CITY OF WHITE HOUSE
Board of Mayor and Aldermen Agenda
December 17, 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 November 19, 2009 meeting and the December 8th Special Called Session.

6. Welcome Visitors

7. Public Hearing
   a. **Ordinance 09-22** – An ordinance amending the fiscal budget for the periods ending June 30, 2009 and June 30, 2010. **Second Reading**.

   b. **Ordinance 09-23** – An ordinance amending White House Municipal Code, Title 2, Chapter 1, Leisure Services Board, Sections 2-101 and 2-202. **Second Reading**.

8. Communications from Mayor, Aldermen and City Administrator

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

10. New Business

    A. Consideration of the following resolution:

       1. **Resolution 09-25** – A resolution of the Board of Mayor and Aldermen amending the current snow emergency routes to include a snow and ice removal operations plan.

B. Consideration of the following ordinances:

1. **Ordinance 09-22** – An ordinance amending the fiscal budget for the periods ending June 30, 2009 and June 30, 2010. **Second Reading**.

2. **Ordinance 09-23** – An ordinance amending White House Municipal Code, Title 2, Chapter 1, Leisure Services Board, Sections 2-101 and 2-202. **Second Reading**.

3. **Ordinance 09-24** – An ordinance amending Article IV of the Zoning Ordinance regarding an exemption for non-hard surfaced parking lots for limited use facilities as determined by the White House Regional Planning Commission. **First Reading.**

4. **Ordinance 09-25** – An ordinance amending Articles II and IV of the Zoning Ordinances regarding expanding the residential accessory agricultural use regulations to include 1-5 acres properties and provide exemption to agricultural use definition for small scale residential private gardens. **First Reading.**

C. Finance

1. Board approval of the surplus of a 1995 Ford Ranger, VIN 1FTCR10X45UB54275 by the Public Works Department.

2. Board approval of the surplus of a 1998 Dodge Ram 2500, VIN 313KF26Z2WM284116 by the Public Works Department.

3. Board approval of the surplus of a 1992 GMC Kodak Dump Truck, VIN 1GBL7H1P9NJ103796 by the Public Works Department.

4. Board approval of contract with McGill & Associates to complete bid documents for the Fiber Optic Project for $14,000.

5. Board approval of contract with Library Board to allow the City to oversee financial and human resource responsibilities.

E. Discussion Items

No items submitted.

11. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
November 19, 2009
7:00 p.m.

1. Call to Order by the Mayor
   Mayor Decker called the meeting to order at 7:00 pm.

2. Prayer/Pledge
   Prayer and Pledge to the American Flag by Mayor Decker.

3. Roll Call
   Ald. Arnold – Present; Ald. Bibb – Absent; Ald. Bracey – Present; Ald. Hutson – Present, Mayor Decker – Present. **Quorum Present.**

4. Adoption of the Agenda
   Motion was made by Ald. Bracey second by Ald. Arnold to adopt the amended agenda. A voice vote was called for with all members voting aye. **Agenda adopted.**

5. Approval of Minutes of the October 15, 2009 Meeting.
   Motion was made by Ald. Arnold, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **October 15, 2009 minutes approved.**

6. Welcome Visitors
   The Mayor welcomed everyone in attendance.

7. Public Hearings
   A. **Resolution 09-22** – A resolution authorizing the sale and providing the details of not-to-exceed $2,500,000 general obligation bonds, series 2009 of the City of White House, Tennessee, and providing for the levy of ad valorem taxes in connection therewith. **No one spoke for or against.**

   B. **Ordinance 09-16** – An ordinance amending the zoning map relative to the front 6.4 acre portion of Robertson County Tax Map 106, Parcel 175 from I-1, Light Industrial to C-4, Office/Professional Service for property located on Union Road. (Bean Property).
   Mr. Phillip Kelly inquired as to what was proposed to be built on that site. Mr. Bean stated that he planned to build a small assisted living facility that would have very low traffic.

   C. **Ordinance 09-17** – An ordinance amending the zoning map of 0.80 acre property relative to Robertson County Tax Map 107-B, Group A, Parcel 30.00 from R-20, Low Density Residential to R-10, High Density Residential for property located on Sugar Tree Ct. **No one spoke for or against.**

D. **Ordinance 09-18** – An ordinance amending the zoning map for the Town Center District relative to the rezoning of 44 properties from R-10, High Density Residential; R-20, Low Density Residential; and C-1, Central Business Commercial to C-6, Town Center Commercial District. **No one spoke for or against.**

E. **Ordinance 09-19** – An ordinance amending the zoning ordinance to expand permitted firework sales to accessory sales in C-1, Central Business and C-2, General Commercial zoning districts in permanent buildings with primary convenience and general retail sales uses. **No one spoke for or against.**

F. **Ordinance 09-20** – An ordinance amending the zoning map for 93.20 acre property relative to Robertson County Tax Map 98, Parcel 18 from R15, Medium Density Residential to Neighborhood Center Residential Planned Unit Development and Preliminary Master Plan. (Calista Farms) **No one spoke for or against.**

G. **Ordinance 09-21** – An ordinance amending the Municipal Code Title 9, Chapter 4 Taxicabs. **No one spoke for or against.**

H. Taxicab Franchise request by Sanford Levine. **No one spoke for or against.**

I. **Electrical Permits – Low Voltage Wiring**
Jim Fisher spoke about the importance of electrical permits for low voltage wiring. He stated that he has been in White House for 10 years as an electrical inspector and has worked for 21 years in Sumner County. He stressed the need for permitting for 50V and below. He stated that without the ordinance, many unlicensed people install doorbells, irrigation systems and home theatre systems. He also stated that the state law does not have teeth in the code. That must come from the small towns. He stated that he would like to protect the citizens of Sumner County.

8. Communications from Mayor, Aldermen and City Administrator
   a. Alderman Jim Bracey congratulated Alderman Mike Arnold and Angie Carrier on their awards from the Sumner County Council of Governments.
   b. Ms. Carrier spoke about the urban growth boundary. She stated that Portland was having some issues and asked Mr. Amonette to speak on it.
   c. The urban growth agreements were approved by all with the exception of Cedar Hill and Adams and Robertson County who did not take action in time. Mr. Amonette also stated that the City of Portland is not part of the original annexation agreement set up by the urban growth boundary. The documents are on hold until Portland agrees to become part of the annexation agreement per the chairman of the Urban Growth Coordinating Committee. Portland would not agree to this, and he stated that it is unknown what LGPAC will do.

d. Ms. Carrier also reminded the Board about the TML Luncheon on January 11, 2009 from 10:30 am – 1:00 pm at the Hendersonville Library. She also stated that she and Mr. McCormick met with MTA regarding an express bus route from White House to Nashville. Ms. Carrier stated that there would be a monetary commitment. She mentioned the possibility of an interest survey via the website, twitter and a possible Grayline demo. She also wanted to see if the City of Portland would possibly partner with us.
e. Mayor Decker stated that he received a letter from Joshua Evans. Representative Evans expressed that he was willing to represent the thoughts of the residents of White House.
f. Mayor Decker recognized Sgt. Dan Hunter for the capture of an arson and murder suspect from an incident that occurred in Robertson County. The mayor proclaimed November 25, 2009 Sgt. Dan Hunter Day.

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

10. New Business

A. Consideration of the following resolutions:

1. **Resolution 09-22** - A resolution authorizing the sale and providing the details of not-to-exceed $2,500,000 general obligation bonds, series 2009 of the City of White House, Tennessee, and providing for the levy of ad valorem taxes in connection therewith.
Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye.
Resolution 09-22 for $2,500,000 in general obligation bonds was approved.

2. **Resolution 09-23** – A resolution developing economic incentive guidelines authorizing the Industrial Development Board to negotiate payment in lieu of tax agreements in accordance with T.C.A. Section 7-53-305(b).
Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Resolution 09-23 for PILOT program was approved.**

B. Consideration of the following ordinances:

1. **Ordinance 09-16** – An ordinance amending the zoning map relative to the front 6.4 acre portion of Robertson County Tax Map 106, Parcel 175 from I-1, Light Industrial to C-4, Office/Professional Service **Second Reading.**
Motion was made by Ald. Arnold, second by Ald. Bracey to approve. Roll call: Ald.

Arnold – aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
Ordinance 09-16 was approved on second and final reading.

2. **Ordinance 09-17** – An ordinance amending the zoning map of 0.80 acre property relative to Robertson County Tax Map 107-B, Group A, Parcel 30.00 from R-20, Low Density to R-10, High Density Residential for property located on Sugar Tree Court. **Second Reading.**
   Motion was made by Ald. Bracey, second by Ald. Hutson to approve. Roll call: Ald. Arnold – aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
   Ordinance 09-17 approved on second and final reading.

3. **Ordinance 09-18** – An ordinance amending the zoning map for the Town Center District relative to the rezoning of 44 properties from R-10, High Density Residential; R-20 Low Density Residential; and C-1 Central Business Commercial to C-6, Town Center Commercial District. **Second Reading.**
   Motion was made by Ald. Arnold, second by Ald. Bracey to approve. Roll call: Ald. Arnold – aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
   Ordinance 09-18 approved on second and final reading.

4. **Ordinance 09-19** – An ordinance amending the zoning ordinance to expand permitted firework sales to accessory sales in C-1, Central Business and C-2, General Commercial zoning districts in permanent buildings with primary convenience and general retail sales uses. **Second Reading.**
   Motion was made by Ald. Bracey, second by Ald. Hutson to approve. Roll call: Ald. Arnold – aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
   Ordinance 09-19 approved on second and final reading.

5. **Ordinance 09-20** – An ordinance amending the zoning map for 93.20 acre property relative to Robertson County Tax Map 98, Parcel 18 from R-15, Medium Density Residential to Neighborhood Center Residential Planned Unit Development and Preliminary Master Plan. **Second Reading.**
   Motion was made by Ald. Bracey, second by Ald. Hutson to approve. Roll call: Ald. Arnold – abstained; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
   Ordinance 09-20 was approved on second and final reading.

6. **Ordinance 09-21** – An ordinance amending the Municipal Code Title 9, Chapter 4 Taxicabs. **Second Reading.**
   Motion was made by Ald. Arnold, second by Ald. Bracey to approve. Roll call: Ald. Arnold – aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye.
   Ordinance 09-21 was approved on second and final reading.

7. **Ordinance 09-22** – An ordinance amending the fiscal budget for the periods ending June 30, 2009 and June 30, 2010. **First Reading.**
   Motion was made by Ald. Arnold, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye.
   Ordinance 09-22 was approved on first reading.

8. **Ordinance 09-23** – An ordinance amending White House Municipal Code, Title 2, Chapter 1, Leisure Services Board, Sections 2-101 and 2-202. **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 09-23 was approved on first reading.

C. Finance

1. Board approval of the surplus of a 2001 Toro Workman utility vehicle, 2100 series from the Parks and Recreation Department, serial number 07253-200001357.
   Motion was made by Ald. Bracey, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **The surplus of the Parks and Recreation Toro Workman was approved.**

2. Board approval to require low voltage wiring.
   Motion was made by Ald. Arnold, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Requiring permits for low voltage wiring was approved.**

3. Board approval of the Library's Maintenance of Effort Agreement for FY 2009/2010..
   Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **The FY 2009/2010 Maintenance of Effort Agreement for the Library was approved at $182,798.00.**

4. Board approval of a taxicab franchise request by Sanford Levine.
   Motion was made by Ald. Bracey, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Taxicab franchise request for Sanford Levine was approved.**

5. Board approval of option two with regard to the change order for the Park Renovation Project.
   Motion was made by Ald. Arnold, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Option two for the change order for the Park Renovation Project at an estimated cost of $2,000 was approved.**

11. Discussion Items

No items submitted.

12. Adjournment

Motion was made by Ald. Arnold to adjourn at 7:52 p.m.

John Decker, Mayor

ATTEST:

_____

Christie M. Odenwald, City Recorder

REPORTS . . .

City of White House
General Government Department
Monthly Report of November 2009

Administration

The City Administrator reviewed and evaluated the progress of the action plans that were developed by the committees and the BMA for both retail and industrial development. The retail plans are 95% complete with the final ending in site with updating the retail section of the website. The City Administrator met with the City Recorder and Planning Director to finalize the plan for the retail page. The page may come up "under construction" very soon until all the accurate information can be added. Another element of economic development that has consumed the City Administrator's time has been the research and commitment to preparing for the Town Center development work session. The Industrial development plans are underway with the passage of the PILOT program and the updating of the industrial board. The industrial recruitment efforts and plans will require a longer term commitment and further meetings by the Board to fully complete.

The Sumner County Council of Governments annual awards banquet was held this month in Westmoreland with Alderman Mike Arnold winning the Municipal Legislator of the Year and Angie Carrier winning the City Administrator/Mayor of the Year.

The City Administrator participated with the Tennessee Center for Performance Excellence in reviewing Sumner County. This intense review was part of the Three-star initiative for Sumner County. The officials participating in Three-star also attended a follow up meeting to the review to better prepare and improve Sumner County for next year's process.

The Planning Director and City Administrator attended the Northeast Corridor Mobility Public Hearing in Madison to discuss different modes of transportation from Gallatin to downtown Nashville. We also attended a meeting in Nashville with the MTA to discuss a possible bus route for White House residents to Nashville.

As an FYI- the Deer Crossing Shopping Center is now owned by Herb Lord. He will be working with local merchants to occupy the building.

Website Management			
	November 2009	FY 08-09	FY 09-10
Number of Internal requests for website updates	7	136	53
Visits	6,867	*	37,876

On November 18th, the City Recorder, Public Works Secretary and the Chief of Police attended a webinar regarding the customization of the Dashboard Report that is issued by the Center for Performance Measures. The City Recorder also attended the Municipal Management Academy class on Performance Management hosted by the city.

The City Recorder along with the Parks Department, Public Works Department, Purchasing Department, Fire Department and the Chamber of Commerce worked to prepare for the Holiday Extravaganza. The City Recorder printed the Christmas Cash Cards that the Chamber of Commerce distributed to the participating businesses. The City Recorder also worked with the department heads to complete the December edition of the Word on White House. This month we had help stuffing the papers from the court's public service workers. Planning and Codes, the Police Department and the Human Resource Departments were kind enough to help with delivery.

Citizens are now using Facebook and Twitter to receive information from the city. We currently have 46 followers on Twitter and 786 fans on Facebook.

Our City website has had 6,867 visits during the month of November, which decreased 996 visits 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
Nashville, TN	2842
White House, TN	498
New York, NY	390
Hendersonville, TN	216
Clarksville, TN	168
Goodlettsville, TN	150
Madison, TN	141
Atlanta, GA	116
Gallatin, TN	116
Franklin, TN	59

*White House was 2nd this month with 498 visits

We also know that 37% of this month's visitors accessed our website through the Google search engine and 40% accessed our site directly. In addition, the percentage of returning visitors was 47% and the percentage of new visitors was approximately 53%.

City of White House
Finance Department
Monthly Report of November 2009

Finance Section

Property tax season began in earnest during the month of November with the mailing of tax cards. The total tax levy for the 2009 tax year is $2,305,473.00. Of that total, 60% is Robertson County and 40% is Sumner County. At the close of November, $77,707.00 had been received from Robertson County taxes for a 6% collection, and $49,802.00 had been received from Sumner County for a 5% collection. The total outstanding tax base at this point is 94% for both counties combined.

The Finance Director took advantage of several training opportunities in November by attending the final Municipal Management Academy class focusing on Performance Management, attending an UT-MTAS class on Business Taxes, completing an on-line FMLA course, and attending a CMFO review session held by MTAS at the Goodlettsville City Hall. The Finance Director did pass the next section of the CMFO exam in November which covered Financial Reporting. The next section which is a continuation of Financial Reporting will be offered in January.

The Finance Director continued to participate in the TML Business Tax Transition Group, and attended one meeting at the TML office, and one meeting at the TN Department of Revenue during the month. Transition plans are progressing, and information about the transition was shared with the Chamber Director during the month to ensure that chamber members are not caught off guard by the change, and are fully aware of the voluntary disclosure period that has been made available to those businesses that are non-compliant. The Finance Director submitted a copy of the final budget document to the Division of Local Finance and received approval. The official letter of approval is included in the other information section of the agenda packet. Audit field work will consume a large portion of time for the Finance staff in the end of November and the beginning of December with audit staff on site for two weeks.

Compliance efforts for ARRA reporting continue to consume a significant amount of time in November as the Finance Director worked with the City Engineer, and Wastewater Director to complete the Action Plan and Risk Assessments for each of the three projects. The documents were submitted to Municipal Audit, and they were impressed with our documentation and asked our permission to share them with other cities as an example.

Finance staff summarized information regarding utility usage for an MTAS article on compressed workweeks. Only City Hall utility usage was reviewed at this point, because that's where we expected the biggest savings. Keeping in mind that not only are we using the 4/10 workweek, but we have also reduced the number of hours that our gym is available to the public. Also note that savings have been calculated per unit/not on a dollar basis for the sake of consistency and to factor out the change in energy rates. We have recognized a 15% reduction in KWH for electric bills, 29% reduction in Therms for

gas bills, and 34% reduction in gallons for water bills. All of this covered a 7 month comparison which included March through September of 2008 and 2009.

The Finance Department was extremely appreciative for 17 hours of public service that was performed by a defendant during the month of November. He assisted with preparing the Word on White House for delivery, assembling budget documents, filing for the court and tax clerk, as well as performing general cleaning duties.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Account Balance
General Fund	$227,307.58	$1,263,324.15
Sanitation	$274,609.62	$ 50,010.85
Wastewater	$414,441.59*	$796,566.43

- All Fund Balances are bank balances reported as of December 8, 2009.
- *The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at $165,845.79

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular	0 paper checks 200 direct deposit	None	None

Accounts Payable

	November	FY	Last November	Last FY
Total Invoices Processed	**273**	**1,479**	**279**	**1,689**

Call and Counter Logs

	Finance	Admin.	Planning /Codes	HR	Parks	Police	Public Works	Waste Water	Gen City Info	Gen Non-City Info	County Info	Tota
Calls	231	22	43	2	99	3	12	12	6	10	21	461
Customers	99	5	1	0	0	1	0	3	3	0	10	122

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	2	15	90	93	27	4	231
Customers	0	11	43	45	0	0	99

Purchase Orders

Codes	6	$678.73
Fire	7	$7,972.99
Police	22	$2,388.83
Human Resources	2	$870.00
Engineering	4	$80,873.09
Administration	8	$3,428.76
Finance	1	$47.64
Court	0	$0.00
Library	7	$3,177.18
Wastewater	15	$4,576.25
Public Works	6	$3,524.27
Sanitation	4	$538.28
Parks	14	$3,628.47
Bldg. Maintenance	2	$680.05
Cemetery	0	$0.00
Total	98	$112,384.54
Void	7	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS $0-$999	90	$17,311.79
PURCHASE ORDERS $1000-$9999	7	$15,072.75
PURCHASE ORDERS OVER $10,000	1	$80,000.00
Total	98	$112,384.54

Emergency Purchase Orders – November

Number	Vendor	Items	Amount	Nature of Emergency	Department
13672E	Eltec	Battery	$27.02	Replace battery in solar school zone flasher	Engineering

Business License Activity

Opened	Closed	
3	10	
Cumulative Information		
Class	Total Licenses	Delinquencies
1	35	14
2	130	54
3	247	120
4	176	108
Total	588	296
Delinquency Rate		50%
Delinquency Rate Last Year		53%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1st Offense)	2
Improper Backing	0
Failure to Yield Right of Way	0
Financial Responsibility Law	28
Following Too Closely	0
Motor Vehicle Requirements	1
Improper Passing	1
Drivers Exercise Due Care	2
Codes Violations/Animal Control	1
Drivers License Law	9
Stop Signs	6
Open Container Law	1
Parking Violation	0
Vehicle Registration Law	19
Seat Belt Violation – 18 and Older	15
Speeding	79
Careless Driving	0
Disobedience to Traffic Control Device	2
U-Turn	0
Closed Road	1
Total	167

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	49
Guilty as Charged	11
Dismissal	19
Dismissed upon presentation of insurance	19
Not Guilty	0
Dismissed to Traffic School	12
Dismissed with Costs and Fines	37
Dismissed with Costs	14
Dismissed with Fines	4
Dismissed with Public Service	2
Total	167

November 09 Monthly Report

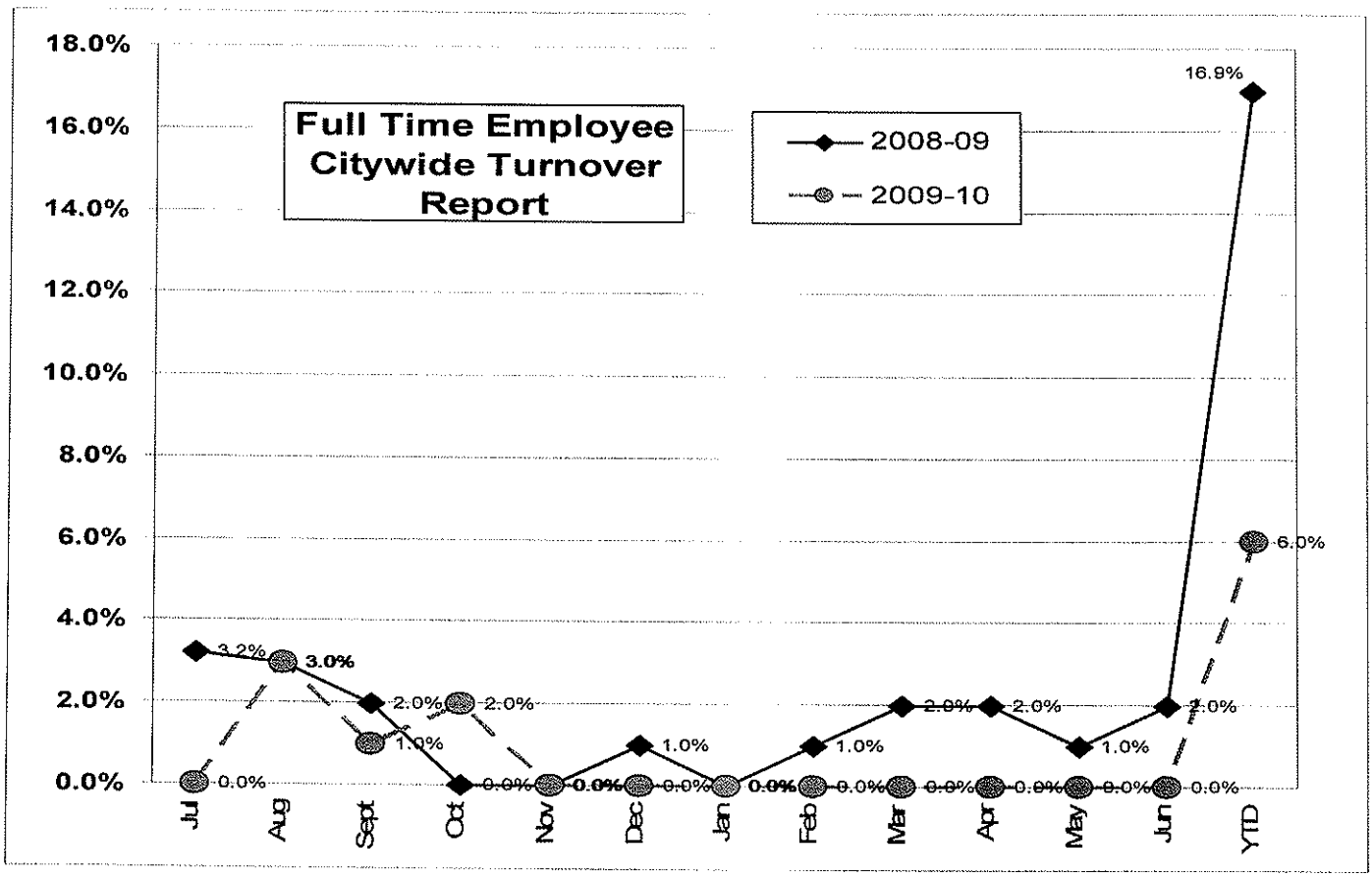
Human Resources:

- Participated in Municipal Management Academy training
- Assisted Police Department with recruitment of Officer candidates
- Participated in monthly safety committee meeting
- Facilitated initial meeting of City Workplace Violence Committee
- Participated in site visits with other municipalities regarding workplace security

Key Performance Indicators (Performance Measurements)

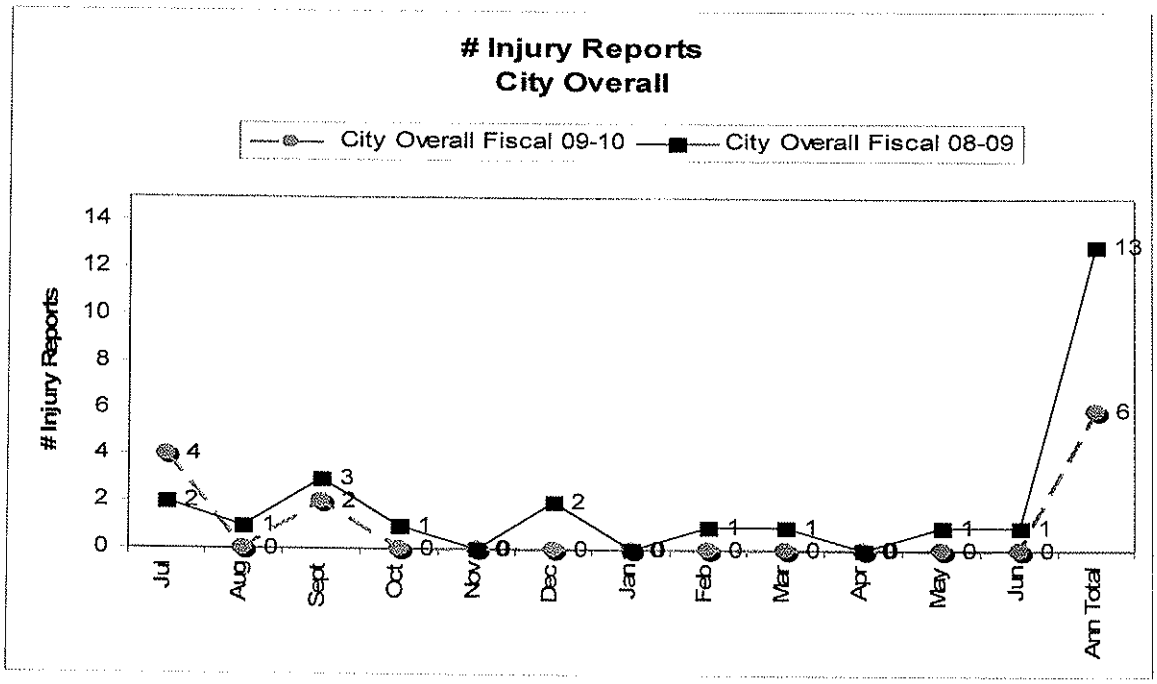
Citywide Turnover

- Turnover overall for month of November 2009 for Full Time Employees was 0%, unchanged from November 2008.
- Highest Turnover departments:
  -Wastewater: 27.3% YTD
  -Police: 6.9% YTD

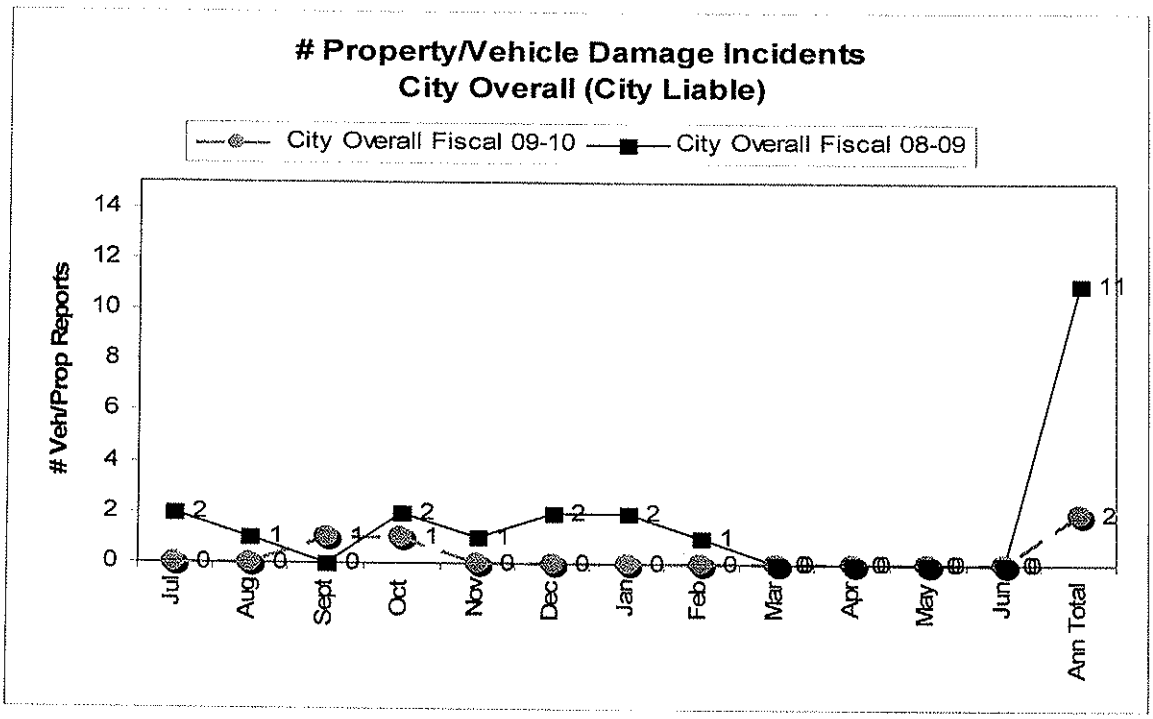


Safety

- Accidents resulting in injury in November 2009 were **0**, unchanged from November 2008.



- Vehicle/Property damage claims (City liability) for the Month of November 2009 are **0**, down from November 2008 **(1)**.



City of White House
Police Department
Monthly Report
November 2009

Departmental Highlights

- Chief Herman, Sgt. Jim Ring, Libby Scannell, Elaine Agee and Patti Aric attended the HISCALL Expo on November 5th, at the Radisson Hotel at Opryland.
- Chief Herman attended the Hazard Mitigation meeting in Gallatin on November 9th.
- Chief Herman attended the Robertson County School Crisis Management meeting at the Robertson County Board of Education on November 19th.
- Mayor John Decker declared November 25th as Sgt. Dan Hunter Appreciation Day. Sgt. Hunter was recognized for the capture of alleged murderer Jackie Dillon.

Monthly Meetings/Civic Organizations:

- Chief Herman attended the Sumner County Drug Task Force monthly meeting on November 17th at the Drug Task Force Office in Gallatin.
- Captain Mingledorff attended the monthly Chamber of Commerce meeting on November 17th. He spoke to the Chamber about the upcoming Citizens' Police Academy.
- Captain Mingledorff attended the weekly Rotary Club meeting on November 12th. He spoke about the significance of Toys for Tots.
- On November 19th, Captain Mingledorff and Ofc. Jason Ghee attended a meeting with sponsored guest speaker, Megan Buelle, Sumner County Anti Drug Coalition Director. Drug awareness programs and sponsorship was discussed.
- Captain Mingledorff attended the Safety Committee meeting on Wednesday, November 18th at the Fire Station Training Room.

Community Relations

- Chief Herman, Captain Mingledorff, Cpl. Carney, Cpl. Segerson, Ofc. Maynard, Ofc. Brisson, Ofc. Parks and Ofc. Kennedy attended the White House High School's Veteran's Recognition Ceremony.
- Captain Mingledorff and Sgt. Jim Ring, along with K9 Rascal, presented a "Just Say No" Club Drug Awareness Presentation with a K9 demonstration to 150 4th grade students at H.B. Williams Elementary on November 17th.
- Captain Mingledorff and Captain Kevin Holman kicked off the 2009 Toys for Tots Campaign. Sponsors this year include Dollar General, Wal-Mart, Think Ink/Bargain Browser and Woodall Junior Beta Club. The event is from November 5th through December 19th. Toy drop off boxes are at all of the sponsor locations in addition to the Police and Fire Departments, and City Hall.
- Captain Mingledorff attended and participated in the Robert F. Woodall Elementary Junior Beta Club Induction on November 12th.

DARE

Captain Mingledorff instructed/completed the seventh week of the ten week DARE program for 150 5th grade students at Robert F. Woodall Elementary. Graduation is set for Monday, December 21st at 12:45 pm.

Citizens Police Academy

Nothing to report at this time.

Wheels in Motion

One student from each of the below schools was presented a bike (donated by the Rotary Club) and a helmet (presented by Captain Mingledorff). The rewards are in recognition of individual accomplishments. The student is nominated by a teacher or a faculty member.

Robert F. Woodall Elementary – Thursday, November 12th
H.B. Williams Elementary - Thursday, November 19th.

Captain Street Smart

Captain Mingledorff taught 4 kindergarten and 4 1st grade classes the importance of seat belts, bike and helmet safety, and stranger danger awareness during each week of the month.

Crime in the City

	November 2008	November 2009	Percent Change	Total 2008	Total 2009	Percent Change
Serious Crime Reported	*					
Crimes Against Persons		9			128	
Crimes Against Property		33			325	
Crimes Against Society		38			252	
Minor Crime Reported		23			355	
Traffic Crashes Reported		16			226	

* New data collected starting January 2009

Protecting Persons and Property

	November 2008	November 2009	Percent Change	Total 2008	Total 2009	Percent Change
Arrest Criminals	41	49	+16%	572	570	-<1%
Enforce Traffic Laws:						
Written Citations	174	219	+21%	2,171	2,645	+18%
Written Warnings		39		384	483	
Residential Patrols	699	863	+19%	9,430	9,846	+4%
Business Checks	1633	1287	-21%	14,157	14,233	+<1%
Extra Patrols	556	105	-81%	3,703	1,834	-50%
Property Watches	4	13	+69%	245	303	+19%
Assist Motorists	17	12	-29%	179	206	+13%

Communications Section

	November 2008	November 2009	Percent Change	Total 2008	Total 2009	Percent Change
Calls for Service	1010	1030	+2%	11,004	11,657	+6%
911 Calls	74	61	-18%	608	550	-10%
Alarm Calls	27	29	+7%	339	395	+14%

Animal Control

	November 2008	November 2009	Percent Change	Total 2008	Total 2009	Percent Change
Complaint Calls	*	38			398	
Animal Contacts		22			334	
Returned to Owner		16			118	
Sent to County Impound		0			165	
Adopted		1			13	
Animal Bite Incidents		1			5	
Traps Set		0			42	

*New data collected starting January 2009

Staffing

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

- Patrick Bagwell, Reserve Officer, has been hired to fill one of the three vacant police officer positions available at the Police Department. Officer Bagwell has been a Reserve Officer with the department for almost two years. He will start on December 2nd, and will attend the Tennessee Law Enforcement Training Academy in January.

- We are in the process of conducting background checks on 10 police officer candidates. The candidates will be narrowed to 5 individuals based on a point system that will involve an extensive background check. Interviews will be set for mid to later December.

Reserve Officers

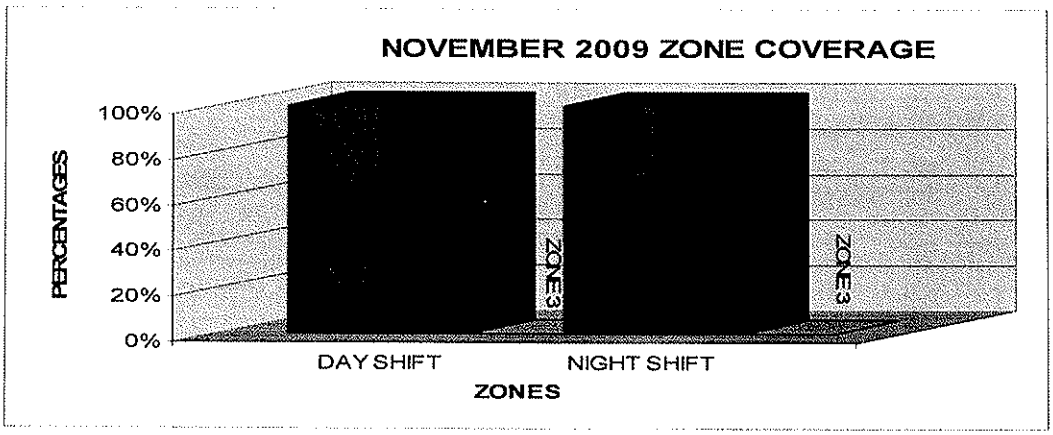
- The Total Volunteer Reserve hours for the month of October were 96.
- The Reserve Officers trained on November 9th, from 6:30 pm to 10:30 pm with Det. Sgt. Brady. The training involved Fingerprinting and Interview and Interrogation.
- Sgt. Ring is currently doing background checks on four individuals that have applied for the White House Police Department Reserve Program.

Police Explorers

Nothing to report at this time.

Zone Patrol

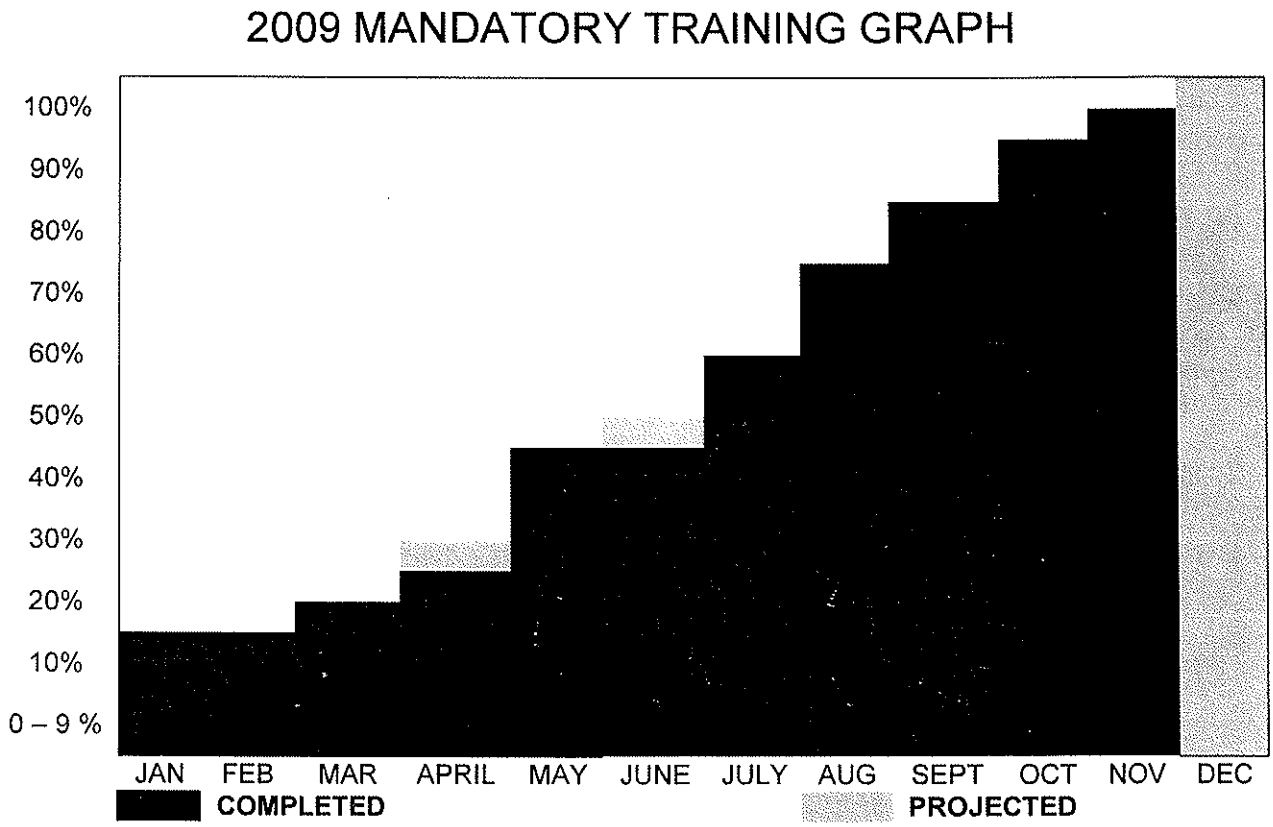
The City has been divided into three Zones. Zone 1 is our northern section of State Route 76, east and west to the northern border. Zone 2 is our southern section of State Route 76, east and west to our southern border. Zone 3 is our City property to include government buildings, City parks, the greenway,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



Training

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.



- All Officers received training in November on the TRACS (Tennessee Traffic Safety Resource Service)/Titan (Tennessee Integrated Traffic Analysis Network) Software. This software will be used to manage traffic crash data and reporting this information to the state of Tennessee. (8 hours)
- Sgt. Ring attended the Tennessee Law Enforcement Training Officer's Association's 2009 Fall Conference in Pigeon Forge on November 10 thru 13. (28 hours)
- Dispatchers, Patti Aric, Michelle Wooden, and Ginny Crusenberry, attended Dispatcher In-Service Training at Cumberland Mountain State Park.
- Chief attended the ICMA (International City/County Management Association) Dashboard Webinar at City Hall in Christie Odenwald's Office on November 17th.
- Seven Officers (Chief, Enck, Segerson, Brisson, Anglin, Sams and Parks) completed their annual firearms qualification. (8 hours).
- Det. Sgt. Brady attended a ROCIC class. (8 hours).
- Cpl. Segerson attended a Field Training Officer's Class. (40 hours).

K-9

Nothing to report at this time.

SWAT

Nothing to report at this time.

Records Request

- The number of reports requested from Records in November was 35.
- The amount of money received in Records was $121.05

Cost Savings

- The White House Police Department received a $255.30 donation from Fred's for the Hero's with Hats fundraiser. Fred's initiates this fundraiser on a yearly basis.
- No items were sold on GovDeals during the month of November.

Projected Cost-Savings

None to report at this time.

Capital Projects

None to report at this time.

Completed Projects

None to report at this time.

City of White House
Fire Department
Monthly Report for November 2009

Summary of Month's Activities
Fire Operations
The Department responded to 65 requests for service during the month with 42 responses being medical emergencies. The department responded to a fire incident on November 21st involving a fire in the cooking area of a restaurant. The fire had been extinguished before fire units arrived on scene. There were no injuries or property damage reported. Another fire incident involved a gas grill at a residence. The fire was contained to the grill and no property damage was reported. There were also two vehicle accidents reported during the month involving injuries with one patient transported to the hospital.

Fire Administration
The 911 center / dispatch consolidation is a developing project for the city as both Robertson and Sumner Counties are at different stages in the process of designing and building dispatch centers. It is apparent that the city will need to make a decision soon as to which agency we will partner with in the project. Chief Herman and I have been attending meetings with both agencies to provide input and to learn what will be required for the city departments to participate in the project. One important issue before us is how our existing radio system can be incorporated with radio systems that will be used by Robertson and Sumner Counties. Our current system is 10 years old and with the advanced technology of today and the Federal Communications Commission mandating of narrow banding frequencies there are many issues to consider.

Update on the Department's Goals and Objectives

- Complete the annual apparatus fire pump testing by December 1st, 2009 **(This project is 66% complete)**
- Complete our annual ground ladder testing by September 1st, 2009**(Completed)**
- Send three firefighters to the Driver/Pump Operator course at the State Fire Academy and complete it by June 1st, 2010**(This class is currently being scheduled)**
- Send two firefighters to the State Fire Academy to the Smoke Diver course by May 1st, 2010**(This class is scheduled for December 2009)**
- 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, 2009
- Continue in the process of implementing the program of annual fire safety and pre-incident surveys of commercial and industrial properties in the city and have the program functioning by June 1st, 2010. **(Work on this project is under way)**

Departmental Highlight
A goal to have a Robertson County ambulance stationed in White House 24 hours a day 7 days a week has become a reality. With the opening of our new fire station and moving fire administration to the new building we were able to make room at fire station one for EMS personnel to man an ambulance 24 hours a day. This is a great addition to emergency services provided to the citizens of White House the availability of this ambulance 24 hours a day will greatly reduce response times and ultimately save lives.

Department Cost Saving Report
There was not any significant cost savings associated with purchasing supplies or any project this month although fire personnel contributed to cost savings by making in-house repairs to the buildings and equipment. Fire personnel repaired and painted walls and converted the office area of station one to sleeping and day room areas to make room for the Robertson County ambulance personnel.

Monthly Performance Indicators

Incident Responses

Structure Fires	0	Vehicle Accidents(general cleanup)	2
Cooking/Electrical Fires	2	Vehicle Accidents(With injuries)	2
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	1	False Alarms/Calls	5
Hazmat	1	Assist other Governmental Agency	1
Other Calls	9	Total Responses for the Month	65
Emergency Medical Responses	42	Total Responses Year to Date	385

Fire Fighter Training

Total Training Man-hours for the Month	442	Total Training Man-hours Year to Date	2563

Fire Inspection

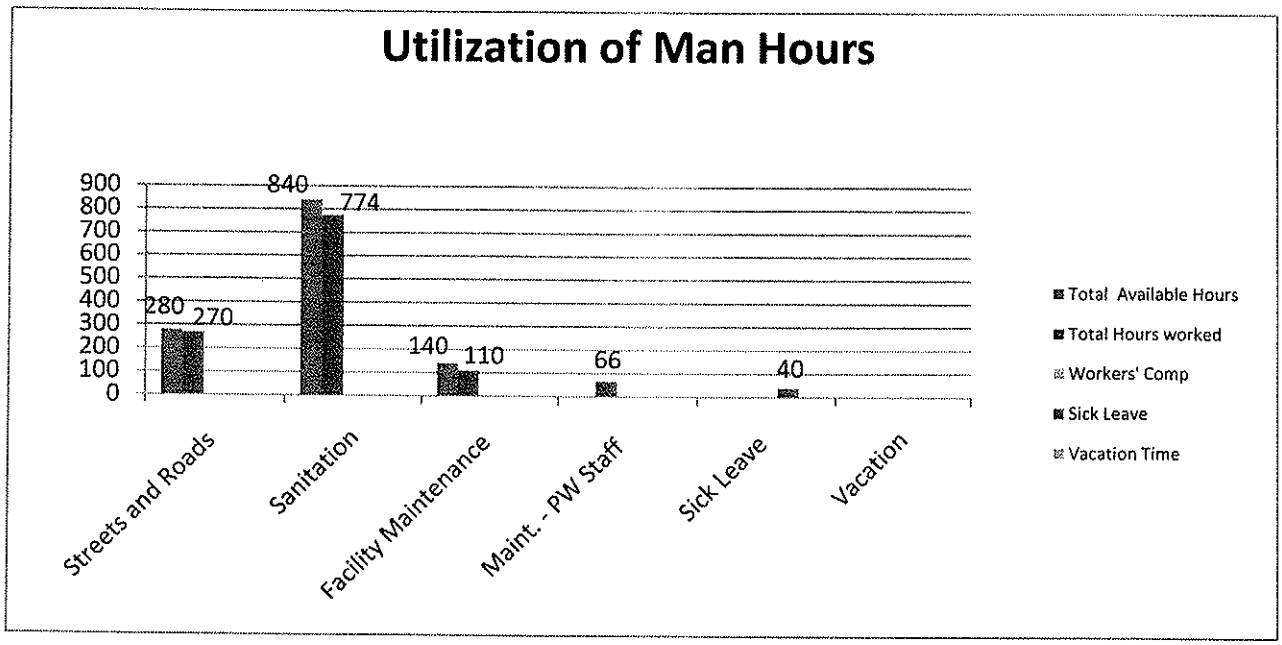
Fire Inspections	8	Year to Date 45	Plat / Plan Reviews	3	Year to Date 9
Fire Investigations	0	Year to Date 2	Fire Preplans	2	Year to Date 4

Public Fire Education

Participants	72	Education Hours	5
Participants Year to Date	826	Education Hours Year to Date	47.5
Number of Occurrences	4	Number of Occurrences Year to Date	26

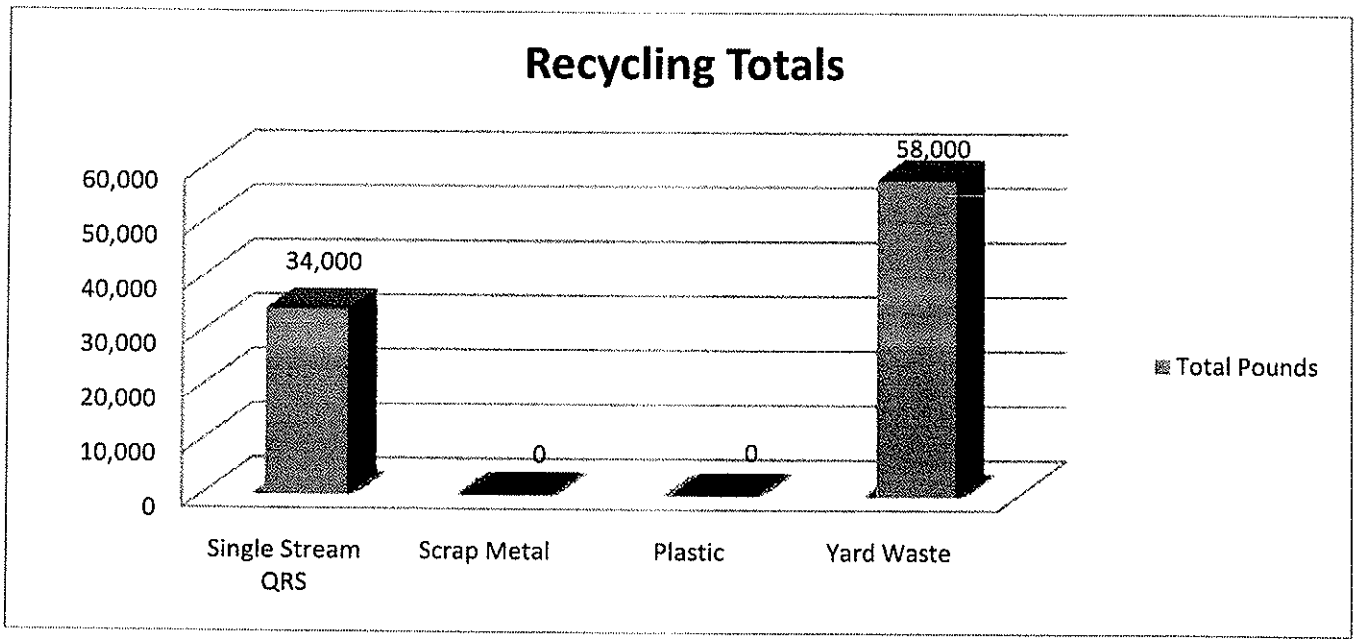
City of White House
Public Works
November 2009

Monthly Performance Indicators



The above chart represents the number of man hours vs. the total number of hours worked for the month of November by department. It also represents the number of sick and vacation days used. There is no longer a vehicle maintenance mechanic; routine maintenance has been performed by the Public Works staff on vehicles as needed.

Recycling



The above chart shows estimates of single stream recycling and yard waste recycling.

Convenience Center

There were a total of 12 citizens that utilized our Convenience Center for the month of November total revenue received $481.00. Total operating cost for the month of November $487.60.

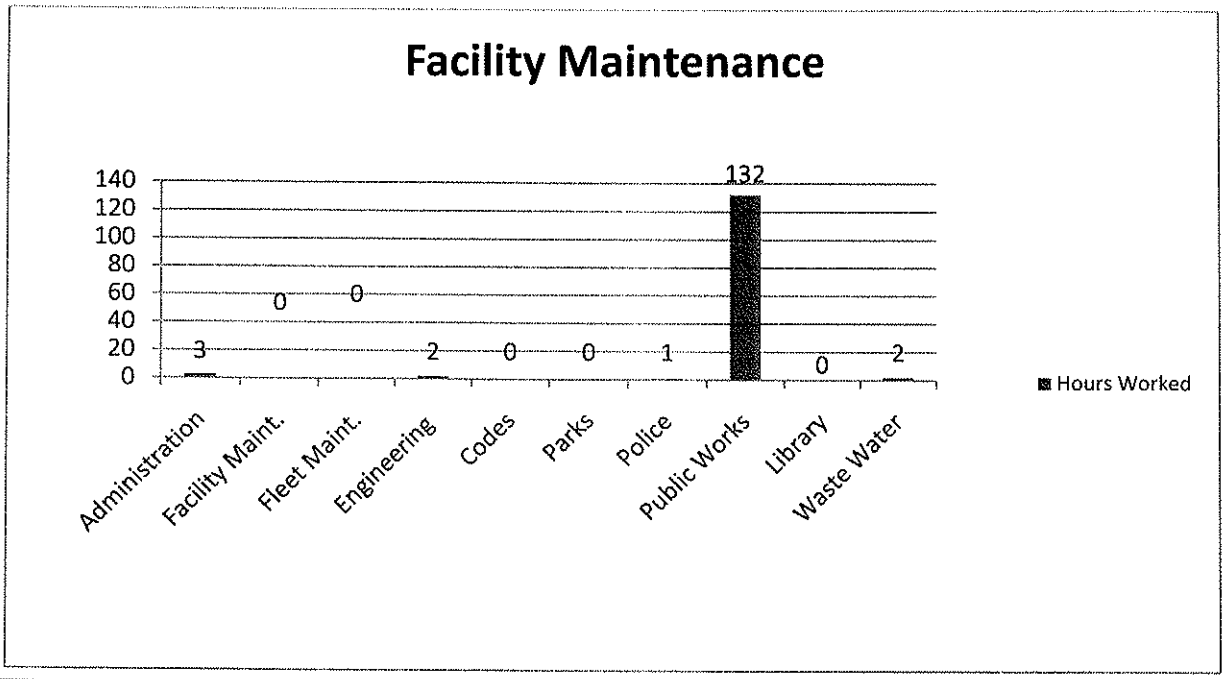
Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of customers billed	Total Billed	Total Billed Year to Date	Revenue Received	Revenue Received Year to Date
3,791	Net Amount Billed $55,500.00	$277,305.00	$53.970.90	$260,300.60

Facility Maintenance

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



Staffing

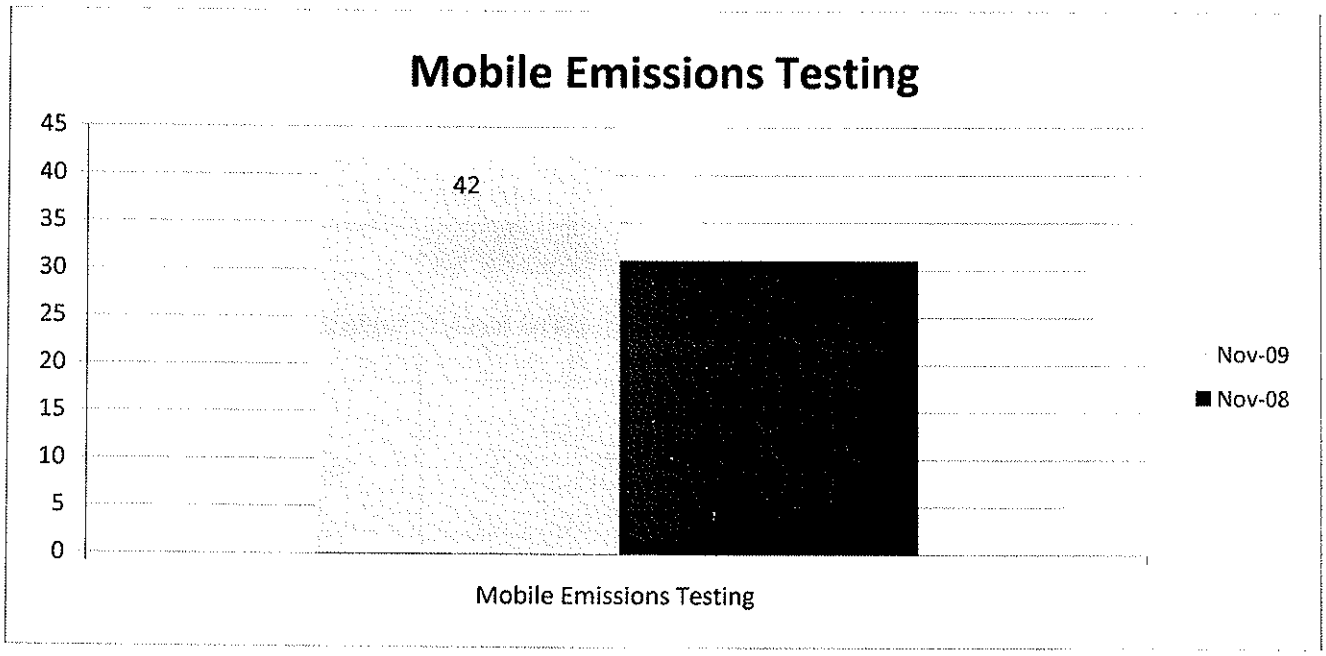
The public works department is authorized 14 full time employees. Currently we are down one full-time Street and Roads position, and one Mechanic position. Due to the hiring freeze these positions will remain open at this time.

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 2010; schedule will be published in the next issue of The Word on White House. For the month of November, we had a total of 42 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since November of 2008.



Departmental On-Site Safety Training November 2009

- Vehicle Operations Policy
- Battery Rooms & Charging
- FACE Program (Fatality Assessment and Control Evaluation)

Other Training

- Shelia White, Public Works secretary attended the ICMA Webinar – Custom Dashboard Reports.

NOVEMBER 2009 TRUCK POUNDAGE AND FUEL COSTS

- 17.81 average tons per day 498,860 pounds for the month of November.
- Total tonnage for the month of November was 249.43
- Total cost of fuel used for truck # 319 $362.09
- Total cost of fuel used for truck # 320 $876.95
- Total cost of fuel used for truck # 323 $618.13
- Total cost of fuel used for #324 $280.51
- Total cost of fuel for November = $2,137.32

Fuel decreased $304.21 from the month of October.

July 2009 – June 2010	Year to Date Totals
Tons per day	17.90
Pounds for 5 months	2,941,780.00
Tonnage for 5 months	1,470.89
Fuel used Truck #319	$1,152.39
Fuel used Truck #320	$5,119.90
Fuel used Truck # 323	$3,247.52
Fuel used #324	$1,668.35
Total Fuel cost for 5 months	$11,188.80

NOVEMBER B.M.A. REPORT 2009

MONTHLY INDICATORS

STREETS AND ROADS/SANITATION/BUILDING MAINTENANCE

SERVICES PROVIDED	*TOTAL*	*YTD*
BRUSH PICK UP	244 Stops	2112 Stops
BRUSH TRUCK LOAD	29	209
EMERGENCY CALL OUTS	0	0
DAMAGED CARTS REPLACED	7	91
NEW CARTS FOR NEW HOME CONSTRUCTION	9	48
ADDITIONAL CART REQUEST	4	8
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	0 feet	0 feet
DRAINAGE REQUESTS	3	19
DRAINAGE WORK	70 feet	70 feet
LITTER PICK UP (50 GALLON BAGS)	72= 6 bags per day	439 bags
LITTER PICK UP PER DAY (MILES)	7.00 Miles Avg. per day	330 Miles
POTHOLES REPAIRED	26	213
SALT	0	0
SIGNS INSTALLED	5	61
HANDICAPPED PICK UP	78 Homes	390 Homes
MOVE IN SPECIAL PICK UP	4	18
MOVE OUT SPECIAL PICK UP	0	4
DEAD ANIMAL REMOVALS	2	11
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED.	3	60

City of White House
Wastewater Department
Monthly Report for November 2009

Summary of Month's Activities:

Administration:

Once again the Director has spent most of this month keeping abreast of the latest revised versions of the required documentation in order to maintain approval for the SRF/ARRA funding for the Cope's Crossing project. Also a lot of time has been spent answering inquires on the bid specifications and the City's standard construction specifications from interested contractors and suppliers.

Failures of the newly designed E-One Extreme pumps continued with nineteen requiring replacement this month. Technicians from E-One and Wascon have proactively replaced the faulty pressure switches on one hundred pumps, however there are still approximately three hundred and fifty pumps remaining. These failures are putting an extreme financial hardship on the department due to our budget for pumps being used to replace the Extreme's and not replacing the aging Hydromatic pumps, this led to two meetings with representatives' of E-one and Wascon which resulted in them supplying twelve pumps at no charge to the City and keeping this stock replenished until all issues have been resolved.

The Director attended TAUD's Utility Leadership Conference in Gatlinburg; this workshop is designed for Board Members, Utility Commissioners and Managers to assist with the effectiveness in their roles as a utility leader. Improve organizational, operational and ethical responsibilities of Commissioners, Board Members and Managers. Presentations attended:

- **How Utilities Can Help Tennessee Meet Coming Growth**
  Rick Meredith, Assistant Commissioner of Economic & Community Development

- **Recent Cases of Fraud and How They Happened**
  Rene Brison, Comptroller's Office

- **Delegation**
  John Shadwick, TAUD

- **Asset Management Planning -Determining a Desired Level of Service**
  Evan Pratt, Orchard, Hiltz, McCliment, Inc.

- **Budgets-Rates-Utility Management**
  John Hall, TAUD

Revenue Update:

November receipting had a large number of past due accounts made current which held the Sewer Use revenue at 9% below this time last year; also the number of new connections, applications and transfers of service are 8% below last year's numbers. Our current total revenue is 5% below this time last year due to the one large capacity purchase for the new Heritage High School.

Collection system:

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

Wastewater Treatment:

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

Goals and Objectives Progress:

- We have postponed the purchase and installation of the Mission Communications equipment for a Supervisory Control and Data Acquisition (SCADA) system at our remaining lift stations until we see an improvement in revenue.

- We are still awaiting the official renewal of our National Pollutant Discharge Elimination System (NPDES) permit.

Cost Savings Report:

TAUD has requested the Director to instruct one week of Wastewater Collection class in February and October 2010. They have offered to issue the City a credit of $1,000.00 per week which could then be used for City employees to attend conferences or training classes.

Monthly Performance Indicators and Year to Date Totals

Service Provided	Month	Totals for 2009-2010	Amount Billed	Revenue Received	Revenue Totals 09-10
New service connections (Capacity fees)	4	23	$6,500.00	$6,500.00	$56,020.00
Customers billed	3,766	N/A	Net amount billed $151,621.35	*$167,868.52	$448,658.36
Applications or transfers for service	35	189	$1,075.00	$1,075.00	$7,075.00
Late penalties applied	1,028	5,026	Amount Applied $5,091.76		
Wastewater Adjustments	9	97	N/A	($1,568.91)	$3,609.67
Administrative Fees	4	83	$200.00	$200.00	$16,213.68
Service availability Requests	0	1	$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	4	21	$600.00	$600.00	$3,150.00

Field inspection fee	0	1	$0	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	35	108	$200.00	Included in Admin Fees	Included in Admin Fees
Commitments for service	0	0	$0	$0	$0
Bulk disposal	0	7	$0	$0	$875.00
Work Orders	**68**	**247**			
Billing related service requests	72	373		**Months Total $176,243.52**	**Total $531,992.04**
Mainline repairs	1	6			
Service lines repaired	11	23			
L.P. service requests	67	387			
Gravity service requests	0	0			
Vacuum service requests	6	21			
All service requests	**157**	**685**			
Major Lift Station Repairs	2	6			
Major Lift Station Responses to SCADA Alarms					
North Palmers	19	300			
Calista	40	530			
Wilkinson	8	660			
Tyree	0	50			

	Flow MGD	**Plant Capacity**	**% of Capacity**
Average Daily Flow (effluent)	.507	1.4 MGD	36%

*** 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
November 2009 Monthly Report

Update on Department Objectives:
Staff attended a performance management training class. Staff completed inspections for multiple new restaurants in commercial centers. Staff attended WHIRL (White House Industrial) lunch meeting. Staff also attended Nashville Metropolitan Planning Organization (MPO) Meeting regarding the 3 scenarios for mass transit for the North East Corridor section from Nashville to Hendersonville/Gallatin. The three scenarios will be used for further study regarding federal requirements and costs. The three scenarios include bus rapid transit on Gallatin Road, Light Trail Transit in Gallatin Road Corridor, and Commuter Rail on the CSX line from Nashville to Gallatin. Due to White House's location, White House residents could access future commuter option thru park and ride or express bus type routes to White House.

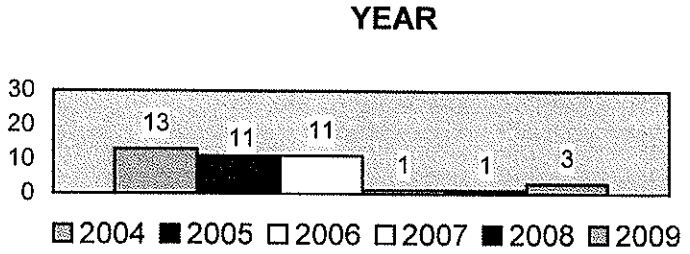
Robertson County Growth Boundary:
The January 27, 2009 Local Government Planning Advisory Committee (LGPAC) meeting date is in question at this time. LGPAC is the state agency that reviews and approves Growth Boundaries. The Robertson County Coordinating Committee Chairman has requested the City of Portland to sign the Robertson County local annexation agreement before the County will send the growth boundary information to the State's Local Government Planning Advisory Committee for review and final approval. The City of Portland recently sent the growth information to State of Tennessee. The reason the meeting is in question is if the information must be sent by the County Coordinating Committee or can a local City send the information. White House's growth boundary information was included with the information sent by Portland only because the Coordinating Committee's approval of the Growth Boundary included White House, Portland, and Orlinda.

Department Highlight: Preliminary Site Development Meetings
Planning/Engineering Staff has meetings with engineers and property owners to discuss preliminary site developments. During these meetings, staff discusses City requirements for site development including drainage, design standards, and approval processes. Staff provides estimates for city impact fees, building permit fees, and county facilities taxes. Staff discusses contacting other agencies and departments to get information on development requirements and associated fees. After the Planning Commission approval of developments, Codes/Fire staff will meet with the architect and engineers to discuss code related items and the City's plan review process.

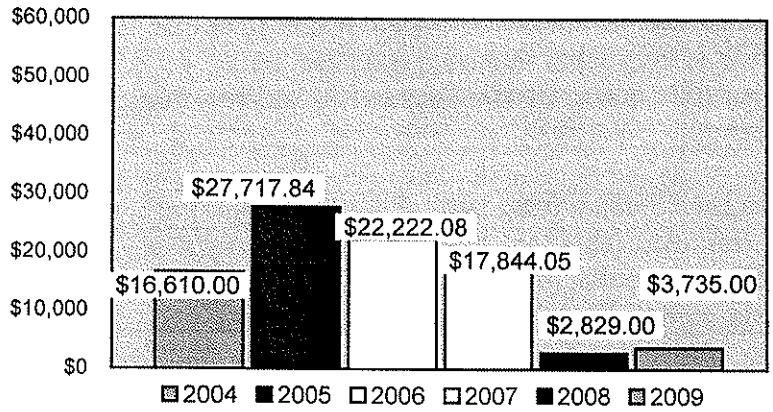
Cost Savings: Waste Water/Public Works Phone System
Lonnie Goode, IT works with ISTT, Phone Service Contractor on phone service issues. A portion of the control board for the Public Works and Waste Water Department phone system had to be replaced. The replacement was due to recent multiple phone systems shut downs. Staff was working and preparing purchase orders with cost estimate of $ 2,200. ISTT notified the City that they would perform the work for no cost.

Monthly Report November 2009

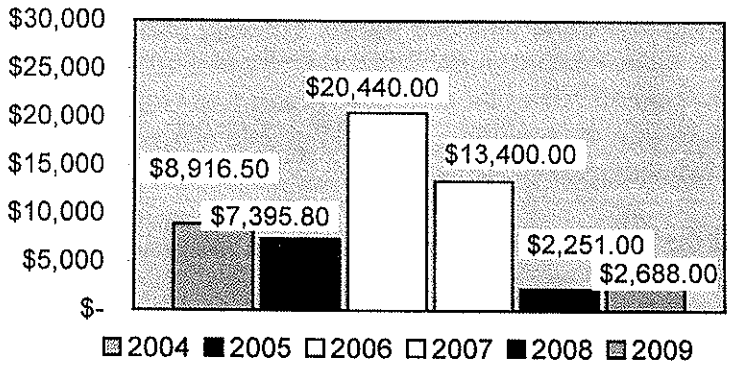
Single Family Permits (November)



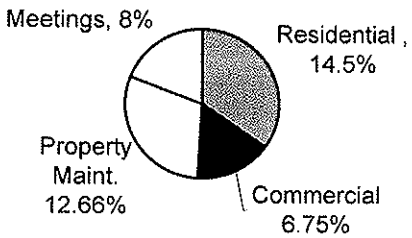
Impact Fees (November)



Permit Fees (November)



Inspections / Meetings (November)



	Month	FY 09-10
MEETING AGENDA ITEMS#		
Planning Commission	8	33
Construction Appeals	0	0
Zoning Appeals	2	5
Training/Study Session	0	0
Property Maintenance	1	1
PERMITS		
Single Family Residential	3	17
Multi-Family Residential	0	0
Other Residential	8	63
New Commercial	0	1
New Industrial	0	0
Other Com/Ind	2	26
State Electrical	37	200
Sign	7	13
Occupancy Permits	19	109
Other	1	1
BUILDING INSPECTIONS		
Residential	61	306
Hours	14.5	74.67
Commercial /Industrial	15	101
Hours	6.75	31.78
CODE ENFORCEMENT		
Total Cases	44	448
Hours	12.66	77.73
Complaints Received	6	44
MEETINGS		
Administration	2	19
Hours	3.5	35.08
Planning	3	39
Hours	3	32.94
Codes	4	19
Hours	1.5	30.25
FEES		
Permit Fees	$ 2,873.00	$ 12,460.50
Board Review Fees	$ 75.00	$ 765.00
City Impact Fee	**$ 3,735.00**	**$ 26,364.60**
Roads	$ 1,143.00	$ 7,814.40
Parks	$ 1,188.00	$ 6,732.00
Police	$ 846.00	$ 7,120.80
Fire	$ 558.00	$ 4,697.40
PLANNING COMMISSION APPROVAL		
Subdivision Lots	200	200
Commercial/Industrial Sq ft	N/A	0
Multi-Family Units	201	201
Other	N/A	0
OTHER ITEMS		
Subdivision Bonds	32 @ $ 1,653,800	
Builders Bonds	$	51,950.00
Workings Days in Month	14	

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

Summary of Month's Activities

Joe Best, Recreation Superintendent, announced that he will enter retirement on January 1st, 2010, at which time he will have worked for the City of White House almost 6 years. Joe began working for the city initially on April 22nd, 2004 and has been in his current role since February 17th, 2008. Best wishes to Joe!

Park maintenance employees have been busy working to winterize facilities by shutting off the water supply, draining and blowing out water lines and backflow prevention devices, disconnecting supply lines, removing double check valves, and placing pumps indoors to prevent freezing. This annual task is very labor intensive and absolutely necessary to prevent as much damage as possible due to freezing water. RV antifreeze is used where necessary to help prevent freezing.

Family's Tree Service was called out to remove 5 dead/dying trees at the Municipal Park and to remove 1 tree at the Tyree Springs trailhead. This took the crew an entire day and the cost was $2,200. This was a serious safety issue due to the risk of falling limbs. Great strides have been made over the past 3 years to remove unsafe trees along the greenway and inside the Municipal Park.

Park maintenance employees worked the week of November 1st pressure washing the wooden greenway bridge at Tyree Springs. Employees cleaned the bridge all week long using a rented pressure washing rig that included a water tank and trailer. The foot planks of the bridge look much better and are not as slick when it rains. When the city can afford it, the department could really use a trailer-mounted hot water pressure washer and water tank to carry around to the multitude of places that we maintain. It would enable us to do the washing more frequently and at a reduced cost over the long term.

One of the zero-turning radius mowers that the maintenance employees rely on is in need of some major engine work. The upper and lower oil seals keep blowing out due to internal pressure on the back side of the piston rings. The estimated cost to overhaul the engine is $968, which would cover new pistons, rings, valves, seals, etc. A new engine would cost $2360. Due to the number of hours on the rest of the mower, overhauling is the better option. Hopefully, this will get us by until a new mower can be purchased.

The Pepsi Bottling Group is going to lend a scoreboard to the Parks Department as part of the exclusive beverage contract that the City has with them. The scoreboard will be used at the Jr. Pro Football field and is the same size as the one at the stadium, 18 ft x 8 ft. The president of the Men's Club is currently checking to see if he can get the 6-inch I-beams donated that are needed to install the board on.

Maintenance employees rolled the football field at the stadium after every game in November because of the rain. This was an attempt to smooth the field and stabilize the turf.

The Adult Church Basketball League began play on November 17th. There are eight teams competing. Adairville (KY) Baptist, Christian Gospel Temple, Green Ridge Church of Christ, Hillcrest Church of Christ, Long Hollow Baptist, Northridge Church, The Pointe Church, and White House First Baptist have teams in the league. Teams will play an eight game regular season schedule, plus a post season tournament. A meeting was held for the coaches prior to the start of the season to go over the rules of the league.

With registration complete, Youth Basketball began practice on November 10th. The league is comprised of a total of twenty teams that will play eight regular season games. The 1st and 2nd grade co-ed league does not participate in post season play, nor are regular season scores kept during their games. There is a post season tournament for third and fourth grade girls and boy's teams. One hundred fifty-eight (158) youth are participating on teams this year. The first game is scheduled to begin December 12th. A special thank you is extended to the forty coaches who have volunteered their time to coach and teach these youth. Uniforms have been ordered and received for all youth teams. A coaches meeting and a blind draft were held, at which time rules for the league were discussed. Each coach was provided with a packet containing those rules.

During the November Leisure Services Board meeting on November 5th, a representative from Little League Baseball and the Babe Ruth/Cal Ripken Baseball organizations presented information regarding their baseball and softball programs. These two speakers were invited to the meeting to educate the Leisure Services board and to explain what their organizations have to offer.

Update on Department Goals and Objectives

The Municipal Park renovations are going well. In terms of weather, November was an excellent month to work and the earthmoving portion of the project is now 90% accomplished. The boulder retaining wall below Field 7 is being constructed and the storm drains within the quad complex are being installed. The remaining electrical conduit for the primary is scheduled to be installed the second week of December. The concrete poles for the field lights have arrived at the site and will be installed when the weather permits.

Department Highlight

As noted in the October monthly report, the annual Christmas Parade will be held on December 5th at 3:00 pm, and White House native Andy Leftwich is the Grand Marshal. The theme for the parade has now been determined. The community was asked to supply suggestions and the Leisure Services Board voted to select "A Christmas Present-The Gift of Love" as the theme. This was suggested by Girl Scout Daisies troop #2248. We are very excited about the parade this year. Many people have worked to promote this event including the Parks and Recreation Department, the Leisure Services Board, the Browser Connection, and the Chamber of Commerce. In order to encourage participation

in the Christmas Parade, staff from the department called all of the people who entered last year's parade and informed them of how they could download a registration form from the Parks website or receive a faxed copy. The Browser Connection helped us by featuring an article in the paper for free, and a paid advertisement was also placed for the Christmas Parade and the Holiday Extravaganza. Information was posted on the government channel and the banner was installed at the Park. We even utilized bathroom marketing inside City Hall to help spread the word. To make the registration process easier this year, we sent the registration form .pdf file to the Chamber of Commerce so that Julie Bolton could email it to people that call her inquiring about the parade. We certainly appreciate her assistance and look forward to working together next year as well.

Department Cost Savings Report

The maintenance employees worked to aerate, fertilize, and overseed the athletic fields at the soccer complex and at the Civic Center. This year, we decided to plant annual ryegrass because it is currently 37 cents/lb ($ .37) cheaper than the perennial ryegrass that we typically plant. It will transition out faster next spring, allowing the bermudagrass to come out of dormancy sooner and hopefully saving some on chemical costs. This will save us at least $685. Agricultural grade bulk fertilizer was used on the fields and spread with a buggy, which saved money versus using bagged fertilizer.

PARKS AND RECREATION DEPARTMENT
November 2009

		Prior Years					Current Year					
		Year End	Year End	Year End	Year End					Actual		YTD
Division	Activity	FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2008-2009		Jul-09	Aug-09	Sept.-09	Oct.-09	Nov.-09	FY-2009-10
Maintenance												
	Mowing Hours	1176	1020	1044	1853		332	226	165	151	56	930
	Pounds of Grass Seed Sown	1990	4350	3670	5130		5	0	0	10	1850	1865
	Pounds of Fertilizer Applied	11885	16795	6150	9200		1400	550	0	0	2000	3950
	Number of Trees/Shrubs Planted	22	69	57	259		0	0	0	0	0	0
Recreation												
	Number of Youth Program Participants	358	326	377	353		0	151	0	0	158	309
	Number of Adult Program Participants	409	291	857	2309		57	95	108	65	217	542
	Number of Theatre Production Attendees	651	271	102	0		0	0	0	0	0	0
	Number of Special Event Attendees	2881	3453	2865	2989		101	0	62	1929	0	2092
	Total Number of Special Events Offered	5	6	8	11		1	0	3	3	1	8
	Total Number of Programs Offered	16	13	23	46		5	2	2	3	2	14
	Youth Program Revenue	$32,137.06	$31,045.38	$22,095.25	$25,414.98		$10,056.00	$0.00	$1,933.00	$9,640.00	$222.00	$21,851.00
	Adult Program Revenue	$19,080.40	$14,713.00	$15,246.25	$19,337.35		$168.00	$284.75	$297.00	$3,072.00	$1,202.00	$5,023.75
	Theatre Production Revenue	$3,005.00	$1,195.00	$485.00	$0.00		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Special Event Revenue	$1,492.15	$7,557.50	$6,476.00	$4,993.25		$1,515.00	$0.00	$250.00	$740.00	$0.00	$2,505.00
Administration												
	Number of Shelter Reservations	114	115	112	139		17	29	19	13	4	82
	Hours of Shelter Reservations											
	Shelter Reservation Revenue	$3,445.00	$3,612.50	$3,732.00	$4,183.00		$580.00	$439.00	$357.00	$103.00	$40.00	$1,519.00
	Number of Facilities Reservations	242	257	305	256		0	12	11	9	17	49
	Hours of Facility Reservations											
	Facility Reservation Revenue	$16,928.31	$19,601.34	$28,514.05	$20,813.71		$93.75	$506.30	$562.54	$675.03	$940.91	$2,778.53
	Misc. Revenue	$25,914.38	$36,238.58	$39,729.53	$115,858.99		$253.34	$53.89	$4,398.95	$2,086.55	$7,469.96	$14,262.69
Senior Center												
	Senior Center Participants	1812	2619	3993	2326		123	137	222	176	150	808
	Number of Trip Participants	418	274	366	293		33	21	42	18	18	132
	Number of Meals Participants	3757	3433	3430	3555		389	307	435	313	237	1681
	Number of Program Participants				1407		50	66	64	50	41	271
	Number of Trips Offered	48	45	43	31		3	2	4	3	3	15
	Number of Meals Served	49	50	48	48		5	4	4	4	3	20
	Number of Programs Offered	7	4	5	45		4	4	4	4	4	20

Library Monthly Report

November 2009

Rebecca Whipple, Director

Summary of November Activities

November 4 – The Library Director and one Library Trustee attended a workshop in Brentwood that included a marketing session, Trustees' small group discussions, and remarks by the State Librarian and Archivist, Jeanne Sugg. The workshop was a great networking opportunity and provided useful information for the Library Director as well as the Library Trustee.

November 12 – The Library Board met with all members present as well as the Library Director and the Regional Librarian, Becky Bailey. Items discussed/reported include: plans for the Library Director to write articles for the Word on White House; the design and implementation of a logo for library publications; a policy revision to update how donations are received; the framework of the Regional and State Library system; the services and funding provided by the Warioto Regional Library Center as well as the Tennessee State Library and Archives; the Maintenance of Effort agreement; the responsibilities of the Library Board per Tennessee Code Annotated and City of White House Municipal Code. Mayor John Decker presented a proposal to change the Library Board's responsibilities. The proposal will be revised and discussed at the next meeting.

November 17 & 18 – The Children's Librarian presented a fall-themed storytime to toddlers and preschoolers that included an autumn craft to celebrate the season. Storytimes allow the Children's Librarian to model best practices in early literacy education for parents and caregivers.

Library staff weeded, or withdrew from circulation, close to 500 titles including print and non-print materials. Materials removed include books with outdated or obsolete information, superseded editions, broken or damaged materials, and items that have not circulated in the past two years. Weeding provides needed space for new materials, makes the collection more appealing, ensures a current collection, and provides feedback to staff on the collection's strengths and weaknesses.

Departmental Highlight

Using State and Federal funds released in November, the library ordered 365 titles that include new fiction and non-fiction, as well as replacement copies for titles in serious disrepair. As a benefit of the library's membership in Tenn-Share, A Tennessee Information Resource Sharing Consortium, the titles were ordered at a discounted rate for a total of $2993.24, compared to the retail price of $4916.80. Many of the titles ordered were requested by patrons, ensuring that the library collection is relevant to the community.

Department Cost Saving Report

Library staff created address labels for use on interlibrary loan packages and general library mail in place of buying address labels.

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES

Official Service Area Population:	12,667
Memberships:	10,050
Percent of the Population with Membership:	79.3
Total Materials Available for Checkout:	25,022
Estimated Value of Total Materials:	$625,550
Last Month:	$635,725
Total Materials Available Per Capita:	2.01
Last Month:	2.00
State Minimum Standard:	2.00

Materials Added:

Adult Fiction:	38
Adult Non-Fiction:	38
2Child/Juvenile/Young Adult:	24
Juvenile/Young Adult Non-Fiction:	2
Audiobooks:	2
Movies:	12
Music CD	0
Total:	116

Library Circulation:

Total # of Checkouts:	5,088
Last Month:	6,402
Items Per Patron:	2.49
State Minimum Standard:	2.5

New Memberships:

Adult:	51
Senior Adult:	0
Trustee	0
Child:	3
Student:	13
Young Adult:	7
Total:	74

Programs:	Sessions:	Attendance:
Toddlers	3	92
Preschool	2	30
Teens	1	14
Adult	0	0
Totals:	6	136

Wireless Internet Users: 38

Computer Internet Users: 964

Volunteers: 5

Total Hours: 25

Services Provided by Contracting With State:

Interlibrary Loan Service:

Items Borrowed:	22
Items Loaned:	2

TN Electronic Library (TEL) Sessions:

Inside Users:	17
Remote Users:	34

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

eBooks Downloaded: 28

Audiobooks Downloaded: 319

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

eBooks Downloaded:

Audiobooks Downloaded:

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

eBooks Downloaded:

Audiobooks Downloaded:

R.E.A.D.S. (4th Qtr. Statistics):

eBooks Downloaded:

Audiobooks Downloaded:

Engineering Department
Monthly Report
November 2009

Engineering continued to work on the Federal requirements for ARRA (American Recovery and Reinvestment Act of 2009) funding for the City's Fiber Optic Project and improvements to Calista Road. We had a metal culvert collapse under Fischer Drive and had to divert roadway repair money to fix this issue. This was on Engineering's schedule to replace next year. Because of this earlier that planned repair, several street sections in need of pavement repair will have to be put on hold. The Parks baseball fields have continued at a stead pace and appear to be making good headway. The Tyree Springs / S. Palmers intersection project needs to look at shifting the roadway layout to the west due to citizen comments at the Public Meeting. Engineering is working with TDOT on that possible re-design.

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

►Inspections:

	This month # inspections	This month last Year # inspections	FY 09-10 YTD # inspections	FY 08-09 Total # inspections
Erosion & Sediment Control	9	9	44	99
Detention / Retention Pond	3	2	24	77
Grading / Storm Drainage	10	7	34	60
Proof-roll (sub-grade & stone)	3	0	5	3
Binder	2	0	5	10
Sidewalks	0	3	25	67
Asphalt topping	0	0	3	7
Bond	10	12	30	88
Existing roads for repair	14	10	35	63
Surveying	2	0	9	16

	This month	This month last Year	FY 09-10 YTD	FY 08-09 Total
Total # hours on inspections:	42	27	196	519

►Citizen Calls:

	This month			This month last Year	Total Calls	
	Calls	Resolved	Outstanding	# calls	FY09-10 YTD	FY08-09 Last Year
Drainage	5	3	2	1	33	124
Sidewalk	0	0	0	0	2	10
Roadway	2	2	0	2	16	51
Signs & Signals	4	4	0	5	30	90

Engineering Department
Monthly Report
November 2009

▶Projects:	Funding	Status
Tyree / Palmers Intersection	$ 220,000 / City, State	State permitting (layout issues)
Paving & Roadway Repair	$ 200,000 / City	construction
ARRA – Fiber Optics	$ 960,000 / City, Fed	Environmental permitting
ARRA – Calista Road	$ 514,812 / Federal	Environmental permitting
Hwy 76 Sidewalks	$ 585,000 / State, Fed	Constr. Plan review
LPRF Grant - Parks Renovation	$1,726,289 / City, Fed	construction
Greenway Bank Stabilization	$ 76,500 / City	complete (except final asphalt)

▶Training seminars / conferences:

Public Meeting for Tyree Springs/ S. Palmers project – City Hall Board Room
HR online – FMLA training
MMA #23 - Performance Management – Fire Hall #2
Sumner County Storm Water Group meeting – Hendersonville
Public Meeting for Lone Oak Drive improvements – City Hall Board Room

CITY COURT REPORT NOVEMBER 2009

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH	$8,251.70
TOTAL MONIES COLLECTED YTD	**$64,147.55**

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH	$2,863.56
TOTAL MONIES COLLECTED YTD	**$12,919.27**

TOTAL REVENUE FOR MONTH	**$11,115.26**
TOTAL REVENUE YTD	**$77,066.82**

DISBURSEMENTS

LITIGATION TAX	$253.85
DOS/DOH FINES & FEES	$247.00
TBI FINES & FEES	$0.00
RESTITUTION/REFUNDS	$0.00
WORTHLESS CHECKS	$0.00
ADM. FEE FOR STATE	$0.00
TOTAL DISBURSEMENTS FOR MONTH	**$500.85**
TOTAL DISBURSEMENTS YTD	**$4,940.87**
ADJUSTED REVENUE FOR MONTH	**$10,614.41**
TOTAL ADJUSTED REVENUE YTD	**$72,125.95**

DONATION TO DRUG FUND FOR MONTH	$1,026.00
TRANSFER TO DRUG FUND	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$4,451.60**
DONATION TO CAMERA FUND FOR MONTH	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$0.00**

CITY COURT CLERK Sharon Jessee

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

110 GENERAL FUND

DRAFT

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
31100	PROPERTY TAXES (SUMNER TO DISTRIBUTE)	0.00	45,902.00-	0.0	0.00	45,902.00-	0.0
31110	REAL & PERSONAL PROPERTY TAX(CURRENT)	1,395,867.00	72,438.79-	5.2	116,322.25	71,516.00-	61.5
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	38,000.00	0.00	0.0	3,166.67	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	27,000.00	31,618.76-	117.1	2,250.00	12,884.23-	572.6
31212	PROPERTY TAX DELINQUENT 2ND YEAR	6,000.00	2,654.92-	44.2	500.00	0.00	0.0
31213	PROPERTY TAX DELINQUENT 3RD YEAR	700.00	768.00-	109.7	58.33	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	2,000.00	0.00	0.0	166.67	0.00	0.0
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	30,000.00	0.00	0.0	2,500.00	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	20,000.00	4,395.75-	22.0	1,666.67	1,570.25-	94.2
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	81,665.00	13,610.84-	16.7	6,805.42	0.00	0.0
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	793,312.37-	45.3	145,833.33	173,320.68-	118.8
31709	BEER AND LIQUOR LOCAL PRIV TAX	0.00	1,241.70-	0.0	0.00	0.00	0.0
31710	WHOLESALE BEER TAX	190,000.00	85,934.87-	45.2	15,833.33	15,972.20-	100.9
31800	BUSINESS TAXES	98,000.00	42,857.20-	43.7	8,166.67	11,945.02-	146.3
31911	NATURAL GAS FRANCHISE TAX	153,000.00	132,647.66-	86.7	12,750.00	0.00	0.0
31912	CABLE TV FRANCHISE TAX	90,000.00	45,458.89-	50.5	7,500.00	22,966.26-	306.2
31960	SPECIAL ASSESSMENT - LIENS	0.00	1,095.00-	0.0	0.00	100.00-	0.0
31980	MIXED DRINK TAXES	0.00	1,250.00-	0.0	0.00	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	2,700.00	1,050.00-	38.9	225.00	250.00-	111.1
32610	BUILDING PERMITS	35,000.00	12,069.50-	34.5	2,916.67	1,753.00-	60.1
32690	OTHER PERMITS	100.00	0.00	0.0	8.33	0.00	0.0
32710	SIGN PERMITS	1,450.00	900.00-	62.1	120.83	500.00-	413.8
33100	FEDERAL GRANTS	1,671,160.00	0.00	0.0	139,263.33	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	71,000.00	27,201.53-	38.3	5,916.67	27,201.53-	459.7
33400	STATE GRANTS	1,031,000.00	32,181.08-	3.1	85,916.67	0.00	0.0
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	10,800.00	0.00	0.0	900.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	0.00	0.0	2,958.33	0.00	0.0
33510	STATE SALES TAX	640,000.00	209,617.28-	32.8	53,333.33	0.00	0.0
33520	STATE INCOME TAX	26,000.00	15,232.53-	58.6	2,166.67	0.00	0.0
33530	STATE BEER TAX	5,000.00	2,641.99-	52.8	416.67	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	21,000.00	7,080.59-	33.7	1,750.00	0.00	0.0
33593	CORPORATE EXCISE TAX	25,000.00	0.00	0.0	2,083.33	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	4,250.00-	50.0	708.33	4,250.00-	600.0
34120	FEES AND COMMISSIONS	2,700.00	1,707.00-	63.2	225.00	525.00-	233.3
34740	PARKS AND REC LEAGUE FEES	45,000.00	31,007.00-	68.9	3,750.00	4,799.00-	128.0
34741	FIELD MAINTENANCE FEES	7,000.00	0.00	0.0	583.33	0.00	0.0
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,500.00	3,417.16-	45.6	625.00	552.26-	88.4
34793	COMMUNITY CENTER FEES	36,000.00	6,122.78-	17.0	3,000.00	1,298.91-	43.3
34900	OTHER CHARGES FOR SERVICES	9,000.00	4,839.50-	53.8	750.00	719.50-	95.9
35110	CITY COURT FINES AND COSTS	176,000.00	72,618.05-	41.3	14,666.67	11,115.26-	75.8
35130	IMPOUNDMENT CHARGES	300.00	265.00-	88.3	25.00	100.00-	400.0
36000	OTHER REVENUES	6,500.00	951.31-	14.6	541.67	17.40-	3.2
36100	INTEREST EARNINGS	10,500.00	2,938.11-	28.0	875.00	514.67-	58.8
36210	RENT	16,000.00	6,794.96-	42.5	1,333.33	1,360.43-	102.0
36330	SALE OF EQUIPMENT	0.00	7,599.67-	0.0	0.00	41.56	0.0
36350	INSURANCE RECOVERIES	0.00	14,947.60-	0.0	0.00	1,000.00-	0.0

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

110 GENERAL FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
36420	STADIUM RECEIPTS	8,300.00	7,216.50-	86.9	691.67	1,968.50-	284.6
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	88.34-	0.0	0.00	88.34-	0.0
36450	PARKS CONCESSIONS	6,000.00	231.60-	3.9	500.00	59.87-	12.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	205.00-	0.0	0.00	100.00-	0.0
36920	SALE OF BONDS	1,243,289.00	0.00	0.0	103,607.42	0.00	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	150,000.00	0.00	0.0	12,500.00	0.00	0.0
	Total REVENUES	9,190,531.00	1,748,360.83-	19.0	765,877.59	414,308.75-	54.1
	EXPENDITURES						
41000	GENERAL GOVERNMENT	611,584.00-	124,207.01	20.3	50,965.34-	17,473.37	34.3
41210	CITY COURT	75,316.00-	30,141.50	40.0	6,276.33-	5,232.77	83.4
41500	FINANCIAL ADMINISTRATION	321,429.00-	147,447.00	45.9	26,785.77-	20,940.19	78.2
41650	HUMAN RESOURCES	118,084.00-	46,368.22	39.3	9,840.31-	8,108.54	82.4
41670	ENGINEERING	2,183,035.00-	188,262.50	8.6	181,919.59-	6,956.74	3.8
41700	PLANNING AND ZONING	326,302.00-	122,317.97	37.5	27,191.84-	20,842.39	76.6
41800	GENERAL GOVERNMENT BUILDINGS	67,246.00-	20,816.16	31.0	5,603.82-	3,357.29	59.9
41921	SPECIAL EVENTS	3,200.00-	1,263.00	39.5	266.67-	0.00	0.0
42100	POLICE PATROL	923,927.00-	352,377.98	38.1	76,993.90-	64,321.08	83.5
42120	POLICE SPECIAL SERVICES	59,916.00-	22,817.36	38.1	4,993.00-	4,063.89	81.4
42150	POLICE ADMINISTRATION	283,023.00-	106,174.23	37.5	23,585.24-	17,053.14	72.3
42151	COMMUNICATIONS SERVICES	215,773.00-	86,304.60	40.0	17,981.07-	17,690.26	98.4
42200	FIRE PROTECTION AND CONTROL	877,546.00-	416,486.39	47.5	73,128.86-	68,189.26	93.2
42210	FIRE ADMINISTRATION AND INSPECTION	204,352.00-	74,603.96	36.5	17,029.34-	11,782.85	69.2
43000	PUBLIC WORKS	78,123.00-	26,165.64	33.5	6,510.23-	3,951.10	60.7
43100	HIGHWAYS AND STREETS	180,301.00-	68,532.10	38.0	15,025.12-	11,493.54	76.5
43170	CITY GARAGE	10,522.00-	6,135.14	58.3	876.83-	1,205.64	137.5
44310	SENIOR CITIZEN ACTIVITIES	69,698.00-	28,748.32	41.2	5,808.17-	4,844.94	83.4
44700	PARKS	236,059.00-	89,588.24	38.0	19,671.57-	21,179.23	107.7
44740	PARK MAINTENANCE	1,992,491.00-	1,760,776.19	88.4	166,040.92-	12,096.63	7.3
44800	LIBRARIES	146,375.00-	65,858.26	45.0	12,197.93-	11,770.52	96.5
44880	CHILDREN'S LIBRARY SERVICES	36,422.00-	14,717.34	40.4	3,035.16-	2,603.04	85.8
51000	MISC EXP	239,000.00-	4,597.00-	1.9	19,916.66-	0.00	0.0
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	0.00	80,000.00	0.0	0.00	80,000.00	0.0
	Total EXPENDITURES	9,259,724.00-	3,875,512.11	41.9	771,643.67-	415,156.41	53.8
	Total GENERAL FUND	69,193.00-	2,127,151.28	3074.2	5,766.08-	847.66	14.7

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	45,000.00	22,046.39-	49.0	3,750.00	3,405.13-	90.8
36100	INTEREST EARNINGS	250.00	16.49-	6.6	20.83	0.00	0.0
	Total REVENUES	45,250.00	22,062.88-	48.8	3,770.83	3,405.13-	90.3
	EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	65,500.00-	43,289.84	66.1	5,458.33-	2,447.12	44.8
	Total EXPENDITURES	65,500.00-	43,289.84	66.1	5,458.33-	2,447.12	44.8
	Total INDUSTRIAL DEVELOPMENT FUND	20,250.00-	21,226.96	104.8	1,687.50-	958.01-	56.8

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

121 STATE STREET AID FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
33551	STATE GASOLINE AND MOTOR FUEL TAX	248,000.00	47,322.80-	19.1	20,666.67	0.00	0.0
36100	INTEREST EARNINGS	500.00	36.38-	7.3	41.67	0.00	0.0
	Total REVENUES	248,500.00	47,359.18-	19.1	20,708.34	0.00	0.0
	EXPENDITURES						
43100	HIGHWAYS AND STREETS	328,000.00-	221,644.05	67.6	27,333.34-	0.00	0.0
	Total EXPENDITURES	328,000.00-	221,644.05	67.6	27,333.34-	0.00	0.0
	Total STATE STREET AID FUND	79,500.00-	174,284.87	219.2	6,625.00-	0.00	0.0

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
36100	INTEREST EARNINGS	6,000.00	712.35-	11.9	500.00	112.70-	22.5
36425	PARKS SALES TAX RECEIPTS	155,000.00	15,554.41-	10.0	12,916.67	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	0.00	0.0	1,666.67	0.00	0.0
	Total REVENUES	181,000.00	16,266.76-	9.0	15,083.34	112.70-	0.7
	EXPENDITURES						
49000	DEBT SERVICE	336,293.00-	66,972.25	19.9	28,024.43-	19,000.00-	67.8
	Total EXPENDITURES	336,293.00-	66,972.25	19.9	28,024.43-	19,000.00-	67.8
	Total PARKS SALES TAX FUND	155,293.00-	50,705.49	32.7	12,941.09-	19,112.70-	147.7

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

123 SOLID WASTE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
34400	SANITATION - USER FEES	655,000.00	110,460.00-	16.9	54,583.33	0.00	0.0
36000	OTHER REVENUES	150.00	0.00	0.0	12.50	0.00	0.0
36100	INTEREST EARNINGS	450.00	800.48-	177.9	37.50	0.00	0.0
37794	SALE OF MATERIALS	8,500.00	2,362.70-	27.8	708.33	431.00-	60.8
	Total REVENUES	664,100.00	113,623.18-	17.1	55,341.66	431.00-	0.8
	EXPENDITURES						
43200	SANITATION	580,860.00-	210,504.35	36.2	48,404.99-	30,160.06	62.3
49000	DEBT SERVICE	95,872.00-	3,248.44	3.4	7,989.33-	0.00	0.0
	Total EXPENDITURES	676,732.00-	213,752.79	31.6	56,394.32-	30,160.06	53.5
	Total SOLID WASTE FUND	12,632.00-	100,129.61	792.7	1,052.66-	29,729.06	2824.2

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

124 IMPACT FEES

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
33400	STATE GRANTS	90,000.00	0.00	0.0	7,500.00	0.00	0.0
36000	OTHER REVENUES	0.00	0.23-	0.0	0.00	0.23-	0.0
36100	INTEREST EARNINGS	9,600.00	2,347.57-	24.5	800.00	233.98-	29.2
36421	ROADS IMPACT FEES	23,000.00	7,814.40-	34.0	1,916.67	1,143.00-	59.6
36422	PARKS IMPACT FEES	11,000.00	6,732.00-	61.2	916.67	1,188.00-	129.6
36423	POLICE IMPACT FEES	11,000.00	7,120.80-	64.7	916.67	846.00-	92.3
36424	FIRE IMPACT FEES	7,000.00	4,697.40-	67.1	583.33	558.00-	95.7
	Total REVENUES	151,600.00	28,712.40-	18.9	12,633.34	3,969.21-	31.4
	EXPENDITURES						
51010	ROADS IMPACT FEES	285,173.00-	1,566.33	0.5	23,764.41-	0.00	0.0
51020	PARKS IMPACT FEES	22,279.00-	729.67	3.3	1,856.58-	0.00	0.0
51030	POLICE IMPACT FEES	117,316.00-	0.00	0.0	9,776.33-	0.00	0.0
51040	FIRE IMPACT FEES	42,897.00-	5,061.11	11.8	3,574.75-	0.00	0.0
	Total EXPENDITURES	467,665.00-	7,357.11	1.6	38,972.07-	0.00	0.0
	Total IMPACT FEES	316,065.00-	21,355.29-	6.8	26,338.73-	3,969.21-	15.1

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

140 POLICE DRUG FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
31610	LOCAL SALES TAX - CO. TRUSTEE	1,200.00	0.00	0.0	100.00	0.00	0.0
33400	STATE GRANTS	15,938.00	0.00	0.0	1,328.17	0.00	0.0
35130	IMPOUNDMENT CHARGES	150.00	0.00	0.0	12.50	0.00	0.0
35140	DRUG RELATED FINES	26,000.00	2,775.19-	10.7	2,166.67	322.00-	14.9
36100	INTEREST EARNINGS	250.00	4.03-	1.6	20.83	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	249.90-	0.0	0.00	0.00	0.0
	Total REVENUES	43,538.00	3,029.12-	7.0	3,628.17	322.00-	8.9
	EXPENDITURES						
42129	DRUG INVESTIGATION AND CONTROL	30,038.00-	4,893.62	16.3	2,503.18-	263.61	10.5
	Total EXPENDITURES	30,038.00-	4,893.62	16.3	2,503.18-	263.61	10.5
	Total POLICE DRUG FUND	13,500.00	1,864.50	13.8	1,124.99	58.39-	5.2

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	560,000.00	130.21-	0.0	46,666.67	0.00	0.0
36100	INTEREST EARNINGS	2,800.00	43,768.39-	1563.2	233.33	0.27-	0.1
	Total REVENUES	562,800.00	43,898.60-	7.8	46,900.00	0.27-	0.0
	EXPENDITURES						
49000	DEBT SERVICE	578,118.00-	92,780.92	16.0	48,176.50-	0.00	0.0
	Total EXPENDITURES	578,118.00-	92,780.92	16.0	48,176.50-	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	15,318.00-	48,882.32	319.1	1,276.50-	0.27-	0.0

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

412 SEWER FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
34900	BULK DISPOSAL FEE	300.00	875.00-	291.7	25.00	0.00	0.0
36000	OTHER REVENUES	5,250.00	11,788.68-	224.5	437.50	0.00	0.0
36100	INTEREST EARNINGS	13,500.00	1,572.02-	11.6	1,125.00	310.97-	27.6
36920	SALE OF BONDS	1,000,000.00	0.00	0.0	83,333.33	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	24,250.00	6,925.00-	28.6	2,020.83	1,075.00-	53.2
37220	ADMINISTRATIVE FEES	17,520.00	4,425.00-	25.3	1,460.00	850.00-	58.2
37230	SEWER USER FEES	2,046,521.00	393,659.96-	19.2	170,543.42	118.26	0.1
37298	CAPACITY FEES	375,440.00	52,520.00-	14.0	31,286.67	3,000.00-	9.6
37499	COMMITMENT FEES	265,200.00	0.00	0.0	22,100.00	0.00	0.0
37995	CONNECTION FEES	33,600.00	2,850.00-	8.5	2,800.00	300.00-	10.7
	Total REVENUES	3,781,581.00	474,615.66-	12.6	315,131.75	5,417.71-	1.7
	EXPENDITURES						
49000	DEBT SERVICE	712,631.00-	121,400.00	17.0	59,385.92-	20,560.00	34.6
52117	ADMINISTRATION AND GENERAL EXPENSES	1,562,813.00-	170,197.62	10.9	130,234.41-	14,572.70	11.2
52210	COLLECTION	1,221,495.00-	451,786.33	37.0	101,791.28-	22,744.68	22.3
52213	SEWER TREATMENT AND DISPOSAL	343,486.00-	122,259.06	35.6	28,623.83-	8,725.47	30.5
52223	DEPRECIATION	563,251.00-	93,875.16	16.7	46,937.58-	0.00	0.0
58801	ARRA ASSISTANCE - COPES CROSSING PROJECT	0.00	1,792.48	0.0	0.00	0.00	0.0
	Total EXPENDITURES	4,403,676.00-	961,310.65	21.8	366,973.02-	66,602.85	18.1
	Total SEWER FUND	622,095.00-	486,694.99	78.2	51,841.27-	61,185.14	118.0

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

416 HEALTHCARE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
36100	INTEREST EARNINGS	150.00	0.00	0.0	12.50	0.00	0.0
36350	INSURANCE RECOVERIES	0.00	108,862.36-	0.0	0.00	3,265.71-	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	1,116,860.00	438,430.08-	39.3	93,071.67	174,639.43-	187.6
	Total REVENUES	1,117,010.00	547,292.44-	49.0	93,084.17	177,905.14-	191.1
	EXPENDITURES						
51520	INSURANCE EMPLOYERS SHARE	1,117,010.00-	385,073.53	34.5	93,084.16-	105,721.96	113.6
	Total EXPENDITURES	1,117,010.00-	385,073.53	34.5	93,084.16-	105,721.96	113.6
	Total HEALTHCARE FUND	0.00	162,218.91-	0.0	0.01	72,183.18-	1800.0

Summary Financial Statement
NOVEMBER 30, 2009

Fiscal Year Time Lapse: 41.66

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	NOVEMBER Estimate Avg/Mth	NOVEMBER Actual	NOVEMBER Percent Of Avg
	REVENUES						
34110	GENERAL SERVICES	300.00	100.00-	33.3	25.00	0.00	0.0
34321	CEMETERY BURIAL CHARGES	300.00	300.00-	100.0	25.00	0.00	0.0
34323	GRAVE - OPENING AND CLOSING FEES	16,700.00	7,000.00-	41.9	1,391.67	600.00-	43.1
36100	INTEREST EARNINGS	1,700.00	177.30-	10.4	141.67	30.28-	21.4
36330	SALE OF EQUIPMENT	0.00	249.75-	0.0	0.00	0.00	0.0
36340	SALE OF CEMETERY LOTS	7,800.00	4,500.00-	57.7	650.00	1,500.00-	230.8
	Total REVENUES	26,800.00	12,327.05-	46.0	2,233.34	2,130.28-	95.4
	EXPENDITURES						
43400	CEMETERIES	17,570.00-	6,786.81	38.6	1,464.16-	0.00	0.0
	Total EXPENDITURES	17,570.00-	6,786.81	38.6	1,464.16-	0.00	0.0
	Total HILLCREST CITY CEMETERY	9,230.00	5,540.24-	60.0	769.18	2,130.28-	277.0

G/L Month: 11 NOVEMBER
Beginning Fund: 110 Beginning Function:
Ending Fund: 433 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS . . .

December 2, 2009

MEMORANDUM

To: Board of Mayor and Aldermen

Cc: Angie Carrier, City Administrator

From: Warren Garrett, Public Works Supervisor

Re: Updating the Snow and Ice Removal Operation Plan

The Public Works would like to formally request a change to the current Snow and Ice removal policy (Resolution 03-02). This attached Resolution has been created in much more detail, not only to Streets that will be kept accessible, but also in what order, who has responsibility for what roads or Highways, and collaboration between entities. It also provides the City with a comprehensive policy in the event of severe weather, or the 100 year storm. It covers all aspects of snow and ice removal procedures done within our City limits as well as pre-operation, and post operation. If you have any questions or concerns regarding this plan, please do not hesitate to contact me.

Thank you in advance for your consideration of this matter.

Sincerely,

Warren Garrett
Public Works Supervisor

RESOLUTION 09-25

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE CURRENT SNOW EMERGENCY ROUTES TO INCLUDE A SNOW AND ICE REMOVAL OPERATION PLAN.

WHEREAS, the Board of Mayor and Aldermen desire to update the current policy in effectiveness and efficiency; and

WHEREAS, the Board of Mayor and Aldermen wish to implement a comprehensive plan that collaborates with other agencies in order to deal with storms and severe weather, particularly with regard to snow and ice ; and

WHEREAS, the Board of Mayor and Aldermen would like to prepare for inclement weather and have a comprehensive plan in place to insure employees and equipment are ready perform snow and ice removal.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen that the Snow Emergency Route Resolution (03-02) be amended to include the Snow and Ice Removal Operation Plan.

Adopted this 17th day of December, 2009.

_____
John Decker, Mayor

ATTEST:

_____
Christie M. Odenwald, City Recorder

CITY OF WHITE HOUSE SNOW AND ICE REMOVAL OPERATION PLAN

VERSION 2009

A. INTRODUCTION

B. GENERAL POLICY STATEMENTS

C. STORM CLASSIFICATIONS

D. IMPLEMENTATION PROCEDURES
   1. WEATHER /STORM DECISIONS
   2. PERSONNEL NOTIFICATION/RECALL
   3. DECLARTION OF TRAFFIC EMERGENCY

E. SNOW ROUTE, AREAS, PRIORITIES AND RESPONSIBILITIES
   1. CITY OF WHITE HOUSE
   2. TDOT ROBERTSON COUNTY
   3. TDOT SUMNER COUNTY

F. SNOW/ICE REMOVAL POLICIES AND PROCEDURES
   1. EMERGENCY SNOW ROUTE TICKET/TOWING PROCEDURES
   2. DE-ICER AND ABRASIVE APPLICATION GUIDELINES
   3. SNOW/ICE CONTROL CENTER
   4. MEDIA INTERFACE
   5. ACCIDENTS

G. MANPOWER AND EQUIPMENT ASSIGNMENTS

H. PRE-WINTER SEASON PREPARATION
   1. SAFETY TRAINING
   2. OPERATOR TRAINING/CERTIFICATION
   3. EQUIPMENT PRE-INSPECTION

I. POST OPERATION PROCEDURES

A. INTRODUCTION:

1. The purpose of the Snow and Ice Removal Operation Plan is to provide all personnel who are involved in snow and ice removal, and the public, a single source of information which clearly defines the City of White House's policies and procedures in all Snow and Ice operations.
2. All Snow and Ice control operations are considered emergency in nature due to public safety and economic impact to the community. Consequently, regardless of the time of day or week, Snow and Ice operations will be accomplished as expeditiously as possible in conjunction with the priorities outlined in this plan.
3. The Snow and Ice season in Tennessee can begin as early as November and terminate as late as mid- April. The rate of accumulation of snowfall or icing is affected by atmosphere temperature, pavement temperature, moisture content, wind direction and velocity, and intervals between storms. Each storm is unique, and conditions may vary across the city. Therefore, while this plan tries to cover the major operations during a snow and ice storm, it must be recognized that there must be sufficient flexibility within the plan to provide differences and or contingencies in order to respond effectively to actual conditions.

B. GENERAL POLICY STATEMENT:

1. The policy of the City of White House is to clear Emergency Snow Routes and Public Safety Facilities of snow and ice expeditiously as practicable within the City's area of responsibility during and following every storm. This will be achieved through a combination of mechanical and chemical means.
2. Snow and Ice control operations on all roads will be prioritized based on immediate need for the public safety. Consequently, the main arterial and collector roads will be given the first priority for plowing and de-icing during and after a storm along with other designated Emergency Snow Routes as conditions permit. The intent is for all Emergency Snow Routes to be kept open when possible. During extremely heavy snowfall or extreme icing when the available equipment and manpower cannot keep all emergency routes open, all resources will be focused on the priority 1 routes as shown on the Emergency Snow route Map [PRIORITY 1]

   Concurrently with clearing the Emergency Snow Routes, City personnel will plow and de-ice public safety facilities (POLICE, FIRE STATIONS, PUBLIC WORKS FACILITIES, WASTEWATER TREATMENT FACILITIES and CITY HALL) [PRIORITY 1A] When storm conditions allow, priority 2 emergency snow routes as shown on the Emergency Snow Route Map will be kept open. [PRIORITY 2]

   Concurrently with clearing the Emergency Snow Routes, City personnel will plow and de-ice essential City facilities (ACTIVITY CENTER, OTHER CITY PARKING LOTS not listed above in priority1a) [PRIORITY2a]

3. Snow removal and de-icing operations at the end of the storm, or as resources become available, will be shifted to non-emergency through residential roads within city limits. [PRIORITY 3]
4. Snow removal and de icing operation for cul-de-sacs and streets with no outlet will be undertaken after the through residential roads are cleared. [PRIORITY 4]
5. City responsibility trails and sidewalks, as identified on the Emergency Snow Route Map (Annex 2), will be cleared after all removal operations on City streets and roadways are complete or as manpower and equipment resources become available. (Sidewalks associated with City buildings are the responsibility of building maintenance personnel and are not covered by this policy.) On Hwy 76 & 31W, it will be important to be certain TDOT snow and ice removal operations are complete so that work has to be done only one time per storm. All other sidewalks are to be maintained by the adjacent property owners.
6. Snow removal and de icing operations will not be undertaken in alleys.
7. A Winter Storm Traffic Emergency can only be declared by the City Administrator, or in their absence, the Chief of Police, Emergency Management Director, or Public Works Director. Notice of a Winter Storm Traffic Emergency will be given by posting on the City Cable Television Channel, and by issuance of a Press Release. In the event of a declaration of a traffic emergency, the Police will ticket or tow vehicles located on all Emergency Snow Routes as necessary to expedite the Snow and Ice removal operations. Additional officers may be required to accomplish this in an effective manner that will assist with the snow and ice removal operation.
8. City personnel will not clear plowed-in driveways. Clearing driveways is the citizen's responsibility. The plowing operation produces a continuous windrow of snow, and by its nature is expected to block some citizen's cleared driveways when there is significant snow accumulated in the street.
9. Snow and ice removed from driveways and sidewalks shall not be placed in the street.
10. The City Snow and Ice Command Center is the Public Works Office telephone number (615) 672-0215. The Director of Public Works may provide the media with Snow/Ice removal updates during and after storm operations to keep the public informed of the conditions of the roads.

C. STORM CLASSIFICATIONS:

1. Each Snow and Ice storm will be unique and vary in intensity, duration and total precipitation. This section will apply a basic classification system to assist in establishment of priorities of equipment, material manpower, and a management system for implementation in all Snow and Ice removal operations. The Storm classification system will utilize an estimated total expected snowfall for snow and total ice glazing for ice storms.
2. Classes of Storms
   a. Snowstorms. Class 1 defined as a storm of extremely heavy snow of eight inches or more occurring in a period of 24 hours or less. This type of storm will cause life threatening conditions to occur. When weather forecast indicate that a Class 1 storm is imminent, the City Snow and Ice Command Center will immediately be activated by Director of Public Works. All appropriate city equipment will be mobilized immediately.

The City Administrator or in their absence, The Chief of Police or Public Works Director, may declare a Traffic Emergency. The declaring official shall make the media notification of the Traffic Emergency. City Snow and Ice Command Center may make other media notifications.

Class 2 is defined as a storm of moderate to heavy snowfall with estimated range of two-eight inches. This type of storm can pose the same threats to the public safety that the Class 1 does. A Class 2 storm may or may not require the declaration of traffic Emergency, and a declaration of a Traffic emergency as noted above may be made as actual conditions warrant. City Snow and Ice Command Center will activate at such time as the storm develops sufficiently to meet the Class 2 criteria.

Class 3 storm is defined as a storm with accumulations of two inches or less, which in most cases will only require light plowing and treating of pavement with salt and magnesium chloride. Snow and Ice Command Center will not be activated. ThePublic Works Director will determine when the decision is made to proceed with snow and ice removal operations.

b. Ice Storms. All Ice Storms will be rated as a Class 1 type storm. Ice Storms will cause an immediate threat to public safety. If an Ice Storm is forecast as imminent or otherwise develops, the City Snow and Ice Command Center will be activated immediately by the Director of Public Works and Traffic Emergency declaration shall be issued.

D. IMPLEMENTATION PROCEDURES:

1. Weather/Storm Decisions:

a. During normal duty and non-duty hours the key personnel (Director Public Works and Street Supervisor or their designees) involved in Snow and Ice control will monitor forecast storms utilizing the National Weather Service, the Weather Channel, and local TDOT weather information. If a Class 1 storm is predicted, The Director of Public Works will activate the City Snow and Ice Command Center. The City Snow and Ice Command Center will be activated for Class 2 storms at such time as the storm develops sufficiently to meet the Class 2 criteria. When the City Snow and Ice Command Center is activated the Public Works Director, Streets Supervisor, or their designee will serve as Incident commander for the event. For Class 3 storms no activation of the City Snow and Ice Command Center will be required.

b. In the event of a surprise storm outside normal work hours, the police dispatcher will, based on police observations, call the Director of Public Works, alerting him of the storm conditions. The Director of Public Works will in turn call the Streets Supervisor to make the decision to active the Snow and Ice Command Center in the event of a Class 1 or 2 storms. Public Works personnel will be dispatched to assess the extent of any snow/ice problem reported to help determine if the City Snow and Ice Command Center should be activated, and to determine what resources are needed to be mobilized for response to the storm.

2. Personnel Notification/Recall:
   a. It is imperative that each division within the Public Works Department and other city departments maintain a current and validated recall roster during the snow and ice season. Every City employee with a CDL is eligible (Upon approval of respective Department Heads) to be assigned snow and ice control duties by the Public Works Director depending on the storm conditions. Quick response is the key to successful implementation of this plan. The Streets Supervisor will prepare an active recall roster. This roster will become a part of this plan. Roster will be updated yearly. Upon activation of City Snow and Ice Command Center (Class1 and 2 Storms) the recall/implementation procedures for recall will be as follows:

Class 1 or 2 Storms

Director of Public Works

Street Supervisor

The rest of recall roster will be called as needed by Street Supervisor or the designated

Senior Operator.

3. Declaration of Traffic Emergency: Only the City Administrator can declare a traffic emergency. In their absence, this decision is delegated to the Chief of Police and/or Public Works Director or Emergency Management Director.
   a. When a traffic emergency has been declared, the declaring official will contact the media by posting on the City Cable Television Channel, and by issuance of a Press Release (See appendix PL1) announcing that a traffic emergency has been declared and all vehicles not removed from Emergency Snow Routes will be subject to ticketing and towing.
   b. Ticketing and towing operations will be conducted by the City of White House Police Department.
4. When the forecast is likely , but not imminent, for snow and ice outside normal working hours, the Director of Public Works and/or the Street Supervisor may place all or a portion of the roster on a stand by status for recall.

E. SNOW ROUTES, AREAS, PRIORITIES AND RESPONSIBILITIES
1. City of White House
   a. The priorities for Snow and Ice removal will be as follows (note Priorities may be adjusted due to specific storm conditions):
      1) Major arterial and collector routes designated Priority 1 on the Emergency Snow route Map.
         a.) Public safety facilities (POLICE, FIRE STATIONS, PUBLIC WORK FACILITY, WASTEWATER TREATMENT FACILITY, CITY HALL.)

2) Emergency snow routes designated Priority 2 on the emergency Snow Route Map.
   a) Other City parking lots and facilities (ACTIVITY CENTER, PARKING LOTS.)
3) Other through streets
4) Cul-de-sacs and other streets with no outlet.
5) City responsibility trails and sidewalks designated on the Emergency Snow Route Map.

b. NOTE: When parked vehicles or other obstructions left in the street make the plowing or abrasive application unsafe, risky, or unproductive to the detriment of operations on other streets, the area in question will be skipped until such time as removal activities may be done safely and efficiently.

2. City of White House responsible for:
   a. **SEE RESOLUTION 03-02**
3. Robertson County TDOT
   a. **SEE MAP 1**
4. Sumner County TDOT
   a. **SEE MAP 2**
5. Notation:
   a. The following roads partially or wholly in the County will be handled as if they were City of White House street
      1) Union Road
      2) McCurdy Road
      3) Calista Road

F. SNOW/ICE REMOVAL POLICIES AND PROCEDURES:

1. Emergency Snow Routes- Ticket/Towing Procedures.
   Declaration of Traffic Emergency

   a. Whenever snow has accumulated or there is a possibility that snow will accumulate to such depth that now removal operations will be required, the City Administrator, or in their absence the Chief of Police, Public Works Director or Emergency Management Director, may declare a Traffic Emergency, and until such traffic emergency is terminated, it shall be unlawful:
      1) To park a vehicle on any street designated as an Emergency Snow Route.
      2) To operate a motor vehicle on any emergency Snow Route in such manner or condition that such motor vehicle stalls and is unable to proceed by reason of the fact that the driving wheels are not equipped with tire chains or adequate all-weather tires.
      3) Improperly parked or stalled vehicles as noted in (1 and 2) shall be ticketed and towed at the owner's expense.
      4) The Chief of Police, during a Traffic Emergency, is empowered to waive or suspend enforcement of parking regulations
2. De-Icer and abrasive Application Guidelines:

a. The primary chemical de-icers utilized by the City of White House will be salt. The purpose of these chemicals is to function as de-icers for roadway surfaces. Salt will be the primary de-icer of choice.

3. Snow/Ice Control Center
   a. Upon the determination of a class 1 or 2 storm, the City Snow and Ice Command Center will immediately be activated at the Public Works Office.
   b. The Director of Public Works is the senior city staff member who will direct and coordinate all Snow and Ice removal operations. In his absence the Street Supervisor of the City or a designee will assume this position.
   c. The Street Supervisor will be responsible to the Director of Public Works for the initiation and synchronization of all Snow and Ice removal operations in the Snow and Ice removal plan. The Street Supervisor will be the major coordinator and synchronizer and be the lead supervisor of the Snow and Ice Control Center, and will develop supporting plans to execute the Snow and Ice plan and operation of the Snow and Ice Control Center.
   d. The following city departments will provide representatives to the Snow Ice Control Center, who will provide liaison and /or support to the Street Supervisor as required. Conflict resolution will be at the Department Director levels.
      1) Police –one representative to assist in problem areas
4. Media Interface:
   a. It is imperative that the general public be informed on a regular basis during Class 1 and 2 storms of the city's efforts both successful and not so successful in all aspects of Snow and Ice removal operations.
   b. All media releases will be approved by the City Administrator, the Director of Public Works, and the Chief of Police.
5. Accidents:
   a. All accidents involving city vehicles occurring during Snow and Ice removal operations will be reported immediately by radio/cell phone from snow equipment to the Public Works Department.
      1) Accidents are to be reported as follows:
         a) Vehicular Damage- An accident report will be filled out at the scene of accident in addition to the radio report. Standard accident procedures and forms will be utilized. Additionally, a law enforcement officer will investigate the accident at the scene prior to resumption of Snow and Ice removal operations by the city vehicle involved.
         b) Private Property Damage- (Mail Boxes, sprinkler systems, and other private improvements) - Your mail box and the access to it for the U.S. Postal Service is the responsibility of the resident. Again, because the crews have no place to put the snow, curbside mailboxes may become blocked and in those cases it is the responsibility of the resident to move that snow beyond the street so that the postal service may access the mailbox. Heavy snow pushed or thrown by the plow may damage mailboxes. This is not intentional, but does occasionally

happen. The City is not responsible for damage to mailboxes or other private improvements placed within the road rights-of-ways of its road that occurs as a result of snow and ice removal operations

G. MANPOWER AND EQUIPMENT ASSIGNMENTS:
   1. At the beginning of a Class 1 or 2 Storm Public Works will immediately commence operation.
   2. Public Works will be the primary manpower and equipment resource for all snow and ice removal operations. However, during sustained snow and ice removal operation, the Parks Department and the Wastewater Operations Department may be asked by Director of Public Works or the Street Supervisor to provide both manpower and equipment resources to support the Street Division in snow and ice removal operations.
   3. Due to limited personnel resources, it is not feasible to work shifts during extended storm events. For safe operations, every effort will be made to have as many streets in serviceable condition as possible in accordance with the storm route priorities in as short a time as feasible.

H. PRE-WINTER SEASON PREPARTAION:
   1. Safety Training: Commencing in October and continuing through the fall and winter seasons, the Street Supervisor will schedule recurring training that will focus on snow and ice control issues.
      a. City operations personnel will hold meetings to discuss known strengths and weaknesses in preparation for the snow and ice season. These meetings will be conducted by the Street Supervisor.
      b. Practice runs of the routes will be driven by all operators prior to mid-November to ensure all are familiar with the Emergency Snow Routes.
   2. Operator Training/Certification: New operators will be assigned to an experienced operator to receive training on all phases of snow and ice control. New operators will receive this training in pre-season and during the actual snow and ice control season. The trainer of the new operator will at the time of the new operator proficiency, certify to the Street Supervisor of Public Works, that the new operator is cleared for individual (solo) operation. Operators will not be assigned to equipment that they are not qualified to operate under any circumstance.
   3. Equipment Pre-Inspection: Commencing in October, the Street Division will prepare and ensure all snow and ice removal equipment is prepared and operational for mounting to its assigned piece of equipment.
      a. All salt spreaders will be certified by the Street Supervisor to ensure maximum efficiency.
      b. Salt spreaders will be mounted on the assigned truck after the end of the annual construction season or at such time as directed by the Street Supervisor.

I. POST OPERATIONS PROCEDURES:

1. During storms, and after each shift, the operator will perform the required maintenance and service on his assigned equipment. These services include the following:

TOP OFF FUEL TANK
CHECK LIGHTS
CHECK ALL FLUIDS
INSPECT FOR FLUID LEAKS
FILL WINDSHIELD WASHER FLUID
CHECK TIRE PRESSURE
FILL SALT HOPPER WITH MATERIAL
CHECK CUTTING EDGES ON EQUIPMENT

2. After storms, all equipment will receive a thorough inspection by the operators. Salt hoppers will be emptied and washed out to prevent corrosion. Vehicles will be washed. All known deficiencies will be reported to the supervisor for immediate correction. Repairs of snow and ice removal equipment will be first priority during winter storm season.

Appendix PR1 12/7/2009

PRESS RELEASE CONTACTS

1. BARGAIN BROWSER- 615-672-3555
2. CHANNEL 2 NEWS- 615-369-7236
3. CHANNEL 4 NEWS- 615-353-2231
4. CHANNEL 5 NEWS- 615-254-6397
5. CHANNEL 17 NEWS- 615-369-1717

RESOLUTION 03-02

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE TENNESSEE ESTABLISHING SNOW EMERGENCY ROUTES AND PROVIDING FOR PROPER PUBLIC NOTIFICATION THEREOF.

Whereas the City of White House may experience extended snowfall events, and

Whereas the City of White House has recently upgraded its snow and ice equipment, and

Whereas the City can now quickly and effectively respond to significant snow and ice events effecting its major thoroughfares and roadways, and

Whereas the Citizens of White House will benefit from the knowledge that major roadways will be passable during inclement winter weather, therefore

The Board of Mayor and Aldermen do hereby resolve to identify and designate the following roadways within the City of White House as official 'Snow Emergency Routes'

Sage Road	Union Road
Wilkinson Lane	Calista Road
Lone Oak/Apache Trail	Pleasant Grove Road
Meadowlark Drive	Hillwood Drive
Kennedy Drive	North Palmer's Chapel Road
Marlin Road	McCurdy Road
Hobbs Drive	Meadows Road
Garrett Drive	South Palmers' Chapel Road

and by doing so signal to the traveling public that these major roadways will be cleared of snow and ice first, and the City Street Department will strive to keep these roadways continuously clear during snow and ice events.

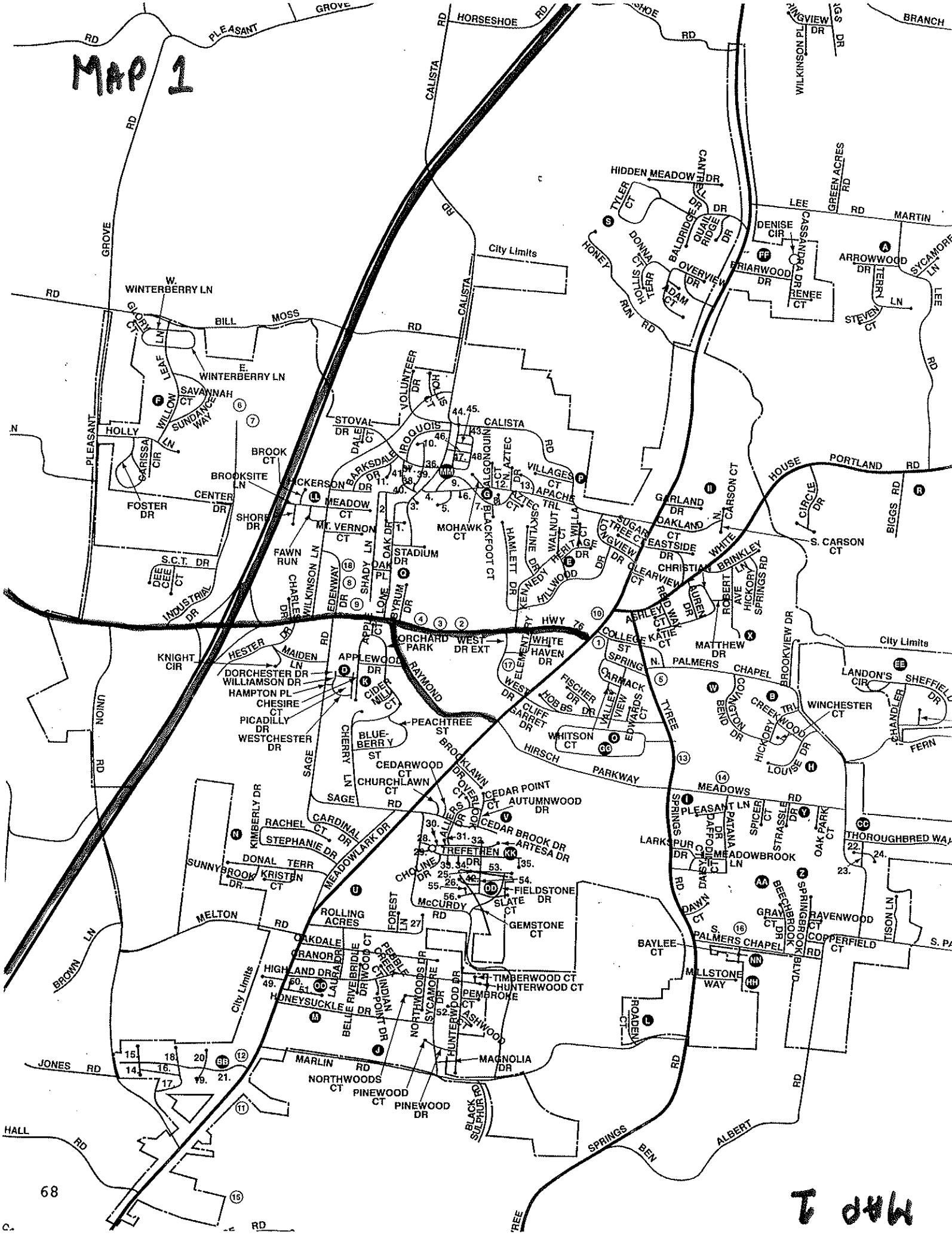
Adopted this 20th day of February, 2003.

Stan McAfee, Mayor

ATTEST:

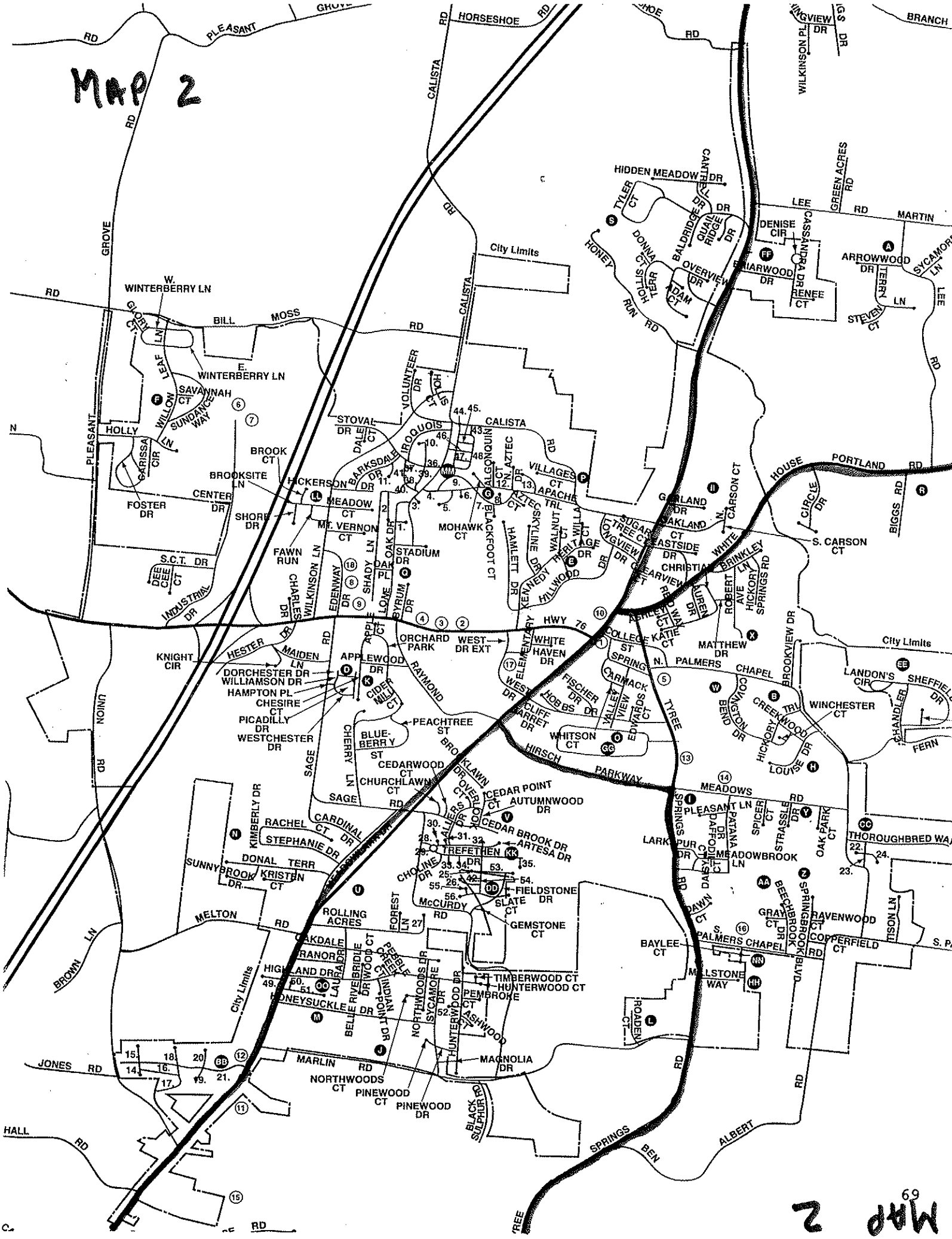
Julie J. High, City Recorder

MAP 1


PLEASANT GROVE RD
HORSESHOE RD
BRANCH
WILKINSON PL
RINGVIEW DR
HIDDEN MEADOW DR
TYLER CT
CANTRELL DR
BALDRIDGE DR
QUAIL RIDGE DR
DENISE CIR
LEE RD
GREEN ACRES RD
MARTIN
CASSANDRA DR
ARROWWOOD DR
SYCAMORE LN
TERRY LN
STEVEN CT
DONNA CT
HONEY RUN RD
LITTLE TERR
ADAM CT
OVERVIEW DR
FRIARWOOD DR
RENEE CT
City Limits
CALISTA RD
W. WINTERBERRY LN
GLORY CT
BILL MOSS RD
E. WINTERBERRY LN
LEAF LN
WILLOW
SAVANNAH CT
SUNDANCE WAY
HOLLY
CARISSA CIR
FOSTER DR
BROOK CT
BROOKSITE LN
CENTER DR
SHORE DR
MEADOW CT
MT. VERNON CT
FAWN RUN
S.C.T. DR
DEE CEE CT
INDUSTRIAL DR
STOVAL DR
DALE CT
VOLUNTEER DR
HOLLY CT
IROQUOIS
BARKSDALE DR
ALGONQUIN
AZTEC
VILLAGES CT
APACHE TRL
MOHAWK CT
BLACKFOOT CT
STADIUM DR
OAK DR
OAK PL
SHADY LN
LONE OAK
BYRUM DR
CHARLES DR
WILKINSON LN
EDENWAY DR
HAMLETT DR
KENNEDY
SKYLINE DR
WALNUT CT
HERITAGE DR
HILLWOOD DR
GARLAND DR
OAKLAND CT
N. CARSON CT
HOUSE
PORTLAND RD
CIRCLE DR
BIGGS RD
S. CARSON CT
SUGAR TREE CT
EASTSIDE DR
WHITE
BRINKLEY
CHRISTIAN
OLEARVIEW CT
LAUREN DR
ROBERT AVE
HICKORY SPRINGS RD
HWY 76
ASHLEY WAY
KATIE CT
MATTHEW DR
COLLEGE ST
ORCHARD PARK
WEST DR EXT
WHITE HAVEN DR
ELEMENTARY
KNIGHT CIR
HESTER DR
MAIDEN LN
DORCHESTER DR
WILLIAMSON DR
HAMPTON PL
CHESIRE CT
PICADILLY DR
WESTCHESTER DR
APPLEWOOD DR
CIDER MILL CT
RAYMOND
PEACHTREE ST
BLUEBERRY ST
CHERRY LN
SAGE RD
CEDARWOOD CT
CHURCHLAWN CT
BROOKLAWN DR
OVERLOOK CT
CEDAR POINT CT
AUTUMNWOOD DR
CEDAR BROOK DR
ARTESA DR
TREFETHEN DR
CHOLINE DR
FIELDSTONE DR
SLATE CT
McCURDY RD
GEMSTONE CT
FOREST LN
ROLLING ACRES
MELTON RD
OAKDALE
GRANOR
HIGHLAND DR
HONEYSUCKLE DR
BELLE RIVE DR
WOOD CT
PEBBLE CREEK
INDIAN POINT DR
NORTHWOODS DR
SYCAMORE DR
HUNTERWOOD DR
ASHWOOD
TIMBERWOOD CT
HUNTERWOOD CT
PEMBROKE CT
MAGNOLIA DR
NORTHWOODS CT
PINEWOOD CT
PINEWOOD DR
MARLIN RD
JONES RD
HALL RD
BROWN LN
UNION RD
KIMBERLY DR
RACHEL CT
STEPHANIE DR
CARDINAL DR
MEADOWLARK DR
DONAL TERR
SUNNYBROOK DR
KRISTEN CT
PLEASANT LN
PATANA DR
SPICER CT
STRASSLE DR
OAK PARK CT
THOROUGHBRED WAY
LARKSPUR DR
MEADOWBROOK LN
DAFFODIL CT
DAWN CT
BEECHBROOK BLVD
SPRINGBROOK CT
RAVENWOOD
COPPERFIELD CT
TISON LN
S. PALMERS CHAPEL RD
BAYLEE CT
MILLSTONE WAY
ROADEN CT
MEADOWS
PALMERS CHAPEL RD
N. PALMERS CHAPEL
BROOKVIEW DR
LANDON'S CIR
SHEFFIELD DR
WINCHESTER CT
CHANDLER
FERN
COVINGTON BEND DR
CREEKWOOD TRL
HICKORY
LOUISE DR
TYREE
CARMACK
FISHER DR
HOBBS DR
VALLEY VIEW
EDWARDS CT
CLIFF
GARRET DR
WHITSON CT
HIRSCH
PARKWAY
BLACK SULPHUR RD
BEN ALBERT SPRINGS RD

MAP 2

MAP 2


PLEASANT RD
HORSESHOE RD
CALISTA RD
GROVE RD
BRANCH
WILKINSON PL
HIDDEN MEADOW DR
TYLER CT
HONEY RUN RD
BALDRIDGE DR
QUAIL RIDGE DR
OVERVIEW DR
DENISE CIR
CASSANDRA DR
BRIARWOOD DR
RENEE CT
LEE RD
GREEN ACRES RD
MARTIN
ARROWWOOD DR
SYCAMORE LN
STEVEN CT
City Limits
W. WINTERBERRY LN
E. WINTERBERRY LN
GLORY CT
BILL MOSS RD
SAVANNAH CT
WILLOW LEAF LN
SUNDANCE WAY
HOLLY
CARISSA CIR
FOSTER DR
PLEASANT
BROOK CT
BROOKSITE LN
CENTER DR
SHORE DR
FAWN RUN
S.C.T. DR
DEE CEE CT
INDUSTRIAL DR
STOVAL DR
DALE CT
VOLUNTEER DR
IROQUOIS
HOLLIS CT
CALISTA RD
ALGONQUIN
AZTEC
VILLAGES CT
APACHE TRL
HICKERSON DR
MEADOW CT
Mt. VERNON CT
BARKSDALE DR
BLACKFOOT CT
MOHAWK CT
HAMLETT DR
SKYLINE DR
WALNUT
HERITAGE DR
KENNEDY DR
HILLWOOD
STADIUM DR
OAK DR
SHADY LN
LOME PL
BYRUM DR
CHARLES DR
WILKINSON LN
EDENWAY DR
APPLE CT
HWY 76
ORCHARD PARK
WEST DR EXT
WHITE HAVEN DR
ELEMENTARY
KNIGHT CIR
HESTER DR
MAIDEN LN
APPLEWOOD DR
RAYMOND
DORCHESTER DR
WILLIAMSON DR
HAMPTON PL
CHESIRE CT
PICADILLY DR
WESTCHESTER DR
CIDER MILL CT
PEACHTREE ST
BLUE-BERRY ST
CHERRY LN
SAGE RD
CEDARWOOD CT
CHURCHLAWN CT
BROOKLAWN DR
OVERLOOK CT
CEDAR POINT CT
AUTUMNWOOD DR
CEDAR BROOK DR
ARTESA DR
TREFETHEN DR
FIELDSTONE DR
SLATE CT
GEMSTONE CT
McCURDY RD
CHOLINE DR
ALLERS DR
WESTCLIFF DR
ARRET DR
HOBBS DR
FISHER DR
VALLEY VIEW
EDWARDS CT
WHITSON CT
HIRSCH
PARKWAY
COLLEGE ST
SPRING
N. PALMERS
CHAPEL
ASHLEY WAY CT
KATIE CT
MATTHEW DR
HOUSE
PORTLAND RD
GARLAND DR
OAKLAND CT
EASTSIDE DR
CHRISTIAN
BRINKLEY
WHITE
CARSON CT
S. CARSON CT
CIRCLE DR
BIGGS RD
HICKORY SPRINGS RD
ROBERT AVE
LAUREN DR
BROOKVIEW DR
LANDON'S CIR
SHEFFIELD DR
WINCHESTER CT
CHANDLER
FERN
CREEKWOOD TRL
HICKORY
LOUISE DR
COVINGTON BEND DR
TYREE
MEADOWS RD
PLEASANT LN
SPICER CT
STRASSLE DR
OAK PARK CT
THOROUGHBRED WAY
LARKSPUR DR
MEADOWBROOK LN
DAFFODIL CT
PATANA DR
SPRINGS RD
BEECHBROOK DR
SPRINGBROOK BLVD
GRAY CT
RAVENWOOD
COPPERFIELD CT
PALMERS CHAPEL RD
BAYLEE CT
MALSTONE WAY
DAWN CT
KIMBERLY DR
RACHEL CT
CARDINAL DR
STEPHANIE DR
DONAL TERR
SUNNYBROOK DR
KRISTEN CT
MELTON RD
ROLLING ACRES
FOREST LN
OAKDALE
RANOR DR
HIGHLAND DR
HONEYSUCKLE DR
BELLE RIVE
BRIDLE WOOD CT
PEBBLE CREEK CT
INDIAN POINT DR
NORTHWOODS DR
SYCAMORE DR
HUNTERWOOD DR
TIMBERWOOD CT
HUNTERWOOD CT
PEMBROKE CT
ASHWOOD
MAGNOLIA DR
ROADEN CT
JONES RD
MARLIN RD
NORTHWOODS CT
PINEWOOD CT
PINEWOOD DR
BLACK SULPHUR
HALL RD
BROWN LN
UNION RD
SPRINGS
BEN ALBERT RD

MAP 2

ORDINANCES . . .

November 2, 2009

MEMORANDUM

To: Board of Mayor and Aldermen

From: Charlotte Soporowski, Finance Director CKS

Cc: Angie Carrier, City Administrator

Re: Budget Amendment I

The following budget amendment is recommended for approval. Item one is to shift both revenue and expense related to a grant received by the Police Department to fund hand held laser units. The amounts were originally included in the Drug Fund, but on the recommendation of the MTAS Police consultant, we are moving them to the General Fund. Items two through four are all related to ARRA (American Recovery and Reinvestment Act) funds. The State of Tennessee has issued directives that require more stringent accounting practices than the federal government initially prescribed on the stimulus funds. One of these directives requires that all monies spent and received in association with each ARRA project be accounted for in a separate and distinct account structure. These amendments move the revenue and expenses as they were originally budgeted into the separate and distinct structure that has been established by the State of Tennessee. Finally, item five is to increase the depreciation estimate that was made in the original 2008-2009 budget for the transition of the Sanitation fund from a Special Revenue to a proprietary fund. Should you have any questions related to this budget amendment, please let me know. Thanks.

ORDINANCE 09-22

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIODS ENDING JUNE 30, 2009 AND JUNE 30, 2010.

WHEREAS, it has become necessary to amend the current year's annual budget to move revenue and expense related to the receipt of a grant for hand held laser units from the Drug Fund to the General Fund on the advice of the Municipal Technical Advisory Service; and

WHERAS, it has also become necessary to amend the current year's annual budget to ensure compliance with the provisions of the American Recovery and Reinvestment Act (ARRA) for projects in both the Wastewater and General Funds; and

WHEREAS, it has become necessary to amend the previous year's annual budget to recognize depreciation expense resulting from the transition to a proprietary fund from a special revenue fund.

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: November 19, 2009

Second Reading: December 17, 2009

_____
John Decker, Mayor

ATTEST:

_____
Christie M. Odenwald, City Recorder

City of White House
Budget Amendment I
November 19, 2009

					Current Budget	Proposed Budget	Amendment
140	42129	900	Police Drug Fund	Capital Outlay	15,938	11,048	(4,890)
140	33400		Police Drug Fund	State Grants	15,938	11,048	(4,890)
110	42100	900	General Fund - Police Patrol	Capital Outlay	0	4,890	4,890
110	33400		General Fund	State Grants	1,031,000	1,035,890	4,890

1. *To amend current 2009-2010 budget to move revenue and expense related to grant for hand held laser units from Drug Fund to General Fund on the advice of MTAS.*

412	58801	900	Wastewater Fund - ARRA Assistance - Copes Crossing Project	Capital Outlay	0	1,000,000	1,000,000
412	52117	900	Wastewater Fund - Administration	Capital Outlay	1,046,700	46,700	(1,000,000)

2. *To amend current 2009-2010 budget to ensure compliance with the provisions of the American Recovery and Reinvestment Act (ARRA).*

110	33142		General Fund	ARRA Grant #1 - Fiber Optic Installation	0	660,000	660,000
110	33100		General Fund	Federal Grants	1,671,160	1,011,160	(660,000)
110	58802	900	General Fund - ARRA Grant #1 - Fiber Optic Installation	Capital Outlay	0	960,000	960,000
110	41670	900	General Fund - Engineering	Capital Outlay	2,069,000	1,109,000	(960,000)

3. *To amend current 2009-2010 budget to ensure compliance with the provisions of the American Recovery and Reinvestment Act (ARRA).*

110	33143		General Fund	ARRA Grant #2 - Calista Road Project	0	514,000	514,000
110	33100		General Fund	Contractual Services	1,011,160	497,160	(514,000)
110	58803	900	General Fund - ARRA Grant #2 - Calista Road Project	Capital Outlay	0	514,000	514,000
110	41670	900	General Fund - Engineering	Capital Outlay	1,109,000	595,000	(514,000)

4. *To amend current 2009-2010 budget to ensure compliance with the provisions of the American Recovery and Reinvestment Act (ARRA).*

123	43200	540	Sanitation Fund	Depreciation	0	28,424	28,424

5. *To amend the 2008-2009 budget for depreciation expense resulting from the transition to a proprietary fund from a special revenue fund.*

City of White House
Memorandum

Date: November 9th, 2009

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

From: Ashley Smith, Director
Parks & Recreation Department

Re: Recommendation from the Leisure Services Board to amend the Municipal Code

At the November 5th meeting of the Leisure Services board, there was a recommendation to amend the Municipal Code as it relates to membership because of the recent appointment of Mr. Bracey by Mayor Decker to serve in his place on the board. Changes to the code are recommended below.

2-101 Board created, membership, terms, appointments and vacancies.
Insert the words "or the mayor's designee from the board of mayor and aldermen".

2-102 Powers and duties of the board, (6) Duties of officers, (b) Vice-Chairman

Strike the words "~~The mayor shall act as vice-chairman and~~" and insert the words "The vice-chairman".

(7) Appointment of chairman: Insert the words "and vice-chairman".

ORDINANCE 09-23

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 2, CHAPTER 1 LEISURE SERVICES, SECTIONS 2-101 AND 2-102.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding Leisure Services;

NOW, THEREFORE, BE IT ORDAINDED by the Board of Mayor and Aldermen that the White House Municipal Code Title 2, Chapter 1 Leisure Services, Section 2-101 and Section 2-102 be amended as follows:

Title 2 – Boards and Commissions
Chapter 1 Leisure Services Board

2-101. Board created, membership, terms, appointments and vacancies. There is hereby created the White House Board of Leisure Services, hereinafter called "the board." The board shall consist of seven (7) members who shall serve without compensation and who shall be appointed by the mayor. The board shall be composed of the mayor, or the mayor's designee from the Board of Mayor and Aldermen, one alderman elected by the mayor and aldermen and five (5) citizens who are residents of the City of White House and appointed by the mayor. The term of office for the five (5) citizens shall be staggered three (3) years or until their successors are appointed. Vacancies in such board shall be filled by the mayor for the unexpired term.

2-102. Powers and duties of the board. (6) (b) Vice –chairman: The ~~mayor shall act as vice-chairman and~~ vice-chairman should preside over any meeting in which the chairman is not present.

(7) Appointment of chairman: The chairman and vice-chairman shall be appointed annually by a majority vote of the board at its July 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: November 19, 2009

Second Reading: December 17, 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:	December 9, 2009
RE:	Zoning Ordinance Amendment: Parking Lot

The White House Regional Planning Commission recommended the zoning ordinance amendment at the November 9, 2009 Meeting. The Planning Commission received two requests for limited use parking lots without asphalt or concrete surfacing. The ordinance amendment provides an exemption to parking lot hard surfacing requirements for limited use facilities limited to 14 days per calendar year. The ordinance includes review criteria for the Planning Commission to approve the use and include regulations to prevent damage and erosion on property and right-of-way and to ensure safe vehicular access to the roadway. The intention of the ordinance is also to exempt landscaping and parking lot lighting requirements.

ORDINANCE 09-24

AN ORDINANCE AMENDING ARTICLE IV OF THE ZONING ORDINANCE AS INDICATED BELOW, REGARDING AN EXEMPTION FOR NON-HARDSURFACED PARKING LOTS FOR LIMITED USE FACILITES AS DETERMINED BY THE WHITE HOUSE REGIONAL PLANNING COMMISSION.

WHEREAS, the Board of Mayor and Aldermen wishes to amend multiple sections of the Zoning Ordinance regarding parking lot design. The amendments are to provide an exemption from the hard surfacing (asphalt and concrete) requirement for parking lots, entrances, and drive aisles. The exemption is for limited use facilities as determined by the Planning Commission. Limited use and facilities include individual and multiple events limited to 14 days per calendar year.

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that Article IV is amended as indicated below:

Amendment #1

Article IV Supplementary Provisions Applying to Specific Districts

Section 4.010 Off-Street Parking Requirements

Amendment Description: Provide exemption to hard surface requirement for limited use facilities parking facilities as determined by the Planning Commission. Zoning Ordinance amendment in ***bold italics.***

Section 4.010 Off-Street Parking Requirements

The number of parking spaces provided shall meet the minimum requirements for the specific uses as set forth in Sections 4.010.A – 1- 4.010.A 6. Except for single family homes and duplexes ***and limited use facilities approved by the Planning Commission***, all parking lots shall be covered with asphalt or concrete and spaces line according to requirements set forth below:

Amendment #2

Article IV Supplementary Provisions Applying to Specific Districts

Section 4.010 Off-Street Parking Requirements

Sub-Section 4.015 Requirements for Design of Parking Lots

Amendment Description: Provide exemption to hard surface requirement for limited use facilities parking facilities as determined by the Planning Commission. The ordinance includes Planning Commission review criteria, requirements to limit damage and erosion onto property, right-of-ways, and safe vehicular access onto the roadway. The amendment includes an exemption to landscaping and requirements of the zoning ordinance. Ordinance amendment in ***bold italics.***

4.015 Requirements for Design of Parking Lots

A. Except for parcels of land devoted to one (1) and two (2) family residential uses, all areas devoted to off-street parking shall be so

designed and be of such size that no vehicle is required to back into a public street to obtain egress.

B. Traffic aisles shall be required in all interior parking lots and shall be a minimum of twenty (20) feet.

C. Entrances and exits for all off-street parking lots shall comply with the requirements of Section 3.090, of this ordinance.

D. The parking lot shall be designed in such a manner as to provide adequate drainage and to eliminate the possibility of stagnant pools of water.

E. All parking lots shall be hard surfaced, with an all-weather, wearing surface and dustless material. ***The Planning Commission may approve for non-hard surfaced parking lots for limited use facilities including individual and multiple individual events requiring off-street parking no longer than fourteen days total per calendar year. The Planning Commission's review shall include the proposed type, length, and anticipated traffic with the limited use and facility. The Planning Commission may require drainage improvements, hard surfacing of front portion of drive entrance, and other site improvements required to prevent erosion and damage to property and right-of-ways and to ensure safe access onto the roadway. Approved limited uses facilities are exempt from parking lot landscaping requirements of this ordinance. The Planning Commission depending on the size of the limited use facility may require temporary parking lot lighting.***

Amendment #1

Article IV Supplementary Provisions Applying to Specific Districts

Section 4.010 Off-Street Parking Requirements

Amendment Description: Provide exemption to hard surface requirement for limited use facilities parking facilities as determined by the Planning Commission. Zoning Ordinance amendment in ***bold italics.***

Section 4.010 Off-Street Parking Requirements

The number of parking spaces provided shall meet the minimum requirements for the specific uses as set forth in Sections 4.010.A – 1- 4.010.A 6. Except for single family homes and duplexes ***and limited use facilities approved by the Planning Commission***, all parking lots shall be covered with asphalt or concrete and spaces line according to requirements set forth below:

BE IT FURTHER ORDAINED that this amendment was approved by the Planning Commission at November 9, 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: December 17, 2009

Second Reading: January 21, 2010

_____
John Decker, Mayor

ATTEST:

_____
Christie Odenwald, City Recorder

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: December 9, 2009

RE: Zoning Ordinance Amendment: Agricultural Use

The White House Regional Planning Commission on November 9, 2009 recommended approval of the Zoning Ordinance amendments. The Zoning Ordinance amendments process started with a Board of Zoning Appeals Administrative Appeal request. Staff received a complaint and sent a notice to a property owner on North Palmers Chapel Road regarding an agricultural use (chickens) on property less than 5 acres. The Board of Zoning Appeals review was deferred to allow for the Planning Commission and the Board of Mayor and Aldermen to review the Zoning Ordinance amendment. If the amendment is approved, the Board of Zoning Appeals will meet again to review the use as a special exception. If the amendment is denied, the deferred Administrative Appeal will be voted on by the Board of Zoning Appeals.

The Planning Commission and Board of Mayor and Aldermen in 2006 approved regulations permitting accessory residential agricultural uses for properties over 5 acres. The accessory residential agricultural uses are permitted by Special Exception thru review and approval of the Board of Zoning Appeals.

The zoning ordinance amendment includes review criteria to be used by the Board of Zoning Appeals when reviewing requests for accessory residential agricultural uses. The review criteria is set up to prevent the negative nuisance effects possible with agricultural uses in residential areas on small scale properties. The small scale private garden issue was also discussed by the Board of Zoning Appeals. Staff stated the Planning/Codes Department policy was not to regulate small scale gardens for private. The definition amendment was to provide an exemption based on department policy.

ORDINANCE 09-25

AN ORDINANCE AMENDING ARTICLES II AND IV OF THE ZONING ORDINANCEAS INDICATED BELOW, REGARDING EXPANDING THE RESIDENTIAL ACCESSORY AGRICULTURAL USE REGULATIONS TO INCLUDE 1-5 ACRE PROPERTIES AND PROVIDE EXEMPTION TO AGRICULTURAL USE DEFINITION FOR SMALL SCALE RESIDENTIAL PRIVATE GARDENS.

WHEREAS, the Board of Mayor and Aldermen wishes to amend multiple sections of the Zoning Ordinance regarding accessory residential agricultural uses and small scale residential private gardens. The amendments are to provide regulations and Special Exception review criteria for the Board of Zoning Appeals for Accessory Agricultural Residential Uses for 1-5 acre properties. The regulations include review standards to eliminate the prevent the negative nuisance effects of the agricultural use onto adjacent properties.

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that Article IV is amended as indicated below:

Amendment #1

Article II Definitions

Definition: Agricultural Use
Amendment Description: Provide exemption to smalls scale private residential private gardens Ordinance amendment in ***bold italics.***

Agriculture Use. This includes all forms of agriculture, growing of crops in the open, dairying, grazing, the raising and maintaining of poultry and other livestock, horticulture, viticulture, floriculture, forests, and woods, provided, however, all health codes of White House, Tennessee, are compiled with. ***Small scale private gardens based on size of property are exempt from this definition.***

The feeding or disposal of community or collected garbage to animals shall not be deemed an agricultural use, nor shall commercial feed lots, the raising of furbearing animals, fish or minnow hatcheries, riding stables, livery or boarding stables or dog kennels be so considered.

Amendment #2

Article IV Supplementary Provisions Applying to Specific Districts
Section 4.170 Residential Agricultural Uses
Amendment Description: New Section for 1-5 acre properties. The existing ordinance includes provisions for 5-20 acre and over 20 acre properties. The ordinance includes seven review standards for the Board of Zoning Appeals for Special Exception Requests. Ordinance amendment in ***bold italics.***

4.170 Residential Agricultural Uses

Regulations for properties between (1) and (5) acres:

1. ***Residential property must be designated as R-40, R-20, and R-15 Residential Zoning Districts on the official zoning map.***
2. ***Property must be over one (1) acre in size.***
3. ***Agricultural use shall be an accessory to residential use and shall only be a personal use by residents of the property***
4. ***Property must not be located within a suburban or urban residential and commercial area as determined by the Board of Zoning Appeals to prevent adverse effects to adjoining properties and uses ,including but not limited to, odors and rodents infestation.***
5. ***The land area reserved for the agricultural use and number of animals shall be determined by the Board of Zoning Appeals based on type of agricultural use proposed, acreage of the property, and adjoining property uses.***
6. ***The agricultural use of the property shall not injuriously affect public health or become a nuisance because of noise, odor, etc.***
7. ***All animals shall be within an enclosure and shall not run at large. The locations of enclosures and cages shall be determined by Board of Zoning Appeals including preventing animal cages from being located in front yard and requiring adequate setbacks of animals enclosures from adjacent houses and property lines. No enclosure of poultry shall be within 10 ft of property line.***

BE IT FURTHER ORDAINED that this amendment was approved by the Planning Commission at November 9, 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: December 17, 2009

Second Reading: January 21, 2010

_____
John Decker, Mayor

ATTEST:

_____
Christie Odenwald, City Recorder

Finance and Other Business . . .

City of White House
Public Works

Memo

To: Board of Mayor and Alderman

From: Ed Hickman – Director

CC: Christie Odenwald

Date: 12/7/2009

Re: Request for surplus on Public Works issued vehicles.

On this date, Dec.1, 2009, we are requesting that the following be declared surplus.

- 1995 Ford Ranger, Vin.# 1FTCR10X45UB54275. Mileage 184,905 (Engine has a connecting rod knock)
- 1998 Dodge Ram 2500, Vin.# 3137KF26Z2WM284116 .Mileage 146,397 (Transmission is slipping)
- 1992 GMC Kodak Dump, Vin.# 1GBL7H1P9NJ103796. Mileage 37,596 with 10' plow/salt spreader. (Two speed axle is locked in Low, Brake calipers on front stuck open, Hydraulic pumps on plow and spreader worn out)

Trucks to be sold on GovDeals.com.

Thank you for your consideration. If you have any questions regarding this matter, you may contact me at 672-0215.

Memo

TO: Board of Mayor and Alderman

FROM: Ron Bailey, City Engineer

DATE: December 17, 2009

SUBJECT: Bid Documents for ARRA Fiber Optic project

The City of White House has had an informal agreement with McGill Associates for over a year for their company to provide the bid documents on this project. Over the course of this project the scope has been changed several times, the funding has altered several times, and this has caused the contract to constantly be put on hold or re-negotiated. They have not billed us for any work performed to date. **McGill Associates** has submitted a proposal to complete the bid documents and related services (as required for ARRA funded projects) in the amount of **$14,000**.

This project is funded with $660,000 from the Federal Government through the ARRA. This Federal funding is distributed through TDOT and is 100% reimbursable. An additional $300,000 has been set aside by the City through the General Fund. The General Fund is contributing $150,000, $30,000 from the Roads Impact Fees, $70,000 from Sanitation, and $50,000 from Wastewater to total the $300,000.

I recommend that the Board of Mayor and Alderman approve this Contract for Professional Services and allow the City to enter into contract with McGill Associates for the Fiber Optic bid documents.

McGill
ASSOCIATES

December 7, 2009

Ron Bailey, P.E.
City of Engineer
City of White House
105 College Street
White House, Tennessee 37188

Re: Engineering Services
74LPLMF0004090202
Federal Project # ARRA-STP-M-9320(1)
State Project # 74LPLM-F3-004
TDOT PIN: 112664.00
Contract #: 090202
Project Description: Signal upgrade to fiber optics along Hwy 76 and Hwy 31

Dear Ron:

McGill Associates is pleased to submit this proposal to provide engineering services for the above referenced project. Based on our discussions with you and Angie Carrier, we understand our services would include the preparation of certain design and bid documents described herein. Our understanding of the project is also based on conceptual drawings and other information provided by the City of White House.

PROJECT UNDERSTANDING

We understand that the City of White House plans to install and own a municipal fiber optic distribution system (FODS) as follows:

- Generally, the FODS will extend from the Sewer Department located on Industrial Drive to the Police Station on Tyree Springs Road.
- The FODS route includes portions of Industrial Drive, a crossing of Interstate 65, State Highway 76, US Highway 31, College Street, Carmack Drive, Spring Street and Tyree Springs Road.
- The existing facilities located along the route that will be connected to the FODS are the Sewer Department, Public Works, Fire Station No. 1, Fire Station No. 2, Library, City Hall, Police Station and seven (7) traffic signal cabinets.

- The majority of the FODS will be overhead with all support structures existing and capable of supporting the FODS. The only underground portion will be where the FODS crosses Interstate 65.

SCOPE OF BASIC SERVICES

A summary of the Basic Services work associated with this project is as follows:

- Completion of the engineering design of the FODS interconnecting all facilities and cabinets indicated above.

- Preparation of technical specifications for construction of the FODS, including cables, connectors, splices, enclosures, support messengers, line hardware, conduits, fittings, handholes and associated appurtenances.

- Preparation of design diagrams and details necessary to convey the intent of the construction requirements to the Contractor at points along the FODS route and at the building service connections and designated traffic signal locations.

- Provide assistance with the inside building work related to the internal FODS system for issues such as cable routing, connection points or mounting details, from the exterior demarcation point to a main telecommunications room within each facility.

- Preparation of bid documents and contract documents compatible with TDOT Stimulus Funding requirements suitable to accompany the drawings and specifications and allow the City to receive bids and prepare a proper contract with the successful bidder.

CITY RESPONSIBILITIES

The following items will be the responsibility of the City of White House:

- Providing any field surveying required for the project. This includes overhead and underground right-of-way information along the proposed route of the cables. The survey information would be provided to McGill Associates in AutoCad.dwg or .dxf file, either by e-mail, posting to the McGill Associates ftp web site, or CD sent to our office by the City.

- Providing "Make-Ready" Utility Pole drawings prepared by Neel-Schaffer for inclusion and reference within the overall project drawings. These drawings will show the location of all existing poles to be used by the FODS.

- Securing all right-of-ways, easements, joint-use and/or encroachment agreements, and any permits and approvals related to the project.

McGill Associates, P.A. • P.O. Box 4187, Sevierville, TN 37864 • 248 Bruce Street, Sevierville, TN 37862
865-908-0575 • Fax 865-908-0110

- Assisting in the determination of fiber strand count requirement at each service locations based on the respective needs.

CLARIFICATIONS

The following are clarifications of the basic scope of services:

- Our design is limited to the FODS infrastructure up to connecting hardware at the endpoints of each fiber. Our design does not include the necessary active electronic hardware and software required to complete a working network.

- This proposal does not include construction contract bidding, construction administration or construction inspection services.

SCHEDULE

McGill Associates will have the design and related documents completed and ready for bid within 2-3 weeks. This schedule assumes the information to be provided by the City is transferred to us in a timely manner.

COSTS

McGill Associates will provide the basic services described on a maximum-not-exceed basis, with the actual cost based on the time and expenses incurred from our personnel assigned directly to the project, not to exceed **$14,000.00**. The basic services include the design of the FODS to a demarcation point located on the exterior wall of each building facility, or to a termination point within each traffic cabinet, as applicable.

Additional services can be provided if requested by the City to assist with the construction bidding and contract preparation, and for any needed inspection or review of the project during construction. These additional services would be provided on an hourly basis as requested.

McGill Associates, P.A. • P.O. Box 4187, Sevierville, TN 37864 • 248 Bruce Street, Sevierville, TN 37862
865-908-0575 • FAX 865-908-0110

ACCEPTANCE

If the above is acceptable, please provide appropriate signature below and return one (1) copy to us. Please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,
McGILL ASSOCIATES, P.A.

Gary R. McGill, P.E.
Principal

Accepted by City of White House:

NAME	TITLE	DATE

Engineering • Planning • Finance
McGill Associates, P.A. • P.O. Box 4187, Sevierville, TN 37864 • 248 Bruce Street, Sevierville, TN 37862
865-908-0575 • FAX 865-908-0110

December 10, 2009

MEMORANDUM

To: Board of Mayor and Alderman

From: Angie Carrier

Re: Library Contract

The Mayor had proposed to the Library Board to allow the City more oversight with financial and personnel concerns due to increasingly significant liabilities with both arenas. The City Attorney and I have discussed the options for carrying out this proposal without limiting the authority of the Library board. A contract for these services seems to be the most reasonable solution. If you have any questions, please feel free to call.

LIBRARY CONTRACT

This Agreement made as of _____ between the **City of White House, Tennessee, 105 COLLEGE STREET, WHITE HOUSE, TENNESSEE 37188 (City)** and **White House Library Board**, 412 HIGWWAY 76, White House , Tennessee 37188 (**Board**) to perform professional services for the project described as follows:

Description of Project: The description of the services is the providing by the City of administrative services needed by the Board for its daily operation including personnel, payroll, and financial oversight and related administrative duties.

1. **Basic Services:** The City agrees to perform administrative services in relation to human resource functions as provided by the Personnel Handbook and perform other financial services such as purchasing and budget oversight at the times and in the manner specified in written documents, such as Municipal Purchasing and Budget Law as approved by the office of the Comptroller in the State of Tennessee. The persons designated by the City to perform the services must be approved by the City Administrator. The supplies to perform the services will be provided by the City.

2. **Compensation:** The compensation to the City from the Board shall be waived in full.

3. **Termination:** The obligation to provide further services under this Agreement may be terminated by the City or the Board upon thirty days written notice.

4. **Indemnification:** The Board agrees to indemnify and hold harmless the City and its representatives from any and all actions, claims, damages or expenses caused by the negligent act, error or omission of the Board or its employees.

5. **Governing Law:** This Agreement shall be governed by the law of the State of Tennessee.

CITY OF WHITE HOUSE

By: _____
John Decker, Mayor
105 College Street
White House, Tennessee 37188

THE WHITE HOUSE LIBRARY BOARD

By: _____
(Name) _____
412 Highway 76
White House, Tennessee 37188

Other Information . . .

November 23, 2009

MEMORANDUM

To: Board of Mayor and Aldermen

From: Charlotte Soporowski, Finance Director CKS

Cc: Angie Carrier, City Administrator

Re: Change in Budgetary Policy for Reserves

As most of you are aware, the City's General Fund balance has steadily improved over the last few years. We have actually achieved the recommended minimum fund balance that The Government Finance Officers Association (GFOA) Best Practices recommends, which is 20% of Operating Revenues. As a result of the steady increase in fund balance, and in keeping with the recommended practices of the GFOA, the Budgetary Policies and Procedures section of the budget book was updated to reflect this change from 10% to 20% in the Reserve section. You may or may not have noticed this change on page 7 of your budget document, so I just wanted to specifically point it out so that we can all celebrate the achievement of this financial milestone for the City of White House. Please let me know if you have any questions.

STATE OF TENNESSEE
COMPTROLLER OF THE TREASURY
DIVISION OF LOCAL FINANCE
SUITE 1110 414 UNION STREET
NASHVILLE, TENNESSEE 37243-1402
PHONE (615) 532-7207 FAX (615) 532-5232

November 30, 2009

Honorable John W. Decker, Mayor
City of White House
105 College Street
White House, Tennessee 37188

Dear Mayor Decker:

This will acknowledge receipt of a letter from Ms. Charlotte Soporowski dated November 24, 2009 enclosing a certified copy of the City of White House 2009-2010 fiscal year budget.

We have reviewed the budget and have determined that projected revenues and other available funds are sufficient to meet anticipated expenditures. Our review of the budget is based solely on the information we have received and is for the purpose of determining that the budget, as presented to this office, appears to be balanced. With regard to programs included in the budget such as education, roads, and corrections, we have not made any attempt to determine that the local government has complied with specific program statutes or guidelines, or with any financing requirements prescribed by any state or federal agency. A property tax rate may be included in this budget, and we would recommend that local government officials be certain that all program requirements have been met before initiating the tax collection process.

This letter constitutes approval by this office for the City of White House 2009-2010 fiscal year budget as adopted by the Governing Body.

Sincerely,

David H. Bowling, Director

DHB:laa

Cc: Ms. Charlotte Soporowski

MEMO

TO: Board of Mayor and Alderman

FROM: Ron Bailey, City Engineer

DATE: December 17, 2009

SUBJECT: Street Index update – adding "Cardinal Extension"

Engineering is constantly working with Robertson and Sumner County E-911 offices to maintain an accurate and efficient list of street names and address ranges. Robertson County recently pointed out an issue with a section of Cardinal Drive. Coming from Sage Road, there is a short section (approximately 60 linear feet) of Cardinal Drive that continues to the south after the main section of Cardinal Drive bends 90° to the east towards Meadowlark Drive. There is one address given to a property on that section of road and it is shown as 100 Cardinal Drive. This property is located within the 300 block of Cardinal Drive and is therefore out of the address range. Our Fire Department noted that there have been calls to this property and it was confusing to locate. Robertson County E-911 agrees that there should be a correction to this issue.

Engineering is changing the name of this 60 foot section of roadway directly south of the Cardinal Drive 90° bend. This section will now be designated as "**Cardinal Extension**." The property owner will be given notice, the Street Index updated, signage ordered, and Robertson County E-911 informed.

PHIL BREDESEN
THE GOVERNOR OF TENNESSEE

20 March 2009

The President
The White House
Washington, D.C.

Dear Mr. President:

To satisfy the requirement set forth in Section 1607(a) of the American Recovery and Reinvestment Act of 2009, I am pleased to certify that the State of Tennessee, and agencies thereof, will request and use funds provided under the Act, and use them to create and save jobs and promote economic growth.

Warmest regards,

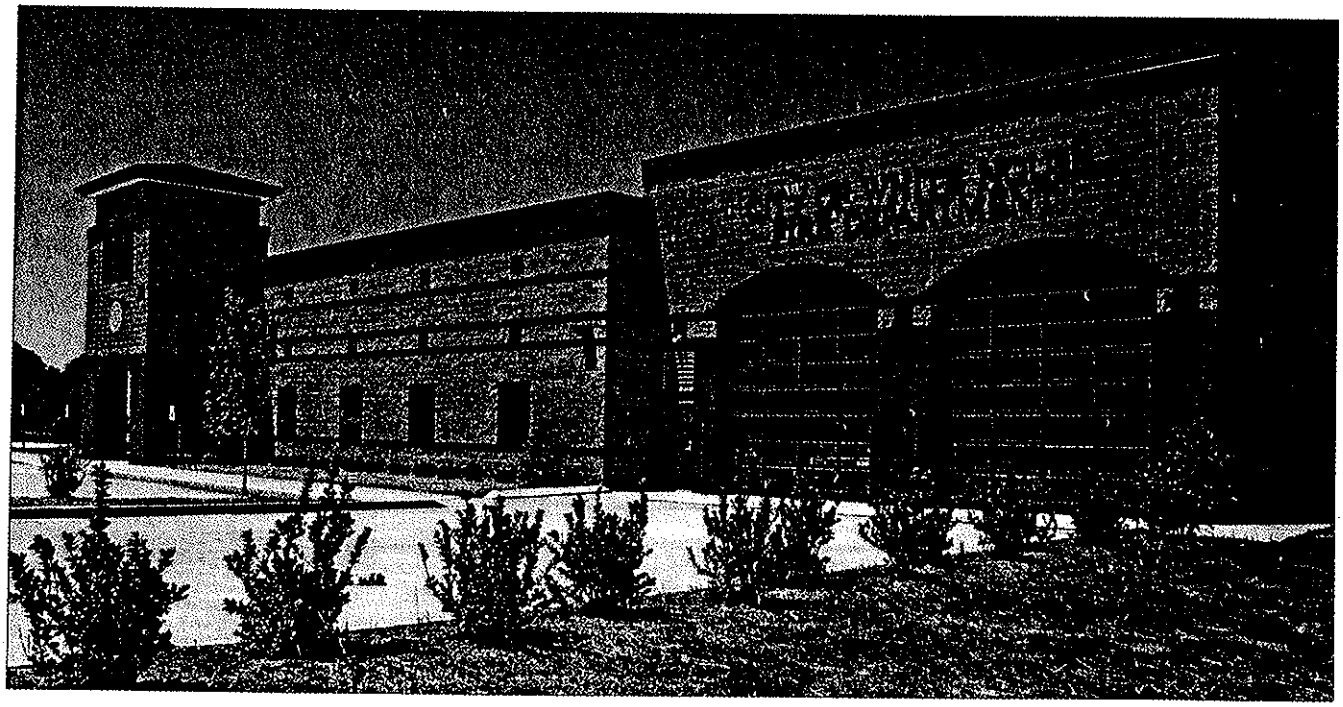
Phil Bredesen

rters

CAREER NOTABLE

White House Fire Station No. 2

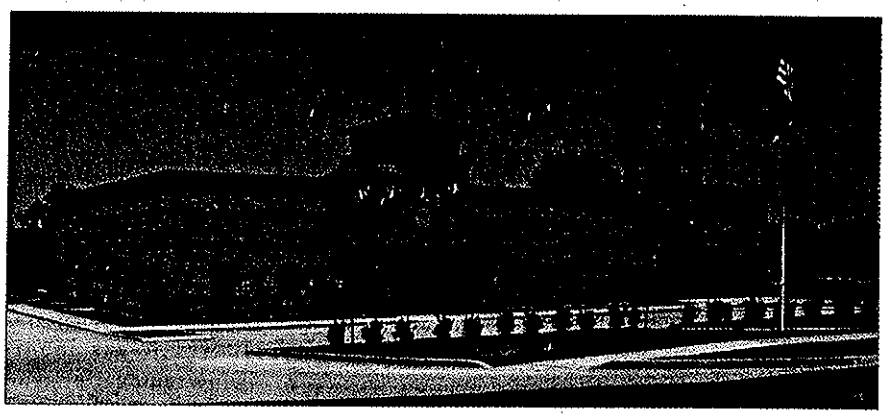
White House, Tennessee



The city of White House replaced their headquarters with a new, more functional station. The two-bay station is equipped with an automatic fire suppression system and provides individual sleep rooms and toilet/shower rooms for firefighters. A training room, seating 50 people, is also available for public meetings and can be accessed separately from the remainder of the station along with the kitchen and public restrooms.

The apparatus bays contain a large tool shop, a decon room, compressor and EMS storage, and laundry. A large training mezzanine provides for training exercises and also houses the station's storage and mechanical needs. Many energy efficient features were incorporated into the project. The station's HVAC system is geothermal, and roof and site water runoff are channeled to the pump test pit used in testing of truck pumps and equipment. The site for Station No. 2 has separate driveways for responding and returning apparatus, as well as, separate staff and public parking. At the rear of the site, a separate training structure and pad allows the department to perform many types of training exercises. To meet NFPA requirements of exhaust removal, the apparatus bays are equipped with a comprehensive air exchange system.

Stewart-Cooper-Newell-Architects
Design Team:
Stewart-Cooper-Newell-Architects, Design Consultant
Kline Swinney Associates, Architect of Record
Fire Chief: Joe Palmer
Project Area: 12,628 sq. ft.
Total Cost: $2,626,000
Cost per Square Foot: $208
Completion Date: January 2009



TENNESSEE MUNICIPAL LEAGUE
226 Capitol Boulevard, Suite 710
Nashville, Tennessee 37219-1894
(615) 255-6416 FAX: (615)-255-4752
Newspaper: *Tennessee Town & City*
www.tml1.org

December 4, 2009

Dear Municipal Official:

The TML Legislative Conference will be held March 8-9 at the Doubletree Hotel Downtown in Nashville.

Enclosed is information regarding registration and hotel reservations. We ask that you share this information with other elected officials and that you make copies of the registration form as needed or download the form from the website at: www.TML1.org. You can make hotel reservations by calling the Central Reservations Office at 1-800-222-8733 or the local number at 615-747-8200. Please reference the group name (Tennessee Municipal League) and arrival date when making your reservation. The TML group rate is **only** offered Sunday, March 7–Tuesday, March 9.

To register for the conference, please complete the form provided and mail or fax to TML. An elected or appointed public official cannot register as a spouse/guest.

If you have any questions regarding the Legislative Conference, give me a call at (615) 425-3903 or e-mail me at strice@TML1.org.

We look forward to seeing you in Nashville.

Sincerely,

Sylvia Trice

Sylvia Trice
Director of Conference Planning

Enclosure

Tennessee Municipal League
Legislative Conference 2010

REGISTRATION FORM

MARCH 8-9, 2010 – DOUBLETREE HOTEL DOWNTOWN
315 Fourth Avenue North, Nashville, TN 37219

Two Easy Ways To Register:

1) Mail your registration form with payment to arrive by **Tuesday, February 16** to: TML Legislative Conference, 226 Capitol Blvd., Suite 710, Nashville, TN 37219
2) Fax your registration form and credit card information to Sylvia Trice at (615) 255-6488. If you have any questions, you can reach Sylvia at (615) 425-3903.

ATTENDEE INFORMATION

First Name _____ Last Name _____

Title _____ City/Town _____

Spouse/Guest Name (if attending) _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email (Needed to send confirmation of your registration) _____

Special Needs _____

PAYMENT INFORMATION

( ) Delegate Fee: $65 ( ) Spouse/Guest Fee: $35 Total Amount Due: $_____

( ) Municipal check or personal check enclosed. Make checks payable to **TML Legislative Conference** and mail to: Tennessee Municipal League, Attn.: Legislative Conference, 226 Capitol Blvd., Suite 710, Nashville, TN 37219.

[redacted]

Bill my: _____ VISA _____ MASTERCARD

Card Number: _____ Expiration Date: _____

_____ CVV Number (It is the last 3 digits AFTER the credit card number in the signature area of the card.)

Name appearing on credit card: _____

Billing address for credit card: _____

Signature: _____

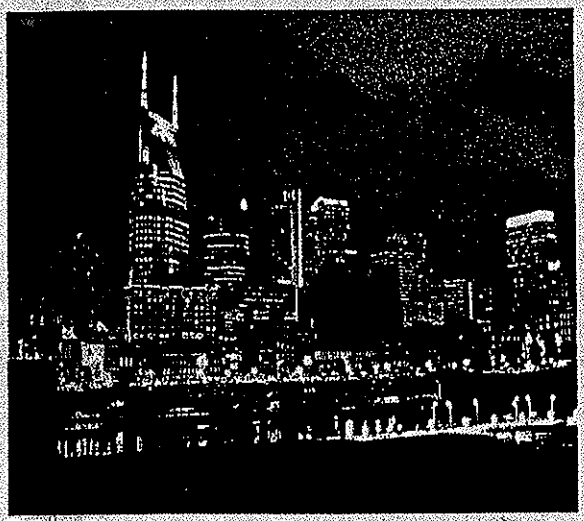
HOTEL RESERVATION INFORMATION

[redacted]: DoubleTree Hotel Downtown, 315 Fourth Avenue North, Nashville, TN 37219. The reservation deadline is **Wednesday, February 10, 2010**. (The group rate will not be available after February 10.) Reservations: (615) 244-8200.

[redacted]: $122 single, double, triple or quad for Sunday, March 7 and Monday, March 8. There are a few rooms reserved for Tuesday, March 9 at the $122 rate. Rates do not include state and local taxes, currently 15.25%, plus a $2.50 city tax fee per room per night will also apply. ***(Please bring your municipal certificate of exemption for state and local taxes with you upon check-in along with a municipal check or municipal credit card.)***

[redacted]: A credit card is required to guarantee all reservations. However, payment at check-out may be made with a check or credit card. Cancellations and rooms not settled in full upon departun will be charged to the credit card on file.

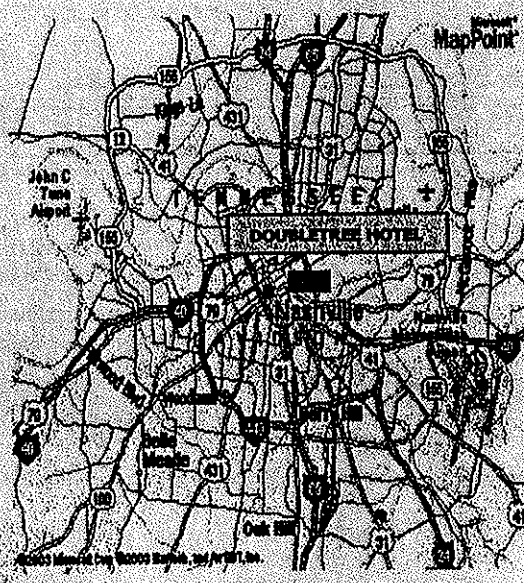
(DoubleTree Hotel information on backside



DOUBLETREE HOTEL
NASHVILLE

Doubletree Hotel Nashville
315 Fourth Avenue North
Nashville, TN 37219
www.nashville.doubletree.com

Sales & Catering Office
Direct Telephone: 615-747-4800
Sales Fax: 615-747-4815



LOCATION

Located in the heart of Music City USA. Within blocks to the downtown Historic district, Gaylord Entertainment Center, Country Music Hall of Fame, Nashville Convention Center, Tennessee Performing Arts Center and State Capitol. Within minutes of all major Interstates, I-40, I-65 and I-24.

DIRECTIONS

→ From Nashville International Airport (7.5 miles). Take I-40 West to Charlotte Avenue Exit. Turn right on Charlotte Avenue and take to 4th Avenue. Turn right onto 4th Avenue. Hotel is up one block on right. Corner of 4th Avenue and Deaderick Street.

GUEST ROOM INFORMATION

Number of rooms	338
Suites	6
Kings	126
Double/Double	198
Accessible Rooms	17
Non-Smoking Rooms	210
Number of Floors	9
Check-In Time	3:00 pm
Check-out Time	12:00 pm

Reservations must be guaranteed with major credit card with cancellation by 4:00 pm day of arrival to avoid a one night charge of room and tax.

GUEST ROOM AMENITIES

- NEWLY Renovated! All new furniture!
- Two phones with separate lines, voicemail and dataport
- High speed Internet access
- 2-pc rolling Ergonomic work desk
- Wolfgang Puck Coffeemaker with complimentary gourmet coffee and Earl Grey tea
- USA TODAY® delivered each weekday morning
- Iron and ironing board
- Hairdryer
- Individual climate control
- Electronic door locks
- NEW 42" Flat Screen Cable TV with on-demand movies and free HBO®
- Video account review and check-out

Hilton HHonors

GUEST SERVICES AND FACILITIES

- Business Center
- Concierge
- Valet parking - *$20.00 daily + tax*
- Downtown Grayline Airport Express Shut
- Laundry/Dry Cleaning (same day availabl
- Room service 6:00 am – 12:00 am
- Multilingual staff
- Safe deposit boxes available at front des
- Soda and ice machines on each guest flo
- **Hilton Honors Points & Miles™**

RECREATION

- Indoor heated swimming pool
  Pool Hours: 7:00 am – 10:00 pm
- On-site 24 hour fully-equipped fitness ce with free weights, exercise cycles and steppers
- Several golf courses within a 15 minute
- Centennial Sportsplex nearby (tennis co ice rink and indoor pool)

POINTS OF INTEREST

- Country Music Hall of Fame – 4 blocks
- Sommet Center – 4 blocks
- Tennessee Performing Arts Center – 1 b
- Titans Stadium – 6 blocks
- Many restaurants and evening entertain venues within a 4 block distance
- State Capitol building

FOOD & BEVERAGE OUTLETS

NAME	HOURS	CUISINE
Heritage Grill	6:00 am – 10:00 pm	American
Swanks Martini & Wine	11:00 am – 12:00 am	Hors d'oeuvres
Starbucks Coffee	6:00 am – 6:00 pm	Coffee & Sundry Items

ICMA NEWSLETTER

ICMA

December 7, 2009 Volume 90, Issue 25

Print This Page

Home > Current Article

2010-2011 Nominating Committee Announced

With approval of the ICMA Executive Board, President Darnell Earley has selected these Corporate members to serve on the 2010-2011 Nominating Committee:

- Barry Brenner, town manager, Seabrook, New Hampshire
- Angie Carrier, city administrator, White House, Tennessee
- Mary Jacobs, assistant city manager, Sierra Vista, Arizona.

The other two members of the committee are past president David Limardi, city manager, Highland Park, Illinois, who serves as chair and president-elect Dave Childs, assistant county manager, Washoe County, Nevada.

The committee will meet on October 19, 2010, at the ICMA Annual Conference in San Jose, California, to conduct interviews with vice presidential candidates. The deadline for candidate submissions, petitions, and letters is July 2, 2010. The January 4, 2010, *ICMA Newsletter* will include the Call for Nominations from the nominating committee. Information also is available here.

There are three avenues for consideration by the nominating committee: suggestions from individual members; suggestions from state or affiliate associations (International Hispanic Network, National Forum for Black Public Administrators, and National Association of County Administrators); or identification by nominating committee members.

State association leaders in the Northeast, Midwest, and Southeast regions have each developed a process for selecting their recommended candidates to forward to the nominating committee for their region. Screening panels, composed of state presidents, interview candidates in conjunction with the March-April ICMA Regional Summits. Direct questions on ICMA's nominations and elections process to Felicia Littky at flittky@icma.org or 202/962-3656.

Editor: Kathleen Karas, kkaras@icma.org

To place a Career Opportunity ad in the ICMA Newsletter, enter it at http://jobs.icma.org or contact advertising@icma.org or 202-962-3650. To update your contact information, visit http://icma.org/memberupdates or e-mail membership@icma.org.