

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
September 16, 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 August 19, 2010 meeting.
6. Welcome Visitors
7. Public Hearings
 - a. **Ordinance 10-15** - An ordinance amending the Municipal Code, Title 15, Chapter 7, Enforcement. Second Reading.
 - b. **Ordinance 10-16** - An ordinance to annex a certain property and incorporate same within the corporate boundaries of the City of White House, Tennessee. (3357 Pleasant Grove Road). Second Reading.
 - c. **Ordinance 10-17** - An ordinance amending the Zoning Map for a 1.83 acre property referenced as Robertson County Tax Map 95, Parcel 99 from Robertson County Agricultural to R-20, Low Density Residential. Second Reading.
 - d. **Ordinance 10-18** - An ordinance amending the Zoning Map for a 0.88 acre property referenced as Robertson County Tax Map 107 B, Parcel 5 from R-20, Low Density Residential to C-5, Limited Office/Professional Service District. (116 Calista Road). Second Reading.
8. Communication from Mayor, Aldermen, and City Administrator
 - a. The City of White House will officially observe Saturday, October 30, 2010 as Halloween for the purpose of trick-or-treating.

9. Acknowledge Reports

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

10. Consideration of the Following Resolutions:

- a. **Resolution 10-15** - A resolution for the plan of service for the 1.83 acres at 3357 Pleasant Grove Road.

11. Consideration of the Following Ordinances:

- a. **Ordinance 10-15** - An ordinance amending the Municipal Code, Title 15, Chapter 7, Enforcement. Second Reading.
- b. **Ordinance 10-16** - An ordinance to annex a certain property and incorporate same within the corporate boundaries of the City of White House, Tennessee. (3357 Pleasant Grove Road). Second Reading.
- c. **Ordinance 10-17** - An ordinance amending the Zoning Map for a 1.83 acre property referenced as Robertson County Tax Map 95, Parcel 99 from Robertson County Agricultural to R-20, Low Density Residential. Second Reading.
- d. **Ordinance 10-18** - An ordinance amending the Zoning Map for a 0.88 acre property referenced as Robertson County Tax Map 107 B, Parcel 5 from R-20, Low Density Residential to C-5, Limited Office/Professional Service District. (116 Calista Road). Second Reading.
- e. **Ordinance 10-19** - An ordinance amending the fiscal budget for the period ending June 30, 2011.

12. Finance

- a. To approve or reject Scott Heating & Air Conditioning's bid for the City Hall Cafeteria and Senior Citizen Center HVAC replacement. The Planning and Codes Director recommend approving the bid.
- b. To approve or reject McGill and Associates contract for stadium lighting.
- c. To approve or reject the acceptance of roadway and drainage improvements associated with Cambria Subdivision - Phase 1. The City Engineer recommends approving these improvements.

- d. To approve or reject the acceptance of roadway and drainage improvements associated with Sumner Crossing Subdivision - Phase 3. The City Engineer recommends approving these improvements.

13. Other Business

- a. To approve or reject an additional 40 hours of vacation paid time off for the City Administrator.

14. Discussion Items

- a. No discussion items were submitted.

15. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
August 19, 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 Mayor Decker.

3. Roll Call

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

4. Adoption of the Agenda

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

5. Approval of Minutes of the July 15, 2010 meeting.

Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **July 15, 2010 minutes were approved.**

6. Welcome Visitors

Mayor Decker welcomed all visitors.

a. YMCA Presentation

Chris Robison from the YMCA discussed why YMCA has decided not to pursue a YMCA in White House. He stated that it would cost approximately \$3.5 to \$4 million to build. They discovered that they would not be able to raise even \$1 million. As they did not see anything changing anytime soon, they have returned the money the city donated. They expressed their appreciation of the city's involvement and enthusiasm. Mayor Decker thanked Mr. Robison for coming and for the YMCA's cooperation. Mr. Robison thanked the city for their help and the opportunity to work with City Administrator Angie Carrier.

7. Public Hearings

- a. **Ordinance 10-12** - An ordinance amending the fiscal budget for the period ending June 30, 2011. Second Reading. **No one spoke for or against.**
- b. **Ordinance 10-13** - An ordinance amending the Municipal Code, Title 6, Chapter 1, Police and Arrest. Second Reading. **No one spoke for or against.**
- c. **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. Second Reading. **Olen Lott expressed his recommendation for approval.**

8. Communication from Mayor, Aldermen, and City Administrator

- a. Mayor Decker discussed the current financial situation of the country.

9. Acknowledge Reports

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

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

10. Consideration of the Following Resolutions:

- a. **Resolution 10-11** - A resolution to approve the applicability of *Tennessee Code Annotated*, Section 64-5-606(c).

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

- b. **Resolution 10-12** - A resolution to approve the applicability of *Tennessee Code Annotated*, Section 65-5-603(d).

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. Motion was approved. **Resolution 10-12 was approved.**

- c. **Resolution 10-13** - A resolution authorizing deposit accounts and related services.

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. **Resolution 10-13 was approved.**

- d. **Resolution 10-14** - A resolution regarding economic incentive guidelines and authorizing the industrial development board of the City of White House, TN to negotiate and accept payments in lieu of ad valorem taxes.

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. **Resolution 10-14 was approved.**

11. Consideration of the Following Ordinances:

- a. **Ordinance 10-12** - An ordinance amending the fiscal budget for the period ending June 30, 2011. Second Reading.

Motion was made by Ald. Bibb, second by Ald. Arnold 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 10-12 was approved on Second Reading.**

- b. **Ordinance 10-13** - An ordinance amending the Municipal Code, Title 6, Chapter 1, Police and Arrest. Second Reading.

Motion was made by Ald. Bibb, second by Ald. Hutson 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 10-13 was approved on Second Reading.**

- c. **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. Second Reading.

Motion was made by Ald. Arnold, second by Ald. Hutson 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 10-14 was approved on Second Reading.**

- d. **Ordinance 10-15** - An ordinance amending the Municipal Code, Title 15, Chapter 7, Enforcement. 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 10-15 was approved on First Reading.**

- e. **Ordinance 10-16** - An ordinance to annex a certain property and incorporate same within the corporate boundaries of the City of White House, Tennessee. 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 10-16 was approved on First Reading.**

- f. **Ordinance 10-17** - An ordinance amending the Zoning Map for a 1.83 acre property referenced as Robertson County Tax Map 95, Parcel 99 from Robertson County Agricultural to R-20, Low Density Residential. First Reading.

Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. Motion was approved. **Ordinance 10-17 was approved on First Reading.**

- g. **Ordinance 10-18** - An ordinance amending the Zoning Map for a 0.88 acre property referenced as Robertson County Tax Map 107 B, Parcel 5 from R-20, Low Density Residential to C-5, Limited Office/Professional Service District. 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 10-18 was approved on First Reading.**

12. Finance

- a. To approve or reject surplusing the kitchen appliances located inside City Hall. The Parks and Recreation Director recommends surplusing the appliances

Motion was made by Ald. Hutson, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. Motion was approved. **Surplusing the kitchen appliances was approved.**

- b. To approve or reject Cope's Crossing Lift Station Change Order #3. The Wastewater Director recommends approving Change Order #3.

Motion was made by Ald. Arnold, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. Motion was approved. **Copes Crossing Lift Station Change Order #3 was approved.**

- c. To approve or reject GEO-Jobe GIS Consulting's Option #2 for GPS Mapping/Record Keeping for Wastewater. The Wastewater Director recommends approving Option #2.

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. **GEO-Jobe GIS Consulting's Option #2 was approved.**

- d. To approve or reject a one-year contract renewal with Rogers Group, Inc. for paving. The City Engineer recommends approving the renewal.

Motion was made by Ald. Bibb, second by Ald. Bracey to approve. A voice vote was called for with all members voting aye. Motion was approved. **Rogers Group, Inc.'s contract renewal was approved.**

- e. To approve or reject a one-year contract renewal with Sessions Paving Company for roadway repair. The City Engineer recommends approving the renewal.

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. **Sessions Paving Company's contract renewal was approved.**

- f. To approve or reject either Barge Waggoner Sumner & Cannon or Gresham, Smith and Partners for electrical engineering services for stadium lighting.

Motion was made by Ald. Hutson, second by Ald. Bibb to reject submitted proposals and request more proposals. A voice vote was called for with all members voting aye. Motion was approved. **All proposals were rejected and requested for more proposals.**

- g. To approve or reject Allied Waste Services bid for Roll Off Container. The Public Works Director recommends approving the bid.

Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. Motion was approved. **Allied Waste Services bid was approved.**

13. Discussion Items

- a. No discussion items were submitted.

14. Other Business

- a. City Attorney David Amonette provided an update from the State Election Commission stating that a person may seek two city offices at the same time unless such a practice is prohibited by the city charter. The Coordinator of Elections could find no state law prohibiting an individual seeking two city offices in the same election.

15. Adjournment

Meet was adjourned at 7:34 p.m.

John Decker, Mayor

Amanda Priest, City Recorder

REPORTS....

City of White House
General Government Department
Monthly Report of August 2010

Administration

The month of August was kick started with the quarterly WHIRL Luncheon held at Granny's. Dee Cee Laboratories was kind enough to share the new solar project with the existing industry of White House. The presentation sparked interesting discussion. The City Administrator requested that the industries provide topics for discussion as to best practices, hr issues, or other operational needs that they may have.

Unfortunately, the City Administrator met with the YMCA to discuss that the feasibility of the YMCA has dwindled with the downturn of the economy. The fundraising capacity for White House is not strong enough for them to continue the effort. In the meantime, the City will continue to recruit retail and industry to hopefully change the capacity of White House to eventually maintain a YMCA.

The FEMA representative has been in White House for the month of August. Mr. Wilson has been working with staff to document all of the flooding damages and is producing the paperwork for the City to be reimbursed for the flooding damages. Many projects have already been submitted on the City's behalf and the Board will be kept abreast of the funding that will be coming to the City. TML has requested more documentation in regards to the flooding damage that will be covered by the City's insurance policy. The City Administrator has been in discussions with TML and all documentation and a resolution with insurance monies should be soon to follow. The City was approved for loss of revenue for wastewater due to the extra expenses incurred by the use of pumper trucks during and after the flooding.

The City Administrator has been working to finalize the Werthan Packaging and PMC Gage project for approval by the Industrial Development Board. These projects will be before the IDB in September for approval.

Senator Black scheduled a meeting with TDOT for the City and the possibility of a resolution for the corner lot at Wal-Mart for better access. The meeting was held and it seems as though a resolution is near. All parties involved worked together and discussed possibilities for the best economic development initiatives and safety for the citizens. The developer is having his engineers draw new concepts to address the discussion held at TDOT.

Website Management			
	July	FY 10 - 11	FY 09 - 10
Number of Internal Requests for Website Updates	7	17	73
Visits	7,609	15,396	89,307

Our city website has had 7,609 visits during the month of August, which was a decrease of 178 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	3,874
Gallatin, TN	310
Clarksville, TN	265
White House, TN	236
Hendersonville, TN	191
Franklin, KY	169
Brentwood, TN	110
New York, NY	101
Atlanta, GA	69
Knoxville, TN	68

Did you know 35% of this month's visitors accessed the City's website directly and 41% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 53% and 47% of visitors were new to the website. Our website was accessed by visitors in 58 different countries from around the world.

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

Finance Section

During the month of August, \$7,709.00 in taxes trickled in on last year's tax bills. As of August 31, 2010, there is still 5% of the total property tax base outstanding, which is essentially unchanged from last month.

The Finance Director participated in a Certified Municipal Finance Officer (CMFO) Review session in Goodlettsville during the month, and passed the next section of the certification exam which covered Debt Management.

The Finance Director and Accounting Specialist participated in an IRS webcast which addressed Taxability of Certain Fringe Benefits for State and Local Governments. The City is in compliance with reporting the taxable fringe benefits which are allowed by the personnel manual, and there are no areas that require corrective action at this time.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Account Balance
General Fund	\$891,820.03	\$1,183,885.53
Sanitation	\$77,007.00	\$270,244.85
Wastewater	\$93,520.49*	\$888,043.58

- All Fund Balances are bank balances reported as of September 8, 2010.
- *The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at \$170,035.85.

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular	1 paper check 203 direct deposits	0 Retroactive Adjustments	0 Voids

Accounts Payable

	August	FY	Last August	Last FY
Total Invoices Processed	278	556	377	568

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	184	34	60	15	75	11	7	17	11	18	28	460
Customers	89	1	16	7	11	1	0	5	0	0	25	155

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	4	14	34	73	57	2	184
Customers	0	12	8	64	5	0	89

Purchase Orders

Codes	4	\$3,918.00
Fire	9	\$1,449.31
Police	24	\$12,896.96
Human Resources	0	\$0.00
Engineering	10	\$482,476.01
Administration	4	\$4,083.86
Finance	6	\$539.46
Court	0	\$0.00
Library	10	\$1,514.97
Waste Water	23	\$25,567.15
Public Works	8	\$5,148.76
Sanitation	7	\$22,403.67
Parks	36	\$19,111.96
Bldg. Maintenance	6	\$2,421.82
Cemetery	0	\$0.00
Total	147	\$581,531.93
Void	6	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS \$0-\$999	123	\$30,759.47
PURCHASE ORDERS \$1000-\$9999	19	\$59,802.46
PURCHASE ORDERS OVER \$10,000	5	\$490,970.00
Total	147	\$581,531.93

Emergency Purchase Orders – August

Number	Vendor	Items	Amount	Nature of Emergency	Department
14792E	Allgood Sewer & Septic Tank Service	Pumping svc	\$250.00	Pumped sewage @ Comfort Inn	Wastewater

Business License Activity

<u>Opened</u>	<u>Closed</u>	
6	0	
<u>Cumulative Information</u>		
<u>Class</u>	<u>Total Licenses</u>	<u>Delinquencies</u>
1	41	32
2	139	81
3	267	233
4	196	83
Total	643	429
Delinquency Rate		67%

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1 st Offense)	3
Child Restraint-under 4	0
Anti-Noise Regulations	0
Improper Backing	0
Failure to Yield Right of Way	1
Financial Responsibility Law	30
Following Too Closely	3
Motor Vehicle Requirements	0
Improper Passing	1
Drivers Exercise Due Care	2
Codes Violations/Animal Control	0
Drivers License Law	5
Stop Signs	3
Open Container Law	1
Parking Violation	3
Vehicle Registration Law	11
Seat Belt Violation – 18 and Older	32
Speeding	47
Careless Driving	3
Disobedience to Traffic Control Device	5
Enter Access Roadway	1
Total	151

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	66
Guilty as Charged	7
Dismissal	5
Dismissed upon presentation of insurance	28
Not Guilty	2
Dismissed to Traffic School	7
Dismissed with Costs and Fines	28
Dismissed with Costs	8
Dismissed with Fines	0
Case Transferred to County	0
Dismissed with Public Service	0
Total	151

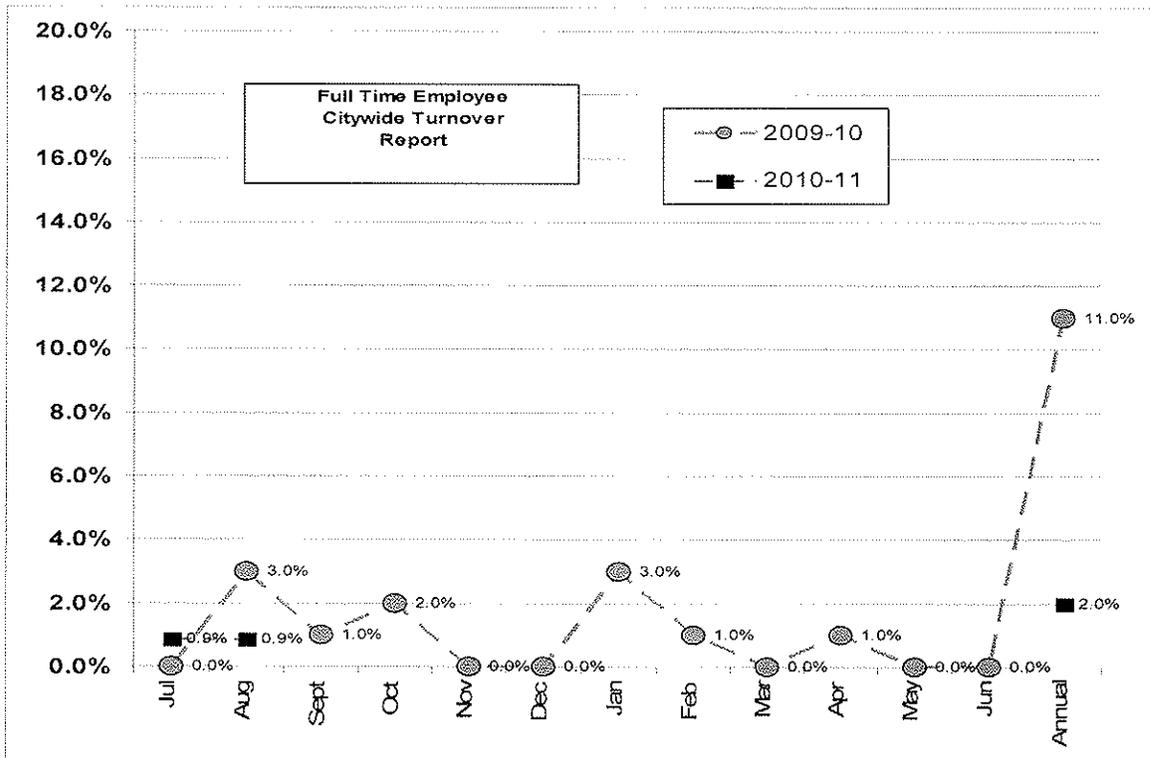
**August 2010 Monthly Report
Human Resources**

- Assisted in hiring and orientation of two new employees (Michael Fisher, FD; Danny Ward, PD)
- Administered testing and assisted in promotion of newest Fire Captain (Rob Brewer)
- Conducted interviews and hired two new Civic Center Attendants (Michael Travis and Ryan Joiner)
- Interviewed for Cemetery Groundskeeper Position (offer pending)
- Prepared NIMS reporting for Sumner County EMA
- Assisted in preparing FEMA paperwork
- Completed additional MTAS/MMA Training (MMA03 and MMA04)
- Attended COBRA training
- Met with state agency about training and rehabilitation program for applicants and existing employees (Division of Rehabilitative Services)
- Continued revision of handbook; began gathering information for FMLA handbook
- Developed 16 local free new sources for job advertisements
- Conducted first meeting to revise Social Media Policy draft
- Attended unemployment appeals hearing

Key Performance Indicators (Performance Measurements)

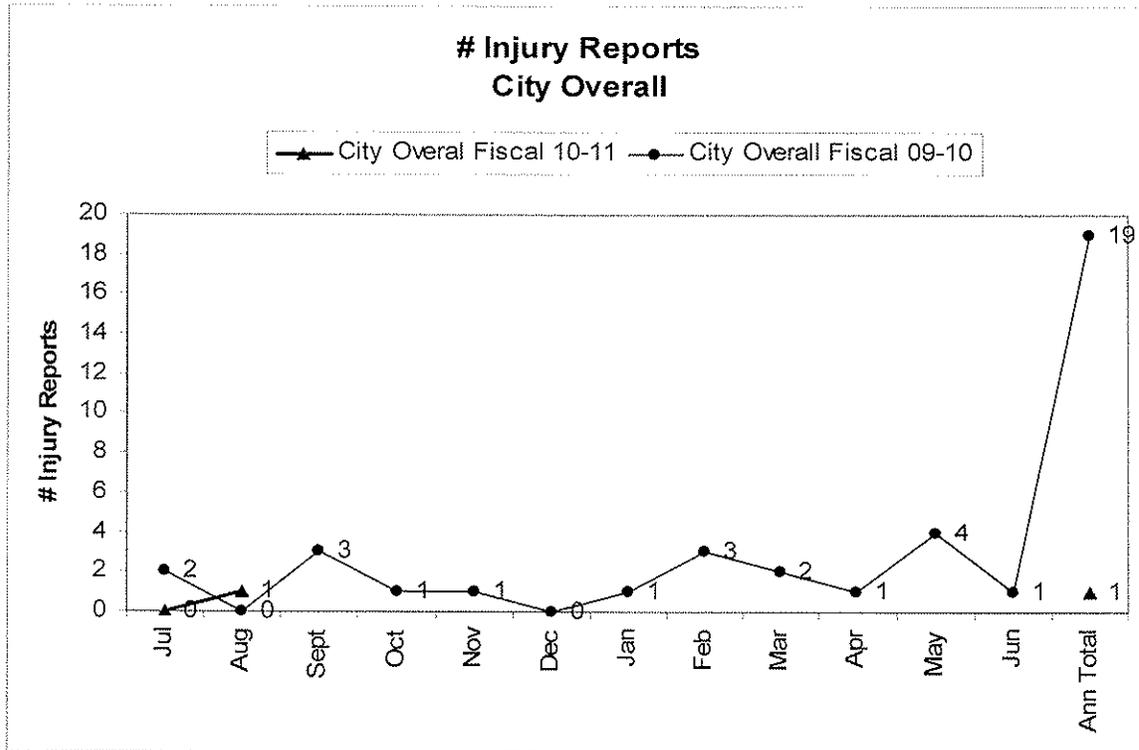
Citywide Turnover

- Turnover overall for August 2010 for full-time employees was **0.9%**, a decrease from August 2009 (**3%**).

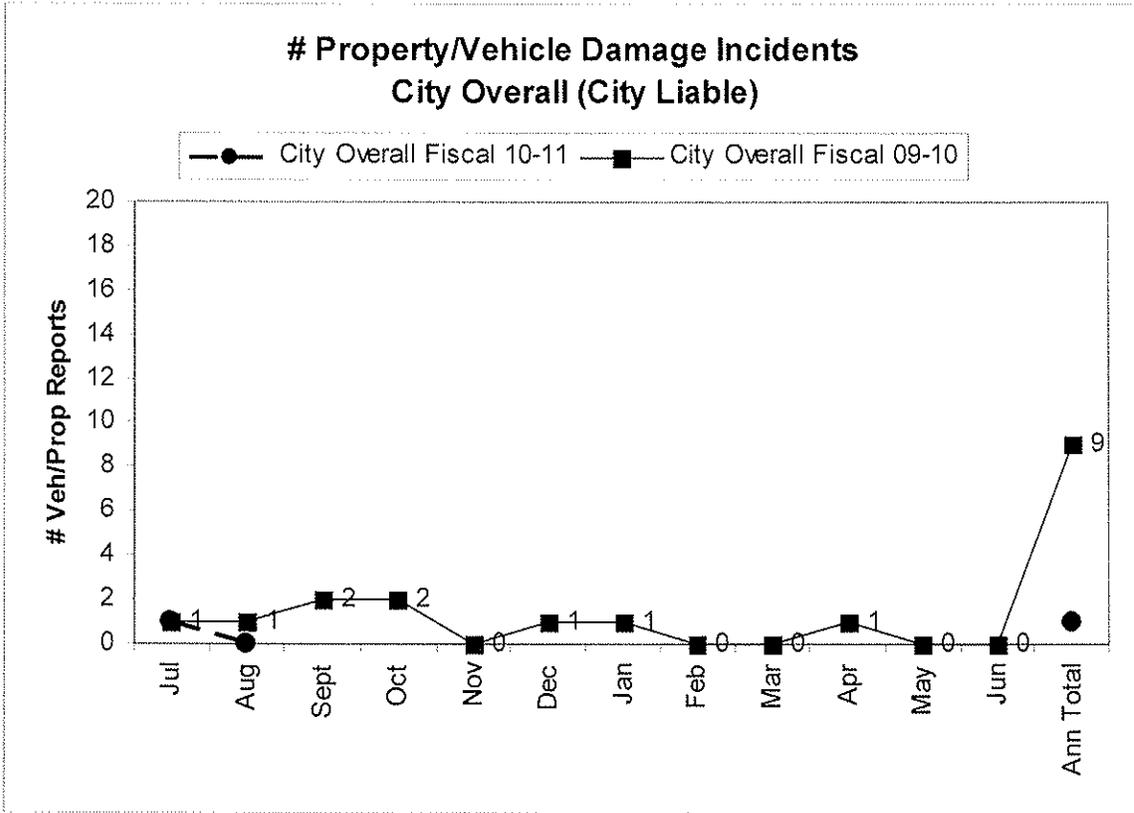


Safety

- Accidents resulting in injury in August 2010 were 1, up from August 2009 (0).



- There were no Property/Vehicle Damage Incidents in August 2010. This is consistent with figures from August 2009 (0).



City of White House
Police Department
Monthly Report
August 2010

Departmental Highlights

- Chief Herman and Captain Mingledorff attended the Grand Opening and Open House on August 3rd for the new White House Heritage Elementary School.
- The Public Safety Awareness Day is scheduled for Monday, September 6th, Labor Day. This will be the Eleventh Annual Event.

Monthly Meetings/Civic Organizations

- Chief Herman attended the Beer Board Meeting scheduled for Tuesday, August 3rd.
- Captain Mingledorff attended the monthly Chamber lunch meeting. Public Safety Awareness Day and Nixle were promoted.
- Captain Mingledorff attended the weekly Rotary Club meetings on August 5th, 12th, 19th, and 26th. Chief Herman and Captain Mingledorff were guest speakers during the August 19th meeting. They spoke on current events and crime prevention initiatives.
- Chief Herman attended the Board of Mayor and Alderman meeting on August 19th.
- On Tuesday, August 31st, Captain Mingledorff attended the monthly safety meeting.

Police Department Performance Measurements

1. *Acquire and place into service one Police Patrol Vehicle by October 5, 2010.* We have ordered through the state purchase contract a 2010 Ford Crown Victoria Police Pursuit Vehicle from Alexander Automall in Murfreesboro. Truckers Lighthouse was chosen to install the accessory equipment.
2. *Acquire and place into service an Animal Control vehicle by December 31, 2010.* The 2010 Ford F150 from Alexander Automall in Murfreesboro has arrived. Deerskin Manufacturing was chosen to install the accessory equipment.
3. *Acquire and place into service three in-car digital cameras by February 28, 2011.* A grant application has been submitted to the Governor's Highway Safety Office to purchase this equipment.
4. *Acquire and place into service three in-car radar units by February 28, 2011.* A grant application has been submitted to the Governor's Highway Safety Office to purchase this equipment.
5. *To work with the Robertson County Emergency Communications District E-911 to consolidate our Communication Center with theirs for use by June 30, 2011.* Chief Herman attended the Roberson County 911 Board Meeting on August 17th in Springfield.
6. *Achieve accreditation from the Tennessee Law Enforcement Accreditation program by June 3, 2013.* An application has been submitted and accepted. Files have been created for each of the 150 standards. City ordinances for Law Enforcement have

been amended and approved. We modified our monthly report to reflect proof that we have measurements of performance.

7. *Acquire grant funds to unfreeze the police patrol officer position.* A grant application with the Department of Justice COPS program has been submitted.
8. *Conduct two underage alcohol compliance checks during the Fiscal Year 2010-2011.*
9. *Maintain or reduce TBI Group A offenses at the three-year average of 72 per 1,000 population during the calendar year of 2010.*

Group A Offenses	July 2010	Per 1,000 Pop.	Total 2010	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	12		114	
Crimes Against Property	36		302	
Crimes Against Society	22		216	
Total	70	7	632	63
Arrests	35		355	

**TBI 2008 Population Estimate – 10,048.*

10. *Maintain or exceed a Group A crime clearance rate at the three-year average of 33% during calendar year 2010.*

2010 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
July	47%	51%

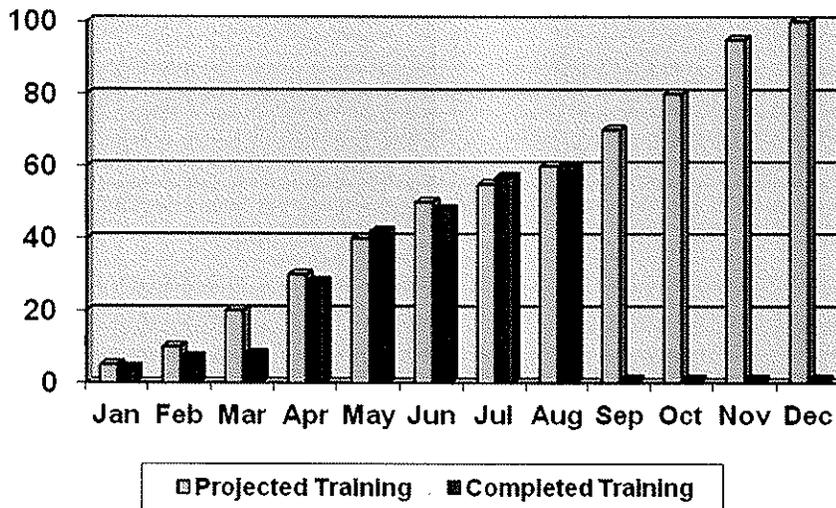
11. *Maintain a traffic collision rate at or below the three-year average of 258 collisions by selective traffic enforcement and education through the Governor's Highway Safety Program during calendar year 2010.*

	JULY 2010	TOTAL 2010
Traffic Crashes Reported	26	192
Enforce Traffic Laws:		
Written Citations	195	1,545
Written Warnings	113	603
Verbal Warnings	271	1,655

12. *Maintain an injury to collision ratio of not more than the three-year average of 21% by selective traffic enforcement and education during the calendar year 2010.*

COLLISION RATIO				
	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
JULY 2010	26	6	23%	21%

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



- Elaine Agee, Records Clerk and Libby Scannell, Secretary, attended training on Microsoft Office 2007 in Nashville on August 5th.
- Detective Sergeant Pat Brady and Officer Keith Anglin attended Interview and Interrogation Class at the Region Organized Crime Information Center in Nashville.
- Chief Herman and Captain Jim Ring attended Swift Water Rescue training sponsored by Sumner County EMA on August 10th.
- Chief Herman attended the Tennessee Association of Chief's of Police conference in Knoxville on August 12th thru 14th.
- Elain Agee, Records Clerk, attended the 2010 TIBRS User Group Conference in Pigeon Forge on August 16th thru 18th. (TIBRS --Tennessee Incident Based Reporting System)
- Active Shooter, a departmental training, was held at Heritage High School on Wednesday, August 18th. Officers, Reserve Officers and the White House Fire Department were in attendance. Numerous volunteers helped to make the training a success: White House First Baptist Church, Citizen Emergency Response Team and several students from the area schools.
- Officer Jason Ghee attended Accident Investigation class in Sumner County.
- Sergeant Eric Enck and Lou Meadows, Reservist, attended a seminar on Volunteers in Police Service Training. This class was sponsored and paid for by the Tennessee Office of Homeland Security in partnership with the International Association of Chiefs of Police (IACP). The seminar was held at Montgomery Bell State Park on August 30th thru September 2nd.

Community Relations

DARE

- The D.A.R.E. program will resume September 20th at Heritage Elementary. Captain Mingledorff will instruct the ten week course to six fifth grade classes (150 students).

Citizens Police Academy

- The next class is scheduled for February 2011. Applications are being accepted.

Wheels in Motion

- The Wheels in Motion program will resume in September at H.B. Williams Elementary, Robert F. Woodall Primary, Heritage Elementary and Christian Community School.

Captain Street Smart

- Nothing to report at this time.

S.P.E.A.R.E

- Sergeant Enck, along with several trained helpers, instructed a S.P.E.A.R.E. class. There were 19 women in attendance. He has another class scheduled for September 18th in the Police Department Training Room.

Communications Section

	July 2010	Total 2010
Calls for Service	978	7,543
911 Calls	54	412
Alarm Calls	28	245

Animal Control

	July 2010	Total 2010
Complaint Calls	39	268
Animal Contacts	11	129
Returned to Owner	5	62
Sent to County Impound	2	56
Adopted	0	7
Animal Bite Incidents	0	7
Traps Set	0	7

Request for Reports

	July 2010	FY 2010-2011
Requests for Reports	45	319
Amount taken in	\$69.65	402.20
Tow Bills	0.00	\$655.00
Emailed at no charge	11	*

*Collection of data began in May 2010.

Staffing

- Officer Danny Ward began his employment with the White House Police Department on August 9th. He will continue his field training for twelve weeks.
- Officer Erinn Martin has completed her field training. She is an officer on day shift Squad A.

Volunteer Reserve Officers

- The Reserve Officers participated in the Active Shooters training held at Heritage High School on August 18th. This training sufficed as their monthly training.

Volunteer Police Explorers

- The Police Reserves held their monthly meeting focusing on Bike Patrol as the topic.

K-9

- Officer Ghee and K9, Nike, attended their monthly training.

Sumner County Emergency Response Team

- Corporal Segerson and Officer Brisson attended their required monthly training.

City of White House Fire Department Monthly Report for August 2010

Summary of Month's Activities

Fire Operations

The Department responded to 75 requests for service during the month with 57 responses being medical emergencies. On August 16th fire units were dispatched to a cooking fire; the fire was out upon arrival and contained to the oven; no injuries or property damage was reported. The department responded to 2 motor vehicle accidents during the month with reported injuries, with 2 non-critical patients being transported to area hospitals.

Fire Administration

On August 2nd thru August 6th Fire Marshal Jeremy Sisk attended the International Association of Arson Investigators conference in Gatlinburg for 40 hours of training to maintain his certification. Some of the classes considered were Street Gangs and Fire Investigations, Fire Protection Systems and Investigations, Fire Dynamics, Wildland Fire Investigations, Public and Private Legal Aspects, Expert Report Writing, Critical Thinking and Fire Investigations, Child Abuse and Domestic Violence.

On August 10th Chief Palmer attended a Swift Water Rescue class conducted at the Sumner County Emergency Management building in Gallatin. The class was part of a pilot program to introduce the training to all first responders in Sumner County. After the May 2nd floods many agencies realized a deficiency in their ability to respond to such an event.

On August 31st Chief Palmer chaired the monthly Safety Committee Meeting all city departments were represented and one Supervisor Accident report was reviewed and under new business the need for Emergency Action Plans at various city departments was discussed.

Also on August 31st Chief Palmer and Fire Marshal Sisk met with State Fire Marshal Jim Pillow and members of his staff to discuss various issues and concerns with inspections in educational facilities in our community. The goal of the meeting was to discuss various ways improvements could be made to the inspection process.

Update on the Department's Goals and Objectives

- Complete the annual apparatus fire pump testing by December 1st, 2010
- Complete our annual fire hose testing by October 30th, 2010
- Complete our annual ground ladder testing by November 30th, 2010
- Send four firefighters to the Driver/Pump Operator course at the State Fire Academy and complete it by June 1st, 2011 (**This project is currently being worked on**)
- Send two firefighters to the State Fire Academy to the Smoke Diver course by December 1st, 2010 (**This project is currently being worked on**)
- Complete our annual fire hydrant service by August 1st, 2010 (**Completed**)
- 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 May 1st, 2011 (**This project is currently being worked on**)

Departmental Highlight

On August 16th firefighters Mike Bogle and Jimmy Johnson began the second week of the Fire Apparatus Driver Operator class at the state fire academy. The class is a total of 90 hours of instruction that includes safe driving practices, fire apparatus maintenance, and pump operation at emergency scenes.

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	0	Vehicle Accidents(general cleanup)	2
Cooking/Electrical Fires	1	Vehicle Accidents(With injuries)	2
Vehicle Fires	0	Rescue	0
Grass, Brush, Trash, Fires	0	False Alarms/Calls	9
Hazmat	0	Assist other Governmental Agency	0
Other Calls	4	Total Responses for the Month	75
Emergency Medical Responses	57	Total Responses Year to Date	135

Fire Fighter Training

Total Training Man-hours for the Month	408.5	Total Training Man-hours Year to Date	794
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Fire Inspection

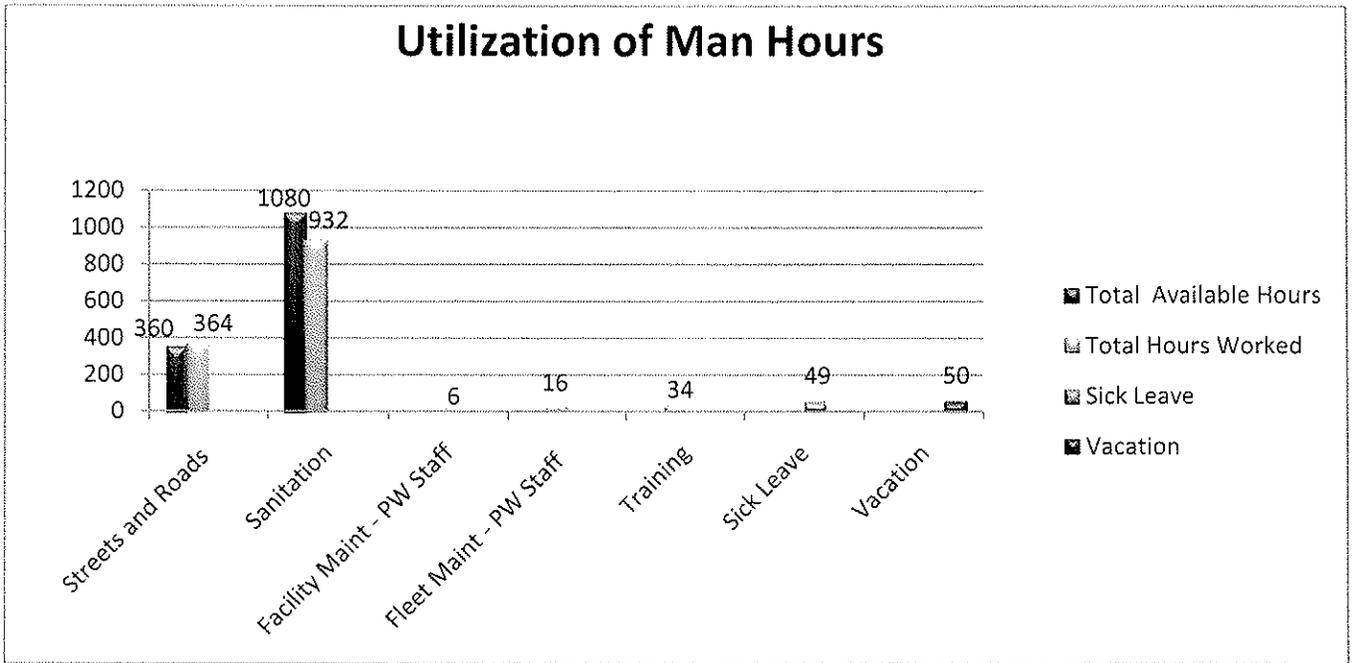
Fire Inspections	11	Year to Date	20	Plat / Plan Reviews	2	Year to Date	3
Fire Investigations	1	Year to Date	2	Fire Preplans	1	Year to Date	3

Public Fire Education

Participants	48	Education Hours	4.5
Participants Year to Date	181	Education Hours Year to Date	15.5
Number of Occurrences	3	Number of Occurrences Year to Date	13

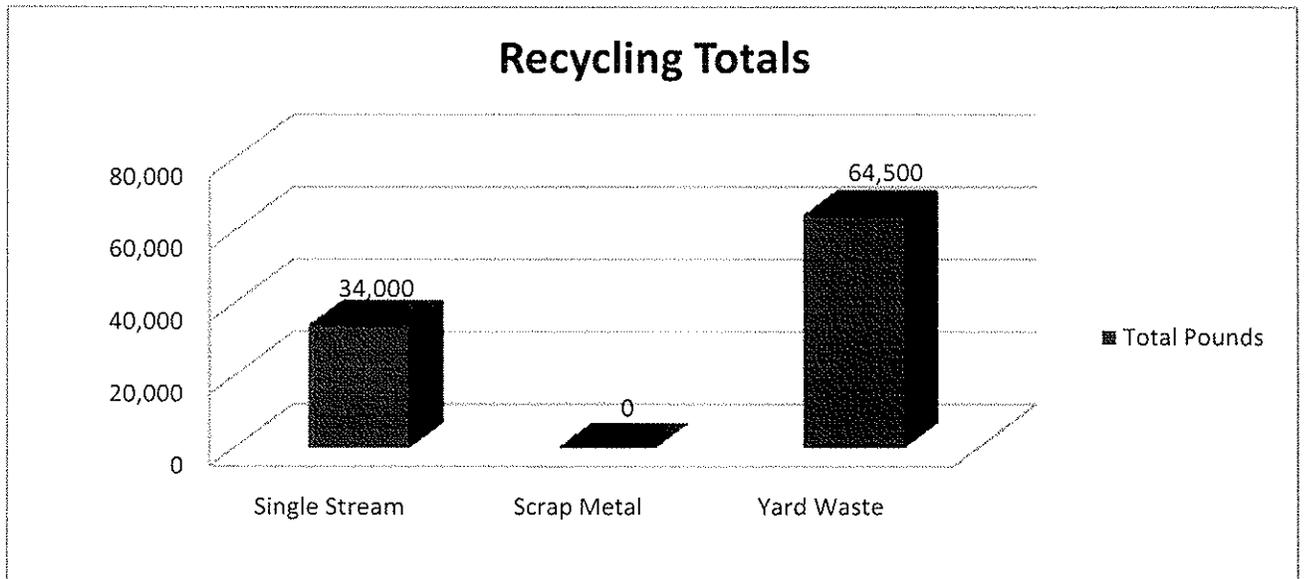
**City of White House
Public Works
August 2010**

Monthly Performance Indicators



The above chart represents the number of man hours vs. the total number of hours worked for the month of August 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.

Wood Chips

There were a total of 3 citizens who took advantage of the free wood chips give a way totaling 1,500 pounds.

Convenience Center

There were a total of 0 citizens that utilized our Convenience Center for the month of August for a total revenue received \$0. Total operating cost for the month of August to be determined.

City of White House Clean up days

For the month of August there were a total of 47 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	418
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Note: Year to date total is for the calendar year of 2010

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 \$56,265.00	\$112,515.20	\$57,699.15	\$111,779.72

Staffing

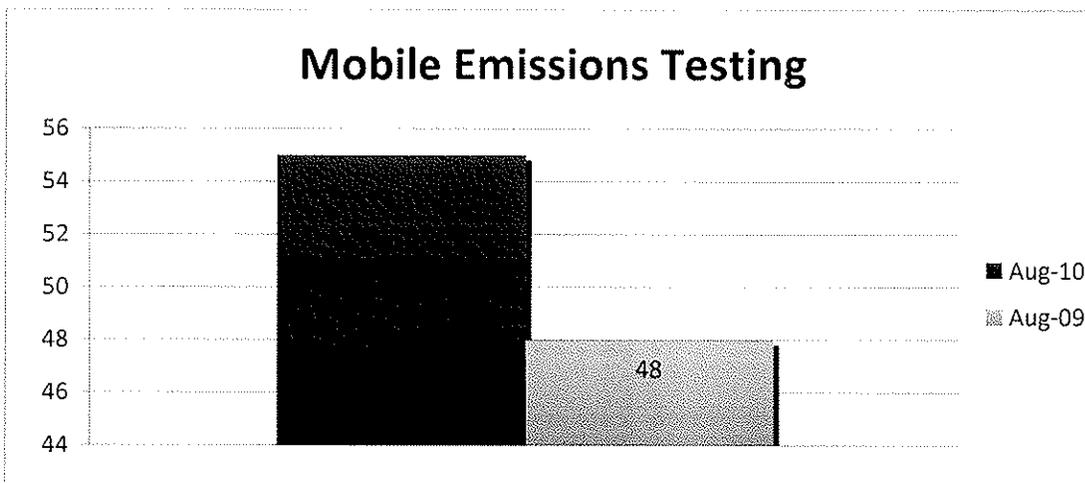
The public works department is authorized 14 full time employees. Currently we are down one full-time Street and Roads position, and one Mechanic position. Due to the hiring freeze these positions will remain open at this time.

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; the schedule will be published in the next issue of The Word on White House. For the month of August, we had a total of 54 citizens who utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since August of 2009.



Departmental On-Site Safety Training August 2010

- Highway Worker Safety
- Blood borne Pathogens
- Workplace Stress and Your Health

August 2010 Truck Poundage and Fuel Costs

- 17.40 average tons per day 626,420 pounds for the month of August.
- Total tonnage for the month of August was 313.21
- Total cost of fuel used for truck # 319 \$759.54
- Total cost of fuel used for truck # 320 \$950.21
- Total cost of fuel used for truck # 323 \$654.46
- Total cost of fuel used for #324 \$404.19
- Total cost of fuel for August = \$2,768.40

Fuel increased \$442.16 from the month of July.

July 2010 – June 2011	Year to Date Totals
Tons per day	18.00
Pounds for 2 month	1,238,200
Tonnage for 2 month	619.10
Fuel used Truck #319	\$1,348.54
Fuel used Truck #320	\$1,966.63
Fuel used Truck # 323	\$1,089.95
Fuel used #324	\$689.52
Total Fuel cost for 2 month	\$5,094.64

AUGUST B.M.A. REPORT 2010

MONTHLY INDICATORS		
STREETS AND ROADS/SANITATION/BUILDING MAINTENANCE		
<i>SERVICES PROVIDED</i>	<i>TOTAL</i>	<i>YTD</i>
BRUSH PICK UP	306 Stops	552 Stops
BRUSH TRUCK LOAD	34	67
EMERGENCY CALL OUTS	0	0
DAMAGED CARTS REPLACED	7	19
NEW CARTS FOR NEW HOME CONSTRUCTION	8	14
ADDITIONAL CART REQUEST	1	2
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	0 feet	0 feet
DRAINAGE REQUESTS	3	4
DRAINAGE WORK	0 feet	0 feet
LITTER PICK UP (50 GALLON BAGS)	96 = 5 bags per day	184 bags
LITTER PICK UP PER DAY (MILES)	135 = 7 miles per day	255 Miles
POTHoles REPAIRED	3	7
SALT USAGE (TONS)	0	0
SIGNS INSTALLED	29	32
HANDICAPPED PICK UP	79 Homes	158 Homes
MOVE IN SPECIAL PICK UP	3	7
MOVE OUT SPECIAL PICK UP	1	3
DEAD ANIMAL REMOVALS	0	2
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED.	7	15

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

Update on Department Objectives:

Staff attended training session regarding FEMA Floodplain Administration including development plan review, permit and inspection process, and file storage requirements. Staff completed proposed new business inspections. Staff completed site meetings with HVAC contractors for the Senior Center/Cafeteria project. Staff completed site inspections for Brookside Development on Wilkinson Lane and Springbrook Subdivision on South Palmers Chapel Road and prepared notices for final required improvements. The Board of Zoning Appeals approved a 2 ft sign setback variance on Cliff Garret Drive and a variance on the required number of parking places for a proposed batting cage development on Hwy 31W in front of the Al's Food Valu Shopping Center.

Department Highlight: State Agencies

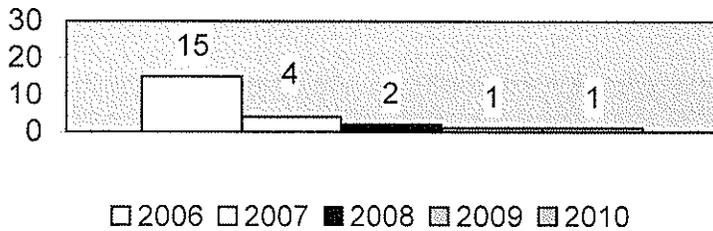
Staff is required to review plans and permits for compliance with the State Contractor's Board, Architectural and Engineer Board, and the State Fire Marshall's Office. Staff contacts the agencies for questions about contractor's licenses, engineer and architect's plan submittal requirements, and code questions for daycares, hotels, and private schools.

Cost Savings: Monthly Building Inspections

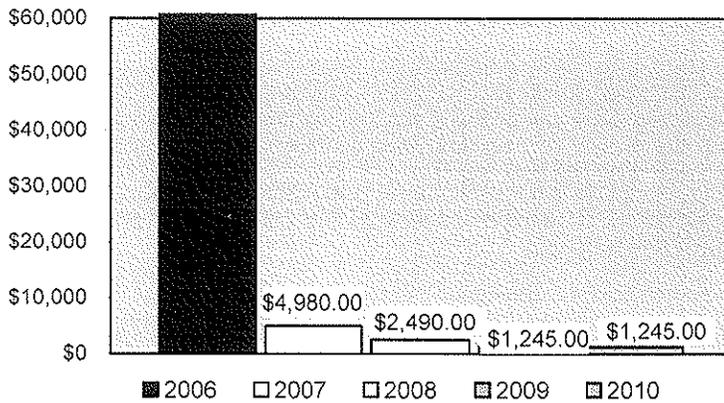
Building Maintenance Staff completes monthly site inspections on all City buildings to look for items for preventative maintenance.

Monthly Report August 2010

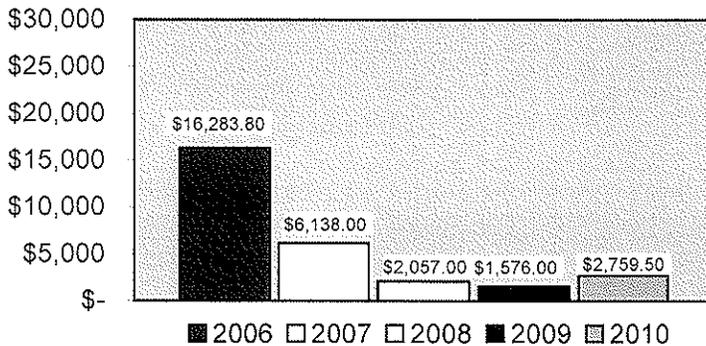
Single Family Permits



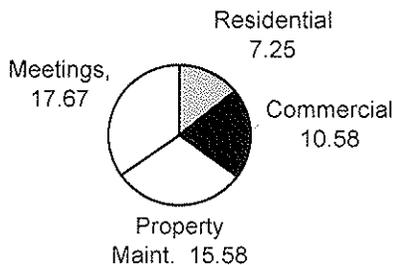
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 10-11
MEETING AGENDA ITEMS#		
Planning Commission	5	16
Construction Appeals	0	0
Zoning Appeals	2	2
Training/Study Session	0	0
Property Maintenance	0	0
PERMITS		
Single Family Residential	1	6
Multi-Family Residential	0	0
Other Residential	8	32
New Commercial	0	0
New Industrial	1	1
Other Com/Ind	2	8
State Electrical	45	70
Sign	3	5
Occupancy Permits	7	27
Other	1	2
BUILDING INSPECTIONS		
Residential	41	87
Hours	7.25	22.17
Commercial /Industrial	30	59
Hours	10.58	20.83
CODE ENFORCEMENT		
Total Cases	107	197
Hours	15.58	27.66
Complaints Received	11	22
MEETINGS		
Administration	9	12
Hours	5.92	8.67
Planning	11	17
Hours	8.67	18.67
Codes	10	22
Hours	3.08	9
FEES		
Permit Fees	\$ 2,759.50	\$ 6,306.00
Board Review Fees	\$ 923.00	\$ 1,573.00
City Impact Fee	\$ 1,245.00	\$ 8,624.00
Roads	\$ 381.00	\$ 3,440.00
Parks	\$ 396.00	\$ 2,376.00
Police	\$ 282.00	\$ 1,692.00
Fire	\$ 186.00	\$ 1,116.00
PLANNING COMMISSION APPROVAL		
Subdivision Lots	N/A	0
Commercial/Industrial Sq ft	0	0
Multi-Family Units	N/A	0
Other	N/A	0
OTHER ITEMS		
Subdivision Bonds	32 @ \$ 1,653,800	
Builders Bonds	\$	51,450.00
Workings Days in Month		18

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

Summary of Month's Activities

Municipal Park Renovation Progress

This project is almost finished and the tentative date for substantial completion is September 16th barring any more weather delays. The grow-in of the sprigs is not included in that, nor is the painting of the asphalt due to the pavement curing time of 30 days. There has been an astounding 189 lost production days due to weather since the start of the project almost one year ago. The sprigs have not grown in well most likely because of the extreme heat at the time of planting. The sod producer, Turfgrass America, has agreed to come back next June to re-sprig all 5 fields. Ryegrass will have to be established this fall since the bermudagrass will not continue to grow after frost.

PROGRESS:

Fencing near completion

Backstops near completion

Irrigation is working

Spectator areas concrete complete

Main parking lot re-work underway, island curbs complete and filled with dirt

Sidewalks underway

Remaining Trail work near completion

Infield laser grading to begin next week

New water service installation near completion, (awaiting WHUD water quality sampling and approval)

Recreation

The Shutterbug Photo Contest ended August 2nd. The winner was Carolyn Foshee and her picture is displayed on our website and Facebook. It will also be in the upcoming issue of the Word on White House. Second and third place photos are on the website too.

Fall Baseball games started August 23rd and opening week was a success. There are 13 teams in the league this year with 155 kids making up those teams. The season will run for 6 weeks and end the first week of October barring no rain-outs.

This was a month of planning for upcoming events. Registration will begin for Youth Basketball and Men's Adult Church League Basketball after Labor Day. Youth Basketball sign-ups will go until October 21st. Registration is \$65 for City Residents and \$77 for Non-City Residents. The League will be for 1st - 4th Grade Boys and Girls. Saturday games will begin in December. The Church League will have sign-ups from September 7th - October 21st too. The League will be limited to 8 teams and registration is \$475 per team. Tuesday night games will begin in November.

The Labor Day Bike Parade will be held on Monday, September 6th at 9:20 a.m. All bikes, wagons, strollers, and tricycles will line up at the Fire Hall on 76 at 9:00 a.m. The

top two decorated bicycles will win an award! The parade will end back at the Park and kick off Safety Day held by the Police and Fire Departments.

S.P.E.A.R.E. Women's Self-Defense Class is coming up September 18th. The class will be held from 8:00a.m. - 12:00p.m. at the Police Department. Sergeant Enck will be leading this educational four hour class. It is open to all women and free of charge. Class limited to the first 35 women to sign up at the Parks office.

The 1st Annual Cornhole Tournament will be held at the White House Municipal Park on Saturday, September 25th at 11:00 a.m. Registration is limited to the first 16 2-person teams and is open until September 16th. The registration fee is \$35 per team. A cash prize will be awarded to the first and second place teams and lunch will be provided for all participants. The tournament will be self-scored and double-elimination. In case of inclement weather the event will be held in the Civic Center Gym.

The Harvest Moon 10K is taking early registrations until September 16th - \$25/Individual - \$65/Family (up to 4 members). After September 16th the price will be \$30/Person and \$75/Family. Only early-birds are guaranteed a collector's shirt. The run will be held Saturday, October 9th at 8:00a.m. Registration will begin at 7:00 a.m. So far we have three \$200 sponsors. This is three more sponsors than we have had in the last two years. Hopefully it will be nice weather and we can get a lot of sign-ups the day of the run.

The Trail of Treats is also quickly approaching. It will be on Thursday, October 28th at 6:00 p.m. It will begin at the White House High School Greenway Trailhead and continue along the Greenway. We have already had our first booth reservation! So get your bags ready for some candy and treats!

A new aerobics class began Tuesday, August 31st. This is one of the two that are new to the fitness schedule. The first class had 16 participants which is a great number! There will be some teacher changes over the next month with aerobics but hopefully we can keep the classes going and stay consistent in our numbers. Turbo Kick is on Tuesday's at 6:00 p.m. and Intervals on Thursday's at 6:00 p.m. Classes are \$3 each, but the first one is free!

Zumba classes are staying consistent with 153 total participants for the month. 34 new people came to the classes in August which means that since May, we have had almost 100 new people try out Zumba! Note that the Wednesday night class will now move to 6:30 p.m. starting September 1st.

Maintenance

Hopefully you have noticed the fresh coat of paint that was applied to the Municipal Park sign. It looks much better.

Employees are mowing the five soccer fields at the soccer complex every three days with the reel mower; the two football fields are mowed every other day. The weekly routine of painting the football field started at the end of the month.

The department is applying 300 pounds of fertilizer on each football field approximately every 14 days. This is done to cause the bermudagrass to grow vigorously and to provide a safe and attractive playing surface.

The locker room sustained damage recently, when the gutter, soffit, fascia metal fell down on one side when someone apparently tried to climb onto the roof by grabbing the gutter. This was repaired back in time for the first football game of the season at the unexpected cost of \$650.

Update on Department Goals and Objectives

The Director has been working with Dick Wilson, from FEMA, to request funding for repairs along the Greenway. It has been time consuming to document all of the damages, obtain GPS coordinates, take photographs, take measurements, log hours for labor and equipment, obtain contractor quotes for repairs, justify hazard mitigation proposals, etc. The good news is that we are making progress and several of the project worksheets have been submitted for review. Hopefully our part of the process will be finished within a few more days. Some of the damages will not be covered, such as clogged culvert pipes. We have three culverts that are obstructed with sediment and debris due to the flooding, but that is deemed ineligible. The pipes will either have to be blown out using a jet-vac or replaced altogether, and replacing them may be the cheaper alternative.

The Greenway is currently closed in the vicinity of White House High School. The waste water system is being upgraded in that area with the addition of a new lift station for the future Copes Crossing development. The project is supposed to be complete by November 1st.

Department Highlight

At the November meeting of the Leisure Services Board, we will have an exercise as a group to identify Parks and Recreation goals for the next 5, 10, 20 years. Some of the goals may be reflected as CIP items and others not. This will help to establish the direction of the department and it will help as the budgeting process begins at the beginning of the year.

The senior citizens went to the Fontanel Mansion & Farm. Barbara Mandrell built the home in 1988 and lived there for several years. Current owners Dale Morris and Marc Oswald manage artists like Kenny Chesney, Gretchen Wilson, and more. Sixteen (16) seniors participated and they had lunch at the Farm House Restaurant, located on the grounds of Fontanel. Everyone said it was a great trip.

Department Cost Savings Report

The sewer system at the Park has been upgraded to accommodate the increased demand on the system during large events such as football games. Thanks to the Waste Water Department for installing the new and larger equipment at the football stadium concession stand and the back of the park.

PARKS AND RECREATION DEPARTMENT
August 2010

Division	Activity	Prior Years					Current Year		
		Year End FY 2005-2006	Year End FY 2006-2007	Year End FY 2007-2008	Year End FY 2008-2009	Year End FY 2009-2010	Jul-10	Aug-10	YTD FY-2010-11
Maintenance	Mowing Hours	1176	1020	1044	1853	1469	215	203	418
	Pounds of Grass Seed Sown	1990	4350	3670	5130	1895	0	0	0
	Pounds of Fertilizer Applied	11885	16795	6150	9200	4590	2850	2850	5700
	Number of Trees/Shrubs Planted	22	69	57	259	11	0	0	0
Recreation	Number of Youth Program Participants	358	326	377	353	336	166	0	166
	Number of Adult Program Participants	409	291	857	2309	1343	105	190	295
	Number of Theatre Production Attendees	651	271	102	0	0	0	0	0
	Number of Special Event Attendees	2881	3453	2865	2989	2505	340	0	340
	Total Number of Special Events Offered	5	6	8	11	17	4	4	8
	Total Number of Programs Offered	16	13	23	46	38	5	3	8
Administration	Youth Program Revenue	\$32,137.06	\$31,045.38	\$22,095.25	\$25,414.98	\$27,728.00	\$10,279.00	\$150.00	\$10,429.00
	Adult Program Revenue	\$19,080.40	\$14,713.00	\$15,246.25	\$19,337.35	\$9,368.25	\$321.15	\$488.65	\$809.80
	Theatre Production Revenue	\$3,005.00	\$1,195.00	\$485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Special Event Revenue	\$1,492.15	\$7,557.50	\$6,476.00	\$4,993.25	\$4,530.00	\$1,875.00	\$635.00	\$2,510.00
Senior Center	Number of Shelter Reservations	114	115	112	139	153	14	9	23
	Hours of Shelter Reservations								
	Shelter Reservation Revenue	\$3,445.00	\$3,612.50	\$3,732.00	\$4,183.00	\$4,083.00	\$325.00	\$310.00	\$635.00
	Number of Facilities Reservations	242	257	305	256	105	2	1	3
	Hours of Facility Reservations								
	Facility Reservation Revenue	\$16,928.31	\$19,601.34	\$28,514.05	\$20,813.71	\$6,345.82	\$30.00	\$187.50	\$217.50
	Misc. Revenue	\$25,914.38	\$36,238.58	\$39,729.53	\$115,858.99	\$52,032.78	\$37.00	\$243.35	\$280.35
Senior Center	Senior Center Participants	1812	2619	3993	2326	2399	186	164	350
	Number of Trip Participants	418	274	366	293	316	15	40	55
	Number of Meals Participants	3757	3433	3430	3555	3848	154	190	344
	Number of Program Participants				1407	587	15	27	42
	Number of Trips Offered	48	45	43	31	31	2	4	6
	Number of Meals Served	49	50	48	48	50	3	4	7
	Number of Programs Offered	7	4	5	45	54	4	4	8

Library Monthly Report

August 2010

Rebecca Whipple, Director

Summary of August Activities

Rebecca Whipple and Janet Parchman attended an in-service hosted by the Warioto Regional Library Center on August 10th. The in-service focused on technology maintenance and featured a hands-on training session with the Network Services Consultant from Tennessee State Library and Archives.

The Friends of the Library held a successful book sale the week of August 16th – 21st. The proceeds from the book sale will be added to a dedicated fund and used to replace the library's floor and paint the interior of the building.

Rebecca Whipple attended a meeting with the recently hired Library Managers from Gallatin Public Library and Hendersonville Public Library on August 28th. The meeting was a great networking opportunity as well as a time to discuss common goals and collaborate on solutions to collection development issues.

The library received 1st Quarter State and Non-recurring funding in August. The total amount of funding was \$2081, with which 179 books were ordered.

Departmental Highlight

Library staff members have been working on a way to increase the functionality of the large display case in the juvenile room but with glass shelves that move easily, the case has been a safety issue. Ted Sikora measured the case and made wooden shelves that are much sturdier and less fragile than the glass shelves. With the wooden shelves in place, staff members were able to create a book display that features new young adult and juvenile titles. These types of displays increase awareness of and access to the library's collections.

Department Cost Saving Report

Library staff members have been recycling many items including paper and packaging envelopes used to mail interlibrary loan books. Also, staff members have been asking patrons if they would like a due-date receipt to cut down on paper usage as many patrons do not want a receipt. While this is not a direct cost saver, these actions will result in an indirect cost savings.

WHITE HOUSE INN LIBRARY & MUSEUM
PERFORMANCE MEASURES
August 2010

Official Service Area Population: 13,316

Memberships: 10,782

Percent of the Population
with Membership: 81.0

Total Materials Available: 24,986
Estimated Value of Total Materials: \$624,650
Last Month: \$631,025

Total Materials Available Per Capita: 1.87
Last Month: 1.90

State Minimum Standard: 2.00

Materials Added

Adult Fiction: 46
Adult Non-Fiction: 16
Child/Juvenile/Young Adult Fiction: 22
Juvenile/Young Adult Non-Fiction: 2
Audiobooks: 7
Movies: 10
Music CDs: 0
Total: 103

Library Circulation

Total # of Check-outs: 5,661
Last Month: 6,338
Items per Patron: 2.32
State Minimum Standard: 2.5

New Memberships

Adult: 64
Senior Adult: 2
Child: 8
Student: 14
Young Adult: 8
Total: 96

<u>Program</u>	<u>Sessions</u>	<u>Attendance</u>
Toddler	0	0
Preschool	0	0
Teen	0	0
Adult	1	6
Total	1	6

Wireless Internet Users: 50

Computer Internet Users: 1091

Volunteers: 6

Total Hours: 34.75

Services Provided by Contracting with State

Interlibrary Loan Service

Items Borrowed: 37
Items Loaned: 8

TN Electronic Library (TEL) Sessions

Total sessions: 0
Connect time: 0

R.E.A.D.S. 1st Qtr. Statistics

eBooks Downloaded:
Audiobooks Downloaded:

R.E.A.D.S. 2nd Qtr. Statistics

eBooks Downloaded:
Audiobooks Downloaded:

R.E.A.D.S. 3rd Qtr. Statistics

eBooks Downloaded:
Audiobooks Downloaded:

R.E.A.D.S. 4th Qtr. Statistics

eBooks Downloaded:
Audiobooks Downloaded:

Engineering Department Monthly Report August 2010

Construction has begun on the ARRA Calista Road project and is proceeding well. Engineering has continued working with the Parks Department on the Parks Renovation projects dealing with paving, sidewalks, and concrete issues. We are still pending on whether FEMA will provide reimbursement on certain road and drainage projects cause by the May flooding. We had to begin replacing the culvert under Autumn Wood Drive due to the road sinking and hope to get reimbursed through FEMA.

Performance Indicators:

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

► Inspections:

	<u>This month # inspections</u>	<u>This month last Year # inspections</u>	<u>FY 10-11 YTD # inspections</u>	<u>FY 09-10 Total # inspections</u>
Erosion & Sediment Control	8	6	14	103
Detention / Retention Pond	4	3	8	59
Grading / Storm Drainage	9	4	16	64
Proof-roll (sub-grade & stone)	4	1	6	17
Binder	3	1	5	15
Sidewalks	0	13	4	44
Asphalt topping	0	0	1	18
Bond	7	8	14	83
Existing roads for repair	2	2	3	213
Surveying	3	4	3	14
Total # hours on inspections:	<u>70</u>	<u>42</u>	<u>92</u>	<u>480</u>

► Citizen Calls:

	<u>This month</u>			<u>This month last Year # calls</u>	<u>Total Calls</u>	
	<u>Calls</u>	<u>Resolved</u>	<u>Outstanding</u>		<u>FY10-11 YTD</u>	<u>FY09-10 Last Year</u>
Drainage	10	6	4	8	15	87
Sidewalk	0	0	0	1	0	2
Roadway	2	1	1	4	2	58
Signs & Signals	18	18	0	12	19	70

Engineering Department
Monthly Report
August 2010

► Projects:	<u>Funding</u>	<u>Status</u>
ARRA – Calista Road	\$ 514,812 / Federal	Construction
ARRA – Fiber Optics	\$ 960,000 / City, Fed	Materials ordering
Hwy 76 Sidewalks	\$ 585,000 / State, Fed	Right-of-way/easement approval
Tyree / Palmers Intersection	\$ 230,000 / City, State	Right-of-way acquisition
Paving & Roadway Repair	\$ 200,000 / City	Construction
LPRF Grant - Parks Renovation	\$1,726,289 / City, Fed	Construction

► Training seminars / conferences:

- Sumner County Stormwater Group monthly meeting – Hendersonville
- TN Society of Professional Engineers annual conference – Murfreesboro

CITY COURT REPORT AUGUST 2010

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH \$7,908.25

TOTAL MONIES COLLECTED YTD \$17,165.75

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH \$2,126.25

TOTAL MONIES COLLECTED YTD \$5,627.65

TOTAL REVENUE FOR MONTH \$10,034.50

TOTAL REVENUE YTD \$22,793.40

DISBURSEMENTS

LITIGATION TAX \$284.83

DOS/DOH FINES & FEES \$745.75

TBI FINES & FEES \$0.00

RESTITUTION/REFUNDS \$0.00

WORTHLESS CHECKS \$0.00

ADM. FEE FOR STATE \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$1,030.58

TOTAL DISBURSEMENTS YTD \$2,058.50

ADJUSTED REVENUE FOR MONTH \$9,003.92

TOTAL ADJUSTED REVENUE YTD \$20,734.90

DONATION TO DRUG FUND FOR MONTH \$429.40

TRANSFER TO DRUG FUND \$0.00

\$0.00

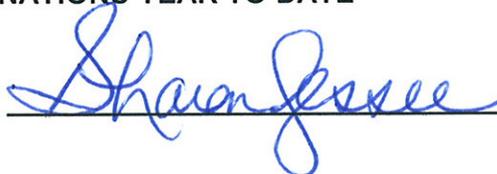
DONATIONS YEAR TO DATE \$1,078.25

DONATION TO CAMERA FUND FOR MONTH \$0.00

\$0.00

DONATIONS YEAR TO DATE \$0.00

CITY COURT CLERK



September 8, 2010

MEMORANDUM

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

From: Charlotte Soporowski, Finance Director *CKS*

Re: Availability of Summary Financial Statement

The Summary Financial Statement included in the packet is typically a draft of the month most recently ended. However, we cannot print any summary reports for the current fiscal year, until the previous year is closed. We are still holding June open for year end accrual entries that are required, so I have included an updated draft of the June statement which is the most current information available at this point. Please let me know if you have any questions.

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

DRAFT

110 GENERAL FUND

Account	Description	Year-To-Date		JUNE		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual				
31100	PROPERTY TAXES (SUMMER TO DISTRIBUTE)	0.00	587.00-	0.00	587.00-	0.0	0.0	587.00-	0.0
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,395,867.00	1,484,002.91-	106.3	1,484,002.91-	106.3	116,322.25	12,687.00-	10.9
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	38,000.00	60,284.00-	158.6	60,284.00-	158.6	3,166.67	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	27,000.00	60,674.63-	224.7	60,674.63-	224.7	2,250.00	1,473.59-	65.5
31212	PROPERTY TAX DELINQUENT 2ND YEAR	6,000.00	9,453.13-	157.6	9,453.13-	157.6	500.00	50.21-	10.0
31213	PROPERTY TAX DELINQUENT 3RD YEAR	700.00	2,133.00-	304.7	2,133.00-	304.7	58.33	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	2,000.00	279.00-	14.0	279.00-	14.0	166.67	46.00-	27.6
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	30,000.00	0.00	0.0	0.00	0.0	2,500.00	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	20,000.00	16,508.98-	82.5	16,508.98-	82.5	1,666.67	1,040.51-	62.4
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	81,665.00	79,692.25-	97.6	79,692.25-	97.6	6,805.42	0.00	0.0
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	1,981,549.06-	113.2	1,981,549.06-	113.2	145,833.33	166,843.60-	114.4
31709	BEER AND LIQUOR LOCAL PRIV TAX	0.00	4,383.31-	0.0	4,383.31-	0.0	0.00	0.00	0.0
31710	WHOLESALE BEER TAX	190,000.00	211,042.69-	111.1	211,042.69-	111.1	15,833.33	22,049.58-	139.3
31800	BUSINESS TAXES	98,000.00	114,787.38-	117.1	114,787.38-	117.1	8,166.67	53,931.44-	660.4
31911	NATURAL GAS FRANCHISE TAX	153,000.00	132,647.66-	86.7	132,647.66-	86.7	12,750.00	0.00	0.0
31912	CABLE TV FRANCHISE TAX	90,000.00	90,948.16-	101.1	90,948.16-	101.1	7,500.00	0.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	0.00	1,475.00-	0.0	1,475.00-	0.0	0.00	80.00-	0.0
31980	MIXED DRINK TAXES	0.00	5,555.44-	0.0	5,555.44-	0.0	0.00	567.50-	0.0
32090	PEDDLER PERMIT	0.00	50.00-	0.0	50.00-	0.0	0.00	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	2,700.00	2,600.00-	96.3	2,600.00-	96.3	225.00	250.00-	111.1
32610	BUILDING PERMITS	35,000.00	32,759.00-	93.6	32,759.00-	93.6	2,916.67	3,489.50-	119.6
32690	OTHER PERMITS	100.00	50.00-	50.0	50.00-	50.0	8.33	25.00-	300.1
32710	SIGN PERMITS	1,450.00	1,650.00-	113.8	1,650.00-	113.8	120.83	0.00	0.0
33100	FEDERAL GRANTS	497,160.00	196,600.91-	39.5	196,600.91-	39.5	41,430.00	0.00	0.0
33142	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	660,000.00	0.00	0.0	0.00	0.0	55,000.00	0.00	0.0
33143	ARRA GRANT #2 - CALISTA ROAD PROJECT	514,000.00	55,407.66-	10.8	55,407.66-	10.8	42,833.33	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	71,000.00	108,806.10-	153.2	108,806.10-	153.2	5,916.67	27,201.51-	459.7
33400	STATE GRANTS	1,035,890.00	284,736.38-	27.5	284,736.38-	27.5	86,324.17	500.00-	0.6
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	10,800.00	18,600.00-	172.2	18,600.00-	172.2	900.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	35,500.00-	100.0	35,500.00-	100.0	2,958.33	17,750.00-	600.0
33510	STATE SALES TAX	640,000.00	629,601.04-	98.4	629,601.04-	98.4	53,333.33	52,162.96-	97.8
33520	STATE INCOME TAX	26,000.00	15,776.63-	60.7	15,776.63-	60.7	2,166.67	17.23-	0.8
33530	STATE BEER TAX	5,000.00	4,901.58-	98.0	4,901.58-	98.0	416.67	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	21,000.00	21,239.64-	101.1	21,239.64-	101.1	1,750.00	1,769.88-	101.1
33593	CORPORATE EXCISE TAX	25,000.00	15,328.35-	61.3	15,328.35-	61.3	2,083.33	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	8,500.00-	100.0	8,500.00-	100.0	708.33	0.00	0.0
34120	FEES AND COMMISSIONS	2,700.00	4,421.00-	163.7	4,421.00-	163.7	225.00	637.00-	283.1
34740	PARKS AND REC LEAGUE FEES	45,000.00	38,285.50-	85.1	38,285.50-	85.1	3,750.00	1,192.00	31.8
34741	FIELD MAINTENANCE FEES	7,000.00	11,407.00-	163.0	11,407.00-	163.0	583.33	11,407.00-	1955.5
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,500.00	8,068.96-	107.6	8,068.96-	107.6	625.00	730.89-	116.9
34793	COMMUNITY CENTER FEES	36,000.00	16,543.57-	46.0	16,543.57-	46.0	3,000.00	1,701.25-	56.7
34900	OTHER CHARGES FOR SERVICES	9,000.00	11,758.00-	130.6	11,758.00-	130.6	750.00	1,450.50-	193.4
35110	CITY COURT FINES AND COSTS	176,000.00	157,646.54-	89.6	157,646.54-	89.6	14,666.67	12,919.53-	88.1
35130	IMPOUNDMENT CHARGES	300.00	1,080.00-	360.0	1,080.00-	360.0	25.00	0.00	0.0
36000	OTHER REVENUES	31,438.00	27,612.85-	87.8	27,612.85-	87.8	2,619.83	688.85-	26.3
36100	INTEREST EARNINGS	10,500.00	6,086.67-	58.0	6,086.67-	58.0	875.00	319.02-	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		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
36210	RENT	16,000.00	16,385.94	102.4	1,333.33	1,370.56	102.8
36330	SALE OF EQUIPMENT	0.00	16,478.36	0.0	0.00	101.75	0.0
36350	INSURANCE RECOVERIES	6,600.00	17,039.87	258.2	550.00	820.80	149.2
36420	STADIUM RECEIPTS	8,300.00	7,216.50	86.9	691.67	0.00	0.0
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	3.58	0.0	0.00	548.27	0.0
36450	PARKS CONCESSIONS	6,000.00	4,669.90	77.8	500.00	110.12	22.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	4,011.98	0.0	0.00	1,140.00	0.0
36920	SALE OF BONDS	1,243,289.00	250,852.57	20.2	103,607.42	0.00	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	150,000.00	0.00	0.0	12,500.00	0.00	0.0
Total REVENUES		9,226,959.00	6,287,679.68	68.1	768,913.25	394,179.51	51.3
EXPENDITURES							
41000	GENERAL GOVERNMENT	611,584.00	443,937.99	72.6	50,965.34	184,905.38	362.8
41210	CITY COURT	75,316.00	70,641.89	93.8	6,276.33	8,646.24	137.8
41500	FINANCIAL ADMINISTRATION	321,429.00	300,546.96	93.5	26,785.77	31,702.16	118.4
41650	HUMAN RESOURCES	118,084.00	115,373.06	97.7	9,840.31	11,237.22	114.2
41670	ENGINEERING	715,635.00	147,306.40	20.6	59,636.25	84,347.42	141.4
41700	PLANNING AND ZONING	326,302.00	292,258.56	89.6	27,191.84	31,798.84	116.9
41800	GENERAL GOVERNMENT BUILDINGS	67,246.00	74,768.70	111.2	5,603.82	2,436.04	43.5
41921	SPECIAL EVENTS	3,200.00	2,988.67	93.4	266.67	0.00	0.0
42100	POLICE PATROL	928,817.00	841,866.67	90.6	77,401.40	73,435.63	94.9
42120	POLICE SUPPORT SERVICES	59,916.00	63,223.43	105.5	4,993.00	12,557.43	251.5
42150	POLICE ADMINISTRATION	283,023.00	259,052.32	91.5	23,585.24	21,427.22	90.9
42151	COMMUNICATIONS SERVICES	215,773.00	195,486.11	90.6	17,981.07	18,478.16	102.8
42200	FIRE PROTECTION AND CONTROL	923,217.00	892,120.67	96.6	76,934.78	68,184.66	88.6
42210	FIRE ADMINISTRATION AND INSPECTION	204,352.00	182,377.84	89.2	17,029.34	18,183.52	106.8
43000	PUBLIC WORKS	78,123.00	63,891.61	81.8	6,510.23	4,585.80	70.4
43100	HIGHWAYS AND STREETS	180,301.00	142,464.31	79.0	15,025.12	6,983.18	46.5
43170	CITY GARAGE	21,373.00	11,223.20	52.5	1,781.08	0.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	94,636.00	88,240.64	93.2	7,886.34	5,673.17	71.9
44700	PARKS	236,059.00	194,782.43	82.5	19,671.57	21,711.65	110.4
44740	PARK MAINTENANCE	1,992,491.00	1,546,221.79	77.6	166,040.92	384,975.27	231.9
44800	LIBRARIES	146,375.00	141,497.45	96.7	12,197.93	15,988.90	131.1
44880	CHILDREN'S LIBRARY SERVICES	36,422.00	36,171.15	99.3	3,035.16	5,033.95	165.9
51000	MISC EXP	239,000.00	202,577.37	84.8	19,916.66	106,830.06	536.4
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	960,000.00	26,458.95	2.8	80,000.00	365,414.15	456.8
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	514,000.00	82,731.82	16.1	42,833.33	479,013.15	1118.3
Total EXPENDITURES		9,352,674.00	6,418,209.99	68.6	779,389.50	663,950.78	85.2
Total GENERAL FUND		125,715.00	130,530.31	103.8	10,476.25	1,058,130.29	100.3

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
33800	LOCAL REVENUE ALLOCATIONS	45,000.00	47,623.97-	105.8	3,750.00	25,577.58-	682.1
36100	INTEREST EARNINGS	250.00	127.37-	50.9	20.83	0.00	0.0
	Total REVENUES	45,250.00	47,751.34-	105.5	3,770.83	25,577.58-	678.3
EXPENDITURES							
48000	ECONOMIC OPPORTUNITY	65,500.00-	48,637.15	74.3	5,458.33-	749.20	13.7
	Total EXPENDITURES	65,500.00-	48,637.15	74.3	5,458.33-	749.20	13.7
	Total INDUSTRIAL DEVELOPMENT FUND	20,250.00-	885.81	4.4	1,687.50-	24,828.38-	1471.3

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

121 STATE STREET AID FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
33551	STATE GASOLINE AND MOTOR FUEL TAX	248,000.00	239,681.59-	96.6	20,666.67	0.00	0.0
36100	INTEREST EARNINGS	500.00	168.06-	33.6	41.67	0.00	0.0
	Total REVENUES	248,500.00	239,849.65-	96.5	20,708.34	0.00	0.0
EXPENDITURES							
43100	HIGHWAYS AND STREETS	328,000.00-	315,348.53	96.1	27,333.34-	610.32-	2.2
	Total EXPENDITURES	328,000.00-	315,348.53	96.1	27,333.34-	610.32-	2.2
	Total STATE STREET AID FUND	79,500.00-	75,498.88	95.0	6,625.00-	610.32-	9.2

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 Budget	Actual Of Avg	Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual			
REVENUES								
36100	INTEREST EARNINGS	6,000.00	1,517.74	25.3	500.00	85.92	17.2	
36425	PARKS SALES TAX RECEIPTS	155,000.00	75,484.22	48.7	12,916.67	0.00	0.0	
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	20,520.00	102.6	1,666.67	0.00	0.0	
	Total REVENUES	181,000.00	97,521.96	53.9	15,083.34	85.92	0.6	
EXPENDITURES								
49000	DEBT SERVICE	336,293.00	154,242.21	45.9	28,024.43	2,659.08	9.5	
	Total EXPENDITURES	336,293.00	154,242.21	45.9	28,024.43	2,659.08	9.5	
	Total PARKS SALES TAX FUND	155,293.00	56,720.25	36.5	12,941.09	2,745.00	21.2	

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

123 SOLID WASTE FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	JUNE		
		Budget Estimate	Actual			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	1,446.13	321.4	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	673,793.76	101.5	55,341.66	56,553.90	102.2	
EXPENDITURES								
43200	SANITATION	678,959.00	564,090.37	83.1	56,579.90	53,642.21	94.8	
49000	DEBT SERVICE	95,872.00	78,895.60	82.3	7,989.33	0.00	0.0	
Total EXPENDITURES		774,831.00	642,985.97	83.0	64,569.23	53,642.21	83.1	
Total SOLID WASTE FUND		110,731.00	30,807.79	27.8	9,227.57	2,911.69	31.6	

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

124 IMPACT FEES

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
33400	STATE GRANTS	90,000.00	0.00	0.0	7,500.00	0.00	0.0
36000	OTHER REVENUES	0.00	0.23-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	9,600.00	3,294.58-	34.3	800.00	109.05-	13.6
36421	ROADS IMPACT FEES	23,000.00	25,603.30-	111.3	1,916.67	1,837.90-	95.9
36422	PARKS IMPACT FEES	11,000.00	16,612.00-	151.0	916.67	0.00	0.0
36423	POLICE IMPACT FEES	11,000.00	19,920.40-	181.1	916.67	1,648.60-	179.8
36424	FIRE IMPACT FEES	7,000.00	13,333.70-	190.5	583.33	1,088.30-	186.6
Total REVENUES		151,600.00	78,764.21-	52.0	12,633.34	4,683.85-	37.1
EXPENDITURES							
51010	ROADS IMPACT FEES	285,173.00-	35,154.79	12.3	23,764.41-	0.00	0.0
51020	PARKS IMPACT FEES	22,279.00-	22,402.34	100.6	1,856.58-	0.00	0.0
51030	POLICE IMPACT FEES	117,316.00-	116,292.36	99.1	9,776.33-	0.00	0.0
51040	FIRE IMPACT FEES	42,897.00-	43,483.61	101.4	3,574.75-	0.00	0.0
Total EXPENDITURES		467,665.00-	217,333.10	46.5	38,972.07-	0.00	0.0
Total IMPACT FEES		316,065.00-	138,568.89	43.8	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	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	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	15,951.52-	61.4	2,166.67	1,554.75-	71.8
36100	INTEREST EARNINGS	250.00	45.20-	18.1	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	16,991.62-	44.0	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	6,575.72-	48.7	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		JUNE		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	560,000.00	687,671.67-	46,666.67	0.00	0.0
36100	INTEREST EARNINGS	2,800.00	44,057.09-	233.33	14.30-	6.1
	Total REVENUES	562,800.00	731,728.76-	46,900.00	14.30-	0.0
EXPENDITURES						
49000	DEBT SERVICE	578,118.00-	573,168.00	48,176.49-	0.00	0.0
	Total EXPENDITURES	578,118.00-	573,168.00	48,176.49-	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	15,318.00-	158,560.76-	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			JUNE		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual Of Avg	Percent
REVENUES							
33141	ARRA ASSISTANCE - COPES 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	27,842.31-	530.3	437.50	0.00	0.0
36100	INTEREST EARNINGS	13,500.00	3,953.34-	29.3	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	1,962,501.08-	95.9	170,543.42	179,221.27-	105.1
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	2,232,206.73-	59.0	315,131.75	186,112.35-	59.1
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-	397,079.05	70.6	46,901.08-	27,633.02	58.9
52210	COLLECTION	1,221,495.00-	768,054.12	62.9	101,791.28-	38,268.72	37.6
52213	SEWER TREATMENT AND DISPOSAL	343,486.00-	217,539.91	63.3	28,623.83-	24,846.69-	86.8
52223	DEPRECIATION	563,251.00-	558,790.87	99.2	46,937.58-	0.00	0.0
58801	ARRA ASSISTANCE - COPES CROSSING PROJECT	1,000,000.00-	412,619.38	41.3	83,333.33-	714,444.98-	857.3
Total EXPENDITURES		4,403,676.00-	3,024,490.50	68.7	366,973.02-	652,745.05-	177.9
Total SEWER FUND		622,095.00-	792,283.77	127.4	51,841.27-	838,857.40-	1618.1

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

416 HEALTHCARE FUND

Account	Description	Year-To-Date		JUNE		Percent Of Budget	Actual	Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual			
REVENUES								
36000	OTHER REVENUES	0.00	6,654.89-	0.00	3,458.16-	0.0		0.0
36100	INTEREST EARNINGS	150.00	370.71-	247.1	0.00	0.0	0.00	0.0
36350	INSURANCE RECOVERIES	0.00	137,937.81-	0.0	0.00	0.0	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	1,159,082.39-	103.8	93,084.17	187,950.72-		201.9
EXPENDITURES								
51520	INSURANCE EMPLOYERS SHARE	1,117,010.00-	926,042.98	82.9	93,084.16-	57,084.14		61.3
	Total EXPENDITURES	1,117,010.00-	926,042.98	82.9	93,084.16-	57,084.14		61.3
	Total HEALTHCARE FUND	0.00	233,039.41-	0.0	0.01	130,866.58-		5800.0

433 HILLCREST CITY CEMETERY

Summary Financial Statement
JUNE 30, 2010

Fiscal Year Time Lapse: 100.00

Account	Description	---Year-To-Date---		-----JUNE-----			
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
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	16,400.00-	98.2	1,391.67	1,800.00-	129.3
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	30,457.22-	113.6	2,233.34	1,892.85-	84.8
EXPENDITURES							
43400	CEMETERIES	17,570.00-	12,331.76	70.2	1,464.16-	920.50-	62.9
Total EXPENDITURES		17,570.00-	12,331.76	70.2	1,464.16-	920.50-	62.9
Total HILLCREST CITY CEMETERY		9,230.00	18,125.46-	196.4	769.18	2,813.35-	365.8

G/L Month: 06 JUNE
 Beginning Fund: 110 Beginning Function: ZZZZZ
 Ending Fund: 443 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: September 1, 2010

RE: Pleasant Grove Plan of Services

The White House Municipal-Regional Planning Commission on Monday July 12, 2010 recommended approval for the Plan of Services for 3357 Pleasant Grove Road.

RESOLUTION 10-15

WHEREAS, T.C.A. 6-51-102 AS AMENDED REQUIRES THAT A PLAN OF SERVICE BE ADOPTED BY THE GOVERNING BODY OF THE CITY PRIOR TO PASSAGE OF AN ORDINANCE ANNEXING ANY AREA, AND

WHEREAS, the City of White House is contemplating annexation of certain areas that are bounded as shown on the map of the annexation areas, dated 2010. The annexed property contains 1.83 acres with one existing residential structure at 3357 Pleasant Grove Road. City services will be provided to the property with the approval of the plan of service and annexation.

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

Section 1. Pursuant to the provisions of the section 6-51-102, Tennessee Code Annotated, there is hereby adopted for the proposed annexation areas the following PLAN OF SERVICE:

A. Police

1. Patrolling, radio response to calls, and other routine police services, using present personnel and equipment, will be provided upon the effective date of annexation.
2. Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need therefore is established by appropriate study and traffic standards.

B. Fire

Fire protection by the present personnel and equipment of the fire fighting force of the City, within the limitations of available water, will be provided upon the effective date of annexation.

C. Water

An adequate water supply for fire protection is required by the City in its subdivision regulations affecting the development of this property. An existing public fire hydrant is located within six (600) hundred feet of the existing residence.

Service provided by the White House Utility District requires payment of associated rates and fees as determined by the White House Utility District.

D. Wastewater

The property includes one existing residence. The owners or developers of the properties will be required to extend on-site sewer service connection and pay the

associated costs and rates in accordance with the established policies of the City of White House. On-site sewer infrastructure improvements will be required to be constructed by owners or developers of the property for the existing residence to be connected to the public service main.

E. Refuse Collection

The same regular residential collection service now provided within the City will be extended to the annexed area. The service shall commence upon approval of the annexation ordinance.

F. Streets and Roads

Routine maintenance of the streets and roads is currently provided on Pleasant Grove Road by the City of White House.

G. Inspection Services

Any inspection services now provided by the City (building, plumbing, gas, housing, property maintenance, etc.) will begin in the annexed area on the effective date of the annexation.

H. Planning and Zoning

The planning and zoning jurisdiction of the City will extend to the annexed area on the effective date of the annexation. City planning and zoning will thereafter encompass the annexed area. The property contains an existing single family mobile home that will be a non-conforming use of the property.

I. Street Lighting

Street lighting will be installed in accordance with the established policies of the City.

J. Recreation and Parks

Residents of the annexed area may use all existing park and recreational facilities and programs on the effective date of the annexation. The same standards and policies now used in the present City will be followed in expanding the recreational program and facilities of the enlarged city boundaries, when and where needed.

Section 2. This resolution shall be effective from and after its adoption by the Board of Mayor and Aldermen.

Adopted this day September 16, 2010.

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

ORDINANCES....



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: August 10, 2010
Re: Title 15 – Motor Vehicles, Traffic and Parking

The White House Police Department is respectfully requesting that you consider adopting the proposed changes to Title 15 Motor Vehicles, Traffic and Parking, Chapter 7 Enforcement, Section 15-705 Impoundment of Vehicles. We are requesting the fee of \$2.00 for storage cost of vehicles be raised to \$25.00. The proposed fee is comparable to what the local tow companies charge for the daily storage of vehicles.

Thank you for your consideration to this matter.

ORDINANCE 10-15

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE,
AMENDING THE MUNICIPAL CODE, TITLE 15, CHAPTER 7,
ENFORCEMENT.**

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code amending the Municipal Code, Title 15, Chapter 7, Enforcement; and

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the following addition be made to Title 15, Chapter 7, Enforcement is amended as follows:

15-705. Impoundment of vehicles. Members of the police department are hereby authorized, when reasonably necessary for the security of the vehicle or to prevent obstruction of traffic, to remove from the streets and impound any vehicle whose operator is arrested, or any unattended vehicle which is parked so as to constitute an obstruction or hazard to normal traffic. Any impounded vehicle shall be stored until the owner or other person entitled thereto, claims it, gives satisfactory evidence of ownership or right to possession, and pays all applicable fees and costs, or until it is otherwise lawfully disposed of. The fee for impounding a vehicle shall be ten dollars (\$10.00) plus the towing fee and the storage cost shall be ~~two~~ twenty-five dollars (\$~~2~~ 25.00) for each twenty-four (24) hour period or fraction thereof the vehicle is stored. (1979 Code, § 9-605, as amended by Ord. #98-23, Nov. 1998)

First Reading: August 19, 2010

Second Reading: September 16, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

MEMORANDUM

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

FROM: Addam McCormick, Planning Codes Director

DATE: August 10, 2010

RE: 3357 Pleasant Grove Annexation Request

The White House Regional Planning Commission at the July 12, 2010 Meeting recommended approval of a Plan of Services for property located at 3357 Pleasant Grove Road. The property is referenced as Robertson County Tax Map 95, Parcel 99. The annexation was requested by Andrew Rickman, property owner. The property is located on the south east corner of the intersection of Pleasant Grove Road and Holly Lane. Pleasant Grove Road and Holly Lane are within the City limits.

The City recently annexed vacant parcels 105 and 106 which are 950 feet south of the intersection of Holly Lane and Pleasant Grove Road. The annexation of the property at 3357 will create a gap of six properties including 2 existing residences at 3351 and 3341 Pleasant Grove Rd. Since the City has an annexation agreement with Robertson County that requires a majority of the property owners to petition for the annexation, staff would recommend developing a petition and contacting the six property owners about requesting annexation. Since the petition could take a few months to complete, staff would prepare a separate plan of services for the remaining properties. The purpose for the annexation of the remaining properties is to clear up possible confusion of city limit boundaries and since the City already provides City services on Pleasant Grove Road, including the adjacent Holly Tree Subdivision. A sewer line was recently installed along Pleasant Grove Road from Pinson Lane to Holly Lane to service the new Heritage High School.

The property owner of the property located at 3357 Pleasant Grove Road has discussed in the future subdividing the property for an additional one to two new single family residential lots for future home construction.

ORDINANCE 10-16

AN ORDINANCE TO ANNEX A CERTAIN PROPERTY AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.

WHEREAS, a public hearing before this body will be held on the 16th day of September 2010, and notice thereof published in the *Browser Connection* on August 31, 2010 ; and

WHEREAS, application from the property owner to annex the below mentioned properties into the City limits, and

WHEREAS, a Plan of Services for such territory will be duly adopted by the White House Board of Mayor and Aldermen, and

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

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

Robertson County Tax Map 95, Parcel 99

Beginning at the eastern right-of-way boundary of Pleasant Grove Road at the north-west property corner of Robertson County Tax Map 95, Parcel 99 then continuing in an eastern direction 255 feet, more or less, along the southern boundaries of Robertson County Tax Map 95-K, Parcels 33, 34, and a portion of 35 to the north-east property corner of Robertson County Tax Map 95, Parcel 99 then continuing in a south-west direction 325 feet, more or less, along the western property boundary of Robertson County Tax Map 95, Parcel 102 to the south-east property corner of Robertson County Tax Map 95, Parcel 99 then continuing in an western direction 220 feet, more or less, along the northern boundary of Robertson County Map 95, Parcel 100 to the south-west property corner of Robertson County Tax Map 95, Parcel 99 at the eastern right-of-way boundary of Pleasant Grove Road, the continuing in a north-east direction 338 feet, more or less, along the eastern right-of-way boundary of Pleasant Grove Road to the north-west property corner of Robertson County Tax Map 95, Parcel 99.

This description contains the property referenced as parcel 99, Robertson County Tax Map 95; the properties contain 1.83 acres, more or less. The property contains an existing residence at 3357 Pleasant Grove Road. The property is referenced on Robertson County Tax Assessor's Web-Site per August 10, 2010 on-line parcel maps.

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

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

First Reading: August 19, 2010

Second Reading: September 16, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

ORDINANCE 10-17

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE
AMENDING THE ZONING MAP FOR A 1.83 ACRE PROPERTY
REFERENCED AS ROBERTSON COUNTY TAX MAP 95, PARCEL 99 FROM
ROBERTSON COUNTY AGRICULTURAL TO R-20, LOW DENSITY
RESIDENTIAL.**

WHEREAS, application has been received from the owner to annex the 1.83 acre property referenced as Robertson County Tax Map 95, parcel 99. Per the White House Zoning Ordinance Section 5.040 Zoning of Annexed Territory, the property is to be zoned R-20, Low Density Residential until otherwise classified.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Robertson County Tax Map 95, Parcel 99.

BE IT FURTHER ORDAINED that this rezoning was approved by the Planning Commission at the July 12, 2010 meeting by reference to the White House Zoning Ordinance Section 5.040; and

BE IT FURTHER ORDAINED that the attached map shall become a part of this ordinance.

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.

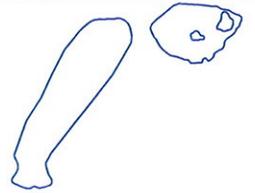
First Reading: August 19, 2010

Second Reading: September 16, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder



Holly Lane

RC
Map
95-
98

Pleasant Grove
Road

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: August 10, 2010

RE: 116 Calista Road Rezoning

The White House Planning Commission at the July 12, 2010 Meeting recommended to rezone the 0.88 acre property at 116 Calista Road from R-20, Low Density Residential to C-5, Limited Office/Professional Service District. The original rezoning request was for the C-3, Neighborhood Center Commercial for a proposed hair salon with accessory retail. The Planning Commission was concerned with the permitted uses in the C-3 zoning district and recommended to rezone the property to the C-5 district. A zoning ordinance amendment is required to permit hair salons in the C-5 district. The amendment to the C-5 district was approved on first reading in July. The C-5 district was originally set up for a transitional zoning classification between single family residential and commercial uses. The intersection of Hwy 31 W and Calista Road is shown on the Comprehensive Plan as a Crossroads Commercial Activity Node. Adjacent property zoning includes C-2, General Commercial, R-20, Low Density Residential, and Robertson County Agricultural.

ORDINANCE 10-18

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE
AMENDING THE ZONING MAP FOR A 0.88 ACRE PROPERTY
REFERENCED AS ROBERTSON COUNTY TAX MAP 107 B, PARCEL 5 FROM
R-20, LOW DENSITY RESIDENTIAL TO C-5, LIMITED
OFFICE/PROFESSIONAL SERVICE DISTRICT.**

WHEREAS, application has been received from the owner to rezone the 0.88 acre property referenced as Robertson County Tax Map 107B, Parcel 5. The property is located in a transitional area at the boundary of residential and commercial zoned properties.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Robertson County Tax Map 107 B, Parcel 5.

BE IT FURTHER ORDAINED that this rezoning was approved by the Planning Commission at the July 12, 2010 meeting; and

BE IT FURTHER ORDAINED that the attached map shall become a part of this ordinance.

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: August 19, 2010

Second Reading: September 16, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

U.S. HIGHWAY 31

OAKLAND CT.

EASTSIDE DRIVE

C-2

C-2

C-2

C-2

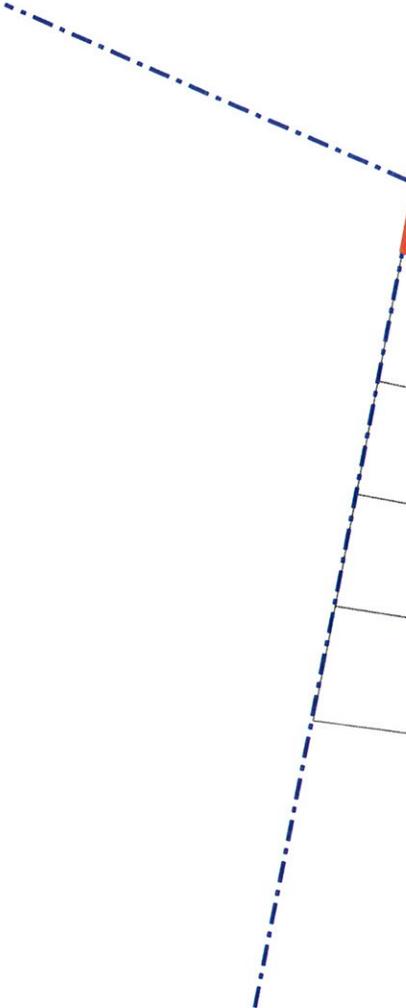
SUGAR TREE DRIVE

RC
107-B
Parcel
5.00

R-20

R-20

CALISTA ROAD



August 31, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Charlotte Soporowski, Finance Director *CKS*

Cc: Angie Carrier, City Administrator

Re: Budget Amendment II

The following budget amendment is recommended for approval. As you are already aware the IT function moved from Planning and Codes to Finance effective July 12, 2010. This amendment simply moves all related items in the budget from Planning and Codes to Finance. Should you have any questions related to this budget amendment, please let me know. Thanks.

ORDINANCE 10-19

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 move all related IT function items in the budget from Planning and Codes to Finance.

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: September 16, 2010

Second Reading: October 21, 2010

John Decker, Mayor

ATTEST:

Amanda Priest, City Recorder

City of White House
Budget Amendment II
September 16, 2010

					<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
110	41700	110	General Fund - Planning and Codes	Salaries	176,724	148,223	(28,501)
110	41700	130	General Fund - Planning and Codes	Employee Benefits	15,410	13,040	(2,370)
110	41700	142	General Fund - Planning and Codes	Hospital and Health Ins	53,100	38,869	(14,231)
110	41700	143	General Fund - Planning and Codes	Retirement	10,897	9,238	(1,659)
110	41700	144	General Fund - Planning and Codes	Dental Insurance	1,621	1,306	(315)
110	41700	145	General Fund - Planning and Codes	Vision Benefit	1,000	200	(800)
110	41700	147	General Fund - Planning and Codes	Unemployment Insurance	360	288	(72)
110	41700	148	General Fund - Planning and Codes	Employee Training	3,000	2,500	(500)
110	41700	200	General Fund - Planning and Codes	Contractual Services	14,200	8,000	(6,200)
110	41700	245	General Fund - Planning and Codes	Telephone	2,900	2,100	(800)
110	41700	261	General Fund - Planning and Codes	Vehicle Maintenance	1,250	850	(400)
110	41700	310	General Fund - Planning and Codes	Office Supplies	14,000	8,400	(5,600)
110	41700	320	General Fund - Planning and Codes	Operating Supplies	2,200	1,500	(700)
110	41700	331	General Fund - Planning and Codes	Gas, Oil, Diesel Fuel, etc.	2,000	1,600	(400)
110	41700	332	General Fund - Planning and Codes	Motor Vehicle Parts	750	600	(150)
110	41700	568	General Fund - Planning and Codes	Vehicle Emission Testing	20	10	(10)
110	41500	110	General Fund - Finance	Salaries	151,951	180,452	28,501
110	41500	130	General Fund - Finance	Employee Benefits	12,652	15,022	2,370
110	41500	142	General Fund - Finance	Hospital and Health Ins	29,709	43,940	14,231
110	41500	143	General Fund - Finance	Retirement	8,960	10,619	1,659
110	41500	144	General Fund - Finance	Dental Insurance	1,297	1,612	315
110	41500	145	General Fund - Finance	Vision Benefit	800	1,600	800
110	41500	147	General Fund - Finance	Unemployment Insurance	288	360	72
110	41500	148	General Fund - Finance	Employee Training	8,000	8,500	500
110	41500	200	General Fund - Finance	Contractual Services	79,000	85,200	6,200
110	41500	245	General Fund - Finance	Telephone	13,500	14,300	800
110	41500	261	General Fund - Finance	Vehicle Maintenance	0	400	400
110	41500	310	General Fund - Finance	Office Supplies	3,500	9,100	5,600
110	41500	320	General Fund - Finance	Operating Supplies	3,000	3,700	700
110	41500	331	General Fund - Finance	Gas, Oil, Diesel Fuel, etc.	200	600	400
110	41500	332	General Fund - Finance	Motor Vehicle Parts	0	150	150
110	41500	568	General Fund - Finance	Vehicle Emission Testing	0	10	10

1. To amend current 2010-2011 budget to recognize move of IT function from Planning and Codes to Finance.

FINANCE....

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: August 31, 2010

RE: City Hall Cafeteria and Senior Citizen Center HVAC Replacement

After two bids were rejected due to non-compliance, staff recommends the bid for Scott Heating & Air Conditioning at \$ 33,048. The project was originally budgeted at \$ 25,000. The project includes replacing the existing interior gas heating and cooling units in the Senior Center and Cafeteria Area and replacing the two exterior condensers with two-stage high efficiency units meeting the new 410A refrigerant requirements. The project also includes duct cleanings, installation of an additional fresh air intake for the Cafeteria Area, and a seventeen (17) ft trunk line upgrade. After mold was discovered again in the kitchen ceiling area and due to the condition of the ventilation hood and lack of air conditioning in the kitchen area, the project was expanded to include a new trunk line and service lines for the kitchen area. The kitchen area includes the kitchen, bathroom, accessory dish washing rooming, and two storage rooms. The existing exterior fresh air duct system in the kitchen area is being reused for the heating and cooling supply line for the kitchen and a storage room. The bid amendment will allow the kitchen area to be heated and cooled without the installation and use of a separate heating and air conditioning unit.

The bid alternative included maintaining the existing R-22 refrigerant condenser. Per EPA Standards, the R-22 refrigerant standard was recently replaced with the new 410A standard. The 10 ton condenser for the cafeteria area was replaced in 2008. Per EPA website and discussion with HVAC contractors, the R-22 refrigerant and related equipment is expected to be available until 2020 but since the new heating and cooling units are expected to remain in the building for the next 15-20 years, staff recommends the bid for the total replacement to the 410 A system without the bid alternative.

CITY OF WHITE HOUSE
 HVAC Units for City Hall Auditorium

SCOTT HEATING & AIR COND.		HARRIS MECHANICAL CONTRACTORS		ALPHA & OMEGA/MSM		DHC	
406 Cantrell Dr Milan, TN 38358		992 Davidson Dr., Ste. H Nashville, TN 37205		132B Volunteer Dr Hendersonville, TN 37075		P.O. Box 1329 White House, TN 37188	
SPECIFICATIONS:		Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
HVAC SYSTEM FOR AUDITORIUM							
OPENING: MAY 18th, 2010							
Base Proposal	\$33,048.00	\$34,144.00	\$34,351.00	\$	\$	30,950.00	
Alternate 1--Using existing R-22 system	\$ 31,048.00	\$ 31,644.00	\$	\$	\$	27,950.00	
Delivery	Can start 8 days after contract signed	Start date 7 days after contract signed	14 days after award	14 days after award	14 days after award		
Totals	\$ 33,048.00	\$ 34,144.00	\$ 34,351.00	\$	\$	30,950.00	\$
Totals with Alternate	\$ 31,048.00	\$ 31,644.00	\$	\$	\$	27,950.00	\$

*Bid rejected due to non-compliance of #9 (Project Terms) in specifications and state law bid requirements for information on outside of bid envelope.

*Bid rejected due to non-compliance of #9 (Project Terms) in specifications

September 2, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator 

Re: Stadium Lighting Engineering

After discussions with Alderman Hutson and the actions of the Board from the August BMA meeting, I called McGill engineering to discuss the possibilities of performing the engineering for the stadium lighting. McGill will be working with the City on other projects and we discussed cutting costs by timing visits simultaneously as they are working with the wastewater department. After sending the RFP to his firm, he has agreed to engineer the project for a maximum not to exceed amount of \$10,000, which is at least an \$8,000 savings from the previous proposals. He stated that he may be able to save even more through more time efficiency.

If you have any questions, please feel free to give me a call.

AGREEMENT FOR ENGINEERING SERVICES

This AGREEMENT made and entered into this the _____ day of _____ 2010, by and between the **City of White House, Tennessee** (OWNER) and **McGill Associates, P.A.** (ENGINEER).

WHEREAS, the OWNER proposes to do certain work toward the accomplishment of the Project entitled **Municipal Park Football Stadium Lighting**, and

WHEREAS, the ENGINEER desires to provide professional services in accordance with this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and benefits contained herein, it is hereby mutually understood and agreed as follows:

SECTION 1 - GENERAL SERVICES

The ENGINEER shall:

- 1.1 The ENGINEER shall, as directed by the OWNER, provide professional engineering services for the OWNER in all phases of the PROJECT; serve as OWNER's professional engineering representative for the Project; and shall give professional consultation and advice to OWNER during the performance of the services hereunder.
- 1.2 The ENGINEER shall provide all personnel required in performing the Project unless otherwise provided herein. Such personnel shall not be employees of or have any contractual relationship with the OWNER. All services rendered hereunder shall be performed by the ENGINEER or under his supervision and all personnel engaged in the Project shall be fully qualified under Tennessee law to perform such services. None of the services covered by this Agreement shall be subcontracted without the prior approval of the OWNER.
- 1.3 The ENGINEER shall obtain and furnish, or cause to be obtained and furnished, approvals and permits from all governmental and regulatory authorities having jurisdiction over the Project, unless otherwise agreed to herein.
- 1.4 The ENGINEER shall seek and obtain authorization from the OWNER or the OWNER's assignee before proceeding with the Project, or before performing any Additional Services as described in Section 3, or before performing any other services which would not be included in the fee for Basic Services set

forth in Section 6 hereof, subject to OWNER's right to terminate as herein provided.

- 1.5 The ENGINEER shall comply with all existing federal, state and local laws and regulations regarding equal employment opportunity. The ENGINEER is further obligated to include all requirements hereunder in any subcontract written by him in association with this Agreement.

SECTION 2 - BASIC SERVICES

2.1 PRELIMINARY PHASE

The ENGINEER shall provide professional services and dedicated personnel necessary to perform the following:

- 2.1.1 Provide services to become familiar with the project and gather information needed to begin design.
- 2.1.2 Meet at least once with the Parks Director, City staff, and others to understand the current lighting system and to establish the ultimate improvements desired to be made with the new system.
- 2.1.3 Collect available information and collaborate with the local electric utility.

2.2 DESIGN PHASE

The ENGINEER shall:

- 2.2.1 Provide initial design options to the Parks Director for review along with a preliminary opinion of probable cost for options presented, and identify bid alternate opportunities to incorporate into the bid form.
- 2.2.2 Meet with the City staff in White House at least once to coordinate, present and receive comments on submittals. Submittals shall include but not be limited to the following:
- System features, materials, product details, photometric diagram
 - Preliminary lighting controls and specifications

2.2.3 Document for construction, via drawings and specifications, all necessary elements to successfully execute the entire project, which will include dismantling the existing system and installing the new lighting system.

2.2.4 Present to the Parks and Recreation Director three (3) sets of finalized plans, specifications, and contract documents to the City, incorporating any special contractual requirements made by the City in the final documents.

2.3 BIDDING AND AWARDING PHASE

2.3.1 Attend a pre-construction meeting in White House and assist the owner in reviewing the bid submittals. Any amendments to design work during the bid period shall be prepared by ENGINEER and distributed by the ENGINEER.

2.4 CONSTRUCTION PHASE

2.4.1 Provide three (3) site inspections including the final inspection, verify pay requests, and assist the Parks and Recreation Director if questions arise. The Engineer shall be available throughout the project to provide technical support as needed.

2.4.2 Tasks in this phase will include but not be limited to the following:

- Receive, review, and respond to RFI submittals, change orders, and notices of potential claim.
- Answer questions, review, make interpretations, comments, and mark status on the Contractor's submittals or shop drawings.
- Resolve any issue of non-compliance with material specifications, which have been uncovered during inspection of the work and during material testing.

SECTION 3 - ADDITIONAL SERVICES

If authorized by the OWNER, the ENGINEER will furnish or obtain from others additional services of the following types which are not considered Basic Services under this Agreement.

- 3.1 Additional services resulting from significant changes in general scope of the Project or its design including, but not limited to, changes in size, complexity, OWNER's schedule, or character of construction.
- 3.2 Revising previously approved studies, reports, design documents, drawings or specifications, when such revisions are due to causes beyond the control of the ENGINEER.
- 3.3 Preparing documents for alternate bids requested by the OWNER or documents for out-of-sequence work other than agreed upon prior to the design of the project.
- 3.4 Services in connection with evaluation, negotiation and preparation of change orders to reflect changes requested by the OWNER if the resulting changes require additional services of the ENGINEER.
- 3.5 Additional or extended services during construction made necessary by prolongation of the construction contract beyond the original contract completion date, or default by the Contractor under any prime construction contract if such delayed construction contract extends beyond the original completion date.
- 3.6 Preparing to serve or serving as a witness for the OWNER in any litigation, condemnation or other legal or administrative proceeding involving the Project.
- 3.7 Providing field surveys and legal descriptions to assist the OWNER in obtaining any right-of-way easements or real property from entities or persons necessary for satisfactory construction of the project.
- 3.8 Additional services in connection with the Project, including services normally furnished by the OWNER and services not otherwise provided for in this Agreement.

SECTION 4 - OWNERS RESPONSIBILITIES

The OWNER shall:

- 4.1 Provide full information as to the requirements for the Project.
- 4.2 Assist the ENGINEER by placing at his disposal all available information pertinent to the Project including previous documents and any other data relative to evaluation, design and construction of the Project.
- 4.3 Furnish the ENGINEER any existing data and information for property boundary, easement, right-of-way, topographic and utility surveys; zoning and deed restriction; all of which the ENGINEER may rely upon in performing his services under this Agreement.
- 4.4 Guarantee access to and make all provisions for the ENGINEER to enter upon public and private property as required for the ENGINEER to perform his services under this Agreement.
- 4.5 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals and other documents presented by the ENGINEER and render decisions and comments pertaining thereto within a reasonable time so as not to delay the services of the ENGINEER.
- 4.6 Pay for all costs incident to obtaining bids or proposals from Contractors.
- 4.7 Designate a person to act as OWNER's representative with respect to the work to be performed under this Agreement; and such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to materials, equipment and systems pertinent to the services covered by this Agreement.
- 4.8 Give prompt notice to the ENGINEER whenever the OWNER observes or otherwise becomes aware of any defect in the Project.
- 4.9 Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project, subject to the obligations of the ENGINEER outlined in Section 1.3 of this Agreement.
- 4.10 Furnish, or direct the ENGINEER to provide necessary Additional Services as stipulated in Section 3 of this Agreement or other services as required.
- 4.11 Bear all costs incident to compliance with the requirements of this Section 4.

SECTION 5 - PERIOD OF SERVICES

- 5.1 Unless this Agreement has been terminated as provided in paragraph 7.1, the ENGINEER will be obligated to render services hereunder for a period which may reasonably be required for the services described herein. The ENGINEER may decline to render further services hereunder if the OWNER fails to give prompt approval of the various phases as outlined. Upon receiving a written authorization to proceed, the ENGINEER shall provide the OWNER with a written schedule of completion for the services so authorized.
- 5.2 If the design or construction of the Project is delayed significantly for reasons, including costs of construction, beyond the ENGINEER's control, the financial compensation provided for elsewhere in this Agreement shall be subject to renegotiation. It is expressly understood by all parties to the Agreement that a delay of several months may occur between completion of design and commencement of construction. This shall not be considered significant.

SECTION 6 - PAYMENT TO THE ENGINEER

6.1 PAYMENT FOR BASIC SERVICES

- 6.1.1 The OWNER will pay the ENGINEER for Basic Services as outlined in Section 2 an amount based on actual time spent and expenses incurred by principals and employees of the ENGINEER assigned to the Project.
- 6.1.2 The OWNER will pay the ENGINEER as outlined above in Paragraph 6.1.1 a maximum not to exceed fee of **\$10,000.00**.

6.2 PAYMENT FOR ADDITIONAL SERVICES

- 6.2.1 The OWNER will pay the ENGINEER for Additional Services as outlined in Section 3 an amount based on actual time spent and expenses incurred by principals and employees of the ENGINEER assigned to the Project, should any of these services be requested by the OWNER.

6.3 TIMES OF PAYMENT

- 6.3.1 The OWNER will make prompt monthly payments in response to the ENGINEER's monthly detailed statements for all services rendered under this Agreement.

6.4 **GENERAL**

- 6.4.1 If the OWNER fails to make any payment due the ENGINEER on account of his services and expenses within sixty days after receipt of the ENGINEER's invoice therefor, the ENGINEER may, after giving seven days written notice to the OWNER, suspend services under this Agreement until he has been paid in full all amounts due him on account of his services and expenses.
- 6.4.2 If the Agreement is terminated at the completion of any phase of the Basic Services called for under Section 2, progress payment to be made to the ENGINEER on account of services rendered shall constitute total payment for services rendered. If this Agreement is terminated during any phase of the Basic Services, the ENGINEER shall be paid for services rendered on the basis of his reasonable estimate of the portion of such phase completed prior to termination. In the event of any termination, the ENGINEER will be paid for all his reasonable expenses resulting from such termination, and for any unpaid reimbursable expenses.
- 6.4.3 If, prior to termination of this Agreement, any work designed or specified by the ENGINEER under Section 2 is suspended in whole or in part for more than three months or is abandoned, after written notice from the OWNER, the ENGINEER shall be paid for services performed prior to receipt of such notice from the OWNER as provided in paragraph 6.4.2 for termination during any phase of his service.

SECTION 7 - GENERAL CONDITIONS

7.1 **TERMINATION**

- 7.1.1 In the event that the OWNER finds that it is inadvisable or impossible to continue the execution of the Project; or if the ENGINEER shall fail to fulfill in a timely and proper manner his obligations under this Agreement; or if the ENGINEER shall violate any of the covenants, agreements, or stipulations of this Agreement; or if the services called for in this Agreement are not completed within the time period specified under Section 5, or if the ENGINEER becomes subject to a voluntary or involuntary adjudication of bankruptcy or makes a general assignment for the benefit of creditors; then the OWNER has the right to terminate at any time this Agreement or any task or phase of work being performed herein by providing ten (10) days written notice to the ENGINEER of such termination and specifying the effective date of such termination; provided, however, that during such period of ten (10) days the ENGINEER shall have the opportunity to remedy such failures or violations to avoid such termination.

7.1.2 In the event of termination, as provided herein, the ENGINEER shall be paid for all services performed and actual expenses incurred up to the date of termination pursuant to Section 6.4.2 herein.

7.2 DISPUTES

In the event a dispute, claim or other unresolved matter arises between the parties hereto pertaining to the terms of this Agreement, either party may request the resolution to said dispute, claim or other unresolved matter be submitted to a non-binding mediation before a qualified mediator under the rules of the Tennessee Supreme Court. If non-binding mediation is accepted by both parties, the costs of the mediator will be shared equally among the parties. If the mediation is unsuccessful, either party may proceed further with legal proceedings through the Tennessee court system.

7.3 ESTIMATES

7.3.1 Since the ENGINEER has no control over the cost of labor, materials, or equipment, or over the Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, his estimates for cost for the Project provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar with the construction industry, but the ENGINEER cannot and does not guarantee that proposals, bids or the Project construction cost will not vary from cost estimates prepared by him.

7.3.2 If the lowest bona fide proposal or bid exceeds the established Project construction cost limit, the OWNER will (1) give written approval to increase such cost limit, (2) authorize negotiating or rebidding the project within a reasonable time, or (3) the ENGINEER will, without additional charge, modify the drawings and specifications as necessary to bring the Project construction cost within the cost limit. The providing of such service shall be the limit of the ENGINEER's responsibility in this regard and having done so, the ENGINEER shall be entitled to payment for his services in accordance with this Agreement.

7.4 INSURANCE AND CLAIMS

7.4.1 The ENGINEER will secure and maintain such insurance as will protect him from claims under workmen's compensation acts, claims for damages because of bodily injury including personal injury, sickness, or disease, or death of any of his employees or of any person other than his employees, and from claims for damages because of injury to or destruction of tangible property including loss of use resulting there from. Said insurance policy or policies shall be written by a company or companies and in a form and

substance approved by the OWNER prior to the policies being put into effect, and shall be in an amount not less than one million dollars (\$1,000,000).

- 7.4.2 To the fullest extent permitted by law, ENGINEER shall indemnify, defend, and hold harmless the City of White House (hereinafter called "City"), its officers, agents, and employees, from any claim, liability, loss, injury, or damage (collectively, "Litigation") arising out of, or in connection with, performance of a Professional Services Agreement due to the negligence, recklessness, or willful misconduct of Engineer and/or its agents, employees, or sub-consultants.

7.5 SUCCESSORS AND ASSIGNS

The OWNER and the ENGINEER each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Except as above, neither the OWNER nor the ENGINEER will assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the OWNER and the ENGINEER.

7.6 **ENTIRE AGREEMENT**

7.6.1 This Agreement constitutes the entire agreement between the OWNER and ENGINEER and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented or modified by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

McGILL ASSOCIATES, P.A.

ATTEST:

By: _____

Name: Gary R. McGill, P.E.

Title: Principal

(SEAL)

CITY OF WHITE HOUSE, TENNESSEE

ATTEST:

By: _____

Name: _____

Title: _____

MEMO

TO: Board of Mayor and Aldermen
FROM: Ron Bailey, City Engineer
DATE: September 16, 2010
SUBJECT: Street Acceptance

The Engineering Department has conducted a formal inspection of the roadway and drainage improvements associated with:

Cambria Subdivision – Phase 1

All roadway and drainage improvements in this phase are installed and in an acceptable condition. Any off-site roadway and drainage improvement requirements associated with this phase are also installed and in an acceptable condition. The Engineering Department **recommends acceptance** of the subdivision phase listed above with the following conditions:

1. Provide a **Maintenance Bond** for one year in the amount of **\$ 36,300**.
2. Correct all issues before the Maintenance Bond expires.

Please see attached Street Acceptance Worksheet for quantities and values.

Street Acceptance Worksheet

Date: June 25, 2010

Subdivision / Phase: **Cambria – Phase 1**

Dedicated by: Herb Lord

This letter is being submitted to the City of White House Planning Commission and the Board of Mayor and Alderman for acceptance of the rights-of-way and roadways listed below:

Street Name: **Cambria Drive**

Beginning at: McCurdy Road – Station 0+11

Ending at: roundabout – Station 6+63

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
652	22	50	1326	625

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land (right-of-way)	Acre	0.73	\$15,000	\$ 10,950
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 57,600
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 21,600
Storm Drainage	LS	1	-	\$ 21,600
Sidewalks	LF	625	\$12	\$ 7,500
Curb or curb and gutter	LF	1326	\$2	\$ 2,652
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	<u>\$ 1,250</u>

Cambria Drive: \$ 123,152

Street Name: **Cambria Drive – roundabout section**

Beginning at: Cambria Dr roundabout – Station 0+00

Ending at: Cambria Dr roundabout – Station 6+28

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
628	20	65	1220	370

Street Acceptance Worksheet

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land (right-of-way)	Acre	0.85	\$15,000	\$ 12,750
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 33,600
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 12,600
Storm Drainage	LS	1	-	\$ 12,600
Sidewalks	LF	370	\$12	\$ 4,440
Curb or curb and gutter	LF	1220	\$2	\$ 2,440
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	<u>\$ 500</u>

Cambria Drive – roundabout section: \$ 78,930

Street Name: **Artesa Drive**

Beginning at: Cambria Dr roundabout – Station 0+10

Ending at: Phase 2 – Station 11+72

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
1162	22	50	2201	1030

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land (right-of-way)	Acre	1.33	\$15,000	\$ 19,950
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 96,000
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 36,000
Storm Drainage	LS	1	-	\$ 36,000
Sidewalks	LF	1030	\$12	\$ 12,360
Curb or curb and gutter	LF	2201	\$2	\$ 4,402
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	<u>\$ 0</u>

Artesa Drive: \$ 204,712

Street Acceptance Worksheet

Street Name: **Etude Court**

Beginning at: Artesa Dr – Station 0+11
Ending at: cul-de-sac – Station 1+08

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
97	20	50	426	115

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land	Acre	0.21	\$15,000	\$ 3,150
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 12,000
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 4,500
Storm Drainage	LS	1	-	\$ 4,500
Sidewalks	LF	115	\$12	\$ 1,380
Curb or curb and gutter	LF	426	\$2	\$ 852
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	\$ 1,000

Etude Court: \$ 27,382

Street Name: **Firestede Court**

Beginning at: Artesa Dr – Station 0+11
Ending at: cul-de-sac – Station 1+17

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
106	20	50	443	124

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land	Acre	0.22	\$15,000	\$ 3,300
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 12,000
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 4,500

Street Acceptance Worksheet

Storm Drainage	LS	1	-	\$ 4,500
Sidewalks	LF	124	\$12	\$ 1,488
Curb or curb and gutter	LF	443	\$2	\$ 886
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	<u>\$ 1,000</u>

Firestede Court: \$ 27,674

Street Name: **Allers Drive**

Beginning at: Artesa Dr – Station 0+11
Ending at: Cedar Brook Dr – Station 5+85

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
574	20	50	1118	332

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land	Acre	0.64	\$15,000	\$ 9,600
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 28,800
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 10,800
Storm Drainage	LS	1	-	\$ 10,800
Sidewalks	LF	332	\$12	\$ 3,984
Curb or curb and gutter	LF	1118	\$2	\$ 2,236
Signals	LS	1	-	\$ 0
Signage / Pavement Markings	LS	1	-	<u>\$ 2,250</u>

Allers Drive: \$ 68,470

Total Cost for Cambria - Phase 1: \$ 530,320

** This acceptance letter does not include the detention pond which should be accepted with Phase 2.

MEMO

TO: Board of Mayor and Aldermen
FROM: Ron Bailey, City Engineer
DATE: September 16, 2010
SUBJECT: Street Acceptance

The Engineering Department has conducted a formal inspection of the roadway and drainage improvements associated with:

Sumner Crossing Subdivision – Phase 3

All roadway and drainage improvements in this phase are installed and in an acceptable condition. Any off-site roadway and drainage improvement requirements associated with this phase are also installed and in an acceptable condition. The Engineering Department **recommends acceptance** of the subdivision phase listed above with the following conditions:

1. Provide a **Maintenance Bond** for one year in the amount of **\$ 28,300**.
2. Correct all issues before the Maintenance Bond expires.

Please see attached Street Acceptance Worksheet for quantities and values.

Formal Request for Street Acceptance

Date: August 30, 2010

Subdivision / Phase: **Sumner Crossing – Phase 3**

Dedicated by: Goodall Builders, Inc.

This worksheet is being submitted to the City of White House Planning Commission and the Board of Mayor and Aldermen for acceptance of the right-of-way, roadway, and storm drainage improvements listed below:

Street Name: **Landons Circle**

Beginning at: Phase 1 – Station 1+30
Ending at: Station 4+18

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
288	22	50	556	288

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land	Acre	0.33	\$10,000	\$ 3,300
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 12,200
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 6,500
Storm Drainage	LS	1	-	\$ 5,000
Sidewalks	LF	288	\$12.15	\$ 3,500
Curb or curb and gutter	LF	556	\$4.14	\$ 2,304
Decorative Street Lighting	EA	1	\$3,500	\$ 3,500
Signage / Pavement Markings	LS	1	-	<u>\$ 600</u>

Landons Circle: \$ 36,904

Formal Request for Street Acceptance

Street Name: **Landons Circle**

Beginning at: Station 4+18

Ending at: Station 17+43 (end of loop)

<u>Length (ft)</u>	<u>Width (ft)</u>	<u>ROW width (ft)</u>	<u>Curb (lf)</u>	<u>Sidewalk (lf)</u>
1325	20	40	2639	1397

Costs:	<u>Unit</u>	<u>Quantity</u>	<u>Rate</u>	<u>Cost</u>
Land	Acre	1.21	\$10,000	\$ 12,100
Roadbed:				
Sub-grade	SY			\$
Stone Base	Ton			\$
Binder	Ton			\$ 54,237
Surface:				
Tack Coat	Gallon			\$
Final Overlay	Ton			\$ 18,500
Storm Drainage	LS	1	-	\$ 21,000
Sidewalks	LF	1397	\$10.02	\$ 14,000
Curb or curb and gutter	LF	2639	\$4.35	\$ 11,500
Decorative Street Lighting	EA	2	\$3,500	\$ 7,000
Signage / Pavement Markings	LS	1	-	\$ 900

Landons Circle: \$ 139,237

Total Cost for Sumner Crossing - Phase 3: \$ 176,141

OTHER BUSINESS...

September 2, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator 

Re: Merit Increase

Per the study session in August for my performance evaluation, the Board discussed to place an additional one time bank of 40 hours of vacation for a merit increase. If you have any questions regarding this item, please give me a call.

DISCUSSION ITEMS....

OTHER INFORMATION....