

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Agenda
June 18, 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 May 21, 2009 Meeting
6. Welcome Visitors
7. Public Hearings
 - a. **Resolution 09-13** – A resolution amending plan of services Resolution 01-16 for de-annexation of property and a section of Marlin roadway.
 - b. **Ordinance 09-05** – An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. (The property consists of approximately 32.32 acres located at 330 Marlin Road). **Second Reading.**
 - c. **Ordinance 09-06** – An ordinance adopting the Municipal Code, Title 2, Chapter 5 Museum/Welcome Center Board, Section 2-501 through 2-503 **Second Reading. Amended.**
 - d. **Ordinance 09-07** – An ordinance amending the Municipal Code, Title 2, Chapter 2 Library Board, Section 2-203. **Second Reading.**
 - e. **Ordinance 09-09** – An ordinance amending the fiscal budget for the period ending June 30, 2009. (Budget amendment II) **Second Reading.**
8. Communications from Mayor, Aldermen and City Administrator
 - a. Mayor recognizes Library Personnel.
 - b. Mayor presents the Distinguished Service Award to Walton Plummer, Henry Click, Evelyn Guill, Bill Colvin, Bill Thompson and Bill Gash.
 - c. Mayor presents Certificate Achievement to Captain Holman and the Fire Explorers, Officer Bilbrey and the Police Explorers and Northridge Church.

9. Acknowledge Reports

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

10. New Business

A. Consideration of the following resolutions:

1. **Resolution 09-11** – A resolution authorizing appropriations for financial aid of non-profit organizations.
2. **Resolution 09-12** – A resolution authorizing an agreement between the governing board of the city of White House of Sumner/Robertson Counties, State of Tennessee and the Nashville Area Chapter of the American Red Cross authorizing the use of the White House Municipal Center as a mass care shelter when required for the conduct of Red Cross Disaster Services activities.
3. **Resolution – 09-13** – A resolution amending plan of services Resolution 01-16 for de-annexation of property and a section of Marlin roadway.

B. Consideration of the following ordinances:

1. **Ordinance 09-05** – An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. (The property consists of approximately 32.32 acres located at 330 Marlin Road). **Second Reading.**
2. **Ordinance 09-06** – An ordinance adopting the Municipal Code, Title 2, Chapter 5 Museum/Welcome Center Board, Section 2-501 through 2-503 **Second Reading. Amended.**
3. **Ordinance 09-07** – An ordinance amending the Municipal Code, Title 2, Chapter 2 Library Board, Section 2-203. **Second Reading.**
4. **Ordinance 09-09** – An ordinance amending the fiscal budget for the period ending June 30, 2009. (Budget amendment II) **Second Reading.**
5. **Ordinance 09-10** – An ordinance amending the zoning ordinance regarding staff approval of site plans and site plan professional design requirement exemption. **First Reading.**
6. **Ordinance 09-11** – An ordinance amending the Zoning Ordinance regarding Residential Planned Unit Developments regarding garage orientation,

C. Finance

1. Board approval of the senior citizen catering contract.
2. Board approval of the use of additional design services for the Municipal Park Renovation Project.
3. Board approval of a single source request for 2009/2010 city-wide generator maintenance.
4. Board approval of single source vendors for the wastewater department including Wascon Inc., AirVac Vacuum Systems Inc., Labtronics, Southern Sales Inc., and Cummings Crosspoint.
5. Board approval of the extension of the annual wastewater equipment service contract with Wascon Inc through June 30, 2010.

D. Other Business

1. Board recognition and approval of the Mayor's board appointments.

11. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
May 21, 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 March 19, 2009 Meeting
Motion was made by Ald. Hutson, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **April 16, 2009 minutes approved.**
6. Welcome Visitors
The Mayor welcomed everyone in attendance.
7. Public Hearing
 - a. **Ordinance 09-04** – An ordinance amending the Municipal Code, Title 1, Chapter 3, Section 1-302 and Chapter 7, Section 1-702 regarding the bonding requirements for the City Recorder and Municipal Treasurer. **Second Reading. No one spoke for or against.**
8. Communications from Mayor, Aldermen and City Administrator
 - a. The Mayor recognized Fire Department Personnel for their service to the City.
 - b. Dwight Barnett with the Tennessee Division of Forestry spoke on the benefits of trees and distributed literature to the board regarding trees in the area.
 - c. Ald. Bibb stated that the White House Walmart's customer service ranked 23rd in the nation and 2nd in the district. He stated that was a great reflection of the citizens working in our community.
 - d. Ald. Bracey mentioned the Memorial Day display at the White House Inn Library/Museum that was presented by Don Sherer which is on display through June 6th.
 - e. Ms. Carrier spoke about the ICSC conference in Las Vegas and was optimistic about recruiting businesses to the City of White House.

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. Bracey, second by Ald. Bibb 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:

Resolution 09-10 – A resolution requesting that all costs of the collection of delinquent real property taxes be paid as part of the collection process, as approved by the Chancery Courts of Sumner and Robertson Counties, Tennessee. Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Resolution 09-10 was approved.**

B. Consideration of the following ordinances:

1. **Ordinance 09-04** – An ordinance amending the Municipal Code, Title 1, Chapter 3, Section 1-302 and Chapter 7, Section 1-702 regarding the bonding requirements for the City Recorder and Municipal Treasurer. **Second Reading.** Motion was made by Ald. Bibb, second by Ald. Bracey to approve. Roll call: Ald. Arnold – aye; Ald. Bibb – aye; Ald. Bracey – aye; Ald. Hutson - aye; Mayor Decker – aye. **Ordinance 09-04 approved on second and final reading.**
2. **Ordinance 09-05** – An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. (The property consists of approximately 32.32 acres located at 330 Marlin Road). **First Reading.** Motion was made by Ald. Bracey, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Ordinance 09-05 approved on first reading.**
3. **Ordinance 09-06** – An ordinance adopting the Municipal Code, Title 2, Chapter 5 Museum/Welcome Center Board, Section 2-501 through 2-503. **First Reading.** Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Ordinance 09-06 approved on first reading.**
4. **Ordinance 09-07** – An ordinance amending the Municipal Code, Title 2, Chapter 2 Library Board, Section 2-203. **First Reading.** Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Ordinance 09-07 approved on first reading.**

5. **Ordinance 09-08** – An ordinance adopting annual appropriations for the fiscal year ending June 30, 2010. **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 09-08 approved on first reading.**
6. **Ordinance 09-09** – An ordinance amending the fiscal budget for the period ending June 30, 2009. (Budget amendment II) **First Reading.**
Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Ordinance 09-09 approved on first reading.**

D. Other Business

1. Board approval of annexation agreement with the Pepper Family.
Motion was made by Ald Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. **The annexation agreement with the Pepper Family was approved.**
2. Board discussion regarding pursuing a new zoning district.
Mayor Decker proposed a new zoning. Board requested that Mr. McCormick provide the board with cost structure analysis, reduced permit fee analysis and incentives for development. The Board will meet in a study session to further discuss the matter. Motion was made by Ald. Arnold, second by Ald. Bibb to approve the research of a new zoning district to be presented by Mr. McCormick at the study session. A voice vote was called for and approved 4-1 with Ald. Bracey voting nay. **Research of an additional zoning district approved.**

11. Adjournment

Motion was made by Ald. Bibb to adjourn at 8:03 p.m.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

June 9, 2009

MEMORANDUM

To: Board of Mayor & Aldermen
From: John Grubbs – HR Director
Re: Employee Recognition – Library Personnel

Summary of features of work:

Library Aide

Under general supervision, performs a variety of library clerical work of routine difficulty in the operation of the library and furnishing library services to patrons; performs related work as required. Assists patrons in the use of the card catalog, computer and copy machine; finding materials; answering questions and suggests reading materials.

Children's Librarian

Plan and implement Summer Reading program; develop programs and projects for children and young adults; assist with school and community youth programs. Under general supervision, is responsible for planning and directing children's / young adult programs and performs related work as required.

When our Library is considered, often the thoughts of books on shelves or rows of periodicals come to mind. Often the visual image we conjure is that of the White House Inn that our library building replicates. However, the heart of our Library is its staff. Much more than merely keepers of books and experts in the Dewey Decimal System, our library staff provides many valuable services to our community. In our children's Library, our youth may be introduced for the first time to an adventure in learning. Adults in our community may find assistance with needs ranging from finding a new book to read, to assistance constructing a resume, to finding more of our local history, to learning to use the internet. Our library staff brings an attitude of service and generosity with them to their jobs each day, continuing to foster an environment of learning for all ages.

Library Staff

Doreen Brown	Library Aide
Jennifer Cruse	Library Aide
Barbara Melton	Library Aide
Janet Parchman	Library Aide
Sherry Tackett	Children's Librarian
Amber Walker	Library Aide

REPORTS . . .

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

Administration

The City Administrator and Finance Director reviewed details of the upcoming fiscal year's budget and prepared for an overview with the Board of Mayor and Aldermen at the budget work session this month. The City Administrator also worked with the Planning Director to prepare for the BMA work session involving development standards and fees. The City Administrator toured the Bellevue YMCA with the White House YMCA Steering Committee. This tour was set-up to determine the type of swimming facilities that would be sufficient and most suitable for White House and construction of Phase I. The steering committee will be beginning fundraising opportunities soon and is continuously looking for gifts to make the swimming pools a reality for the White House community. The City Administrator prepared an article for the Word on White House for the bi-monthly edition. This edition's focus was the citizen survey section concerning economic sustainability and focusing on the city's plans for sustainability.

The City of White House hosted the Sumner County Council of Governments luncheon at the new fire hall. The importance of Census 2010 was discussed as well as the upcoming process for handling the awards at the end of the year banquet. City staff members met with the city attorney and contractor representatives to try to iron out the details of the remaining work to be completed on the fire hall. The street lighting installation has still not been completed. City staff attended a SRF funding/stimulus funding meeting at the Tennessee Department of Environment and Conservation to determine necessary requirements and guidelines to uphold concerning the City's wastewater projects that qualify for funding. The Parks Director and City Administrator met with LittleJohn Engineering to review plans for the upcoming sports complex. Robertson County requested that the City of White House participate in the Consumer Connections program visit with Cumberland County and Crossville. Addam McCormick and Angie Carrier met with their elected officials, city staff and representatives from their Chamber of Commerce for dinner in Springfield and discussed economic development initiatives over dinner. The City also attended the quarterly WHIRL meeting. This month was Industry Appreciation month.

The City Administrator spent a large majority of her time this month preparing materials and making appointments for the International Conference of Shopping Centers. Flash drives were prepared to include available commercial listings, a map of available commercial properties, demographic information for the city's trade area, and a information fact sheet that summarizes the on-goings of White House. The information and the medium in which it was distributed proved to be very effective in responses given from companies. At the conference, the City Administrator worked with local developers, made cold calls and had scheduled meetings with potentials commercial businesses for White House.

Website Management		
	May 2009	FY 2008-2009
Number of Internal requests for website updates	9	129
Visits	8,074	*

The City Recorder attended the Spring TAMCAR (Tennessee Association of Municipal Clerks And Recorders) Conference May 6th -8th in Franklin. This was the final Municipal Clerk Institute that she needed to complete in order to receive state certification. Upon receipt of the certificate from the Institute, she will be able to apply for certification. The Institute training included many useful topics such as Workplace Civility, The Municipal Clerk from a Local and International Perspective, Open Records, Health Care Information (presented by Mark Morgan who provides our health insurance), Personal Financial Health, Working with the Media, Records Management and Archives, Budget issues in Local Government and Communication for Results.

The City Recorder participated in a webinar hosted by Civic Plus, our website provider. The webinar discussed ways to improve the effectiveness of websites. As a result you may see some changes to ours in the near future.

On our website we have also added an emergency notification category to our Notify Me module. What this means is that now residents can sign up to receive emails notifying them of local traffic conditions, general emergencies and school emergencies requiring a police/fire response. The City Recorder along with the assistance of the Fire and Police Chiefs will be updating the emails and website of these conditions to help inform the public.

Civic Plus, our website provider has partnered with a new service to allow us to access statistics regarding our website. We have had 8,074 visits to our website during the month of May, which increased from number of last month's visits. Below are the top 10 places that have visited our website, along with the number of visits per city.

City	Visits
Brentwood, TN	1886
Nashville, TN	1473
Goodlettsville, TN	431
Atlanta, GA	288
Antioch, TN	263
Redmond, VA	247
Madison, TN	138
Dallas, TX	115
Murfreesboro, TN	90
Paducah, KY	72

*White House was 15th this month with 47 visits

We also know that 34.5% of this month's visitors accessed our website through the Google search engine and 34% accessed our site directly. In addition, the percentage of returning visitors was 51% and the percentage of new visitors was approximately 49%.

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

Finance Section

Property tax receipts for May totaled \$10,112.40 which was not enough to change the percentages that were reported at the close of April. 93% of the Robertson County taxes have been paid, and 96% of the Sumner County taxes have been paid. This leaves the delinquency rate at 6%, which is 3% higher than usual.

The budget process reached its peak in May with the Finance Director preparing detailed documents for the budget study session and the subsequent production of the first draft budget document. The Finance Director also prepared an article about retail/sales tax growth for the Word on White House edition that was just released, and assisted the City Administrator with some Finance related questions on an ICMA survey.

The Finance Director assisted the Parks Director with the second submission of a reimbursement request on the LPRF grant. The reimbursement from the first submission has not yet been processed by personnel at the State which indicates that we will likely have at least a 60 day turn around on receipt of reimbursed funds. The Finance Director also attended a meeting at TDEC along with the City Administrator, Wastewater Director and Wastewater Engineer to learn about the requirements for the proposed stimulus projects that we have related to Wastewater.

All of the Finance Directors in Sumner County are participating in the CMFO program, and the related study sessions. The group has decided to meet on a regular basis outside of the CMFO classes to share information, problems, and solutions that we all have in common. We had our first meeting in May to discuss budgeting issues. We met in Gallatin, and the City of Goodlettsville provided lunch. Other Finance Directors in attendance were from Gallatin, Hendersonville, Goodlettsville, and Portland.

All members of the Finance Staff completed a mandatory on-line training session addressing hazardous materials in the work place during the month of May.

The plans for the history on the greenway event continued in May as the group actually met on the greenway and mapped out logistics and placement of re-enactors for all sites including the greenway and the library. Several firm commitments have been received from re-enactors and more are currently being pursued. There have been citizen volunteers identified to portray some of the early families in White House, and the scripts and costuming for these re-enactors is developing with the help of Ms. Guill. The group will convene for the next planning meeting at the discretion of Cemetery Board Chairman, Randy Cline.

I am sad to report that our part-time Cashier/Receptionist, Chelsey Hough accepted a full-time position as Municipal Clerk with the City of Springfield. Her last day with us was May 28. We are glad that Chelsey was able to find a full-time position using and further

building on the knowledge base in municipal government that she began here with us, but she will be (is already) greatly missed by the Finance staff.

Performance Measures

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
3 regular	2 paper checks 303 direct deposit	1 retroactive pay rate adjustment	None

Accounts Payable

May FY

Total Invoices Processed 224 3,071

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	341	38	75	13	72	23	27	15	23	17	22	666
Customers	187	0	3	0	1	0	1	7	13	9	16	237

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	3	38	89	147	50	14	341
Customers	0	12	5	170	0	0	187

Purchase Orders

Codes	2	\$92.50
Fire	7	\$1,325.99
Police	16	\$1,698.03
Human Resources	0	\$0.00
Engineering	3	\$1,540.00
Administration	3	\$483.00
Finance	2	\$225.32
Court	0	\$0.00
Library	3	\$412.42
Waste Water	19	\$3,737.09
Public Works	11	\$1,308.78
Sanitation	6	\$4,369.48
Parks	26	\$4,087.63
Bldg. Maintenance	5	\$63.32
Cemetery	0	\$0.00
Total	103	\$19,343.56

Void	3	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS \$0-\$999	101	\$15,460.10
PURCHASE ORDERS \$1000-\$9999	2	\$3,883.46
PURCHASE ORDERS OVER \$10,000	0	\$0.00
Total	103	\$19,343.56

Emergency Purchase Orders – May

Number	Vendor	Items	Amount	Nature of Emergency	Department
13012E	ISTT	Trip Charge	\$5.00	No outgoing phone calls	Police

Business License Activity

Opened	Closed	
7	4	
<u>Cumulative Information</u>		
Class	Total Licenses	Delinquencies
1	35	14
2	125	67
3	246	100
4	179	72
Total	585	253
Delinquency Rate		43%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1 st Offense)	0
Child Restraint-under 4	3
Miscellaneous Violation	3
Driving Unregistered Vehicle	0
Failure to Stop at Stop Sign	0
Failure to Yield Right of Way	1
Financial Responsibility Law	26
Following Too Closely	3
Improper Equipment/Headlight Out	0
Motor Vehicle Requirements	6
Improper Passing	1
Leash Law (Running At Large)	0
Light Law – Motor Vehicle	0
No Drivers License on Person	6
No Tags (Animal Control)	0
Open Container Law	0

Parking Violation	0
Vehicle Registration Law	15
Seat Belt Violation – 18 and Older	33
Speeding	156
Careless Driving	2
Disobedience to Traffic Control Device	13
Total	268

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	119
Guilty as Charged	3
Dismissal	20
Dismissed upon presentation of insurance	26
Failure to Appear	0
Dismissed to Traffic School	16
Dismissed with Costs and Fines	74
Dismissed with Costs	9
Dismissed with Fines	0
Case Transferred to County	0
Dismissed with Public Service	1
Total	268

May 09 Monthly Report

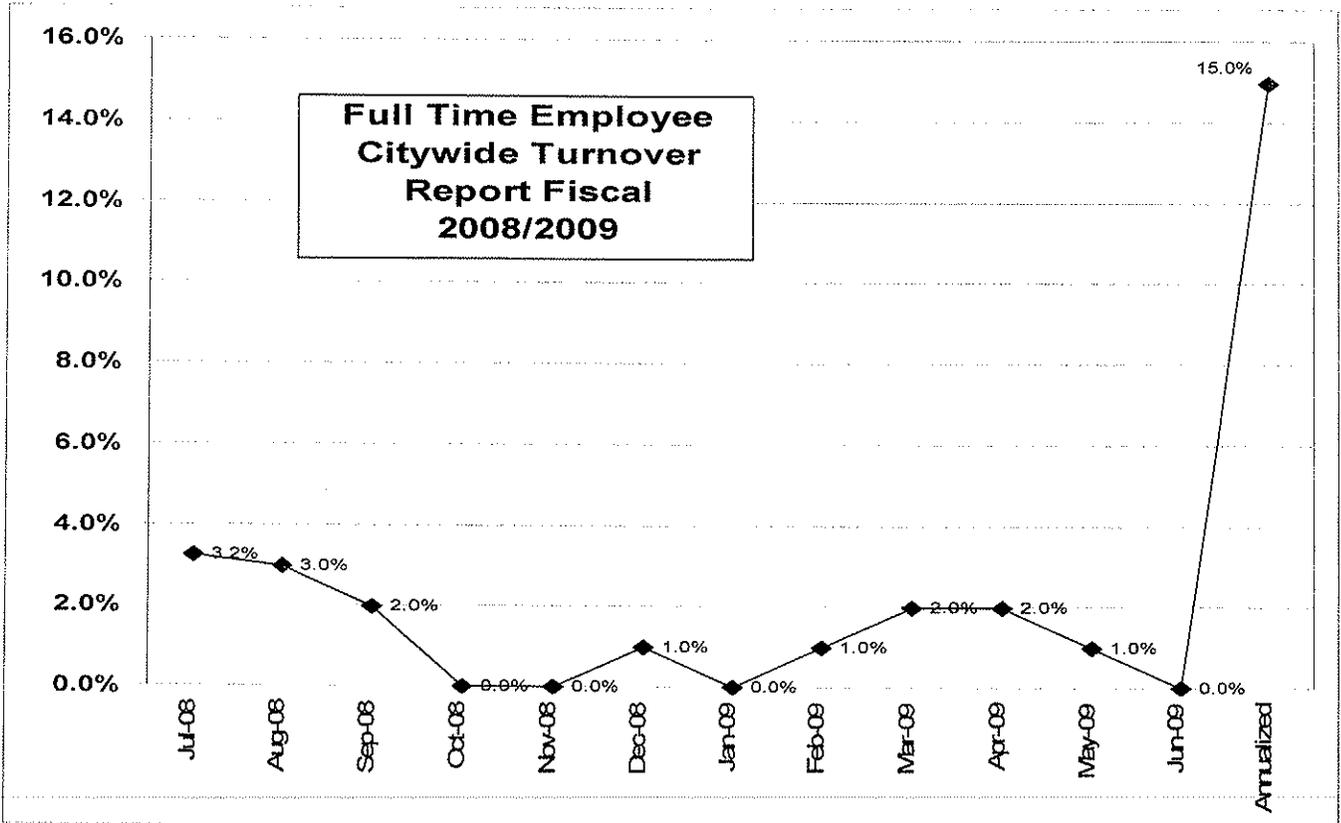
Human Resources:

- Attended Summer Youth Program Orientation Luncheon
- Assisted Police Department with recruiting new dispatchers
- Assisted departments with Hazard Communications training
- Participated in monthly safety committee meeting
- Continued file auditing for compliance

Key Performance Indicators (Performance Measurements)

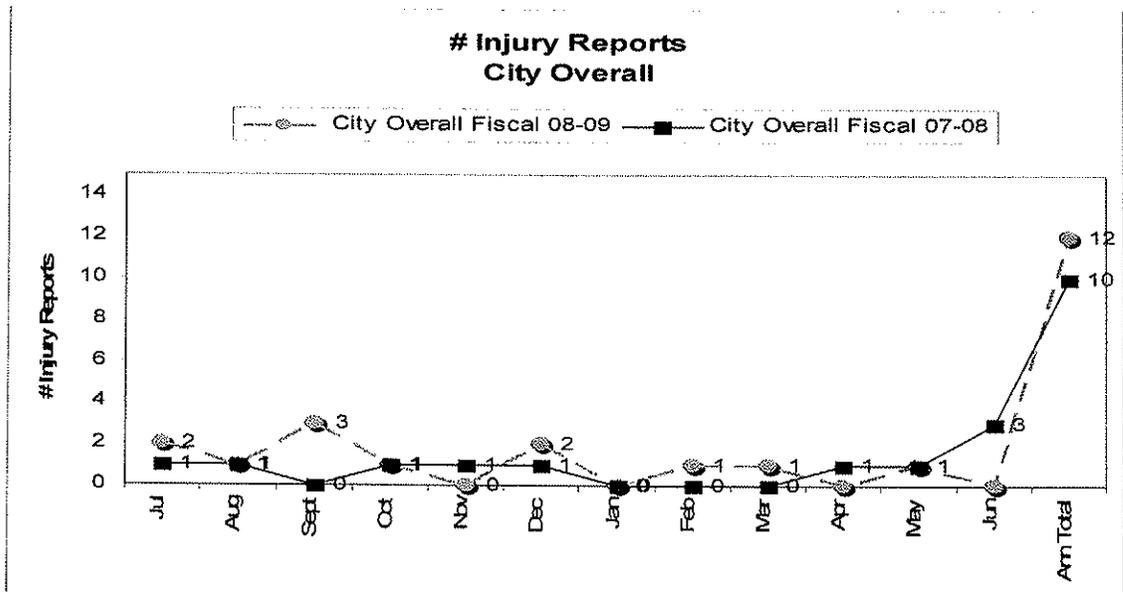
Citywide Turnover

- Turnover overall for month of May 2009 for Full Time Employees was 1%
- Year to Date Turnover for Full Time Employees is annualized at 15% for Fiscal 08-09
- Highest Turnover departments YTD:
 - Police: 34.5% Annualized YTD (66.67% of overall City turnover)
 - Wastewater: 18.2% Annualized YTD (13.33% of overall City turnover)

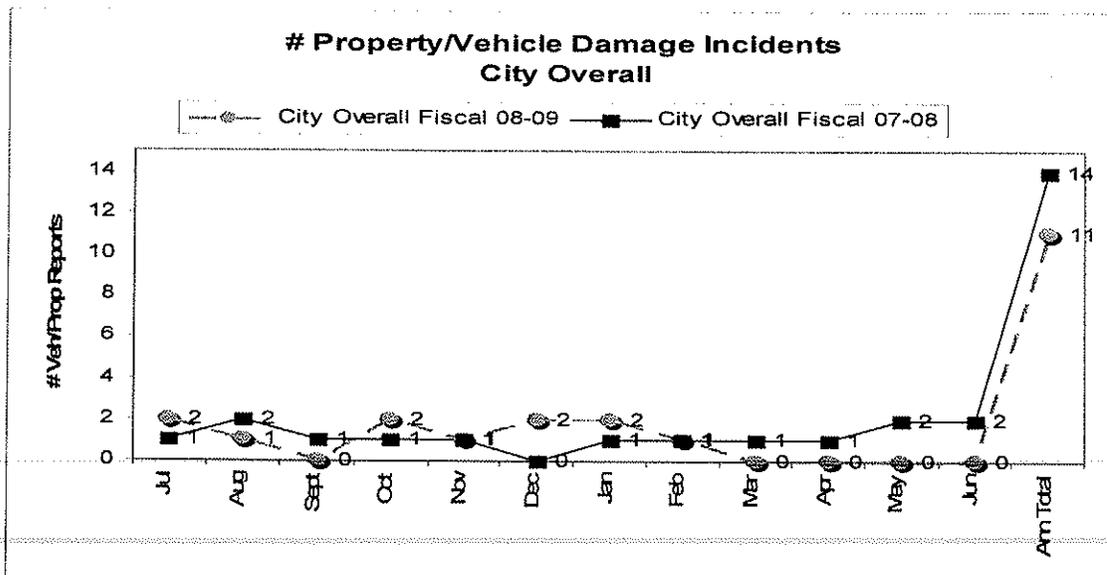


Safety

- Accidents resulting in injury in May 2009 were **1**, unchanged from **1** 2008
- Total accidents resulting in injury YTD are **12**, up from **7** 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 50.00% of overall injury accidents
 - Parks and Wastewater (2), resulting in 16.67% of overall accidents



- Vehicle/Property damage claims (City liability) for the Month of May 2009 are **0**, down from 2008 (**2**)
- Vehicle/Property damage claims resulting in damage to City or Other Vehicle or Property total **11** YTD, down from **12** 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
May 2009

Departmental Highlights

- Sgt. Ring and Det. Sgt. Brady attended a meeting at the Sumner County Sheriff's Office on May 7, regarding the MS-13 gang. Sumner County is hoping to establish a monthly meeting on gang related activity in the Sumner County area.
- The White House Police Department's Annual Awards Night was held on May 12, in the Training Room. Approximately 60 people were in attendance. Mayor John Decker attended the Awards program recognizing National Police Week and proclaiming May 10-16, 2009, "Police Week" in the City of White House.
- Traffic School was held on May 14, in the Training Room of the Police Department. Sgt. Eric Enck instructed the class.
- On May 20th, Chief Herman attended the 18th Judicial Drug Task Force Meeting in Hendersonville.
- Chief Herman attended the Tennessee Association Chief's of Police (TACP) meeting in Nashville on May 27, 28, and 29.
- The installation of E-Agent in our Dispatcher Center was completed in May. E-Agent will allow us a direct connection to the Tennessee Bureau of Investigations (TBI) for NCIC (National Crime Information Center) data. We will now be able to directly do Federal and State record checks.

Community Relations

- The Police Department assisted with crowd control, and the Police Explorers assisted with traffic control at The Chamber of Commerce Carnival with no problems.
- Captain Mingledorff instructed a Drug Awareness program at White House High School to 46 teachers on May 26th.

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

- D.A.R.E. graduation was held by Captain Mingledorff for 168 5th grade students at White House Middle School on Thursday May 14th.

Citizens Police Academy

Nothing to report at this time.

Wheels in Motion

Nothing to report at this time.

Captain Street Smart

- Captain Mingledorff visited and spoke to a class of fourteen 5 year old students at the Learning Center regarding Stranger Danger and Bike Safety.

Crime in the City

	May 2008	May 2009	Percent Change	Total 2008	Total 2009	Percent Change
<i>Serious Crime Reported</i>	*					
Crimes Against Persons		9			57	
Crimes Against Property		22			162	
Crimes Against Society		35			125	
<i>Minor Crime Reported</i>		37			202	
<i>Traffic Crashes Reported</i>		35			113	

* New data collected starting January 2009

Protecting Persons and Property

	May 2008	May 2009	Percent Change	Total 2008	Total 2009	Percent Change
Arrest Criminals	63	48	-23%	322	254	-21%
Enforce Traffic Laws:						
Written Citations	132	305	+57%	1,156	1,398	+17%
Written Warnings	34	42	+19%	230	280	+30%
Residential Patrols	910	849	-7%	4,976	4,712	-5%
Business Checks	1,475	1,564	+6%	6,371	9,047	+30%
Extra Patrols	356	133	-63%	1,698	1,246	-27%
Property Watches	14	6	-57%	118	236	+50%
Assist Motorists	14	21	+33%	93	94	+1%

Communications Section

	May 2008	May 2009	Percent Change	Total 2008	Total 2009	Percent Change
Calls for Service	970	1,291	+25%	5,336	5,766	+7%
911 Calls	45	60	+25%	197	175	-11%
Alarm Calls	33	38	+13%	154	170	+9%

*Not accurately recorded until July 2007

Animal Control

	May 2008	May 2009	Percent Change	Total 2008	Total 2009	Percent Change
Complaint Calls	*	34			184	
Animal Contacts		42			166	
Returned to Owner		7			63	
Sent to County Impound		33			79	
Adopted		0			8	
Animal Bite Incidents		0			0	
Traps Set		6			24	

*New data collected starting January 2009

K-9

Nothing to report at this time.

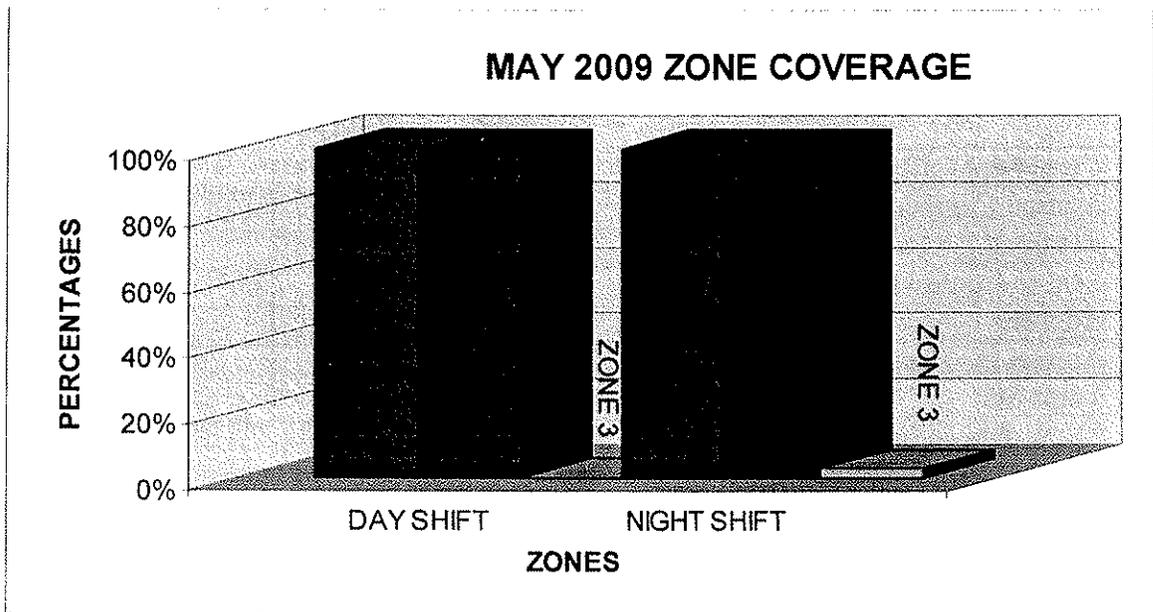
Staffing

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.

- Two dispatchers were hired to fill the two dispatcher positions that were recently resigned. Virginia (Ginny) Crusenberry started May 29th, and Kendra Pitt will start on June 5th.

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.

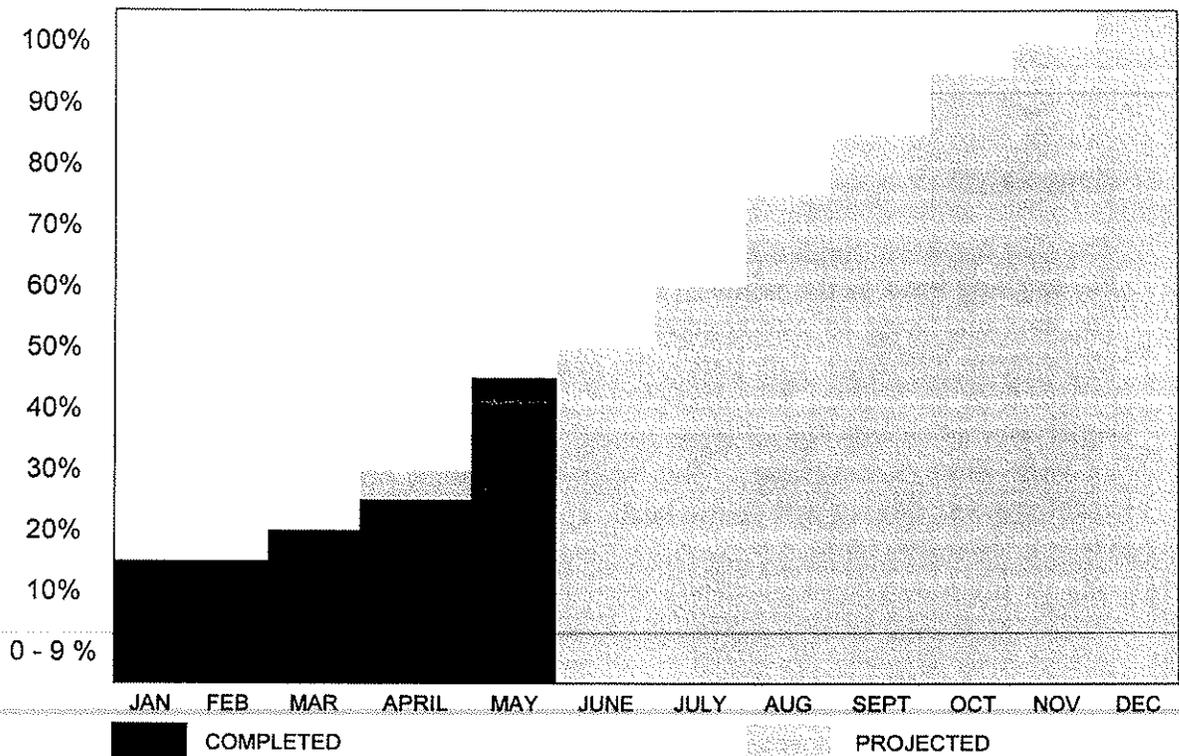


Training

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 sessions each calendar year.

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

2009 MANDATORY TRAINING GRAPH



- Chief Herman attended a 3 day TN Chief's Association Meeting.
- Ofc. Brisson and Hurt attended an 80 hour class covering Investigating Traffic Crashes.
- Sgt. Ring, along with K9 Rascal, and Cpl. Ghee, along with K9 Nike, attended their monthly 8 hour training.
- Sgt. Enck and Sgt. Hunter attended a 40 hr. EVOC Instructor course.
- Sgt. Ring attended a 16 hr. class covering Financial Investigations.
- Ofc. Frazier attended a 24 hour class put on by the Tennessee Crime Prevention Coalition.

Additional Training

None to report at this time.

Cost Savings

- Ms. Dolly Peay of Venture Title donated an \$800.00 copy machine to the Police Department that is being used in the Officer's room.
- Greg Hicks, the owner of PCMD, donated a hard drive tower and keyboard to the Police Department to be used with the Firearms Simulator.
- Two cars from the police department were sold on Govdeals.com in the month of May:

1999 Ford Crown Victoria	\$532.77
2000 Ford Crown Victoria	<u>\$682.77</u>
Total	\$1,215.54

Projected Cost-Savings

None at this time.

Capital Projects

Nothing to report at this time.

Completed Projects:

Digital Recording Device for one of the K-9 vehicles
 Police Records System Software
 Audio/Visual Equipment for Training Room

City of White House Fire Department Monthly Report for May 2009

Summary of Month's Activities

The Department responded to 84 requests for service during the month with 57 responses being medical emergencies. The department was dispatched and responded to a structure on South Palmers Chapel Road. When fire units arrived on scene, heavy smoke and fire was showing. Personnel began fighting the fire and attempted to ventilate the structure. Dispatch was advised when units arrived on scene that the residence was outside the city limits and White House Community Fire needed to be dispatched. Our apparatus and personnel remained on scene until adequate equipment and personnel arrived from other agencies to supply water and fight the fire.

The department responded to three vehicle accidents involving injuries with two patients requiring transport to area hospitals without serious injuries. Medical responses increased again this month with several being somewhat serious. There were three instances during the month CPR was performed and the department's AED was utilized.

Fire Station 2 Update:

The contractor still has work to complete on the training tower and site work to finish. And there are still some items on the punch lists inside the building to be completed.

Update on the Department's Goals and Objectives

- Organize a Fire Corps Program by February 1st, 2008 **(This project is currently being worked on a core group has met and the recruitment for members has begun.)**
- 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 and will be rolled over into next year.)**
- Complete the annual apparatus fire pump testing by December 1st, 2008 **(This project is currently being worked on and is on going at this time)**

Departmental Highlight

On May 5th department personnel were able to utilize the pump test pit for the first time to pump test Rescue 1. The Apparatus passed the test and the facility worked flawlessly without any complications. The ability to test fire pumps in such a controlled environment is much safer for the personnel and drastically reduces the threat of apparatus damage.

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	1	Vehicle Accidents(general cleanup)	5
Cooking/Electrical Fires	0	Vehicle Accidents(With injuries)	3
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	1	False Alarms/Calls	6
Hazmat	1	Assist other Governmental Agency	1
Other Calls	9	Total Responses for the Month	84
Emergency Medical Responses	57	Total Responses Year to Date	373

Fire Fighter Training

Total Training Man-hours for the Month	292.5	Total Training Man-hours Year to Date	1428.5
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Fire Inspection

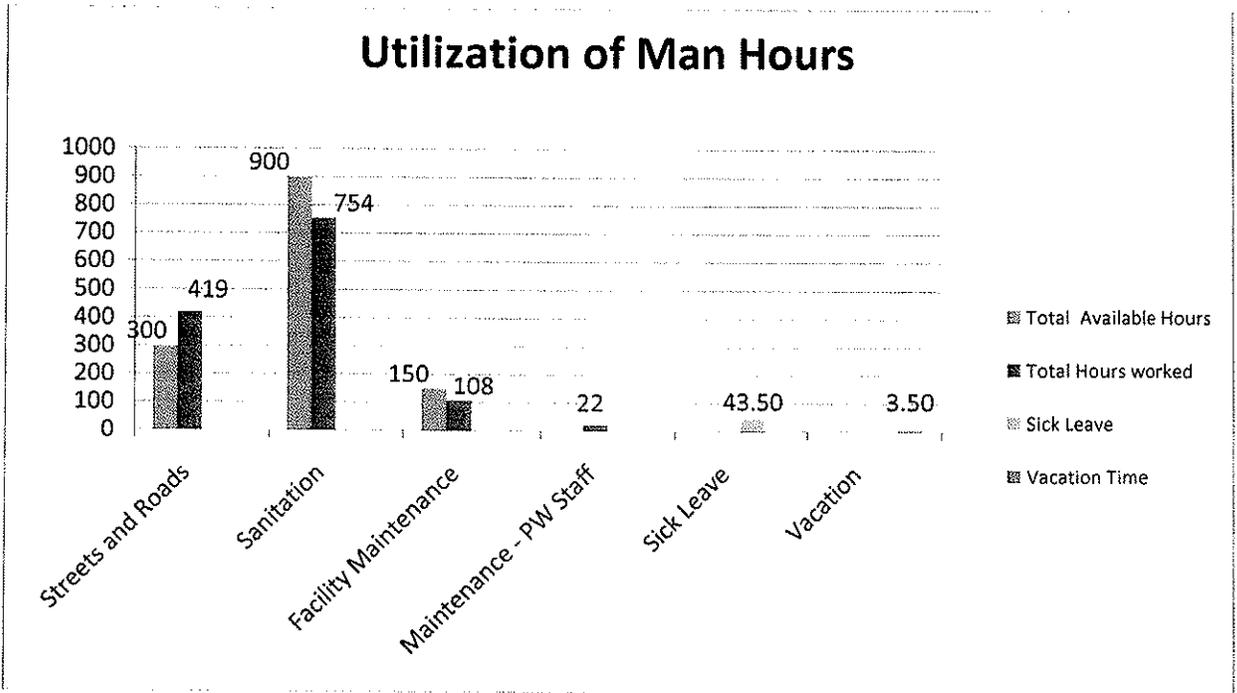
Fire Inspections	11	Plat / Plan Reviews	0
Fire Investigations	0	Fire Preplans	0

Public Fire Education

Participants	43	Education Hours	14.5
Participants Year to Date	1140	Education Hours Year to Date	61.75
Number of Occurrences	12	Number of Occurrences Year to Date	39

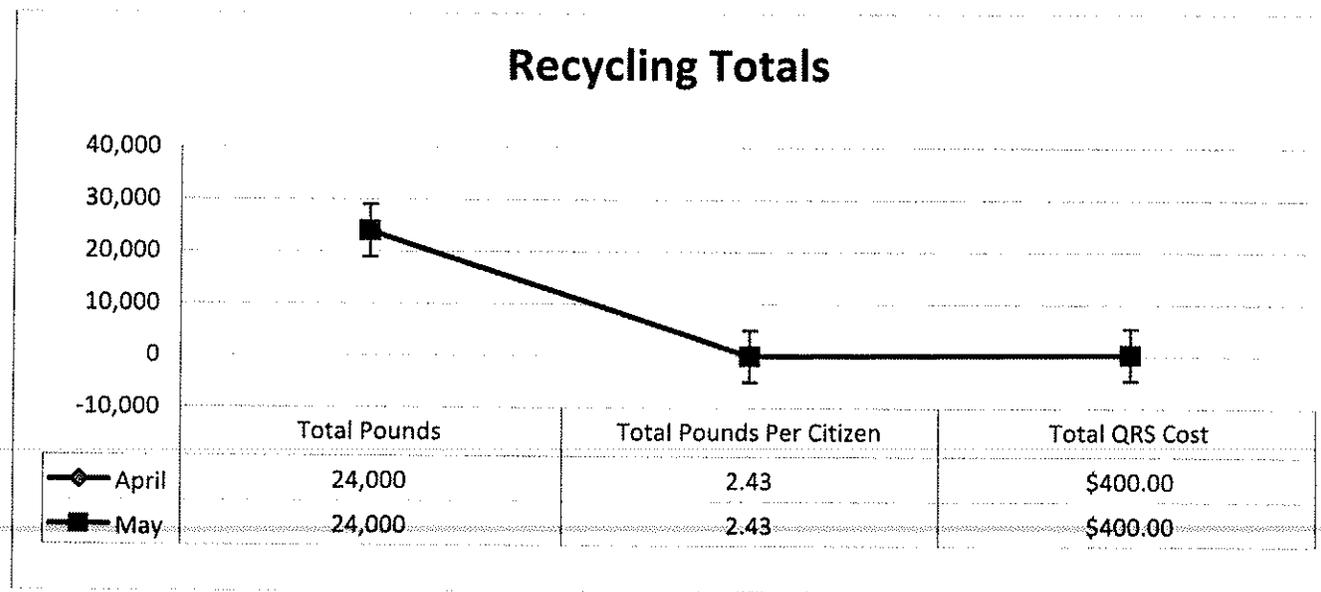
**City of White House
Public Works
May 2009**

Monthly Performance Indicators



The above chart represents the number of man hours vs. the total number of hours worked for the month of May. It also represents the number of sick and vacation days used by each department. Streets and Roads had help from additional departments this month; As a result, the total hours worked is greater than the total available hours. There is no longer a vehicle maintenance mechanic; routine maintenance has been performed by the Public Works staff on vehicles as needed.

Recycling



Convenience Center

There were a total of 15 citizens that utilized our Convenience Center for the month of May total revenue received \$410.00; this total includes revenue received from steel that was brought in to our facility to be recycled by the citizens of White House. Total operating cost for the month of May to be determined billing has not been received from Allied Waste.

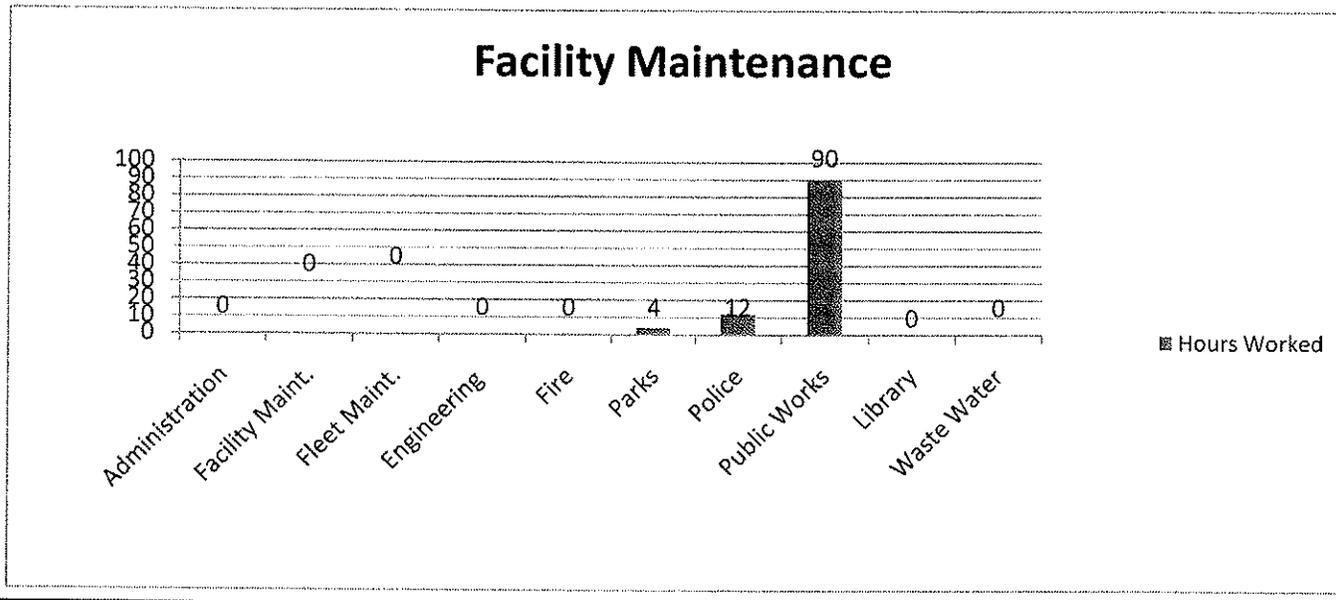
Sanitation Enterprise Fund Totals

Monthly Performance Indicators

<u>Number of customers billed</u>	<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 \$55,140.00	\$607,705.00	\$53,305.49	\$600,278.65

Facility Maintenance

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

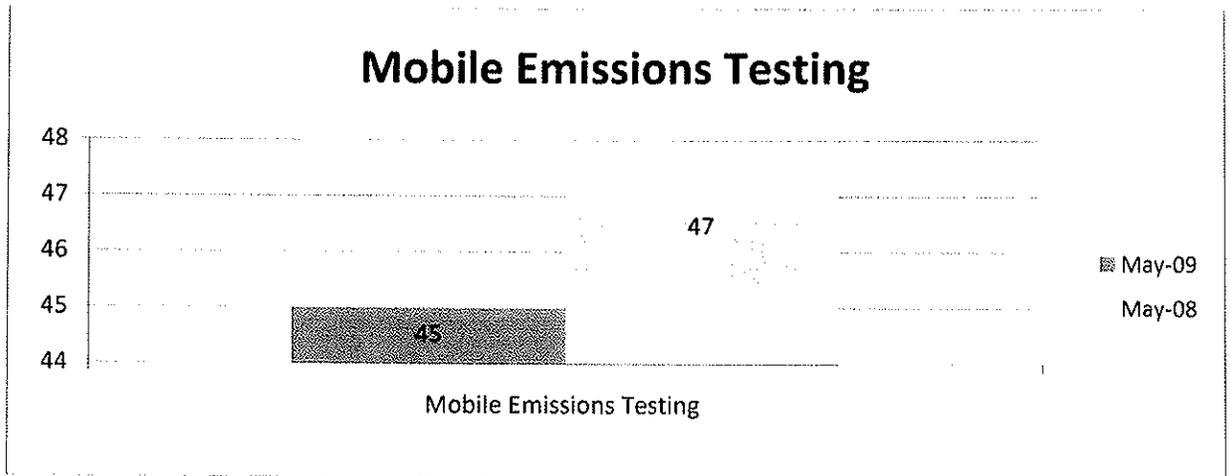


Fleet Maintenance

The fleet maintenance service provided by the City for vehicles is no longer available at Public Works. Each department is utilizing the temporary services negotiated by our Purchasing Clerk until further notice.

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 May, we had a total of 45 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the increase in usage since May of 2008.



Departmental On-Site Safety Training May 2009

- Hazard Communication
- Complacency
- When things go wrong digging safely

MAY 2009 TRUCK POUNDAGE AND FUEL COSTS

- 19.20 average tons per day 576,160 pounds for the month of May.
- Total tonnage for the month of May was 288.08
- Total cost of fuel used for truck # 319 \$177.62
- Total cost of fuel used for truck # 320 \$751.96
- Total cost of fuel used for truck # 323 \$456.16
- Total cost of fuel used for #324 \$205.44
- Total cost of fuel for May = \$1,591.18

Fuel decreased \$270.93 from the month of April.

July 2008 – June 2009	Year to Date Totals
Tons per day	16.17
Pounds for 12 months	6,610,100.00
Tonnage for 12months	3,352.40
Fuel used Truck #319	\$3,754.14
Fuel used Truck #320	\$12,412.63
Fuel used Truck # 323	\$10,607.96
Fuel used #324	\$4,087.84
Total Fuel cost for 12 months	\$30,782.57

MAY 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	350	3,279
	Stops	Stops
BRUSH TRUCK LOAD	30	392
EMERGENCY CALL OUTS	0	3
DAMAGED CARTS REPLACED	14	141
NEW CARTS FOR NEW HOME CONSTRUCTION	4	90
ADDITIONAL CART REQUEST	1	21
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	0	12,103
		feet
DRAINAGE REQUESTS	4	29
DRAINAGE WORK	90 feet	2,505 feet
LITTER PICK UP (50 GALLON BAGS)	71 = 5 bags per day	709 bags
LITTER PICK UP PER DAY (MILES)	7.00 Miles Avg. per day	567 Miles
POTHoles REPAIRED	31	167
SALT	0	0
SIGNS INSTALLED	1	50
HANDICAPPED PICK UP	77 Homes	847
		Homes
MOVE IN SPECIAL PICK UP	2	37
MOVE OUT SPECIAL PICK UP	0	16
DEAD ANIMAL REMOVALS	0	15
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED.	57	130

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

Summary of Month's Activities:

Collection system:

Over the past month staff has retro fitted thirty-three hydromatic simplex systems to E-one and installed three new vacuum valves and controllers within the vacuum systems. The department has also provided inspections to eight 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.

- EPA recall of Hach m-Coli Blue 24 (the method we used for E.coli): We are still awaiting the State's determination as to how the recall will be viewed.

Goals and Objectives Progress:

- **Achieve a service call ratio of 8% to 10%:** During the evaluation of the operations and maintenance for the Wastewater Master Plan three major deficiencies were identified:
 1. **No** preventative maintenance program- **Implemented**
 2. The department was not using a low pressure grinder pump which best met the hydraulic or financial needs of the collection system – **Best grinder selected; installation ongoing**
 3. Staff rebuilding worn out equipment associated with both vacuum and low pressure systems – **Replacing with new equipment; installation ongoing**

Over the years these deficiencies had created an enormous service request ratio.

Budgeted Year	Number of Low Pressure & Vacuum Service Requests	Number of Customers	Monthly Average	Yearly Ratio
2004-2005	2,530	3,212	210	79%
2005-2006	1,304	3,413	109	38%
2006-2007	1,160	3,603	97	32%
2007-2008	861	3,689	78	23%
2008-2009	795	3,738	72	21%

- The application process of renewing our National Pollutant Discharge Elimination System (NPDES) permit has been completed and submitted to the State for review.

Departmental Highlight:

- We have received notification from the Clean Water State Revolving Fund (CWSRF) Loan Program that Cope's Crossing lift station project is within the American Recovery and Reinvestment Act of 2009 (ARRA) tier one funding zone of the Fiscal Year 2009-2010

Priority Ranking List (PRL). All required documentation has been submitted for the State's review.

ARRA Project Funding Criteria

- Total project funding will be comprised of 40% principal forgiveness and 60% loan.
- Each community will be limited to one Clean Water State Revolving Fund (CWSRF) ARRA loan and one Drinking Water State Revolving Fund (DWSRF) ARRA loan.
- Each CWSRF loan will be limited to \$12.5M.
- Each DWSRF loan will be limited to \$5.0M.

Departmental Cost Saving Report:

- Wascon Inc. has agreed to continue with all current conditions of the Wastewater Services Contract. This will be the third year with no increase in the cost of labor.
- We paid-off the Vapex Odor Control Units five months early which saved \$2,995.00 in interest.

Monthly Performance Indicators

Service Provided	Month	Totals for 2008-2009	Amount Billed	Revenue Received	Revenue Totals 08-09
New service connections (Capacity fees)	2	49	\$3,000.00	\$3,000.00	\$72,630.00
Customers billed	3,782	N/A	Net amount billed \$163,347.20	*\$154,220.46	\$1,535,784.49
Applications or transfers for service	29	388	\$1,075.00	\$1,075.00	\$16,651.00
Late penalties applied	1017	10,134	Amount Applied \$5,001.45		
Wastewater Adjustments	16	321	N/A	(\$8,375.00)	(\$36,141.25)
Administrative Fees	3	177	\$150.00	\$150.00	\$14,000.00
Service availability Requests	0	0	\$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	2	47	\$300.00	\$300.00	\$7,050.00
Field inspection fee	0	0	\$0	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	3	263	\$150.00	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	17	554			
Billing related service requests	58	857		Months Total \$158,745.46	Total \$1,646,115.49

Mainline repairs	0	23	
Service lines repaired	3	73	
L.P. service requests	51	708	
Gravity service requests	0	0	
Vacuum service requests	3	87	
All service requests	65	1,731	
Major Lift Station Repairs	2	14	
Major Lift Station Responses to SCADA Alarms			
North Palmers	419	1,356	
Calista	155	417	
Wilkinson	61	112	
Tyree	25	25	
	Flow MGD	Plant Capacity	% of Capacity
Average Daily Flow (effluent)	.575	1.4 MGD	41%

*** 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
May 2009 Monthly Report**

Update on Department Objectives:

Staff continued to receive complaints for and worked multiple property maintenance cases. The City had 17 yards mowed during month of May. Planning Commission had study session regarding zoning ordinance amendment regarding changing sign ordinance to a content neutral sign ordinance. Staff worked with Fire and Engineering Department to complete preliminary and final inspections for carnival. Staff attended Regional Summit for Transit in Nashville Region.

Robertson County Growth Boundary Meeting:

The next step in process will be for all the Cities and Robertson County Board to approve or deny resolution. The approvals are required to be completed by July. If resolution is approved, the maps will be submitted to State's Local Planning Office for formal approval. If resolution is denied, then the Coordinating Committee will have to meet again and discuss basis for denial and submit revised resolution, if necessary to all cities and Robertson County for approval.

Department Highlight:

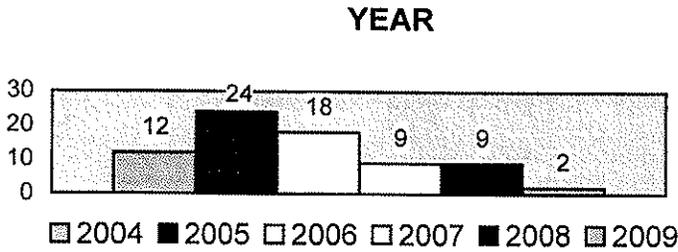
Staff received request for list of fees associated with opening new businesses in the City. Staff prepared impact fee and building permit estimates. Staff completed inspections with Fire Department on existing buildings to discuss code requirements with proposed businesses at no charge.

Cost Savings:

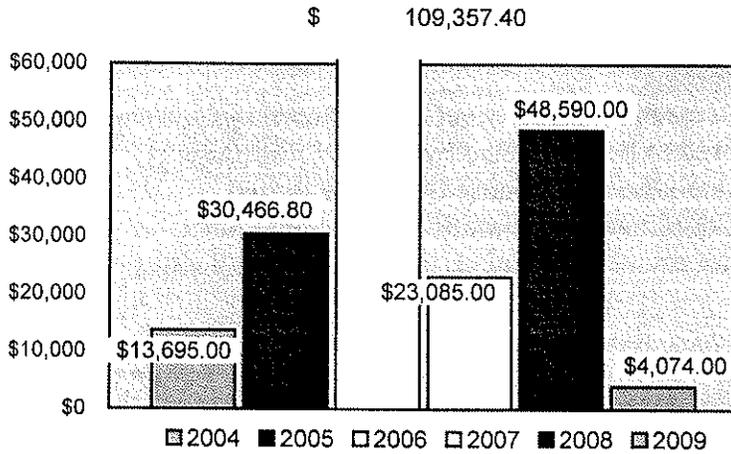
Staff attended free Regional Summit for Transit in Nashville Region. Staff received continuing education credit at no charge to complete 32 hours required every 2 years. Staff is always searching for free or reduced cost credit classes for planning and building certifications.

Monthly Report May 2009

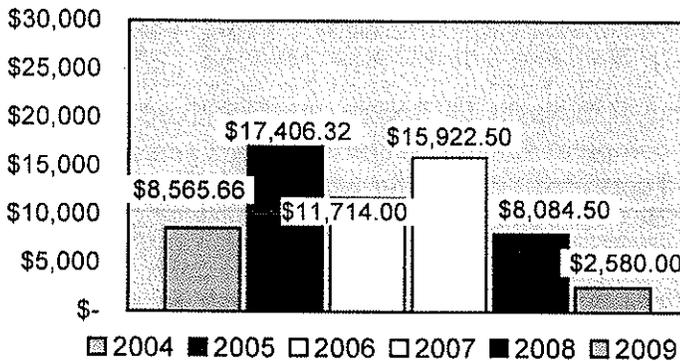
Single Family Permits (May)



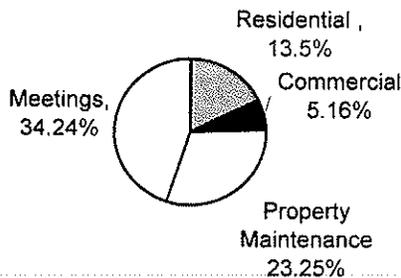
Impact Fees (May)



Permit Fees (May)



Inspections / Meetings (May)



	Month	FY 08-09
MEETING AGENDA ITEMS#		
Planning Commission	5	74
Construction Appeals	0	1
Zoning Appeals	0	5
Training/Study Session	1	3
Property Maintenance	0	0
PERMITS		
Single Family Residential	2	36
Multi-Family Residential	2	12
Other Residential	11	151
New Commercial	0	2
New Industrial	0	0
Other Com/Ind	3	13
State Electrical	27	459
Sign	2	21
Occupancy Permits		225
Other	1	7
BUILDING INSPECTIONS		
Residential	46	643
Hours	13.5	120.32
Commercial /Industrial	12	360
Hours	5.16	107.75
CODE ENFORCEMENT		
Total Cases	161	723
Hours	23.25	120.18
Complaints Received	18	141
MEETINGS		
Administration	5	51
Hours	4.75	56.25
Planning	25	132
Hours	23.66	132.82
Codes	11	47
Hours	5.83	40.75
FEES		
Permit Fees	\$ 2,580.00	\$ 39,740.00
Board Review Fees	\$ -	\$ 3,042.00
City Impact Fee	\$ 4,074.00	\$ 71,330.40
Roads	\$ 1,278.00	\$ 29,017.25
Parks	\$ 1,282.00	\$ 17,196.00
Police	\$ 912.00	\$ 15,121.32
Fire	\$ 602.00	\$ 9,979.00
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		15

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

Summary of Month's Activities

The department has been actively promoting recreational programs this month to encourage participation and to create enthusiasm. Parents of children who participated in our 2008 Fall Ball League are being contacted by phone to alert them of our intention to host the league again this fall and to encourage registration. This is to help combat the rumor that we were not going to have the fall league due to the upcoming field renovation project. We will still have fields 1, 5, 6 at the City Park to use and the Church at Grace Park has agreed to let us utilize their field as well.

We have also gone door to door to 25 local businesses around town to ask for permission to post flyers promoting our current recreational programs. We are offering Adult Flag Football, Fall Baseball and Softball, Independence Day 5K, Challenger Basketball, and Gymnastics.

Two relatively new members of the Leisure Services Board, Lori Herman and Kim Manlove, were given a tour of the park facilities to acquaint them better with what the department is responsible for managing.

Maintenance employees have been busy spraying non-selective herbicide along fence lines and around sign posts, trees, and buildings to reduce the amount of string trimming that has to be done. This will free up some time to focus on mowing and maintaining the athletic fields since the Bermuda grass is fully out of dormancy now.

The nature trail has been sprayed with a broadleaf herbicide to reduce and manage the vegetation next to the trail, and to prevent users of the trail from brushing up against poison ivy when walking or running. The long range intention is to clear out a mowing strip where feasible and create a more park-like atmosphere for the trail.

The large brush pile that was located in the rear portion of the park was burned by the fire department, and we are very thankful for the efforts. It had become too large and unattractive, plus it attracted illegal brush dumping. Our plan for the future is to either haul away brush from the parks as it accumulates, or to request removal by the Public Works department with the brush truck.

Employees have started trimming shrubbery at the trailheads and at City Hall. The new flowers and shrubs at the Library were planted by the department, and the beds were weeded.

The stadium football field, the Jr. Pro football field, and the Civic Center field were sprayed to remove annual bluegrass, to allow the Bermuda grass to thrive.

One of the mowers that we rely on had 2 blown oil seals this month on separate occasions which resulted in a temporary setback.

Update on Department Goals and Objectives

Work has continued on the design for the Municipal Park Renovations. The established steering committee met again in May to discuss key details for the project. It was decided to alter the original concept that had been accepted by the committee by foregoing the bathroom upgrade, and instead build a small youth field where the grass overflow parking lot / practice field was drawn. This will allow a quad complex to fit on the site, which is what the public wants.

Department Highlight

Steven Link, DVM, owner of the White House Animal Hospital, has approached the City about donating the usage of land behind the animal hospital for a dog park, with access from the adjacent greenway trailhead on 31-W (James K. Polk trailhead). The idea will be presented to the Leisure Services Board on July 7th for their input.

Department Cost Savings Report

Cub Scout Pack 460, led by John Schaffhouser, has been doing a tremendous job of maintaining their section of the greenway for several months as part of the Adopt-A-Trail program. Their diligence in removing litter from Section D has been very impressive, and it assists the department greatly to have their help.

PARKS AND RECREATION DEPARTMENT
May 2009

Division	Activity	Prior Years				Current Year				YTD
		Year End FY 2005-2006	Year End FY 2006-2007	Year End FY 2007-2008		Mar-09	Apr-09	May-09		
Maintenance	Mowing Hours	1176	1020	1044		95	225	259		1592
	Pounds of Grass Seed Sown	1990	4350	3670		1900	350	75		5100
	Pounds of Fertilizer Applied	11885	16795	6150		1375	1150	0		7100
	Number of Trees/Shrubs Planted	22	69	57		0	156	3		259
Recreation	Number of Youth Program Participants	358	326	377		0	0	0		353
	Number of Adult Program Participants	409	291	857		383	110	73		2238
	Number of Theatre Production Attendees	651	271	102		0	0	0		0
	Number of Special Event Attendees	2881	3453	2865		0	335	0		2989
	Total Number of Special Events Offered	5	6	8		0	1	1		10
	Total Number of Programs Offered	16	13	23		2	1	6		40
	Youth Program Revenue	\$32,137.06	\$31,045.38	\$22,095.25		\$105.00	\$0.00	\$325.00		\$21,740.98
	Adult Program Revenue	\$19,080.40	\$14,713.00	\$15,246.25		\$1,610.75	\$365.80	\$209.80		\$19,114.35
	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	\$400.00		\$3,168.25
Administration	Number of Shelter Reservations	114	115	112		5	15	21		105
	Hours of Shelter Reservations									
	Shelter Reservation Revenue	\$3,445.00	\$3,612.50	\$3,732.00		\$972.00	\$510.00	\$296.00		\$3,485.00
	Number of Facilities Reservations	242	257	305		6	5	5		255
	Hours of Facility Reservations									
	Facility Reservation Revenue	\$16,928.31	\$19,601.34	\$28,514.05		\$1,856.29	\$687.50	\$0.00		\$20,813.71
	Misc. Revenue	\$25,914.38	\$36,238.58	\$39,729.53		\$5,487.13	\$1,177.34	\$206.08		\$109,051.99
	Senior Center	Senior Center Participants	1812	2619	3993		294	277	189	
Number of Trip Participants		418	274	366		0	22	36		266
Number of Meals Participants		3757	3433	3430		309	378	297		3273
Number of Program Participants						183	103	70		1317
	Number of Trips Offered	48	45	43		0	2	4		28
	Number of Meals Served	49	50	48		4	5	4		44
	Number of Programs Offered	7	4	5		4	4	4		41

Library Monthly Report

May 2009

-Judy Speight, Director

Summary of May's Activities

Circulation always slides slightly in May as school is winding down, families are busy with graduations, etc., but Internet usage rose from 771 to 816. Those seeking jobs on-line are still increasing, and staff is working very hard to assist everyone. New memberships are down slightly also, but will make a sharp rise in June and July. Budget funds are almost expended.

We experienced some problems with the TLC circulation software this month. The system has gone down a few times for a few minutes to as long as a day. We have an Offline mode we can use to check books in and out, but are unable to make new cards or pull reports. TLC works to help us find the problem and get it up and running again. Also, sometime between moving the server from West Virginia to the Hendersonville library, BellSouth/AT&T discontinued its SMTP blanket E-mail function which TLC needs to run PhoneTree e-mail notifications. This is an AT&T issue, and the consortium was not notified of the change. The PhoneTree system just stopped working. The consortium will have to go outside for a new SMTP client, and a State technician is researching and looking for another to get PhoneTree working again. Janet Parchman attended the consortium meeting on the 12th.

The Library Board met on the 14th. Changes to the by-laws were proposed and approved with one amendment. It was recommended that Gary Jaeckel, MTAS consultant, meet with the library staff some time before June 30th. Plans are for the new library board to meet with Gary after the July board meeting to facilitate a better understanding of the roles of the board and to foster a better working relationship within the group. I proposed two changes to the library computer policy, and both were approved by the board. The first is a change to the age of children allowed to work independently on the Internet to age 12. The second is to now allow computer users to use their own data saving devices. Better filters and lockdowns have made these changes safe to implement. There was discussion on money raised by the Friends of the Library/Focus Group and the use of public funds and their tax exempt status. A letter to be drafted, signed by all board members and sent to the Friends of the library requesting financial statements dating from August 2006 to the present was approved. There was discussion and approval that the Friends of the Library donation box be removed from the library and replaced by a Library Board donation box.

The Regional Library Center held an in-service on the 12th. Janet Parchman, Sherry Eden and I attended. The program was on Friends of the Library and was given by a representative of the Friends of Tennessee Libraries, (FOTL).

Sherry Tackett, Amber Walker and volunteers are transforming the library to reflect the Summer Reading Program theme of "Be creative at your library". The kick-off program includes a super magic act.

One of our volunteers donated 15 DVD movies in May and just brought in more that haven't been processed yet. They're all good movies and will be added to the collection. Also, a patron donated a sack full of VHS movies, and because VHS movies still go out regularly, we've put most of them in the collection. Patrons appreciate the new titles.

I was surprised and am happy to report that the State released the 4th quarter library funds for new books. I sent a list of titles to the regional center early in the spring in hopes that the funds would become available. The regional library orders the books, processes them and delivers them to each library. We are anxious to receive new books!

Departmental Highlight

The first basic computer class was held on the 7th, and staff and I hope that this will become a permanent service to the community.

Department Cost Saving Report

Staff has been decorating for the summer program theme, using existing materials and re-using materials that were used in previous years.

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES

<u>Official Service Area Population:</u>	12,667
<u>Total Memberships:</u>	9,492
<u>Percent of the Population with Membership:</u>	74.9

<u>Programs:</u>	<u>Sessions:</u>	<u>Attendance:</u>
Toddlers	3	110
Preschool	3	74
Homeschoolers	1	7
Adult	<u>3</u>	<u>12</u>
Totals:	10	203

<u>Total Materials Available for Checkout:</u>	24,593
<u>Estimated Value of Total Materials:</u>	\$615,850
<u> Last Month:</u>	\$614,825
<u>Total Materials Available Per Capita:</u>	1.94
<u> Last Month:</u>	1.94
<u> State Minimum Standard:</u>	2.00

Wireless Internet Users: 55

Computer Internet Users: 816

Volunteers: 6
Total Hours: 76.5

Materials Added:

Adult Fiction:	40
Adult Non-Fiction:	26
Child/Juvenile/Young Adult:	24
Juvenile/Young Adult Non-Fiction:	3
Audios:	0
Movies:	51
Music CD	<u>0</u>
Total:	144

Services Provided by Contracting With State:

Interlibrary Loan Service:

Items Borrowed:	45
Items Loaned:	4

TN Electronic Library (TEL) Sessions:

Inside Users:	0
Remote Users:	18

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

eBooks Downloaded:	5
Audiobooks Downloaded:	20

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

eBooks Downloaded:	14
Audiobooks Downloaded:	188

R.E.A.D.S. (3rd Qtr. Statistics): Average

eBooks Downloaded:	7
Audiobooks Downloaded:	273

Library Circulation:

Total # of Checkouts:	6,155
Last Month:	6,209
Items Per Patron:	1.5
State Minimum Standard:	2.5

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

New Memberships:

Adult:	44
Senior Adult:	1
Child:	6
Student:	20
Young Adult:	<u>4</u>
Total:	75

Engineering Department Monthly Report May 2009

Engineering continued to work toward securing funding from the Federal Stimulus package. The City Fiber Optics Projects has been approved for federal funding under the Stimulus Package and the Calista Road Project should follow next month. As usual, May was a very wet month and with the rains came many drainage calls. Engineering assisted the Parks Department in reviews of the proposed baseball field renovations. With help from the Public Works and Parks Departments, the City was able to complete the Meadowlark Drainage Project and the owner is very satisfied. Pavement Technologies has agree to provide a free test site for their Pavement Rejuvenator product at the intersection of Clif Garrett Drive and Hobbs Drive. The exact dates and times will be forthcoming.

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	11	11	85	91
Detention / Retention Pond	6	4	65	71
Storm Drainage	2	14	52	73
Proof-roll (sub-grade & stone)	0	1	3	20
Binder	0	1	6	15
Sidewalks	3	4	65	104
Asphalt topping	0	0	4	21
Bond	4	5	79	74
Existing roads for repair	4	18	58	95
Surveying	3	0	13	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:	54	38	457	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	20	15	5	4	108	97
Sidewalk	0	0	0	0	9	3
Roadway	6	4	2	3	41	36
Signs & Signals	13	13	0	4	84	52

Engineering Department Monthly Report May 2009

▶ Projects:	<u>Funding</u>	<u>Status</u>
Tyree / Palmers Intersection Paving Contract	\$200,000 / City, State	State permitting (ROW & QA)
Roadway Repair Contract	\$300,000 / City, State	suspended
Fiber Optics	\$200,000 / City	suspended
Hwy 76 Sidewalks	\$960,000 / City, Fed	TDOT – LPO permitting
Meadowlark Drainage	\$585,000 / State, Fed	Engineering design
Sidewalks and Ramps	\$50,000 / City	Complete
	\$20,000 / City	Completed for fiscal year

*** Paving and Roadway Repair projects have been suspended for the remainder of the year. The Fiber Optics Project has been given Federal funding through the Stimulus Package and the process will start anew under Federal guidelines.

- ▶ Training seminars / conferences:
 - HR Hazard Communication – online training
 - Broadband Stimulus Planning – webinar
 - TDEC Green Infrastructure – webinar
 - Sumner County Storm Water Group – Gallatin
 - Cumberland Region Tomorrow Summit – Nashville

CITY COURT REPORT MAY 2009

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH	\$17,048.10
TOTAL MONIES COLLECTED YTD	\$145,046.15

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH	\$2,916.76
TOTAL MONIES COLLECTED YTD	\$31,767.19

TOTAL REVENUE FOR MONTH	\$19,964.86
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TOTAL REVENUE YTD	\$176,813.34
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DISBURSEMENTS

LITIGATION TAX	\$394.20
DOS/DOH FINES & FEES	\$598.50
TBI FEES	\$0.00
RESTITUTION/REFUNDS	\$0.00
TRANSFER OUT FROM FINES & COURTS	\$0.00
WORTHLESS CHECKS	\$85.00
ADM. FEE FOR STATE	\$0.00

TOTAL DISBURSEMENTS FOR MONTH	\$1,077.70
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TOTAL DISBURSEMENTS YTD	\$11,744.13
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ADJUSTED REVENUE FOR MONTH	\$18,887.16
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<u>TOTAL ADJUSTED REVENUE YTD</u>	<u>\$165,069.21</u>
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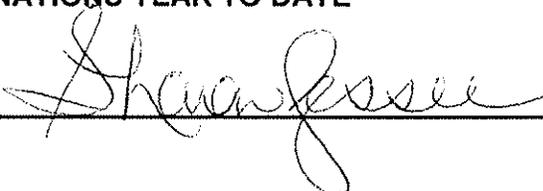
DONATION TO DRUG FUND FOR MONTH	\$1,012.70
TRANSFER TO DRUG FUND	\$0.00

DONATIONS YEAR TO DATE	\$13,558.48
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DONATION TO CAMERA FUND FOR MONTH	\$0.00
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DONATIONS YEAR TO DATE	\$250.00
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CITY COURT CLERK _____



DRAFT

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

110 GENERAL FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
31100	PROPERTY TAXES (SUMMER TO DISTRIBUTE)	0.00	2,205.00-	0.0	0.00	2,205.00-	0.0
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,406,574.00	1,403,745.69-	99.8	117,214.50	9,622.96-	8.2
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	42,000.00	38,244.00-	91.1	3,500.00	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	40,231.00	41,948.40-	104.3	3,352.58	894.08-	26.7
31212	PROPERTY TAX DELINQUENT 2ND YEAR	10,636.00	7,030.78-	66.1	886.33	135.89-	15.3
31213	PROPERTY TAX DELINQUENT 3RD YEAR	9,427.00	4,197.00-	44.5	785.58	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	3,327.00	2,123.00-	63.8	277.25	0.00	0.0
31215	PROPERTY TAX DELINQUENT 5TH YEAR	3,151.00	2,132.00-	67.7	262.58	0.00	0.0
31216	PROPERTY TAX DELINQUENT 6TH YEAR	3,033.00	1,842.00-	60.7	252.75	0.00	0.0
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	0.00	3,456.00-	0.0	0.00	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	16,500.00	21,152.73-	128.2	1,375.00	740.15-	53.8
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	89,932.00	68,054.20-	75.7	7,494.33	0.00	0.0
31610	LOCAL SALES TAX - CO. TRUSTEE	2,462,805.00	1,800,300.47-	73.1	205,233.75	166,503.68-	81.1
31710	WHOLESALE BEER TAX	175,000.00	176,805.88-	101.0	14,583.33	17,408.65-	119.4
31800	BUSINESS TAXES	98,000.00	105,662.69-	107.8	8,166.67	9,366.68	114.7
31912	CABLE TV FRANCHISE TAX	135,000.00	153,813.91-	113.9	11,250.00	0.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	77,000.00	91,272.46-	118.5	6,416.67	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	3,000.00	3,233.30-	107.8	250.00	0.00	0.0
32610	BUILDING PERMITS	90,000.00	38,162.00-	42.4	7,500.00	2,485.50-	33.1
32690	OTHER PERMITS	400.00	75.00-	18.8	33.33	0.00	0.0
32710	SIGN PERMITS	1,500.00	1,600.00-	106.7	125.00	150.00-	120.0
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	71,138.40-	107.0	5,541.67	0.00	0.0
33400	STATE GRANTS	1,085,000.00	4,230.00-	0.4	90,416.67	0.00	0.0
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	11,400.00	7,800.00-	68.4	950.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	35,499.00-	100.0	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	599,763.84-	86.4	57,823.33	54,203.21-	93.7
33520	STATE INCOME TAX	32,306.00	26,277.69-	81.3	2,692.17	117.61-	4.4
33530	STATE BEER TAX	5,130.00	5,159.22-	100.6	427.50	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	20,710.00	19,260.39-	93.0	1,725.83	1,770.95-	102.6
33593	CORPORATE EXCISE TAX	29,389.00	25,458.76-	86.6	2,449.08	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	8,500.00-	100.0	708.33	0.00	0.0
34120	FEES AND COMMISSIONS	11,500.00	2,807.00-	24.4	958.33	425.00-	44.3
34740	PARKS AND REC LEAGUE FEES	60,000.00	46,686.54-	77.8	5,000.00	620.00-	12.4
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,500.00	6,435.22-	85.8	625.00	631.58-	101.1
34793	COMMUNITY CENTER FEES	26,000.00	31,524.31-	121.2	2,166.67	486.05-	22.4
34794	THEATRE FEES	1,300.00	0.00	0.0	108.33	0.00	0.0
34900	CITY CHARGES FOR SERVICES	9,000.00	8,648.50-	96.1	750.00	1,079.50-	143.9
35110	CITY COURT FINES AND COSTS	260,000.00	165,004.21-	63.5	21,666.67	17,295.93-	79.8
35130	IMPOUNDMENT CHARGES	350.00	270.00-	77.1	29.17	0.00	0.0
36000	OTHER REVENUES	17,000.00	6,475.67-	38.1	1,416.67	1,288.50-	91.0
36100	INTEREST EARNINGS	8,000.00	9,474.90-	118.4	666.67	946.47-	142.0
36210	RENT	13,500.00	13,444.02-	99.6	1,125.00	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	13,687.10-	0.0	0.00	62.23-	0.0

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

110 GENERAL FUND

Account	Description	Year-To-Date			MAY		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
36350	INSURANCE RECOVERIES	0.00	5,650.40-	0.0	0.00	0.00	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	659.24-	0.0	0.00	0.91-	0.0
36450	PARKS CONCESSIONS	7,000.00	5,527.50-	79.0	583.33	52.78-	9.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	61,000.00	62,462.00-	102.4	5,083.33	0.00	0.0
36920	SALE OF BONDS	2,554,289.00	1,304,266.35-	51.1	212,857.42	0.00	0.0
36966	OPERATING TRAN IN FROM CAPITOL PROJ FUND	0.00	11,884.34-	0.0	0.00	11,884.34-	0.0
Total REVENUES		10,430,270.00	6,540,355.51-	62.7	869,189.15	281,644.29-	32.4

EXPENDITURES

GENERAL GOVERNMENT							
41000	CITY COURT	855,677.00-	368,403.08	43.1	71,306.43-	17,473.22	24.5
41210	FINANCIAL ADMINISTRATION	64,849.00-	56,045.83	86.4	5,404.08-	4,912.06	90.9
41500	HUMAN RESOURCES	336,951.00-	269,864.05	80.1	28,079.25-	5,826.41	20.7
41670	ENGINEERING	116,564.00-	99,615.92	85.5	9,713.65-	9,498.14	97.8
41700	PLANNING AND ZONING	1,312,529.00-	360,028.49	27.4	109,377.42-	172,508.54-	157.7
41800	GENERAL GOVERNMENT BUILDINGS	309,448.00-	259,714.31	83.9	25,787.32-	22,368.52	86.7
41921	SPECIAL EVENTS	104,609.00-	51,826.11	49.5	8,717.42-	3,792.21	43.5
42100	POLICE PATROL	4,500.00-	2,360.01	52.4	375.00-	0.00	0.0
42120	POLICE SPECIAL SERVICES	886,158.00-	754,875.95	85.2	73,846.50-	73,311.59	99.3
42150	POLICE ADMINISTRATION	59,419.00-	51,104.70	86.0	4,951.57-	5,136.03	103.7
42151	COMMUNICATIONS SERVICES	295,214.00-	252,759.14	85.6	24,601.18-	21,900.96	89.0
42200	FIRE PROTECTION AND CONTROL	230,163.00-	189,760.69	82.4	19,180.26-	15,417.78	80.4
42210	FIRE ADMINISTRATION AND INSPECTION	2,135,426.00-	1,776,824.67	83.2	177,952.19-	62,277.78	35.0
43000	PUBLIC WORKS	297,943.00-	194,489.08	65.3	24,828.58-	13,917.70	56.1
43100	HIGHWAYS AND STREETS	131,059.00-	88,419.78	67.5	10,921.59-	4,103.36	37.6
43170	CITY GARAGE	229,807.00-	149,541.14	65.1	19,150.56-	9,168.93	47.9
44310	SENIOR CITIZEN ACTIVITIES	53,915.00-	37,990.84	70.5	4,492.92-	0.00	0.0
44700	PARKS	66,051.00-	59,041.10	89.4	5,504.26-	5,248.73	95.4
44740	PARK MAINTENANCE	243,584.00-	209,219.08	85.9	20,298.65-	15,152.21	74.6
44800	LIBRARIES	2,124,075.00-	424,785.47	20.0	177,006.26-	13,970.77	7.9
44880	CHILDREN'S LIBRARY SERVICES	150,250.00-	133,855.91	89.1	12,520.83-	10,635.48	84.9
51000	MISC EXP	33,548.00-	30,603.26	91.2	2,795.67-	2,415.69	86.4
Total EXPENDITURES		215,519.00-	201,073.29	93.3	17,959.92-	138,804.14	772.9
Total GENERAL FUND		10,257,258.00-	6,022,201.90	58.7	854,771.51-	282,823.17	33.1
Total GENERAL FUND		173,012.00	518,153.61-	299.5	14,417.64	1,178.88	8.2

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
33800	LOCAL REVENUE ALLOCATIONS	37,000.00	45,385.94-	122.7	3,083.33	4,401.67-	142.8
36100	INTEREST EARNINGS	300.00	197.25-	65.8	25.00	0.00	0.0
	Total REVENUES	37,300.00	45,583.19-	122.2	3,108.33	4,401.67-	141.6
EXPENDITURES							
48000	ECONOMIC OPPORTUNITY	65,500.00-	37,027.05	56.5	5,458.34-	168.41	3.1
	Total EXPENDITURES	65,500.00-	37,027.05	56.5	5,458.34-	168.41	3.1
	Total INDUSTRIAL DEVELOPMENT FUND	28,200.00-	8,556.14-	30.3	2,350.01-	4,233.26-	180.1

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

121 STATE STREET AID FUND

Account	Description	Year-To-Date		MAY		Percent Of Avg
		Budget Estimate	Actual Of Budget	Estimate Avg/Mth	Actual	
REVENUES						
33551	STATE GASOLINE AND MOTOR FUEL TAX	242,593.00	212,562.63-	20,216.08	0.00	0.0
36000	OTHER REVENUES	0.00	0.37-	0.00	0.37-	0.0
36100	INTEREST EARNINGS	400.00	234.43-	33.33	0.00	0.0
	Total REVENUES	242,993.00	212,797.43-	20,249.41	0.37-	0.0
EXPENDITURES						
43100	HIGHWAYS AND STREETS	328,750.00-	286,287.18	27,395.84-	18,405.43-	67.2
	Total EXPENDITURES	328,750.00-	286,287.18	27,395.84-	18,405.43-	67.2
	Total STATE STREET AID FUND	85,757.00-	73,489.75	7,146.43-	18,405.80-	257.6

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date		MAY		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
36100	INTEREST EARNINGS	11,000.00	5,573.35-	916.67	219.76-	24.0
36425	PARKS SALES TAX RECEIPTS	132,914.00	143,955.90-	11,076.17	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	20,520.00-	0.00	0.00	0.0
	Total REVENUES	143,914.00	170,049.25-	11,992.84	219.76-	1.8
EXPENDITURES						
49000	DEBT SERVICE	513,733.00-	408,801.21	42,811.10-	75,000.00	175.2
	Total EXPENDITURES	513,733.00-	408,801.21	42,811.10-	75,000.00	175.2
	Total PARKS SALES TAX FUND	369,819.00-	238,751.96	30,818.26-	74,780.24	242.6

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

123 SOLID WASTE FUND

Account	Description	Year-To-Date		Estimate Avg/Mth	Percent Of Budget	Actual	Estimate Avg/Mth	Percent Of Avg
		Budget Estimate	Actual					
REVENUES								
34400	SANITATION - USER FEES	580,000.00	600,000.00	48,333.33	103.4	54,885.00	113.6	113.6
36000	OTHER REVENUES	0.00	144.00	0.00	0.0	0.00	0.0	0.0
36100	INTEREST EARNINGS	300.00	350.58	25.00	116.9	0.00	0.0	0.0
36330	SALE OF EQUIPMENT	0.00	17,713.75	0.00	0.0	0.00	0.0	0.0
36920	SALE OF BONDS	0.00	71,504.00	0.00	0.0	0.00	0.0	0.0
37794	SALE OF MATERIALS	22,000.00	7,888.99	1,833.33	35.9	545.00	29.7	29.7
Total REVENUES		602,300.00	697,601.32	50,191.66	115.8	55,430.00	110.4	110.4
EXPENDITURES								
43200	SANITATION	488,167.00	448,203.32	40,680.59	91.8	39,241.99	96.5	96.5
49000	DEBT SERVICE	83,018.00	95,357.14	6,918.16	114.9	0.00	0.0	0.0
Total EXPENDITURES		571,185.00	543,560.46	47,598.75	95.2	39,241.99	82.4	82.4
Total SOLID WASTE FUND		31,115.00	154,040.86	2,592.91	495.1	16,188.01	624.3	624.3

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

124 IMPACT FEES

Account	Description	Year-To-Date		Percent Of Budget	MAY		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
33400	STATE GRANTS	90,000.00	0.00	0.0	7,500.00	0.00	0.0
36100	INTEREST EARNINGS	10,000.00	9,040.64	90.4	833.33	347.14	41.7
36421	ROADS IMPACT FEES	45,000.00	28,633.25	63.6	3,750.00	1,374.60	36.7
36422	PARKS IMPACT FEES	24,000.00	16,812.00	70.1	2,000.00	1,282.00	64.1
36423	POLICE IMPACT FEES	50,000.00	14,557.65	29.1	4,166.67	1,091.64	26.2
36424	FIRE IMPACT FEES	35,000.00	9,792.67	28.0	2,916.67	720.76	24.7
Total REVENUES		254,000.00	78,836.21	31.0	21,166.67	4,816.14	22.8
EXPENDITURES							
51010	ROADS IMPACT FEES	286,857.00	43,990.61	15.3	23,904.75	0.00	0.0
51020	PARKS IMPACT FEES	84,323.00	68,939.63	81.8	7,026.92	384.16	5.5
51030	POLICE IMPACT FEES	81,500.00	118,686.15	145.6	6,791.67	0.00	0.0
51040	FIRE IMPACT FEES	40,044.00	43,535.83	108.7	3,337.00	0.00	0.0
Total EXPENDITURES		492,724.00	275,152.22	55.8	41,060.34	384.16	0.9
Total IMPACT FEES		238,724.00	196,316.01	82.2	19,893.67	4,431.98	22.3

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

140 POLICE DRUG FUND

Account	Description	Year-To-Date		MAY		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual	Budget	Estimate				
REVENUES									
31610	LOCAL SALES TAX - CO. TRUSTEE	1,400.00	1,320.73-	94.3	116.67	0.00	0.00	0.00	0.0
33100	FEDERAL GRANTS	0.00	2,733.50-	0.0	0.00	0.00	0.00	0.00	0.0
35130	IMPOUNDMENT CHARGES	0.00	150.00-	0.0	0.00	0.00	0.00	0.00	0.0
35140	DRUG RELATED FINES	68,000.00	13,793.11-	20.3	5,666.67	0.00	0.00	0.00	0.0
36100	INTEREST EARNINGS	200.00	159.27-	79.6	16.67	0.00	0.00	0.00	0.0
36330	SALE OF EQUIPMENT	11,000.00	18.37	0.2	916.67	0.00	0.00	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	1,987.33-	0.0	0.00	0.00	0.00	0.00	0.0
Total REVENUES		80,600.00	20,125.57-	25.0	6,716.68	0.00	0.00	0.00	0.0
EXPENDITURES									
42129	DRUG INVESTIGATION AND CONTROL	58,318.00-	57,049.61	97.8	4,859.84-	2,000.00	2,000.00	41.2	41.2
Total EXPENDITURES		58,318.00-	57,049.61	97.8	4,859.84-	2,000.00	2,000.00	41.2	41.2
Total POLICE DRUG FUND		22,282.00	36,924.04	165.7	1,856.84	2,000.00	2,000.00	107.7	107.7

Account	Description	Year-To-Date		MAY		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	660,000.00	666,823.99-	55,000.00	0.00	0.0
36100	INTEREST EARNINGS	4,000.00	767.29-	333.33	0.52-	0.2
	Total REVENUES	664,000.00	667,591.28-	55,333.33	0.52-	0.0
EXPENDITURES						
49000	DEBT SERVICE	639,385.00-	540,388.23	53,282.08-	0.00	0.0
	Total EXPENDITURES	639,385.00-	540,388.23	53,282.08-	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	24,615.00	127,203.05-	2,051.25	0.52-	0.0

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

310 CAPITAL PROJECTS FUND

Account	Description	-----Year-To-Date-----		-----MAY-----		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
36100	INTEREST EARNINGS	500.00	217.74-	41.67	0.00	0.0
	Total REVENUES	500.00	217.74-	41.67	0.00	0.0
	Total CAPITAL PROJECTS FUND	500.00	217.74-	41.67	0.00	0.0

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

412 SEWER FUND

Account	Description	Year-To-Date			MAY		
		Budget Estimate	Actual Of Budget	Percent Of Budget	Estimate Avg/Mth	Actual Of Avg	Percent Of Avg
REVENUES							
33100	FEDERAL GRANTS	0.00	600.00-	0.0	0.00	0.00	0.0
34900	BULK DISPOSAL FEE	2,000.00	0.00	0.0	166.67	0.00	0.0
36000	OTHER REVENUES	5,250.00	3,402.04-	64.8	437.50	0.00	0.0
36100	INTEREST EARNINGS	25,000.00	11,229.27-	44.9	2,083.33	366.70-	17.6
36330	SALE OF EQUIPMENT	14,500.00	0.00	0.0	1,208.33	0.00	0.0
36920	SALE OF BONDS	600,000.00	0.00	0.0	50,000.00	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	24,250.00	16,826.00-	69.4	2,020.83	1,175.00-	58.1
37220	ADMINISTRATIVE FEES	17,520.00	14,075.00-	80.3	1,460.00	1,250.00-	85.6
37230	SEWER USER FEES	2,025,600.00	1,743,555.67-	86.1	168,800.00	158,857.14-	94.1
37298	CAPACITY FEES	375,440.00	71,280.00-	19.0	31,286.67	3,000.00-	9.6
37310	CONTRIBUTED CAPITAL	470,250.00	561.89-	0.1	39,187.50	0.00	0.0
37499	COMMITMENT FEES	265,200.00	300.00-	0.1	22,100.00	0.00	0.0
37995	CONNECTION FEES	33,600.00	8,400.00-	25.0	2,800.00	300.00-	10.7
Total REVENUES		3,858,610.00	1,870,229.87-	48.5	321,550.83	164,948.84-	51.3
EXPENDITURES							
49000	DEBT SERVICE	716,640.00-	638,779.89	89.1	59,720.00-	20,560.00	34.4
52117	ADMINISTRATION AND GENERAL EXPENSES	1,392,491.00-	366,766.14	26.3	116,040.91-	72,153.04	62.2
52210	COLLECTION	1,317,647.00-	1,187,333.76	90.1	109,803.92-	43,470.14	39.6
52213	SEWER TREATMENT AND DISPOSAL	381,702.00-	329,307.62	86.3	31,808.47-	15,040.92	47.3
52223	DEPRECIATION	537,513.00-	447,927.50	83.3	44,792.75-	0.00	0.0
Total EXPENDITURES		4,345,993.00-	2,970,114.91	68.3	362,166.05-	151,224.10	41.8
Total SEWER FUND		487,383.00-	1,099,885.04	225.7	40,615.22-	13,724.74-	33.8

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

416 HEALTHCARE FUND

Account	Description	Year-To-Date		MAY		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
36000	OTHER REVENUES	0.00	90.00-	0.00	0.00	0.0
36100	INTEREST EARNINGS	0.00	98.29-	0.00	0.00	0.0
36350	INSURANCE RECOVERIES	0.00	275,942.57-	0.00	0.00	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	654,332.00	745,277.61-	54,527.67	88,515.71-	162.3
	Total REVENUES	654,332.00	1,021,408.47-	54,527.67	88,515.71-	162.3
EXPENDITURES						
51520	INSURANCE EMPLOYERS SHARE	654,332.00-	1,061,593.97	54,527.67-	55,308.93	101.4
	Total EXPENDITURES	654,332.00-	1,061,593.97	54,527.67-	55,308.93	101.4
	Total HEALTHCARE FUND	0.00	40,185.50	0.00	33,206.78-	0.0

Summary Financial Statement
MAY 31, 2009

Fiscal Year Time Lapse: 91.66

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date		MAY		Percent Of Avg
		Budget Estimate	Actual Of Budget	Estimate Avg/Mth	Actual	
REVENUES						
34110	GENERAL SERVICES	300.00	400.00-	133.3	25.00	100.00-
34321	CEMETERY BURIAL CHARGES	300.00	600.00-	200.0	25.00	0.00
34323	GRAVE - OPENING AND CLOSING FEES	16,700.00	13,625.00-	81.6	1,391.67	200.00
36100	INTEREST EARNINGS	2,150.00	1,243.48-	57.8	179.17	58.88-
36340	SALE OF CEMETERY LOTS	12,750.00	6,000.00-	47.1	1,062.50	0.00
Total REVENUES		32,200.00	21,868.48-	67.9	2,683.34	41.12
EXPENDITURES						
43400	CEMETERIES	21,278.00-	17,448.77	82.0	1,773.17-	0.00
Total EXPENDITURES		21,278.00-	17,448.77	82.0	1,773.17-	0.00
Total HILLCREST CITY CEMETERY		10,922.00	4,419.71-	40.5	910.17	41.12

G/L Month: 05 MAY
Beginning Fund: 110 Beginning Function: ZZZZZ
Ending Fund: 433 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS . . .

RESEARCH

June 9, 2009

MEMORANDUM

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

From: Charlotte Soporowski, Finance Director *CKS*

Re: Appropriations for Financial Aid of Non-Profit Organizations

This resolution presents the charitable contributions for your approval as they have been included in the proposed budget, and as they were included at the May 5th Budget Study Session. The breakdown on the contribution to the White House Area Chamber of Commerce is as follows: \$13,000 Operating Expenditures, \$7,500 Independence Day Celebration, \$5,000 Forward Sumner Economic Council, and \$500 Visitor Information Brochure. This represents an increase in the contribution to the Chamber of \$1,000, all of which is in the Independence Day amount. Both of the other contributions remained the same as last year. Should you have any questions, please feel free to contact me.

RESOLUTION 09-11

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF NON-PROFIT ORGANIZATIONS.

WHEREAS, pursuant to the authority granted by Section 6-54-111 of the *Tennessee Code Annotated*, and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities* authorizing appropriations for financial aid of the below mentioned non-profit charitable or non-profit civic organization whose services benefit the general welfare and residents of this municipality; and

WHEREAS, the below named organizations are non-profit charitable and non-profit chamber of commerce whose year-round services benefit the general welfare and economic development of this municipality; and

WHEREAS, section 6-54-111 of *Tennessee Code Annotated* authorizes appropriations of funds for financial aid of such non-profit charitable or non-profit chambers of commerce; and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities* Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such non-profit which is to receive such funds.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House that:

Section 1. The Board of Mayor and Aldermen may appropriate funds from time to time, in such amount as is deemed proper, for the financial aid of Mid-Cumberland Human Resource Agency (HRA), a non-profit charitable organization whose year-round services benefit the general welfare of the residents of this municipality; the White House Area Chamber of Commerce, a non-profit business league whose year-round services benefit the economic development efforts of the municipality; and the Tennessee Small Business Development Center.

Section 2. A total amount of \$500 shall be appropriated by the municipality for use by the Tennessee Small Business Development Center. A total amount of \$1,500, appropriated by the municipality for use by the Mid-Cumberland HRA, shall be spent for transportation and meals on wheels. A total amount of \$26,000 shall be appropriated by the municipality for use by the White House Area Chamber of Commerce: \$13,000 of which shall be applied towards their operating expenditures; \$7,500 for the Independence Day celebration; \$5,000 to support the Forward Sumner Economic Council; and \$500 for the Visitor Information Brochure.

Section 3. The Mid-Cumberland HRA, the White House Area Chamber of Commerce, and the Tennessee Small Business Development Center shall comply with all requirements of Section 6-54-111 of *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of municipal assistance.

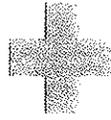
Section 4. This resolution shall take effect upon its passage, the public welfare requiring it.

Adopted this 18th day of June 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder



**American
Red Cross**

Nashville Area Chapter

Dear Shelter Partner,

Enclosed you will find your annual Mass Care Shelter Agreement (renewal form) and Mass Care Shelter Facility Update Sheet.

On the Mass Care Shelter Agreement, please fill in the blank space with the name of the individual who is authorized to permit the Red Cross to use your facility (in the event of a disaster). Also, at the bottom of this form, there is a place for this individual's signature and the current date.

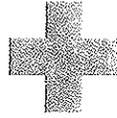
On the Mass Care Shelter Facility Update Sheet, please carefully check the information that we currently have on file. Any changes should be noted on the right side of the form. If all the contact information is correct, you can just sign the form on the upper right. However, regardless of whether or not there are any updates/changes, we are now trying to collect the e-mail addresses of all individuals who serve as points of contacts. Please make sure to record all the pertinent e-mail addresses.

After completing these two forms, please return them in the self-addressed, stamped, envelope. If you have any questions, please do not hesitate to contact me.

Thank you for partnering with the Red Cross. Without partners such as you, we could not fulfill our mission, we could not effectively serve members of your community during those times when disasters strike.

Best Regards,

David Kitchen
Planning and Response Specialist
Nashville Red Cross



American Red Cross

Nashville Area Chapter

**Mass Care Shelter Agreement
720-SU 32625**

This Agreement is made and entered into between the governing board of **White House Municipal Center** of Sumner County, State of Tennessee, and the Nashville Area Chapter of the American Red Cross.

Recitals

Pursuant to the terms of federal statutes, the Red Cross provides emergency services in behalf of individuals and families who are victims of disaster. _____ is authorized to permit the Red Cross to use **White House Municipal Center** buildings, grounds, and equipment for mass care shelters required in the conduct of Red Cross Disaster Services activities, and wishes to cooperate with the Red Cross for such purposes.

The parties hereto mutually desire to reach an understanding that will result in making the aforesaid facilities of **White House Municipal Center** available to the Red Cross for the aforesaid use. Now, therefore, it is mutually agreed between the parties as follows:

1. **White House Municipal Center** agrees that, after meeting its responsibilities to pupils/parishioners/members/clients, it will permit, to the extent of its ability and upon request by the Red Cross, the use of its physical facilities by the Red Cross as mass shelters for the victims of disasters.
2. The American Red Cross agrees that it shall exercise reasonable care in the conduct of its activities in such facilities and further agrees to replace or reimburse **White House Municipal Center** for any foods or supplies that may be used by the Red Cross in the conduct of its relief activities in said mass shelters.

In witness thereof, the governing board of the **White House Municipal Center** has caused this agreement to be executed by the President of its governing board, and the American Red Cross has caused this agreement to be executed by the Nashville Area Chapter, said agreement to become effective and operative upon the fixing of the last signature hereto. All shelter agreements are renewed yearly. This agreement will expire the last day of the month of July 2010.

Signatures to the Agreement:

David Kitcher
Nashville Area Chapter, American Red Cross

White House Municipal Center

5/22/09
Date

Date

Red Cross Contact: (615) 250-4292

RESOLUTION 09-12

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE GOVERNING BOARD OF THE CITY OF WHITE HOUSE OF SUMNER/ROBERTSON COUNTIES, STATE OF TENNESSEE, AND THE NASHVILLE AREA CHAPTER OF THE AMERICAN RED CROSS AUTHORIZING THE USE OF THE WHITE HOUSE MUNICIPAL CENTER AS A MASS CARE SHELTER WHEN REQUIRED FOR THE CONDUCT OF RED CROSS DISASTER SERVICES ACTIVITIES.

WHEREAS, pursuant to the terms of federal statutes, the Red Cross provides emergency services on behalf of individuals and families who are victims of disaster. The Board of Mayor and Aldermen is authorized to permit the Red Cross to use City of White House buildings, grounds, and equipment for mass care shelters required in the conduct of Red Cross Disaster Services activities, and wishes to cooperate with the Red Cross for such purposes; and

WHEREAS, the parties hereto mutually desire to reach an understanding that will result in making the aforesaid facilities of the City of White House available to the Red Cross for the aforesaid use;

NOW, THEREFORE, it is mutually agreed between the parties as follows:

1. The Board of Mayor and Aldermen agrees that, after meeting its responsibilities to its citizens, it will permit, to the extent of its ability and upon request by the Red Cross, the use of its physical facilities by the Red Cross as mass shelters for the victims of disasters.
2. The American Red Cross agrees that it shall exercise reasonable care in the conduct of its activities in such facilities and further agrees to replace or reimburse the City of White House for any foods or supplies that may be used by the Red Cross in the conduct of its relief activities in said mass shelters.

In witness thereof, the governing board of the City of White House has caused an agreement to be executed by the Mayor of its governing board, and the American Red Cross has caused this agreement to be executed by the Nashville Area Chapter, said agreement to become effective and operative upon the fixing of the last signature hereto.

Adopted this 18th day of June, 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: June 9, 2009

RE: Plan of Services Amendment for Marlin Road Property

The White House Municipal/Regional Planning Commission on Monday May 11, 2009 recommended to de-annex the property at 330 Marlin Road and section of Marlin Road right-of-way. The City annexed the property in November 2001. The annexation of the Marlin Property was requested to be annexed by the property owner for a development of 50-60 homes. The City annexed a section of Marlin Road including the 2,800 ft area to the Marlin Property.

Property is located on Parcel 85, Sumner County Tax Map 96; the property contains 32.32 acres, more or less and a 2,770 feet section of Marlin Road right-of-way. The property described above contains 330 Marlin Road. The property is referenced on 2009 Sumner County Tax Map 96 Parcel 85.

The 2001 annexation ordinance and plan of services includes multiple properties including section of Marlin Road and 330 Marlin Road property. The Plan of Services Resolution 01-16 will need to be amended to remove the above referenced areas from original plan of services areas.

RESOLUTION 09-13

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING PLAN OF SERVICES RESOLUTION 01-16 FOR DE- ANNEXATION OF PROPERTY AND SECTION OF MARLIN ROADWAY

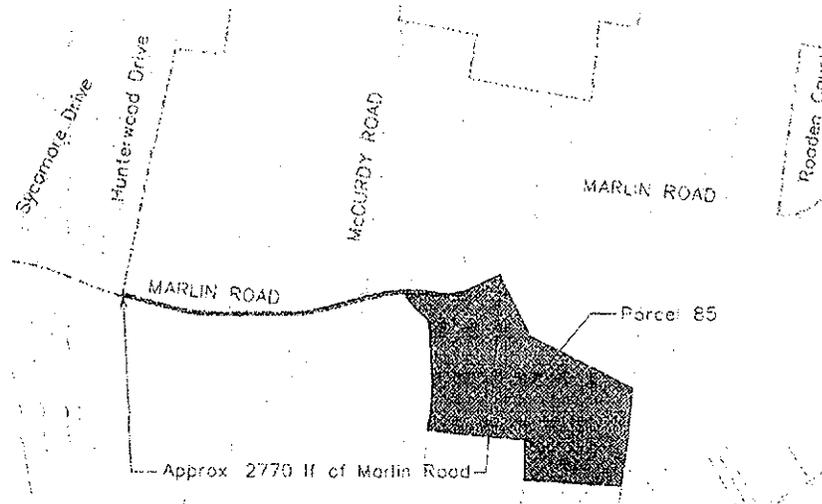
WHEREAS, the City of White House received a request to de-annex property referenced as Sumner County Tax Map 96, Parcel 85 consisting of 27.8 acres, 330 Marlin Road and staff recommendation to de-annex 2,770 feet of Marlin Road to access this property; and

WHEREAS, due to reasonably unforeseen circumstances, beyond the control of the municipality, the property owner is no longer requesting to develop property with city services and the section of Marlin Road was annexed and included in plan of services to provide access to property; and

WHEREAS, due to request of property owner of Parcel 85 to de-annex property due to property owner's desire to not develop property with city services as originally requested, an amendment to the Plan of Services Resolution is necessary since the resolution included multiple areas and an additional section of Marlin Road.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House that:

The Plan of Services Resolution 01-16 is being amended to remove Sumner County Tax Map 96, Parcel 85 and 2,770 feet section of Marlin Road from the Plan of Services created by Resolution 01-16.



This resolution shall take effect upon its passage, the public welfare requiring it.

Adopted this 18th day of June 2009.

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

ORDINANCES . . .

ORIGINAL

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes

DATE: May 12, 2009

RE: Marlin Road De-Annexation

The White House Municipal/Regional Planning Commission on Monday May 11, 2009 recommended to de-annex the property at 330 Marlin Road and section of Marlin Road right-of-way. The City annexed the property in November 2001. The annexation of the Marlin Property was requested to be annexed by the property owner for a development of 50-60 homes. The City annexed a section of Marlin Road including the 2,800 ft area to the Marlin Property. The development never occurred and the owners recently subdivided by deed a 5 acre portion of the property for a family member to build a house. Staff discussed the issue with owner and they stated they do not intend to develop property. Since property is being kept for limited residential use and length of Marlin Road the city is required to maintain to access property, then staff recommends to de-annex the property and the section of Marlin Road from edge of Northwoods Subdivision to property. (2,800 ft section).

The City has received an average of \$ 830 a year from property tax from the property. The cost of services to city for the property include fire and police, trash pick-up (service fee charged), and roadway upgrades. Marlin Road is a roadway listed for city improvements.

Since the other properties and other section of Marlin Road were part of original annexation ordinance and plan of service, staff requests that the item be an amendment to the existing ordinance and plan of services.

330 Marlin Road
White House, Tennessee 37188
Telephone (615) 672-1332
Facsimile (615) 301-3973

May 4, 2009

Hand Delivered

Mr. Addam McCormick
Planning and Codes Director
City of White House
105 College Street
White House, Tennessee 37188

Re: 330 Marlin Road and adjacent acreage sold to the Wrights

Dear Mr. McCormick:

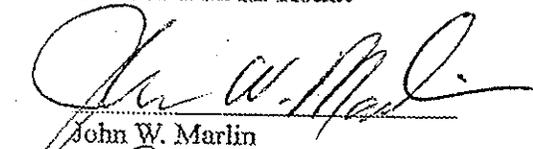
We, the undersigned, do hereby request that the City of White House de-annex 330 Marlin Road and adjacent acreage sold to the Wrights.

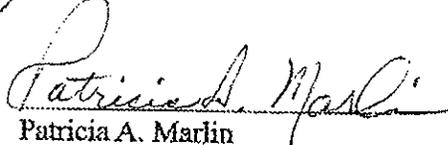
Sometime ago, we were considering developing our property into a residential subdivision. As a part of that process, we requested that the City annex our property and it did so. Subsequently, we decided not to develop our property, but to keep it in the family. Earlier this year John and Patricia Marlin sold a little more than 5 acres to their daughter and son-in-law, Hope and Karl Wright.

John and Patricia Marlin do not plan to sell or transfer any other part of their remaining acreage to anyone other than family members and that such sales or transfers will be in 5 or more acre tracks.

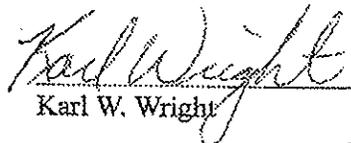
Enclosed is our check for the fee to de-annex us.

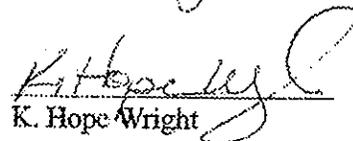
For 330 Marlin Road:

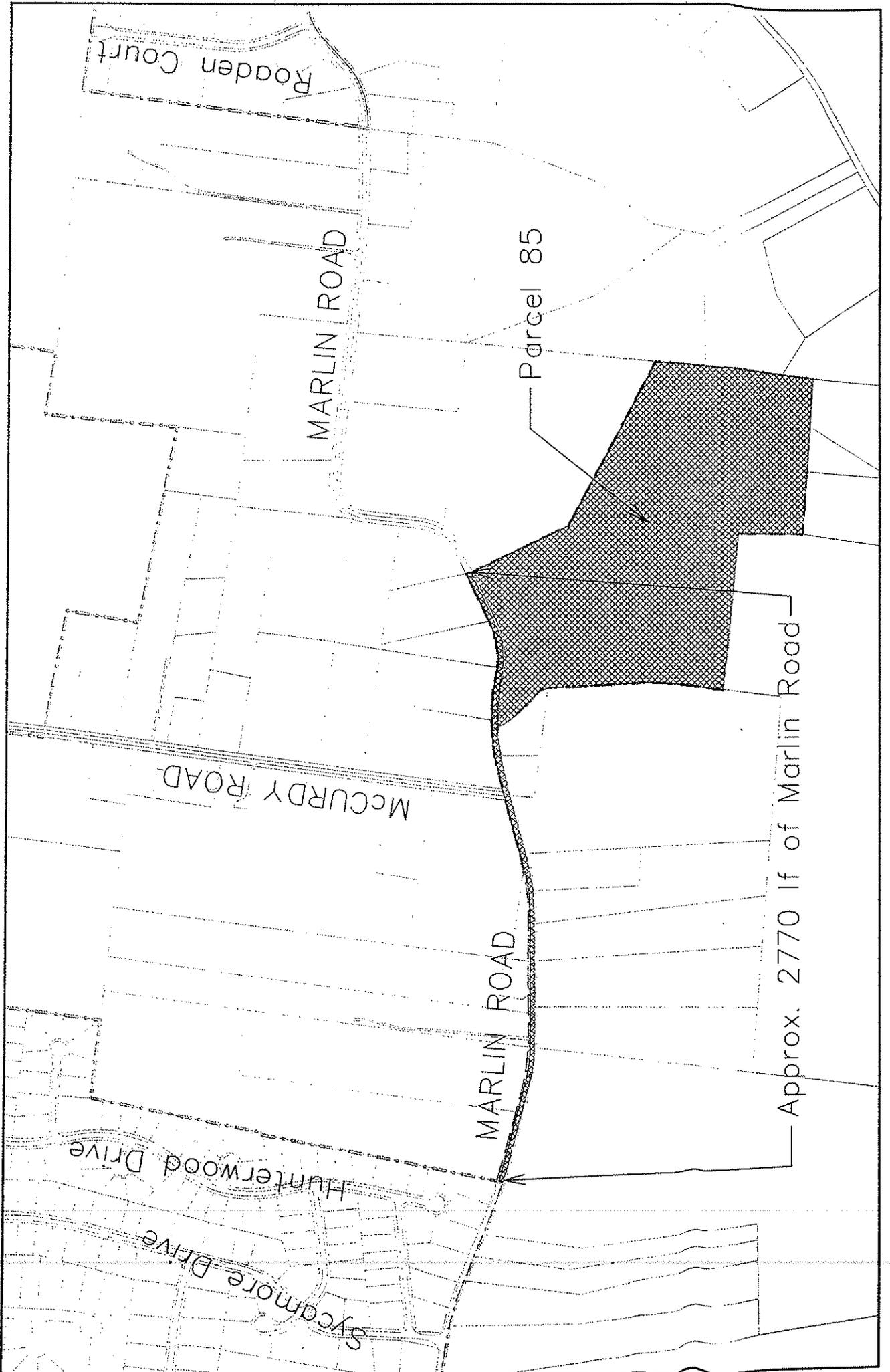

John W. Marlin


Patricia A. Marlin

Adjacent acreage sold to the Wrights:


Karl W. Wright


K. Hope Wright



ORDINANCE 01-17

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

WHEREAS, a public hearing before this body will be held on the 15th day of November, 2001, and notice thereof published in the White House News, October 11, 2001 and

WHEREAS, it now appears that the prosperity of this city and the territories herein described will be materially retarded and the safety and welfare of the property thereof endangered if such territory is not annexed, and

WHEREAS, the annexation of such territories is deemed necessary for the welfare of the property owners thereof and of the city as a whole.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen of the City of White House, Tennessee:

AREA 1

Beginning at the city limit line on Marlin Road as indicated on Tax Map 97 of Sumner County, extending the city limit line 6000 feet more or less with the right of way of Marlin Road where said road right of way intersects the eastern boundary line of Parcel 85, Tax Map 96 of Sumner County. Area 1 includes the road and right of way only of Marlin Road.

AREA 2

Beginning at the northern city limit line of Parcel 33.01 of Tax Map 97 of Sumner County where it intersects with Parcel 33, extending in an easterly direction 1300 feet more or less to the present city limit line of the Northwoods Subdivision, then southerly 1000 feet more or less, then westerly 1300 feet more or less, then northerly 1000 feet more or less to the point of beginning. Said area is composed of Parcels 33, 52.11, 52.10, 52.13, 52.09 and 52.08 containing 29.65 acres more or less as indicated on Tax Map 97, dated February 2001 - revised of Sumner County.

AREA 3

Beginning at the southern right of way line of Marlin Road where it intersects with Black Sulphur Road, extending in a northeasterly direction approximately 700 feet, then in a southwesterly direction approximately 1300 feet along the property line of Parcel 85, then southerly 700 feet more or less, then continuing in a clock wise manner westerly 700 feet

more or less, then northerly 300 feet, then westerly 700 feet to where said Parcel 96 intersects Black Sulphur Road, then following said road approximately 1100 feet in a northerly direction to the point of beginning. Said area encompasses the entire acreage of Parcel 85, Tax Map 96 dated February 2001, revised, of Sumner County. The total acreage is 27.8 acres more or less.

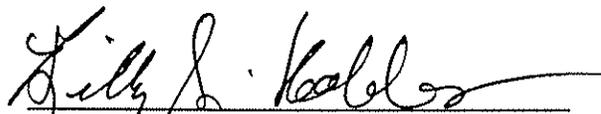
AREA 4

Beginning at the eastern right of way line of Highway 31W North, which is the city limit line, at the northern property line of Parcel 21.03 of Tax Map 75 of Sumner County; continuing with the northern property line of Parcel 21.03 to a point said parcel intersects with the western boundary of Parcel 21.06; continuing along the western boundary of Parcel 21.06 in a northerly direction 250 feet more or less, then continuing in a clock wise manner 500 feet more or less, then southerly 500 feet more or less, then easterly 450 feet more or less, then southerly 450 feet more or less, then westerly 950 feet more or less, then northerly 250 feet more or less to where Parcel 21.06 intersects with the southern property line of Parcel 21.04, continuing in a clock wise manner westerly 500 feet more or less, then northerly 100 feet more or less then westerly 400 feet more or less, then northerly along the eastern right of way line of Highway 31W North, then northerly 300 feet along said highway right of way line to the point of beginning. Said area is composed of all land contained in Parcels 21.03, 21.04, and 21.06 as shown on Tax Map 75 of Sumner County dated March 1999 - revised. Said area contains 37 acres more or less.

The attached maps are exhibits to this ordinance.

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

FIRST READING:	SEPTEMBER 27, 2001	PASSED
SECOND READING:	NOVEMBER 15, 2001	PASSED


Billy S. Hobbs, Mayor

ATTEST:


Julie J. High, City Recorder

ORDINANCE 09-05

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

WHEREAS, a public hearing before this body will be held on the 18th day of June 2009, and notice thereof published in the Bargain Browser on June 2, 2009; and

WHEREAS, application from the property owner has been received to de-annex the below mentioned property from the City limits and section of Marlin Road roadway was originally annexed to access this property, the de-annexation ordinance will include a section of Marlin Road, and

WHEREAS, the Plan of Services Resolution 01-16 will be revised to remove the property and section of Marlin Road, and revised city limits territory will be duly adopted by the White House Board of Mayor and Aldermen, and

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

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

This description contains the property located on Parcel 85, Sumner County Tax Map 96; the property contains 32.32 acres, more or less and a 2,770 feet section of Marlin Road right-of-way. The property described above contains 330 Marlin Road. The property is referenced on 2009 Sumner County Tax Map 96 Parcel 85.

AREA#1 Sumner County Tax Map 96 Parcel 85

Beginning at the southern right of way line of Marlin Road where it intersects with Black Sulphur Road, extending in a northeastern direction approximately 700 feet, more or less, then in a south eastern direction 1,300 feet, more of less along the property line of Parcel 85, then southerly 740 feet, more or less, then continuing in a west direction 750 feet more or less, then extending northern direction 300 feet, then extending in western direction 750 feet, more or less, to where said Parcel 85 intersects Black Sulphur Road, then following said road approximately 1,100 feet in northern direction to the point of beginning. Said area encompasses the entire acreage of Parcel 85, Tax Map 96 dated 2009. The total acreage is 32.32 acres, more or less.

This description contains the property located on Parcel 85, Sumner County Tax Map 96; the property contains 32.32 acres, more or less. The property is referenced on revised 2009 Sumner County Tax Map.

AREA#2 Marlin Road Right-of-Way

Beginning at southern right-of-way line of Marlin Road at a north east property corner of Sumner County Tax Map 96, Parcel 85 then including entire road right-of-way of Marlin then extending in a western direction 2,770, feet more or less, to the City of White House City Limits Boundary at the south east property corner of Sumner County Tax Map 97L Parcel 11, 604 Hunterwood Drive.

This description contains the road right-of-way of Marlin Road from Area #1 to existing City of White House Limits Boundary.

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

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

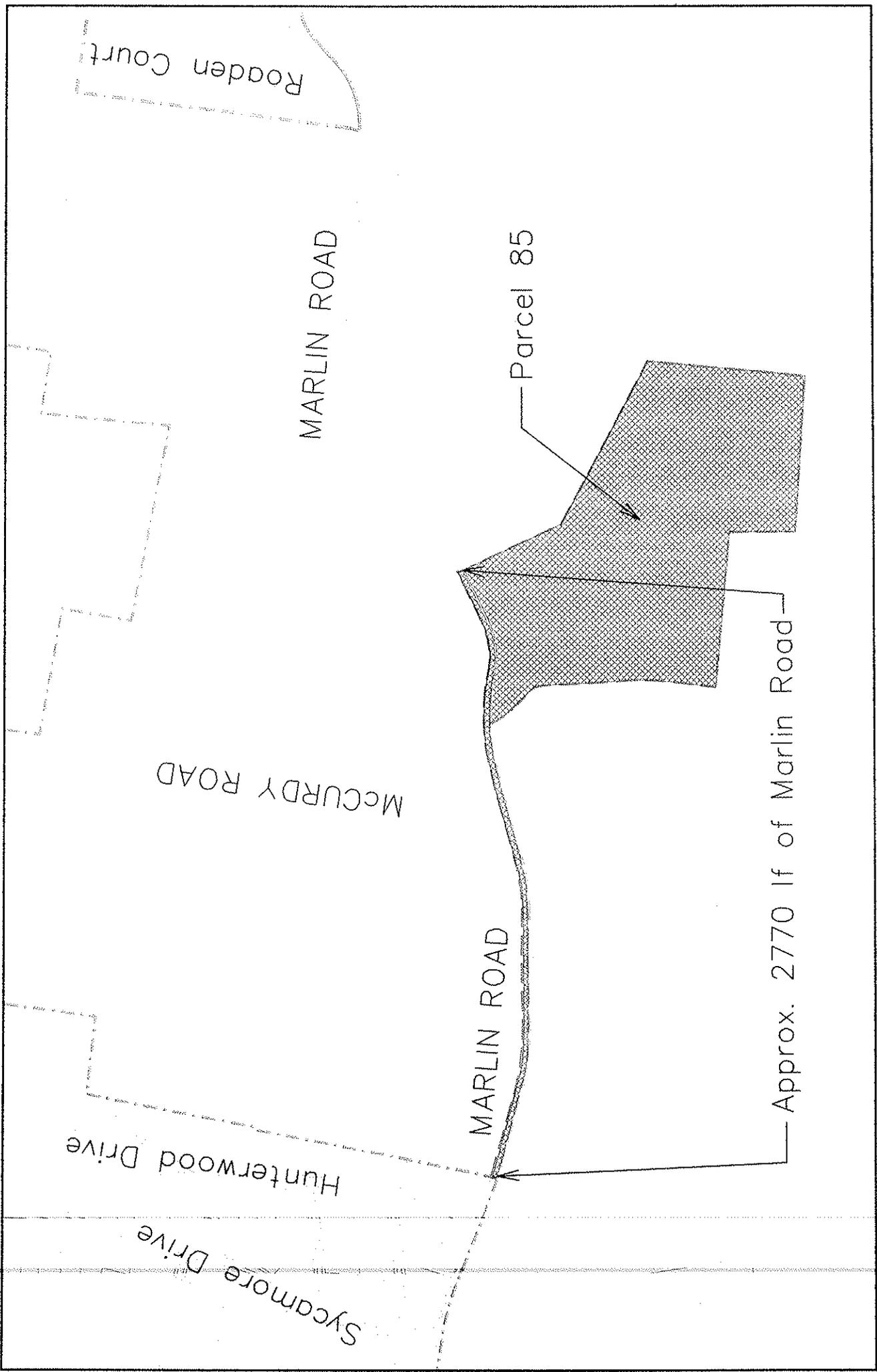
First Reading: May 21, 2009 PASSED

Second Reading: June 18, 2009

John Decker, Mayor

ATTEST:

Christie Odenwald, City Recorder



May 14, 2009

M E M O R A N D U M

To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Ordinances 09-06 & 09-07

By a request from the Mayor, Ordinance 09-06 was created to establish a Museum and Welcome Center Board. The creation of this board would remove the Museum from the responsibilities of the Library Board. The Museum and Welcome Center Board would be required to fund itself, as it would no longer fall under the budget of the Library.

As a result, Ordinance 09-07 was created to remove references to the Museum from the Municipal Code governing the Library Board.

ORDINANCE 09-06

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE ADOPTING THE MUNICIPAL CODE TITLE 2, CHAPTER 5 MUSEUM/WELCOME CENTER BOARD, SECTION 2-501 THROUGH SECTION 2-503.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding boards and commissions; and

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code creating The Museum/Welcome Center Board in order to prepare for possible changes to the museum when a new library is built and to preserve area history; and

WHEREAS, the Board of Mayor and Aldermen also desire a Welcome Center for visitors of our City to work in conjunction with the Chamber of Commerce.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 2, Chapter 5 Museum /Welcome Center Board, Sections 2-501 through 2-503 be added to the Municipal Code as follows:

TITLE 2 – Boards and Commissions, etc.

CHAPTER

1. LEISURE SERVICES BOARD.
2. LIBRARY BOARD.
3. CEMETERY BOARD OF TRUSTEES.
4. MISCELLANEOUS.
5. MUSEUM/WELCOME CENTER BOARD

SECTION

- 2-501. Board established, membership, terms, appointments and vacancies.
- 2-502. Powers and duties of the board.
- 2-503. Reports to the Board of Mayor and Aldermen.

2-501. Board established, membership, terms, appointments and vacancies. There is hereby established a Museum/Welcome Center Board herein after called “the board.” The board shall consist of five (5) members who shall serve without compensation and who shall be appointed by the mayor or his/her designee. The board shall be composed of one (1) alderman and four (4) citizens who are residents of the City of White House, appointed by the mayor. The term of office for the four (4) citizens shall be staggered (3) years or until their successors are appointed. The appointed alderman shall serve until the expiration of his/her elected term. Vacancies in such board shall be filled by the mayor for the unexpired term.

2-502. Powers and duties of the board. (1) The board shall plan the activities and services of the museum/welcome center including the required staffing, establishing internships and volunteer programs.

(2) The board shall conduct and supervise the White House Inn Museum, as well as other related facilities and activities on any of the properties owned or controlled by the city or on other properties with the consent of the owners and authorities thereof.

(3) The board shall organize an ad hoc advisory committee to explore sources and methods to sustain and perpetuate the operation and expansion of services.

(4) The Museum and Welcome Center Board shall organize by electing a Chairman, Vice-Chairman and other officers as necessary. Duties of the officers are as follows:

(a) Chairman: The chairman shall preside at all meetings of the board and shall call special meetings of the board. The chairman shall vote on all matters coming before the board.

(b) Vice-Chairman: The vice-chairman shall preside over any meeting in which the chairman is not present.

(5) Board meetings:

(a) The board will meet regularly on a quarterly basis. The day shall be set by the board. The time shall be set in the evening.

(b) All regular and special called meetings shall be open to the public and will be announced in a publication of general circulation within the city.

(c) Minutes of the board meetings shall be available for review during regular business hours at the White House City Hall.

(6) Minutes: All proceedings of the board shall be typed and filed in a permanent book of record. This book shall be open to the public for inspection during the city's regular business hours.

(7) Quorum: A majority of the duly appointed board members shall constitute a quorum.

(8) Voting: The ayes and nays will be taken upon the passage of all board matters. All votes will be entered in the minutes of the meeting. The act of a majority of members, at which a quorum is present, will be the official act of the board.

2-503. Reports to the Board of Mayor and Aldermen. The Museum and Welcome Center Board shall make full and complete annual reports to the Board of Mayor and Aldermen of the City and all other reports from time to time as requested.

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: May 21, 2009 PASSED

Second Reading: June 18, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

ORDINANCE 09-07

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE
AMENDING THE MUNICIPAL CODE TITLE 2, CHAPTER 2 LIBRARY
BOARD, SECTION 2-203.**

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding the library board; and

WHEREAS, the current code regarding the library must be amended due to the creation of the museum and welcome center board.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 2, Chapter 2 Library Board, Section 2-201 and Section 2-202 be amended as follows:

TITLE 2 – Boards and Commissions, etc.
CHAPTER 2 Library Board

SECTION

- 2-201. Created, membership, terms, vacancies.
- 2-202. Organization, by-laws, rules and regulations.
- 2-203. Function.
- 2-204. Power to appoint personnel.
- 2-205. Budget, etc.
- 2-206. Reports to board of mayor and aldermen.
- 2-207. Evaluation of the librarian.

2-203. Function. The library board shall provide, conduct and supervise the public library and ~~White House Inn Museum~~, as well as other related facilities and activities on any of the properties owned by the city or on other properties with the consent of the owners and authorities thereof. It shall provide the state library agencies such statistics and information as may be required from time to time.

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: May 21, 2009 PASSED
Second Reading: June 18, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

May 13, 2009

MEMORANDUM

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

The following budget amendment is recommended for approval. Item one is to recognize the expense of the 6 yd. refuse truck that was budgeted last fiscal year in the Sanitation Fund, but received and expensed in the current fiscal year. Item two recognizes the expense of the additional expense resulting from fluctuation in interest rates, and the changes in Debt Service Fund related to the refunding bond. Item three recognizes capital outlay savings and shifts that amount to other expense lines in the Drug Fund budget as appropriate. Finally, item four is to recognize additional revenue and expense in the Healthcare Fund. The increase is related to the medical claims paid in excess of the original estimates provided for the first plan year, and the increased estimates for the second plan year which includes the final three months of the current fiscal year. Should you have any questions related to this budget amendment, please let me know. Thanks.

ORDINANCE 09-09

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

WHEREAS, it has become necessary to amend the current year's annual budget recognize additional expenditures related to the purchase from the sanitation fund for a 6 yard refuse truck that was budgeted in the previous fiscal year, but not actually received until the current fiscal year; and

WHEREAS, it has also become necessary to amend the current year's annual budget to recognize additional expenditures resulting from the fluctuation in interest rates and the changes in the debt service schedule related to the subsequent refunding; and

WHEREAS, it has become necessary to amend the current year's annual budget to recognize capital outlay savings and make budgeted amounts available to other lines of the drug fund as appropriate; and

WHEREAS, it has become necessary to amend the current year's annual budget to recognize additional expenses and contributions related to the healthcare fund for medical claims paid in excess of the original estimate.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2009 is hereby amended as part of the attached exhibit.

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

First Reading: May 21, 2009 PASSED

Second Reading: June 18, 2009

John Decker, Mayor

ATTEST:

Christie M. Odenwald, City Recorder

City of White House
 Budget Amendment II
 May 21, 2009

					<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
123	43200	900	Sanitation Fund	Capital Outlay	33,800	71,504	37,704
1. <i>To amend current 2008-2009 budget to recognize additional expenditures related to the purchase of Sanitation 6 yard refuse truck that was budgeted in the previous fiscal year, but not actually received or expensed until the current fiscal year.</i>							
123	49000	200	Sanitation Fund	Contractual Services	0	18	18
123	49000	610	Sanitation Fund	Bonds	7,500	25,000	17,500
124	51030	200	Police Impact Fees	Contractual Services	0	82	82
124	51030	610	Police Impact Fees	Bonds	0	41,600	41,600
124	51040	633	Fire Impact Fees	Interest on Bank Notes	8,144	11,636	3,492
2. <i>To amend current 2008-2009 budget to recognize additional expenditures resulting from the fluctuation in interest rates, and changes in the debt service schedule related to the subsequent refunding.</i>							
140	42129	200	Police Drug Fund	Contractual Services	0	2,375	2,375
140	42129	235	Police Drug Fund	Memberships, Registration	1,500	1,730	230
140	42129	320	Police Drug Fund	Operating Supplies	1,000	2,800	1,800
140	42129	326	Police Drug Fund	Clothing and Uniforms	500	533	33
140	42129	332	Police Drug Fund	Motor Vehicle Parts	0	118	118
140	42129	900	Police Drug Fund	Capital Outlay	51,618	49,062	(2,556)
3. <i>To amend current 2008-2009 budget to recognize capital outlay savings and make budgeted amounts available to other lines as appropriate.</i>							
416	51520	826	Healthcare Fund	Medical Claims Paid	462,332	997,522	535,190
416	36000		Healthcare Fund	Other Revenues	0	90	90
416	36100		Healthcare Fund	Interest Earnings	0	98	98
416	36350		Healthcare Fund	Insurance Recoveries	0	313,083	313,083
416	36960		Healthcare Fund	Transfer In from Other Funds	654,332	876,251	221,919
4. <i>To amend current 2008-2009 budget to recognize additional expenses and contributions related to Healthcare Fund for Medical Claims Paid in excess of original estimate.</i>							

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: June 10, 2009

RE: Zoning Ordinance Amendment for Site Plan Requirements

The White House Regional Planning Commission on Monday June 8, 2009 reviewed a request to permit staff to approve a minor new site development proposal. The request also included a variance from professional plan preparation requirements since development proposal was within commercial subdivision with approved and constructed drainage and due to small size of development with 1,200 sq ft of building and 1,500 sq ft of parking area. The Planning Commission based on discussion in meeting made recommendation to Board of Mayor and Aldermen to amend the zoning ordinance to permit staff to approve minor development proposals and not require professional design plans under defined circumstances. Staff received email from State of Tennessee Board and Architectural and Engineers Examiners Representative that requirement for professional designed plans for a minor development proposal is a local matter.

ORDINANCE 09-10

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING ORDINANCE REGARDING STAFF APPROVAL OF SITE PLANS AND SITE PLAN PROFESSIONAL DESIGN REQUIREMENT EXEMPTION.

WHEREAS, the White House Planning Commission upon a request from property owner reviewed the site plan professional preparation requirements for a minor site development within a developed subdivision and determined that staff could review and approve minor site plans and requested to amend the zoning ordinance to define an exemption to professional design requirements for minor site plans.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following amendments are indicated below:

Amendment #1

Section 3.110 Site Plan Requirements, Item C. Staff Approval of Minor Site Plans

Item C. Staff Approval of Site Plans

Minor site plans, meeting the requirements listed in item A, Item # A. Plan Design and Submittal Requirements: shall be approved by City Engineer and/or Zoning Administrator. The following items are considered as minor site plans for staff approval.

1. Building additions not to exceed 10% of the existing size of building up to 2,500 square feet.
2. Parking lot expansion not to exceed 25% of existing parking area up to 20,000 square feet of parking area.
3. New accessory buildings or uses which do not change use or property and do not exceed 1,000 square feet.
4. Minor exterior building renovations.
5. Minor amendments to approved plans that would not alter or expand use of approval.
6. Any other associated items determined by staff to be minor.
7. *New site developments not exceeding 5,000 sq ft of building and parking area and not required to provide grading plans, drainage calculations, or detention requirements due to property being within development or due to existing site conditions.*

Amendment#2

Section 3.110 Site Plan Requirements Item A. Plan Design and Submittal Requirements:

MEMORANDUM

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

FROM: Addam McCormick, Planning Codes Department

DATE: June 10, 2009

RE: Planned Unit Development Ordinance Amendments

The Board of Mayor and Aldermen discussed proposed changes to the Planned Unit Ordinance regarding garage orientation, exterior material percentages, planned unit development approval process. Staff prepared ordinance amendments based on Study Session Discussion. The White House Regional Planning Commission on Monday June 8, 2009 recommended to approve the amendments.

See attached information sent to White House Planning Commission:

ITEM#1 GARAGE ORIENTATION:

Current Ordinance:

Garages shall be designed to meet one or a combination of the following design features:

1. Rear loaded garages.
2. Side loaded garages, including courtyard garages.
3. Recessed front loaded garages located at rear of property or structure a minimum (25ft) twenty-five feet behind front of structure. A maximum of 25% of total structures are permitted to include recessed front loaded garages, this percentage is in addition to the maximum percentage listed in item #4. The location of recessed front loaded garages shall be designated on the final master plan. Recessed front loaded garages shall include decorative garage design features.
4. To promote flexibility in design, a maximum of 25% of total structures are permitted to include front loaded garages this percentage is in addition to maximum percentage listed in item #3. Front loaded garages shall be intermixed throughout entire development. The location of front loaded garages shall be designated on the final master plan. Front loaded garages shall include decorative garage design features.
5. Alley loaded garages at rear. Garages shall be either five (5ft) from the edge of the alleyway with a twenty (20 ft length) parking area beside garage or twenty (20 ft length) parking area between garage and edge alleyway. The widths of the parking areas shall be determined by the Off-Street Parking Requirements of this ordinance.
6. Alternative design features as determined by Planning Commission to

meet intention of ordinance.

PROPOSED AMENDMENT/STAFF NOTES:

Based on Aldermen discussion, proposal would be to eliminate these requirements. The ordinance could be set up to state that front loaded garages are not encouraged. This statement could send a message that garage orientation will be an issue with plan approval process. Garage orientation is an aesthetic issue with subdivision design. Providing clear and concise regulations is an incentive for development. Developers are afraid of unwritten policies and surprise requirements determined at Planning Commission and Board of Mayor and Aldermen meetings. Therefore, the ordinances provide staff the ability to discuss with developers the requirements up front.

ITEM#2 EXTERIOR MATERIAL PERCENTAGES

Current Ordinance:

- a. All building foundations are restricted brick or stone
And one-two family dwellings shall be a minimum of sixty (60) percent of the exterior walls shall include brick or stone excluding windows. Multi-family buildings and commercial buildings shall meet requirements of Commercial Design Standards.

PROPOSED AMENDMENT/STAFF NOTES:

All building foundations are restricted brick or stone and one-two family dwellings shall be a minimum of forty (40) percent of the exterior walls shall include brick, stone, and hardi-board siding. Multi-family buildings and commercial buildings shall meet requirements of Commercial Design Standards.

The amendment is to lower masonry percentage and to allow hardi-board to be classified the same as brick and stone. Hardi-board is listed as a preferred material in the commercial design standards. As with garage orientation, exterior materials are an aesthetic issue for developments. The fire spread issue of vinyl siding would be an issue with homes in close proximity under 10 ft separation. The Planned Unit Development Ordinance requires 10ft separation between freestanding residential units. Attached units (3 or more units) or multi-family units are required to be fire sprinkled or separated with 4 hour masonry fire walls per recent amendment to Fire Code.

ITEM#3 INCREASED RESIDENTIAL DENSITY PER ACRE

Current Ordinance:

Suburban Residential Planned Unit Development- 3.5 units per acre maximum for single and two family dwellings. 7,500 sq ft minimum lot size.

Neighborhood Center Residential Planned Unit Development 5.5 units per acre for single and two family dwellings and 14.5 units per acre for multi-family developments. Single and two family dwellings 5,000 sq ft minimum lot size.

PROPOSED AMENDMENT/STAFF NOTES:

Suburban Residential Planned Unit Development- 5.0 units per acre maximum for single and two family dwellings. 5,000 sq ft minimum lot size.

Neighborhood Center Residential Planned Unit Development maximum 6.0 units per acre for single and two family dwellings and 14.5 units per acre for multi-family developments. Single and two family dwellings 5,000 sq ft minimum lot size.

The Board of Mayor and Aldermen discussed permitting increased density to provide a development incentive to permit increased number of lots to cover cost of underground utilities and amenities. Staff considered two different ideas. The first idea is to combine Suburban and Neighborhood Planned Unit Zoning District to one Residential planned unit development district to have a maximum density of six (6) units per acre single/two family and 14.5 units per acre multi-family. The problem with this idea is that the Suburban District was for development in low to medium density areas. The Neighborhood District is set up for mixed residential type, density, and commercial uses on major roadways and in locations that can support higher density development including commercial uses. The second idea is to increase single/two family residential density in Suburban District from 3.5 to 4.5 -5.0 units an acre and Neighborhood Center from 5.5 to 6.0 units an acre. The increased density in Suburban District would be an incentive to develop a planned unit development instead of regular zoned developments with limited regulations. The Planning Consultant with Comprehensive Project recommended increasing density of medium density areas of city to 4 units per acre, this would include all areas of city not in low density designated area. Currently in medium density area the maximum density is 2.25 units per acre with R-15, Medium Density Residential with special approval for 3.5 units per acre with Planned Unit Development Zoning.

Staff would recommend second option to increase density in both districts and make suburban district more viable. With increased density the Commission should also consider the amount of open space. Multi-family developments are required to have 30% development open space and 20% open space for developments with 4-5 units per acre. The increased density needs open space to balance out feeling of smaller lots and close proximity. The amount of open space does not meet more improved amenities. The city requires 5% open space (a portion of minimum open required per development density) to include improved amenities like playgrounds, walking trails, clubhouses, etc. Typically with higher density and quality developments, the improved amenities are expected by home buyer. Increasing the suburban district density, staff would recommend increased open space percentage to 25%. The Suburban District lot size in option #2 would have to

be reduced from 7,500 sq ft to 5,000 sq ft to permit increased density and increased open space to 25%. The Neighborhood District lot size would also need to be reduced to 4,500 sq ft or lower as determined by Planning Commission based on proposed development design. The lot size in neighbor center district needs to permit flexibility to allow and promote creative design. Sidewalks are required on developments with densities of over 5 units per acre. Staff does not recommend an amendment to the sidewalk requirement for higher density developments.

ITEM#4 PLANNED UNIT DEVELOPMENT PLAN APPROVAL PROCESS

Current Ordinance:

Since the planned unit development approval process requires a rezoning the numbers of meetings for approval are:

1. Planning Commission review of concept plan (Typically in study session).
2. Planning Commission Rezoning and Preliminary Master Plan Approval/Recommendation to Board of Mayor and Aldermen. (Public Hearing)
3. Board of Mayor and Aldermen Rezoning and Preliminary Master Plan Approval 1st Reading
4. Board of Mayor and Aldermen Rezoning and Preliminary Master Plan Approval 2nd Reading (Public Hearing)
5. Planning Commission Final Master Plan Approval including landscaping, recreation, homeowner's association guidelines.
6. Planning Commission Construction Plan or Site Plan Approval for multi-family projects/commercial projects.
7. Planning Commission Final Subdivision Plat Approval

Concept Plan

Prior to filing an application for approval of a planned unit development the applicant shall present a concept plan to the planning commission concerning the layout and design of the proposed development. The planning commission after review of the plan shall determine if a formal "work session" of the Planning Commission is needed before the proposed plan is submitted for approval and removing.

- a. Received Preliminary Master Plan Approval and the Rezoning Ordinance have been adopted and the Final Master Plan has not been submitted for approval within one year.
- b. Received Final Master Plan approval and construction has not begun within one year. In this instance, the Zoning Administrator shall not issue new permits.
- c. Received Final Master Plan approval and construction has lapsed for more than one year. In this instance, the Zoning Administrator shall not issue new permits and revoke existing permits.

- d. Received Final Master Plan approval and construction of the development falls more than two (2) years behind schedule filed with the Final Master Plan. In this instance, the Zoning Administrator shall not issue new permits and revoke existing permits.

PROPOSED AMENDMENT/STAFF NOTES:

Options:

1. City zone property for planned unit district where density is desired with roadway access, adjacent neighborhood compatibility, water and sewer infrastructure that can support development. After city rezoning the property, a developer would be required to follow plan approval process. The Board of Mayor and Aldermen could permit Planning Commission to approve master plan for development. A planning study could be completed to define the exact properties for the rezoning. The comprehensive plan defined areas for increased density development not individual properties. The Plan is also not limited by existing utilities. Staff could coordinate the study with White House Utility and Sewer Departments. This would have the possibility of rezoning upon city initiative instead of property owner which would shift the public hearings process from a developer request which would be an incentive for development.
2. Revised Planning Commission schedule to permit Final Master plan, construction plans/site plan, and final plat at one to two meetings. The Concept Plan requirement could be changed to be optional for developer. The Concept Plan is for developers so they can determine view of Planning Commission prior to spending money associated with preparing preliminary master plan and having public hearing with development. The goal with the revised schedule will attempt to match time associated with Planned Unit Developments approval process to be the same as regular zoned development, to provide an incentive to develop planned unit developments. **(Staff Recommendation)**
3. Increase approval time line from one to two years for developments with master plans approved without started construction. This would be an incentive to developers to know that plans approval will be valid for more than one year in the case of economical times, extended state plan approval of water and sewer lines, or if developer is studying purchasing additional adjacent property. This issue has been discussed by multiple developers. **(Staff Recommendation)**.

ITEM#5 DEFERRED FEE PAYMENT

Current Ordinance:

The deferred fee payment was an idea discussed by a local developer that might help buildings in having to finance less costs up front and pay city and associated fees when house is sold. Permits and city impact fees are to be required to be paid with building permit application. Staff receives receipts from Sewer Department and Robertson County

to ensure the fees are paid. Sumner County facility taxes are paid to the city and city sends payment monthly.

PROPOSED AMENDMENT/STAFF NOTES:

Staff would have to receive approval from White House Utility District and both Robertson and Sumner Counties. The other agencies would require city to be responsible for payment of fees. Staff would recommend the deferred payment with a formal guarantee to City of payment of fees including a letter of credit produced by a bank. Staff would recommend the letter of credit have a six month deadline so the City and other agencies would receive money in a defined time regardless of certificate of occupancy. Staff will be in contact with WHUD and Counties about deferred fees. Since this was discussed as being a temporary measure the Board of Mayor and Aldermen could pass a resolution permitting a one- two year trial period to allow deferred payment without changing ordinances. The deferred payment would be beneficial to commercial and industrial developments due to higher rates of fees.

ORDINANCE 09-11

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING ORDINANCE REGARDING RESIDENTIAL PLANNED UNIT DEVELOPMENTS REGARDING GARAGE ORIENTATION, EXTERIOR MATERIALS PERCENTAGES, MAXIMUM DENSITIES AND MINIMUM LOT SIZES, DEVELOPMENT APPROVAL PROCESS, AND PLAN APPROVAL TIMELINES.

WHEREAS, the White House Planning Commission upon a request from Board of Mayor and Aldermen reviewed multiple amendments to the Residential Planned Unit Development Section of the Zoning Ordinance. The amendments are proposed to provide an incentive for development.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following amendments are indicated below:

Amendment#1

Section 5.056 PLANNED DEVELOPMENT DISTRICTS
Sub-Section 5.056.7 Design and Development Standards
Item 3 – Parking and Storage
Amendment: ~~Delete Bold/Marked Sections~~

3. Parking and Storage

On-street parking is a permitted design feature, except along arterial streets unless a section of an arterial street is within a commercial town center development. All parking lots and storage areas shall be enclosed or concealed by berms, buffers or through building design

~~Garages shall be designed to meet one or a combination of the following design features:~~

~~1. Rear loaded garages.~~

~~2. Side loaded garages, including courtyard garages.~~

~~3. Recessed front loaded garages located at rear of property or structure a minimum (25ft) twenty five foot behind front of structure. A maximum of 25% of total structures are permitted to include recessed front loaded garages, this porcentage is in addition to the maximum porcentage listed in item #4. The location of recessed front loaded garages shall be designated on the final master plan. Recessed front loaded garages shall include decorative garage design features.~~

- ~~4. To promote flexibility in design, a maximum of 25% of total structures are permitted to include front loaded garages this percentage is in addition to maximum percentage listed in item #3. Front loaded garages shall be intermixed throughout entire development. The location of front loaded garages shall be designated on the final master plan. Front loaded garages shall include decorative garage design features.~~
- ~~5. Alley loaded garages at rear. Garages shall be either five (5ft) from the edge of the alleyway with a twenty (20 ft length) parking area beside garage or twenty (20 ft length) parking area between garage and edge alleyway. The widths of the parking areas shall be determined by the Off Street Parking Requirements of this ordinance.~~
- ~~6. Alternative design features as determined by Planning Commission to meet intention of ordinance.~~

Amendment#2

Section 5.056 PLANNED DEVELOPMENT DISTRICTS
 Sub-Section 5.056.7 Design and Development Standards
 Item 5 – Building Design
 Part c.
 Amendment: Revised Text in Bold

Amended Ordinance:

- c. All building foundations are restricted brick or stone
 And one-two family dwellings shall be a minimum of **forty (40) percent of the exterior walls shall include brick, stone, and hardi-board siding. Multi-family buildings and commercial buildings shall meet requirements of Commercial Design Standards.**

Amendment#3

Section 5.056 PLANNED DEVELOPMENT DISTRICTS
 Sub-Section **5.056.5 Residential Planned Developments**
 Item# **F. Suburban Residential Planned Development**
 Part 1. **Density and Open Space Regulations**
 Amendment: Revised Text in Bold

F. Suburban Residential Planned Development

1. Density and Open Space Regulations

	Maximum Density	3.5 5.0 Units/Acre
ft.	Minimum Lot Size	7,500 5,000 sq.

per dwelling unit

The remaining area shall be left as common open space and used for designated purposes as approved by the Planning Commission. The minimum required ratio of dedicated common open space shall be in terms of the maximum density of the planned development. The percentage of the total acreage dedicated to open space shall be as follows:

<u>Maximum Density</u>	<u>Minimum Open Space %</u>
2.5 to 3.0 Units/Acre	15
3.0 to 4.0 Units/Acre	20
4.0 to 5.0 Units/Acre	25

Amendment#4

Section 5.056 PLANNED DEVELOPMENT DISTRICTS

Sub-Section 5.056.5 Residential Planned Developments

Item# G. Neighborhood Center Residential Planned Development

Part 1. Density, Bulk and Open Space Regulations for One Family Detached

Dwellings

Sub-Part a. Density and Open Space Regulations
Amendment: **Revised Text in Bold**

G. Neighborhood Center Residential Planned Development

1. Density, Bulk and Open Space Regulations for One Family Detached Dwellings

a. Density and Open Space Regulations

	Maximum Density	5.5 6.0
	Units/Acre	
sq. ft.	Minimum Lot Size	5,000 4,500

<u>Maximum Density</u>	<u>Minimum Open Space %</u>
3 to 4 Units/Acre	15
4 to 5 Units/Acre	20
5 Units/Acre or More	25
2.5 to 3.0 Units/Acre	15
3.0 to 4.0 Units/Acre	20
4.0 to 6.0 Units/Acre	25

Amendment#5

Section 5.056 PLANNED DEVELOPMENT DISTRICTS

Sub-Section 5.056.3 ADMINISTRATIVE PROCEDURE

Items #1. Steps of Approval Process

#2 Concept Plan

#5 Platting Procedures

Amendment: Revised **Text in Bold**

5.056.3 ADMINISTRATIVE PROCEDURE

The provisions of this section govern the procedure for review and approval for all planned developments as provided herein. Any landowner or developer, as defined, may apply for a PUD zoning in any area subject to these provisions. The board of mayor and aldermen may, within its legislative power, impose PUD zoning upon any land area, and after such action, the landowner shall follow the remaining procedures before any zoning permits can be issued and the land developed.

1. Steps of Approval Process

- a. The applicant must request a pre-application conference with city staff to evaluate a concept plan of the proposal and to determine and clarify any issues that may arise.
- b. The applicant shall submit a preliminary master plan and rezoning request to the planning commission for their consideration along with the required fees.
- c. The planning commission may approve or reject the request. If approved, the planning commission shall recommend the necessary PUD zoning to the board of mayor and aldermen. If rejected, the applicant may appeal the decision to the board of mayor and aldermen.
- d. After approval of the preliminary master plan and amendment of the zoning map, preparation of the final master plan may begin.

- e. The applicant shall submit a final master plan to the planning commission for their consideration. If any part of the PUD is to be subdivided, a ~~preliminary~~ final subdivision plat shall also be submitted. Both documents may be considered simultaneously. Approval of the final master plan shall form the basis for all permits, variances, and standards for the PUD.
- f. Prior to the sale or transfer of any property, the applicant shall submit and have approved a final subdivision plat.

2. Concept Plan

Prior to filing an application for approval of a planned unit development the applicant ~~shall~~ may present a concept plan to the planning commission concerning the layout and design of the proposed development. The planning commission after review of the plan ~~shall~~ may determine if a formal "work session" of the Planning Commission is needed before the proposed plan is submitted for approval and removing.

3. Application for Approval of the Preliminary Master Plan and Zoning Request

Application for approval of the preliminary master plan shall be made by the landowner of the affected property or his authorized agent, to the planning commission in accordance with such written general rules regarding general procedure, form of application, and required information as the planning commission may determine, provided they are not inconsistent herewith. The application for preliminary approval shall consist of the following:

- a. The preliminary master plan for the proposed planned development shall be a general concept plan which shall include such items as the planning commission by general rule shall specify in order to disclose;
 - (1) The location and size of the area involved,
 - (2) Transportation routes including streets, driveways, sidewalks, and pedestrian ways, and off-street parking and loading areas,
 - (3) A traffic study prepared by a licensed engineer is required for all developments twenty (20) acres or more or with seventy-five (75) residential units or more,
 - (4) Location and approximate dimensions of structures including approximate height and bulk, building

elevations and materials and the utilization of structures including activities and the number of living units,

- (5) Estimated population and density and extent of activities to be allocated to parts of the project,
 - (6) Reservations for public uses including schools, parks and other open spaces,
 - (7) Availability commitments from the appropriate water and sewer provider,
 - (8) Major landscaping features, including topography,
 - (9) The general means of the disposition of sanitary wastes and storm water, and
 - (10) North arrow, graphic scale, and location map showing relationship to existing street system and adjoining properties.
- b. A tabulation of the land area to be devoted to various uses and activities and overall densities.
 - c. The nature of the landowner's interest in the land proposed to be developed and a written statement or concurrence from all parties having a beneficial interest in the affected property.
 - d. The general substance of covenants, grants of easements, deed restrictions, or other restrictions to be imposed upon the use of the land, buildings and structures including proposed easements for public utilities.
 - e. A development schedule, setting forth when the landowner intends to commence construction and an estimated completion period.
 - f. When it is proposed that the final master development plan will be submitted in stages, a schedule of submission thereof.
 - g. A filing and review fee in an amount determined according to the standard fee schedule as approved by the board of mayor and aldermen.
 - h. A general summary explaining the character, intent, and financing of the PUD.

If the application is incomplete, the planning commission shall hold in abeyance their formal review until such time as complete information is submitted.

4. Application for Approval of the Final Master Plan

The action of the board of mayor and aldermen on the zoning request and the preliminary master plan shall authorize and form the basis for the planning commission approval of a final master plan.

a. Application for Final Approval

After zoning a Planned Development District, the landowner may make application to the planning commission for approval of a final master development plan, provided that the proposed master development plan and other elements associated with the planned development are in substantial compliance with the substance of the preliminary approval of the planning commission. The application shall include all aspects of the preliminary application, the proposed final master development plan, other required drawings, specifications, covenants, easements, and conditions and forms of bonds as were set forth by the planning commission's preliminary approval. Copies of all legal documents required for dedication or reservation of group or common open space and/or for the creation of a non-profit association shall also be submitted. When appropriate, this application shall contain the stage development schedule.

b. Final Approval of Stages

The application for final approval and the final approval by the planning commission may be limited to each stage as appropriate in a large planned development.

c. Final Master Development Plan

The final master plan of a planned development, or as submitted in stages if authorized, shall be substantially consistent with the approved preliminary master plan and in addition must show the following:

- (1) Detailed building plans including the use and architectural design of each building. Architectural design including the location and approximate dimensions of structures, other than one and two family dwellings including the architectural features of the buildings to determine design of the development and to ensure compatibility with surrounding properties. Example of architectural features

includes: building height and bulk roof slopes, building orientation, porches and exterior materials.

- (2) Plan book for one and two-family dwellings, with typical building elevations, details of building materials and building floor plans.
- (3) Landscaping plans prepared by a Landscape architect.
- (4) Location of gas, water, sewerage, and drainage facilities,
- (5) Details and locations of signs,
- (6) Plans for street and parking lot improvements,
- (7) Location common open space areas and recreation facilities, with a maintenance plan.
- (8) Grading and drainage plans showing existing and proposed topography, drainage structures, water features and erosion control measures. Plan will need to demonstrate that the plans meet all Federal and State regulations.
- (9) Additional information as determined by the planning commission to indicate fully the ultimate operation and appearance of the PUD.

5. Platting Procedure

After **or with** approval of the Final Master Plan any section of the development containing individual lots or any public improvements must submit **all final plats and construction plans** required by the Subdivision Regulations for a typical subdivision.

Amendment#6

Section 5.056 PLANNED DEVELOPMENT DISTRICTS

Sub-Section 5.056.3 ADMINISTRATIVE PROCEDURE

Items #7 Cancellation of an Adopted Planned Development

Part b.

Amendment: Revised **Text in Bold**

- b Received Final Master Plan approval and construction has not begun within ~~one year~~ **two years**. In this instance, the Zoning Administrator shall not issue new permits.

Amendment# 7

Section 5.056 PLANNED DEVELOPMENT DISTRICTS
Sub-Section 5.056.7 Design and Development Standards
Item# B. Design Standards
Amendment: ~~Delete Bold/Marked Sections~~

B. Design Standards

All Final Master Plans shall include a Design Plan containing the following:

1. Statement of Intent and Use
2. Street Design and Streetscapes
3. Pedestrian way layout
4. Siting of Buildings
5. Massing, Facades and Roofs and examples of buildings
6. Parking Orientation and Layout ~~including the siting of garages~~
7. Open Spaces, Landscaping and Buffering
8. Lighting and Utilities
9. Building Materials and percentages

BE IT FURTHER ORDANIED that these amendments were discussed and approved by the Planning Commission at June 8, 2009 Meeting.

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

First Reading: June 18, 2009 PASSED

Second Reading: June 30, 2009

ATTEST:

John Decker, Mayor

Christie Odenwald, City Recorder

*FINANCE AND
OTHER BUSINESS . . .*

FINANCIAL AND
OTHER BUSINESS



City of White House Memorandum

Date: June 9, 2009

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

From: Ashley Smith
Director of Parks and Recreation

Re: Senior Citizen Catering Contract

The senior citizen catering contract has been re-issued for bids for the 2009-2010 fiscal year. Mrs. Becky Butler was the only caterer to submit a bid, and her price per plate is \$5.00. Carry-out plates are fifty cents extra. Currently, the senior citizens only pay \$2.50 per plate when they dine in because we receive \$8,500 annually from Sumner County as a subsidy.

I am asking for your approval of this contract. Thank you.

BID#	Senior Weekly Catered Lunches	Becki Butler Catering	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
09-1002PK								
	Senior Weekly Catered Lunches	161 West Biggs Rd						
	OPENING: May 12, 2009	Cottontown, TN 37048						
	SPECIFICATIONS:							
	Caterer must prepare meal for max. of 115 or min. of 35 people per week. Meals should consist of (1) 4 oz meat, (1) 1/2 cup vegetables, (1) cup starch vegetable, (1) Bread, (1) dessert and (1) drink. Cleanup per specifications.							
			\$5.00 per plate. Add .50 for carryout.					
	Delivery							
	Totals							\$5.00 per plate. Add .50 for carryout.



City of White House Memorandum

Date: June 9th, 2009

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

From: Ashley Smith
Director of Parks and Recreation

Re: Additional Design Services due to change of scope

In reference to the LPRF funded Municipal Park renovation project, part of the initial planning and budgeting exercise identified an icon element in the form of a new, 2-story scorer's tower at the center of the ballfield complex. The tower has been a key driver of discussion from the very beginning of the design process.

This was not included in the original scope as advertised in our RFP, resulting in additional design fees in order to obtain construction drawings, engineering services for both structural and civil design, and construction observation visits for this structure. The additional services include the services of Michael Marzialo Architect, who can design this type of structure more economically than a large firm.

Our public input workshop identified priorities of the public and certain steering committee members who were present, and the scorer's tower was in the top 3. Building quality fields was 1st, being able to use the fields next spring was 2nd, and the scorer's tower was 3rd. The steering committee is fully supportive and desires this feature to be added, both from a practical and functional standpoint and because it creates an architecturally significant icon element for the project.

On the lower level, the tower will house the lighting and irrigation controllers and a transformer on one side and allow for secured storage of field accessories such as chalk machines on the other. The upper level will be used by the scorekeepers.

The concept plan for the entire project has evolved considerably, with the end product being a quad complex and another 350' baseball field. The tower is the most prominent element in the design.

The addition of these services results in a charge of \$9,750, which fits within the allotted budget and represents only 1% of the total project budget. I am asking for your approval of this request. Thank you.



LITTLEJOHN ENGINEERING ASSOCIATES, INC.
ENGINEERING • LAND PLANNING • SURVEY • LANDSCAPE ARCHITECTURE • ENVIRONMENTAL
SERVICES

MEMORANDUM

May 21, 2009

TO: ASHLEY SMITH, PARKS DIRECTOR FOR THE CITY OF WHITE HOUSE
FROM: JEFF HEINZE
SUBJECT: WHITE HOUSE MUNICIPAL PARK RENOVATIONS – PHASE I
REQUEST FOR ADDITIONAL SERVICES RELATIVE TO ARCHITECTURAL
DESIGN SERVICES FOR THE SCORER'S TOWER

This memorandum serves to introduce LEA's request for additional services on the White House Municipal Park Renovations project relative to additional fee for architectural and engineering design services that were not anticipated within the initial project scope (as defined within the advertised RFP). The following represents the background information relative to our request.

Description of Work

LEA has developed a design study for modifying the park's master site plan in terms of the layout of ball fields, access walkways and overflow parking. Part of the initial planning and budgeting exercise identified an icon element for the park in the form of a new, 2-story scorer's tower at the center of the ballfield complex. The proposed additional services include the services of Michael Marzialo Architect to prepare detailed construction drawings for the structure, along with 3 site observation visits during the construction phase. Engineering services will also be provided for structural engineering and civil design.

Requested Fee Modification

We are requesting an additional fee of \$9,750 for architectural and engineering design services related to the 2-story, 520+/- s.f. structure.

Please contact me should you have any questions or require any further clarification concerning this request. We appreciate this opportunity to be of continuing service to the City of White House.

Sincerely,

LITTLEJOHN ENGINEERING ASSOCIATES, INC.

Jeffrey D. Heinze, ASLA
Principal

Accepted By the City of White House

Date

Memo

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

FROM: Carol Sturm, Purchasing Coordinator

DATE: June 2, 2009

RE: Single source request 2009/2010 Generator Maintenance

Approval is requested of the following single source vendor for city wide maintenance of all generators per attached maintenance agreement. This list for each Department represents the Cost to each Department for the Planned Maintenance Agreement as recommended by Cummins Crosspoint. The total value is \$13,789.00/yr. This agreement is exempt from the general purchasing guidelines and bidding requirements due to Proprietary Equipment. Any additional repairs will require a separate purchase order. I am requesting your consideration and approval of this agreement.

**SINGLE SOURCE REQUEST
For Fiscal Year 2009/2010**

<u>Vendor</u>	<u>Amount</u>	<u>Funding</u>
FIRE HALL # 2	\$1643.00	110-42210-200
PUBLICS WORKS	\$1502.00	110-43000-200
CITY HALL	\$1935.00	110-41800-200
POLICE DEPARTMENT	\$1531.00	110-42150-200
WASTEWATER DEPARTMENT	\$7,178.00	412-52213-200



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Ed Hickman Phone: 615 672-0215 Fax: 615 672-0245 Cust ID: 208422	Quote Date : 16-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7185 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

<u>Site Information</u>				
1	PUBLIC WORKS BUILDING	427 INDUSTRIAL DRIVE	WHITE HOUSE	TN 37188

<u>Site Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>
1	PUBLIC WORKS ONAN	GEN SET	35-DGBB	K020437049	ST

<u>Site Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>
1	PUBLIC WORKS "D" CHECK (FULL SERVICE)	1	522.00	522.00
	"A" CHECK (INSPECTION)	1	275.00	275.00
	INSPECTION/4HRLOADBANK	1	705.00	705.00

Customer agrees to provide a second person to be present during the ENTIRE load bank testing in order to be compliant with the OSHA requirements.

Standard Agreement Amount	\$1,502.00
Proposal Total	\$1,502.00

SUBJECT TO THE TERMS AND CONDITIONS ON ATTACHED DOCUMENTATION, PROVIDED WITH THIS PROPOSAL

Customer Approval _____

Signature: _____

Date: _____

CUMMINS CROSSPOINT, LLC _____

Signature: _____

Date: _____



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Ed Hickman Phone: 615 672-0215 Fax: 615 672-0245 Cust ID: 208422	Quote Date : 16-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7186 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

<u>Site Information</u>				
1	CITY HALL	105 COLLEGE STREET	WHITE HOUSE	TN 37188

<u>Site Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>	
1	NEW CITY HAL	ONAN	GEN SET	175-DSHAB	E080184158	ST

<u>Site Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>	
1	NEW CITY HALL	"D" CHECK (FULL SERVICE)	1	778.00	778.00
		"A" CHECK (INSPECTION)	1	275.00	275.00
		INSPECTION/4HRLoadBANK	1	882.00	882.00

Customer agrees to provide a second person to be present during the ENTIRE load bank testing in order to be compliant with the OSHA requirements.

Standard Agreement Amount	\$1,935.00
Proposal Total	\$1,935.00

SUBJECT TO THE TERMS AND CONDITIONS ON ATTACHED DOCUMENTATION, PROVIDED WITH THIS PROPOSAL

Customer Approval

Signature: _____

Date: _____

CUMMINS CROSSPOINT, LLC

Signature: _____

Date: _____



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Jeff Mingledorff Phone: 615 616-1064 Fax: 615 672-4915 Cust ID: 208422	Quote Date : 16-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7187 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

<u>Site Information</u>				
1	POLICE DEPARTMENT	303 N PALMERS CHAPEL RD	WHITE HOUSE	TN 37188

<u>Site Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>
1	POLICE DEPART KOHLER	GEN SET	40-ROZJ	0723131	ST

<u>Site Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>	
1	POLICE	"D" CHECK (FULL SERVICE)	1	544.00	544.00
	DEPARTME	"A" CHECK (INSPECTION)	1	275.00	275.00
		INSPECTION/4HRLOADBANK	1	712.00	712.00

Customer agrees to provide a second person to be present during the ENTIRE load bank testing in order to be compliant with the OSHA requirements.

Standard Agreement Amount	\$1,531.00
Proposal Total	\$1,531.00

SUBJECT TO THE TERMS AND CONDITIONS ON ATTACHED DOCUMENTATION, PROVIDED WITH THIS PROPOSAL

Customer Approval

Signature: _____

Date: _____

CUMMINS CROSSPOINT, LLC

Signature: _____

Date: _____



PLANNED MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Bill Crusenberry Phone: 615 672-3654 Fax: 615 672-3655 Cust ID: 208422	Quote Date : 16-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7188 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

Site Information					
1	WWTP	725 INDUSTRIAL DRIVE	WHITE HOUSE	TN	37188
2	N PALMERS CHAPEL RD VAC	STATION BROOKVIEW DRIVE	WHITE HOUSE	TN	37188
3	CALISTA RD VACUUM STATION	VOLUNTEER DRIVE	WHITE HOUSE	TN	37188

Site Unit Number	Manufacturer	Model	Prod Model	Serial Number	Type
1	EMER GEN SET ONAN	GEN SET	400-DFCE/5584952C	L020444583	ST
1	WWTP GEN SET ONAN	GEN SET	125-DGDK/5584096	K020437050	ST
2	VAC STATION 1 KOHLER	GEN SET	230-ROZ271/985001	218221	ST
3	VAC STATION 2 KOHLER	GEN SET	230-ROZ271/985001	218222	ST

Site Unit Number	Service Event	Qty	Sell Price	Extended Price
1	EMER GEN SET "D" CHECK (FULL SERVICE)	1	762.00	762.00
	"A" CHECK (INSPECTION)	1	270.00	270.00
	INSPECTION/4HRLOADBANK	1	990.00	990.00
1	WWTP GEN SET "D" CHECK (FULL SERVICE)	1	535.00	535.00
	2 "A" CHECK (INSPECTION)	1	275.00	275.00
	INSPECTION/4HRLOADBANK	1	778.00	778.00
2	VAC STATION 1 "D" CHECK (FULL SERVICE)	1	647.00	647.00
	"A" CHECK (INSPECTION)	1	275.00	275.00
	INSPECTION/4HRLOADBANK	1	862.00	862.00
3	VAC STATION 2 "D" CHECK (FULL SERVICE)	1	647.00	647.00
	"A" CHECK (INSPECTION)	1	275.00	275.00
	INSPECTION/4HRLOADBANK	1	862.00	862.00

Customer agrees to provide a second person to be present during the ENTIRE load bank testing in order to be compliant with the OSHA requirements.

Standard Agreement Amount	\$7,178.00
Proposal Total	\$7,178.00

SUBJECT TO THE TERMS AND CONDITIONS ON ATTACHED DOCUMENTATION, PROVIDED WITH THIS PROPOSAL



Crosspoint

Customer Address

PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Bill Crusenberry Phone: 615 672-3654 Fax: 615 672-3655 208422	Quote Date : 16-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7188 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

Customer Approval

CUMMINS CROSSPOINT, LLC

Signature: _____

Signature: _____

Date: _____

Date: _____



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF WHITE HOUSE 105 COLLEGE STREET White House, TN 37188	Contact: Joe Palmer Phone: 615 6725338 Fax: 615 6722939 Cust ID: 208422	Quote Date : 14-APR-09 Quote Expires: 16-JUL-09 Quote Num : 7173 Quoted By : Joseph A Weber Quote Term: 1 Year(s)

<u>Site Information</u>					
1	FIRE HALL # 2	BUSINESS PARK DR	WHITE HOUSE	TN	37188

<u>Site Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>
1	FIRE HALL # 2	ONAN	GEN SET	DSGAB-7146525B F080188685	ST

<u>Site Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>	
1	FIRE HALL # 2	"D" CHECK (FULL SERVICE)	1	548.00	548.00
		"A" CHECK (INSPECTION)	1	285.00	285.00
		INSPECTION/4HRLOADBANK	1	810.00	810.00

Customer agrees to provide a second person to be present during the ENTIRE load bank testing in order to be compliant with the OSHA requirements.

Standard Agreement Amount	\$1,643.00
Proposal Total	\$1,643.00

SUBJECT TO THE TERMS AND CONDITIONS ON ATTACHED DOCUMENTATION, PROVIDED WITH THIS PROPOSAL

Customer Approval

Signature: _____

Date: _____

CUMMINS CROSSPOINT, LLC

Signature: _____

Date: _____



April 16, 2009

City of White House
Attn: Carol Sturm
105 College Street
White House, TN 37188

Reference: Emergency Generator Planned Maintenance Agreement

Dear Ms. Sturm,

Enclosed is a Planned Maintenance Agreement customized for your Emergency Generator. We understand that downtime on your equipment can be critical. We also know that effective planned maintenance, inspection, and testing will help to ensure its' proper operation when you need it most.

When your equipment is regularly serviced and inspected by one of our experienced technicians, we are often able to identify and repair problems in the early stages. This can reduce your costs and maximize your equipments' availability. Should your unit be out of service for any reason, our Service Department is on call 24 hours a day, 7 days a week. We are staffed by factory trained and highly qualified personnel with years of experience. We are also complemented by a full Parts Department. In addition, we offer a special 10% reduced labor rate to our pre-pay Planned Maintenance customers, for any additional repairs you may require on units covered by this agreement.

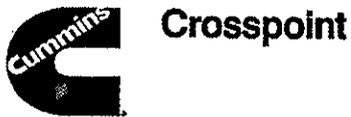
Please review the enclosed Planned Maintenance Agreement and Enclosures as we have recently revised our contract language and forms. If it meets your approval please sign and return one copy. The duplicate copy is for your records.

Please do not hesitate to call if you would like more information or have any questions. We would like to thank you for the opportunity to share this Agreement and we look forward to hearing back from you promptly.

Sincerely,

Joe Weber
Email: joe.a.weber@cummins.com
Cummins Power Generation Support
Cummins Crosspoint, LLC.

ENCLOSURES: Planned Maintenance Agreement, Terms and Conditions, Exhibit "A" Scope of Work.



PLANNED MAINTENANCE AGREEMENT

The following Planned Maintenance Agreement is entered into by Cummins Crosspoint, LLC. , hereinafter called "CCRPT", 706 Spence Lane, Nashville, TN, 37217, and City of White House, 105 College Street, White House, TN, 37188, Hereinafter called "Owner". CCRPT will perform **One (1) "D" check (Full Service) and One (1) "A" check (Inspection) for a total of two visits annually.** The scope of work to be performed is outlined on the attached Exhibit "A". CCRPT will render the services defined for an "A" Check (Inspection) or "D" Check (Full Service) on the Exhibit "A", which includes labor, parts, travel time, and mileage for the outlined scope of work only. All service adjustments will be made in accordance with manufacturer's specifications using required tools and procedures and may require additional charge to be performed upon Owners (or authorized representative) notice and approval. **All work is to be performed during regular business hours, (Monday - Friday: 7:00 a.m. – 3:30 p.m.) on the equipment listed below.** A written report will be provided to the customer at the time of service.

<u>Generator Make</u>	<u>Generator Model</u>	<u>Generator Serial No.</u>	<u>Generator Location</u>
Cummins Power Generation	DGGB	K020437049	Public Works
Cummins Power Generation	DSHAB	E080184158	City Hall
Kohler	ROZJ	0723131	Police Dept.
Cummins Power Generation	DFCE	L020444583	WWTP
Cummins Power Generation	DGDK	K020437050	WWTP
Kohler	ROZ271	218221	N Palmers Chapel
Kohler	ROZ271	218222	Calista Road
Cummins Power Generation	DSGAB	F080188685	Fire Hall # 2

Total Planned Maintenance Agreement Price **\$13,789.00/ yr**
** Plus any applicable taxes*

This Planned Maintenance Agreement will be **effective for a one year period.** The Total Agreement Price is a firm offer set to expire 90 days from April 16, 2009. This Planned Maintenance Agreement is subject to the Terms and Conditions attached.

***This agreement is effective as of the date Agreement is accepted and signed by Cummins Crosspoint, LLC. and Owner (or authorized representative).**

Owner:

Cummins Crosspoint, LLC.:

Authorized Signature/Date

Authorized Signature/Date



EXHIBIT "A"
"A" CHECK (INSPECTION) AND "D" CHECK (FULL SERVICE)
SCOPE OF WORK

THIS PLANNED MAINTENANCE AGREEMENT ("Agreement") is made and entered into by Cummins Crosspoint, LLC and the Owner to perform maintenance services on the equipment listed on the Planned Maintenance Agreement.

The scope of work to be performed is outlined below which includes labor, parts, travel time, and mileage for the outlined scope of work only. No other work, materials, or activities are included in this scope of work. All service adjustments will be made in accordance with manufacturer's specifications using required tools and procedures and may require additional charge to be performed upon Owners (or authorized representative) notice and approval.

** Items denoted by asterix in bold and italics are additional services only provided during the "D" check Full Service.*

Gas Engine

- CHECK CONDITION & TENSION OF ALL BELTS.
- CHECK CARBURETOR ADJUSTMENT.
- CHECK GAS PRESSURE ON LPG/NG UNITS & CLEAN REGULATOR VENT.
- VISUALLY INSPECT SPARK PLUGS, IGNITION POINTS, CAP, ROTOR, & WIRES.

Diesel Engine

- CHECK CONDITION & TENSION OF ALL BELTS.
- CHECK SUPER/TURBOCHARGER FOR LEAKS & WEAR.

Lubricating Oil System

- VISUALLY CHECK LUBE OIL CONDITION & LEVEL.
- VISUALLY CHECK FOR OIL LEAKS.
- VISUALLY CHECK HYDRAULIC GOVERNOR OIL LEVEL. (If applicable)
- ***CHANGE LUBE OIL.**
- ***CHANGE LUBE OIL FILTER(S).**
- ***CHANGE HYDRAULIC GOVERNOR OIL.** (If applicable)

Cooling System

- VISUALLY CHECK COOLANT CONDITION & LEVEL.
- RECORD ANTI-FREEZE PROTECTION LEVEL.
- RECORD DCA PROTECTION LEVEL.
- VISUALLY CHECK FOR COOLANT LEAKS.
- VISUALLY CHECK OPERATION OF COOLANT HEATER.
- VISUALLY CHECK CONDITION OF COOLANT HOSES.
- VISUALLY CHECK CONDITION & OPERATION OF REMOTE RADIATOR. (If applicable)
- ***CHANGE COOLANT FILTER.**

Exhaust System

- VISUALLY CHECK EXHAUST SYSTEM CONDITION & FOR LEAKS.

Air Induction System

- INSPECT AIR CLEANER & REMOVE DUST. (DRY TYPE FILTER)
- VISUALLY CHECK HOSES, CLAMPS, AND AIR RESTRICTION INDICATOR.
- ***CHANGE OIL (WET TYPE FILTER).**
- VISUALLY CHECK AIR & VENT TUBE CONNECTIONS.
- ***CLEAN AND INSPECT CRANKCASE BREATHER.**



SCOPE OF WORK - CONTINUED

Fuel System

- VISUALLY CHECK FUEL LINES & CONNECTIONS.
- VISUALLY CHECK DAY TANK FUEL LEVEL.
- VISUALLY CHECK FOR FUEL LEAKS.
- CHECK TRANSFER OR DAY TANK PUMP.
- ***CHANGE FUEL FILTER(S) & CLEAN FUEL BOWL. (If applicable)**

Electrical

- VISUALLY INSPECT AC/DC BRUSHES & COMMUTATOR. (If applicable)
- VISUALLY INSPECT COMMUTATOR. (If applicable)
- VISUALLY INSPECT COLLECTOR RING. (If applicable)
- VISUALLY INSPECT ELECTRICAL CONNECTIONS.

Battery

- VISUALLY CHECK CONNECTIONS & CLEAN IF NEEDED.
- VISUALLY CHECK BATTERY CONDITION & SOLUTION LEVEL.
- CHECK STARTING SYSTEM OPERATION.
- RECORD CRANKING VOLTAGE.
- NOTE OVERALL CONDITION OF BATTERY SYSTEM.
- CHECK CONDITION OF CHARGER AND RECORD BATTERY CHARGER AMPS AND VOLTS.

Operating Checks

- RUN & CHECK FOR PROPER: LUBE OIL PRESSURE, WATER TEMPERATURE, COOLANT TEMPERATURE, OIL TEMPERATURE, ALTERNATOR CHARGE RATE, VOLTAGE, AND FREQUENCY.
- RUN & CHECK FOR NORMAL OPERATION & LEAKS.
- CHECK FOR VIBRATION.
- VISUALLY CHECK OPERATION OF LOUVERS.
- CHECK FOR PROPER GOVERNOR OPERATION.
- RECORD ALL GAUGE AND METER READINGS.

Automatic Transfer Switch

- CHECK OUTPUT OF GENERATOR AC VOLTAGE.
- CHECK CONDITION OF VOLTAGE SENSORS.
- CHECK FOR PROPER ADJUSTMENT OF TIMERS. (If applicable)
- CHECK FOR PROPER ADJUSTMENT OF START RELAY.

Exerciser Clock

- VISUALLY CHECK FOR PROPER OPERATION.



EXHIBIT "D"

FOUR HOUR RESISTIVE LOAD BANK TEST
SCOPE OF WORK

Cummins Crosspoint, LLC. will each year furnish cable and labor to connect a resistive load bank of adequate size to fully load test the equipment listed below. CCRPT will perform a four hour full load test with readings recorded every fifteen minutes for the duration of the test. CCRPT will then disconnect the test equipment and furnish a copy of the report to the OWNER. This load test is to be performed during the hours of 7AM to 5PM, Monday thru Friday. The cost of this program is included in your **Total Agreement Price.**

Equipment to be covered:

<u>Generator Make</u>	<u>Generator Model</u>	<u>Generator Serial No.</u>	<u>K.W. Size</u>
Cummins Power Generation	DGBB	K020437049	35KW
Cummins Power Generation	DSHAB	E080184158	175KW
Kohler	ROZJ	0723131	40KW
Cummins Power Generation	DFCE	L020444583	400KW
Cummins Power Generation	DGDK	K020437050	175KW
Kohler	ROZ271	218221	230KW
Kohler	ROZ271	212222	230KW
Cummins Power Generation	DSGAB	F080188685	125KW



**CUMMINS CROSSPOINT, LLC.
PLANNED MAINTENANCE AGREEMENT
TERMS AND CONDITIONS**

THIS PLANNED MAINTENANCE AGREEMENT ("Agreement") is made and entered into by Cummins Crosspoint, LLC and the Owner to perform maintenance services on the equipment listed on the Planned Maintenance Agreement.

1. **Term** The term of this agreement is for that period of time stated on the Planned Maintenance Agreement. Notice of termination shall be given thirty (30) days before the renewal date. All notices or demands, which may be or are required to be given by either party, shall be in writing and signed by both Authorized Representatives of the Owner and Cummins Crosspoint, LLC.
2. **Written Report** Cummins Crosspoint, LLC will furnish a written report to the Owner of the service performed after each periodic service. The report may include recommendations and suggestions based on the observations of the service technicians during the PM services.
3. **Effective Date** This agreement is effective as of the date Agreement is accepted and signed by Cummins Crosspoint, LLC and Owner (or authorized representative).
4. **Coverage** Cummins Crosspoint, LLC Limited Service Warranty covers failures, which are a direct result of improper workmanship performed by Cummins Crosspoint, LLC on the Owner's equipment.
5. **Manufacturer's Warranty** The only warranty with respect to any generator sets, engines, transfer switches, paralleling gear, components, or products to which this contract relates is that warranty, if any, made by the manufacturer thereof. Cummins Crosspoint, LLC makes no warranty of any kind regarding such equipment, parts, components, or products whether express, arising by operation or law, or implied by course of dealing, usage or trade, including any implied warranty of merchantability or of fitness for a particular purpose. Cummins Crosspoint, LLC is not responsible for incidental, special, or consequential damages.
6. **Payment** Owner agrees to pay Cummins Crosspoint, LLC the Planned Maintenance Agreement Total plus any applicable taxes. If credit is extended to Owner, Owner agrees to pay all costs and expenses, including reasonable attorney fees, incurred by Cummins Crosspoint, LLC in collecting any amounts due to Cummins Crosspoint from Purchaser. Unless prior credit arrangements, or pre-payment in lieu of prior credit arrangements, are made with Cummins Crosspoint, LLC, payment in full by Owner for all services performed by Cummins Crosspoint, LLC including parts, miscellaneous charges, or any applicable taxes shall be made at the time of completion of the service. Any invoice which is past due shall bear interest until paid at the rate of 1.5% per month or, if such rate is greater than that allowed by applicable law, such lesser rate as may be so allowed.
7. **Additional Services** This Agreement does not include any parts, labor, or travel expense other than those described in the Planned Maintenance Agreement. Additional service and repair must be authorized by the Owner or Authorized Representative before the work is performed.



8. **No Assignment** This Agreement is not assignable without the prior written consent of Cummins Crosspoint, LLC.
9. **Exclusive Remedy** The Purchaser's exclusive remedy for any claim resulting from defects in workmanship shall be correction of improperly performed service or repair at the expense of Cummins Crosspoint, LLC. Cummins Crosspoint, LLC will also pay for reasonable parts and labor needed to correct any damage to other portions of the equipment (sometimes known as "progressive damages") directly resulting from such improperly performed workmanship by Cummins Crosspoint, LLC, up to a maximum of \$5,000 subject to the terms and conditions contained herein.
10. **Limitation of Liability** Except for foregoing, Cummins Crosspoint LLC makes no warranty of any kind, whether express, arising by operation or law, or implied by course of dealing, usage, or trade including any implied warranty of merchantability or service or implied warranty of fitness for a particular purpose or any implied warranty arising with respect to service or repairs which are the subject of this notice.

Except as specifically provided herein, Cummins Crosspoint, LLC shall not be liable for any incidental, special, or consequential damages including, without limitation, lost profits, damages resulting from "downtime" expenses, cargo damages, towing fees, loss of use of equipment, cost of substitute equipment, facilities or services or any other business costs and losses resulting from a covered failure. Cummins Crosspoint, LLC complete liability for any failures resulting from improper workmanship performed by Cummins Crosspoint, and the Owner's exclusive remedy therefore, are limited to correction of improperly performed workmanship at the expense of Cummins Crosspoint, LLC.

If Cummins Crosspoint, LLC determines, in its sole discretion, that it is impractical to remedy defects by service of repair, Cummins Crosspoint, LLC may refund the part of the purchase price attributable to the defective service or repair paid by the purchaser, and such refund shall be the sole and exclusive remedy for any such claim.

Cummins Crosspoint, LLC is not liable for any damage or failure due to causes beyond its control, including, without limitations, strikes and labor disputes, and acts of God.

11. **Breach** Cummins Crosspoint, LLC shall not be liable for any failure to render the service under this Agreement if such failure is a result of causes beyond its control, including, without limitations, strikes, labor disputes, equipment availability, or acts of God.
12. **Entire Agreement** This Agreement comprises the entire agreement between the parties, and all prior understandings or Agreements concerning the subject matter hereof are canceled and superseded by this Agreement.
13. **Amendments** This Agreement may be executed in several amendments each of which shall be deemed an original, if signed by both CCRPT and Owners Authorized Representative.
14. **Severability** The invalidity of any portion of the Agreement shall not affect the validity or enforceability of the remaining portions hereof.
15. **Applicable Law** This Agreement shall be governed by and construed in accordance with all applicable state law.

Memo

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

FROM: Bill K. Crusenberry, Director of Wastewater

DATE: June 1, 2009

SUBJECT: Single source requests 2009/2010

I request approval of the following single source vendors. This list is supposed to represent those items that are provided only by one vendor or where only one vendor provides the most appropriate item for the City's uses. For this reason, all items on this list are then exempted from the general purchasing guidelines and bidding requirements.

**SINGLE SOURCE REQUESTS
For Fiscal Year 2009/2010**

<u>Vendor</u>	<u>Amount</u>	<u>Reason</u>
Wascon Inc. 354 grinders for yearly operation & maintenance, S. Palmers conversion and Sage rd. conversion)	\$462,550.00	Regional rep for E-one low pressure grinder pumps.
AirVac Vacuum Systems Inc. (Vacuum Valve Assemblies & Repair Parts)	\$90,000.00	To maintain North Palmers and Calista vacuum stations and service connections. <u>Proprietary equipment.</u>
Labtronics	\$4,500.00	Calibrate and certify monitoring equipment to meet NPDES permit requirements.
Southern Sales Inc. Floating Weir and U.V. system repairs and parts	\$35,000.00	Regional rep for the Trojan U.V. system and floating weir.
Cummings Crosspoint	\$12,000.00	Repairs of our four generators. (Cummings uses proprietary software for all its diagnostic systems.)

I would be happy to answer any questions you may have. Thank you.

Memo

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

FROM: Bill K. Crusenberry, Director of Wastewater

DATE: June 1, 2009

SUBJECT: Extension of the Annual Wastewater Equipment
Service Contract

Wascon Inc. has agreed to continue with all current conditions of this contract. Article 4 of the contract allows it to be extended in one year increments upon mutual agreement between owner and contractor; therefore I request approval to extend this contract through June 30, 2010.

I would be happy to answer any questions you may have. Thank you

ANNUAL WASTEWATER EQUIPMENT SERVICE CONTRACT

This Contract is dated as of the _____ day of _____ in the year 2009 by and

between the **City of White House, Tennessee** (hereinafter called OWNER) and

_____ Wascon, Inc. hereinafter called CONTRACTOR).

The OWNER and CONTRACTOR in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. General Requirements

The CONTRACTOR shall adhere to the following requirements:

- a. The CONTRACTOR shall supply labor, equipment, and parts for the maintenance and repair of various wastewater system equipment as may be necessary. The CONTRACTOR must be able to repair motors, pumps, and controls as necessary to keep the equipment operational.
- b. The CONTRACTOR shall be on call twenty-four (24) hours a day and seven (7) days a week for the term of the Contract.
- c. The OWNER may require the CONTRACTOR to provide preventive maintenance activities and materials to prolong the useful life of the equipment.
- d. All material shall be new and of high quality and designed for the application as used by the CONTRACTOR.
- e. The CONTRACTOR shall certify that all of their equipment meets the safety requirements of TOSHA and OSHA.
- f. The CONTRACTOR, with the assistance of the OWNER, shall make a list of equipment that the OWNER deems necessary to retain in stock for the purpose of minimizing down times.
- g. The CONTRACTOR is required to maintain a stock of normal parts and materials needed to keep the system operational. Any equipment deemed as special stock should be ordered in a timely manner with the approval of the City.
- h. The CONTRACTOR shall provide a list of service technicians that would be assigned to the OWNER, including their field of training and years of service.

- i. The CONTRACTOR shall warranty their equipment, materials, and work against defective workmanship and materials for a period of one (1) year for new equipment, rebuilt pumps, and rewound motors and for six (6) months for repair work.
- j. The CONTRACTOR shall maintain liability insurance coverages sufficient to indemnify the OWNER from liability due to the work of the CONTRACTOR under this Contract. Certificates of insurance coverage shall be provided to the OWNER at the outset of this Contract and shall be updated as necessary during the term of the Contract.

Article 2. Execution of the Work

- a. CONTRACTOR shall respond to any call from the Wastewater Department within one (1) hour of call.
- b. CONTRACTOR shall have one (1) service technician on call for Wastewater Department calls and one (1) service technician on standby for those repairs that require more than one (1) service technician. CONTRACTOR may be required to have service technician(s) on site for four (4) to six (6) hours as the OWNER deems necessary.
- c. CONTRACTOR shall give estimate of repair within forty-eight (48) hours of service call.
- d. CONTRACTOR is responsible for their own safety on the job site, but is required to have all safety equipment for confined space entry, lock out tags, and other safety items needed to have a safe working environment.
- e. CONTRACTOR shall provide documentation of safety training for all technicians assigned to the OWNER. Technicians who perform work on OWNER'S equipment shall provide documentation, if requested.
- f. CONTRACTOR shall have machinery capable of machine work on OWNER'S equipment. The CONTRACTOR shall be able to repair pump impellers, shafts, and housings. The CONTRACTOR shall be able to run a balancing device that will keep the equipment running smoothly.
- g. Any equipment necessary to perform this service shall be the responsibility of the CONTRACTOR. This will include a portable generator, small truck crane, and any tools to complete the job.
- h. Upon completion of repair, the CONTRACTOR shall submit to the OWNER a report stating possible causes of problem and complete explanation of repair.

- i. CONTRACTOR is responsible for training their technicians and City personnel on equipment operated by OWNER.
- j. All costs as shown in Article 3 shall not be revised during the term of this Contract. If the term is extended under Article 4, the Contract costs may be negotiated.

Article 3. Contract Cost and Payment

The cost of the work, including labor, materials and other charges, shall be in accordance with the following Cost Schedule. All costs included in the Cost Schedule shall not be revised during the term of this Contract. If the term of this Contract is extended as provided for in Article 4, the Cost Schedule may be renegotiated at that time.

The OWNER shall pay the CONTRACTOR for completion of the work in accordance with the Cost Schedule as itemized in detail on invoices submitted by the CONTRACTOR and approved by the OWNER. The CONTRACTOR will be paid within thirty (30) days of the OWNER'S approval of each invoice.

Cost Schedule

Labor Rates

Day Time (Hourly rates per man hour): \$45.00 per man hour

Overtime (Hourly rates per man hour): \$45.00 per man hour

Holiday (Hourly rates per man hour): \$45.00 per man hour

Sunday (Hourly rates per man hour): \$45.00 per man hour

Materials

Under \$100.00: Cost + _____ 20%

Between \$100.00 and \$1000.00: Cost + _____ 15%

Over \$1000.00: Cost + _____ 15%

Living Expense: Actual

Trip Charge: \$75.00

Crane Rental

Set-up Charge: \$300.00

Hourly Rate: \$210.00

Rental Equipment: Cost + _____ 15%

Article 4. Contract Term

The term of the Contract shall extend through June 30, 2010. The term of the Contract may be extended in one (1) year increments thereafter upon mutual agreement between the OWNER and the CONTRACTOR.

Article 5. Contractor Representations

In order to induce OWNER to enter into this Contract, the CONTRACTOR makes the following representations:

The CONTRACTOR has familiarized itself with the nature and extent of the Contract, the nature and requirements of the work, the site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.

Article 6. Assignment

No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound. Specifically, but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract.

IN WITNESS WHEREOF, the OWNER and the CONTRACTOR have signed this Contract in duplicate. One counterpart each has been delivered to the OWNER and the CONTRACTOR.

This Contract will be effective on July 1st, 2009.

OWNER: City of White House, Tennessee CONTRACTOR: Wascon, Inc.
By: _____ By: _____
Title: _____ Title: _____

[SEAL]

[SEAL]

Attest: _____

Attest: _____

Address for given notices:

Address for given notices:

105 Colleege Street
White House, TN 37188

365 Twin Oaks Road
Livingston, TN 38570

June 11, 2009

MEMORANDUM

To: Board of Mayor and Aldermen
From: Christie Odenwald, City Recorder
Re: Approval of board appointments

The following is a list of appointments for City Boards. These vacancies have occurred as a result of resignations and the expiration of terms. As a result, please review the following appointees:

Beer Board (New terms will expire June 2011)

George Tharp – reappointment

Natalie Chambers – reappointment

Board of Zoning Appeals (New terms will expire June 2012)

John Wilkinson – reappointment

Bob Dorris – replacing Bill Colvin

Cemetery Board

Eulis Biggs resigned. Position remains vacant at this time.

Leisure Services Board (New terms will expire June 2012)

Fran Hutson - reappointment

Mark Smith – replacing Bill Gash

Library Board (New terms will expire June 2012)

Leslie DeHaven, OD – replacing Evelyn Guill

Phil Minnicks – replacing Walton Plummer

Randal Held – completing Henry Click’s term which expires 2010

June Taylor – completing Lisa Hick’s term which expires 2011

Planning Commission (New terms will expire June 2012)

Scott Wiggins – replacing Bill Thompson

Michael Baxter – replacing Mayor Decker

Museum/Welcome Center Board (3 year term)

Evelyn Guill (3 year term)

Julie Bolton (3 year term)

Steven Bivins (2 year term)

James Varella (2 year term)

Mayor Decker (expires with term)

Museum ad hoc committee (serve as needed)

Carl Johnson

Josh Lanius

