-	0.0	0.00	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	16,500.00	10,332.25-	62.6	1,375.00	1,254.84-	91.3
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	89,932.00	52,460.31-	58.3	7,494.33	0.00	0.0
31610	LOCAL SALES TAX - CO. TRUSTEE	2,462,805.00	1,317,677.06-	53.5	205,233.75	196,041.18-	95.5
31710	WHOLESALE BEER TAX	175,000.00	133,149.51-	76.1	14,583.33	13,947.03-	95.6
31800	BUSINESS TAXES	98,000.00	68,116.64-	69.5	8,166.67	4,550.37-	55.7
31911	NATURAL GAS FRANCHISE TAX	135,000.00	153,813.91-	113.9	11,250.00	0.00	0.0
31912	CABLE TV FRANCHISE TAX	77,000.00	45,460.05-	59.0	6,416.67	0.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	400.00	0.00	0.0	33.33	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	3,000.00	2,933.30-	97.8	250.00	583.26-	233.3
32610	BUILDING PERMITS	90,000.00	27,867.00-	31.0	7,500.00	440.00-	5.9
32690	OTHER PERMITS	400.00	50.00-	12.5	33.33	0.00	0.0
32710	SIGN PERMITS	1,500.00	1,300.00-	86.7	125.00	50.00-	40.0
33100	FEDERAL GRANTS	727,700.00	66,780.06-	9.2	60,641.67	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	66,500.00	47,425.60-	71.3	5,541.67	0.00	0.0
33400	STATE GRANTS	1,085,000.00	570.00	0.1	90,416.67	0.00	0.0
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	11,400.00	0.00	0.0	950.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	23,666.00-	66.7	2,958.33	0.00	0.0
33460	STATE GRANT-LIBRARY TECHNOLOGY	2,400.00	0.00	0.0	200.00	0.00	0.0
33510	STATE SALES TAX	693,880.00	450,340.42-	64.9	57,823.33	67,016.71-	115.9
33520	STATE INCOME TAX	32,306.00	25,819.30-	79.9	2,692.17	51.85-	1.9
33530	STATE BEER TAX	5,130.00	2,753.22-	53.7	427.50	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	20,710.00	13,947.52-	67.3	1,725.83	1,770.95-	102.6
33593	CORPORATE EXCISE TAX	29,389.00	0.00	0.0	2,449.08	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	8,500.00-	100.0	708.33	4,250.00-	600.0
34120	FEES AND COMMISSIONS	11,500.00	2,057.00-	17.9	958.33	325.00-	33.9
34740	PARKS AND REC LEAGUE FEES	60,000.00	38,819.54-	64.7	5,000.00	4,094.00-	81.9
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,500.00	4,359.87-	58.1	625.00	586.70-	93.9
34793	COMMUNITY CENTER FEES	26,000.00	25,525.42-	98.2	2,166.67	1,979.78-	91.4
34794	THEATRE FEES	1,300.00	0.00	0.0	108.33	0.00	0.0
34900	OTHER CHARGES FOR SERVICES	9,000.00	5,863.50-	65.2	750.00	571.50-	76.2
35110	CITY COURT FINES AND COSTS	260,000.00	102,341.48-	39.4	21,666.67	14,678.42-	67.7
35130	IMPOUNDMENT CHARGES	350.00	270.00-	77.1	29.17	0.00	0.0
36000	OTHER REVENUES	17,000.00	4,572.70-	26.9	1,416.67	402.24-	28.4
36100	INTEREST EARNINGS	8,000.00	6,418.40-	80.2	666.67	412.54-	61.9
36210	RENT	13,500.00	9,393.12-	69.6	1,125.00	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	8,753.00-	0.0	0.00	685.00-	0.0

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

110 GENERAL FUND

Account	Description	Year-To-Date			FEBRUARY		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
36350	INSURANCE RECOVERIES	0.00	5,475.40	0.0	0.00	1,205.44	0.0
36420	STADIUM RECEIPTS	7,500.00	8,274.34	110.3	625.00	0.00	0.0
36423	CAMERA RECEIPTS	0.00	250.00	0.0	0.00	0.00	0.0
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	657.04	0.0	0.00	596.67	0.0
36450	PARKS CONCESSIONS	7,000.00	5,209.35	74.4	583.33	1,221.11	209.3
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	61,000.00	62,462.00	102.4	5,083.33	50.00	1.0
36920	SALE OF BONDS	2,554,289.00	1,304,266.35	51.1	212,857.42	0.00	0.0
Total REVENUES		10,430,270.00	5,163,711.13	49.5	869,189.15	288,770.85	33.2

EXPENDITURES

41000	GENERAL GOVERNMENT	855,677.00	311,909.30	36.5	71,306.43	26,138.90	36.7
41210	CITY COURT	64,849.00	39,811.26	61.4	5,404.08	4,224.41	78.2
41500	FINANCIAL ADMINISTRATION	336,951.00	222,010.26	65.9	28,079.25	17,549.56	62.5
41650	HUMAN RESOURCES	116,564.00	72,151.13	61.9	9,713.65	7,624.64	78.5
41670	ENGINEERING	1,312,529.00	465,666.96	35.5	109,377.42	6,411.98	5.9
41700	PLANNING AND ZONING	309,448.00	193,425.85	62.5	25,787.32	19,505.74	75.6
41800	GENERAL GOVERNMENT BUILDINGS	104,609.00	40,442.68	38.7	8,717.42	2,970.08	34.1
41921	SPECIAL EVENTS	4,500.00	2,360.01	52.4	375.00	0.00	0.0
42100	POLICE PATROL	886,158.00	533,510.48	60.2	73,846.50	73,242.40	99.2
42120	POLICE SPECIAL SERVICES	59,419.00	36,586.94	61.6	4,951.57	7,513.21	151.7
42150	POLICE ADMINISTRATION	295,214.00	186,120.35	63.0	24,601.18	17,330.63	70.4
42151	COMMUNICATIONS SERVICES	230,163.00	142,679.56	62.0	19,180.26	14,461.91	75.4
42200	FIRE PROTECTION AND CONTROL	2,135,426.00	1,587,884.57	74.4	177,952.19	58,364.92	32.8
42210	FIRE ADMINISTRATION AND INSPECTION	297,943.00	142,600.50	47.9	24,828.58	13,199.08	53.2
43000	PUBLIC WORKS	131,059.00	74,941.61	57.2	10,921.59	7,470.77	68.4
43100	HIGHWAYS AND STREETS	229,807.00	113,324.55	49.3	19,150.56	7,197.48	37.6
43170	CITY GARAGE	53,915.00	31,275.91	58.0	4,492.92	2,944.40	65.5
44310	SENIOR CITIZEN ACTIVITIES	66,051.00	41,380.69	62.6	5,504.26	4,788.35	87.0
44700	PARKS	243,584.00	166,415.17	68.3	20,298.65	14,577.10	71.8
44740	PARK MAINTENANCE	2,124,075.00	282,180.63	13.3	177,006.26	13,658.40	7.7
44800	LIBRARIES	150,250.00	99,565.67	66.3	12,520.83	9,515.31	76.0
44880	CHILDREN'S LIBRARY SERVICES	33,548.00	21,762.58	64.9	2,795.67	2,280.53	81.6
51000	MISC EXP	215,519.00	4,000.00	1.9	17,959.92	0.00	0.0
Total EXPENDITURES		10,257,258.00	4,804,006.66	46.8	854,771.51	315,943.38	37.0
Total GENERAL FUND		173,012.00	359,704.47	207.9	14,417.64	27,172.53	188.5

Summary Financial Statement
 FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date		FEBRUARY		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	37,000.00	34,722.08-	3,083.33	7,144.95-	231.7
36100	INTEREST EARNINGS	300.00	150.47-	25.00	0.00	0.0
	Total REVENUES	37,300.00	34,872.55-	3,108.33	7,144.95-	229.9
EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	65,500.00-	32,809.49	5,458.34-	0.00	0.0
	Total EXPENDITURES	65,500.00-	32,809.49	5,458.34-	0.00	0.0
	Total INDUSTRIAL DEVELOPMENT FUND	28,200.00-	2,063.06-	2,350.01-	7,144.95-	304.0

Summary Financial Statement
 FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

121 STATE STREET AID FUND

Account	Description	Year-To-Date		Percent Of Budget	FEBRUARY		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual Of Avg	
REVENUES							
33551	STATE GASOLINE AND MOTOR FUEL TAX	242,593.00	151,614.80	62.5	20,216.08	0.00	0.0
36100	INTEREST EARNINGS	400.00	190.36	47.6	33.33	0.00	0.0
	Total REVENUES	242,993.00	151,805.16	62.5	20,249.41	0.00	0.0
EXPENDITURES							
43100	HIGHWAYS AND STREETS	328,750.00	260,034.26	79.1	27,395.84	0.00	0.0
	Total EXPENDITURES	328,750.00	260,034.26	79.1	27,395.84	0.00	0.0
	Total STATE STREET AID FUND	85,757.00	108,229.10	126.2	7,146.43	0.00	0.0

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date		Percent Of Budget	FEBRUARY		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
36100	INTEREST EARNINGS	11,000.00	4,571.54-	41.6	916.67	345.65-	37.7
36425	PARKS SALES TAX RECEIPTS	132,914.00	123,372.39-	92.8	11,076.17	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	20,520.00-	0.0	0.00	20,520.00-	0.0
	Total REVENUES	143,914.00	148,463.93-	103.2	11,992.84	20,865.65-	174.0
EXPENDITURES							
49000	DEBT SERVICE	513,733.00-	330,506.21	64.3	42,811.10-	69,570.75	162.5
	Total EXPENDITURES	513,733.00-	330,506.21	64.3	42,811.10-	69,570.75	162.5
	Total PARKS SALES TAX FUND	369,819.00~	182,042.28	49.2	30,818.26~	48,705.10	158.0

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

123 SOLID WASTE FUND

Account	Description	Year-To-Date		FEBRUARY		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
34400	SANITATION - USER FEES	580,000.00	435,150.00-	48,333.33	55,035.00-	113.9
36100	INTEREST EARNINGS	300.00	224.43-	25.00	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	17,713.75-	0.00	0.00	0.0
36920	SALE OF BONDS	0.00	71,504.00-	0.00	0.00	0.0
37794	SALE OF MATERIALS	22,000.00	5,822.36-	1,833.33	725.00-	39.5
Total REVENUES		602,300.00	530,414.54-	50,191.66	55,760.00-	111.1
EXPENDITURES						
43200	SANITATION	488,167.00-	331,406.78	40,680.59-	26,072.78	64.1
49000	DEBT SERVICE	83,018.00-	8,556.64	6,918.16-	0.00	0.0
Total EXPENDITURES		571,185.00-	339,963.42	47,598.75-	26,072.78	54.8
Total SOLID WASTE FUND		31,115.00	190,451.12-	2,592.91	29,687.22-	1144.9

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

124 IMPACT FEES

Account	Description	Year-To-Date		FEBRUARY		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
33400	STATE GRANTS	90,000.00	0.00	7,500.00	0.00	0.0
36100	INTEREST EARNINGS	10,000.00	7,538.86	833.33	561.04	67.3
36421	ROADS IMPACT FEES	45,000.00	21,601.36	3,750.00	0.00	0.0
36422	PARKS IMPACT FEES	24,000.00	9,860.00	2,000.00	0.00	0.0
36423	POLICE IMPACT FEES	50,000.00	9,387.86	4,166.67	0.00	0.0
36424	FIRE IMPACT FEES	35,000.00	6,381.95	2,916.67	0.00	0.0
Total REVENUES		254,000.00	54,770.03	21,166.67	561.04	2.7
EXPENDITURES						
51010	ROADS IMPACT FEES	286,857.00	27,746.41	23,904.75	25,509.28	106.7
51020	PARKS IMPACT FEES	84,323.00	67,582.67	7,026.92	20,871.22	297.0
51030	POLICE IMPACT FEES	81,500.00	45,778.43	6,791.67	0.00	0.0
51040	FIRE IMPACT FEES	40,044.00	22,253.23	3,337.00	0.00	0.0
Total EXPENDITURES		492,724.00	163,360.74	41,060.34	46,380.50	113.0
Total IMPACT FEES		238,724.00	108,590.71	19,893.67	45,819.46	230.3

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 56.56

140 POLICE DRUG FUND

Account	Description	Year-To-Date		Percent Of Budget	FEBRUARY		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
31610	LOCAL SALES TAX - CO. TRUSTEE	1,400.00	1,283.23-	91.7	116.67	0.00	0.0
33100	FEDERAL GRANTS	0.00	2,733.50-	0.0	0.00	0.00	0.0
35130	IMPOUNDMENT CHARGES	0.00	150.00-	0.0	0.00	0.00	0.0
35140	DRUG RELATED FINES	68,000.00	9,451.92-	13.9	5,666.67	0.00	0.0
36100	INTEREST EARNINGS	200.00	150.96-	75.5	16.67	0.00	0.0
36330	SALE OF EQUIPMENT	11,000.00	18.37	0.2	916.67	0.00	0.0
Total REVENUES		80,600.00	13,751.24-	17.1	6,716.68	0.00	0.0
EXPENDITURES							
42129	DRUG INVESTIGATION AND CONTROL	58,318.00-	53,254.16	91.3	4,859.84-	0.00	0.0
Total EXPENDITURES		58,318.00-	53,254.16	91.3	4,859.84-	0.00	0.0
Total POLICE DRUG FUND		22,282.00	39,502.92	177.3	1,856.84	0.00	0.0

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date		FEBRUARY		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	660,000.00	550,000.00	55,000.00	450,391.82	818.9
36100	INTEREST EARNINGS	4,000.00	713.12	333.33	0.82	0.2
	Total REVENUES	664,000.00	550,713.12	55,333.33	450,392.64	814.0
EXPENDITURES						
49000	DEBT SERVICE	639,385.00	272,710.03	53,282.08	119,081.10	223.5
	Total EXPENDITURES	639,385.00	272,710.03	53,282.08	119,081.10	223.5
	Total DEBT SERVICE FUND (GENERAL)	24,615.00	278,003.09	2,051.25	331,311.54	6151.7

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year Time Lapse: 66.66

412 SEWER FUND

Account	Description	Year-To-Date		FEBRUARY		Percent Of Budget	Actual	Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual			
REVENUES								
33100	FEDERAL GRANTS	0.00	600.00-	0.00	0.00	0.0	0.00	0.0
34900	BULK DISPOSAL FEE	2,000.00	0.00	0.0	166.67	0.0	0.00	0.0
36000	OTHER REVENUES	5,250.00	665.00-	12.7	437.50	0.0	0.00	0.0
36100	INTEREST EARNINGS	25,000.00	9,270.01-	37.1	2,083.33	0.0	579.40-	27.8
36330	SALE OF EQUIPMENT	14,500.00	0.00	0.0	1,208.33	0.0	0.00	0.0
36920	SALE OF BONDS	600,000.00	0.00	0.0	50,000.00	0.0	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	24,250.00	12,776.00-	52.7	2,020.83	0.0	1,450.00-	71.8
37220	ADMINISTRATIVE FEES	17,520.00	11,575.00-	66.1	1,450.00	0.0	1,475.00-	101.0
37230	SEWER USER FEES	2,025,600.00	1,342,702.13-	66.3	168,800.00	0.0	159,339.92-	94.4
37298	CAPACITY FEES	375,440.00	48,480.00-	12.9	31,286.67	0.0	3,470.00-	11.1
37310	CONTRIBUTED CAPITAL	470,250.00	561.89-	0.1	39,187.50	0.0	0.00	0.0
37499	COMMITMENT FEES	265,200.00	300.00-	0.1	22,100.00	0.0	0.00	0.0
37995	CONNECTION FEES	33,600.00	6,000.00-	17.9	2,800.00	0.0	150.00-	5.4
Total REVENUES		3,858,610.00	1,432,930.03-	37.1	321,550.83	0.0	166,464.32-	51.8
EXPENDITURES								
49000	DEBT SERVICE	716,640.00-	522,428.27	72.9	59,720.00-	0.0	339,691.25	568.8
52117	ADMINISTRATION AND GENERAL EXPENSES	1,392,491.00-	230,973.98	16.6	116,040.91-	0.0	15,616.18	13.5
52210	COLLECTION	1,317,647.00-	1,044,995.91	79.3	109,803.92-	0.0	30,424.17	27.7
52213	SEWER TREATMENT AND DISPOSAL	381,702.00-	275,346.84	72.1	31,808.47-	0.0	7,938.52	25.0
52223	DEPRECIATION	537,513.00-	313,549.25	58.3	44,792.75-	0.0	0.00	0.0
Total EXPENDITURES		4,345,993.00-	2,387,294.25	54.9	362,166.05-	0.0	393,670.12	108.7
Total SEWER FUND		487,383.00-	954,364.22	195.8	40,615.22-	0.0	227,205.80	559.4

Summary Financial Statement
FEBRUARY 28, 2009

Fiscal Year time Lapse: 66.66

416 HEALTHCARE FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
36000	OTHER REVENUES	0.00	90.00-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	0.00	75.25-	0.0	0.00	0.00	0.0
36350	INSURANCE RECOVERIES	0.00	214,411.06-	0.0	0.00	157,670.49-	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	654,332.00	498,414.20-	76.2	54,527.67	57,229.81-	105.0
Total REVENUES		654,332.00	712,990.51-	109.0	54,527.67	214,900.30-	394.1
EXPENDITURES							
51520	INSURANCE EMPLOYERS SHARE	654,332.00-	763,022.82	116.6	54,527.67-	216,105.71	396.3
Total EXPENDITURES		654,332.00-	763,022.82	116.6	54,527.67-	216,105.71	396.3
Total HEALTHCARE FUND		0.00	50,032.31	0.0	0.00	1,205.41	0.0

433 HILLCREST CITY CEMETERY

Summary Financial Statement
FEBRUARY 28, 2009 Fiscal Year Time Lapse: 66.66

Account	Description	Year-To-Date		FEBRUARY		Percent Of Budget	Actual Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual		
REVENUES							
34110	GENERAL SERVICES	300.00	200.00	25.00	0.00	66.7	0.0
34321	CEMETERY BURIAL CHARGES	300.00	800.00	25.00	0.00	266.7	0.0
34323	GRAVE - OPENING AND CLOSING FEES	16,700.00	9,825.00	1,391.67	600.00	58.8	43.1
36100	INTEREST EARNINGS	2,150.00	1,035.25	179.17	92.62	48.2	51.7
36340	SALE OF CEMETERY LOTS	12,750.00	4,500.00	1,062.50	1,500.00	35.3	141.2
Total REVENUES		32,200.00	16,360.25	2,683.34	2,192.62	50.8	81.7
EXPENDITURES							
43400	CEMETERIES	21,278.00	16,604.31	1,773.17	5,525.00	78.0	311.6
Total EXPENDITURES		21,278.00	16,604.31	1,773.17	5,525.00	78.0	311.6
Total HILLCREST CITY CEMETERY		10,922.00	244.06	910.17	3,332.38	2.2	366.1

G/L Month: 02 FEBRUARY
 Beginning Fund: 110 Beginning Function: ZZZZZ
 Ending Fund: 433 Ending Function: ZZZZZ
 * End of Report: CITY OF WHITE HOUSE *

ORDINANCES . . .

February 10, 2009

MEMORANDUM

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.

ORDINANCE 09-02

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE DELETING THE MUNICIPAL CODE, TITLE 6, CHAPTER 1, POLICE AND ARREST, SECTION 6-110.

WHEREAS, the Board of Mayor and Aldermen would like to update the Municipal Code regarding fees for open records requests; and

WHEREAS, the Board of Mayor and Aldermen have reviewed the proposed fee schedule and believe it should be repealed in order to comply with Office of Open Records Counsel's recommendation for a schedule of reasonable charges for citizens requesting copies of open records under the Tennessee Public Records Act;

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the Municipal Code, Title 6, Chapter 1, Police and Arrest, Section 6-110 Police department records division fee schedule, be deleted in its entirety and reserved for future use.

~~6-110. Police department records division fee schedule. The following fee schedule for the police department's records division is hereby established.~~

~~Traffic Crash Report.....\$6 per report
Other Copies.....\$1 per page
Fee to Certify Copies.....\$5
(as added by Ord. #06-47, Jan. 2007)~~

[Reserved for future use.]

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

First Reading February 19, 2009 PASSED

Second Reading March 19, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

Memo

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

FROM: Bill K. Crusenberry, Director of Wastewater

DATE: March 9, 2009

SUBJECT: Changes to the Sewer Use Ordinance Chapter 3 Rates, Fees,
And Charges **18-302.(11)**

I request approval of the following changes to the Sewer Use Ordinance, Chapter 3, Rates, Fees, and Charges. This modification is proposed for better clarification of this charge and to allow flexibility to address issues related to automated clearing house (ACH) and internet payments which are not due to insufficient funds.

18-302.

(11) **Returned Check Payment Charge** – A charge of twenty dollars (\$20.00) or the amount of the ~~check payment~~, whichever is lesser will be applied to any user or potential user whose ~~check for~~ payment of any rates, fees or charges related to wastewater service is returned to the City due to insufficient funds, ~~or~~. If a payment is returned for any other reason charging of this fee will be determined by the City's Wastewater Director on a case by case basis.

I would be happy to answer any questions you may have regarding the requested change.

Thank you

ORDINANCE 09-03

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE
AMENDING THE MUNICIPAL CODE, TITLE 18, CHAPTER 3, SEWER
RATES, FEES AND CHARGES, SECTION 18-301.**

WHEREAS, the Board of Mayor and Aldermen desires to amend the wastewater rates, fees and charges;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 18, Chapter 3, Section 18-301 is amended to reflect changes.

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

(11) **Returned ~~Check~~ Payment Charge** – A charge of twenty dollars (\$20.00) or the amount of the ~~check payment~~, whichever is lesser will be applied to any user or potential user whose ~~check for payment of any rates~~, fees or charges related to wastewater service is returned to the City due to insufficient funds, ~~or. If a payment is returned for any other reason charging of this fee will be determined by the City's Wastewater Director on a case by case basis.~~

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

First Reading: March 19, 2009

Second Reading: April 16, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

*FINANCE AND
OTHER BUSINESS . . .*



WHITE HOUSE POLICE DEPARTMENT

John W. Decker Police Facility

303 North Palmers Chapel Rd.
White House, Tennessee 37188
E-mail: whpd@cityofwhitehouse.com
615-672-4903
Fax 615-672-4915

MEMORANDUM

To: Board of Mayor and Aldermen
From: Gerald Herman, Chief of Police
Cc: Angie Carrier, Charlotte Soporowski
Date: March 3, 2009
Re: Surplus Items

The White House Police Department is requesting that the following items be sold as surplus property and removed from the asset inventory:

VEHICLES	VIN	MILEAGE
2002 BMW Police Motorcycle	WB10499A027E87945	51,322
1999 Crown Victoria	2FAFP71W3XX128624	85,246
2000 Crown Victoria	2FAFP71W6YX167192	110,627

EQUIPMENT

27 NEC Desktop Telephones with 2 NEC Electra Elite 192 Processors with Voicemail
Serial #12310337B, 12210111B

A handwritten signature in cursive script, appearing to read "Gerald Herman".



City of White House Memorandum

Date: March 11, 2009

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

From: Ashley Smith, Director of Parks and Recreation

Re: Exclusive Beverage Contract

Pepsi Bottling Group and Coca-Cola Bottling Co. Consolidated responded to a request for proposals to provide beverages in the Parks and Recreation system exclusively for the next four years. The best proposal was submitted by Pepsi Bottling Group.

Upon approval of the contract, the City will receive the following benefits in return each year for the duration of the contract.

- \$2,000 annually for sponsorship support
- \$500 of product annually
- Cash rebates of \$1.75 for 0-2,999 cases purchased annually
- Cash rebates \$2.00 for 3,000+ cases purchased
- Scoreboard for the Jr. Pro football teams (loaned)

January 2, 2009

**CITY OF WHITE HOUSE PARKS AND REC
White House, TN**

This letter sets forth the agreement by and between Pepsi Bottling Group ("Pepsi-Cola") and CITY OF WHITE HOUSE PARKS AND REC, respecting CITY OF WHITE HOUSE PARKS AND REC's exclusive grant of Pepsi beverage product distribution rights for the CITY OF WHITE HOUSE PARKS AND REC events (as existing now or hereafter during the Term) (the "Premises") to Pepsi Bottling Group. Our agreement is as follows:

Packaged Product Distribution Rights

For a period of a Four (4) year agreement(s) commencing January 1, 2009 and running through January, 2013 (the "Term"), except as otherwise noted herein, CITY OF WHITE HOUSE PARKS AND REC shall permit the sale of only Pepsi Bottling affiliate branded and distributed beverage products through any Visi Cooler now or hereafter during the Term placed on the Premises. In addition, CITY OF WHITE HOUSE PARKS AND REC shall permit only Pepsi Bottling Group and affiliate branded and distributed fountain and packaged beverage products purchased directly from, and/or otherwise provided by Pepsi Bottling Group, to be sold, vended, offered, sampled or otherwise served by CITY OF WHITE HOUSE PARKS AND REC -affiliated groups or personnel on the Premises during the Term. The exclusivity granted thereunder shall include the carbonated soft drink, juice, tea, water and isotonic beverage categories, and the commitments made by CITY OF WHITE HOUSE PARKS AND REC thereunder shall apply to any independent catering or food service company now or hereafter contracted by the CITY OF WHITE HOUSE PARKS AND REC during the Term. CITY OF WHITE HOUSE PARKS AND REC shall be solely responsible for ensuring full compliance with this Agreement by any such independent catering or food service company.

Performance Requirements

This Agreement, including all of Pepsi Bottling Group support to the Customer as described above, is contingent upon the Customer complying with the following performance criteria in all of the Outlets:

The Customer agrees that at least the following Pepsi packaged Products (as determined) shall be served throughout the Term of this agreement:

Pepsi-Cola, Diet Pepsi, Mountain Dew, Hawaiian Punch, Sierra Mist, Lipton, Tropicana, Gatorade, Dole and Aquafina Water

Pricing shall be quoted at the beginning of each season as Pricing is subject to change upon 30 days prior written notice to Customer, provided that pricing to Customer shall at all times be generally competitive with that made available (i) by competitive beverage suppliers, and (ii) by Pepsi-Cola to its similarly situated customers, in the same geographic market.

The Customer shall have brand identification for each Product served on all. No advertising, signage or identification of or respecting the Coca-Cola Company or any of its branded or distributed soft drink, tea, juice, or isotonic products, shall be permitted to be displayed at the park and facilities during the Term.

Equipment

Pepsi will provide (Excluding Ice Machines) and maintain all equipment.

Pepsi will maintain scoreboards

Memo

TO: Board of Mayor and Alderman
FROM: Ron Bailey, City Engineer
DATE: February 10, 2009
SUBJECT: Hwy 76 Sidewalks project design

The preliminary survey for this project has been completed and the Consulting Engineers have met with Staff with several proposed layouts for the sidewalk and roadway. There were multiple options which included:

- Sidewalks only on both sides of the road
- Sidewalks and roadway widening on both sides of the road
- Sidewalks only on one side of the road
- Sidewalks and roadway widening on one side of the road
- Sidewalks attached to the road or with a grass strip
- Open ditches vs. curb and gutter
- Design layouts with ROW and/or easement needed
- Use of retaining wall sections

Potential problems related to the project were electric poles, utility boxes, fire hydrants, driveways, storm drainage, trees, slope issues, and mailbox relocations. Unfortunately, none of the options would allow us to use grassy swales for the drainage unless we purchased additional ROW throughout the length of the project. Using this information and the area survey, Staff and the Consultants narrowed the layouts to three promising alternatives and Staff asked the Consultants provide cost estimates for these three.

Alternative 1: Sidewalks on both sides and roadway widening

Estimate \$890,150

Alternative 2: Sidewalks on one side and road widening on that side only (south)

Estimate \$481,840

Alternative 3: Sidewalks on one side (south - no road widening)

Estimate \$485,590

Please see the attached layouts. None of the alternatives assume additional ROW or easement costs or utility relocation costs. All alternatives include a 20% contingency. Staff is working with the Consultant to ensure that little or no additional ROW or easement will be required. Alternative #3 has a cost higher than Alternative #2 due to the requirement to install costly TDOT headwalls at every driveway. The original grant is for \$585,000 and is 100% reimbursable which includes a Consultant not-to-exceed of \$186,000. Any cost overruns will be payable by the City.

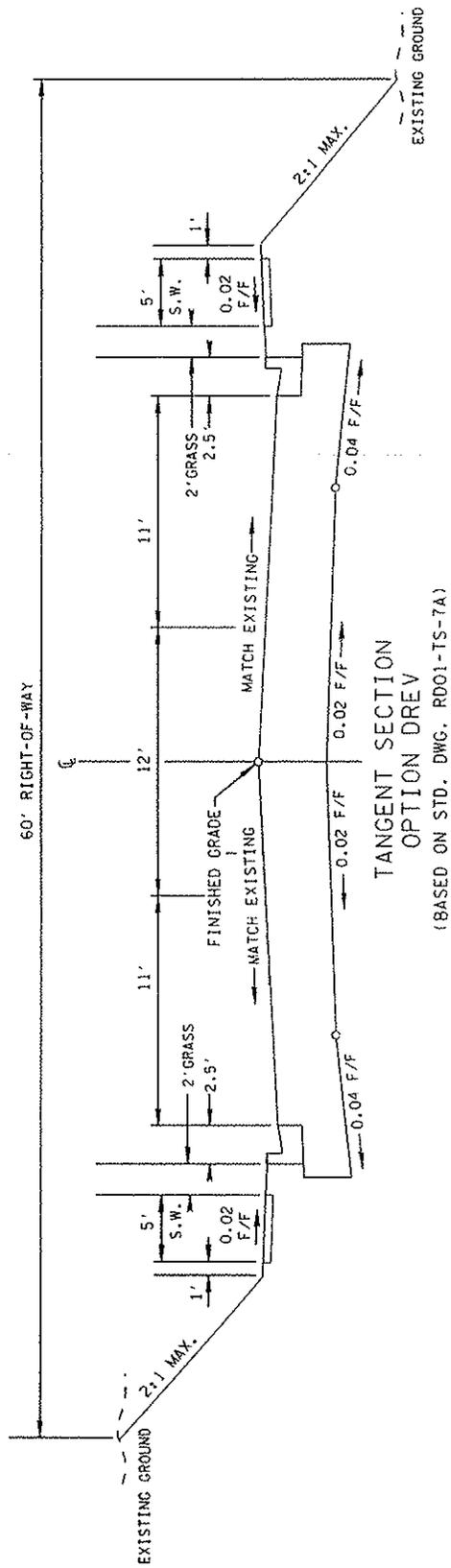
Staff recommends the Board approve Alternative #2 for design and construction.

Alternative #1

ESTIMATED OPINION OF CONSTRUCTION COST OPTION D REVISED					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	1850	\$ 3	\$ 5,550.00
203-03	BORROW EXCAVATION (UNCLASSIFIED)	C.Y.	1800	\$ 5	\$ 8,000.00
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	3780	\$ 14	\$ 52,920.00
303-01.03	GRANULAR BACKFILL (RETAINING WALLS)	TON	152	\$ 55	\$ 8,360.00
303-10.03	MINERAL AGGREGATE (SIZE 68)	TON	75	\$ 27	\$ 2,025.00
307-02.01	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING A	TON	635	\$ 59	\$ 37,465.00
307-02.08	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING B-M2	TON	668	\$ 64	\$ 42,752.00
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	5.57	\$ 526	\$ 2,929.82
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	22	\$ 23	\$ 506.00
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	1	\$ 408	\$ 408.00
411-02.10	ACS MIX(PG70-22) GRADING D	TON	835	\$ 73	\$ 60,955.00
604-01.01	CLASS A CONCRETE (ROADWAY)	C.Y.	109	\$ 273	\$ 29,757.00
607-03.02	18" CONCRETE PIPE CULVERT (CLASS III)	L.F.	2820	\$ 54	\$ 152,280.00
611-07.01	CLASS A CONCRETE (PIPE ENDWALLS)	C.Y.	2.1	\$ 567	\$ 1,190.70
611-07.02	STEEL BAR REINFORCEMENT (PIPE ENDWALLS)	LB.	264	\$ 2	\$ 528.00
611-12.02	CATCH BASINS, TYPE 12, > 4' - 8' DEPTH	EACH	16	\$ 2,200	\$ 35,200.00
611-14.02	CATCH BASINS, TYPE 14, > 4' - 8' DEPTH	EACH	2	\$ 4,300	\$ 8,600.00
701-01.01	CONCRETE SIDEWALK (4")	S.F.	27500	\$ 4	\$ 110,000.00
702-03	CONCRETE COMBINED CURB & GUTTER	C.Y.	300	\$ 182	\$ 54,600.00
716-02.01	PLASTIC PAVEMENT MARKING (4" LINE)	L.M.	2.3	\$ 3,300	\$ 7,590.00
716-02.06	PLASTIC PAVEMENT MARKING (TURN LANE ARROW)	EA.	12	\$ 162	\$ 1,944.00
803-01	SODDING (NEW SOD)	S.Y.	4300	\$ 3	\$ 12,900.00
	SUBTOTAL				\$ 636,460.00
712-01	TRAFFIC CONTROL (7%)	LS	1	\$ 44,552	\$ 44,550.00
209	EROSION CONTROL (4%)	L.S.	1	\$ 25,458	\$ 25,460.00
	SUBTOTAL				\$ 706,470.00
717-01	MOBILIZATION (5%)	LS	1	\$ 35,320	\$ 35,320.00
	SUBTOTAL				\$ 741,790.00
	CONTINGENCY	20%			\$ 148,360.00
	TOTAL OPINION OF COST				\$ 890,150.00

ESTIMATED UNIT COSTS ARE FROM THE 2008 T.D.O.T.
AVERAGE UNIT PRICES - 2008 AWARDED CONTRACTS

Alternative #1

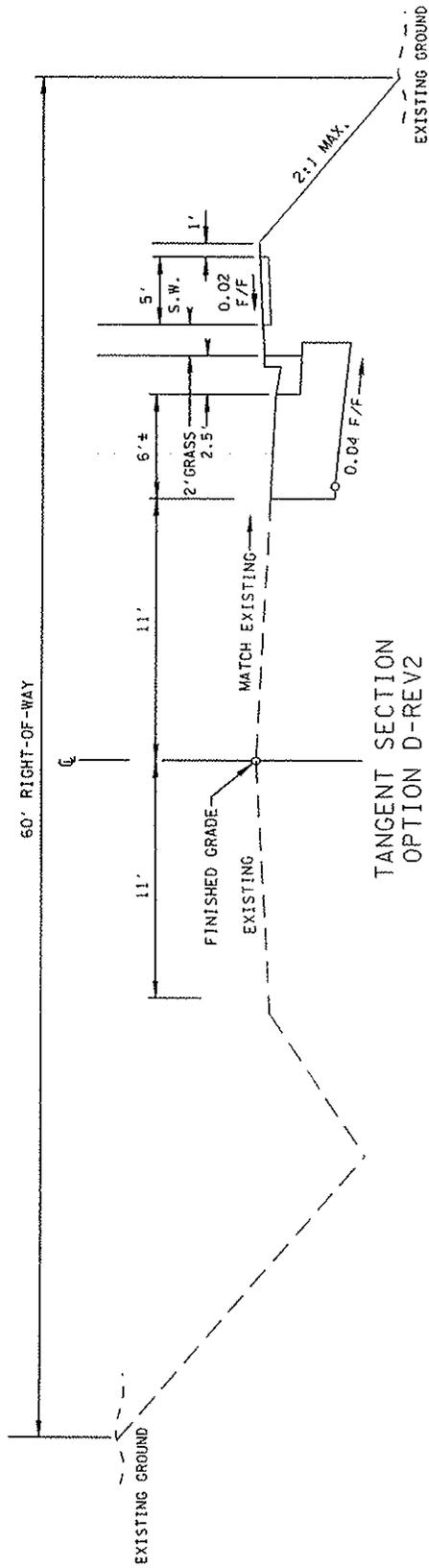


Alternative #2

ESTIMATED OPINION OF CONSTRUCTION COST OPTION D REVISED 2					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	1400	\$ 3	\$ 4,200.00
203-03	BORROW EXCAVATION (UNCLASSIFIED)	C.Y.	1100	\$ 5	\$ 5,500.00
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	2311	\$ 14	\$ 32,354.00
303-01.03	GRANULAR BACKFILL (RETAINING WALLS)	TON	36	\$ 55	\$ 1,980.00
303-10.03	MINERAL AGGREGATE (SIZE 68)	TON	36	\$ 27	\$ 972.00
307-02.01	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING A	TON	397	\$ 56	\$ 22,232.00
307-02.08	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING B-M2	TON	392	\$ 64	\$ 25,088.00
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	3	\$ 526	\$ 1,578.00
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	12	\$ 23	\$ 276.00
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	0.5	\$ 408	\$ 204.00
411-02.10	ACS MIX(PG70-22) GRADING D	TON	229	\$ 73	\$ 16,717.00
604-01.01	CLASS A CONCRETE (ROADWAY)	C.Y.	34	\$ 273	\$ 9,282.00
607-03.02	18" CONCRETE PIPE CULVERT (CLASS III)	L.F.	1600	\$ 54	\$ 86,400.00
611-07.01	CLASS A CONCRETE (PIPE ENDWALLS)	C.Y.	2.1	\$ 567	\$ 1,190.70
611-07.02	STEEL BAR REINFORCEMENT (PIPE ENDWALLS)	LB.	264	\$ 2	\$ 528.00
611-12.02	CATCH BASINS, TYPE 12, > 4' - 8' DEPTH	EACH	10	\$ 2,200	\$ 22,000.00
611-14.02	CATCH BASINS, TYPE 14, > 4' - 8' DEPTH	EACH	1	\$ 4,300	\$ 4,300.00
701-01.01	CONCRETE SIDEWALK (4")	S.F.	16370	\$ 4	\$ 65,480.00
702-03	CONCRETE COMBINED CURB & GUTTER	C.Y.	186	\$ 182	\$ 33,852.00
716-02.01	PLASTIC PAVEMENT MARKING (4" LINE)	L.M.	0.6	\$ 3,300	\$ 1,980.00
803-01	SODDING (NEW SOD)	S.Y.	2800	\$ 3	\$ 8,400.00
	SUBTOTAL				\$ 344,510.00
712-01	TRAFFIC CONTROL (7%)	LS	1	\$ 24,116	\$ 24,120.00
209	EROSION CONTROL (4%)	L.S.	1	\$ 13,780	\$ 13,780.00
	SUBTOTAL				\$ 382,410.00
717-01	MOBILIZATION (5%)	LS	1	\$ 19,120	\$ 19,120.00
	SUBTOTAL				\$ 401,530.00
	CONTINGENCY	20%			\$ 80,310.00
	TOTAL OPINION OF COST				\$ 481,840.00

ESTIMATED UNIT COSTS ARE FROM THE 2008 T.D.O.T.
AVERAGE UNIT PRICES - 2008 AWARDED CONTRACTS

Alternative #2

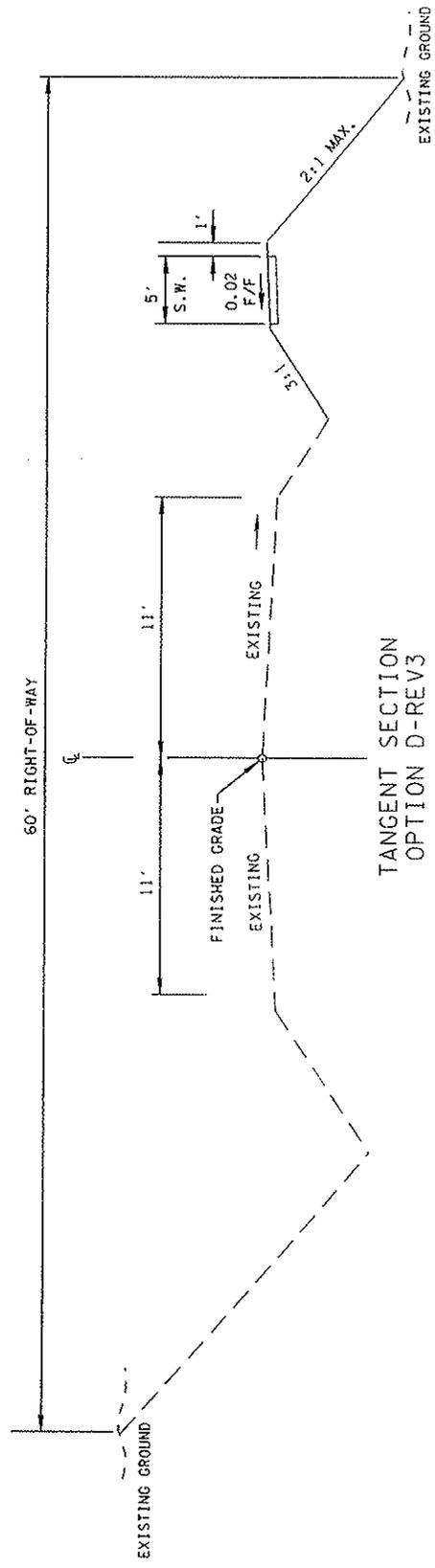


Alternative #3

ESTIMATED OPINION OF CONSTRUCTION COST OPTION D REVISED 3					
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	COST
203-01	ROAD & DRAINAGE EXCAVATION (UNCLASSIFIED)	C.Y.	300	\$ 3	\$ 900.00
203-03	BORROW EXCAVATION (UNCLASSIFIED)	C.Y.	1100	\$ 5	\$ 5,500.00
303-01	MINERAL AGGREGATE, TYPE A BASE, GRADING D	TON	278	\$ 14	\$ 3,892.00
303-01.03	GRANULAR BACKFILL (RETAINING WALLS)	TON	36	\$ 55	\$ 1,980.00
303-10.03	MINERAL AGGREGATE (SIZE 68)	TON	36	\$ 27	\$ 972.00
307-02.01	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING A	TON	26	\$ 59	\$ 1,534.00
307-02.08	ASPHALT CONCRETE MIX (PG70-22) (BPMB-HM) GRADING B-M2	TON	149	\$ 64	\$ 9,536.00
402-01	BITUMINOUS MATERIAL FOR PRIME COAT (PC)	TON	0.6	\$ 526	\$ 315.60
402-02	AGGREGATE FOR COVER MATERIAL (PC)	TON	2.3	\$ 23	\$ 52.90
403-01	BITUMINOUS MATERIAL FOR TACK COAT (TC)	TON	0.03	\$ 408	\$ 12.24
411-02.10	ACS MIX(PG70-22) GRADING D	TON	87	\$ 73	\$ 6,351.00
604-01.01	CLASS A CONCRETE (ROADWAY)	C.Y.	34	\$ 273	\$ 9,282.00
607-03.02	18" CONCRETE PIPE CULVERT (CLASS III)	L.F.	785	\$ 54	\$ 42,390.00
611-07.01	CLASS A CONCRETE (PIPE ENDWALLS)	C.Y.	286	\$ 567	\$ 162,162.00
611-07.02	STEEL BAR REINFORCEMENT (PIPE ENDWALLS)	LB.	5664	\$ 2	\$ 11,328.00
611-12.02	CATCH BASINS, TYPE 12, > 4' - 8" DEPTH	EACH	5	\$ 2,200	\$ 11,000.00
701-01.01	CONCRETE SIDEWALK (4")	S.F.	16400	\$ 4	\$ 65,600.00
702-03	CONCRETE COMBINED CURB & GUTTER	C.Y.	17	\$ 182	\$ 3,094.00
716-02.01	PLASTIC PAVEMENT MARKING (4" LINE)	L.M.	0.06	\$ 3,300	\$ 198.00
803-01	SODDING (NEW SOD)	S.Y.	3700	\$ 3	\$ 11,100.00
	SUBTOTAL				\$ 347,200.00
712-01	TRAFFIC CONTROL (7%)	LS	1	\$ 24,304	\$ 24,300.00
209	EROSION CONTROL (4%)	L.S.	1	\$ 13,888	\$ 13,890.00
	SUBTOTAL				\$ 385,390.00
717-01	MOBILIZATION (5%)	LS	1	\$ 19,270	\$ 19,270.00
	SUBTOTAL				\$ 404,660.00
	CONTINGENCY	20%			\$ 80,930.00
	TOTAL OPINION OF COST				\$ 485,590.00

ESTIMATED UNIT COSTS ARE FROM THE 2008 T.D.O.T.
AVERAGE UNIT PRICES - 2008 AWARDED CONTRACTS

Alternative #3



Memo

TO: Board of Mayor and Alderman
FROM: Ron Bailey, City Engineer
DATE: February 10, 2009
SUBJECT: CEMC Pole Attachment License Agreement (Fiber Optic line)

CEMC has provided the City with their standard agreement for attaching overhead services to their utility poles. The City has asked to run its proposed fiber optic line overhead and attach to 87 poles owned and maintained by CEMC. Under the contract, the City would pay a one-time application fee of \$1,305 (\$15.00 per pole). The City would then be obligated to an annual attachment rental rate of \$2,044.50 (\$23.50 per pole). This rate would be expended through the State Street Aid Fund.

Staff recommends the Board approve the CEMC agreement.

POLE ATTACHMENT LICENSE AGREEMENT

Between

CUMBERLAND ELECTRIC MEMBERSHIP CORPORATION

And

CITY OF WHITE HOUSE

THIS AGREEMENT, made this _____ day of _____, 2009, between Cumberland Electric Membership Corporation, a Tennessee corporation with its principal office and place of business at Clarksville, Tennessee, hereinafter called "Licensor", party of the first part; and City of White House, a municipality, with its office located at 105 College Street, White House, TN 37188, hereinafter called "Licensee", party of the second part,

WITNESSETH:

WHEREAS, Licensee proposes to install and operate a fiber optic line extending through a portion of Licensor's service area and will need to erect and maintain aerial cable, wires, and associated appliances throughout the area to be served and desires to attach such cables, wires, and appliances to poles of Licensor; and

WHEREAS, said service which Licensee proposes to offer can be provided through local distribution facilities using public and private rights-of-way, which facilities are available to Licensee by attachment of its cables, wires, and appliances to Licensor's poles, and

WHEREAS, Licensor is willing to permit, to the extent it may lawfully do so, the attachment of said cable, wires, and appliances to its poles for the purposes proposed by Licensee where, in its judgment, such attachments will not interfere with its own service requirements, including considerations of economy and safety.

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions herein contained, the parties hereto do hereby mutually covenant and agree as follows:

1. Licensor requires a formal written Permit for any and all Licensee attachments. To obtain a Permit, Licensee must submit Exhibit A Permit Application ("Application") along with a non-refundable Application Fee of \$15.00 per pole. Licensee's Application shall be accompanied by Licensee's construction plans and drawings ("Engineering Plans").
2. Licensee shall, at its own expense, make and maintain said attachments in safe condition and in thorough repair, and in a manner suitable to Licensor, in its reasonable discretion, and so as will not interfere with the working use of facilities thereon or which may from time to time be placed thereon. Prior to placing of the Licensee's facilities on poles, Licensee accepts and agrees to the requirements as stated in Exhibit C, "Supplemental Rules Regarding Licensee's Attachments", a copy of which is attached to, and made a part of, this Agreement. As to the placing of all attachments for Licensee, said requirements shall be adhered to at all times unless changes are agreed to in writing by Licensor. If required in the maintenance, replacement, removal or relocation of Licensor's poles, Licensee shall, at its own expense, upon notice from Licensor, relocate, replace or renew it facilities placed on said poles, and transfer them to substituted poles, or perform any other work in connection with said facilities that may be reasonably required by Licensor; provided, however, that in cases of emergency, Licensor may arrange to relocate,

replace or renew the facilities placed on said poles by Licensee, transfer them to substituted poles or perform any other work in connection with said facilities that may reasonably be required and Licensee shall, on demand, reimburse Licensor for the reasonable expense thereby incurred. Licensor shall be the sole judge as to the existence of an emergency and the judgment of Licensor shall not be subject to question or review.

3. Licensee's cables, wires, and appliances, in each and every location, shall be erected and maintained in accordance with the requirements and specifications of the National Electrical Safety Code, or any amendments or revisions of said code and in compliance with any rules or orders now in effect or that hereafter be issued by Tennessee Regulatory Authority or other authority having jurisdiction. The Licensor prior to the installation of Licensee's facilities will approve the location of the Licensee's attachments on poles.
4. In the event that any pole or poles of Licensor to which Licensee desires to make attachments are inadequate to support the additional facilities in accordance with the aforesaid specifications, Licensor will indicate on said Exhibit A the changes necessary to provide adequate poles and the estimate cost thereof to Licensee and return it to Licensee and if Licensee still desires to make the attachments and returns the Exhibit marked to so indicate together with an advance payment to reimburse Licensor for the entire estimated non-betterment portion of the cost and expense thereof, including the increased cost of larger poles, sacrificed life value of poles removed, cost of removal less any salvage recovery and the expense of transferring Licensor's facilities from the old to the new poles, Licensor will replace such inadequate poles with suitable poles. Where Licensee's desired attachments can be accommodated on present poles of Licensor by rearranging Licensor's facilities thereon, Licensee will compensate Licensor in advance for the full estimated expense incurred in completing such rearrangements. Licensee will also in advance reimburse the Owner or Owners of other facilities attached to said poles for any expense incurred by it or them in transferring or rearranging said facilities. Any strengthening of poles (guying) required to accommodate the attachments of Licensee shall be provided by and at the expense of Licensee and to the satisfaction of Licensor.
5. Licensor reserves to itself, its successors and assigns, the right to maintain its poles and to operate its facilities thereon in such manner as will best enable it to fulfill its own service requirements, but in accordance with the specifications hereinbefore referred to. Licensor shall not be liable to Licensee for any interruption to service of Licensee or for interference with the operation of the cables, wires, and appliances of Licensee arising in any manner (other than out of Licensor's gross negligence or misconduct) out of the use of Licensor's poles hereunder.
6. Licensee shall, upon request by Licensor in writing, submit to Licensor evidence, satisfactory to Licensor, of its authority to erect and maintain its facilities within public streets, highways and other thoroughfares and shall secure any necessary consent from state or municipal authorities or from the

owners of property to construct and maintain facilities at the locations of poles of Licensor which it desires to use.

7. Licensor, because of the importance of its service, reserves the right to inspect each new installation of Licensee on its poles and in the vicinity of its lines or appliances and to make periodic inspections, as plant conditions may warrant. Such inspections, or Licensor's lack of inspection, shall not operate to relieve Licensee of any responsibility, obligation of liability assumed under this Agreement.
8. Licensee shall, at its own expense and to the satisfaction of Licensor, place guys and anchors to sustain any unbalanced loads caused by the Licensee's attachments. When, in unusual circumstances, Licensee determines that it is necessary or desirable for it to attach its guys to anchors owned by Licensor, it may make application to do so in a manner similar to that outlined in paragraph 1 above for application to make pole attachments. In such circumstances, all the provisions hereof applicable to poles shall also be separately applicable to anchors. Where it is necessary for Licensor to change its anchor and guy facilities to provide capacity for Licensee, Licensee shall reimburse Licensor for the cost involved, determined in accordance with paragraph 4.
9. Should Licensee attach any of its facilities to poles not covered by the Agreement, it shall maintain proper clearance between such equipment and electric power wires and street lighting wires and shall otherwise install, maintain and remove the equipment on such poles in such manner as to satisfy the requirements of paragraph 3 hereof with respect to safety, good workmanship and avoidance of hazard.
10. Licensee shall pay to Licensor, for attachment made to poles under this Agreement, a rental at the rate of \$23.50 per pole per year. Said rental rate may be adjusted annually, in accordance with attachment fee paid Licensor annually by AT&T. Said rental shall be payable annually in advance on the first day of January during which time this Agreement remains in effect. Annual rental payments shall be based upon the number of poles on which attachments are being maintained on the first day of December respectively. The first payment of rental hereunder shall include such pro rate amounts as may be due for use of poles from the effective date hereof.
11. Licensee shall exercise special precautions to avoid damage to facilities of Licensor and of other supported on said poles; and hereby assumes all responsibility for any and all loss for such damage arising out of Licensee's negligence or misconduct. Licensee shall make an immediate report to Licensor of the occurrence of any damage and hereby agrees to reimburse Licensor for the expense incurred in making repairs.
12. Licensee shall indemnify, protect and save harmless Licensor from and against any and all claims and demands for infringement of copyright, for libel and slander, for unauthorized use of television broadcast programs, for

unauthorized use of other program material, for infringement of patents with respect to the manufacture, use and operation of Licensee's equipment, whether arising from the use of Licensee's equipment in combination with Licensor's poles or otherwise and for damages to property and injury or death to persons, including payments made under any Workers' Compensation Law (including Licensor's Worker's Compensation coverage for its employees) or under any plan for Licensor's employee's disability and death benefits, which may arise out of or be caused by the erection, maintenance, presence, use or removal of said attachments or by the proximity of the respective cables, wires, apparatus, and appliances of the parties hereto, or by any act of Licensee on or in the vicinity of Licensor's poles.

13. Licensee shall take out and maintain throughout the period during which this Agreement shall remain in effect the following minimum insurance:
 - A. Workers' Compensation insurance covering all employees of Licensee, contractors, employees of contractors, subcontractors and employees of subcontractors who shall perform any of the obligations of Licensee hereunder, shall be required by Licensor to take out and maintain such insurance required by the laws of the state governing the employment of any such employee.
 - B. Public liability and property damage liability insurance covering all operations under this Agreement limits for bodily injury or death not less than \$2,000,000 per occurrence or \$1,000,000 for each accident for property damage, not less than \$4,000,000 aggregate.
 - C. Automobile liability insurance on all self-propelled vehicles used in connection with this Agreement, whether owned, non-owned, or hired; public liability limits of not less than \$2,000,000 for one person, \$4,000,000 for each accident; property damage limit of \$2,000,000 for each accident.
14. The policies of insurance shall be issued by reputable, qualified, and financially sound sureties who shall be licensed to do business in the state where the work is being performed.
15. Licensee shall furnish to Licensor, 30 days prior to the expiration date of such insurance coverages, a certificate evidencing compliance with the foregoing requirements, at all times so long as this Agreement is in force, verifying that such coverages are in full force and effect. This certificate will list Licensor as an additional insured (provided that such coverage shall exclude events arising from Licensor's own acts or omissions) and will provide that in the event of cancellation of any of the said policies of insurance, the insuring company shall give all parties named as insureds thirty (30) days prior notice of such cancellations.

16. To the extent allowed by applicable law, Licensee shall not be prohibited for self-insuring and will provide Licensor with proof of self-insurance, which must be satisfactory with Licensor.
17. Licensee may at any time remove its attachments from any pole or poles of Licensor but shall immediately give Licensor written notice of such removal in the form of Exhibit B, hereto attached and made a part hereof. No refund of any current year rental will be due on account of such removal. Should Licensee thereafter again wish to make attachments to such pole, it shall make application and receive a permit therefore as provided in paragraph 1 hereof.
18. Upon the issuance of a final and nonappealable order by a court of competent jurisdiction that notice from Licensor to Licensee that the use of any pole or poles is forbidden by municipal authorities or property owners, the permit covering the use of such pole or poles shall immediately terminate and the cables, wires, and appliances of Licensee shall be removed at once from the affected pole or poles. Licensee shall indemnify and hold Licensor harmless from any and all liability to a municipality or property owner as a result of Licensee's use of any pole or poles. Said indemnification shall include Licensor's reasonable attorney fees and court costs in connection with the defense of any claim or legal proceeding.
19. A. *Generally.* This Agreement shall be binding upon, and shall inure to the benefit of and be enforceable by, the parties hereto and their respective successors and permitted assigns. Unless otherwise set forth herein, neither of the parties may assign this Agreement to any other person or entity without the prior written consent of the other party, which consent shall not be unreasonably withheld or delayed.

B. *Exceptions.* Notwithstanding the foregoing,

- (i) the parties may assign this Agreement without the consent of the other party to any affiliate of such party, to the surviving entity into which such party may merge or consolidate, or to any entity to which the party transfers all, or substantially all, of its business and assets; and
- (ii) Licensee shall also have the right, without the consent of Licensor, to assign or otherwise transfer this Agreement as collateral to any lender to Licensee (or lender to any successor or assign of Licensee); provided that the assignee or transferee in any such circumstance shall continue to be subject to all of the provisions of this Agreement, except that any lender shall not incur any obligations under this Agreement, nor shall it be restricted from exercising any right of enforcement or foreclosure with respect to any related security interest or lien, so long as the purchaser in foreclosure is subject to the provisions of this Agreement.

20. If Licensee shall fail to comply with any of the material provisions of this Agreement including the specifications hereinbefore referred to, or defaults in any of its material obligations in this Agreement and shall fail within thirty (30) days after written notice from Licensor (or such additional time as is required under the circumstances assuming Licensee is diligently pursuing such cure to completion) to correct such default or noncompliance, Licensor may, at its option, forthwith terminate this Agreement or the permit covering the poles as to which such default or noncompliance shall have occurred. In the event that the Licensor terminates this Agreement, in whole or in part, the Licensee shall within thirty (30) days remove its facilities, and in the event that the Licensee does not remove its facilities within thirty (30) days, the Licensor may do so, the removal costs to be borne, in any event, by the Licensee.
21. Bills for expenses and other charges under this Agreement, except those advance payments specifically covered herein, shall be payable within thirty (30) days after presentation. Nonpayment of bills shall constitute a default of this Agreement.
22. Failure to enforce or insist upon compliance with any of the terms or conditions of this Agreement shall not constitute a general waiver of relinquishment of any such terms or conditions, but the same shall be and remain at all times in full force and effect.
23. Nothing herein contained shall be construed as affecting the rights or privileges previously conferred by Licensor, by contract or otherwise, to others, not parties to this arrangement, to use any poles covered by this Agreement; and Licensor shall have the right to continue and extend such rights or privileges.
24. No use, however extended, of Licensor's poles, under this Agreement, shall create or vest in Licensee any ownership or property rights in said poles, but Licensee's rights therein shall be and remain a mere license. Nothing herein contained shall be construed to compel Licensor to maintain any of said poles for a period longer than demanded by its own service requirements.
25. Notwithstanding anything contained herein, Licensee is not hereby authorized to make any use of its facilities, which would be contrary to law.
26. This Agreement shall become effective upon its execution (if execution is on different dates, the last date of execution shall be the effective date of this Agreement) and if not terminated in accordance with the provision in Section 18 shall continue in effect for a term of not less than ten (10) years. Either party may terminate the Agreement at the end of said ten-year period, or at any time thereafter, by giving to the other party at least twelve (12) months prior written notice. Upon termination of the Agreement in accordance with any of its terms, Licensee shall immediately remove its cables, wires, and appliances from all poles of Licensor. If not so removed, Licensor shall have the right to remove them at the cost and expense of Licensee and without any

liability therefore. Should Licensee not exercise the rights herein granted within six months from the date hereof, this Agreement shall be null and void.

27. Subject to the provision of Section 17 hereof, this Agreement shall extend to and bind the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly executed on the day first above written.

CITY OF WHITE HOUSE

By: _____
Mayor and/or Duly Authorized Person

Date: _____

CUMBERLAND ELECTRIC MEMBERSHIP CORPORATION

By: Kenny Oarin
Supervisor of District Engineers

Date: 1/31/09

EXHIBIT A

Application and Permit

_____, 2_____

Cumberland Electric Membership Corporation

In accordance with the terms of Agreement dated _____, 2_____ application is hereby made for license to make attachment to the following poles:

Location: _____
(City, Borough or Township – County or Parish – State)

Pole
Numbers Pole Locations _____

By: _____

Title: _____
Licensee

Licensee granted _____, 2_____, subject to your approval of the following changes and rearrangements at an estimated cost to you of \$_____ payable in advance.

Cumberland Electric Membership Corporation

By: _____

Title: _____

The above changes and rearrangements approved and advance payment therefore enclosed.

By: _____ Permit No. _____

Title: _____ Total Poles _____

EXHIBIT B

Notification of Removal By Licensee

_____, 2 _____

Cumberland Electric Membership Corporation

In accordance with the terms of Agreement dated _____, 2 _____
kindly cancel from your records the following poles covered by Permit No. _____, from
which attachments were removed on _____, 2 _____.

Location: _____
(City, Borough or Township – County or Parish – State)

Pole
Numbers Pole Locations _____

By: _____

Title: _____
Licensee

Notice Acknowledged

_____, 2 _____

Cumberland Electric Membership Corporation

By: _____

Title: _____
Licensor

Notice No. _____

Total Poles Discontinued _____

EXHIBIT C

Supplemental Rules Regarding Licensee's Attachments

1. All Licensee's attachments to poles shall be installed in a manner to ensure compliance with the requirements of the National Electrical Safety Code in effect at the time of the installation as clarified or exceeded by Licensor's specifications below:
 - a) Attachments shall meet the minimum vertical clearance under the conductor temperature and loading conditions specified in Rule 232A over all areas which are subject to truck traffic. These areas would allow and be susceptible to truck traffic under the line because of a lack of any type of physical obstruction, even though truck traffic under the line would not be a normal occurrence. This requirement includes, but is not limited to, roads, streets, driveways, unpaved vehicular passages, parking lots, open areas where it would be possible for a truck to pass under the line, etc.
 - b) Attachments shall meet the minimum vertical clearance under the conductor temperature and loading conditions specified in Rule 232A over areas that would not normally be susceptible to truck traffic. These areas are areas that are accessible by truck traffic, but the access is not easy or normally anticipated because of some physical obstruction, such as fences, hillsides, ditches, embankments, maintained lawns, wood lines, hedges, etc. These areas do include the ground under lines that would be accessible by Licensor's equipment for the purpose of line maintenance, restoration work, and right-of-way maintenance.
 - c) Attachments shall meet the minimum vertical clearance under the conductor temperature and loading conditions specified in Rule 232A over areas that are impossible for a vehicle to travel under the line and only a person on foot can walk under the line. These areas are defined as having permanent impediments that would prohibit the passage of a vehicle, including Licensor's equipment.
2. It shall be the responsibility of Licensee to attach at proper height, to achieve proper clearance, and to construct their facilities in accordance with the Agreement. If Licensee finds that it cannot make an attachment on a pole and be in compliance with the Agreement then it shall be immediately brought to the attention of Licensor in writing and by telephone so the pole can be re-surveyed and appropriate measures taken to make it ready for attachment.
3. All attachments, cabinets and enclosures, that are separated by a distance of six (6) feet or less, must be grounded by bonding to the existing pole ground with #6 solid, bare, soft drawn copper wire. Neither bonding nor telephone pedestals shall constitute an attachment for purposes of this Agreement.

Bonding must be provided between all above ground metallic power and communications apparatus (pedestals, terminals, apparatus cases, transformer cases, etc.) that are separated by a distance of six (6) feet or less.

4. No bolt used by Licensee to attach its facilities shall extend or project more than two (2) inches beyond its nut.
5. All attachments or facilities of Licensee shall have at least two (2) inches clearance from unbonded hardware.
6. The location of all power supplies and connecting wires and cables on Licensor's poles shall be approved in writing by Licensor. No attachments shall be made without prior approval of Licensor. No power supply service connections shall be made by Licensor until Licensee has completed installation of an approved fused service disconnect switch or circuit breaker, and, if required, following an electrical inspection from appropriate government officials. An application for service must be made by Licensee to Licensor before service is connected.
7. All communications protective devices will be designed and installed with operating limits sufficient for the voltage and current, which may be impressed on the communications plant in the event of a contact with the supply conductors.
8. All anchors and guys shall be installed and in effect prior to the installation of any of Licensee's messenger wires or cables. Licensee's guy lead must be sufficient length and strength to accommodate loads applied by the attachments. No anchor shall be placed within five (5) feet of any existing anchor unless approved in writing by the Licensor. Guy markers shall be installed on every guy attached to Licensor's pole.
9. Licensee shall not attach any down guy to Licensor's anchors or to other attaching user's anchors without prior written permission from Licensor or such other user as the case may be.
10. All down guys, head guys or messenger dead ends installed by Licensee shall be attached to the pole by the use of "through" bolts. Such bolt placed in a "bucking" position shall have at least three (3) inches vertical clearance. Under no circumstances shall Licensee install down guys, head guys or messenger dead ends by means of encircling poles with such attachments.
11. Licensor shall perform all Make Ready Work required for the preparation of Licensor's poles for proper attachment by Licensee.
12. Licensor may in its reasonable judgment and its Make Ready Construction Work, require an attachment installed after the effective date of the Agreement to have at least seventy-two (72) inches vertical clearance under the effectively grounded neutral of Licensor at supports for Licensor's future service requirements. Licensor may, at its cost, increase the forty (40) inch clearance requirement of the Code for Attachments placed prior to the effective date of this Agreement if, in the Licensor's reasonable judgment, Licensor may require additional space on the pole for its future service requirements.

March 11, 2009

MEMORANDUM

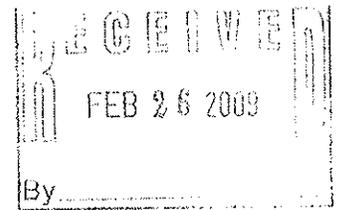
To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Good Moral Character Application

The City has received an application for Liquor Permit from Clementina Zavala of De La Paz. The applicant did not have any items on her record that would disqualify the restaurant 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."

The applicant has been asked to attend the Board of Mayor and Aldermen meeting, should you have any questions regarding the application.

OTHER INFORMATION . . .



TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
NASHVILLE ENVIRONMENTAL FIELD OFFICE
711 R. S. GASS BOULEVARD
NASHVILLE, TENNESSEE 37243
PHONE (615) 687-7000 STATEWIDE 1-888-891-8332 FAX (615) 687-7078

February 24, 2009

Ms. Angie Carrier, City Administrator
City of White House
P.O. Box 69
White House, Tennessee 37188

Re: Compliance Evaluation Inspection
White House STP
NPDES Permit No. TN0059404
Robertson County

Dear Ms. Carrier:

On February 18, 2009, I inspected the sewage treatment plant (STP) and sewage collection system serving the City of White House. My inspection focused on follow-up to the compliance inspection done last July and a more in-depth look at the sewage collection system. Robert Allen, David Smith and Chris Keith assisted me during my inspection.

I found that the self-monitoring being done by the City's staff is generally reliable. There is still a need to examine the procedures used in monitoring and reporting dissolved oxygen, carbonaceous biochemical oxygen demand and E. coli bacteria. I am continuing to communicate directly with Mr. Allen to confirm that these procedures are producing reliable results.

The sewage treatment plant still suffers operational difficulties created by the design inadequacies of the headworks. Gross solids are not removed; instead, they pass into the biological treatment units and clarifiers where they bind moving parts and block orifices. At the time of my visit, flow into the clarifiers was restricted creating turbulence and hindering settling. This is a problem that has been repeatedly cited with the present sewage treatment plant and should be made a priority for correction.

In spite of the problems created by the lack of grit removal and screening at the headworks, the effluent quality appeared to be consistent with recent self-monitoring results that show the STP to be in compliance with permit limits. My inspection of the

outfall and receiving stream also suggested compliance; I saw no accumulations of sewage solids, excessive algae growth or stream discoloration.

With the help of Mr. Chris Keith, I inspected sewage transfer stations at Wilkinson, Calista, Portland Road, North Palmers Chapel, Meadowlark and South Palmers Chapel. These stations appeared to be well maintained. With the exception of Meadowlark, there was no evidence of sewage overflows. At Meadowlark a recent line break had led to an incident where an estimated 15,000 gallons of untreated sewage overflowed. Clean up after that incident appeared to be adequate, and I didn't observed any impact to the nearby stream.

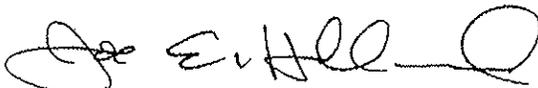
I reviewed the inspection logs for the transfer stations. These showed good records of observations made during daily visits to the stations. Run time records at North Palmers Chapel indicated success in finding and repairing vacuum leaks within that part of the collection system. Mr. Keith is compiling records from all the transfer stations into an Excel spreadsheet that should greatly facilitate analysis of this data for use in decision-making.

Mr. Keith also demonstrated the Mission telemetry system in place at the North Palmers Chapel station. He explained that the City is in the process of expanding the use of telemetry within the collection system. This should be very beneficial in allowing the staff to respond more quickly to issues that might arise within the collection system.

My inspection revealed that the City's operational staff is diligently working to optimize the effectiveness of the sewage collection and treatment system and to provide reliable self-monitoring data. The City is already pursuing improvements to the collection system. Improvements at the treatment plant should also be made a priority.

If you have any questions about the findings of my inspection, you can contact me at 687-7020.

Sincerely,



Joe E. Holland
Division of Water Pollution Control

CC: Bill Crusenberry
Robert Allen
Chris Keith