

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
July 15, 2010
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 June 17, 2010 meeting.
6. Welcome Visitors
7. Public Hearings
 - a. **Ordinance 10-11** - An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees and Charges. Second Reading.
8. Communication 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. Consideration of the Following Resolutions:
 - a. **Resolution 10-10** – A resolution authorizing an agreement between the governing board of the city of White House of Sumner/Robertson Counties, State of Tennessee and the Nashville Area Chapter of the American Red Cross authorizing the use of the White House Municipal Center as a mass care shelter when required for the conduct of Red Cross Disaster Services activities.
11. Consideration of the Following Ordinances:
 - a. **Ordinance 10-11** - An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees and Charges. Second Reading.

- b. **Ordinance 10-12** - An ordinance amending the fiscal budget for the period ending June 30, 2011. First Reading.
- c. **Ordinance 10-13** - An ordinance amending the Municipal Code, Title 6, Chapter 1, Police and Arrest. First Reading.
- d. **Ordinance 10-14** - An ordinance amending Article V of the Zoning Ordinance as indicated below, for the addition of permitted uses for the C-5 Limited Office/Professional Zoning District. First Reading.

12. Finance

- a. To approve or reject the Retail Study and Market Materials Agreement with The Shopping Center Group. The City Administrator recommends approving the agreement.

13. Discussion Items

- a. No discussion items were submitted.

14. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
June 17, 2010
7:00 p.m.

1. Call to Order by the Mayor

Mayor Decker called the meeting to order at 7:00 p.m.

2. Prayer / Pledge

Prayer and Pledge to the American Flag by Aldermen Bibb.

3. Roll Call

Ald. Arnold – Present; Ald. Bibb – Present; Ald. Bracey – Present; Ald. Hutson – Present; Mayor Decker – Present; Quorum – Present

4. Adoption of the Agenda

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

5. Approval of Minutes of the May 20, 2010 meeting.

Motion was made by Ald. Bracey, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **May 20, 2010 minutes were approved.**

6. Welcome Visitors

Mayor Decker welcomed all visitors.

7. Public Hearings

- a. **Ordinance 10-08** – An ordinance amending the fiscal budget for the period ending June 30, 2010. Second Reading. (Amended.) **No one spoke for or against.**
- b. **Ordinance 10-09** – An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board, Section 2-202 to change “president” to “chairman.” Second Reading. **No one spoke for or against.**
- c. **Ordinance 10-10** – An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2010 through June 30, 2011. Second Reading. **No one spoke for or against.**

8. Communication from Mayor, Aldermen, and City Administrator

- a. Ald. Bibb thanked everyone for the support when his grandson passed away in May.

- c. **Ordinance 10-10** – An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2010 through June 30, 2011. Second Reading.

Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Decker: Ald. Arnold – aye; Ald. Bibb - aye; Ald. Bracey – aye; Ald. Hutson – aye; Mayor Decker – aye. Motion was approved. **Ordinance 10-10 was approved on Second Reading.**

- d. **Ordinance 10-11** - An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees and Charges. First Reading.

Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. Motion was approved. **Ordinance 10-11 was approved on First Reading.**

12. Finance

- a. To approve or reject removing K9 Rascal from the City's asset list and donate him to Sgt. Jim Ring. Chief of Police Gerald O. Herman recommends to approve removing Rascal.

Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. Motion approved. **K9 Rascal's removal from asset list approved.**

- b. To approve or reject the acceptance of roadway and drainage improvements associated with Holly Tree Subdivision - Phase 3 (W. Winterberry Trail and Glory Court only). The City Engineer recommends to approve these improvements.

Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. Motion approved. **Acceptance of roadway and drainage improvements approved.**

- c. To approve or reject the acceptance of roadway and drainage improvements associated with Holly Tree Subdivision - Phase 4. The City Engineer recommends to approve these improvements.

Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. Motion approved. **Acceptance of roadway and drainage improvements approved.**

- d. To approve or reject the extension of the Annual Wastewater Equipment Service Contract with Wascon, Inc. The Wastewater Director recommends to approve the extension.

Motion was made by Ald. Arnold, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. Motion approved. **Service contract with Wascon approved.**

- e. To approve or reject single source vendors for Fiscal Year 2010 - 2011. The Wastewater director recommends to approve the vendors.

Motion was made by Ald. Bracey, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. Motion approved. **Single source vendors approved.**

- f. To approve or reject Change Order #3 for Choice Construction. The Parks and Recreation Director recommends approve Change Order #3.

Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. Motion approved. **Change Order #3 approved.**

13. Discussion Items

a. Board Appointments

i. Industrial Development Board

1. Hank DeHaven - reappointing
2. John Wilkinson - reappointing
3. Tim Murphy - reappointing

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. Motion approved. **Industrial Development Board appointments approved.**

ii. Library Board

1. Alderman Jim Bracey - replacing Mayor John Decker
2. Joyce Partain - reappointing

iii. Leisure Services Board

1. Mayor John Decker - replacing Alderman Jim Bracey

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. Motion approved. **Library Board and Leisure Services Board appointments approved.**

14. Adjournment

Meet was adjourned at 7:22 p.m.

John Decker, Mayor

Amanda Priest, City Recorder

REPORTS....

**City of White House
General Government Department
Monthly Report of June 2010**

Administration

The City of White House, on June 30th, received several months of checks from the Robertson County Industrial Development Board that totaled over \$25,000. These checks were from the fall of last year until the end of the fiscal year. The City Administrator also had sent out the report and request for funds in accordance with Chapter 226, Private Acts of 1990 and amendment by HB 3990. Roger Blackwood has informed me that Robertson County will be developing a form to request these funds in the future, so all cities will be submitting the same document.

The City Administrator spoke to the Sumner County Youth Leadership group as well as Rotary Club this month. The Sumner County Council of Governments was hosted by the City of Millersville and budgetary and healthcare concerns were discussed amongst the group.

One of White House's existing industries will be trying a new innovation. Staff met with Dee Cee Laboratories to discuss the procedures for installing solar panels to provide their building with electricity. This will be exciting to know that one of our industries will be at the forefront in this field.

The Sumner County Economic Development officials were hosted by the City of Goodlettsville at the new Firehouse Subs. New projects were discussed as well as strategies for the upcoming ICSC conferences. The City Administrator met with The Shopping Center Group to discuss and review possible services that they could provide to the City in economic development for next year. The recommended contract is on the agenda.

The City Administrator attended the TML Annual Convention at the Gatlinburg Convention Center. All the gubernatorial candidates were guest speakers throughout the conference. The Tennessee City Managers met to discuss budget and business related matters that relate to the organization. Mr. Steve Thompson, a former city manager in the state of Florida, has been selected as the new MTAS director to begin work this month. Mark Morgan was one of the speakers. He has given some great information on how the healthcare reform act will affect our governmental agencies in providing healthcare to their employees. It was great to be able to network with other cities and to see how each was holding up with their respective budgets. It seems as though most cities have seen an increase in their sales tax revenue the past two months as we have. It will be better for White House if this trend will keep pushing upwards.

Website Management			
	June	FY 09 - 10	FY 08 - 09
Number of Internal Requests for Website Updates	8	73	136
Visits	7,531	89,307	*

Our city website has had 8,164 visits during the month of May, which was a decrease of 633 visits from the 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	3,702
Gallatin, TN	343
White House, TN	356
Clarksville, TN	247
Hendersonville, TN	145
Franklin, KY	186
New York, NY	130
Brentwood, TN	74
Goodlettsville, TN	62
Knoxville, TN	51

Did you know 39% of this month's visitors accessed the City's website directly and 36% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 50% and 50% of visitors were new to the website. Our website was accessed by visitors in 52 different countries from around the world.

**City of White House
Finance Department
Monthly Report of June 2010**

Finance Section

As of June 30, 2010, the fiscal year closes with 7% of the Robertson County taxes unpaid, and 4% of the Sumner County taxes unpaid. This leaves 6% of the total tax base delinquent for this fiscal year, which is a 1% increase over the previous fiscal year.

The Finance Director attended a CPR training class held by the Fire Department, and attended the Government Finance Officers Association Annual Conference in Atlanta, Georgia during the month of June. The focus of the conference was "The Finance Officer's Role in Doing More With Less", and sessions covered almost every aspect of the finance function including financial reporting, debt management, cash management, pensions and benefit management, and staff management. The key-note speakers addressed the expected impact of the new healthcare legislation on state and local governments. The consensus is that it will have a profound impact on all government entities, but local governments are going to have to wait and see how their state addresses certain issues before they know what to expect and how to react. The Finance Director along with the Wastewater Director attended an ARRA EPA Compliance Workshop sponsored by the Department of Environment and Conservation in Nashville.

Finance staff members were very busy in June preparing for year end and the transition to the new year. The Purchasing Coordinator worked with all departments to make the final purchases for the year, the Accounts Payable Clerk worked with vendors and department heads to get as many invoices as possible paid by year end, and the Tax Clerk worked late on the last day of the fiscal year to ensure that all receipts were recorded to close out the fiscal year deposit activity.

The Purchasing Coordinator participated in a Flex Gen Year End on-line training session with our software vendor to prepare for year-end activity and to get the most current procedures for year end cut-off in purchasing, accounts payable activity, and general ledger closing.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Account Balance
General Fund	\$608,221.49	\$1,428,311.53
Sanitation	\$223,225.78	\$ 150,171.67
Wastewater	\$197,926.68*	\$700,720.29

- All Fund Balances are bank balances reported as of July 2, 2010.
- *The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at \$109,597.20.

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular	2 paper checks 203 direct deposits	2 Retroactive Adjustments	0 Voids

Accounts Payable

	June	FY	Last June	Last FY
Total Invoices Processed	455	3,722	336	3,407

Call and Counter Logs

	Finance	Admin.	Planning /Codes	HR	Parks	Police	Public Works	Waste Water	Gen City Info	Gen Non-City Info	County Info	Total
Calls	215	20	57	7	94	4	14	22	22	20	23	498
Customers	90	2	7	0	10	0	4	10	7	6	23	159

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	7	24	56	78	40	10	215
Customers	0	11	10	60	9	0	90

Purchase Orders

Codes	4	\$2,701.10
Fire	8	\$1,479.38
Police	5	\$209.77
Human Resources	0	\$0.00
Engineering	4	\$4,370.00
Administration	1	\$131.39
Finance	4	\$466.48
Court	1	\$137.50
Library	12	\$4,206.41
Waste Water	19	\$177,466.85
Public Works	1	\$13.00
Sanitation	11	\$3,680.50
Parks	44	\$101,357.27
Bldg. Maintenance	2	\$380.12
Cemetery	1	\$25.16
Total	117	\$296,624.93
Void	3	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS \$0-\$999	108	\$27,424.87
PURCHASE ORDERS \$1000-\$9999	5	\$11,062.47
PURCHASE ORDERS OVER \$10,000	4	\$258,137.59
Total	117	\$296,624.93

Emergency Purchase Orders - June

<u>Number</u>	<u>Vendor</u>	<u>Items</u>	<u>Amount</u>	<u>Nature of Emergency</u>	<u>Department</u>
14430E	CMI	Gripper belt springs	\$43.76	#320 Truck	Sanitation
14431E	Stringfellow	Repair valves, PTO leak	\$969.89	#324 Satellite Truck	Sanitation
14432E	CMI	O-rings, hyd. Oil filters	\$326.74	#320 Truck	Sanitation
14570E	Waller Sales	Hydraulic fluid, coupling	\$50.00	Repair Kubota Tractor	Parks
14673E	Landscape & Irrigation	Repair irrigation system	\$200.00	Football stadium	Parks
14569E	Ed's Supply	Flow Control Switch	\$106.90	Irrigation System for Football Stadium	Parks
14568E	Ewing Irrigation	Irrigation System Repair	\$500.00	Soccer Complex	Parks
14675E	Harry's Towing	Towing	\$40.00	Park Maintenance Truck	Park
14676E	David's Automotive	Repair Tie Rod	\$250.00	Park Maintenance Truck	Parks
14674E	Landscape & Irrigation	Irrigation System Repair	\$250.00	Football Stadium	Parks
14679E	White House Plumbing	Install hydrant – Press Box	\$250.00	Not approved as an emergency, work completed without approval	Parks
14090E	Office Depot	Office Supplies	\$264.90	Not approved as an emergency, supplies ordered without approval	Library

Business License Activity

<u>Opened</u>	<u>Closed</u>	
8	1	
<u>Cumulative Information</u>		
<u>Class</u>	<u>Total Licenses</u>	<u>Delinquencies</u>
1	37	33
2	138	100
3	260	116
4	192	83
Total	627	332
Delinquency Rate		53%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1 st Offense)	5
Child Restraint-under 4	0
Improper Backing	0
Failure to Yield Right of Way	2
Financial Responsibility Law	39
Following Too Closely	0
Motor Vehicle Requirements	2
Improper Passing	1
Drivers Exercise Due Care	8
Codes Violations/Animal Control	2
Drivers License Law	7
Stop Signs	12
Open Container Law	0
Parking Violation	0
Vehicle Registration Law	17
Seat Belt Violation – 18 and Older	42
Speeding	73
Careless Driving	1
Disobedience to Traffic Control Device	2
Closed Road	0
Total	213

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	95
Guilty as Charged	6
Dismissal	15
Dismissed upon presentation of insurance	30
Not Guilty	1
Dismissed to Traffic School	8
Dismissed with Costs and Fines	46
Dismissed with Costs	11
Dismissed with Fines	1
Case Transferred to County	0
Dismissed with Public Service	0
Total	213

June 2010 Monthly Report

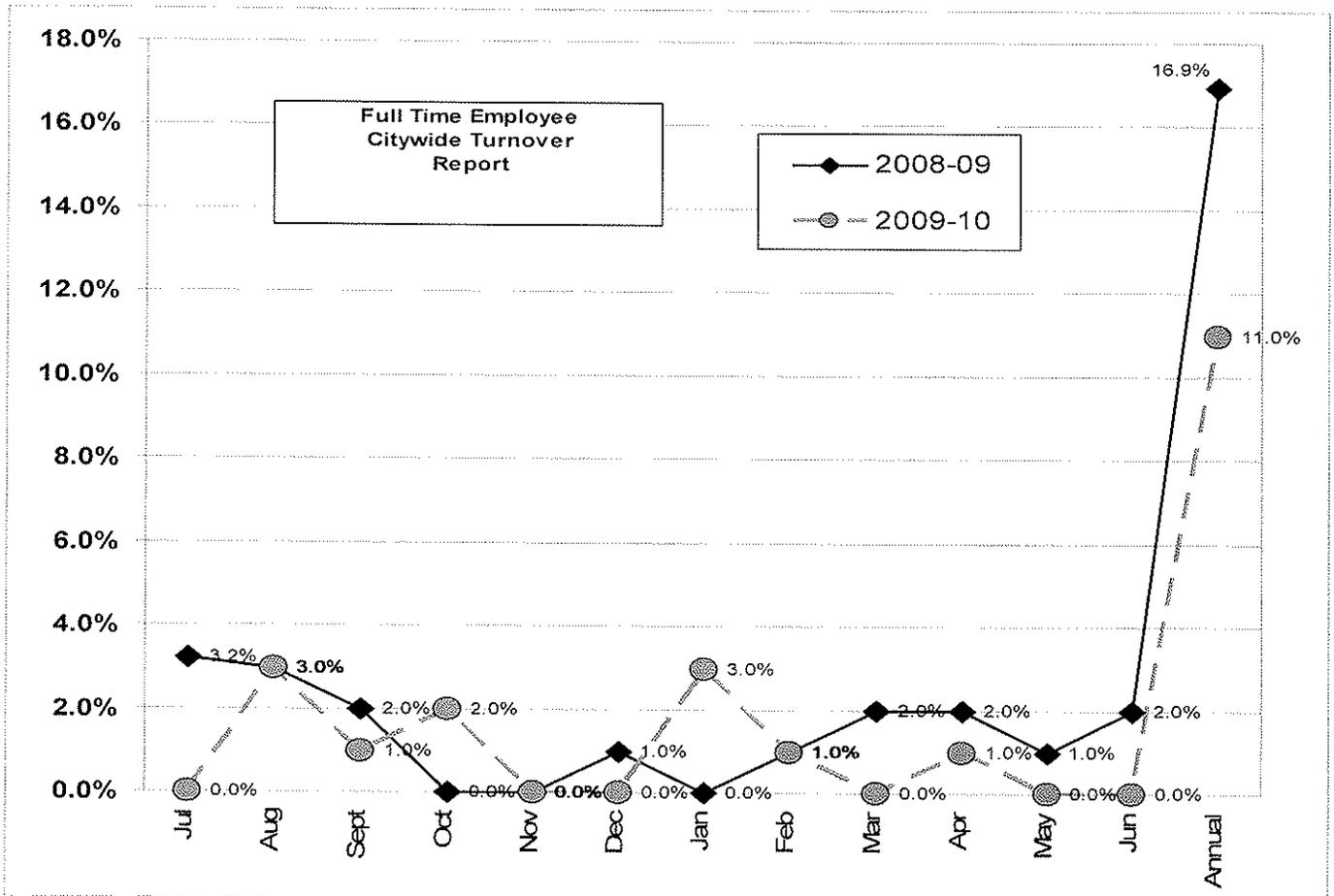
Human Resources:

- Completed first two MMA courses
- Developed a checklist process for FMLA requests and leave
- Worked toward NIMS compliance
- Began HR cross-training toward developing internal SOPs
- Developed a Red Flag tutorial to implement in July 2010
- Attended health reform training
- Began revision of personnel manual
- Helped facilitate dental plan transition; provided staff training on changes

Key Performance Indicators (Performance Measurements)

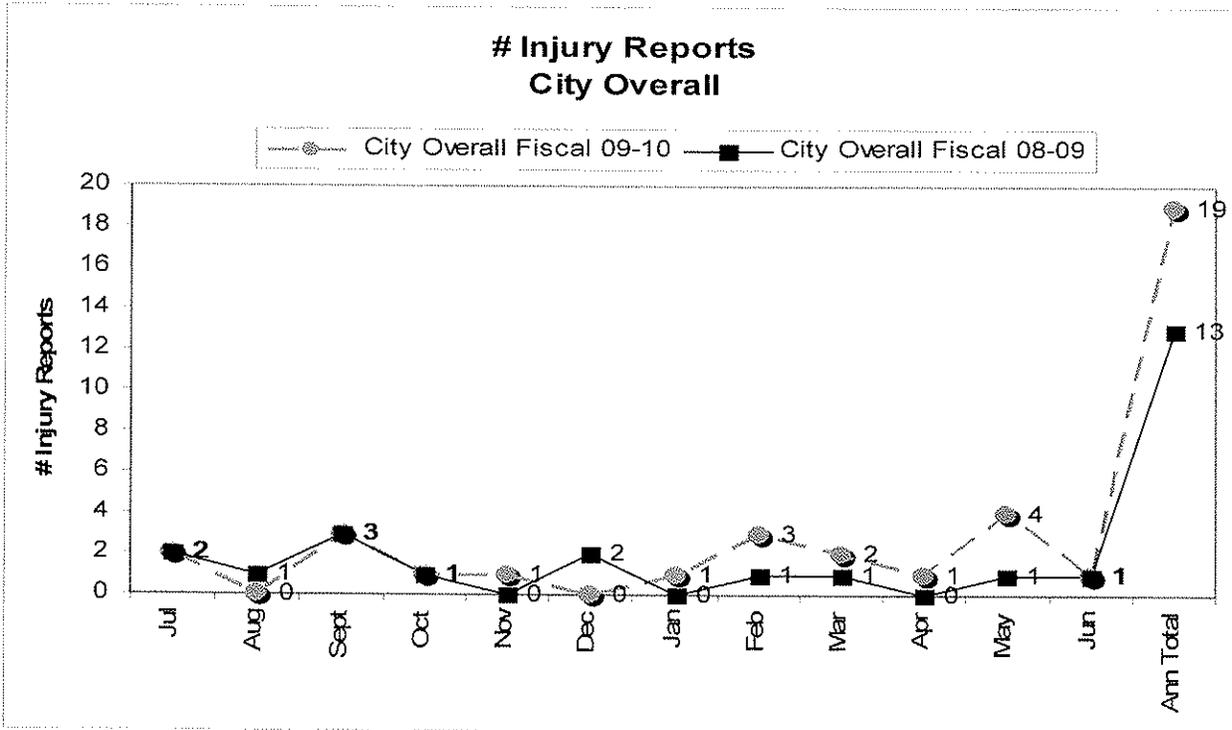
Citywide Turnover

- Turnover overall for May 2010 for full time employees was **0%**, a decrease from June 2009 (**2%**).
- Fiscal Year 2009/10 turnover for employees finished at **11%**, down from FY 2008/09 (**16.9%**).
- The departments with the highest turnover YTD are Wastewater and the Police Department; those departments with no turnover YTD are Planning and Codes, Finance, and Public Works.

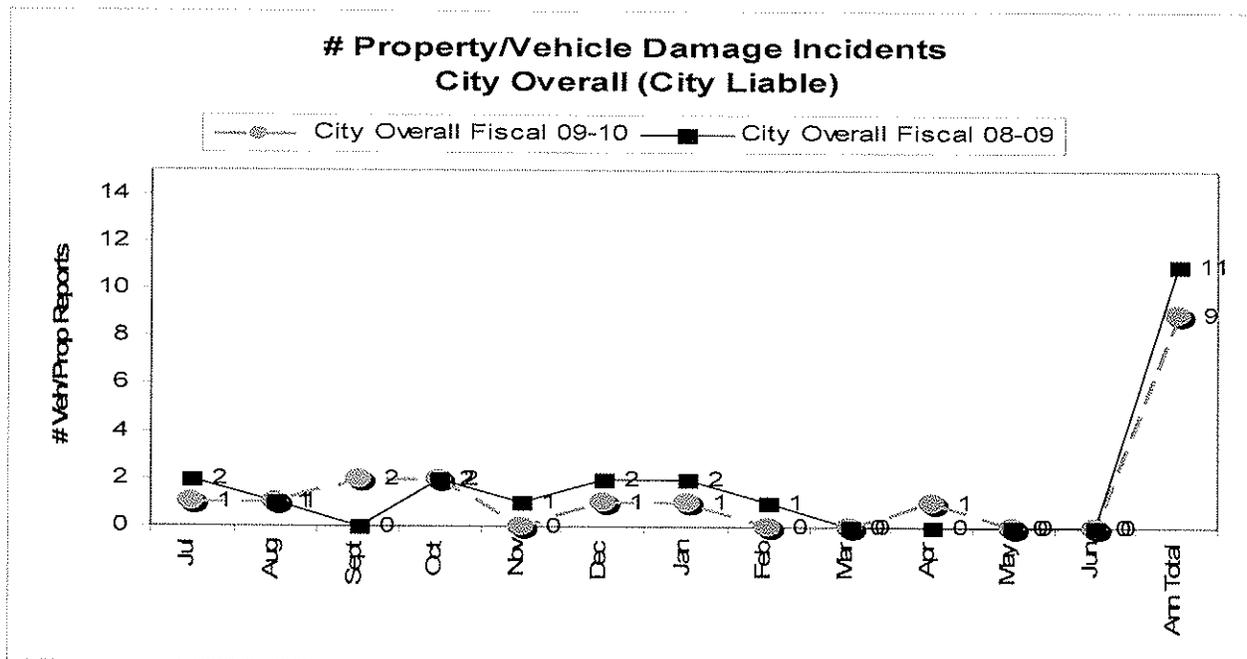


Safety

- Accidents resulting in injury in June 2010 were **1**, unchanged from June 2009 (**1**).
- Total number of injury accidents 2010 YTD is **19**, up from 2009 YTD (**13**).
- Injury accidents by department: Police Department (**6**); Wastewater (**6**); Planning and Codes (**1**); Fire Department (**1**); Parks (**2**), Public Works (**2**); General (**1**).



- Vehicle/Property damage claims for the month of June 2010 is **0**, unchanged from June 2009 (**0**).
- Vehicle/Property damage 2010 YTD is **9**, down from 2009 YTD (**11**).
- Vehicle/Property damage accidents by department: Public Works (**5**); Police Department (**3**); Wastewater (**1**).



City of White House
Police Department
Monthly Report
June 2010

Departmental Highlights

- Chief Herman and Sgt. Jim Ring attended the Professional Standards Workshop for Accreditation on June 2nd in Nashville sponsored by the Tennessee Association of Chief's of Police.
- Sgt. Jim Ring attended the Safe Haven Law Training on June 16th at the Wilson County Emergency Management Office.

Monthly Meetings/Civic Organizations:

- Chief Herman attended the Tennessee Association of Chief's of Police meeting held June 2nd thru June 4th in Nashville.
- Traffic school was held on June 10th at the Police Department and instructed by Sgt. Eric Enck.
- Captain Mingledorff assisted Director, Julie Bolton with logistics/set-up for the monthly meeting on June 15th.
- Chief Herman attended the Sumner County Drug Task Force meeting in Gallatin on June 23rd.
- Captain Mingledorff attended the weekly Rotary Club meeting on June 10th and 24th.
- Sgt. Dan Hunter attended the CPIT (Child Protective Investigative Team) meeting at Ashley's Place in Gallatin on June 25th.
- Captain Mingledorff attended the monthly Safety meeting on Tuesday, June 29th.

Community Relations

- Captain Mingledorff gave a presentation and a tour of the Police Department to 15 participants of this annual program. Sgt. Ring and Rascal gave a K9 demonstration during the visit.
- The Public Safety Awareness Day is scheduled for Labor Day, Monday, September 6th at the City Park.
- Sgt. Eric Enck instructed Defensive Tactics on June 14th, 15th, and 16th at the Tennessee Law Enforcement Training Academy.

DARE

- Summer Break. Program resumes in August.

Citizens Police Academy

- The next class is scheduled for February 2011.

Wheels in Motion

- Summer Break. Program resumes in August
- Captain Street Smart**

- Captain Mingledorff and Sgt. Dan Hunter held a Crime Prevention/Bike Safety Fair in the Sumner Crossings Subdivision for the Home Owners Association on Saturday, June 12th from 1300-1700.

S.P.E.A.R.E

- S.P.E.A.R.E. Phase I class was held Saturday June 19th from 0800 – 1200 at the White House Police Department. Thirty-six women attended the class.

Crime in the City

	June 2009	June 2010	Percent Change	Total 2009	Total 2010	Percent Change
<i>Serious Crime Reported</i>						
Crimes Against Persons	8	24	+66%	65	83	+22%
Crimes Against Property	22	39	+44%	184	221	+17%
Crimes Against Society	18	24	+25%	143	171	+16%
<i>Minor Crime Reported</i>	39	19	-51%	241	104	-57%
<i>Traffic Crashes Reported</i>	18	21	+14%	131	149	+12%

Protecting Persons and Property

	June 2009	June 2010	Percent Change	Total 2009	Total 2010	Percent Change
Arrest Criminals	40	58	+31%	292	287	-2%
Enforce Traffic Laws:						
Written Citations	208	213	+2%	1,606	1,200	-25%
Written Warnings	19	68	+72%	299	372	+20%
Verbal Warnings	326	298	-9%	1,267	1,278	<1%
Residential Patrols	862	845	-2%	5,574	5,184	-7%
Business Checks	1,156	1,281	+10%	10,203	8,471	-17%
Extra Patrols	101	55	-46%	1,347	487	-64%
Property Watches	12	21	+43%	248	107	-57%
Assist Motorists	18	38	+53%	112	155	+28%

Communications Section

	June 2009	June 2010	Percent Change	Total 2009	Total 2010	Percent Change
Calls for Service	1,024	1,074	+5%	6,790	5,713	-16%
911 Calls	64	74	+14%	239	322	+28%
Alarm Calls	41	35	-15%	211	186	-12%

Animal Control

	June 2009	June 2010	Percent Change	Total 2009	Total 2010	Percent Change
Complaint Calls	57	34	-40%	241	195	-19%
Animal Contacts	39	19	-51%	205	103	-50%
Returned to Owner	10	5	-50%	73	50	-32%
Sent to County Impound	25	13	-48%	104	46	-56%
Adopted	2	1	-50%	10	7	-30%
Animal Bite Incidents	1	0	-100%	1	5	+80%
Traps Set	7	0	-100%	31	6	-81%

Request for Reports

	June 2010	Total 2010
Requests for Reports	48	236
Amount taken in	\$40.00	\$287.05
Tow Bills	\$195.00	\$655.00
Emailed at no charge	14	*

*Collection of data began on May 2010.

Staffing

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

- Effective July 1, 2010, Sgt. Jim Ring II will be promoted to Captain. This announcement was made at the White House Police Department Annual Awards Ceremony in May.

Reserve Officers

- On July 16th, the Reserve Officers had training on traffic stops and felony traffic stops.

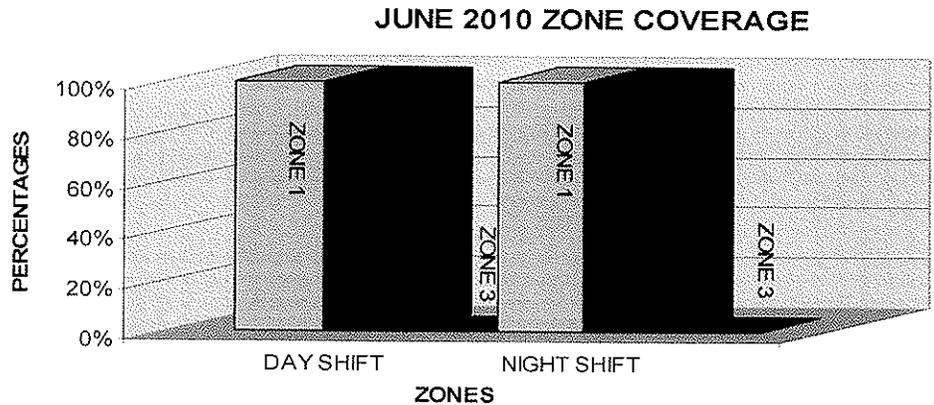
Police Explorers

- Explorers attended Defensive Tactics Training on June 3rd, instructed by Sgt. Eric Enck. (8 attended)
- Explorers attended Firearms Safety Class on June 17th, instructed by Sgt. Jim Ring. (8 attended)
- Explorers attended a Range Day on June 26th. They fired a Glock 22, AR-15 and the shotgun. (8 attended)

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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.

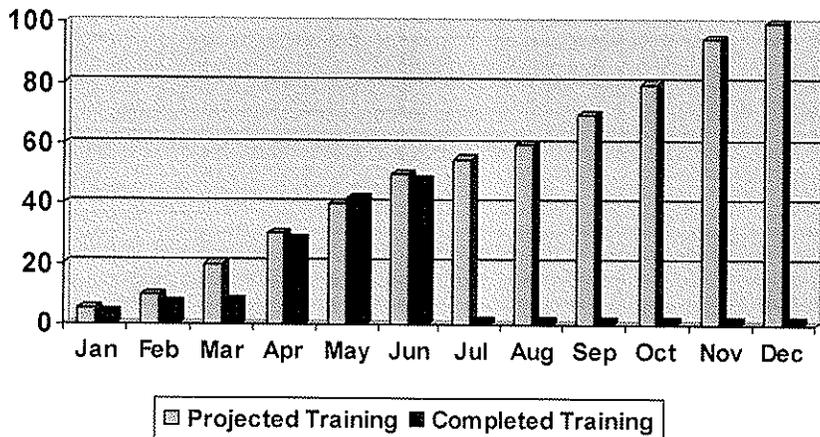


Training

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

Our department training goal is that each **police employee** receives 40 hours of in-service training each year.

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



- Ofc. Jason Ghee attended the Interview and Interrogation class at the Tennessee Law Enforcement Training Academy on June 7th thru 9th.
- Captain Mingledorff completed the “Youth Protection Training” on June 21st. The training is required by The Boy Scouts of America for all Explorer Post Advisors and Committee Chairmen.
- Seven officers attended 8 hours of TIBRS (Tennessee Incident Based Reporting System) training in Nashville this month.

K-9

- Sgt. Ring (Rascal) and Ofc. Ghee (Nike) attended their monthly K9 training.
- Rascal retired from the White House Police Department on June 30th. He started with the White House Police Department in the Spring of 2003. Rascal has provided the police department with seven years of service. He has been approved by the Board of Mayor and Alderman to become Sgt. Jim Ring’s family pet. We thank Rascal for his years of service and wish him well in his retirement.

SWAT

Nothing to report at this time.

Cost Savings

Surplus items sold on Govdeals:

4 Gateway Computer Towers for \$100.00

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 June 2010

Summary of Month's Activities

Fire Operations

The Department responded to 82 requests for service during the month with 56 responses being medical emergencies. On June 5th at 12:33 am the department responded to a structure fire when units arrive on scene fire was visible from the roadway. The fire was extinguished by 12:49 am, the home sustained smoke and heat damage throughout with fire damage to one room and the attic area. There were no injuries reported by the occupants or firefighters on scene.

On June 11th the department responded to a grill fire on a wooden deck the fire was extinguished and there wasn't any property damage reported. On June 21st the department responded to reported brush fire in the landscaping in front of the home when units arrived on scene a bush and the mulch was burning. The fire was extinguished and the only property damage reported was the landscaping.

Fire Administration

The Citizen Emergency Response Team (CERT) training was completed June 26th with eleven students completing the course. The department is currently planning the next CERT training and it is expected to begin in September 2010.

The results of the Tennessee OSHA inspection conducted at the Waste Water Department and Public Works Department were outstanding. According to the official report received from TOSHA there were no violations noted at either site.

On June 10th the Leadership Summer Youth group visited the station for a tour and demonstration and we have received some very good feedback on the content of the program this year and plan on participating next year.

On June 16th Chief Palmer attended the program "A Secret Safe Place for Newborns" in Lebanon, Tennessee. A change in State law last year has designated fire, police, and EMS stations that are staffed 24 hours a day be a safe place drop off point for a mother who does not want a new born infant. After attending the course a policy has been created and fire personnel have been trained how to handle the situation if it were to occur.

Update on the Department's Goals and Objectives

- 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(**Work is ongoing at this time**)
- 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 ongoing**)

Departmental Highlight

On June 10th the Leadership Summer Youth Group visited fire station 2 on their tour of area businesses and local governments. They utilized the training room for their lunch break and afterwards a guided tour of the station and apparatus was conducted. The training tower was filled with smoke to demonstrate fire conditions in a structure and the students learned how to operate a fire hose.

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.

Monthly Performance Indicators

Incident Responses

Structure Fires	1	Vehicle Accidents(general cleanup)	0
Cooking/Electrical Fires	0	Vehicle Accidents(With injuries)	2
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	1	False Alarms/Calls	12
Hazmat	1	Assist other Governmental Agency	0
Other Calls	9	Total Responses for the Month	82
Emergency Medical Responses	56	Total Responses Year to Date	861

Fire Fighter Training

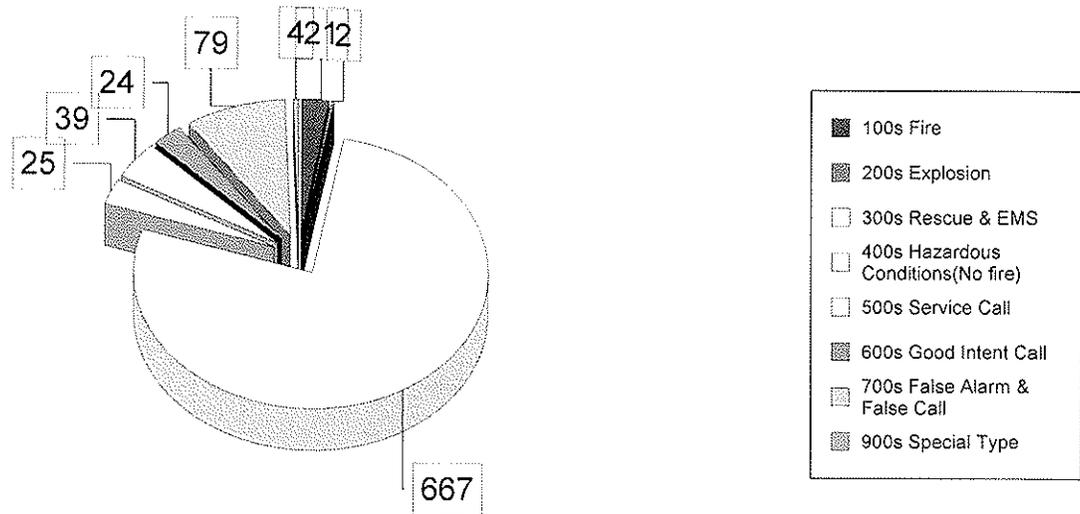
Total Training Man-hours for the Month	323	Total Training Man-hours Year to Date	5081
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Fire Inspection

Fire Inspections	9	Year to Date	114	Plat / Plan Reviews	2	Year to Date	19
Fire Investigations	1	Year to Date	6	Fire Preplans	2	Year to Date	13

Public Fire Education

Participants	143	Education Hours	32
Participants Year to Date	1540	Education Hours Year to Date	136.5
Number of Occurrences	13	Number of Occurrences Year to Date	75



Graphed Items are sorted by Incident Type

Type Of Incident:

100 Series-Fire
 200 Series-Explosion
 300 Series-Rescue & EMS
 400 Series-Hazardous Conditions(No fire)
 500 Series-Service Call
 600 Series-Good Intent Call
 700 Series-False Alarm & False Call
 900 Series-Special Type

Total Of Incidents:

21
 2
 667
 25
 39
 24
 79
 4

Percentage Value:

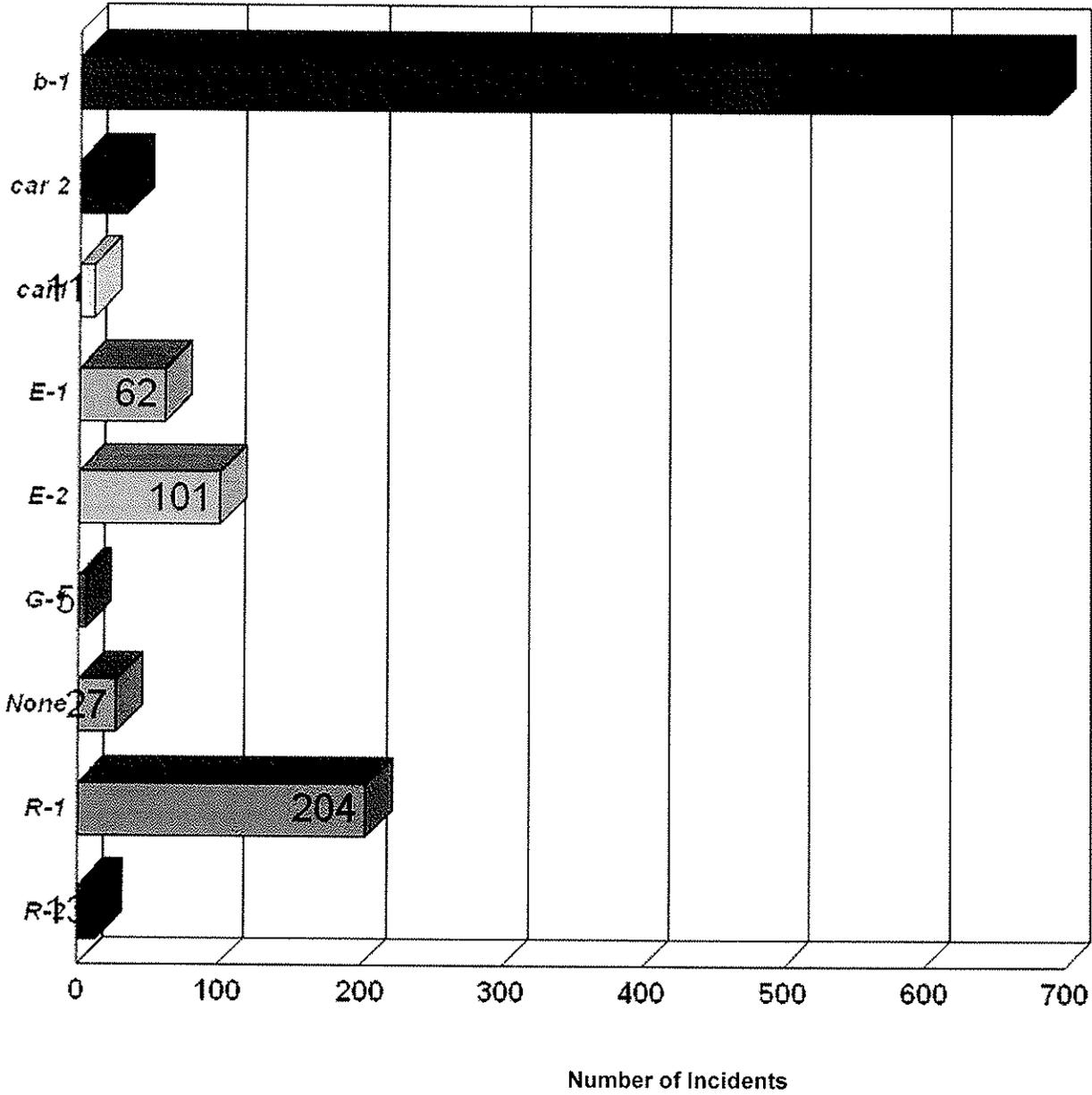
2.44%
 0.23%
 77.47%
 2.90%
 4.53%
 2.79%
 9.18%
 0.46%

Grand Total: 861

Type Of Incident Most Frequent: 300 Series-Rescue & EMS

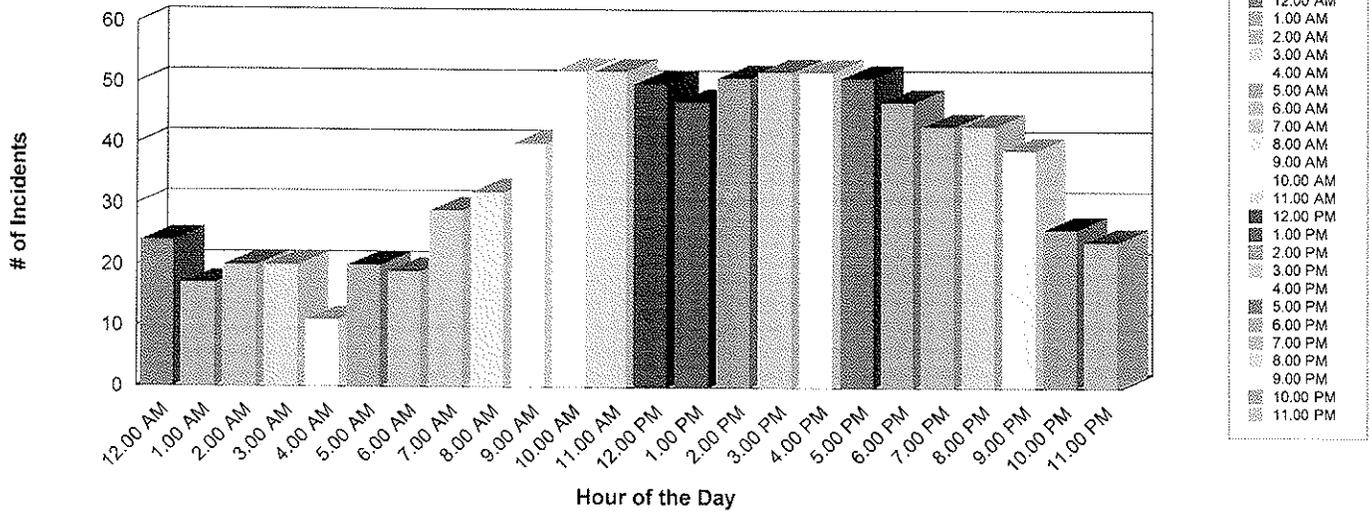


Apparatus Responding to Incidents



Total Amount of Incidents: 861
Apparatus Count: 9

Incident Totals by Hour



Hour of the Day: 12.00 AM

Total # of Incidents: 24 % of Total Incidents: 2.79%

Hour of the Day: 1.00 AM

Total # of Incidents: 17 % of Total Incidents: 1.97%

Hour of the Day: 2.00 AM

Total # of Incidents: 20 % of Total Incidents: 2.32%

Hour of the Day: 3.00 AM

Total # of Incidents: 20 % of Total Incidents: 2.32%

Hour of the Day: 4.00 AM

Total # of Incidents: 11 % of Total Incidents: 1.28%

Hour of the Day: 5.00 AM

Total # of Incidents: 20 % of Total Incidents: 2.32%

Hour of the Day: 6.00 AM

Total # of Incidents: 19 % of Total Incidents: 2.21%

Hour of the Day: 7.00 AM

Total # of Incidents: 29 % of Total Incidents: 3.37%

Hour of the Day: 8.00 AM

Total # of Incidents: 32 % of Total Incidents: 3.72%

Hour of the Day: 9.00 AM

Total # of Incidents: 40 % of Total Incidents: 4.65%

Hour of the Day: 10.00 AM

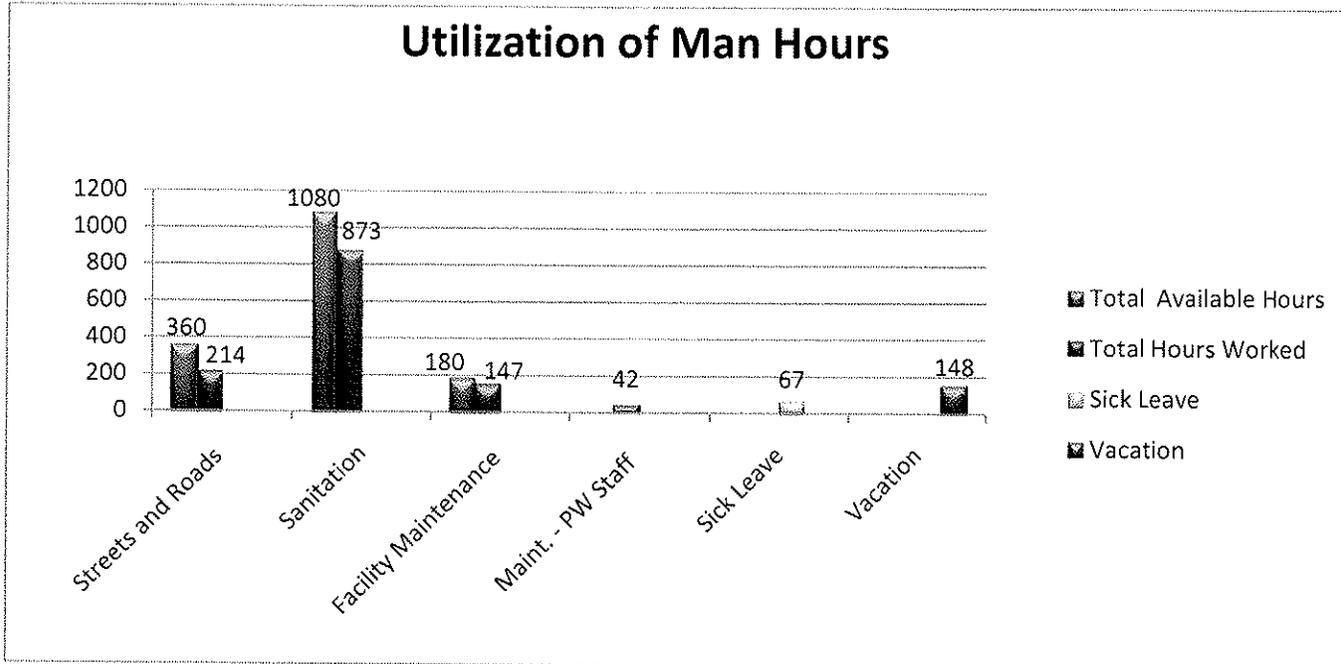
Total # of Incidents: 52 % of Total Incidents: 6.04%

Hour of the Day: 11.00 AM

Total # of Incidents:	52	% of Total Incidents:	6.04%
Hour of the Day: 12.00 PM			
Total # of Incidents:	50	% of Total Incidents:	5.81%
Hour of the Day: 1.00 PM			
Total # of Incidents:	47	% of Total Incidents:	5.46%
Hour of the Day: 2.00 PM			
Total # of Incidents:	51	% of Total Incidents:	5.92%
Hour of the Day: 3.00 PM			
Total # of Incidents:	52	% of Total Incidents:	6.04%
Hour of the Day: 4.00 PM			
Total # of Incidents:	52	% of Total Incidents:	6.04%
Hour of the Day: 5.00 PM			
Total # of Incidents:	51	% of Total Incidents:	5.92%
Hour of the Day: 6.00 PM			
Total # of Incidents:	47	% of Total Incidents:	5.46%
Hour of the Day: 7.00 PM			
Total # of Incidents:	43	% of Total Incidents:	4.99%
Hour of the Day: 8.00 PM			
Total # of Incidents:	43	% of Total Incidents:	4.99%
Hour of the Day: 9.00 PM			
Total # of Incidents:	39	% of Total Incidents:	4.53%
Hour of the Day: 10.00 PM			
Total # of Incidents:	26	% of Total Incidents:	3.02%
Hour of the Day: 11.00 PM			
Total # of Incidents:	24	% of Total Incidents:	2.79%
<u>Grand Total Incidents:</u>	<u>861</u>		

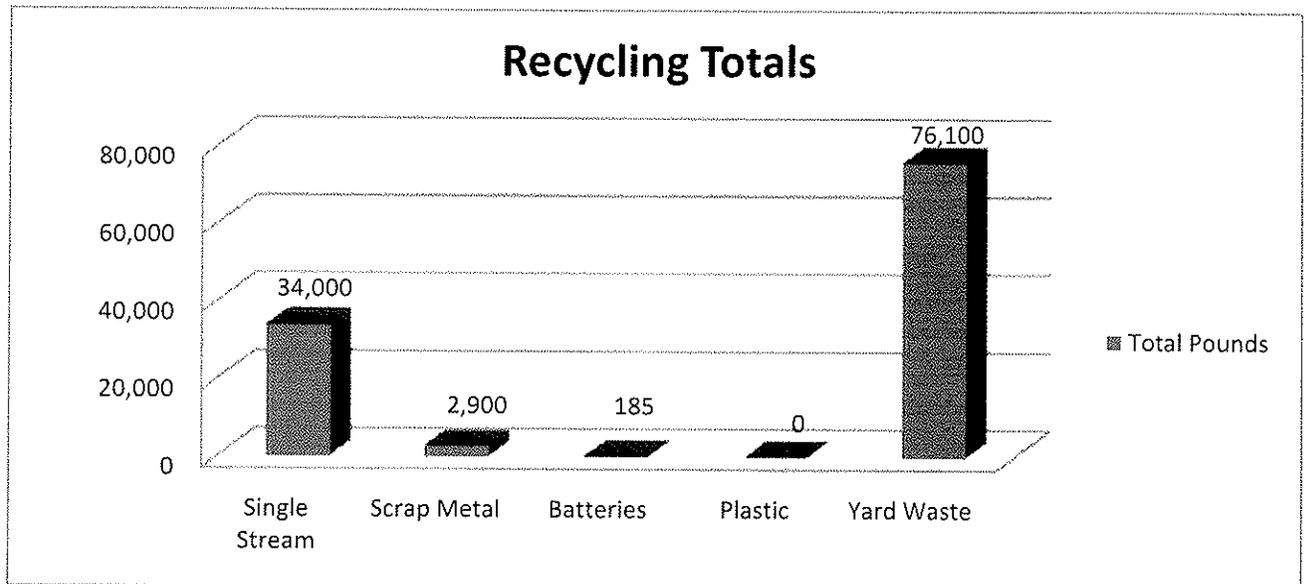
**City of White House
Public Works
June 2010**

Monthly Performance Indicators



The above chart represents the number of man hours vs. the total number of hours worked for the month of June 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 4 citizens that utilized our Convenience Center for the month of June Total revenue that was received is \$480.75. Received revenue includes steel and batteries brought in by citizens that was recycled. Total operating cost for the month of June to be determined.

City of White House Clean up days

For the month of June there were a total of 84 citizens who took advantage of the free drop off service provided by the City of White House. Citizens seemed to appreciate being able to bring items in at their convenience opposed to 2 designated weeks in the spring and fall.

Year to Date Total	299
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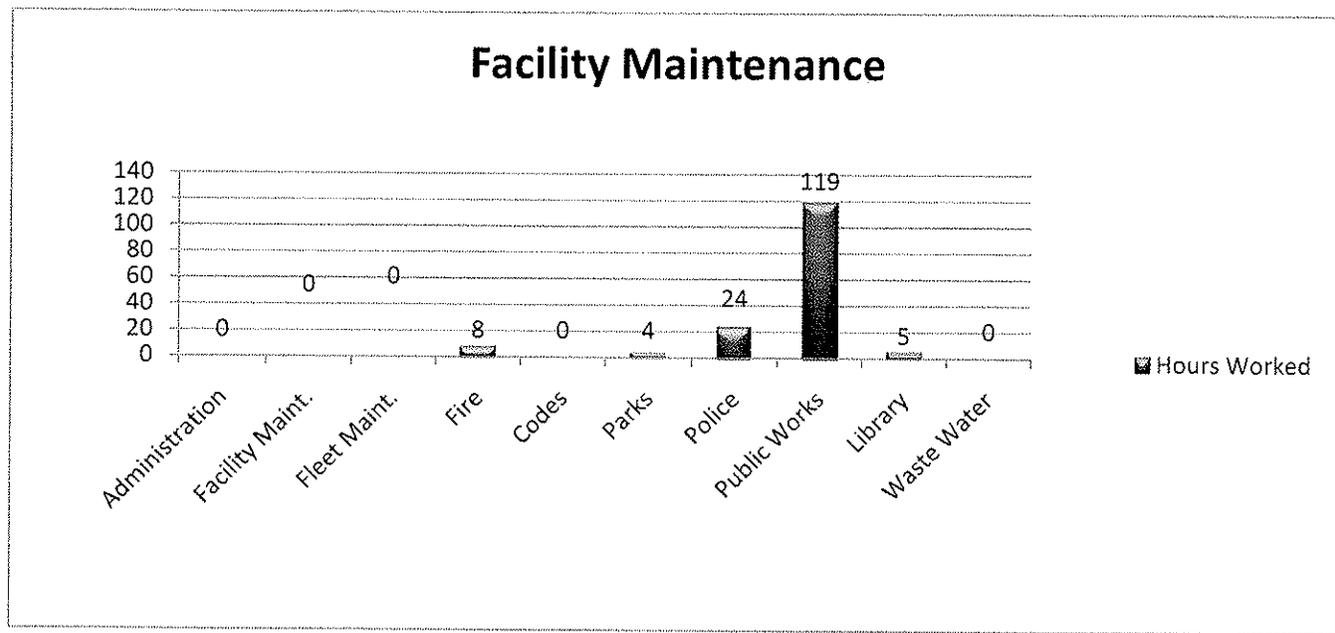
Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of customers billed	<u>Total Billed</u>	<u>Total Billed Year to Date</u>	<u>Revenue Received</u>	<u>Revenue Received Year to Date</u>
3,791	Net Amount Billed \$56,085.00	\$668,825.00	\$57,023.66	\$653,408.66

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

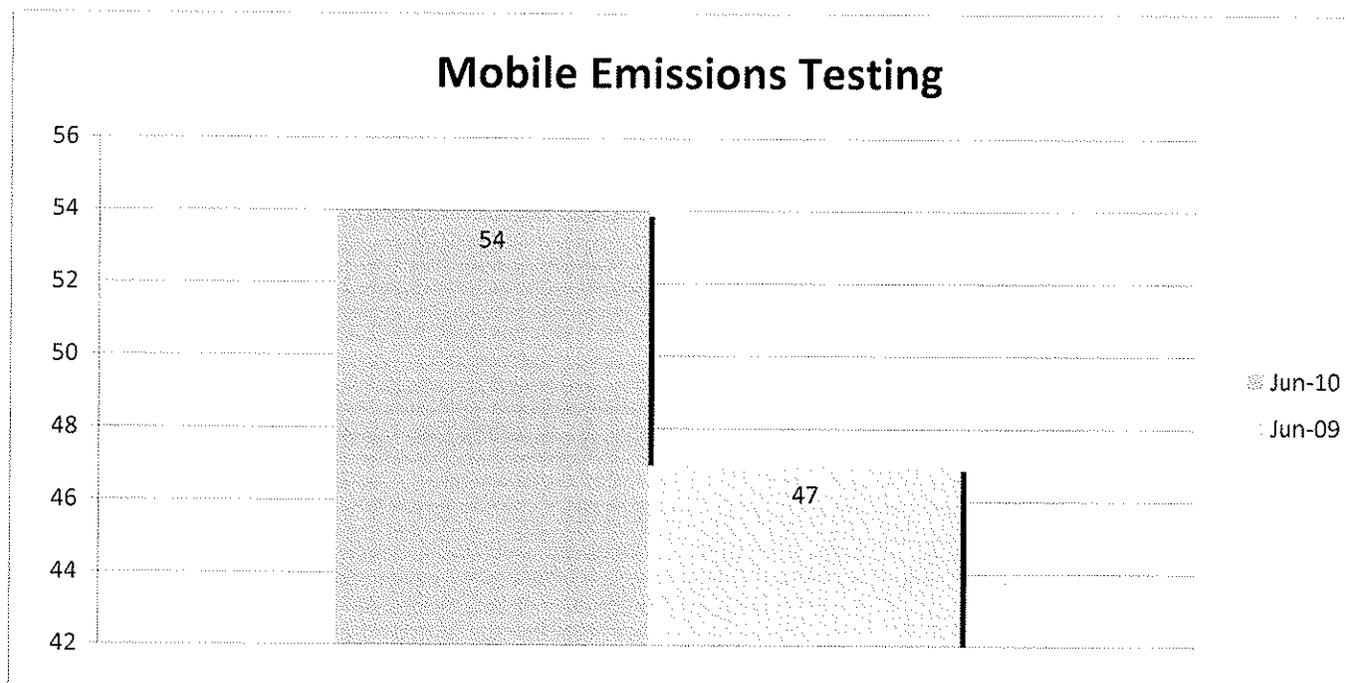
The public works department is authorized 14 full time employees. Currently we are down one full-time Street and Roads position, and one Mechanic position. Due to the hiring freeze these positions will remain open at this time.

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 June, we had a total of 54 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since June of 2009.



Departmental On-Site Safety Training June 2010

- Work Place Diversity
- Heat Stress
- Making Garbage Collection Safe
- Spiders, Bugs & Hidden Hazards

JUNE 2010 TRUCK POUNDAGE AND FUEL COSTS

- 18.40 average tons per day 662,300 pounds for the month of June.
- Total tonnage for the month of June was 331.15
- Total cost of fuel used for truck # 319 \$387.48
- Total cost of fuel used for truck # 320 \$1,158.32
- Total cost of fuel used for truck # 323 \$618.86
- Total cost of fuel used for #324 \$395.38
- Total cost of fuel for June = \$2,560.04

Fuel increased \$25.17 from the month of May.

July 2009 – June 2010	Year to Date Totals
Tons per day	18.02
Pounds for 12 months	7,125,160.00
Tonnage for 12 months	3,564.08
Fuel used Truck #319	\$4,278.31
Fuel used Truck #320	\$12,474.80
Fuel used Truck # 323	\$7,730.16
Fuel used #324	\$4,132.00
Total Fuel cost for 12 months	\$28,615.89

JUNE B.M.A. REPORT 2010

MONTHLY INDICATORS		
STREETS AND ROADS/SANITATION/ BUILDING MAINTENANCE		
SERVICES PROVIDED	TOTAL	YTD
BRUSH PICK UP	434	3,841
	Stops	Stops
BRUSH TRUCK LOAD	56	422
EMERGENCY CALL OUTS	0	2
DAMAGED CARTS REPLACED	6	169
NEW CARTS FOR NEW HOME CONSTRUCTION	17	120
ADDITIONAL CART REQUEST	1	21
CURBS REPAIRED	3	0
SHOULDERS REPAIRED	0 feet	0 feet
DRAINAGE REQUESTS	1	27
DRAINAGE WORK	0 feet	620 feet
LITTER PICK UP (50 GALLON BAGS)	62 = 6 bags per day	960 bags
LITTER PICK UP PER DAY (MILES)	7 Miles Avg. per day	929 Miles
POTHoles REPAIRED	20	336
SALT USAGE (TONS)	0	20
SIGNS INSTALLED	1	225
HANDICAPPED PICK UP	79	943
	Homes	Homes
MOVE IN SPECIAL PICK UP	5	42
MOVE OUT SPECIAL PICK UP	2	9
DEAD ANIMAL REMOVALS	3	25
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED.	3	100



Wastewater Department Monthly Report for June 2010

Summary of Month's Activities:

Administration:

Update on the SRF/ARRA funded Cope's Crossing project: The project is 36% completed with the contractor having installed the wet-well, three manholes, 830 linear feet of line and the Vapex odor control unit. The Contractor has submitted and received payment on three disbursement requests. We have submitted four disbursement requests to SRF and received payment on one.

We received and paid the DIRECTOR'S ORDER #WPC10-0028 due to a violation of our discharge permit which occurred on the afternoon of Saturday March 6th when a washout (overflow of solids) was discovered at the treatment plant which appeared to be caused by a hydraulic overload in Clarifier 1.

2009-2010 Accomplishments:

- ❖ Installed two hundred and eighty one new eone grinder pumps within the low pressure collection system.
- ❖ Installed one hundred and twenty-seven rebuilt vacuum valves and controllers within the vacuum collection systems.
- ❖ Installed telemetry systems at Meadowlark lift station and the Wastewater Treatment plant.
- ❖ We achieved categorically green ranking from The Clean Water State Revolving Fund Program (CWSRF) on one of our projects making us eligible for \$969,000.00 FY 2010-11 ARRA/SRF funding with 20% loan forgiveness
- ❖ Training of staff continued, although we had a 60% turn-over of the collection staff we ended the year still having six staff members holding a combined total of sixteen State certifications.
- ❖ Staff processed and completed 1,719 requests for service, proactively completed 529 scheduled work orders and provided 152 inspections. This is an average of 8.3 requests completed per day. (This does not include responses to lift station failures or disconnections for non-payment)
- ❖ Installed Mission Communications equipment for a Supervisory Control and Data Acquisition (SCADA) system at the Wastewater Plant and Meadowlark lift station.
- ❖ Gained approval for the SRF/ARRA funded Cope's Crossing project at 40% loan forgiveness. The project is currently under construction.
- ❖ Obtained an additional State Revolving Loan in the amount of \$360,000.00.
- ❖ Obtained renewal of our National Pollutant Discharge Elimination System (NPDES) permit.
- ❖ The Director with the assistance of Jennifer Ward (intern municipal management program) completed the *Standard Operating Procedure (SOP) and Standard Operating Guidelines (SOG) Manual* for the department.

Collection system:

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

The department is almost fully recovered from the historic rainfall event of May 1st and 2nd which overwhelmed our collection system. The only remaining issues are redundancy at Tyree Springs lift station, repair or replacement of the fence and Vapex unit at the Portland Road lift station.

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.

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)	0	52	\$840.00	\$840.00	\$101,730.00
Customers billed	3,847	N/A	Net amount billed \$175,397.86	*\$176,052.51	\$1,579,838.44
Applications or transfers for service	60	488	\$2,075.00	\$2,075.00	\$18,125.00
Late penalties applied	1,665	12,787	Amount Applied \$4,376.94		
Wastewater Adjustments	46	185	N/A	(\$3,882.04)	(\$5,883.85)
Administrative Fees	9	205	\$450.00	\$450.00	\$24,413.68
Service availability Requests	0	3	\$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	0	50	\$0	\$0	\$7,500.00
Field inspection fee	0	2	\$0.00	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	11	267	\$450.00	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	0	529			
Billing related service requests	91	914		Months Total \$179,417.51	Total \$1,732,482.12
Mainline repairs	0	17	* Revenue from previous month's service		
Service lines repaired	6	89			
L.P. service requests	60	758	Responses to SCADA Alarms		
Gravity service requests	0	0	North Palmers	92	2,133
Vacuum service requests	10	87	Calista	304	1,721
All service requests	167	1,719	Wilkinson	78	1,001
Major Lift Station Repairs	3	23	Portland Road	#	#
# The 2009-2010 Sewer User Fee year does not end until August 31, 2009			Tyree	30	242
			Union Road	#	#
			S. Palmers	#	#
			Meadowlark	2	34
			Hwy 76	#	#
			Treatment Plant	1	5
			Total Responses	507	5,136
	Flow MGD	Plant Capacity	Inches of Rain Fall	% of Capacity	
Average Daily Flow (effluent)	.718	1.4 MGD	3.06	51%	

**City of White House
Planning and Codes Department
June 2010 Monthly Report**

Summary of Month's Activities: Staff attended Metropolitan Planning Organization work sessions regarding the Nashville Area 2035 Long Range Transportation Plan and 2011-2015 Transportation Improvement Plan for submittal and discussions of local projects. Staff attended meeting with local industrial business owner regarding the installation of solar panels. Staff attended tree planting training session with Parks Maintenance staff regarding proper tree planting and maintenance. Staff completed inspections for new commercial business and building remodels. The Planning Commission held a study session on a rezoning proposal on Calista Road and discussed amendments to the zoning ordinance, comprehensive land use plan, and Planning Commission meeting procedures. Staff attended Sumner County Codes class regarding new building products used for building framing connections. Staff assisted Finance staff with auditorium HVAC replacement project.

Department Highlight: Heritage High School

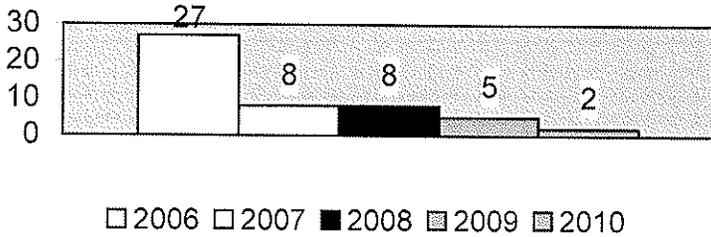
Staff completed a preliminary final inspection of the new high school on SR 76. Staff attended the inspection with the State Fire Marshall inspector. Staff completed an inspection list and sent the information to the State Fire Marshall's Office and Bell Contractors. Staff has completed non-binding inspections on the site and building.

Cost Savings Report: Free Energy Conservation Class

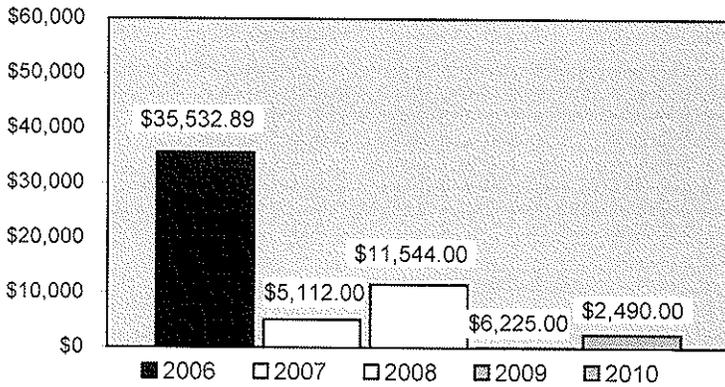
Staff attended a free class on energy conservation for commercial and residential buildings. The class was a six (6) hour credit class. The class included discussions on insulation, mechanical, and electrical installations.

Monthly Report June 2010

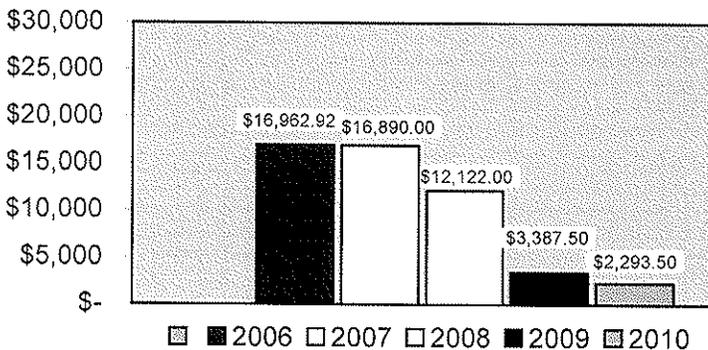
Single Family Permits



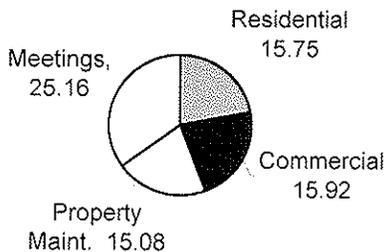
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 09-10
MEETING AGENDA ITEMS#		
Planning Commission	5	64
Construction Appeals	0	1
Zoning Appeals	0	2
Training/Study Session	0	0
Property Maintenance	0	1
PERMITS		
Single Family Residential	2	42
Multi-Family Residential	0	2
Other Residential	13	132
New Commercial	0	1
New Industrial	0	0
Other Com/Ind	6	43
State Electrical	35	300
Sign	0	21
Occupancy Permits	24	229
Other	0	12
BUILDING INSPECTIONS		
Residential	55	653
Hours	15.75	168.09
Commercial /Industrial	38	254
Hours	15.92	99.36
CODE ENFORCEMENT		
Total Cases	153	1029
Hours	15.08	169.48
Complaints Received	25	123
MEETINGS		
Administration	4	66
Hours	3.33	86.41
Planning	8	94
Hours	7.33	88.1
Codes	7	61
Hours	14.5	69.75
FEES		
Permit Fees	\$ 2,413.00	\$ 31,089.00
Board Review Fees	\$ 200.00	\$ 2,115.00
City Impact Fee	\$ 6,611.80	\$ 73,771.40
Roads	\$ 2,218.90	\$ 24,841.30
Parks	\$ 1,188.00	\$ 16,330.00
Police	\$ 1,930.60	\$ 19,638.40
Fire	\$ 1,274.30	\$ 12,961.70
PLANNING COMMISSION APPROVAL		
Subdivision Lots	N/A	0
Commercial/Industrial Sq ft	N/A	0
Multi-Family Units	N/A	0
Other	N/A	0
OTHER ITEMS		
Subdivision Bonds	32 @ \$ 1,653,800	
Builders Bonds	\$	51,650.00
Workings Days in Month		18

**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report June 2010**

Summary of Month's Activities

Recreation

Gymnastics and Tumbling Classes started on June 10th and will run through July 22nd. We have 20 boys and girls participating in the 7 week session. The number of participants has tripled since the previous year.

The Father/Daughter Dance was held on Thursday, June 17th. We had 7 daughters attend and 6 fathers. Everyone that participated had a great time, including the dad's! The News Examiner came out to take pictures of the event and they were published in the following Sunday paper in the Sumner A.M. section. Kroger Co. donated the cookies for the dance.

Early registration for the Girls and Boys' Basketball camp ended on June 28th. The camp will be July 12th – 14th from 8:00a.m.-12:00p.m. Late registration is \$70 per person and all participants will receive a t-shirt. Prizes and awards will be given out for various competitions throughout the week. The camp will be led by Coach Mike Petrone of White House Heritage High School.

Fall Baseball/Softball registrations started June 1st and will continue until July 15th. We will have 3 age groups – 4/5/6 Tee Ball/Coach Pitch, 7&8 Coach Pitch, and 9&10 Kid Pitch. Registration is \$75 per child - \$87 for out of city resident. Registration fee includes complete uniform. Practices will begin the end of July.

Our annual Golf Clinic was held the week of June 7th and 7 boys and girls participated this year. The number of participants was up from the previous year.

We will accept photos for the Shutterbug Photo Contest until Monday, August 2nd. Contest rules and more details are available on the Parks Department website.

The Independence Day 5K preparations are going well. This 3.1 mile event will take place along the White House greenway system as an "out and back" race. At the end of June we had close to 100 pre-registered runners/walkers. Along with our 3 sponsors, Al's has agreed to donate bananas again this year.

In May we started letting first-time Zumba participants get a class free. In June, 33 people took advantage of this! Since this has been implemented we have had 58 new people to try our Zumba classes! We are planning to bring 2 new aerobics classes to the schedule in August.

Park maintenance

Department employees repaired a large leak in the main irrigation line at the soccer complex over a 2 day period. This would have cost several hundred dollars to fix by an outside company. At the same time a leak at the football stadium was repaired by Landscapes and Irrigation Co.

Four 175 watt security lights were installed on the two concession stands in the area between Field 5 + 6 at the Municipal Park.

Sprigging will be needed in the mid-field area of the stadium football field in July to create a dense turf before the season begins. In order to level the ground and prepare for the sprigs, this area was topdressed with 44 tons of sand at the end of June.

Employees have been working to clean up and level the areas disturbed by installing underground utilities at the Park.

Five eastern white pine trees were planted across from the James K. Polk trailhead to replace several cedar trees which were in decline. These trees are necessary to screen the house next to the greenway.

Update on Department Goals and Objectives

Municipal Park Renovation Project

A large amount of work has been accomplished at the site this month. The fields are really starting to take shape! Through June 29th, there have been 137 days lost production due to weather.

PROGRESS:

Fencing underway

Soil amendments underway

Infield mix underway

Asphalt trails and central walkway underway

Irrigation underway

New water service installation started

Field lighting near completion

Sprigging to begin the week of July 12th

Department Highlight

We are really looking forward to our new event "Movie in the City"! With a monetary donation from Long Hollow Baptist Church, we were able to rent an inflatable screen and obtain the proper license to show the movie. The movie "Cloudy with a Chance of Meatballs" will be shown on the soccer field beside City Hall on Saturday, July 17th at sundown. This is the first outdoor movie the department has ever held and we are hoping for a crowd! Admission will be free and concessions for popcorn and drinks will be available. Bring your blankets and lawn chair and enjoy the show. This will be a great time for kids of all ages!

The senior citizens enjoyed a 5 day, 4 night senior trip to Savannah Georgia and everything went great. There were 44 participants that all said it was a wonderful trip and want to know where they are going next. The hotel had a fantastic continental breakfast. There were guided tours of Beaufort, South Carolina; Parris Island Marine base, Jekyll Island, St. Simons Island, Historic Savannah, Coastal Discovery Museum at Honey Horn on Hilton Head Island SC. They had meals at Lady and Sons (Paula Deans), Cracker Barrel, The Crazy Crab, the Shell House, and a private Dinner Party buffet at the Johnny Harris Banquet Center. There was a DJ at the private party so some got to dance, sing and play the key board.

Department Cost Savings Report

The Park Maintenance Supervisor, Parks Director, and City Engineer worked to install a new concrete headwall and 15" drainage pipe under the greenway north of Portland Road. This was to allow water from the large field to drain away and not pond next to the trail. The work was done just prior to repaving the greenway section that was damaged during the creek bank stabilization project.

Library Monthly Report

June 2010

Rebecca Whipple, Director

Summary of June Activities

Library Assistant, Janet Parchman, presented beginning computer classes on June 3rd and June 17th for adults focused on basic skills such as navigating a website and controlling a mouse.

Library staff members were very busy issuing new library cards. In the month of June, 116 library patrons were added to the system, setting the record for the highest number of cards issued in any month of FY 09-10.

The first Summer Reading program for children ages 5-12 was held on June 16th with an entertaining presentation by a ventriloquist. On June 23rd, a group from Kentucky Down Under taught the summer reading participants interesting facts about Australia. In addition, they brought several animals for the children to observe and pet including a wallaby, a blue tongued skink, and a Papuan frogmouth bird. Mr. Bond, the Science Guy, entertained children on June 30th with dry ice, prism glasses, and fun science facts. Total attendance for the summer reading programs in June was 425. For children ages 4 and under, The Children's Librarian presented 2 storytimes with a total of 134 in attendance.

The Library Director was busy wrapping up purchasing activity for the end of the fiscal year, proctoring tests, and revising the library's long range plan.

Circulation in June increased from the previous month by 1,425 items. In general, library circulation is higher in the summer months as patrons have more leisure time and children are out of school. In addition, library staff members have been working hard to increase the visibility and accessibility of the library collection.

Departmental Highlight

The Summer Reading program kicked off on June 16th and will continue until July 21st. During the month of June, 163 children registered for the Summer Reading program. The children participate by attending the programs on Wednesdays and also by completing reading logs. To complete one reading log, a child must read 10 books. The logs are turned in each week for a small prize. In addition to being a long-standing tradition for public libraries, Summer Reading programs enhance reading skills during a critical development period and help keep children cognitively engaged to prevent summer slide, or loss of skills during the summer months.

Department Cost Saving Report

A library volunteer donated 30 DVDs to the library, saving the library the cost of purchasing the movies.

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES
June 2010

<u>Official Service Area Population:</u>	12,980	<u>Program</u>	<u>Sessions</u>	<u>Attendance</u>
<u>Memberships:</u>		Toddler	2	134
	10,566	Preschool	3	425
<u>Percent of the Population with Membership:</u>		Teen	3	10
		Adult	1	7
		Total	9	576
<u>Total Materials Available:</u>	25,026	<u>Wireless Internet Users:</u>		45
<u>Estimated Value of Total Materials:</u>	\$625,650	<u>Computer Internet Users:</u>		1004
<u>Last Month:</u>	\$621,000			
<u>Total Materials Available Per Capita:</u>	1.92	<u>Volunteers:</u>		6
<u>Last Month:</u>	1.91	<u>Total Hours:</u>		77
<u>State Minimum Standard:</u>	2.00	Services Provided by Contracting with State		
<u>Materials Added</u>		<u>Interlibrary Loan Service</u>		
Adult Fiction:	33	Items Borrowed:	31	
Adult Non-Fiction:	6	Items Loaned:	4	
Child/Juvenile/Young Adult Fiction:	74	<u>TN Electronic Library (TEL) Sessions</u>		
Juvenile/Young Adult Non-Fiction:	5	Total sessions:	1	
Audiobooks:	2	Connect time:	11 minutes	
Movies:	26	<u>R.E.A.D.S. 1st Qtr. Statistics</u>		
Music CDs:	0	eBooks Downloaded:	28	
Total:	146	Audiobooks Downloaded:	319	
<u>Library Circulation</u>		<u>R.E.A.D.S. 2nd Qtr. Statistics</u>		
Total # of Check-outs:	6,699	eBooks Downloaded:	28	
Last Month:	5,274	Audiobooks Downloaded:	331	
Items per Patron:	2.37	<u>R.E.A.D.S. 3rd Qtr. Statistics</u>		
State Minimum Standard:	2.5	eBooks Downloaded:	6	
		Audiobooks Downloaded:	320	
<u>New Memberships</u>		<u>R.E.A.D.S. 4th Qtr. Statistics</u>		
Adult:	68	eBooks Downloaded:	60	
Senior Adult:	1	Audiobooks Download:	423	
Child:	9			
Student:	31			
Young Adult:	7			
Total:	116			

Engineering Department Monthly Report June 2010

The ARRA Calista Road project and the ARRA Fiber Optic project both have received concurrence from the State. Contracts are being finalized and pre-construction meetings will be next month. The final asphalt overlay was installed on the Greenway at the new Gabion wall. Engineering helped install a 15" drainage pipe prior to the new pavement application.

Performance Indicators:

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

► Inspections:

	<u>This month</u> <u># inspections</u>	<u>This month</u> <u>last Year</u> <u># inspections</u>	<u>FY 09-10</u> <u>YTD</u> <u># inspections</u>	<u>FY 08-09</u> <u>Total</u> <u># inspections</u>
Erosion & Sediment Control	9	14	103	99
Detention / Retention Pond	6	12	59	77
Grading / Storm Drainage	2	8	64	60
Proof-roll (sub-grade & stone)	11	0	17	3
Binder	2	4	15	10
Sidewalks	4	2	44	67
Asphalt topping	2	3	18	7
Bond	5	9	83	88
Existing roads for repair	3	5	213	63
Surveying	1	3	14	16

	<u>This month</u>	<u>This month</u> <u>last Year</u>	<u>FY 09-10</u> <u>YTD</u>	<u>FY 08-09</u> <u>Total</u>
Total # hours on inspections:	47	62	480	519

► Citizen Calls:

	<u>This month</u>			<u>This month</u> <u>last Year</u> <u># calls</u>	<u>Total Calls</u>	
	<u>Calls</u>	<u>Resolved</u>	<u>Outstanding</u>		<u>FY09-10</u> <u>YTD</u>	<u>FY08-09</u> <u>Last Year</u>
Drainage	6	3	3	16	87	124
Sidewalk	0	0	0	1	2	10
Roadway	4	3	1	10	58	51
Signs & Signals	7	6	1	6	70	90

Engineering Department
Monthly Report
June 2010

▶ Projects:	<u>Funding</u>	<u>Status</u>
Tyree / Palmers Intersection	\$ 220,000 / City, State	Right-of-way acquisition
Paving & Roadway Repair	\$ 200,000 / City	Paving & Repairs complete
ARRA – Fiber Optics	\$ 960,000 / City, Fed	NTP with Construction
ARRA – Calista Road	\$ 514,812 / Federal	NTP with Construction
Hwy 76 Sidewalks	\$ 585,000 / State, Fed	Right-of-way/easement approval
LPRF Grant - Parks Renovation	\$1,726,289 / City, Fed	Construction
Greenway Bank Stabilization	\$ 76,500 / City	Complete

- ▶ Training seminars / conferences:
Sumner County Stormwater Group monthly meeting – Gallatin
Design of Stormwater Management Systems Seminar – Nashville

Engineering Department Year End Report for 2009-10

Yearly Performance Indicators:

► Inspections:

	<u>FY 09-10</u> <u># inspections</u>	<u>FY 08-09</u> <u># inspections</u>	<u>FY 07-08</u> <u># inspections</u>
Erosion & Sediment Control	103	99	91
Detention / Retention Pond	59	77	71
Storm Drainage	64	60	73
Proof-roll (sub-grade & stone)	17	3	20
Binder	15	10	15
Sidewalks	44	67	104
Asphalt topping	18	7	21
Bond	83	88	74
Existing roads for repair	213	63	95
Surveying	14	16	18
Total # hours on inspections:	<u>FY 09-10</u> 480	<u>FY 08-09</u> 519	<u>FY 07-08</u> 624

Note: Approximately **27%** of Engineering's time during the past year involved inspections and situations that could have been handled by a Quality Control Inspector.

► Citizen Calls:

	<u>FY 09-10</u>	<u>FY 08-09</u>	<u>FY 07-08</u>
Drainage	87	124	97
Sidewalk	2	10	3
Roadway	58	51	36
Signs & Signals	70	90	52

► Projects:

	<u>Funding</u>	<u>Status</u>
Tyree / Palmers Intersection	\$ 220,000 / City, State	Right-of-way acquisition
Paving & Roadway Repair	\$ 200,000 / City	Paving & Repairs complete
ARRA – Fiber Optics	\$ 960,000 / City, Fed	NTP with Construction
ARRA – Calista Road	\$ 514,812 / Federal	NTP with Construction
Hwy 76 Sidewalks	\$ 585,000 / State, Fed	Right-of-way/easement approval
LPRF Grant - Parks Renovation	\$1,726,289 / City, Fed	Construction
Greenway Bank Stabilization	\$ 76,500 / City	Complete

Engineering Department Year End Report for 2009-10

► Training seminars / conferences:

Sumner County Stormwater Group – White House
EPA – Street Light LED programs – webinar
EPA – Green Streets O&M – webinar
MMA #13 Customer Service – Fire Hall #2
HR Training on Substance Abuse – online
Mandatory ARRA training Project Reporting on Federal projects – TDOT Region 3 HQ
MMA #15 Employee Performance Evaluations – Fire Hall #2
e-Seminar on MicroStation for Civil Design – online
EPA Storm Water webcast on Illicit Discharge – online
MMA #17 Managing Change – Fire Hall #2
Indian Ridge HOA meeting (guest speaker) – Indian Ridge clubhouse
Public Meeting for Hwy 76 Sidewalk project – City Hall Board Room
Sumner County Stormwater Group – Gallatin
Public Meeting for ARRA Fiber Optic project – City Hall Board Room
Public Meeting for ARRA Calista Road project – City Hall Board Room
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 Stormwater Group – Hendersonville
Public Meeting for Lone Oak Drive improvements – City Hall Board Room
MPO Tri-County Transit Meeting – Hendersonville Library
HR Fire Extinguisher Safety – online training
Center for Watershed Protection: Erosion & Sediment Control – online webinar
Sumner County Stormwater Group – Gallatin
Staff Retreat – Fire Hall #2
Sumner County Stormwater Group – Goodlettsville
HR Online Training – Accident Investigation
Sumner County Stormwater Group – Gallatin
BMA Retreat – Fire Hall #2
HR Online Training – Back Safety
HR Online Training – Lockout and Tagout
Sumner County Stormwater Group – White House
Sumner County Comprehensive Plan meeting – Sumner Co Admin Bldg
Power of Ten (regional transportation) meeting – War Memorial Bldg
Sumner County Stormwater Group – Gallatin
Design of Stormwater Management Systems Seminar – Nashville

CITY COURT REPORT JUNE 2010

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH \$11,975.00

TOTAL MONIES COLLECTED YTD \$137,933.60

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH \$3,653.50

TOTAL MONIES COLLECTED YTD \$32,229.50

TOTAL REVENUE FOR MONTH \$15,628.50

TOTAL REVENUE YTD \$170,163.10

DISBURSEMENTS

LITIGATION TAX \$427.22

DOS/DOH FINES & FEES \$1,187.50

TBI FINES & FEES \$16.62

RESTITUTION/REFUNDS \$0.00

WORTHLESS CHECKS \$192.50

ADM. FEE FOR STATE \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$1,823.84

TOTAL DISBURSEMENTS YTD \$12,830.31

ADJUSTED REVENUE FOR MONTH \$13,804.66

TOTAL ADJUSTED REVENUE YTD \$157,332.79

DONATION TO DRUG FUND FOR MONTH \$591.80

TRANSFER TO DRUG FUND \$0.00

\$0.00

DONATIONS YEAR TO DATE \$13,319.80

DONATION TO CAMERA FUND FOR MONTH \$0.00

\$0.00

DONATIONS YEAR TO DATE \$0.00

CITY COURT CLERK



**CITY OF WHITE HOUSE
CITY COURT REPORT
FISCAL YEAR 2009-2010**

CITATIONS:

TOTAL MONIES COLLECTED FOR YEAR **\$137,933.60**

STATE FINES:

TOTAL MONIES COLLECTED FOR YEAR **\$32,229.50**

TOTAL REVENUE FOR YEAR \$170,163.10

TOTAL DISBURSEMENTS FOR YEAR **\$12,830.31**

TOTAL ADJUSTED REVENUE FOR YEAR \$157,332.79

DRUG FUND:

TOTAL DONATIONS COLLECTED **\$13,319.80**

CAMERA FUND:

TOTAL DONATIONS COLLECTED **\$0.00**

CITY COURT CLERK



Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

DRAFT

110 GENERAL FUND

Account	Description	Year-To-Date		JUNE		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
31100	PROPERTY TAXES (SUMNER TO DISTRIBUTE)	0.00	9,629.87-	0.00	587.00-	0.0
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,395,867.00	1,491,370.17-	106.8	12,870.00-	11.1
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	38,000.00	60,284.00-	158.6	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	27,000.00	60,674.63-	224.7	1,473.59-	65.5
31212	PROPERTY TAX DELINQUENT 2ND YEAR	6,000.00	9,453.13-	157.6	50.21-	10.0
31213	PROPERTY TAX DELINQUENT 3RD YEAR	700.00	2,133.00-	304.7	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	2,000.00	279.00-	14.0	46.00-	27.6
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	30,000.00	0.00	0.0	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	20,000.00	16,508.98-	82.5	1,040.51-	62.4
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	81,665.00	72,447.50-	88.7	6,805.42	0.0
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	1,981,549.06-	113.2	145,833.33	114.4
31709	BEER AND LIQUOR LOCAL PRIV TAX	0.00	4,383.31-	0.0	0.00	0.0
31710	WHOLESALE BEER TAX	190,000.00	211,042.69-	111.1	15,833.33	139.3
31800	BUSINESS TAXES	98,000.00	114,787.38-	117.1	8,166.67	660.4
31911	NATURAL GAS FRANCHISE TAX	153,000.00	132,647.66-	86.7	12,750.00	0.0
31912	CABLE TV FRANCHISE TAX	90,000.00	90,948.16-	101.1	7,500.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	0.00	1,475.00-	0.0	80.00-	0.0
31980	MIXED DRINK TAXES	0.00	5,555.44-	0.0	567.50-	0.0
32090	PEDDLER PERMIT	0.00	50.00-	0.0	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	2,700.00	2,600.00-	96.3	225.00	111.1
32610	BUILDING PERMITS	35,000.00	32,759.00-	93.6	2,916.67	119.6
32690	OTHER PERMITS	100.00	50.00-	50.0	25.00-	300.1
32710	SIGN PERMITS	1,450.00	1,650.00-	113.8	120.83	0.0
33100	FEDERAL GRANTS	497,160.00	50,318.61-	10.1	41,430.00	0.0
33142	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	660,000.00	0.00	0.0	55,000.00	0.0
33143	ARRA GRANT #2 - CALISTA ROAD PROJECT	514,000.00	55,407.66-	10.8	42,833.33	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	71,000.00	108,806.10-	153.2	5,916.67	459.7
33400	STATE GRANTS	1,035,890.00	284,736.38-	27.5	86,324.17	0.6
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	10,800.00	18,600.00-	172.2	900.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	35,500.00-	100.0	2,958.33	600.0
33510	STATE SALES TAX	640,000.00	629,601.04-	98.4	53,333.33	97.8
33520	STATE INCOME TAX	26,000.00	15,776.63-	60.7	2,166.67	0.8
33530	STATE BEER TAX	5,000.00	4,901.58-	98.0	416.67	0.0
33553	STATE GASOLINE INSPECTION FEE	21,000.00	21,239.64-	101.1	1,750.00	101.1
33593	CORPORATE EXCISE TAX	25,000.00	15,328.35-	61.3	2,083.33	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	8,500.00-	100.0	708.33	0.0
34120	FEES AND COMMISSIONS	2,700.00	4,421.00-	163.7	225.00	283.1
34740	PARKS AND REC LEAGUE FEES	45,000.00	38,386.50-	85.3	3,750.00	29.1
34741	FIELD MAINTENANCE FEES	7,000.00	11,407.00-	163.0	583.33	1955.5
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,500.00	8,068.96-	107.6	625.00	116.9
34793	COMMUNITY CENTER FEES	36,000.00	16,543.57-	46.0	3,000.00	56.7
34900	OTHER CHARGES FOR SERVICES	9,000.00	11,758.00-	130.6	750.00	193.4
35110	CITY COURT FINES AND COSTS	176,000.00	159,045.38-	90.4	14,666.67	99.2
35130	IMPOUNDMENT CHARGES	300.00	1,080.00-	360.0	25.00	0.0
36000	OTHER REVENUES	31,438.00	27,645.84-	87.9	2,619.83	26.3
36100	INTEREST EARNINGS	10,500.00	5,156.48-	49.1	875.00	36.5

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

110 GENERAL FUND

Account	Description	Year-to-Date		Percent Of Budget	JUNE	
		Budget Estimate	Actual		Estimate Avg/Mth	Actual Of Avg
REVENUES						
36210	RENT	16,000.00	16,385.94	102.4	1,333.33	1,370.56
36330	SALE OF EQUIPMENT	0.00	16,486.61	0.0	0.00	110.00
36350	INSURANCE RECEIPTS	6,600.00	17,039.87	258.2	550.00	820.80
36420	STADIUM RECEIPTS	8,300.00	7,216.50	86.9	691.67	0.00
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	828.58	0.0	0.00	276.73
36450	PARKS CONCESSIONS	6,000.00	4,669.90	77.8	500.00	110.12
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	4,011.98	0.0	0.00	1,140.00
36920	SALE OF BONDS	1,243,289.00	250,852.57	20.2	103,607.42	0.00
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	150,000.00	0.00	0.0	12,500.00	0.00
Total REVENUES		9,226,959.00	6,151,998.65	66.7	768,913.25	396,928.10

EXPENDITURES

41000	GENERAL GOVERNMENT	611,584.00	287,802.18	47.1	50,965.34	28,813.17
41210	CITY COURT	75,316.00	70,623.93	93.8	6,276.33	8,645.29
41500	FINANCIAL ADMINISTRATION	321,429.00	299,819.12	93.3	26,785.77	31,514.45
41650	HUMAN RESOURCES	118,084.00	115,330.09	97.7	9,840.31	11,236.75
41670	ENGINEERING	715,635.00	249,561.29	34.9	59,636.25	17,928.47
41700	PLANNING AND ZONING	326,302.00	293,632.72	90.0	27,191.84	33,247.65
41800	GENERAL GOVERNMENT BUILDINGS	67,246.00	77,045.29	114.6	5,603.82	4,724.85
41921	SPECIAL EVENTS	3,200.00	2,988.67	93.4	266.67	0.00
42100	POLICE PATROL	928,817.00	839,630.82	90.4	77,401.40	71,387.02
42120	POLICE SUPPORT SERVICES	59,916.00	63,091.94	105.3	4,993.00	12,439.01
42150	POLICE ADMINISTRATION	283,023.00	257,514.08	91.0	23,585.24	19,946.19
42151	COMMUNICATIONS SERVICES	215,773.00	195,666.11	90.7	17,981.07	18,705.33
42200	FIRE PROTECTION AND CONTROL	923,217.00	910,204.53	98.6	76,934.78	86,648.03
42210	FIRE ADMINISTRATION AND INSPECTION	204,352.00	181,168.84	88.7	17,029.34	17,012.15
43000	PUBLIC WORKS	78,123.00	64,996.54	83.2	6,510.23	5,505.36
43100	HIGHWAYS AND STREETS	180,301.00	146,406.14	81.2	15,025.12	10,962.13
43170	CITY GARAGE	21,373.00	11,223.20	52.5	1,781.08	0.00
44310	SENIOR CITIZEN ACTIVITIES	94,636.00	91,889.14	97.1	7,886.34	9,333.19
44700	PARKS	236,059.00	195,224.15	82.7	19,671.57	22,180.72
44740	PARK MAINTENANCE	1,992,491.00	2,043,524.72	102.6	166,040.92	111,965.82
44800	LIBRARIES	146,375.00	141,028.54	96.3	12,197.93	15,542.87
44880	CHILDREN'S LIBRARY SERVICES	36,422.00	36,161.99	99.3	3,035.16	5,033.95
51000	MISC EXP	239,000.00	201,623.51	84.4	19,916.66	105,876.20
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	960,000.00	390,303.55	40.7	80,000.00	531.6
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	514,000.00	561,388.37	109.2	42,833.33	0.00
Total EXPENDITURES		9,352,674.00	7,727,849.46	82.6	779,389.50	648,702.45
Total GENERAL FUND		125,715.00	1,575,850.81	1253.5	10,476.25	251,774.35

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date		JUNE		Percent Of Avg
		Budget Estimate	Actual Of Budget	Estimate Avg/Mth	Actual	
REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	45,000.00	47,623.97-	3,750.00	25,577.58-	682.1
36100	INTEREST EARNINGS	250.00	59.28-	20.83	0.00	0.0
	Total REVENUES	45,250.00	47,683.25-	3,770.83	25,577.58-	678.3
EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	65,500.00-	48,288.36	5,458.33-	400.41	7.3
	Total EXPENDITURES	65,500.00-	48,288.36	5,458.33-	400.41	7.3
	Total INDUSTRIAL DEVELOPMENT FUND	20,250.00-	605.11	1,687.50-	25,177.17-	1492.0

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

121 STATE STREET AID FUND

Account	Description	Year-To-Date		JUNE		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual	Budget	Estimate				
REVENUES									
33551	STATE GASOLINE AND MOTOR FUEL TAX	248,000.00	217,431.78-	87.7	20,666.67	0.00	0.00	0.00	0.0
36100	INTEREST EARNINGS	500.00	64.20-	12.8	41.67	0.00	0.00	0.00	0.0
	Total REVENUES	248,500.00	217,495.98-	87.5	20,708.34	0.00	0.00	0.00	0.0
EXPENDITURES									
43100	HIGHWAYS AND STREETS	328,000.00-	314,499.90	95.9	27,333.34-	1,458.95-	1,458.95-	1,458.95-	5.3
	Total EXPENDITURES	328,000.00-	314,499.90	95.9	27,333.34-	1,458.95-	1,458.95-	1,458.95-	5.3
	Total STATE STREET AID FUND	79,500.00-	97,003.92	122.0	6,625.00-	1,458.95-	1,458.95-	1,458.95-	22.0

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date		JUNE		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
36100	INTEREST EARNINGS	6,000.00	1,441.17-	500.00	85.92-	17.2
36425	PARKS SALES TAX RECEIPTS	155,000.00	67,913.53-	12,916.67	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	20,520.00-	1,666.67	0.00	0.0
	Total REVENUES	181,000.00	89,874.70-	15,083.34	85.92-	0.6
EXPENDITURES						
49000	DEBT SERVICE	336,293.00-	229,242.21	28,024.43-	72,340.92	258.1
	Total EXPENDITURES	336,293.00-	229,242.21	28,024.43-	72,340.92	258.1
	Total PARKS SALES TAX FUND	155,293.00-	139,367.51	12,941.09-	72,255.00	558.3

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

123 SOLID WASTE FUND

Account	Description	Year-To-Date		JUNE			
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
34400	SANITATION - USER FEES	655,000.00	666,915.00	101.8	54,583.33	56,040.00	102.7
36000	OTHER REVENUES	150.00	0.00	0.0	12.50	0.00	0.0
36100	INTEREST EARNINGS	450.00	993.02	220.7	37.50	33.15	88.4
37794	SALE OF MATERIALS	8,500.00	5,432.63	63.9	708.33	480.75	67.9
	Total REVENUES	664,100.00	673,340.65	101.4	55,341.66	56,553.90	102.2
EXPENDITURES							
43200	SANITATION	678,959.00	515,616.27	75.9	56,579.90	43,260.36	76.5
49000	DEBT SERVICE	95,872.00	78,895.60	82.3	7,989.33	0.00	0.0
	Total EXPENDITURES	774,831.00	594,511.87	76.7	64,569.23	43,260.36	67.0
	Total SOLID WASTE FUND	110,731.00	78,828.78	71.2	9,227.57	13,293.54	144.1

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

124 IMPACT FEES

Account	Description	Year-To-Date		JUNE		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual	Budget	Actual				
REVENUES									
33400	STATE GRANTS	90,000.00	0.00	0.00	0.00	0.0	7,500.00	0.00	0.0
36000	OTHER REVENUES	0.00	0.23-	0.00	0.00	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	9,600.00	3,246.59-	33.8	800.00	33.6	800.00	109.05-	13.6
36421	ROADS IMPACT FEES	23,000.00	25,603.30-	111.3	1,916.67	95.9	1,916.67	1,837.90-	95.9
36422	PARKS IMPACT FEES	11,000.00	16,216.00-	147.4	916.67	0.0	916.67	0.00	0.0
36423	POLICE IMPACT FEES	11,000.00	19,920.40-	181.1	916.67	179.8	916.67	1,648.60-	179.8
36424	FIRE IMPACT FEES	7,000.00	13,333.70-	190.5	583.33	186.6	583.33	1,088.30-	186.6
Total REVENUES		151,600.00	78,320.22-	51.7	12,633.34	37.1	12,633.34	4,683.85-	37.1
EXPENDITURES									
51010	ROADS IMPACT FEES	285,173.00-	35,154.79	12.3	23,764.41-	0.0	23,764.41-	0.00	0.0
51020	PARKS IMPACT FEES	22,279.00-	22,402.34	100.6	1,856.58-	0.0	1,856.58-	0.00	0.0
51030	POLICE IMPACT FEES	117,316.00-	116,292.36	99.1	9,776.33-	0.0	9,776.33-	0.00	0.0
51040	FIRE IMPACT FEES	42,897.00-	43,483.61	101.4	3,574.75-	0.0	3,574.75-	0.00	0.0
Total EXPENDITURES		467,665.00-	217,333.10	46.5	38,972.07-	0.0	38,972.07-	0.00	0.0
Total IMPACT FEES		316,065.00-	139,012.88	44.0	26,338.73-	17.8	26,338.73-	4,683.85-	17.8

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

140 POLICE DRUG FUND

Account	Description	---Year-To-Date---		Percent Of Budget	---JUNE---		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
31610	LOCAL SALES TAX - CO. TRUSTEE	1,200.00	550.00-	45.8	100.00	200.00-	200.0
33400	STATE GRANTS	11,048.00	0.00	0.0	920.67	0.00	0.0
35130	IMPOUNDMENT CHARGES	150.00	195.00-	130.0	12.50	195.00-	1560.0
35140	DRUG RELATED FINES	26,000.00	14,574.02-	56.1	2,166.67	1,554.75-	71.8
36100	INTEREST EARNINGS	250.00	14.43-	5.8	20.83	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	249.90-	0.0	0.00	0.00	0.0
Total REVENUES		38,648.00	15,583.35-	40.3	3,220.67	1,949.75-	60.5
EXPENDITURES							
42129	DRUG INVESTIGATION AND CONTROL	25,148.00-	10,415.90	41.4	2,095.67-	370.28	17.7
Total EXPENDITURES		25,148.00-	10,415.90	41.4	2,095.67-	370.28	17.7
Total POLICE DRUG FUND		13,500.00	5,167.45-	38.3	1,125.00	1,579.47-	140.4

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date		Percent Of Budget	JUNE		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	560,000.00	671,444.54	119.9	46,666.67	0.00	0.0
36100	INTEREST EARNINGS	2,800.00	43,971.79	1570.4	233.33	14.30	6.1
	Total REVENUES	562,800.00	715,416.33	127.1	46,900.00	14.30	0.0
EXPENDITURES							
49000	DEBT SERVICE	578,118.00	573,168.00	99.1	48,176.49	0.00	0.0
	Total EXPENDITURES	578,118.00	573,168.00	99.1	48,176.49	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	15,318.00	142,248.33	928.6	1,276.49	14.30	1.1

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

412 SEWER FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
33141	ARRA ASSISTANCE - COPE CROSSING PROJECT	400,000.00	0.00	0.0	33,333.33	0.00	0.0
34900	BULK DISPOSAL FEE	300.00	2,075.00-	691.7	25.00	0.00	0.0
36000	OTHER REVENUES	5,250.00	26,983.85-	514.0	437.50	0.00	0.0
36100	INTEREST EARNINGS	13,500.00	3,245.23-	24.0	1,125.00	176.08-	15.7
36920	SALE OF BONDS	600,000.00	95,905.00-	16.0	50,000.00	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	24,250.00	18,025.00-	74.3	2,020.83	2,125.00-	105.2
37220	ADMINISTRATIVE FEES	17,520.00	12,675.00-	72.3	1,460.00	1,100.00-	75.3
37230	SEWER USER FEES	2,046,521.00	1,958,124.14-	95.7	170,543.42	174,844.33-	102.5
37298	CAPACITY FEES	375,440.00	101,730.00-	27.1	31,286.67	3,340.00-	10.7
37499	COMMITMENT FEES	265,200.00	0.00	0.0	22,100.00	0.00	0.0
37995	CONNECTION FEES	33,600.00	7,500.00-	22.3	2,800.00	150.00-	5.4
Total REVENUES		3,781,581.00	2,226,263.22-	58.9	315,131.75	181,735.41-	57.7
EXPENDITURES							
49000	DEBT SERVICE	712,631.00-	670,407.17	94.1	59,385.92-	20,644.88	34.8
52117	ADMINISTRATION AND GENERAL EXPENSES	562,813.00-	381,883.34	67.9	46,901.08-	19,727.52	42.1
52210	COLLECTION	1,221,495.00-	754,934.10	61.8	101,791.28-	29,268.40	28.8
52213	SEWER TREATMENT AND DISPOSAL	343,486.00-	256,090.72	74.6	28,623.83-	13,731.13	48.0
52223	DEPRECIATION	563,251.00-	469,375.80	83.3	46,937.58-	0.00	0.0
58801	ARRA ASSISTANCE - COPE CROSSING PROJECT	1,000,000.00-	1,127,064.36	112.7	83,333.33-	0.00	0.0
Total EXPENDITURES		4,403,676.00-	3,659,755.49	83.1	366,973.02-	83,371.93	22.7
Total SEWER FUND		622,095.00-	1,433,492.27	230.4	51,841.27-	98,363.48-	189.7

416 HEALTHCARE FUND

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
36000	OTHER REVENUES	0.00	6,654.89-	0.0	0.00	3,458.16-	0.0
36100	INTEREST EARNINGS	150.00	94.39-	62.9	12.50	0.00	0.0
36350	INSURANCE RECOVERIES	0.00	137,937.81-	0.0	0.00	0.00	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	1,116,860.00	1,014,118.98-	90.8	93,071.67	184,492.56-	198.2
Total REVENUES		1,117,010.00	1,158,806.07-	103.7	93,084.17	187,950.72-	201.9
EXPENDITURES							
51520	INSURANCE EMPLOYERS SHARE	1,117,010.00-	899,635.55	80.5	93,084.16-	21,482.09	23.1
Total EXPENDITURES		1,117,010.00-	899,635.55	80.5	93,084.16-	21,482.09	23.1
Total HEALTHCARE FUND		0.00	259,170.52-	0.0	0.01	166,468.63-	6300.0

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
34110	GENERAL SERVICES	300.00	300.00	100.0	25.00	75.00	300.0
34321	CEMETERY BURIAL CHARGES	300.00	1,200.00	400.0	25.00	0.00	0.0
34323	GRAVE - OPENING AND CLOSING FEES	16,700.00	16,600.00	99.4	1,391.67	2,000.00	143.7
36100	INTEREST EARNINGS	1,700.00	307.47	18.1	141.67	17.85	12.6
36330	SALE OF EQUIPMENT	0.00	249.75	0.0	0.00	0.00	0.0
36340	SALE OF CEMETERY LOTS	7,800.00	12,000.00	153.8	650.00	0.00	0.0
Total REVENUES		26,800.00	30,657.22	114.4	2,233.34	2,092.85	93.7
EXPENDITURES							
43400	CEMETERIES	17,570.00	12,867.96	73.2	1,464.16	25.15	1.7
Total EXPENDITURES		17,570.00	12,867.96	73.2	1,464.16	25.15	1.7
Total HILLCREST CITY CEMETERY		9,230.00	17,789.26	192.7	769.18	2,067.70	268.8

G/L Month: 06 JUNE
Beginning Fund: 110 Beginning Function: ZZZZZ
Ending Fund: 433 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

June 17, 2010

White House Municipal Center
105 College St.
White House, TN 37188

Re: Annual Renewal of American Red Cross Shelter Agreement

The purpose of this letter is to request the annual renewal of your Mass Care Shelter Agreement with the Nashville Area Chapter, American Red Cross. These agreements are the foundation of Disaster Preparedness in our local area. Your continued support of our efforts to serve the community during times of disaster is greatly appreciated.

Please find enclosed two (2) copies of your Mass Care Shelter Agreement, one (1) copy of the Shelter Facility Contact Update Sheet, and one (1) copy of the Shelter Cycle flow chart.

Please complete the Shelter Facility Contact Update Sheet and return it with one copy of the Mass Care Shelter Agreement, signed by the appropriate authority and return to the Red Cross Disaster Services using the prepaid postage envelope **within three months**. Retain for your files one copy of Mass Care Shelter Agreement, and the Shelter Cycle flow chart.

Additionally, when filling out the Shelter Facility Contact Update Sheet, we would greatly appreciate it if you would list three *different* individuals (with *at least* two different phone numbers and e-mail addresses) that can be contacted in the event of an emergency. Doing so will help us expand our on-hand contact information and more rapidly utilize shelter facilities for the victims of disaster.

We realize that some of you may have only recently signed your initial agreement; however, we ask that you do so again as a part of this annual process for all shelter partners.

If you have any questions, or require any additional information, please do not hesitate to contact the Disaster Services office in the Nashville Chapter at (615) 250-4291.

Thank you for your prompt attention in helping people in your community prepare for disaster.

Sincerely,



Joel Sullivan
CEO
Nashville Area Chapter

Enclosures (4)



**American
Red Cross**

Nashville Area Chapter

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

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

Recitals

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

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

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

In witness thereof, the governing board of the **White House Municipal Center** has caused this agreement to be executed by the President of its governing board, and the American Red Cross has caused this agreement to be executed by the Nashville Area Chapter, said agreement to become effective and operative upon the fixing of the last signature hereto. All shelter agreements are renewed yearly. This agreement will expire the last day of the month of July 2011.

Signatures to the Agreement:

Nashville Area Chapter, American Red Cross

White House Municipal Center

Date 6/11/10

Date

Red Cross Contact: (615) 250-4292

RESOLUTION 10-10

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

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

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

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

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

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

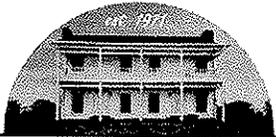
Adopted this 15th day of July, 2010.

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

ORDINANCES....



City of White House
 * TENNESSEE *

Wastewater Department

Memo

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

FROM: Bill K. Crusenberry, Director of Wastewater

DATE: June 7, 2010

SUBJECT: Sewer Use Ordinance: Chapter 3 Rates, Fees and Charges

SEWER RATES

CUSTOMER	CURRENT RATE STRUCTURE		PROPOSED RATE STRUCTURE	
Residential	minimum 0-1,000 gallons	\$14.00	minimum 0 gallons	\$16.00
	usage over 1,000 gallons	\$6.65	all usage	\$6.90/1000 gallons
Non-residential	0-1,000 gallons	\$28.00	minimum 0 gallons	\$35.00
	usage over 1,000 gallons	\$6.65	all usage	\$6.90/1000 gallons

SEWER FEE & CHARGES

FEE OR CHARGE	CURRENT FEE & CHARGES STRUCTURE		PROPOSED FEE & CHARGES STRUCTURE	
Rental non-refundable deposits	Residential	\$50.00	Residential	\$75.00
	Non-residential	\$100.00	Non-residential	\$150.00
Commercial Food Prep Fee	Non-residential	\$100.00	Non-residential	\$200.00
Application Fee	All Customers	\$25.00	All Customers	\$50.00

I recommend the approval of the proposed changes to the Sewer Use Ordinance: Chapter 3 Rates, Fees and charges.

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

ORDINANCE 10-11

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

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

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the following changes be made to Title 18, Chapter 3, Sewer Rates, Fees and Charges is amended as follows:

18-301. Rates

(2) **Wastewater Usage Rates** - Wastewater service shall be charged at rates established by the City of White House. Users will be charged a minimum based on the number of water meters installed unless one water meter is used to serve multiple units. In such cases, each unit will be charged at least the minimum usage rate for each individual unit served. The monthly wastewater rate schedule shall be as follows:

City of White House
Wastewater Usage Rate Schedule
Exhibit A

	<u>Residential per unit</u>	<u>Non-Residential per unit</u>
Minimum Bill 0 —1,000 gallons	\$14 16 .00	\$28 35 .00
All over 1,000 gallons Usage	\$6.65 90 per 1,000 gallons	\$6.65 90 per 1,000 gallons

City of White House
Wastewater Usage Rate Schedule
Single Metered Multiple Units
Exhibit B

	<u>Residential per unit</u>	<u>Non-Residential per unit</u>
Minimum Bill 0 —1,000 gallons	\$14 16 .00	\$28 35 .00
All over 1,000 gallons Usage	\$6.65 90 per 1,000 gallons	\$6.65 90 per 1,000 gallons

(4) **Wastewater Usage Adjustments** - Users may be entitled to an adjustment to their wastewater usage charges for the use of water not being discharged into the wastewater system. Users wishing to have their wastewater usage charges adjusted must fill out a Wastewater Adjustment Request Form and submit to the City of White House Wastewater Department. Each adjustment will be reviewed on a case-by-case basis by the City's Wastewater Director, who will notify the user in writing of their decision. When an adjustment is granted, the user charges will be changed to reflect an average usage based on the previous twelve months of water usage billing, or the water usage billing that is available if it is less than twelve months, or the rated capacity of the water meter if the adjustment relates to a new service without a water usage billing history. Wastewater user rates in effect at the time of the adjustment request will be applied to the adjusted usage figure. Wastewater usage adjustments may be granted according to the following schedule:

Time frame	Situation
Once per calendar year	Filling of swimming pool.
Once per calendar year	Watering of lawn, garden, powerwashing of house/driveway.
Once per 24 month period	Water leak that enters sewer system, when substantiated by an affidavit from a plumber or any governmental entity. User will receive 50% of the adjustment amount.
Anytime	Water leak that does not enter the municipal sewer system in the sole judgment of the City

18-302. Fees and Charges

(2) **Application Fee** - A non-refundable application fee in the amount of \$25 ~~50.00~~ shall be paid by the applicant for wastewater service at the time the application is filed with the City.

(8) **Commercial Food Preparation Fee** – A fee of \$100 ~~200.00~~ per year for all users who engage in commercial food preparation requiring the inspection of grease traps and interceptors and other specialty appurtenances preventing the discharge of prohibited fats, oils and grease into the wastewater system.

(10) **Rental Property Deposits** - A \$50 ~~75.00~~ non-refundable deposit shall be required on all residential rental property, and a \$100 ~~150.00~~ non-refundable deposit on all commercial rental property prior to service being connected, or reconnected after service disconnection, to the wastewater system.

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

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

First Reading: June 17, 2010

Second Reading: July 15, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

July 1, 2010

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. When preparing additional debt service schedules for the comprehensive budget document, I realized that there was a formula error in the Impact Fee Fund budget file. This budget amendment corrects that error. There is no change in the detail budget files or in the cash analysis regarding debt service that was presented at the budget study session. The formula that picked up the total for the budget ordinance simply left out the two lines in the proposed amendment. Should you have any questions related to this budget amendment, please let me know. Thanks.

ORDINANCE 10-12

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2011.

WHEREAS, it has become necessary to amend the current year's annual budget to recognize additional debt service that was omitted in a formula error for the original budget ordinance.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2011 is hereby amended as part of the attached exhibit.

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

First Reading: July 15, 2010

Second Reading: August 19, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

City of White House
 Budget Amendment I
 July 15, 2010

					<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
124	51040	610	Impact Fee Fund	Bonds - Fire	0	41,000	41,000
124	51040	631	Impact Fee Fund	Interest on Bonded Debt Fire	0	4,020	4,020

1. *To amend current 2010-2011 budget to recognize additional debt service that was omitted in a formula error for the original budget ordinance.*



WHITE HOUSE POLICE DEPARTMENT

John W. Decker Police Facility

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

MEMORANDUM

To: Board of Mayor and Aldermen
From: Gerald O. Herman, Chief of Police
Cc: Angie Carrier
Date: July 1, 2010
Re: Title 6 - Law Enforcement Ordinance

The White House Police Department is respectfully requesting that you consider adopting the proposed changes to Title 6 Law Enforcement, Chapter 1, Police and Arrest Section. These changes will help us in meeting the Tennessee Law Enforcement Accreditation standards. Ordinances from several accredited police agencies in Tennessee were reviewed prior to making these proposed changes. Also, the \$25.00 daily storage fee proposed is comparable to what the local tow companies charge for the storage of vehicles.

Thank you for your consideration to this matter.

ORDINANCE 10-13

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE,
AMENDING THE MUNICIPAL CODE, TITLE 6, CHAPTER 1, POLICE AND
ARREST.**

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code amending the Municipal Code, Title 6, Chapter 1, Police and Arrest; and

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the following addition be made to Title 6, Chapter 1, Police and Arrest is amended as follows:

6-101. Policemen officers subject to Chief's orders. All policemen officers shall comply with such orders and administrative rules and regulations as the Chief of Police may officially issue. (1979 Code, § 1-401, modified)

6-102. Policemen officers to preserve law and order, etc. Policemen officers shall preserve law and order within the city. They shall patrol the city and shall assist the city, state, and federal courts during the ~~trial~~ trial of cases. Policemen officers shall also promptly serve any legal process issued by the city court. (1979 Code, § 1-402)

6-103. Policemen officers to wear uniforms and be armed. All policemen officers shall wear such uniform and badge as the Chief of Police ~~board of mayor and aldermen~~ shall authorize and shall be armed with approved weapons ~~carry a service pistol and baton~~ at all times while on duty unless otherwise expressly directed by the Chief for a special assignments or specialized duty. (1979 Code, § 1-403, modified)

6-104. When policemen officers to make arrests. Unless otherwise authorized or directed in this code or other applicable law, an arrest of the person shall be made by a policeman officers in the following cases:

- (1) Whenever ~~he~~ the officer is in possession of a warrant for the arrest of the person.
- (2) Whenever an offense is committed or a breach of the peace is threatened in the officer's presence by the person.
- (3) Whenever the officer has probable cause to believe that a felony has in fact been committed and the ~~officer has reasonable cause to believe~~ the person has committed it.
- (4) Whenever the officer has probable cause to believe that a misdemeanor domestic violence has been committed and the person has committed it.

All arrests made by officers of the White House Police Department shall be made in accordance with the Constitution of the State of Tennessee and the Constitution of the United States. (1979 Code, § 1-404)

6-105. Policemen officers may require assistance. It shall be unlawful for any ~~male~~ person willfully to refuse to aid a policeman officer in ~~maintaining law and order or~~

in making a lawful arrest when such a person's assistance is requested by the policeman officer and is reasonably necessary to effect the arrest and to do so would not place such persons in danger of life or limb. (1979 Code, § 1-405)

6-106. Disposition of persons arrested. Unless otherwise authorized by law, when a person is arrested ~~he~~ that person shall be brought before ~~the city a court of~~ appropriate jurisdiction for immediate trial or allowed to post bond. When the city's judge or a magistrate is not immediately available and the alleged offender ~~does not~~ is not able to post the required bond, he shall be confined. (1979 Code, § 1-406)

6-107. Police department records. The police department shall keep a comprehensive and detailed daily record in permanent form, showing:

- (1) All known or reported offenses and/or crimes committed within the corporate limits.
- (2) All arrests made by ~~policemen~~ officers.
- (3) All police investigations made, ~~funerals conveyed, fire calls answered,~~ and other miscellaneous activities of the police department. (1979 Code, § 1-407)

6-108. Policemen officer - age requirements. No person shall be employed in the police department as a uniformed ~~policeman~~ officer ~~dispatcher, or any other position within said department,~~ on a full-time, part-time or reserve capacity until such individuals attains the age of twenty-one (21). (1979 Code, § 1-408)

6-109. Municipal enforcement of rules of the road on interstate highways. Pursuant to Ord. #05-03 , the Board of Mayor and Aldermen of the City of White House authorized enforcement of rules of the road on interstate highways. (as added by Ord. #05-03, May 2005)

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

Traffic crash report.....	\$6 per report
Other copies.....	\$1 per page
Fee to certify copies.....	\$5
<u>Storage of vehicles in police storage lot.....</u>	<u>\$25 per day</u>

(as added by Ord. #06-47, Jan. 2007)

6-111. Establishment, equipment, and membership. There is hereby established a police department to be supported and equipped from appropriations by the Board of Mayor and Alderman. All apparatus, equipment, and supplies shall be purchased by or through the city and shall be and remain the property of the city. The police department shall be composed of a Chief and such number of physically-fit subordinate officers as the city shall hire.

This provision shall not be read to preclude police department use of funds that are provided by statute or available through grants provided that acquisition of such funds and their expenditure are approved by the Board of Mayor and Alderman.

6-112. Organization, rules, and regulations. The Chief of Police shall set up the organization of the department, have full authority and responsibility for the management, direction, and control of the operations and administration of the police department, make definite assignments to individuals, and shall formulate and enforce such rules, regulations, policies and procedures as shall be necessary for the orderly and efficient operation of the police department, consistent with the personnel rules and regulations, and any other city-wide policies or rules adopted by the city administrator or the Board of Mayor and Alderman.

6-113. Oath of Office. The Chief of Police shall before entering upon his duties, take and subscribe, before the mayor, an oath or affirmation that he will support the Constitution and laws of the United States, and the State of Tennessee, and the charter and ordinances of the city, and that he will faithfully discharge the duties of his office or employment. Other members of the police force shall take this oath from the Chief of Police.

6-114. Authorization to act while off-duty. Police officers are authorized to act, during those hours when such police officers are off-duty, to enforce the law or to apprehend persons who violate the law when violations or threatened violations of the law occur in the presence of an off-duty police officer and when such actions are necessary to protect lives and property within the corporate limits of the City of White House, Tennessee, and all such actions by off-duty police officers shall be carried out in accordance with the laws, rules, regulations, policies, and procedures governing actions and conduct of police officers.

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

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

First Reading: July 15, 2010

Second Reading: August 19, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: July 1, 2010

RE: Zoning Ordinance Amendment

The White House Planning Commission discussed the proposed amendment at a study session. The amendment will be on the August 12, 2010 meeting for review and recommendation to the Board of Mayor and Aldermen. The Planning Commission recently deferred a rezoning proposal for 116 Calista Road. The property is currently located on the boundary line between C-2, General Commercial and R-20, Low Density Residential.

Due to the size, surrounding uses, and location of the property, the Planning Commission felt the current commercial zoning districts did not provide the adequate type of permitted and prohibited uses for this particular property. The Planning Commission discussed the need for a zoning ordinance amendment since there will be similar issues in the future. The C-5, Limited Office/Professional Service District was developed in 2007 to be a transitional zoning district but the district was not set up to allow limited personal services like hair and nail salons, photo studio, and caterings services.

ORDINANCE 10-14

AN ORDINANCE AMENDING ARTICLE V OF THE ZONING ORDINANCE AS INDICATED BELOW, FOR THE ADDITION OF PERMITTED USES FOR THE C-5 LIMITED OFFICE/PROFESSIONAL ZONING DISTRICT.

WHEREAS, the Board of Mayor and Aldermen wishes to amend the Zoning Ordinance to add permitted uses for the limited office and professional services zoning district. The zoning district provides a transitional zoning district between residential and commercial uses and the amendment allows limited scale personnel services and the accessory retail sales associated with those uses.

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

Article V Zoning Districts

Section 5.053 Commercial Districts

Sub-Section 5.053.5 C-5, Limited Office/Professional Service District

5.053.5 C-5, Limited Office/Professional Service District

B. Uses Permitted

1. Essential municipal services such as:
 - city, county, state, and federal offices
 - civil defense facilities
 - court buildings
 - fire department facilities
 - police department facilities
 - post office
 - parks and recreation
2. Churches and places of assembly
3. Utility facilities (without storage yards) necessary for the provision of public services
4. Day care centers
5. Professional (Non-Medical) Offices and Services
6. **Hair and Nail Salons and accessory retail**
7. **Personal services including photo studios, clothing rentals, catering services, clothing rental agencies, and accessory retail.**

BE IT FURTHER ORDAINED that this ordinance amendment will be on the July 12, 2010 Planning Commission Agenda.

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: July 15, 2010

Second Reading: August 19, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

FINANCE AND OTHER BUSINESS....

July 8, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator



Re: The Shopping Center Group contract for on-going services

In working with the shopping center group this year, I have found this organization to be priceless in providing the City with the best tools to better position us in retail recruitment. The marketing materials and information provided by this group is accurate and very helpful in targeting our best prospects. I would recommend to execute a contract with the organization to allow us to get even better services in the upcoming year as listed on the page of on-going services. This will include the renewal of the basic marketing retail package renewal for recruitment possibilities. Also, included is the lifestyles report which will be offered to existing retailers to allow them to see the existing population and to better market to their lifestyle.

Let me know, if you have any questions regarding the package.



Retail Recruitment for White House, TN

Retail Study and Marketing Materials

Since 1983, The Shopping Center Group has provided a full assortment of retail real estate brokerage services to retailers, landlords, developers, investors and financial institutions throughout the Southeast and Mid-Atlantic regions. We have earned our reputation of delivering "best in class" service in tenant representation, project leasing, property management, development consulting, investment sales and finance. Our approach is service oriented and our commitment to our clients' success in regional expansion plans is uncompromising. As an expert on retail and GIS services used in the retail industry, The Shopping Center Group is honored to present a proposal of products we can provide for White House, Tennessee to assist in your Economic Development Retail Recruitment needs.

White House Shopping Center
Marketing Materials Renewal and Additions

The Shopping Center Group, LLC (TSCG) wants to partner with White House to determine the best practices and materials for local retail recruitment. TSCG's success is attributed to hands-on brokers in local markets developing state-wide strategies for clients. Using Geographic Information Systems (GIS) resources that rank among the top in the country, TSCG produces a variety of resources essential to retailers' decision making process for new locations. TSCG recommends the use the following marketing materials specific to White House. Below are recommended items to renew, update and add to marketing materials.

<p>Basic Marketing Retail Package Renewal for White House</p> <ul style="list-style-type: none"> ~ Regional trade area map showing White House proximity to regional big box anchor stores in Tennessee ~ Retail aerial map for White House including national retail and restaurant logos, traffic counts, top employers and schools within view. ~ Thematic Maps for White House showing Population, Growth, Income, Retail Expenditures and Employment Density ~ White House Schools: Locations, Enrollment and Grade * ~ White House Top Employers: Top Employers and Number of Employees* <p>Demographic Reports and Corresponding Maps:</p> <ul style="list-style-type: none"> ~ Trade Area for retail corridor ~ 3, 5, 7 mile <i>radius rings</i> & trade area ~ 5, 10, 15, 20 minute <i>drive times</i> ~ 5, 10, 15, 20 mile <i>drive distance</i> 	<p>\$4,950.00</p>
<p>Site Analysis and Marketing</p> <ul style="list-style-type: none"> ~ Market Optimization Map and Report based on 9-12 locations ~ Marketing Flier Highlighting Details of 9-12 locations 	<p>\$ 3,500</p>
<p>Lifestyles Report</p> <ul style="list-style-type: none"> ~ Mosaic report to define the buying habits and lifestyles of existing population. Map and reports included. ~ Direct mail marketing list of existing retail businesses. 	<p>\$ 4,500</p>
<p>SUBTOTAL</p>	<p>\$ 12,950</p>
<p>Referral Discount:</p>	<p>\$ -1,500</p>
<p>TOTAL</p>	<p>\$ 11,450</p>
<p><small>*information provided by city/county</small></p>	

On Going Assistance in Contacts for Retail Recruitment

- ~ Online database to assist retail recruitment efforts – website will provide retailers contact information, requirements and email marketing tools
- ~ ICSC Event Retail Attendee List “Meet the Retailers” which details a list of active retailers with their demographic requirements and size requirements (2009 list included 250 retail/restaurant concepts)
- ~ Recommendations for meetings at ICSC Events
- ~ Access to a table in TSCG booth at ReCON (Las Vegas ICSC)
- ~ Invitation to TSCG party at ReCON (Las Vegas ICSC) with approximately 2,500 key industry contacts
- ~ Recommendations for retail marketing based on changing retail trends.
- ~ Frequent industry news articles via email as related to retail trends, expansions and closures.

On Going Assistance in Demographic Report

- ~ Up to 10 demographic reports per a month upon request
- ~ One site specific marketing package per a month (Basic marketing package customized with site arrows, zoomed in aerial and demographics on a specific property or shopping center)

SUBTOTAL FOR ADDITIONAL MARKETING MATERIALS	\$ 8,000
<i>*2010 Ongoing Services can be paid for set monthly fee of \$1,250/month or one time lump sum of \$15,000</i>	\$ 15,000
2010 INVESTMENT	\$ 23,000
Referral Discount:	\$ -1,500
Referral Discount:	\$ -1,500
TOTAL	\$ 20,000

*The entire package will be renewed with new demographics, updated traffic counts, updated school enrollment, updated # employees, and additional new and current information after 12 months.

Timeline for Retail Recruitment Study and Marketing Materials

The Shopping Center Group, LLC (TSCG) is excited about the partnership formed with White House for your retail recruitment study and marketing materials. Following please find the details in regard to timing of product delivery.

DEFINITIONS AND TERMS

- COMPANY:** THE SHOPPING CENTER GROUP, LLC, a Georgia limited liability company c/o Lacy Beasley and or as assigns
- CLIENT:** THE CITY OF WHITE HOUSE, TENNESSEE c/o Angie Carrier and or as assigns
- STUDY:** RETAIL RECRUITMENT CONSULTANT SERVICES AND PRODUCTS

<i>Day</i>	<i>Action</i>
DAY 1	Company receives executed contract
Day 2	Company sends (via email) invoice for first half consultant fees to Client
DAY 15	Company sends a list of all information needed from Client to begin Study
DAY 30	<u>CLIENT</u> returns all requested information to Company
DAY 60	Company delivers first draft of Study to Client
DAY 75	<u>CLIENT</u> returns one list with all requested changes and maps with revisions marked
DAY 90	Company delivers final and complete Study
DAY 90	Company sends (via email) invoice for second half consultant fees to Client

Terms of Agreement

It is with great pleasure that we begin a new partnership with you as a client of The Shopping Center Group's (TSCG) GIS services. We are excited about your enthusiasm and look forward to a long-term mutually beneficial relationship. Herein you will find the key points relative to our working arrangement. If it meets with your approval please acknowledge where indicated and return one copy to me.

1. **Marketing Package:** The maps and demographics will be provided in electronic (pdf) form plus 5 bound books and 5 flash drives. Additional copies can be provided for \$25 each. Files can be printed at will and placed on website.
2. **Agreement to Amount:** Agency hereby agrees to pay TSCG in the sum agreed to based on menu of services chosen. Items priced based on city providing information noted above. Research provided by TSCG may result in additional expense.
3. **Timing of Payment:** The amount shall be due and payable to TSCG one half (1/2) within thirty (30) days of contract execution, and one half (1/2) within thirty (30) days of Agency taking possession of the materials. An invoice will be sent by TSCG when amounts are due.
4. **Agency Performance:** TSCG shall not be required to make any investigations, warranty or representation with respect to the financial condition of any proposed Agency and partners or its ability to perform its obligations. By recognizing TSCG as being entitled to above agreed amount for services rendered, Agency does not expect, depend or rely upon any warranty, representation or investigation by TSCG of the financial condition of any proposed Agency, or agency partners, or its ability to perform its obligations.
5. **Term and Timing:** The Agreement will become effective upon date of execution by both parties. The term as agreed to between one to three years will be begin upon receipt of final materials.
6. **Default:** In the event Agency fails to make payments within the time limits set forth herein, then from the date due until paid, the delinquent amount shall bear interest at the rate of one and one-half percent (1-1/2%) per month. If TSCG shall engage an attorney to collect any unpaid amount due hereunder, the Agency shall pay to TSCG, in addition to such unpaid amount plus interest, reasonable attorney's fee and all expenses incurred by such attorney in connection with collection of such amount so due.

APPROVED this 14 day of June, 2010*

APPROVED this _____ day of _____, 200__

TSCG: The Shopping Center Group, LLC
Tax ID# 59-3708465

Agency: _____

By: _____
Lacy Beasley

By: _____

Its: Associate

Its: _____

* Proposal is valid for 6 months

DISCUSSION ITEMS....