CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
November 18, 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 October 21, 2010 meeting.
6. Welcome Visitors
7. Public Hearings
8. Communication from Mayor, Aldermen, and City Administrator
    a. Mothers Against Drunk Driving to present award to Officer Jason Ghee
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. None
11. Consideration of the Following Ordinances
    a. None
12. Finance
    a. To approve or reject the renewal of the Maintenance of Effort Agreement. The Library Director recommends approving the agreement.

b. To approve or reject CWA 2009-246 Cope's Crossing Lift Station Change Order #4. The Wastewater Director recommends approving Change Order #4.

c. To approve or reject the Diamond Tours bid for the Senior Trip to Chicago. The Parks and Recreations Director recommends approving bid.

d. To approve or reject the Crosslin and Associates, PC contract to audit accounts. The Finance Director recommends approving the contract.

e. To approve or reject Delta Dental's bid for self-funded group dental benefits. Sherrill Morgan recommends approving the bid.

13. Other Business

a. To approve or reject Good Moral Character Certificate for Joseph Mark Janco of That Steak Place, Inc. located at 2934 Hwy 31W, Suites #1 & #2.

14. Discussion Items

a. Charter Requirements for the Appointment of Board Member

b. NCS - National Citizen Survey - Custom Questions

c. Rescheduling of April Board of Mayor and Alderman Meeting

15. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
October 21, 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 Vice-Mayor Bibb.

3. Roll Call

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

4. Adoption of the Agenda

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

5. Approval of Minutes of the September 16, 2010 meeting.

   Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **September 16, 2010 minutes were approved.**

6. Approval of Minutes of the October 5, 2010 Special Called Session meeting.

   Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **October 5, 2010 minutes were approved.**

7. Welcome Visitors

   Mayor Decker welcomed all visitors.

8. Public Hearings

   a. **Ordinance 10-19 -** An ordinance amending the fiscal budget for the period ending June 30, 2011. Second Reading.

      No one spoke for or against.

9. Communication from Mayor, Aldermen, and City Administrator

   City Administrator Angie Carrier reminded all members of the Board of the Employee Picnic on October 31, 2010 from 1:00 p.m. until 3:00 p.m. at the Municipal Park.

   Mayor Decker thanked everyone for their support during the loss of his family.

10. 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. Hutson 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.**

11. Consideration of the Following Resolutions:

    a. **Resolution 10-17** - A resolution authorizing the City of White House, Tennessee to participate in the TML Risk Management Pool "Driver Safety" matching grant program.

    Motion was made by Ald. Bibb, second by Ald. Arnold to approve. A voice vote was called for with all members voting aye. **Resolution 10-17 was approved.**

12. Consideration of the Following Ordinances:

    a. **Ordinance 10-19** - 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. Hutson - aye; Mayor Decker - aye. **Ordinance 10-19 was approved on Second Reading.**

13. Finance

    a. To approve or reject Task Order No. 2007-09. The City Administrator recommends approving this Task Order.

    Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Task Order No. 2007-09 was approved.**

    b. To approve or reject the only bid for the outdoor basketball court resurfacing. The Parks and Recreation Director recommends rejecting the bid and rebid.

    Motion was made by Ald. Arnold, second by Ald. Bibb to reject all bids and re-bid the project. A voice vote was called for with all members voting aye. **All bids were rejected and a request to re-bid the project was made.**

    c. To approve or reject Scott Heating and Air Conditioning's bid for the City Hall Cafeteria and Senior Citizen Center HVAC replacement. The Planning and Codes Director recommends approving the bid.

    Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Scott Heating and Air Conditioning's bid was approved.**

d. To approve or reject the self-funded group dental benefits proposals. The City Administrator's recommendation will be given at the October 21, 2010 meeting.

Motion was made by Ald. Bibb, second by Ald. Arnold to reject all bids and re-bid the project. A voice vote was called for with all members voting aye. **All bids were rejected and a request to re-bid the project was made.**

e. To approve or reject surplusing three Police vehicles. The Police Chief recommends surplusing the vehicles.

Motion was made by Ald. Arnold, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Police vehicles were approved to be surplused.**

14. Discussion Items

15. Adjournment

Meeting was adjourned at 7:07 p.m.

_____
John Decker, Mayor

_____
Amanda Priest, City Recorder

REPORTS....

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

Administration

October was quite eventful for the administration department. A special called BMA session was held to deal with mostly sewer issues. The City Administrator met with Chiefs Herman and Palmer to review the City's options for the 911 user group. As discussed in the budget work sessions at the first of the year, 911- consolidation is probable with one of the counties. We had had a verbal agreement with Robertson County on staffing for the center and we are working out discrepancies in that agreement.

City staff reviewed 15 areas/sites for the development of demographics for each available site per the agreement with The Shopping Center Group. These property reports have been prepared and are available for the Atlanta ICSC Conference. TVA and TNECD arranged a site visit via helicopter for the Larry Collins building (100,000 sq. ft. available) visit based on a submission the City made for the available space. We walked the building with the potential user, but unfortunately White House was not chosen after the visit.

The City Administrator met with staff, along with Julie Bolton to go over the logistics and responsibilities for the Holiday Extravaganza. The first Saturday in December has become quite an event for the City and it takes many staff members to pull all of the activities together and make it run smoothly. The 2011 Holiday Extravaganza will be the sixth year of the event.

The City Administrator attended the International City Management Association Conference in San Jose, CA this month. Several speakers and sessions were attended, including the following: "Gaming Can Make A Better World" presentation by Jane McGonigal, "What's Next for the Economy" presentation by Diane Swonk (named by the *Wall Street Journal* as one of the top economic forecasters in the United States), "Interviewing: How to hire the Best and Avoid the Nightmares", "Still Using Citizen Surveys to Make Tough Budget Decisions", "Doing More with Less", and a session with the LA Times reporter that broke the Belle, CA story. One entire day was spent interviewing the candidates to be nominated for election on the next ICMA Board. It was an honor for the City Administrator to serve on the Nominating Committee to select people for a very important role in the city management profession. Those nominated have the potential to be a future president of ICMA.

The Tennessee City Manager's Association Executive Board voted to submit a Letter of Intent to host the 2019 ICMA Conference in downtown Nashville. The process of selection requires a proposal from the TCMA as well as the Nashville Chamber and Visitors Bureau, in which the proposal for submittal will be discussed by the Board this week.

City of White House
Administration
October 2010

Website Management			
	October	**FY 10 - 11**	**FY 09 - 10**
Number of Internal Requests for Website Updates	6	33	73
Visits	7,682	30,601	89,307

Our city website has had 7,682 visits during the month of September, which was a increase of 66 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	3369
Gallatin, TN	494
Hendersonville, TN	401
White House, TN	257
Franklin, KY	201
Brentwood, TN	119
Madison, TN	95
Williamson County	78
Clarksville, TN	77
Springfield, TN	59

Did you know 25% of this month's visitors accessed the City's website directly and 50% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 47% and 53% of visitors were new to the website. Our website was accessed by visitors in 46 different countries from around the world.

City of White House
Finance
October 2010

Finance Section
Tax rolls were received from both counties during the first two weeks of October, and the tax cards were mailed out on October 13th. The total tax roll for both counties came in at $2,310,123.00. By the close of October, $83,728.00, or 4% had already been received. That puts us ahead of where we were at this point last year, because the tax cards were so late coming in last year they were not mailed until November.

The Finance Director spent a good portion of the month preparing closing entries and schedules for the audit process. The City Administrator and Finance Director had a pre-audit meeting with Rich Lockwood, Audit Senior Manager from Crosslin & Associates. Audit staff has been on site since October 12 completing field work, and the audit is on track to have financial statements issued by the end of December. Additional field work is required this year in order to meet the audit requirements on the ARRA stimulus, and other federal funding that the city received.

The Accounting Specialist attended the TGFOA (Tennessee Government Finance Officer's Association) Fall Conference in Cool Springs. Topics covered included an update from the Governmental Accounting Standards Board, Ethics, Update of Tennessee Economy, ARRA Update, Fleet Management, Payment Innovations for the Government Sector, Negotiated Bond Sales, Tennessee Legislative Update, and Generational Gaps.

The Purchasing Coordinator attended the Tennessee Association of Public Purchasing/East Tennessee Purchasing Association Fall Conference. There were many round table discussions including topics such as new laws, emergency preparedness, energy savings, trade-marking logos, disadvantaged business enterprise (D.B.E.), procurement card policies, and reverse auctions. There were also several vendor booths and presentations which offered updates on products and services available to local governments.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Account Balance
General Fund	$727,179.06	$1,434,427.78
Sanitation	$3,939.20	$270,353.18
Wastewater	$628,815.99*	$888,399.57

- All Fund Balances are bank balances reported as of November 8, 2010.
- *The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at $280,150.64.

City of White House
Finance
October 2010

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
3 regular	4 paper checks 305 direct deposits	1 Retroactive Adjustments	0 Voids

Accounts Payable

	October	FY	Last October	Last FY
Total Invoices Processed	**293**	**1,237**	**284**	**1,206**

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	211	10	39	17	83	1	13	14	22	7	30	447
Customers	109	2	11	5	13	1	0	9	0	1	19	170

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	0	10	58	101	37	5	211
Customers	0	13	38	55	3	0	109

City of White House
Finance
October 2010

Purchase Orders

Codes	1	$25.05
Fire	3	$906.90
Police	10	$1,927.96
Human Resources	1	$149.23
Engineering	2	$480.00
Administration	7	$1,666.90
Finance	6	$1,885.66
Court	2	$199.22
Library	11	$1,211.35
Waste Water	7	$2,092.56
Public Works	7	$2,209.17
Sanitation	5	$2,012.92
Parks	27	$41,057.84
Bldg. Maintenance	6	$1,168.00
Cemetery	0	$0.00
Total	95	$56,992.76
Void	2	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS $0-$999	89	$17,927.76
PURCHASE ORDERS $1000-$9999	5	$15,385.00
PURCHASE ORDERS OVER $10,000	1	$23,680.00
Total	95	$56,992.76

Emergency Purchase Orders – October

Number	Vendor	Items	Amount	Nature of Emergency	Department
15102E	Stansell Electric	Labor	$400.00	Troubleshoot intersection and left turn green bulb replacement	Engineering

Business License Activity

Opened	Closed	
7	0	
Cumulative Information		
Class	Total Licenses	Delinquencies
1	44	32
2	143	77
3	273	175
4	199	83
Total	659	367
Delinquency Rate		56%

City of White House
Finance
October 2010

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1st Offense)	5
Child Restraint-under 4	0
Anti-Noise Regulations	0
Improper Backing	0
Failure to Yield Right of Way	0
Financial Responsibility Law	34
Following Too Closely	1
Motor Vehicle Requirements	0
Improper Passing	1
Drivers Exercise Due Care	8
Codes Violations/Animal Control	1
Drivers License Law	3
Stop Signs	6
Open Container Law	0
Parking Violation	1
Vehicle Registration Law	4
Seat Belt Violation – 18 and Older	26
Speeding	67
Careless Driving	0
Disobedience to Traffic Control Device	5
Enter Access Roadway	0
Total	162

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	61
Guilty as Charged	7
Dismissal	4
Dismissed upon presentation of insurance	28
Not Guilty	1
Dismissed to Traffic School	11
Dismissed with Costs and Fines	42
Dismissed with Costs	6
Dismissed with Fines	1
Case Transferred to County	0
Dismissed with Public Service	1
Total	162

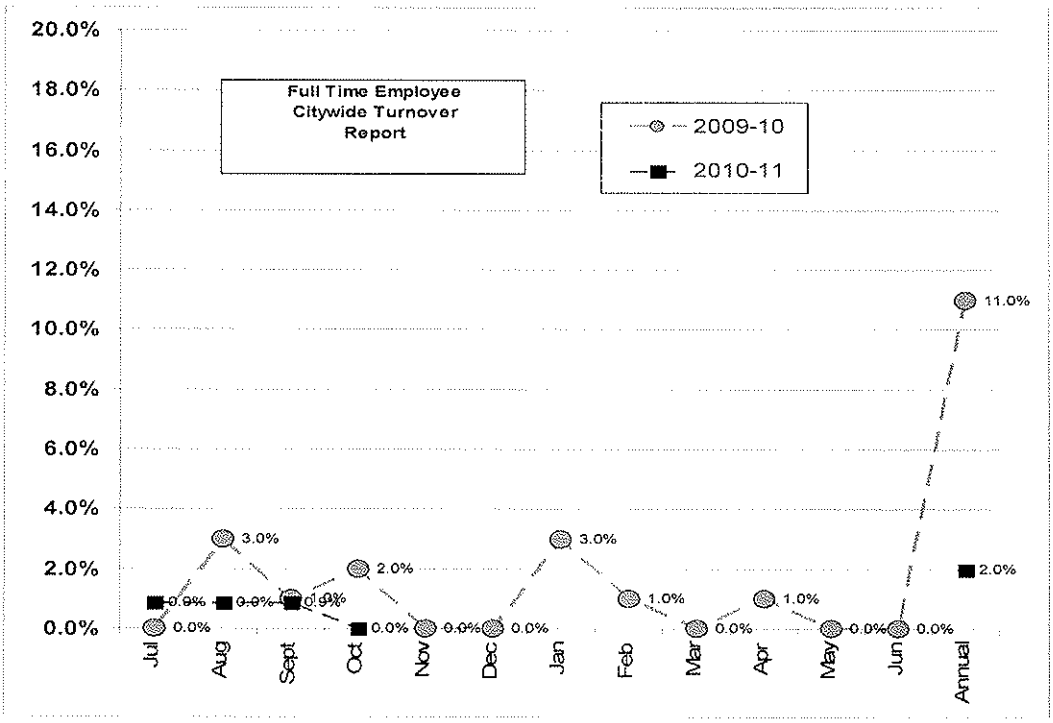
City of White House
Human Resources
October 2010

- Developed new performance appraisal form
- Processed over 50 applications for Facilities Maintenance Technician position; interviewed 11 candidates; made offer to Bob Grant (start date November 1)
- Processed over 40 applications for Police Officer, Reserve Officer, and Sergeant positions
- Served as proctor for written testing for 30 Officer, Reservist, and Sergeant candidates
- Completed UI report
- Finalized posting for WW Superintendent position; advertised through several agencies; began accepting applications for position
- Participated in Local Government training
- Reorganized 60 employee files to create a more efficient filing system in compliance with current retention, privacy, and public records requirements

Key Performance Indicators (Performance Measurements)

Citywide Turnover

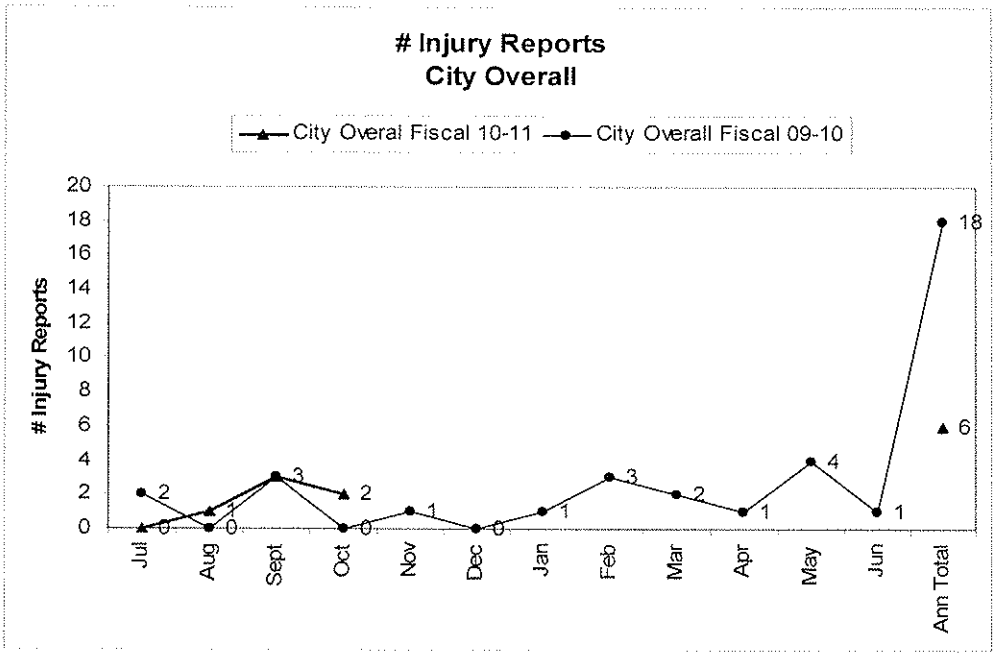
- There was no turnover in October 2010. This is down from October 2009 (2).



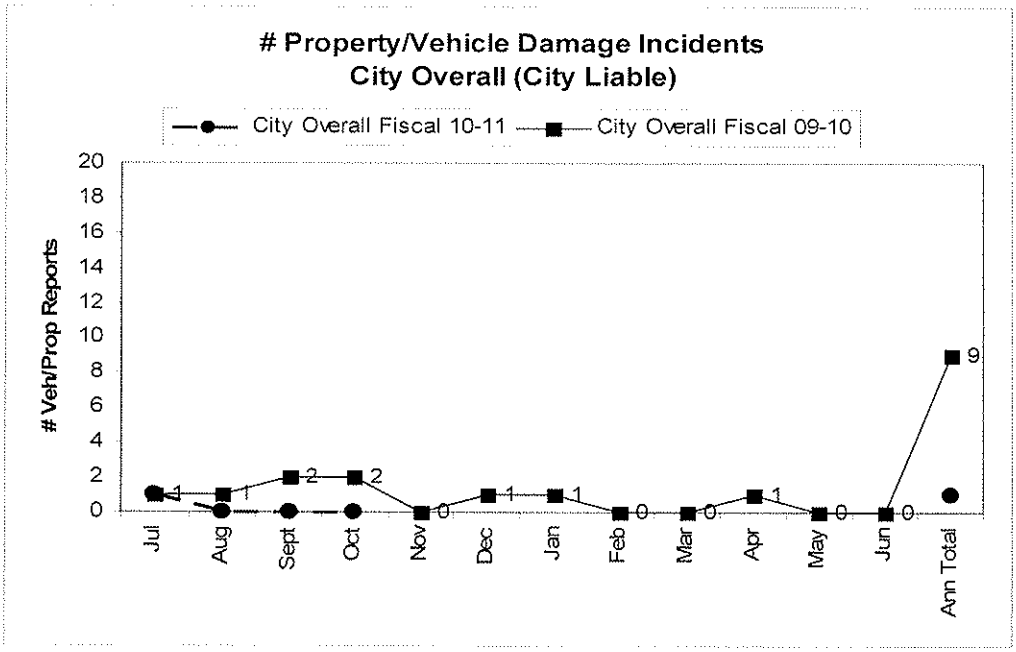
City of White House
Human Resources
October 2010

Safety

- Accidents resulting in injury in October 2010 were **(2)** (Wastewater and the Fire Department), up from October 2009 **(0).**



- Vehicle/Property damage claims for the month of October 2010 are **0**, down from October 2009 **(1).**



City of White House
Police Department
October 2010

Departmental Highlights

- Chief Herman attended the Community Anti-Drug Coalitions Across Tennessee meeting at Volunteer State Community College on October 6th.
- Chief Herman attended the Anti-Drug Coalition Service Learning Project meeting at Volunteer State Community College on October 20th.

Monthly Meetings/Civic Organizations

- Chief Herman attended the Tennessee Association Chiefs of Police (TACP) meeting on October 6th thru October 8th in Nashville.
- Chief Herman attended the Sumner County Drug Task Force meeting on October 14th in Gallatin.
- Captain Mingledorff attended the weekly Rotary Club meeting on October 28th and was the guest speaker. The topics discussed were Red Ribbon Week and Toys for Tots.
- Captain Mingledorff attended the monthly Safety Meeting on Tuesday, October 28th.

Police Department Administration Performance Measurements

1. ***Achieve accreditation from the Tennessee Law Enforcement Accreditation program by June 3, 2013.*** We submitted our first Initial Report. All requirements were met.

2. ***Acquire grant funds to unfreeze the police patrol officer position.*** Unfortunately, we received notice that we would not receive The Department of Justice grant. The Department of Justice reported only 8% of the 4,423 eligible agencies received the grant.

3. ***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	October 2010	Per 1,000 Pop.	Total 2010	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	7	.007	135	13.5
Crimes Against Property	30	3	375	37.5
Crimes Against Society	4	.004	240	24
Total	41	4	750	75
Arrests	30		407	

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

City of White House
Police Department
October 2010

4. ***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**
October	51%	60%

5. ***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.***

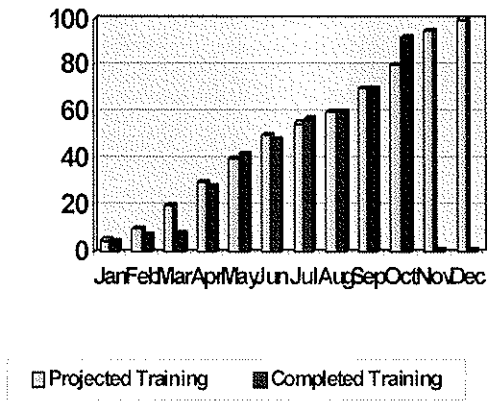
	October 2010	**TOTAL 2010**
Traffic Crashes Reported	23	241
Enforce Traffic Laws:		
Written Citations	220	1,969
Written Warnings	98	831
Verbal Warnings	263	2,195

6. ***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
October 2010	23	1	4%	16%

City of White House
Police Department
October 2010

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



- Chief Herman and Captain Ring attended the P.O.S.T. Rules Workshop class on October 1st at Murfreesboro Police Department. (8 P.O.S.T. hours each)
- Detective Sergeant Pat Brady attended the ROCIC Homicide Conference in Tampa, Florida on October 11th thru October 14th. (19 hours)
- Several Officers received their annual Firearms, Child Sex Abuse and Emergency Vehicle Operations (EVOC) annual training.
- Chief Herman attended the Supervisor Training at Workforce Essentials in Springfield on October 21st.
- Chief Herman attended the International Association of Chief's of Police (IACP) Conference in Orlando, Florida October 23rd thru October 28th.
- Officer Ghee and Officer Shapton attended 40 hours of Accident Investigation class.
- Sergeant Hunter and Officer Anglin attended 16 hours of Defensive Driving Instructor School.
- Sergeant Ring, Corporal Carney, Officer Ghee, Officer Shapton, Officer Bagwell, and Officer Parks attended 8 hours of TIBRS (Tennessee Incident Based Reporting System).
- Officer Brisson, Officer Parks and Officer Shapton went to 8 hours of TITANS/WIZARD (Crash Reporting Software) class.
- Sergeant Enck instructed 8 hours of Defensive Tactics at the Tennessee Law Enforcement Training Academy (TLETA).

City of White House
Police Department
October 2010

Patrol Division Performance Measurements

1. ***Acquire and place into service one Police Patrol Vehicle by October 5, 2010.*** The 2010 Ford Crown Victoria Police Pursuit Vehicle from Alexander Automall in Murfreesboro has arrived. Truckers Lighthouse installed the accessory equipment. The vehicle is being shared by Sergeant Dan Hunter and Sergeant Eric Enck. ***Complete.***

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 installed the accessory equipment. The vehicle is now in service. ***Complete.***

3. ***Acquire and place into service three in-car digital cameras by February 28, 2011.*** We received $4,992.20 for High Visibility Law Enforcement Campaign. With these funds we will purchase one in-car digital camera. The cost of one camera is $3,995. With the rest of the grant, we were authorized to purchase equipment for our advanced accident investigation to use at fatal and serious crashes.

4. ***Acquire and place into service three in-car radar units by February 28, 2011.*** We received notice that we fell short of receiving funding.

5. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2010-2011.***

Staffing

- On October 30th, we held a testing day for Officers, Reserve Officers and Sergeant Promotions. The process will begin for background checks and interviews.

Volunteer Reserve Officers

- The Reserve Officers received 4 hours of First Aid training instructed by Lee Ann Chambers.

K-9

- Officer Jason Ghee and K9, Nike, received their 8 hour of monthly training.

Sumner County Emergency Response Team

- The ERT ran a 5k at Triple Creek Park in Gallatin. At their monthly ERT training, Corporal Segerson and Officer Brisson participated in officer down drills with CS gas and live fire training at the Portland Police Department firing range.

City of White House
Police Department
October 2010

Support Services Performance Measurements

1. ***To work with the Robertson County Emergency Communications District E-911 to consolidate our Communication Center with theirs for use by June 30, 2011.***
   We are working on determining personnel cost with the Assistant City Administrator of the City of Springfield, Gina Holt. She is responsible for personnel cost at the Robertson County 911Communications Center.

Communications Section

	October 2010	Total 2010
Calls for Service	968	9,535
911 Calls	58	506
Alarm Calls	30	306

Animal Control

	October 2010	Total 2010
Complaint Calls	28	331
Animal Contacts	12	154
Returned to Owner	4	76
Sent to County Impound	2	60
Adopted	0	8
Animal Bite Incidents	0	8
Traps Set	0	7

Request for Reports

	October 2010	FY 2010-2011
Requests for Reports	21	370
Amount taken in	$10.95	$443.10
Tow Bills	0	$855.00
Emailed at no charge	10	*

*Collection of data began in May 2010.

City of White House
Police Department
October 2010

Staffing

Volunteer Police Explorers

- Explorers held their monthly meeting on October 21st. Sergeant Brian Speer was promoted to Explorer Captain. Explorer Nicole Domning was promoted to Sergeant. The meeting involved training on Traffic Stops.
- On October 27th, the Explorers participated with the Sumner County Anti-Drug Coalition Campaign for being Drug Free. They helped hand out Red Ribbons.
- The Explorers participated in the Trail of Treats on October 28th.

Crime Prevention/Community Relations Performance Measurements

1. ***Teach D.A.R.E Classes (10 Week Program) to three elementary schools, 2 public and 1 private, by the end of each school year.*** Captain Mingledorff is currently instructing the ten week course to six fifth grade classes (157 Students) at White House Heritage Elementary. Graduation set for December 14th.

2. ***Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.*** Eleventh Annual Safety Day was held on Labor Day, September 6th. Sixteen public safety agencies were involved. One hundred eighty-six (186) bike riders rode through the bike safety course and an estimated 400 citizens attended the event. ***Complete.***

3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** The next class is scheduled for February 2011. Applications are currently being accepted. Nine applications have been collected as of October 28th.

4. ***Participate in a joint community event annually in order to promote the department's crime prevention efforts and community relations programs.***

   - ***R. J. Young 5k Pumpkin Run:*** Officers assisted with traffic control during the annual 5K run in the City Park and Greenway on Saturday, October 2nd.

   - ***Harvest Moon Festival:*** Officers assisted with Park Patrol and Traffic Control for annual 10K Race in the City Park and the Greenway on Saturday, October 9th.

   - ***Wheels in Motion:*** Monthly presentation was held at H.B. Williams Elementary School on Thursday, October 28th. The Rotary Club presented a bicycle and Captain Mingledorff presented a helmet to the school's award recipients.

City of White House
Police Department
October 2010

- ***Captain Street Smart:*** Captain Mingledorff taught six 5th grade classes on Stranger Danger at Heritage Elementary on October 12th.

  Captain Mingledorff and Sergeant Hunter hosted a Bike Safety Course at Summit Prepatory Academy on Tuesday, October 12th for 40 pre-school aged children.

- ***Sumner County Anti-Drug Coalition:*** Captain Mingledorff, the White House Police Explorers, and members of the Coalition, presented red ribbons and information on the history of Red Ribbon Week to the public at City Hall on Thursday, October 27th. Fifty-six citizens participated in the event.

- ***Trail of Treats:*** Officers provided security and traffic control during this annual event on Thursday, October 28th.

City of White House
Fire Department
October 2010

Summary of Month's Activities

Fire Operations

The Department responded to 59 requests for service during the month with 37 responses being medical emergencies. One of the medical emergencies was more serious with CPR being initiated and firefighters assisting EMS with the transport to the hospital. The Department also responded to three structure fires during the month on October 2nd. Fire units responded to a house fire on Apache Trail; the fire was contained to the room of origin although there was smoke damage throughout the structure. On that same day fire units were dispatched to a barn fire; upon arrival the structure was involved with fire and spreading to the surrounding vegetation. The fire was contained to the structure and local area around the building. The structure was a total loss. On October 16th the Department was dispatched to a dryer fire. When fire units arrived on scene there was some light smoke still visible in the home. The homeowner had used a fire extinguisher to extinguish the fire before our arrival. Fire personnel removed the dryer from the home and checked for extension of fire to the structure; there was not any damage to the structure.

Fire Administration

- October 13th thru the 15th Chief Palmer attended the Fire Chief's conference in Kingsport, TN, for training.
- On October 26th Chief Palmer chaired the monthly Safety Committee Meeting. One topic discussed during the meeting was the need to prepare for weather emergencies by updating our weather radios There were five Supervisor Accident Reports to review this month which included the following departments: Fire, Police, and Wastewater.
- On October 27th Chief Palmer and Fire Marshal Sisk met with Elementary School Principals to start the Risk Watch Program in the schools. The Program includes 8 safety initiatives that include Fire Safety, Motor Vehicle Safety, Fall Prevention, Water Safety, Poison Prevention, Bike and Pedestrian Safety, Fire Arms Injury Prevention, and Choking and Suffocation Prevention

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. **(This project is complete.)**
- Complete our annual ground ladder testing by November 30th, 2010. **(This project is complete.)**
- 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 50% complete.)**
- Update our Emergency Operations Plan to include changes in contact information and utilize the FIRE Corps Program to assist in the compiling of local resources to add to the EOP by November 1, 2010. **(This project is currently in progress.)**

Departmental Highlight

During the Trail of Treats event on October 28th the Fire and Police Explorers worked together to participate in the event and to send a message of safety to the families attending the event. A

wrecked vehicle, a training mannequin, and some victims were part of a display used to demonstrate the dangers associated with "texting" while driving.

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	2	Vehicle Accidents(general cleanup)	4
Cooking/Electrical Fires	0	Vehicle Accidents(With injuries)	0
Vehicle Fires	1	Rescue	0
Grass, Brush, Trash, Fires	4	False Alarms/Calls	2
Hazmat	1	Assist other Governmental Agency	0
Other Calls	8	Total Responses for the Month	59
Emergency Medical Responses	37	Total Responses Year to Date	276

Fire Fighter Training

Total Training Man-hours for the Month	282	Total Training Man-hours Year to Date	1566.5

Fire Inspection

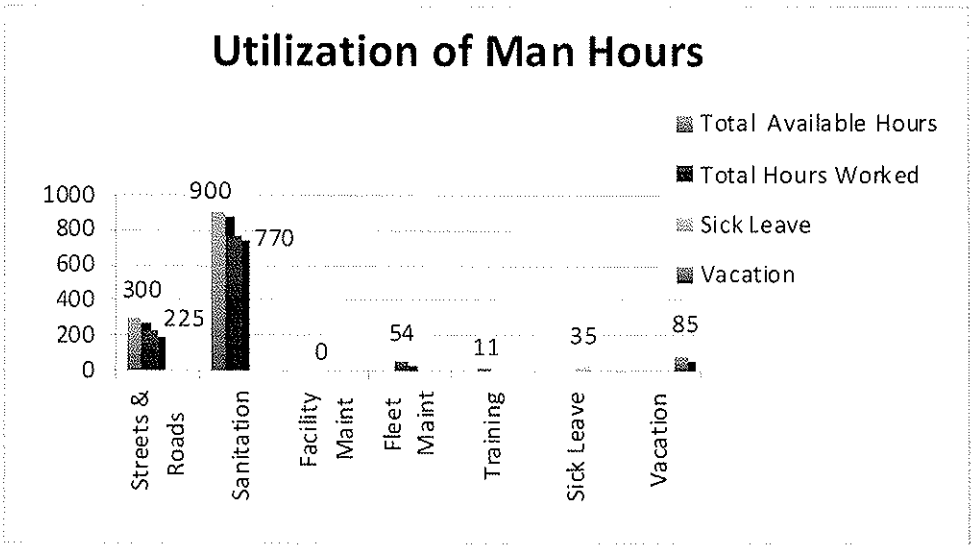
Fire Inspections	9	Year to Date 33	Plat / Plan Reviews	1	Year to Date 5
Fire Investigations	0	Year to Date 4	Fire Preplans	0	Year to Date 3

Public Fire Education

Participants	2168	Education Hours	13
Participants Year to Date	3100	Education Hours Year to Date	53.5
Number of Occurrences	9	Number of Occurrences Year to Date	30

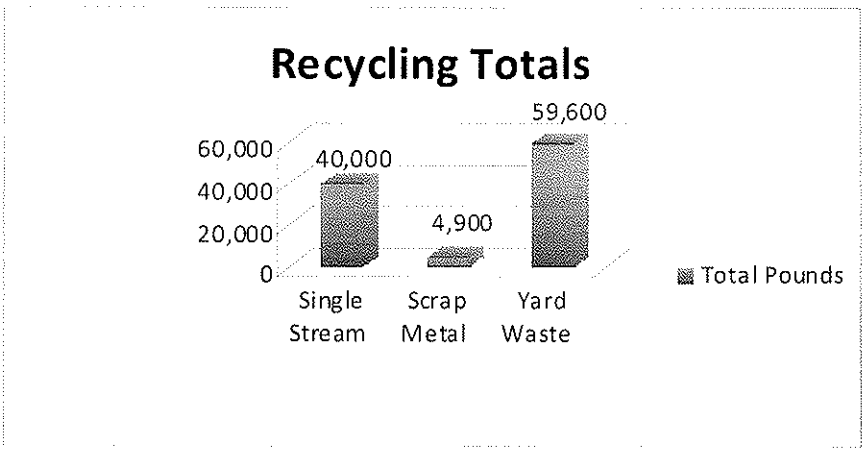
City of White House
Public Works
October 2010

Monthly Performance Indicators



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

Recycling



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

Convenience Center

There were a total of 4 citizens that utilized our Convenience Center for the month of October. Total revenue received was $550.80 and includes revenue received by the recycling of steel at Volunteer Recycling and Salvage, Inc. Total operating cost for the month of October is to be determined.

City of White House
Public Works
October 2010

City of White House Clean up days

For the month of October there were a total of 60 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 **553**

Note: Year to date total is for the calendar year of 2010

Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of Customers Billed	Total Billed (Net Amount)	Total Billed Year to Date	Revenue Received	Revenue Received Year to Date
3,624	$56,535.00	$225,450.20	$54,715.56	$221,230.63

Staffing

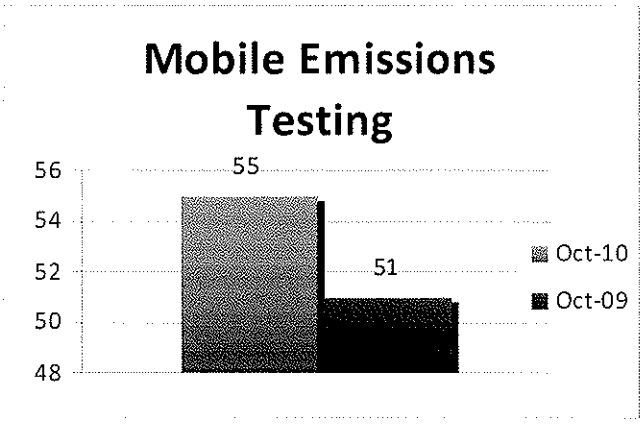
The Public Works Department has 13 full-time employees. Currently we are down one full-time Street and Roads position, and one Mechanic position. Due to the hiring freeze these positions will remain open at this time.

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 2011; the schedule will be published in the next issue of the Word on White House. For the month of October we had a total of 55 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart to the right and notice the usage since September of 2009.



City of White House
Public Works
October 2010

Departmental On-Site Safety Training October 2010

- Vehicle Operation Policy
- Workplace Bullying
- Space & Visibility Professional Driver Habits
- Bucket Truck Safety

October 2010 Truck Poundage and Fuel Costs

- 17.20 average tons per day 515,720 pounds for the month of October.
- Total tonnage for the month of October was 257.86
- Total cost of fuel used for truck # 319 $529.41
- Total cost of fuel used for truck # 320 $1,066.41
- Total cost of fuel used for truck # 323 $371.89
- Total cost of fuel used for #324 $310.75
- Total cost of fuel for October = $2,278.46

Fuel increased $56.71 from the month of September

July 2010 – June 2011	Year to Date Totals
Tons per day	17.60
Pounds for 4 months	1,806.780.00
Tonnage for 4 months	903.39
Fuel used Truck #319	$1,849.05
Fuel used Truck #320	$2,982.23
Fuel used Truck # 323	$1,467.58
Fuel used #324	$1,017.53
Total Fuel cost for 4 months	$7,316.39

City of White House
Public Works
October 2010

OCTOBER B.M.A. REPORT 2010		
MONTHLY INDICATORS		
STREETS AND ROADS/SANITATION		
SERVICES PROVIDED	*TOTAL*	*YTD*
BRUSH PICK UP	175 Stops	991 Stops
BRUSH TRUCK LOAD	28	121
EMERGENCY CALL OUTS	2	2
DAMAGED CARTS REPLACED	10	34
NEW CARTS FOR NEW HOME CONSTRUCTION	7	29
ADDITIONAL CART REQUEST	0	3
CURBS REPAIRED	0	0
SHOULDERS REPAIRED	1	1
DRAINAGE REQUESTS	1	14
DRAINAGE WORK	0	25 feet
LITTER PICK UP (50 GALLON BAGS)	75 bags = 6 bags per day	349 bags
LITTER PICK UP PER DAY (MILES)	90 = 6 miles per day	449 Miles
POTHOLES REPAIRED	1	39
SALT USAGE (TONS)	0	0
SIGNS INSTALLED	5	53
HANDICAPPED PICK UP	79 Homes	316 Homes
MOVE IN SPECIAL PICK UP	7	14
MOVE OUT SPECIAL PICK UP	0	3
DEAD ANIMAL REMOVALS	2	4
CITIZENS REQUESTING A PICK UP DUE TO FORGETTING TO PLACE CART AT CURB AFTER ROUTE HAS BEEN COMPLETED.	5	29

Wastewater
Monthly Report
October 2010

Summary of Month's Activities:

Administration:

Update on the SRF/ARRA funded Cope's Crossing project: The project is 65% completed. The Contractor has submitted and received payment on seven disbursement requests. We have submitted six disbursement requests to SRF and received payment on all six.

Goals and Objectives Progress:

- We have submitted the facilities plan and are nearing completion of the loan package for the ARRA/SRF CG0 2011-278 Loan which includes principal forgiveness of 20%.

- GEO-Jobe will begin in mid-November creating connectivity between the GIS/GPS and the current wastewater billing system and to collect import GPS data in to our GIS mapping system.

Collection system:

Over the past month staff has retro fitted thirty-three low pressure grinder systems, to E-one and installed three rebuilt vacuum valves and controllers within the vacuum systems. The department has also provided inspections to five new sewer service connections. (Includes finals and repeats due to failures)

Wastewater Treatment:

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

We had three issues this month; the first was a blown soft-start on aerator #1. Currently the aerator is set to operate in "by-pass" mode until the new soft-start arrives and is installed. The second was when the main breaker for the aerator was turned off and it continued to have power. We've ordered a thermo graphic scan of the Motor Control Center (MCC) and meg-ohm test of the motors and wiring. The third is a communication problem between the flow meter and our Mission SCADA causing or flow records to be inaccurate. This is currently being resolved and it has been report to TDEC as required by regulations.

Wastewater
Monthly Report
October 2010

Monthly Performance Indicators and Year to Date Totals

Service Provided	Month	Totals for 2010-2011	Amount Billed	Revenue Received	Revenue Totals 2010-2011
New service connections (Capacity fees)	2	13	$5,712.50	$5,712.50	$21,302.50
Customers billed	3,878	N/A	Net amount billed $231,247.89	*$213,348.38	$413,832.57
Applications or transfers for service	37	160	$2,700.00	$2,700.00	$11,080.00
Late penalties applied	1,088	4,052	Amount Applied $5,168.27		
Wastewater Adjustments	63	63	N/A	($5,166.82)	($5,166.82)
Administrative Fees	13	63	$650.00	$650.00	$3,575.00
Service availability Requests	0	0	$0	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	2	13	$300.00	$300.00	$1,950.00
Field inspection fee	0	0	$0.00	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	13	65	$650.00	Included in Admin Fees	Included in Admin Fees
Commitments for service	0	0	$0	$0	$0
Bulk disposal	0	0	$0	$0	$0
Work Orders	**0**	**529**			
Billing related service requests	71	305		**Months Total $222,710.88**	**Total $451,740.07**
Mainline repairs	0	0	*** Revenue from previous month's service**		
Service lines repaired	2	29			
L.P. service requests	62	186	**Responses to SCADA Alarms**		
Gravity service requests	0	0	North Palmers	324	774
Vacuum service requests	3	26	Calista	495	1596
All service requests	**138**	**555**	Wilkinson	4	21
Major Lift Station Repairs	2	3	Portland Road	0	6
			Tyree	27	31
			Union Road	0	0
# The 2009-2010 Sewer User Fee year does not end until August 31, 2010			Meadowlark	35	11
			Hwy 76	2	24
			Cambria	0	0
			Treatment Plant	47	136
			Total Responses	**934**	**2,599**
			TN. One-call Request	185	673

	Flow MGD	Plant Capacity	Inches of Rain Fall	% of Capacity
Average Daily Flow (effluent)	.202	1.4 MGD	1.36	14%

City of White House
Planning and Codes
October 2010

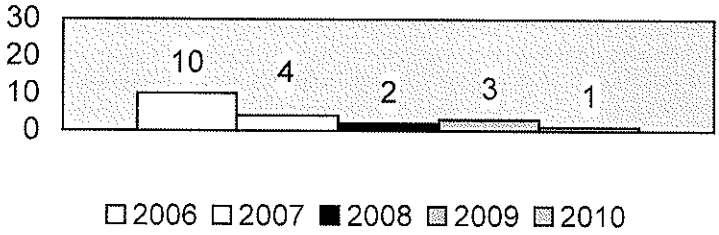
Update on Department Objectives:
Staff worked with the Finance Department on the bidding of the Senior Center/Cafeteria HVAC project. Staff worked with the Human Resources Department to review and narrow down over 50 applications for the Building Maintenance Position. Staff completed plan review for commercial remodeling projects and building and site inspections.

Department Highlight: Public Hearings
Planning Commission public hearings are required for rezoning requests and comprehensive plan changes. Board of Zoning Appeals and Construction Appeals public hearings are required for all agenda items. Staff advertises the Planning Commission and Appeals Board items two weeks in advance of the meeting in the *Bargain Browser Connection*. Staff sends adjacent property letters and places a sign out 7-10 days in advance of the meeting.

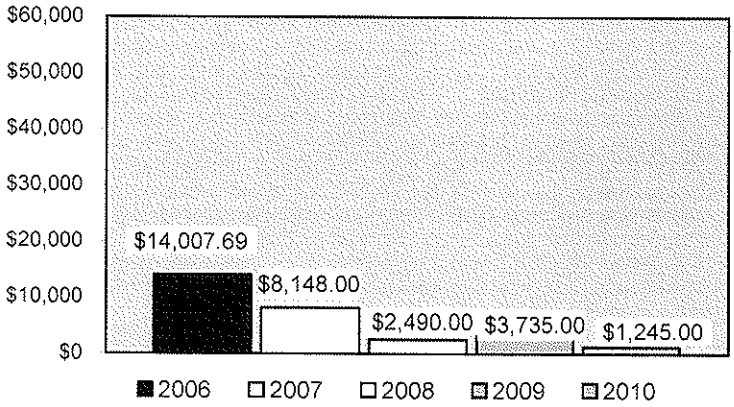
Cost Savings:
Staff worked with the City Engineer to create a digital zoning map. The new format zoning map will allow staff to quickly maintain an updated map. Once the new format zoning map is adopted, staff will place the map online. The online map will reduce calls and staff time associated with property zoning requests. Staff will submit the new format map for review and approval by the Planning Commission and the Board of Mayor and Aldermen in December.

City of White House
Planning Codes
October 2010

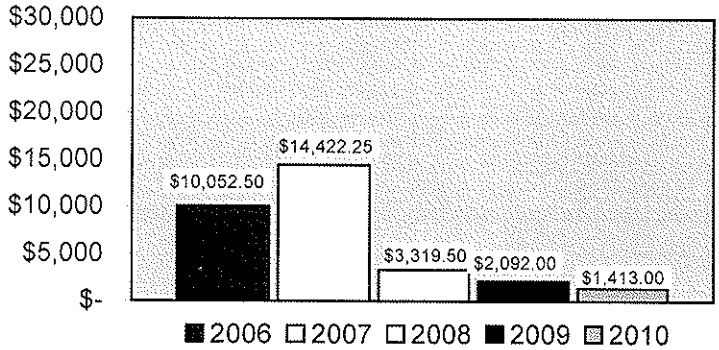
Single Family Permits



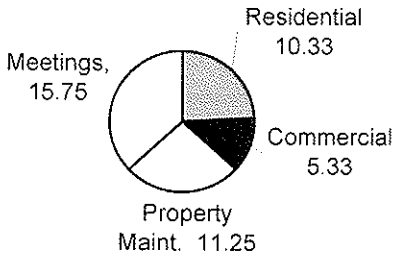
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 10-11
MEETING AGENDA ITEMS#		
Planning Commission	1	21
Construction Appeals	0	0
Zoning Appeals	0	2
Training/Study Session	0	0
Property Maintenance	0	0
PERMITS		
Single Family Residential	1	7
Multi-Family Residential	0	2
Other Residential	10	47
New Commercial	0	0
New Industrial	1	2
Other Com/Ind	3	12
State Electrical	39	145
Sign	0	6
Occupancy Permits	16	62
Other	1	3
BUILDING INSPECTIONS		
Residential	41	128
Hours	10.33	32.5
Commercial /Industrial	14	73
Hours	5.33	26.16
CODE ENFORCEMENT		
Total Cases	77	274
Hours	11.25	38.91
Complaints Received	13	35
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	$ 1,413.00	$ 10,190.00
Board Review Fees	$0.00	$ 1,573.00
City Impact Fee	**$ 1,245.00**	**$ 13,750.10**
Roads	$ 381.00	$ 4,929.80
Parks	$ 396.00	$ 3,262.00
Police	$ 282.00	$ 3,348.00
Fire	$ 186.00	$ 2,210.30
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	15	

City of White House
Parks, Recreation, & Cultural Arts
October 2010

Summary of Month's Activities

Municipal Park Renovation Progress

Another site walk-through will take place on November 4th to create a punch list for the project. The perennial ryegrass was sown and is starting to germinate. The water service upgrade has been finalized and the swap over is now complete. The fields and the entire site are looking great, and it is very exciting to see everything coming together! Seeing the park literally transform has been an amazing experience.

Recreation

Fall Baseball wrapped up the 1st week of October. The season went well for all age groups.

The Harvest Moon 10K was held Saturday, October 9th. We had 49 people sign up and 44 participate. The winner finished in a swift 36 minutes and 52 seconds. This was the first year since 2007 that we had any sponsors and made a profit. After some discussion, we will continue to have the 10K as long as it is in the best interest of our department.

Youth Basketball sign-ups came to an end on October 21st. We have 146 players in our league this year. There are seven teams in the 1st and 2nd Grade Co-Ed League, four teams for the 3rd and 4th Grade Girls, and nine teams in the 3rd and 4th Grade Boys Division. Practices will start the first week of November with games starting the first Saturday in December. The season will run through February.

Men's Adult Church League Basketball sign-ups also ended on October 21st. There are five teams in the league this year. The number of teams is down but all of the teams that signed up agreed to play in a smaller league as long as the number of games remained the same. The Church League season will begin Tuesday, November 16th and go through the end of January.

The Trail of Treats spooked trick-or-treaters on Thursday, October 28th. There were 31 booths along the trail this year, which is seven more than the previous year. The Trail opened at 6:00 p.m. and had a steady flow of people until about 8:15p.m. The number of attendees totaled around 2,500!

October was the last month of aerobics classes until January. Participation was down to the point where some classes were empty or only had one person. The instructor has agreed to come back at the beginning of the year when everyone is ready to shed those holiday pounds!

Maintenance

Annual ryegrass was sown on all of the soccer complex fields. Perennial ryegrass was sown on Field 5 & 6 at the Municipal Park and fescue was sown on Field 1. This is in preparation for spring sports.

The Parks Maintenance staff has trimmed shrubs, pruned trees, and removed weeds from landscaped areas of the Soccer Complex and mulched a large portion of these areas. Work is being performed at all trailheads to get them cleaned up.

City of White House
Parks, Recreation, & Cultural Arts
October 2010

The drainage ditch that runs along the park road beside Field 5 was reworked due to erosion. An excavator was hired to use a dozer for this work. The area has been sown with fescue/rye and covered with straw blankets to help it establish.

Underground drainage work is still being performed at the Municipal Park playground. The work that has been done is helping and should make a noticeable difference once complete.

The second week of November will be the start of our annual winterization which includes 9 buildings, 7 drinking fountains and 7 irrigation systems.

Update on Department Goals and Objectives
One of our goals is to encourage the professional development of employees with continued training. Steven Russell will be attending the 2nd year training of the Park and Recreation Maintenance Management School in Wheeling, West Virginia from Jan. 30-Feb. 4th. This is a comprehensive two-year professional development program especially designed for park and recreation personnel. It is presented by NC State University and the National Recreation and Parks Association.

Department Highlight
The Christmas Parade will be Saturday, December 4th at 3:00 p.m.The theme for 2010 is "The Sounds of Christmas," which was a suggestion made last year by previous City Recorder, Christie Odenwald. Mr. Lelan Statom, meteorologist for News Channel 5, will be serving as the Grand Marshal of the parade this year. Parade participants will be able to register beginning in November.

Department Cost Savings Report
Nothing significant this month

PARKS AND RECREATION DEPARTMENT
October 2010

		Prior Years					Current Year				
		Year End	Year End	Year End	Year End	Year End				Actual	YTD
Division	Activity	FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2008-2009	FY 2009-2010	Jul-10	Aug-10	Sep-10	Oct-10	FY-2010-11
Maintenance											
	Mowing Hours	1176	1020	1044	1853	1469	215	203	255	108	781
	Pounds of Grass Seed Sown	1990	4350	3670	5130	1895	0	0	550	2190	2740
	Pounds of Fertilizer Applied	11885	16795	6150	9200	4590	2850	2850	0	0	5700
	Number of Trees/Shrubs Planted	22	69	57	259	11	0	0	0	0	0
Recreation											
	Number of Youth Program Participants	358	326	377	353	336	166	0	0	0	166
	Number of Adult Program Participants	409	291	857	2309	1343	105	190	359	155	809
	Number of Theatre Production Attendees	651	271	102	0	0	0	0	0	0	0
	Number of Special Event Attendees	2881	3453	2865	2989	2505	340	0	100	2544	2984
	Total Number of Special Events Offered	5	6	8	11	17	4	4	4	2	14
	Total Number of Programs Offered	16	13	23	46	38	5	3	5	4	17
	Youth Program Revenue	$32,137.06	$31,045.38	$22,095.25	$25,414.98	$27,728.00	$10,279.00	$150.00	$1,675.00	$9,091.00	$21,195.00
	Adult Program Revenue	$19,080.40	$14,713.00	$15,246.25	$19,337.35	$9,368.25	$321.15	$488.65	$790.00	$2,799.00	$4,398.80
	Theatre Production Revenue	$3,005.00	$1,195.00	$485.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	Special Event Revenue	$1,492.15	$7,557.50	$6,476.00	$4,993.25	$4,530.00	$1,875.00	$635.00	$860.00	$1,045.00	$4,415.00
Administration											
	Number of Shelter Reservations	114	115	112	139	153	14	9	24	18	65
	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	$365.00	$260.00	$1,260.00
	Number of Facilities Reservations	242	257	305	256	105	2	1	5	2	10
	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	$445.00	$123.75	$786.25
	Misc. Revenue	$25,914.38	$36,238.58	$39,729.53	$115,858.99	$52,032.78	$37.00	$243.35	$3,096.73	$2,578.25	$5,955.33
Senior Center											
	Senior Center Participants	1812	2619	3993	2326	2399	186	164	221	180	751
	Number of Trip Participants	418	274	366	293	316	15	40	25	17	97
	Number of Meals Participants	3757	3433	3430	3555	3848	154	190	248	209	801
	Number of Program Participants				1407	587	15	27	76	48	166
	Number of Trips Offered	48	45	43	31	31	2	4	2	3	11
	Number of Meals Served	49	50	48	48	50	3	4	5	4	16
	Number of Programs Offered	7	4	5	45	54	4	4	5	4	17

City of White House
Library
October 2010

Summary of October Activities

Rebecca Whipple attended a tri-regional in-service on October 5th. The in-service focused on building new library facilities. Librarians attending the workshop toured the Art Circle Public Library in Crossville and the White County Public Library in Sparta.

The library participated in the Harvest Moon Festival on October 9th in the city park. Rebecca Whipple, Janet Parchman, and Sherry Tackett staffed a library table and talked to families about library resources and services. The library had two games for children to play and a craft station as well. The festival was a great way to promote the library and interact with the community.

Janet Parchman held computer classes for adults on October 7th and October 21st. The classes focused on basic skills like using the mouse, checking email, and accessing information on the Internet.

The Cumberland Astronomical Society held a public star party at the library on the evening of October 14th. Members from the group set up telescopes and binoculars for families to view the moon, Jupiter, and other stars. Almost 40 people came to view the night sky through the high-powered telescopes.

The library celebrated Teen Read Week October 17th – 23rd with a display of young adult literature, bookmarks, and a drawing for a book bag. Circulation of young adult materials continues to increase. Since the beginning of this fiscal year, 1600 young adult items have been checked out.

Sherry Tackett held 8 storytime sessions during the month and one homeschool program with a total of 270 attendees. Storytime participants visited the fire department on October 12th and October 20th to celebrate Fire Safety Month. Special Halloween storytimes were held on October 26th and 27th. Children wore costumes and celebrated with Halloween stories, songs, treats, and a craft.

Departmental Highlight

The library received 176 titles ordered with 1st quarter state funding. These titles were processed at the Warioto Regional Center and delivered to the library ready for the shelves. Library staff members spent a minimal amount of time merging the items into the circulation system. Many of the titles ordered complete a series or were requested by patrons. Without state funding and the processing completed at the Warioto Regional Center, the library would not be able to provide as many popular, high-interest titles to patrons.

Department Cost Saving Report

Rebecca Whipple took advantage of a special offer with Junior Library Guild and the library received 24 books free of charge.

City of White House
Library
October 2010

Official Service Area Population:	13,316
Memberships:	10,917
Percent of the Population with Membership:	82
Total Materials Available:	25,251
Est. Value of Total Materials:	$631,275
Last Month:	$625,550
Total Materials Available Per Capita:	1.90
Last Month:	1.88
State Minimum Standard:	2.00

Materials Added

Adult Fiction:	25
Adult Non-Fiction:	40
Child/Juvenile/Young Adult Fiction:	142
Juvenile/Young Adult Non-Fiction:	27
Audiobooks:	0
Movies:	0
Music CDs:	0
Total:	234

Library Circulation

Total # of Check-outs: 5,862	
Last Month:	5,495
Items per Patron:	2.31
State Minimum Standard:	2.5

New Memberships

Adult:	56
Senior Adult:	1
Child:	7
Student:	14
Young Adult:	0
Total:	78

Program	Sessions	Attendance
Toddler	4	158
Preschool	5	112
Teen	0	0
Adult	4	48
Total	13	318

Wireless Internet Users:	51
Computer Internet Users:	773
Volunteers:	7
Total Hours:	55

Services Provided by Contracting with State

Interlibrary Loan Service

Items Borrowed:	53
Items Loaned:	8

TN Electronic Library (TEL) Sessions

Total sessions:	26
Connect time:	249

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

eBooks Downloaded:	175
Audiobooks Downloaded:	413

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 Download:

Engineering
Monthly Report
October 2010

Construction is continuing well on the ARRA Fiber Optic project and the ARRA Calista Road project. The Calista Road project is nearing the pavement repair and overlay stage once the existing utility conflicts are resolved. We are still pending on whether FEMA will reimbursement on certain road and drainage projects created by the May flooding. Engineering and Planning completed a digital map of the Major Thoroughfare Plan.

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

►Inspections

	This Month # Inspections	This Month Last Year # Inspections	FY 10-11 YTD # Inspections	FY 09-10 Total # Inspections
Erosion & Sediment Control	11	6	41	103
Detention / Retention Pond	4	6	14	59
Grading / Storm Drainage	6	14	34	64
Proof-roll (sub-grade & stone)	1	0	7	17
Binder	0	1	5	15
Sidewalks	6	7	11	44
Asphalt topping	0	2	3	18
Bond	1	17	22	83
Existing roads for repair	2	0	16	213
Surveying	2	2	5	14

	This Month	This Month Last Year	FY 10-11 YTD	FY 09-10 Total
Total # Hours on Inspections	40	48	180	480

►Citizen Calls

	This Month			This Month Last Year # Calls	FY 10-11 YTD	FY 09-10 Total Calls
	Calls	Resolved	Outstanding			
Drainage	5	4	1	6	28	87
Sidewalk	0	0	0	0	0	2
Roadway	2	1	1	3	5	58
Signs & Signals	15	13	2	12	37	70

Engineering
Monthly Report
October 2010

▶ Projects

	Funding	Status
ARRA – Calista Road	$ 514,812 / Federal	Construction
ARRA – Fiber Optics	$ 960,000 / City, Fed	Construction
Hwy 76 Sidewalks	$ 585,000 / State, Fed	Right-of-way/easement approved
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	Final Punch List

▶ Training seminars / conferences:
None

CITY COURT REPORT SEPTEMBER 2010

CITATIONS:	
TOTAL MONIES COLLECTED FOR THE MONTH	$8,997.00
TOTAL MONIES COLLECTED YTD	**$35,124.50**
STATE FINES:	
TOTAL MONIES COLLECTED FOR MONTH	$1,723.84
TOTAL MONIES COLLECTED YTD	**$9,625.41**
TOTAL REVENUE FOR MONTH	**$10,720.84**
TOTAL REVENUE YTD	**$44,749.91**

DISBURSEMENTS

LITIGATION TAX	$253.88
DOS/DOH FINES & FEES	$684.00
TBI FINES & FEES	$47.50
RESTITUTION/REFUNDS	$90.00
WORTHLESS CHECKS	$0.00
ADM. FEE FOR STATE	$0.00
TOTAL DISBURSEMENTS FOR MONTH	**$1,075.38**
TOTAL DISBURSEMENTS YTD	**$4,572.03**
ADJUSTED REVENUE FOR MONTH	**$9,645.46**
TOTAL ADJUSTED REVENUE YTD	**$40,177.88**
DONATION TO DRUG FUND FOR MONTH	$498.75
TRANSFER TO DRUG FUND	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$2,432.00**
DONATION TO CAMERA FUND FOR MONTH	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$0.00**

CITY COURT CLERK Shara Jessee

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

110 GENERAL FUND

DRAFT

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
31110	REAL & PERSONAL PROPERTY TAX(CURRENT)	1,874,644.00	70,879.53-	3.8	156,220.33	60,060.36-	38.4
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	60,000.00	0.00	0.0	5,000.00	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	45,783.00	14,662.51-	32.0	3,815.25	4,853.00-	127.2
31212	PROPERTY TAX DELINQUENT 2ND YEAR	21,922.00	3,076.00-	14.0	1,826.83	416.00-	22.8
31213	PROPERTY TAX DELINQUENT 3RD YEAR	12,608.00	2,404.00-	19.1	1,050.67	54.00-	5.1
31214	PROPERTY TAX DELINQUENT 4TH YEAR	12,298.00	1,239.00-	10.1	1,024.83	345.00-	33.7
31215	PROPERTY TAX DELINQUENT 5TH YEAR	11,422.00	1,343.00-	11.8	951.83	528.00-	55.5
31216	PROPERTY TAX DELINQUENT 6TH YEAR	7,275.00	1,227.00-	16.9	606.25	528.00-	87.1
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	7,340.00	1,536.00-	20.9	611.67	528.00-	86.3
31300	INT, PENALTY, AND COURT COST ON PROP TAX	24,000.00	11,111.95-	46.3	2,000.00	2,446.47-	122.3
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	86,937.00	28,979.00-	33.3	7,244.75	7,244.75-	100.0
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	647,108.61-	37.0	145,833.33	152,938.32-	104.9
31709	BEER AND LIQUOR LOCAL PRIV TAX	5,000.00	2,250.00-	45.0	416.67	0.00	0.0
31710	WHOLESALE BEER TAX	200,000.00	84,895.52-	42.4	16,666.67	19,203.62-	115.2
31800	BUSINESS TAXES	95,000.00	35,490.09-	37.4	7,916.67	5,993.55-	75.7
31911	NATURAL GAS FRANCHISE TAX	132,000.00	0.00	0.0	11,000.00	0.00	0.0
31912	CABLE TV FRANCHISE TAX	90,000.00	23,461.13-	26.1	7,500.00	0.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	300.00	0.00	0.0	25.00	0.00	0.0
31980	MIXED DRINK TAXES	5,690.00	2,324.84-	40.9	474.17	474.83-	100.1
32090	PEDDLER PERMIT	50.00	0.00	0.0	4.17	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	1,500.00	550.00-	36.7	125.00	550.00-	440.0
32610	BUILDING PERMITS	30,000.00	9,574.50-	31.9	2,500.00	1,367.50-	54.7
32690	OTHER PERMITS	75.00	0.00	0.0	6.25	0.00	0.0
32710	SIGN PERMITS	1,450.00	550.00-	37.9	120.83	0.00	0.0
33100	FEDERAL GRANTS	1,020,688.00	244,327.71-	23.9	85,057.33	43,386.94-	51.0
33142	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	655,000.00	0.00	0.0	54,583.33	0.00	0.0
33143	ARRA GRANT #2 - CALISTA ROAD PROJECT	179,000.00	25,267.50-	14.1	14,916.67	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	97,822.00	0.00	0.0	8,151.83	0.00	0.0
33400	STATE GRANTS	1,218,000.00	189,148.92-	15.5	101,500.00	15,000.00-	14.8
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	18,600.00	0.00	0.0	1,550.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	0.00	0.0	2,958.33	0.00	0.0
33510	STATE SALES TAX	637,376.00	219,866.15-	34.5	53,114.67	55,618.52-	104.7
33520	STATE INCOME TAX	16,000.00	34,923.95-	218.3	1,333.33	21,138.91-	1585.4
33530	STATE BEER TAX	5,143.00	2,587.06-	50.3	428.58	2,587.06-	603.6
33553	STATE GASOLINE INSPECTION FEE	21,266.00	7,074.99-	33.3	1,772.17	1,767.10-	99.7
33593	CORPORATE EXCISE TAX	16,000.00	0.00	0.0	1,333.33	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	8,500.00	4,250.00-	50.0	708.33	4,250.00-	600.0
34120	FEES AND COMMISSIONS	3,400.00	1,666.00-	49.0	283.33	42.50-	15.0
34740	PARKS AND REC LEAGUE FEES	48,000.00	27,955.30-	58.2	4,000.00	12,428.50-	310.7
34741	FIELD MAINTENANCE FEES	7,000.00	1,597.00-	22.8	583.33	1,597.00-	273.8
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	8,000.00	2,376.57-	29.7	666.67	511.31-	76.7
34793	COMMUNITY CENTER FEES	14,000.00	2,046.25-	14.6	1,166.67	383.75-	32.9
34900	OTHER CHARGES FOR SERVICES	10,000.00	3,901.50-	39.0	833.33	618.00-	74.2
35110	CITY COURT FINES AND COSTS	166,000.00	41,163.26-	24.8	13,833.33	10,630.84-	76.8
35130	IMPOUNDMENT CHARGES	350.00	0.00	0.0	29.17	0.00	0.0
36000	OTHER REVENUES	16,000.00	2,064.65-	12.9	1,333.33	144.10-	10.8

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

110 GENERAL FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
36100	INTEREST EARNINGS	10,000.00	1,119.47-	11.2	833.33	262.10-	31.5
36210	RENT	15,015.00	4,135.59-	27.5	1,251.25	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	902.00-	0.0	0.00	100.00-	0.0
36350	INSURANCE RECOVERIES	0.00	10,556.03-	0.0	0.00	6,548.00-	0.0
36420	STADIUM RECEIPTS	7,800.00	4,227.00-	54.2	650.00	1,395.50-	214.7
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	1.66-	0.0	0.00	1.66-	0.0
36450	PARKS CONCESSIONS	7,000.00	582.83-	8.3	583.33	57.25-	9.8
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	2,273.91-	0.0	0.00	1,097.93-	0.0
36920	SALE OF BONDS	357,000.00	958,621.24-	268.5	29,750.00	192,193.22-	646.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	50,000.00	0.00	0.0	4,166.67	0.00	0.0
	Total REVENUES	9,123,754.00	2,735,299.22-	30.0	760,312.81	629,291.59-	82.8
	EXPENDITURES						
41000	GENERAL GOVERNMENT	329,510.00-	131,987.85	40.1	27,459.17-	31,002.46	112.9
41210	CITY COURT	75,554.00-	25,251.11	33.4	6,296.16-	6,771.98	107.6
41500	FINANCIAL ADMINISTRATION	385,365.00-	114,805.19	29.8	32,113.74-	31,185.14	97.1
41650	HUMAN RESOURCES	120,251.00-	41,024.35	34.1	10,020.90-	10,887.92	108.7
41670	ENGINEERING	670,947.00-	341,400.08	50.9	55,912.26-	9,577.75	17.1
41700	PLANNING AND ZONING	1,229,024.00-	88,965.25	7.2	102,418.65-	23,140.24	22.6
41800	GENERAL GOVERNMENT BUILDINGS	63,313.00-	18,827.78	29.7	5,276.06-	2,638.74	50.0
41921	SPECIAL EVENTS	3,500.00-	1,281.50	36.6	291.67-	1,281.50	439.4
42100	POLICE PATROL	813,463.00-	275,637.17	33.9	67,788.56-	78,199.80	115.4
42120	POLICE SUPPORT SERVICES	274,688.00-	102,880.48	37.5	22,890.65-	26,780.47	117.0
42150	POLICE ADMINISTRATION	191,702.00-	61,515.21	32.1	15,975.16-	13,394.10	83.8
42151	COMMUNICATIONS SERVICES	201,193.00-	63,304.15	31.5	16,766.07-	20,324.53	121.2
42200	FIRE PROTECTION AND CONTROL	2,017,419.00-	291,068.07	14.4	168,118.27-	89,193.75	53.1
42210	FIRE ADMINISTRATION AND INSPECTION	235,560.00-	62,671.50	26.6	19,630.00-	17,105.54	87.1
43000	PUBLIC WORKS	75,429.00-	23,469.75	31.1	6,285.77-	5,402.20	85.9
43100	HIGHWAYS AND STREETS	168,803.00-	55,365.23	32.8	14,066.95-	13,607.60	96.7
43170	CITY GARAGE	400.00-	0.00	0.0	33.33-	0.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	90,693.00-	20,740.48	22.9	7,557.76-	6,346.82	84.0
44700	PARKS	239,954.00-	79,779.29	33.2	19,996.16-	20,118.24	100.6
44740	PARK MAINTENANCE	481,535.00-	537,076.77	111.5	40,127.91-	46,421.24	115.7
44800	LIBRARIES	149,661.00-	47,471.89	31.7	12,471.73-	11,595.71	93.0
44880	CHILDREN'S LIBRARY SERVICES	36,782.00-	11,675.86	31.7	3,065.17-	3,572.42	116.5
51000	MISC EXP	235,000.00-	2,983.00-	1.3	19,583.34-	0.00	0.0
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	855,000.00-	411,181.40	48.1	71,250.00-	0.00	0.0
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	179,000.00-	477,074.15	266.5	14,916.67-	0.00	0.0
	Total EXPENDITURES	9,123,746.00-	3,281,471.51	36.0	760,312.11-	468,548.15	61.6
	Total GENERAL FUND	8.00	546,172.29	7153.6	0.70	160,743.44-	3348.6

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	47,000.00	14,984.86-	31.9	3,916.67	0.00	0.0
36100	INTEREST EARNINGS	200.00	0.00	0.0	16.67	0.00	0.0
	Total REVENUES	47,200.00	14,984.86-	31.7	3,933.34	0.00	0.0
	EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	48,500.00-	11,009.78	22.7	4,041.67-	5,000.00	123.7
	Total EXPENDITURES	48,500.00-	11,009.78	22.7	4,041.67-	5,000.00	123.7
	Total INDUSTRIAL DEVELOPMENT FUND	1,300.00-	3,975.08-	305.8	108.33-	5,000.00	4615.5

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

121 STATE STREET AID FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
33551	STATE GASOLINE AND MOTOR FUEL TAX	251,924.00	96,028.46-	38.1	20,993.67	24,002.71-	114.3
36100	INTEREST EARNINGS	300.00	0.00	0.0	25.00	0.00	0.0
	Total REVENUES	252,224.00	96,028.46-	38.1	21,018.67	24,002.71-	114.2
	EXPENDITURES						
43100	HIGHWAYS AND STREETS	253,127.00-	147,209.07	58.2	21,093.91-	0.00	0.0
	Total EXPENDITURES	253,127.00-	147,209.07	58.2	21,093.91-	0.00	0.0
	Total STATE STREET AID FUND	903.00-	51,180.61	5667.8	75.24-	24,002.71-	1901.5

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
36000	OTHER REVENUES	0.00	75,000.00-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	3,000.00	292.73-	9.8	250.00	74.86-	29.9
36425	PARKS SALES TAX RECEIPTS	84,000.00	26,133.88-	31.1	7,000.00	6,279.13-	89.7
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	0.00	0.0	1,666.67	0.00	0.0
	Total REVENUES	107,000.00	101,426.61-	94.8	8,916.67	6,353.99-	71.3
	EXPENDITURES						
49000	DEBT SERVICE	297,118.00-	11,241.00	3.8	24,759.83-	9,999.00	40.4
	Total EXPENDITURES	297,118.00-	11,241.00	3.8	24,759.83-	9,999.00	40.4
	Total PARKS SALES TAX FUND	190,118.00-	90,185.61-	47.4	15,843.16-	3,645.01	23.0

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

123 SOLID WASTE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
34400	SANITATION - USER FEES	665,000.00	112,290.00-	16.9	55,416.67	0.00	0.0
36000	OTHER REVENUES	25.00	0.00	0.0	2.08	0.00	0.0
36100	INTEREST EARNINGS	1,400.00	158.33-	11.3	116.67	55.53-	47.6
37794	SALE OF MATERIALS	5,500.00	1,789.35-	32.5	458.33	645.20-	140.8
	Total REVENUES	671,925.00	114,237.68-	17.0	55,993.75	700.73-	1.3
	EXPENDITURES						
43200	SANITATION	660,656.00-	216,713.63	32.8	55,054.67-	42,535.20	77.3
49000	DEBT SERVICE	103,706.00-	0.00	0.0	8,642.17-	0.00	0.0
	Total EXPENDITURES	764,362.00-	216,713.63	28.4	63,696.84-	42,535.20	66.8
	Total SOLID WASTE FUND	92,437.00-	102,475.95	110.9	7,703.09-	41,834.47	543.1

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

124 IMPACT FEES

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
33400	STATE GRANTS	90,000.00	0.00	0.0	7,500.00	0.00	0.0
36100	INTEREST EARNINGS	6,000.00	363.10-	6.1	500.00	103.41-	20.7
36421	ROADS IMPACT FEES	22,000.00	4,929.80-	22.4	1,833.33	381.00-	20.8
36422	PARKS IMPACT FEES	14,000.00	3,262.00-	23.3	1,166.67	396.00-	33.9
36423	POLICE IMPACT FEES	14,000.00	3,348.00-	23.9	1,166.67	282.00-	24.2
36424	FIRE IMPACT FEES	9,000.00	2,210.30-	24.6	750.00	186.00-	24.8
	Total REVENUES	155,000.00	14,113.20-	9.1	12,916.67	1,348.41-	10.4
	EXPENDITURES						
51010	ROADS IMPACT FEES	294,936.00-	455.40	0.2	24,578.00-	0.00	0.0
51020	PARKS IMPACT FEES	22,595.00-	372.60	1.6	1,882.91-	0.00	0.0
51030	POLICE IMPACT FEES	117,428.00-	0.00	0.0	9,785.67-	0.00	0.0
51040	FIRE IMPACT FEES	45,020.00-	0.00	0.0	3,751.67-	0.00	0.0
	Total EXPENDITURES	479,979.00-	828.00	0.2	39,998.25-	0.00	0.0
	Total IMPACT FEES	324,979.00-	13,285.20-	4.1	27,081.58-	1,348.41-	5.0

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

140 POLICE DRUG FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
31610	LOCAL SALES TAX - CO. TRUSTEE	750.00	75.00-	10.0	62.50	0.00	0.0
35130	IMPOUNDMENT CHARGES	100.00	100.00-	100.0	8.33	100.00-	1200.5
35140	DRUG RELATED FINES	15,000.00	2,968.00-	19.8	1,250.00	998.75-	79.9
36100	INTEREST EARNINGS	200.00	0.00	0.0	16.67	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	500.00-	0.0	0.00	500.00-	0.0
	Total REVENUES	16,050.00	3,643.00-	22.7	1,337.50	1,598.75-	119.5
	EXPENDITURES						
42129	DRUG INVESTIGATION AND CONTROL	9,450.00-	1,676.45	17.7	787.50-	76.45	9.7
	Total EXPENDITURES	9,450.00-	1,676.45	17.7	787.50-	76.45	9.7
	Total POLICE DRUG FUND	6,600.00	1,966.55-	29.8	550.00	1,522.30-	276.8

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	228,538.00	29,563.47-	12.9	19,044.83	24,596.64-	129.2
36100	INTEREST EARNINGS	43,806.00	222.99-	0.5	3,650.50	32.63-	0.9
	Total REVENUES	272,344.00	29,786.46-	10.9	22,695.33	24,629.27-	108.5
	EXPENDITURES						
49000	DEBT SERVICE	511,192.00-	5,200.00	1.0	42,599.33-	0.00	0.0
	Total EXPENDITURES	511,192.00-	5,200.00	1.0	42,599.33-	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	238,848.00-	24,586.46-	10.3	19,904.00-	24,629.27-	123.7

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

412 SEWER FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
33141	ARRA ASSISTANCE - COPES CROSSING PROJECT	31,005.00	0.00	0.0	2,583.75	0.00	0.0
34900	BULK DISPOSAL FEE	400.00	0.00	0.0	33.33	0.00	0.0
36000	OTHER REVENUES	11,500.00	0.00	0.0	958.33	0.00	0.0
36100	INTEREST EARNINGS	7,000.00	663.09-	9.5	583.33	182.48-	31.3
36350	INSURANCE RECOVERIES	0.00	64,637.54-	0.0	0.00	64,637.54-	0.0
36920	SALE OF BONDS	1,844,687.00	606,451.00-	32.9	153,723.92	214,557.00-	139.6
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	17,000.00	10,755.00-	63.3	1,416.67	2,750.00-	194.1
37220	ADMINISTRATIVE FEES	12,000.00	3,075.00-	25.6	1,000.00	450.00-	45.0
37230	SEWER USER FEES	1,950,000.00	333,685.35-	17.1	162,500.00	630.02	0.4
37298	CAPACITY FEES	110,000.00	22,802.50-	20.7	9,166.67	5,712.50-	62.3
37499	COMMITMENT FEES	87,500.00	0.00	0.0	7,291.67	0.00	0.0
37995	CONNECTION FEES	7,000.00	2,100.00-	30.0	583.33	300.00-	51.4
	Total REVENUES	4,078,092.00	1,044,169.48-	25.6	339,841.00	287,959.50-	84.7
	EXPENDITURES						
49000	DEBT SERVICE	712,389.00-	96,074.28	13.5	59,365.75-	21,025.95	35.4
52117	ADMINISTRATION AND GENERAL EXPENSES	522,455.00-	122,372.14	23.4	43,537.90-	18,905.21	43.4
52210	COLLECTION	1,916,205.00-	397,199.93	20.7	159,683.77-	31,802.14	19.9
52213	SEWER TREATMENT AND DISPOSAL	763,760.00-	124,559.93	16.3	63,646.66-	12,444.86	19.6
52223	DEPRECIATION	609,590.00-	203,196.68	33.3	50,799.17-	50,799.17	100.0
58801	ARRA ASSISTANCE - COPES CROSSING PROJECT	77,512.00-	744,618.55	960.6	6,459.33-	0.00	0.0
	Total EXPENDITURES	4,601,911.00-	1,688,021.51	36.7	383,492.58-	134,977.33	35.2
	Total SEWER FUND	523,819.00-	643,852.03	122.9	43,651.58-	152,982.17-	350.5

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

416 HEALTHCARE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
36000	OTHER REVENUES	0.00	1,327.67-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	400.00	0.00	0.0	33.33	0.00	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	823,399.00	330,546.38-	40.1	68,616.58	87,717.29-	127.8
	Total REVENUES	823,799.00	331,874.05-	40.3	68,649.91	87,717.29-	127.8
	EXPENDITURES						
51520	INSURANCE EMPLOYERS SHARE	1,117,010.00-	329,926.39	29.5	93,084.16-	124,209.67	133.4
	Total EXPENDITURES	1,117,010.00-	329,926.39	29.5	93,084.16-	124,209.67	133.4
	Total HEALTHCARE FUND	293,211.00-	1,947.66-	0.7	24,434.25-	36,492.38	149.3

Summary Financial Statement
OCTOBER 31, 2010

Fiscal Year Time Lapse: 33.33

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	OCTOBER Estimate Avg/Mth	OCTOBER Actual	OCTOBER Percent Of Avg
	REVENUES						
34110	GENERAL SERVICES	300.00	25.00-	8.3	25.00	0.00	0.0
34321	CEMETERY BURIAL CHARGES	300.00	0.00	0.0	25.00	0.00	0.0
34323	GRAVE - OPENING AND CLOSING FEES	14,850.00	7,900.00-	53.2	1,237.50	2,400.00-	193.9
36100	INTEREST EARNINGS	500.00	66.22-	13.2	41.67	16.62-	39.9
36340	SALE OF CEMETERY LOTS	8,500.00	12,750.00-	150.0	708.33	0.00	0.0
	Total REVENUES	24,450.00	20,741.22-	84.8	2,037.50	2,416.62-	118.6
	EXPENDITURES						
43400	CEMETERIES	17,549.00-	12,663.71	72.2	1,462.42-	1,284.80	87.9
	Total EXPENDITURES	17,549.00-	12,663.71	72.2	1,462.42-	1,284.80	87.9
	Total HILLCREST CITY CEMETERY	6,901.00	8,077.51-	117.0	575.08	1,131.82-	196.8

G/L Month: 10 OCTOBER
Beginning Fund: 110 Beginning Function:
Ending Fund: 433 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

ORDINANCES....

FINANCE....

City of White House
White House Inn Library and Museum

MEMO

TO: Board of Mayor and Alderman

FROM: Rebecca Whipple

DATE: November 4, 2010

RE: Maintenance of Effort Agreement

Enclosed you will find a copy of the annual Maintenance of Effort Agreement. This agreement is renewed annually between the Office of the Secretary of State, Tennessee State Library and Archives, the City of White House, and the White House Inn Library notifying the State that public funds were appropriated for and expended by the Library in the previous fiscal year. It also states that this amount will be matched or exceeded during the current fiscal year. The Maintenance of Effort requires the signatures of the Mayor as well as the Library Board Chairman.

The Maintenance of Effort requirement was established to assure that local public libraries can rely on ongoing local support while receiving state and federal support through the Regional Library and the State Library and Archives. Regional Library support includes:

1. Professional and technical assistance to the library board and staff
2. A collection of materials which may be considered temporary or indefinite
3. A collection of professional materials utilized by the library board and staff
4. Assistance to city officials and the library board in developing a system of public library service
5. Annual statistical information and data
6. Workshops and training for library board and staff
7. Professional consultant services

OFFICE OF THE SECRETARY OF STATE
TENNESSEE STATE LIBRARY AND ARCHIVES
Planning and Development
2010/2011 Public Library Maintenance of Effort Agreement*

County WHITE HOUSE Region WARIOTO

Information for Regional Library Service *
The Office of the Secretary of State, Tennessee State Library and Archives, Regional Office is hereby notified that public funds were appropriated and expended in the fiscal year just completed. This amount will be matched or exceeded during the current fiscal year.

Public funds appropriated and expended for operation of local libraries. Do not include one-time expenditures or pass-through money appropriated by another county or city.

A. Appropriated and Expended by the County Commission:

COUNTY	Appropriated 2008-2009	Expended 2008-2009	Appropriated 2009-2010	Expended 2009-2010	Appropriated 2010-2011
TOTAL					

B. Appropriated and Expended by City of:

CITY	Appropriated 2008-2009	Expended 2008-2009	Appropriated 2009-2010	Expended 2009-2010	Appropriated 2010-2011
White House	$182,798.00	$182,405.36	$182,798.00	$177,668.60	$186,445.00
TOTALS	$182,798.00	$182,405.36	$182,798.00	$177,668.60	$186,445.00

C. TOTALS

	Appropriated 2008-2009	Expended 2008-2009	Appropriated 2009-2010	Expended 2009-2010	Appropriated 2010-2011
County					
City	$182,798.00	$182,405.36	$182,798.00	$177,668.60	$186,445.00
TOTALS	$182,798.00	$182,405.36	$182,798.00	$177,668.60	$186,445.00

D. Official Signatures

Mayor, City of White House Date

Chair, White House Inn Library Board Date

For Regional Office Use Only

I have reviewed this document and find the information correct

Signature _____ Date _____

Warioto Regional Library Director

Additional notes:

***This document will be signed where applicable and will be returned to TSLA, Planning and Development each year as soon as budget information is available. (Revised December, 2003)**

City of White House
TENNESSEE

Memo

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

FROM: Bill K. Crusenberry, Director of Wastewater

DATE: November 7, 2010

SUBJECT: CWA 2009-246 Cope's Crossing Lift Station Change Order #4

I recommend approval of Change Order #4.

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

McGill
ASSOCIATES

November 5, 2010

Bill Crusenberry
Director of Wastewater
City of White House
105 College Street
White House, Tennessee 37188

RE: Recommendation of Change Order No. 4

Dear Bill:

We hereby recommend the attached Change Order No. 4, which includes the addition of 90 days of contract time to the project. The 90 days of additional contract time is granted for delays to the Contractor for interferences with White House Utilities District water lines discovered during the installation of the project sewer lines. The Original Contract Completion date was July 15, 2010. The revised Contract Completion Date after this Change Order is March 2, 2011. The Contract Price for the work is not changed as a result of this change order.

Should you have any questions or need any additional information, please contact me at your convenience.

Sincerely,
McGILL ASSOCIATES, P. A.

Benjamin R. Simerl
Project Manager

Enclosure
06608/letters/bc05nov10.doc

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

Change Order
No. 4

Date of Issuance: _____ Effective Date: _____

Project: Copes Crossing Sewage Pumping Station, Gravity Sewer, and Force Main	Owner: City of White House	Owner's Contract No.:
Contract:		Date of Contract: 01/27/2010
Contractor: Cook Utility Construction, Inc.		Engineer's Project No.: 06608

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Addition of Contract Time for delays due to water line interferences with sewer .

Attachments: (List documents supporting change):

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price:	Original Contract Times: ☐ Working days ☐ Calendar days
	Substantial completion (days or date): 7/15/10
$893,022.60	Ready for final payment (days or date): 7/15/10
Increase from previously approved Change Orders No. 1 to No. 2:	Increase from previously approved Change Orders No. 1 to No. 3:
	Substantial completion (days): 120
$101,000.00	Ready for final payment (days): 120
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
	Substantial completion (days or date): 12/02/10
$1,061,917.60	Ready for final payment (days or date): 12/02/10
Increase/Decrease of this Change Order:	Increase of this Change Order:
	Substantial completion (days or date): 90 days
$0.00	Ready for final payment (days or date): 90 days
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
	Substantial completion (days or date): 03/02/2011
$1,061,917.60	Ready for final payment (days or date): 03/02/2011

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____	By: _____	By: _____
Engineer (Authorized Signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Date: 11/5/10	Date: _____	Date: _____

Approved by Funding Agency (if applicable): _____ Date: _____

City of White House

Parks, Recreation & Cultural Arts

105 College Street
White House, TN 37188
Phone: 615.672.4350 x.2114
Fax: 615.616.1057

Ashley Smith
Director

Linda Brooks
Office Administrator

Allison Green
Recreation Superintendent

Steven Russell
Parks Maintenance Supervisor

MEMORANDUM

Date: 11/8/10

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

From: Ashley Smith, Director of Parks and Recreation

Re: Senior Trip to Chicago, May 2011

The Senior Trip to Chicago in May 2011 is recommended for approval. Diamond Tours won the bid for the price of $409.00 per person. The cost covers five days and four nights, meals, guided tour, and other attractions. The seniors will pay their part up front and the City will pay Diamond Tours. If 35 seniors sign-up, one complimentary trip is paid for Senior Center Coordinator, Vicky Russell, to organize and chaperone. If you have any questions about the trip, please let me know. Thanks.

CITY OF WHITE HOUSE

Administrator for City's Dental Plan

RFP	DIAMOND TOURS	GRAYLINE TOURS OF NASH.					
SENIOR TRIP TO CHICAGO, MAY 2011	12651 MCGREGOR BLVD	2416 MUSIC VALLEY DR					
OPENING: Oct. 19th, 2010	FORT MYERS, FL 33919	NASHVILLE, TN 37214					
SPECIFICATIONS:	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
SENIOR TRIP TO CHICAGO, MAY 2011 TO INCLUDE 5 DAYS, 4 NIGHTS, MEALS, GUIDED TOUR,OTHER ATTRACTIONS OR TOURS	$409.00 PER PERSON	$630.00 PER PERSON					
HOW MANY PAID CUSTOMERS FOR A COMPLIMENTARY TRIP?	MUST HAVE 35 PAID CUSTOMERS FOR A COMPLIMENTARY TRIP	MUST HAVE 35 PAID CUSTOMERS FOR A COMPLIMENTARY TRIP					
Delivery							
Totals	409.00 PER PERSON	630.00 PER PERSON	$0.00				

November 8, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Charlotte Soporowski, Finance Director CKS

CC: Angie Carrier, City Administrator

Re: Contract to Audit Accounts

The following document is the "Contract To Audit Accounts" of the City of White House, Tennessee, as provided by Crosslin & Associates. This is a standard document that is required by the Comptroller of the Treasury.

Staff recommends approval of this contract, which will serve as a continuation of the request for proposal approval from last year. Upon the Board's approval of this contract, the Finance Director will execute the contract in the Comptroller's new Contract and Report System (CARS) on-line system, as required. Should you have any questions about this contract, or the audit process please let me know.

CONTRACT TO AUDIT ACCOUNTS
OF
City of White House

FROM July 01, 2009 TO June 30, 2010

This agreement made this **21st** day of **October 2010**, by and between **Crosslin and Associates, PC**, **2525 West End Avenue, Suite 1100, Nashville, TN 37203-1741**, hereinafter referred to as the "auditor" and **City of White House**, of **105 College Street, White House, TN 37188**, hereinafter referred to as the "organization", as follows:

1. In accordance with the requirements of the laws and/or regulations of the State of Tennessee, the auditor shall perform a financial and compliance audit of the financial statements of all funds of the organization for the period beginning **July 01, 2009**, and ending **June 30, 2010** with the **exception of the funds (if any) listed below:**

2. The auditor shall conduct the audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States and requirements prescribed by the Comptroller of the Treasury, State of Tennessee, as detailed in the *Audit Manual*. If applicable, the audit is to be conducted in accordance with the provisions of the Single Audit Act and U.S. Office of Management and Budget (OMB) *Circular A-133*. The audit is also to be conducted in accordance with any other applicable federal management circulars. It is agreed that this audit will conform to standards, procedures, and reporting requirements established by the Comptroller of the Treasury. It is further agreed that any deviation from these standards and procedures will be approved in writing by the Comptroller of the Treasury prior to the execution of the contract. The interpretation of this contract shall be governed by the above-mentioned publications and the laws of the State of Tennessee.

3. The auditor shall, as part of the written audit report, submit to the organization's management and those charged with governance:

- a report containing an expression of an unqualified or modified opinion on the financial statements, as prescribed by the *Audit Manual*. This report shall state the audit was performed in accordance with *Government Auditing Standards*, except when a disclaimer of opinion is issued. If the organization is a component unit or fund of another entity, it is agreed that: (a) the financial statements may be included in the financial statements of the other entity; (b) the principal auditor for the other entity may rely upon the contracted auditor's report; (c) any additional information required by the principal auditor of the other entity will be provided in a timely manner.

- a report on the internal control and on compliance with applicable laws and regulations and other matters. This report shall be issued regardless of whether the organization received any federal funding. Audit reports of entities which are subject to the provisions of the Single Audit Act and *OMB Circular A-133* shall include the additional report required by that circular. The reports will set forth findings, recommendations for improvement, concurrence or nonconcurrence of appropriate officials with the audit findings, comments on corrective action taken or planned, and comments on the disposition of prior year findings.

4. If a management letter or any other reports or correspondence relating to other matters involving internal controls or noncompliance are issued in connection with this audit, a copy shall be filed with the Comptroller of the Treasury. Such management letters, reports, or correspondence shall be consistent with the findings published in the audit report (i.e., they shall disclose no reportable matters or significant deficiencies not also disclosed in the findings found in the published audit report).

5. The auditor shall file **one** (1) electronic copy of said report with the Comptroller of the Treasury, State of Tennessee. The auditor shall furnish **20** printed copies and/or an electronic copy of the report to the organization's management and those charged with governance. It is anticipated that the auditor's report shall be filed prior to **December 31, 2010**, **but in no case, shall be filed later than six (6) months following the period to be audited, without prior written explanation to the Comptroller of the Treasury, State of Tennessee and the organization.** Requirements for additional copies, including those to be filed with the appropriate officials of granting agencies, are listed below:

6. The auditor agrees to retain working papers for no less than five (5) years from the date the report is received by the Department of Audit. In addition, the auditor agrees that all audit working papers shall, upon request, be made available in the manner requested by the Comptroller for review by the Comptroller of the Treasury or the Comptroller's representatives, agents, and legal counsel, while the audit is in progress and/or subsequent to the completion of the report. Furthermore, at the Comptroller's discretion, it is agreed that the working papers will be reviewed at the office of the auditor, the entity, or the Comptroller and that copies of the working papers can be made by the Comptroller's representatives or may be requested to be made by the firm and may be retained by the Comptroller's representatives.

Continued on next page --->>>

7. Provisions for reporting fraud:

Any reasonable suspicion of fraud, such as defalcation, misappropriation, misfeasance, malfeasance, embezzlement or other illegal acts shall be reported by the auditor, **in writing immediately upon discovery**, to the Comptroller of the Treasury, State of Tennessee, who shall under all circumstances have the authority, at the discretion of the Comptroller, to directly investigate such matters. If the circumstances disclosed by the audit call for a more detailed investigation by the auditor than necessary under ordinary circumstances, the auditor shall inform the organization's management and those in charge of governance in writing of the need for such additional investigation and the additional compensation required therefor. Upon approval by the Comptroller of the Treasury, an amendment to this contract may be made by the organization's management and those charged with governance and the auditor for such additional investigation.

8. (Special Provisions)

9. In consideration of the satisfactory performance of the provisions of this contract, the organization shall pay to the auditor a fee of (Fees may be fixed amounts or per diem.) (Fixed Amount: **$44125**) or (Estimated gross fee:)

(If per diem, an estimated gross fee should be furnished to the governing unit for budgetary purposes. A schedule of such per diem fees should be set forth below. Interim billings may be arranged with consent of both parties to this contract.) Provision for the payment of fees under this agreement has been or will be made by appropriation of management and those charged with governance.

SCHEDULE OF PER DIEM FEES:

10. As the authorized representative of the firm, I do hereby affirm that:

- our firm and all individuals participating in the audit are in compliance with all requirements of the Tennessee State Board of Accountancy and;
- our firm has part has participated in an external quality control review at least once every three (3) years, conducted by an organization not affiliated with our firm, and that a copy of our most recent external quality control review report has been provided to the organization, and the office of the Tennessee Comptroller of the Treasury approving this contract;
- all members of the staff assigned to this audit have obtained the necessary hours of continuing professional education required by *Government Auditing Standards*.
- all auditors participating in the engagement are independent under the requirements of the American Institute of Certified Public Accountants and *Government Auditing Standards*.

11. This writing, including any amendments, contains all terms of this contract. There are no other agreements between the parties hereto and no other agreements relative hereto shall be enforceable, unless entered into in accordance with the procedures set out herein and approved by the Comptroller of the Treasury, State of Tennessee. All parties agree that the digital signatures, that is, the electronic signatures applied by submitting the contract, are acceptable as provided for in the Uniform Electronic Transaction Act. Any paper documents submitted related to this contract will be converted to an electronic format and such electronic document(s) will be treated as the official document(s). All electronic documents should be indistinguishable from paper documents and should comply with the requirements of the *Audit Manual*.

Crosslin and Associates, PC

Audit firm

Governmental Unit or Organization

By Rich Lockwood
Signature

By
Signature

Title/Position: **Audit Director**

E-mail address: **dell.crosslin@crosslinpc.com**

Date: **October 21, 2010**

Title/Position:

E-mail address:

Date:

Approved by the Comptroller of the Treasury, State of Tennessee

For the Comptroller:

By

Date:

Amanda Priest

From: Shannon Mason [shannon@sherrillmorgan.com]
Sent: Tuesday, November 09, 2010 11:31 AM
To: Amanda Priest
Cc: Mark Morgan
Subject: Dental Bid Recommendation
Follow Up Flag: Follow up
Flag Status: Blue
Attachments: f3057.pdf

Amanda,

Per your and Angie's request, I am attaching the Delta Dental Bid Sheet.

It is our recommendation at Sherrill Morgan that City of White House award the Dental contract effective December 1, 2010 to Delta Delta and we have confirmed they have complied with the requests in the RFP and supplied the GEO Access, Sample Administration Agreement, Sample billings and EOBs, References, Background information, systems information and completed Questionaire. They have met the time and sealed bid requirements and the dental network will be the same as the city was using prior to 7-1-10.

As mentioned, the only other bid that met the time and sealed bid requirments was North America Administrators, your incumbent dental administrator, and they have not performed good customer service on the dental administration and do not have a dental network for use by the city, each being a requirement of the RFP.

If you have any questions about this bid or the information provided, please feel free to let me know. If you could also let me know when a contract is approved and awarded, I will be sure to get the implementation process started.

Thank you and I look forward to speaking to you soon.

Best Regards,

Shanon Mason

Shannon Mason, RHU, REBC, MBA
Benefits Consultant
SHERRILL MORGAN
502-690-5517 Phone
502-379-2842 Cell
Shannon@sherrillmorgan.com
Please visit us at www.SherrillMorgan.com

DELTA DENTAL

Delta Dental Reply

5. Additional Quote Requirements for Dental Vendors

****Please attach this form to the front of your proposal****

ATTACHMENT TO RFP: ADMINISTRATIVE SERVICES

Dental Services Administrator: _Perry Baines_Delta Dental Of Tennessee__
*Contact Information: _615-742-6905_pbaines@deltadentaltn.com_*

- ***This form must be completed** according to how administrative fees are applicable to your organization.*
- *All rates should be provided as a **PEPM (per employee per month) charge** unless otherwise indicated.*
- *If not applicable or no fee, please indicate accordingly*

Base Dental Administration	*_$6.63_per employee/month_____*
COBRA Administration	*_$1.05 per employee/month__*
HIPAA Administration	*_Included_____*
Dental PPO Administration/Coordination Fee	*_Included_____*
Dental PPO Access Fee	*_Included_____*
Dental Run-In Fee	*_Included_____*
Other Fees _____	*_Commission_____*
TOTAL MONTHLY FEES	*_Exhibit #4 before commissions_*
Other Annual Fees (if applicable)	*_None _____*
Setup (One time fee)	*_Included _____*
Are on-line administrative services available?	*_Included _____*
Is a copy of your Dental EOB included?	*_Yes_____*
Is a copy of your contract for services included?	*_Yes_____*
Rate guarantees (please specify)	*_ 12/1/2010 thru 11/30/2011__*

CITY OF WHITE HOUSE

Administrator for City's Dental Plan

BID# 10-1005PK-A	North America Administrators	Delta Dental					
ADMINISTERING CITY'S DENTAL PLAN	1826 Elm Hill Pike	240 Venture Circle					
OPENING: November 8th, 2010	Nashville, TN 37210	Nashville, TN 37228					
SPECIFICATIONS:	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
Administrative cost per employee per month base	$2.75	$6.63					
COBRA Administration		$1.05					
Delivery							
Totals	$2.75	$7.68					

OTHER BUSINESS…

November 3, 2010

MEMORANDUM

To: Board of Mayor and Aldermen

From: Amanda Priest, City Recorder

Re: Good Moral Character Application

The City has received an application for Liquor Permit from Joseph Mark Janco of That Steak Place, Inc. His permit application and his background information are in the packet for your review. The applicant did not have any items on his record that would disqualify the restaurant from being a permit holder through the State.

T.C.A. 57-4-201 (b) (2) states that, "No license may be granted hereunder to any establishment when any person, firm, or corporation having at least a five percent (5%) ownership interest in the establishment has been convicted within ten (10) years prior to the application for a license hereunder of a violation of the laws governing the sale or manufacture of alcoholic beverages or of any felony."

The applicant has been asked to attend the Board of Mayor and Alderman meeting should you have any questions.

DISCUSSION ITEMS....

(1) Those duties set forth in § 6-4-101, if the board does not appoint a city administrator or if someone else is not designated by the board to perform those duties.

(2) (A) Employ, promote, discipline, suspend and discharge all employees and department heads, in accordance with personnel policies and procedures, if any, adopted by the board;

(B) Nothing in this charter shall be construed as granting a property interest to employees or department heads in their continued employment;

(3) Act as purchasing agent for the municipality in the purchase of all materials, supplies and equipment for the proper conduct of the municipality's business; provided, that all purchases shall be made in accordance with policies, practices and procedures established by the board;

(4) Prepare and submit the annual budget and capital program to the board for their adoption by ordinance; and

(5) Such other duties as may be designated or required by the board. [Acts 1991, ch. 154, § 1; Acts 1992, ch. 612, § 8; Acts 1997, ch. 27, §§ 1, 3.]

6-3-107. Vicemayor–Vacancies in office.--(a) The board shall elect an alderman to the office of vicemayor who shall serve as mayor when the mayor is absent or unable to discharge the duties of the mayor's office, and, in case of a vacancy in the office of mayor, until the next regular municipal election.

(b) (1) By affirmative vote of a majority of the remaining members, the board shall fill a vacancy in the office of alderman for the unexpired term, but any portion of an unexpired four-year term for alderman or mayor that remains beyond the next municipal election shall be filled by the voters at that election, if the vacancy occurs at least twenty (20) days before the latest time for filing nominating petitions for candidates in that election.

(2) All such elections by the board shall be made by voice vote, on the calling of the roll. If a tie vote occurs in filling a vacancy on the board, the presiding officer shall vote a second time to break the tie. [Acts 1991, ch. 154, § 1; Acts 1992, ch. 612, § 9.]

6-3-108. Duties of the board.--In the absence of the mayor and vice-mayor, the board may elect an alderman to act as presiding officer. [Acts 1991, ch. 154, § 1; Acts 1997, ch. 27, § 2.]

6-3-109. Compensation.--(a) The compensation of all officers shall be established in the ordinance adopting the annual budget and capital program.

(b) The compensation of the mayor may not be diminished during the mayor's term of office. [Acts 1991, ch. 154, § 1.]

November 8, 2010

MEMORANDUM

To: Board of Mayor and Alderman

From: Amanda Priest, City Recorder AP

Re: National Citizen Survey Custom Questions

We are currently preparing for this year's National Citizen Survey. As a City we can submit three custom questions. Please let us know if there are any areas that you are interested in creating this year's custom questions. Below is a list of our previous National Citizen Survey's custom questions.

1. Please rate how important you think each of the investments is for the City of White House:
    a. Investment in open space
    b. Investment in programs for youth and seniors
    c. Investment in public safety
    d. Investment in sidewalks
    e. Investment in technology
    f. Investment in energy efficiency

2. To what extent do you agree or disagree with this statement: "When faced with opportunities for new development in the City of White House, the preservation of our small town atmosphere should be the top priority."

3. Please rate how important each of the following areas is for Open Space spending:
    a. Preserving or acquiring open space in urban areas
    b. Providing trails
    c. Preserving agricultural ranch lands
    d. Preserving public access to open space
    e. Providing neighborhood parks/athletic fields
    f. Protecting wildlife habitat

November 8, 2010

MEMORANDUM

To: Board of Mayor and Alderman

From: Amanda Priest, City Recorder

Re: April 2011 Board of Mayor and Alderman Meeting

The April 2011 Board of Mayor and Alderman Meeting falls on April 21st. City offices will be closed on this day in observance of Good Friday.

OTHER INFORMATION....