CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
March 17, 2011
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 February 17, 2011 meeting.

6. Welcome Visitors

7. Public Hearings

    a. **Ordinance 11-05** - An ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board, Section 2-105. *Second Reading.*

8. Communication from Mayor, Aldermen, and City Administrator

9. Acknowledge Reports

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

10. Consideration of the Following Resolutions:

    a. **Resolution 11-03** - A resolution approving certain amendments and revisions to the personnel manual.

    b. **Resolution 11-04** - A resolution establishing a revised schedule of fees for Parks and Recreation Co-Sponsored Leagues.

11. Consideration of the Following Ordinances:

    a. **Ordinance 11-05** - An ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board, Section 2-105. *Second Reading.*

b. **Ordinance 11-06** - An ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board. *First Reading.*

12. Finance

a. To approve and adopt or reject the Fiscal Year Ending 2010 audit report presented by Crosslin & Associates.

b. To approve or reject Reynolds Electrical Contractors, LLC bid for the Municipal Park Electrical Panel Replacement.

c. To approve or reject SHERRILL MORGAN's recommendation for health administrative services provider.

13. Other Business

a. Board Appointments

i. Beer Board

1. Farris H. Bibb, Jr. - Reappointing - Expires with Term

ii. Board of Zoning Appeals

1. John Decker - Replacing Mike Arnold - Expires with Term

iii. Leisure Services Board

1. Farris H. Bibb, Jr. - Reappointing - Expires with Term
2. Mike Arnold - Replacing John Decker - Expires with Term

iv. Library Board

1. Dave Paltzik - Replacing Jim Bracey - Expires with Term

v. Planning Commission

1. Mike Arnold - Reappointing - Expires with Term

vi. Museum & Welcome Center Board

1. John Decker - Reappointing - Expires with Term

14. Discussion Items

a. Church of Christ Spring Street Request

15. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
February 17, 2011
7:00 p.m.

1. Call to Order by the Mayor

   Meeting was called to order by Mayor Arnold at 7:00 p.m.

2. Prayer / Pledge

   Prayer and Pledge to the American Flag by Vice-Mayor Bibb.

3. Roll Call

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

4. Adoption of the Agenda

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

5. Approval of Minutes of the January 24, 2011 meeting.

   Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **January 24, 2011 minutes were adopted.**

6. Welcome Visitors

   Mayor Arnold welcomed all visitors.

7. Public Hearings

   a. **Ordinance 11-01** - An ordinance establishing the White House Planning Commission as the City's Design Review Commission. *Second Reading.*

      No one spoke for or against.

   b. **Ordinance 11-02** - An ordinance amending the Municipal Zoning Ordinance by amending Article V, Zoning Districts. *Second Reading.*

      No one spoke for or against.

c. **Ordinance 11-03** - An ordinance amending the Zoning Map for the rear portion of properties referenced as Robertson County Tax Map 107 G, Group A, Parcels 45 and 48 from R-20, Low Density Residential to C-1, Central Business District Commercial. *Second Reading.*

No one spoke for or against.

d. **Ordinance 11-04** - An ordinance adopting a digital format Zoning Map. *Second Reading.*

No one spoke for or against.

8. Communication from Mayor, Aldermen, and City Administrator

City Administrator Angie Carrier provided a reminder that Monday, February 21st was President's Day and City offices would be closed.

9. Acknowledge Reports

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

Motion was made by Ald. Bibb, second by Ald. 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.**

10. Consideration of the Following Resolutions:

a. **Resolution 11-02**- A resolution to authorize retirement credit for military service rendered in the armed forces of the United States during the Persian Gulf War in accordance with Title 8 Section 34 through 37 of the Tennessee Code Annotated.

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Resolution 11-02 was approved.**

11. Consideration of the Following Ordinances:

a. **Ordinance 11-01** - An ordinance establishing the White House Planning Commission as the City's Design Review Commission. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker – aye; Ald. Hutson – aye; Mayor Arnold – aye. Motion was approved. **Ordinance 11-01 was**

approved on Second Reading.

b. **Ordinance 11-02** - An ordinance amending the Municipal Zoning Ordinance by amending Article V, Zoning Districts. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker – aye; Ald. Hutson – aye; Mayor Arnold – aye. Motion was approved. **Ordinance 11-02 was approved on Second Reading.**

c. **Ordinance 11-03** - An ordinance amending the Zoning Map for the rear portion of properties referenced as Robertson County Tax Map 107 G, Group A, Parcels 45 and 48 from R-20, Low Density Residential to C-1, Central Business District Commercial. *Second Reading.*

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker – aye; Ald. Hutson – aye; Mayor Arnold – aye. Motion was approved. **Ordinance 11-03 was approved on Second Reading.**

d. **Ordinance 11-04** - An ordinance adopting a digital format Zoning Map. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker – aye; Ald. Hutson – aye; Mayor Arnold – aye. Motion was approved. **Ordinance 11-04 was approved on Second Reading.**

e. **Ordinance 11-05** - An ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board, Section 2-105. *First Reading.*

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Ordinance 11-05 was approved on first reading.**

12. Finance

a. To approve or reject Public surplusing the 1993 Ford F150, 1993 Recycle Trailer, and Bushmaster Skid Steer Front Mower Attachment. The Public Works Interim Director recommends surplusing the items.

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **The surplusing of the requested items was approved.**

b. To approve or reject CWA 2009-246/CWSRF 2010-256 Cope's Crossing Lift Station Change Order #6. The Wastewater Director recommends approving the change order.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Cope's Crossing Lift Station Change Order #6 was approved.**

c. To approve or reject Utilities Reduction Specialists, Inc.'s bid for the utility and telecommunications audit. The Finance Director recommends approving the bid.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Utilities Reduction Specialists, Inc.'s bid was approved.**

d. To approve or reject purchasing from the State wide contract a new Ford 250 4X4 for $25,327.00. The Wastewater Director recommends approving the purchase.

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **The purchase of a new Ford 250 4X4 was approved.**

13. Other Business

a. To approve or reject an interlocal agreement to establish a water supply board for the utilities operating in Robertson County, Tennessee.

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **The interlocal agreement was approved.**

b. Board Appointments

i. Library Board - Shane Matthews - to complete Phil Minnicks term - June 2012

Shane Matthews was appointed to the Library Board to complete Phil Minnicks term expiring June 2012.

ii. Leisure Services Board - Denis Godek - to complete Carolyn Leftwich term - June 2013

Denis Godek was appointed to the Leisure Services Board to complete Carolyn Leftwich's term expiring June 2013.

c. Board of Mayor and Alderman Appointment to Fill Vacancy in Ward 3 - to complete Mike Arnold term-January 2013

Motion was made by Ald. Decker to nominate Dave Paltzik, second by Ald. Bibb. A voice vote was called for with all members voting aye. **Dave Paltzik appointed to fill vacancy in Ward 3.**

14. Discussion Items

15. Adjournment

Meeting was adjourned at

_____
Mike Arnold, Vice-Mayor

ATTEST:

_____
Amanda Priest, City Recorder

REPORTS....

City of White House
General Government Department
February 2011

Administration

The City Administrator met this month with all Sumner County ECD officials and with Forward Sumner to give input on the future role of Forward Sumner in economic and community development. This meeting was very productive and everyone was upfront and candid in their conversations. The Board of Mayor and Aldermen were copied on the correspondence and notes of the meeting.

The White House Chamber of Commerce hosted one more WHIRL Luncheon at Granny's. This gives industries and city officials time to chat and discuss current events. In relation to this meeting, the wage and labor survey is being prepared for our existing industries that have chosen to participate along with other participating companies in both Robertson and Sumner counties.

The Planning Director and City Administrator met with the Church of Christ to discuss the issue on the agenda this month in relation to Spring Street. We asked them to report on the history of the Church property and discussion that occurred throughout the history of the relationship with the City and the Church. The agenda materials will give more detail.

All Sumner County ECD officials were invited to attend the Goodlettsville Chamber of Commerce meeting by Tom Tucker, the Economic Development Director for Goodlettsville. Their speaker was Derek Young, president of Young Motivational Group. He was very entertaining and informative to discuss personalities and different ways of motivating and giving "constructive feedback".

The Shopping Center Group consultant, Lacy Beasley met with the City Administrator to discuss more detailed reports requested to prepare for the upcoming ICSC conference in May.

This month ended tragically with the loss of one of our own, John Bosch. John had been with the city for three years and was loved by his co-workers. This last week has been very difficult for his friends here at the City. Please keep John's family and friends in your prayers and thanks for all of your support and understanding.

City of White House
General Government Department
February 2011

Website Management			
	February	**FY 10 - 11**	**FY 09 - 10**
Number of Internal Requests for Website Updates	9	83	73
Visits	6,209	57,321	89,307

Our city website has had 6,209 visits during the month of February, which was a decrease of 698 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	2,924
Gallatin, TN	298
Hendersonville, TN	254
White House, TN	163
Franklin, KY	161
Brentwood	97
Clarksville	68
Madison	53
Knoxville	53
Williamson County	46

Did you know 35% of this month's visitors accessed the City's website directly and 37% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 51% and 49% of visitors were new to the website. Our website was accessed by visitors in 50 different countries from around the world.

City of White House
Finance Department
February 2011

Finance Section

February officially rounded out property tax season with a record number of walk-in and on-line payments in the last few days. At the close of February, 89% of the tax base has been paid. This leaves 11% outstanding, which puts us in a much better position than at this point last year when there were 21% of the taxes outstanding.

The Finance Director was extremely busy in February with the budget schedule kicking into full gear, and the first set of budget files being distributed to the departments. Performance evaluations were also completed and submitted to HR during February, and there was additional work with the auditors to finalize the audit.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Account Balance
General Fund	$1,804,459.79	$1,785,491.76
Sanitation	$158,850.19	$270,546.84
Wastewater	$148,610.11*	$1,001,089.42

- All Fund Balances are bank balances reported as of March 8, 2011.
- *The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at $171,129.19.

Payroll

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular 1 Special Payroll for holiday adjustment on one employee	2 paper checks 202 direct deposits	2 Retroactive Adjustments, one TCRS refund and one rate change	0 Voids

Accounts Payable

	February	FY	Last February	Last FY
Total Invoices Processed	323	2,428	313	2,362

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	312	13	19	7	79	5	9	10	18	20	15	507
Customers	340	3	1	2	4	0	0	1	0	1	14	366

City of White House
Finance Department
February 2011

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
Calls	2	9	106	131	61	3	312
Customers	0	0	289	39	12	0	340

Purchase Orders

Codes	5	$654.97
Fire	9	$3,745.06
Police	20	$3,041.19
Human Resources	2	$416.75
Engineering	3	$1,099.62
Administration	3	$1,534.42
Finance	8	$585.34
Court	1	$32.56
Library	6	$637.40
Waste Water	28	$23,759.57
Public Works	4	$426.70
Sanitation	10	$5,996.08
Parks	19	$4,149.18
Bldg. Maintenance	2	$599.47
Cemetery	0	$0.00
Total	120	$46,678.31
Void	3	

	NUMBER OF PO'S	Value of PO's
PURCHASE ORDERS $0-$999	109	$22,905.91
PURCHASE ORDERS $1000-$9999	11	$23,772.40
PURCHASE ORDERS OVER $10,000	0	$0.00
Total	120	$46,678.31

Emergency Purchase Orders – February

Number	Vendor	Items	Amount	Nature of Emergency	Department
14753E	Stansell Electric	Repair	$824.22	Signal repair, Friday night call out	Engineering

Business License Activity

Opened	Closed	
3	0	
Cumulative Information		
Class	Total Licenses	Delinquencies
1	48	44
2	138	70
3	279	170
4	208	133
Total	673	417
Delinquency Rate		62%

City of White House
Finance Department
February 2011

Municipal Court – Citations disposed either through court or payment

Description	Total Charges
Child Restraint 4-15 (1st Offense)	0
Child Restraint-under 4	1
Anti-Noise Regulations	0
Improper Backing	0
Failure to Yield Right of Way	2
Financial Responsibility Law	31
Following Too Closely	0
Motor Vehicle Requirements	1
Improper Passing	0
Drivers Exercise Due Care	1
Codes Violations/Animal Control	0
Drivers License Law	3
Stop Signs	7
Open Container Law	0
Parking Violation	1
Vehicle Registration Law	7
Seat Belt Violation – 18 and Older	10
Speeding	40
Careless Driving	2
Disobedience to Traffic Control Device	3
Enter Access Roadway	0
Total	109

Municipal Court – Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	56
Guilty as Charged	10
Dismissal	4
Dismissed upon presentation of insurance	17
Not Guilty	0
Dismissed to Traffic School	1
Dismissed with Costs and Fines	18
Dismissed with Costs	3
Dismissed with Fines	0
Case Transferred to County	0
Dismissed with Public Service	0
Total	109

City of White House
Human Resources Department
February 2011

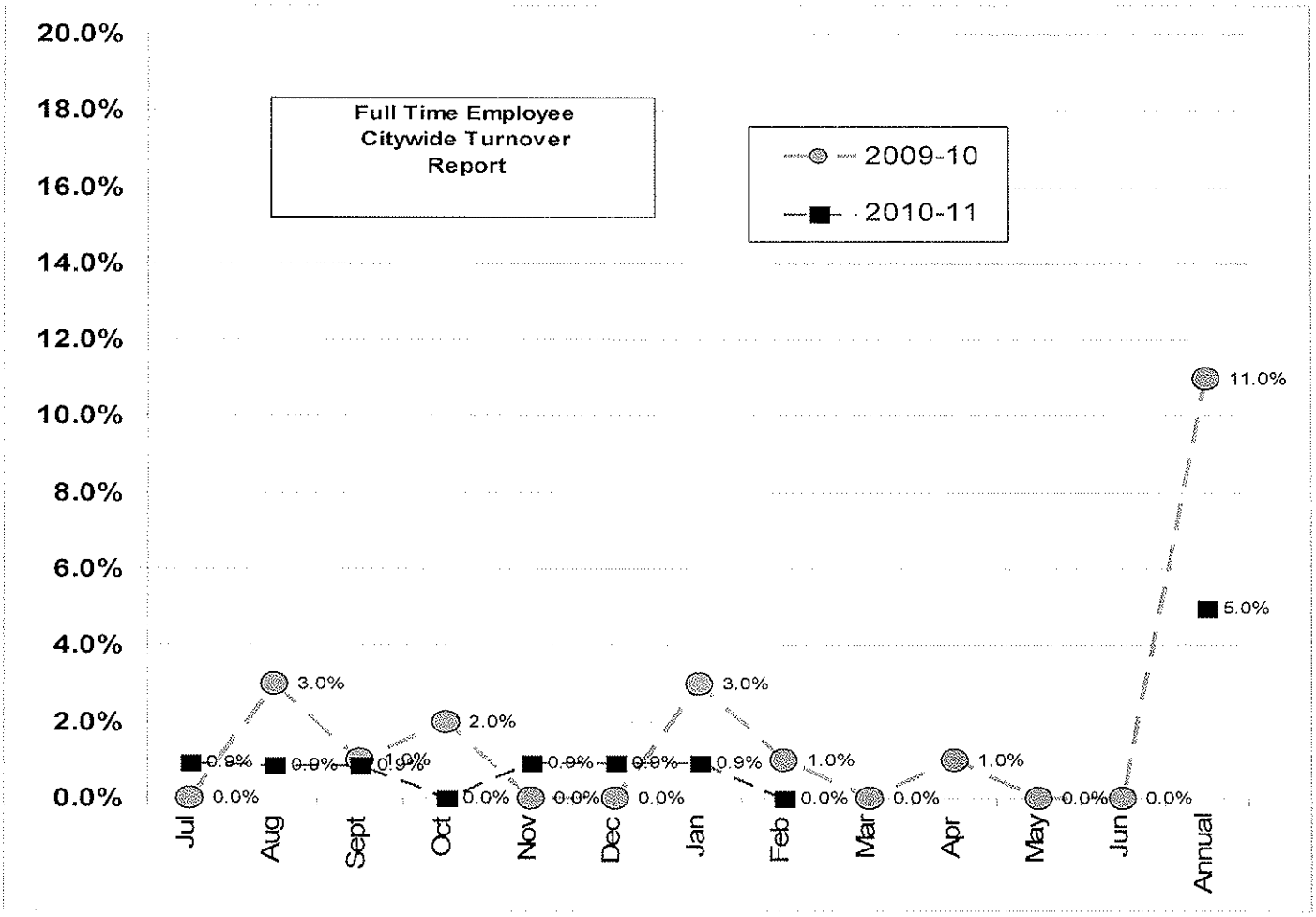
Human Resources

- Continued performance appraisal process, including continued training of staff
- Developed a formula by which to disburse merit funds
- Updated forms and handbook on employee intranet
- Assisted broker in bid process
- Worked with MTAS to develop on-site training

Key Performance Indicators (Performance Measurements)

Citywide Turnover

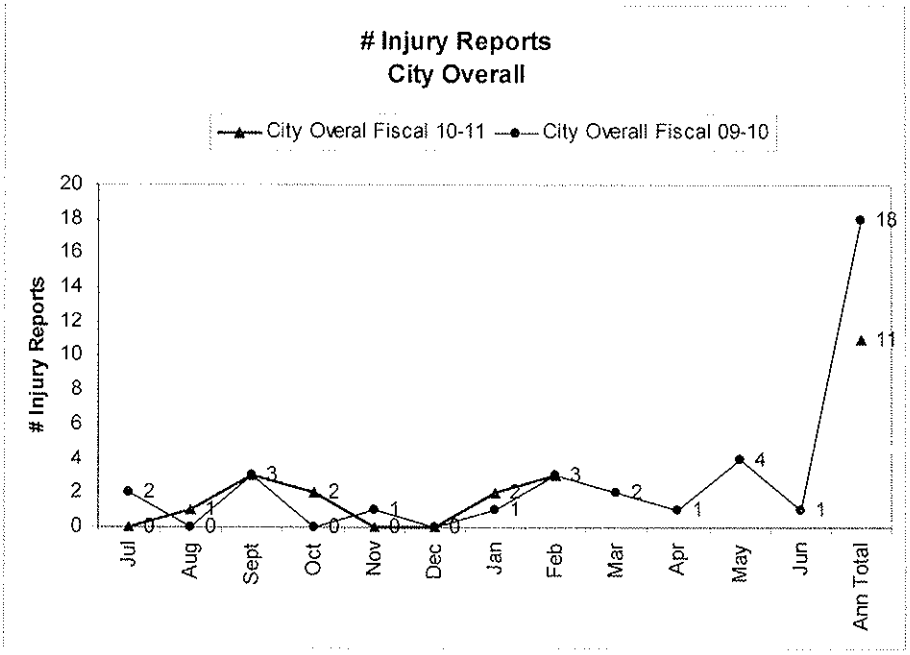
- Turnover overall for month of February 2011 was **0%**, down from February 2010 **(1%)**.



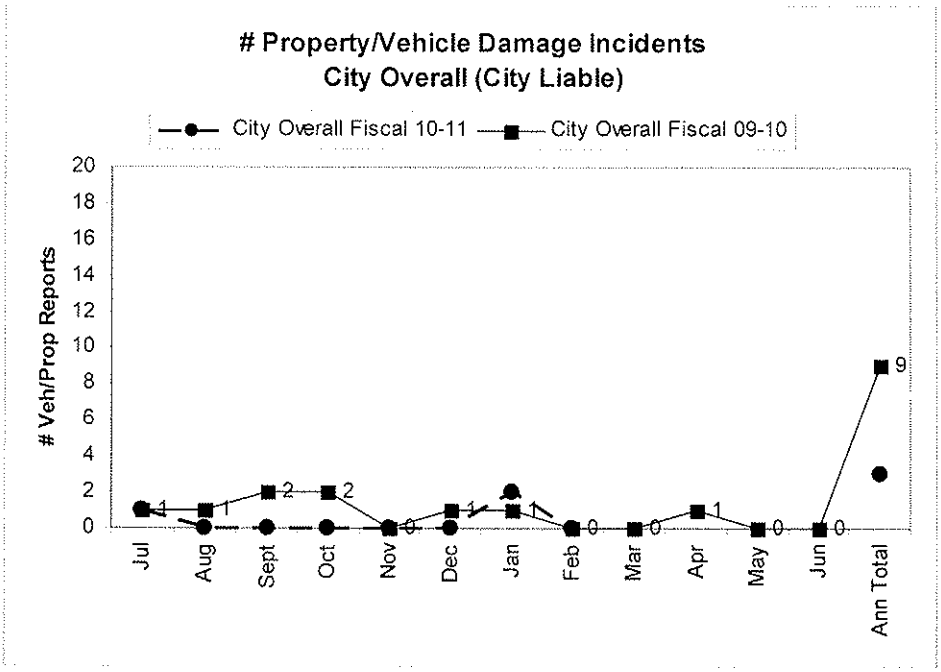
City of White House
Human Resources Department
February 2011

Safety

- Accidents resulting in injury in February 2011 were **3**, an increase from February 2010 (**2**).



- Vehicle/Property damage for the month of February 2011 was **0**, a decrease from February 2011 (**2**).



City of White House
Police Department
February 2011

Departmental Highlights

- The Citizens Police Academy began on Tuesday, February 22nd. We have a total of twenty-six citizens attending.

Meetings/Civic Organizations

- Chief Herman attended the following meetings in February: Beer Board Meeting, Tennessee Association Chief's of Police (TACP), GIS Presentation (Mapping), Vehicle Expo (along with Captain Ring and Sergeant Hunter), Sumner County Drug Task Force, Relay for Life Chili Cook-off (Chief Herman was a judge.), Board of Mayor and Alderman, and Tennessee Crime Prevention Coalition.
- Captain Mingledorff attended the following meetings in February: Chamber of Commerce (preparation and set-up), Rotary Club (February 3rd, 17th, and 24th) and Safety Committee Meeting.
- Sergeant Enck attended the Anti-Drug Coalition meeting on February 1st.

Police Department Administration Performance Measurements

1. ***Achieve accreditation from the Tennessee Law Enforcement Accreditation program by June 3, 2013.*** This is ongoing. Policies are being reviewed and standard files are beginning to be put together. We have met benchmark reporting requirements.

2. ***Acquire grant funds to unfreeze the police patrol officer position.*** The City Administrator has determined that the position could be unfrozen. Interviews are to take place in March.

3. ***Maintain or reduce TBI Group A offenses at the three-year average of 74 per 1, 000 population during the calendar year of 2010.***

Group A Offenses **Serious Crime Reported**	February 2011	Per 1,000 Pop	Total 2011	Per 1,000 Pop
Crimes Against Persons	4	<1	24	2
Crimes Against Property	18	2	60	6
Crimes Against Society	29	3	51	5
Total	51	5	135	13
Arrests	33		83	

**U.S. Census Estimate 2009 – 10,316.*

City of White House
Police Department
February 2011

4. ***Maintain or exceed a Group A crime clearance rate at the three-year average of 50% during calendar year 2010.***

2011 CLEARANCE RATE		
Month	**Group A Offenses**	**Year to Date**
February	74%	58%

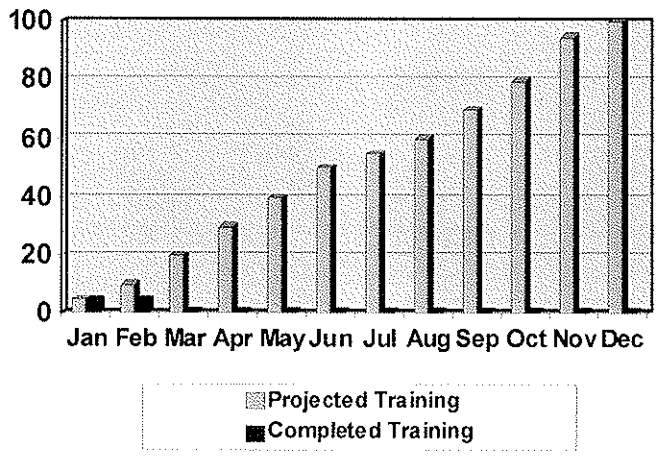
5. ***Maintain a traffic collision rate at or below the three-year average of 278 collisions by selective traffic enforcement and education through the Governor's Highway Safety Program during calendar year 2010.***

	February2011	**TOTAL 2011**
Traffic Crashes Reported	25	52
Enforce Traffic Laws:		
Written Citations	173	335
Written Warnings	44	80
Verbal Warnings	306	612

6. ***Maintain an injury to collision ratio of not more than the three-year average of 17% by selective traffic enforcement and education during the calendar year 2010.***

COLLISION RATIO				
	COLLISIONS	INJURIES	MONTHLY RATIO	YTD
February 2011	25	5	20%	13.5%

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



City of White House
Police Department
February 2011

February Training Hours

Patrol 20 Hours (8 hours K9)

Patrol Division Performance Measurements

1. ***Acquire and place into service one Police Patrol Vehicle by October 5, 2010.*** The 2011 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.*** Funding of $4,992.20 allowed us to purchase one in-car digital camera and items of equipment for our advanced accident investigation to use at fatal and serious crashes. The camera has been installed in the new police vehicle and is now operational. The crash investigation tools have been distributed and our operational. Submission for reimbursed is forthcoming from the High Visibility Law Enforcement Campaign Grant.

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.*** The first Compliance check of the Fiscal Year was completed on December 30th. There are nineteen establishments in the city that sell alcohol. Two establishments had closed for business for the day. One establishment, Pizza Hut, failed compliance.

Staffing

Volunteer Reserve Officers

- On February 16th, the Reserve Officer training covered striking, handcuffing and baton.

K-9

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

Sumner County Emergency Response Team

- On February 18th, the Emergency Response Team (ERT) held their monthly meeting.
- On February 15tth and February 18th, the ERT was called on Search Warrants in Gallatin for High Risk. Both were Drug and Weapons violations.
- On February 24th, the ERT was called on a barricaded suspect in Gallatin.

City of White House
Police Department
February 2011

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 currently waiting on getting the radio system operational with the Robertson County 911 Communications Center. We attended the 911 Board meeting to stay current with decisions being made in reference to the Center.

Communications Section

	February 2011	Total 2011
Calls for Service	861	1,808
911 Calls	36	58
Alarm Calls	21	36

Animal Control

	February 2011	Total 2011
Complaint Calls	30	59
Animal Contacts	18	30
Returned to Owner	3	7
Sent to County Impound	3	11
Adopted	0	0
Animal Bite Incidents	0	0
Traps Set	1	0

Request for Reports

	February 2011	FY 2010-2011
Requests for Reports	21	487
Amount taken in	$21.60	$540.05
Tow Bills	0	$1,255.00
Emailed at no charge	12	
Storage Fees	0	**

* Collection of data began January 2011

Staffing

Volunteer Police Explorers

- The Volunteer Explorers held a monthly meeting in February 3rd. They have started their ride-along program. Eight explorers conducted ride-alongs so far.

City of White House
Police Department
February 2011

Item(s) sold on Govdeals:

Nothing sold during the month of February.

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.*** The D.A.R.E. program resumed February 28th at White House Middle School. Captain Mingledorff is instructing the ten week course to six fifth grade classes (180 students). Graduation is set for May 17th.

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. The 12th Annual event is scheduled for Monday, September 5, 2011.***

3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** The eleventh annual Citizen Police Academy class began on Tuesday, February 22nd. There are 26 citizens attending. Classes are held once a week for three hours for ten weeks. Graduation is set for April 26th.

4. ***Participate in a joint community event monthly in order to promote the department's crime prevention efforts and community relations programs.***
   - **Wheels In Motion:** The White House Rotary Club and Captain Mingledorff presented 3 bikes and 3 helmets to elementary student award winners at HB Williams, White House Heritage, and Robert F. Woodall Elementary Schools on Thursday, February 24th.
   - **Police Department Tour:** Linda Case's White House Cub Scout Pack #459 visited the facility on Monday, February 21st. Officer Patrick Bagwell led the tour and spoke to the 9 scouts and their parents about youth safety.
   - **Captain StreetSmart:** Captain Mingledorff and Officer Joel Brisson visited Ms. Davidson's Growing Tree Pre-School class on February 17th. Captain Mingledorff talked to the students about Stranger Danger and Officer Brisson performed a patrol car "lights and siren" demonstration.

     Captain Mingledorff visited Ms. Freeman's Pre-School Class at H.B. Williams Elementary School on Thursday, February 24th. He talked to 16 3-5 year olds about "Community Helpers", the importance of child restraint devices and the purpose of bike helmets.

   - **Chamber's Community Business Fair:** The White House Police Department will participate in the annual Chamber's Business Fair on Saturday, April 16th. Captain Mingledorff will promote crime prevention and the department's many community relations programs.

City of White House
Fire Department
February 2011

Summary of Month's Activities

Fire Operations

The Department responded to 50 requests for service during the month with 26 responses being medical emergencies. There were two occurrences during the month that an AED was used during patient care. The department responded to six motor vehicle accidents with injuries reported resulting in a total of eight patients being transported to area hospitals. We have seen a substantial drop in medical responses this month and that may be the result of not being dispatched. We continue to note times when EMS is responding within the city limits and first responders are not being dispatched. This problem should correct itself when dispatch is consolidated.

The department responded to a reported structure fire on Apache Trail. When fire units arrived on scene the home was filled with smoke and no fire was visible. Firefighters made entry to find the fire had been extinguished by the water supply line to the toilet. Fans were used to clear the smoke from the structure. An investigation was completed to ensure that the fire had not spread to the attic and that the water to home was shut off to prevent further water damage. There was moderate smoke damage throughout the home with fire and water damage in the room of origin.

Fire Administration

- On February 7th Chief Palmer, Fire Marshal Sisk and other city department representatives attended a GIS presentation hosted at fire station 2 to consider the benefits of a city wide GIS system.
- February 16th through 18th Chief Palmer attended the Fire Chiefs Conference in Jackson, TN. The training sessions included the new FCC regulations on the radio narrow banding mandate coming soon and a State Fire Academy class on Fire Ground Safety.
- On February 22nd Chief Palmer chaired the monthly Safety Committee Meeting. There were four Supervisor Accident Reports reviewed this month.

Update on the Department's Goals and Objectives

- 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.)**
- Complete pre-incident surveys of all commercial and industrial properties in the City by May 1st, 2011. **(This project is currently in progress.)**
- Provide information to the ISO Community Outreach Program to assist in future ISO evaluations by March 1st, 2011. **(This project is currently in progress.)**

Departmental Highlight

The highlight for the month was the 64-hour Basic Firefighting class that will be held at Station 2 with Captain Railey as the instructor. These classes not only teach new recruit firefighters basic firefighting techniques and fireground safety, it also involves the career firefighters with the learning process. It promotes teamwork and sharpens the skills of the members teaching the classes.

City of White House
Fire Department
February 2011

Department Cost Saving Report

We were able to purchase the Fire Department's mobile and portable radios needed for the radio system upgrade through a regional grant. The total radio equipment value is $18,568.50 our cost share was $3,713.70 which resulted in a savings of $14,854.80.

Monthly Performance Indicators

Incident Responses

Structure Fires	1	Vehicle Accidents(general cleanup)	4
Cooking/Electrical Fires	0	Vehicle Accidents(With injuries)	6
Vehicle Fires	0	Rescue	1
Grass, Brush, Trash, Fires	1	False Alarms/Calls	4
Hazmat	1	Assist other Governmental Agency	1
Other Calls	5	Total Responses for the Month	50
Emergency Medical Responses	26	Total Responses Year to Date	556

Fire Fighter Training

Total Training Man-hours for the Month	365.5	Total Training Man-hours Year to Date	2932

Fire Inspection

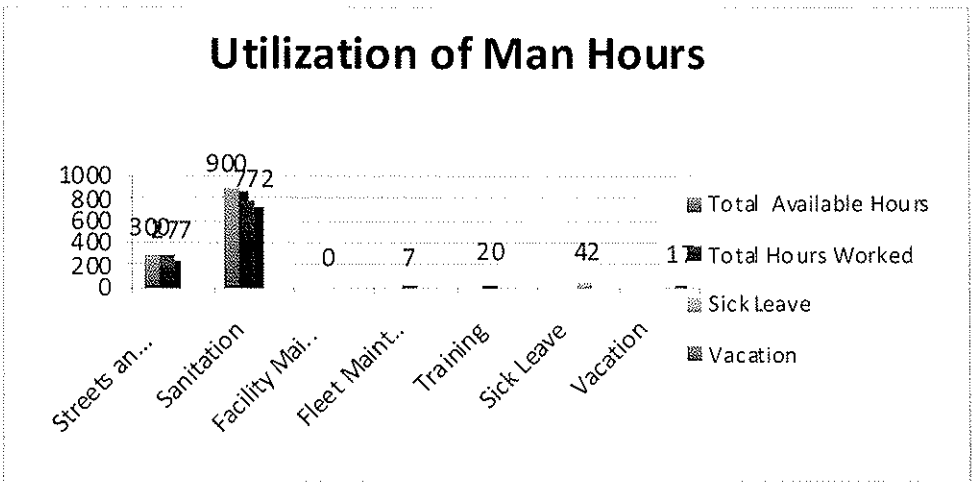
Fire Inspections	4	Year to Date 67	Plat / Plan Reviews	0	Year to Date 6
Fire Investigations	1	Year to Date 9	Fire Preplans	2	Year to Date 7

Public Fire Education

Participants	407	Education Hours	10.5
Participants Year to Date	4844	Education Hours Year to Date	89
Number of Occurrences	6	Number of Occurrences Year to Date	55

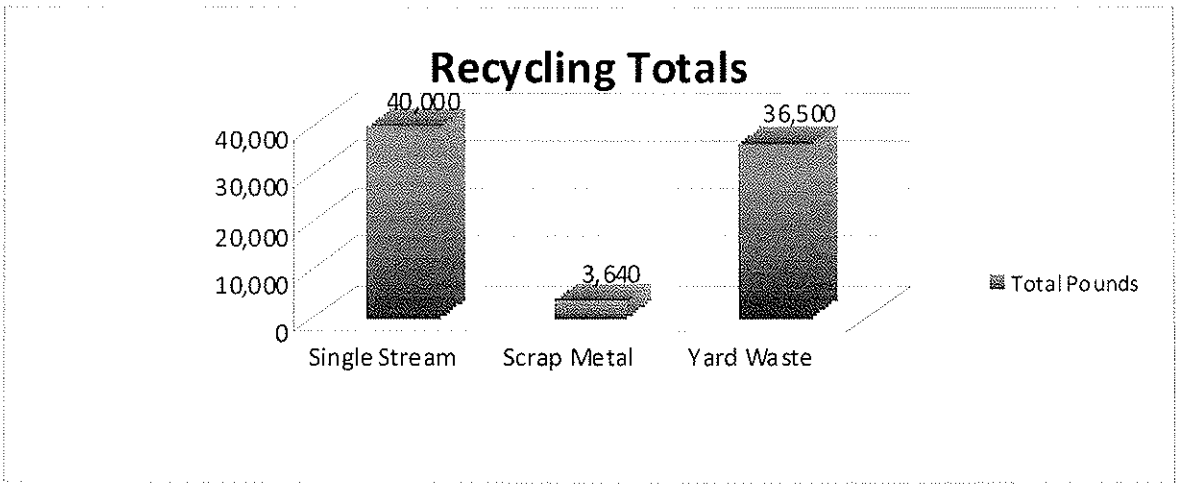
City of White House
Public Works Department
February 2011

Monthly Performance Indicators



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

Recycling



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

Convenience Center

There was a total of 1 citizen that utilized our Convenience Center for the month of February. Total revenue received $347.15; includes revenue received from the recycling of steel, oil and scrap metals. Total operating cost for the month of February to be determined.

City of White House
Public Works Department
February 2011

City of White House Clean up days

For the month of February there were a total of 32 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 69

Note: Year to date total is for the calendar year of 2011

Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of customers billed	Total Billed	Total Billed Year to Date	Revenue Received	Revenue Received Year to Date
3,624	Net Amount Billed $56,505.00	$451,005.20	$51,002.92	$437,103.21

Staffing

The public works department is authorized 13 full time employees. Currently we are down one half 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.

Departmental On-Site Safety Training February 2011

- Driving Emergencies

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. For the month of February we had a total of 38 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the below and notice the usage since February of 2010.

February 2010	February 2011
26	38

City of White House
Public Works Department
February 2011

February 2011 Truck Poundage and Fuel Costs

- 16.40 average tons per day 492,220 pounds for the month of February.
- Total tonnage for the month of February was 246.11
- Total cost of fuel used for truck # 319 $547.27
- Total cost of fuel used for truck # 320 $1,138.88
- Total cost of fuel used for truck #321 $249.95
- Total cost of fuel used for truck # 323 $601.50
- Total cost of fuel used for #324 $310.80
- Total cost of fuel for February = $2,848.40

Fuel decreased $89.69 from the month of January

July 2010 – June 2011	Year to Date Totals
Tons per day	18.07
Pounds for 8 months	3,472,600.58
Tonnage for 8 months	2,035.29
Fuel used Truck #319	$4,638.17
Fuel used Truck #320	$7,674.37
Fuel used Truck #321	$249.95
Fuel used Truck # 323	$3,373.19
Fuel used #324	$2,536.27
Total Fuel cost for 8 months	$18,671.95

Streets and Roads / Sanitation Monthly Indicators		
Services Provided	***Total***	***YTD***
Brush Pick Up	121 Stops	1573 Stops
Brush Truck Load	29	233
Emergency Call Outs	0	2
Damaged Carts Replaced	6	62
New Carts for New Home Construction	3	53
Additional Cart Request	0	7
Curbs Repaired	0	0
Shoulders Repaired	0	2
Drainage Requests	4	21
Drainage Work	0 feet	58 feet
Potholes Repaired	0	83
Salt Usage (Tons)	0	26
Signs Installed	1	107
Handicapped Pick Up	80 Homes	634 Homes
Move In Special Pick Up	4	26
Move Out Special Pick Up	2	6
Dead Animal Removals	0	5
Citizens Requesting a Pick Up Due to Forgetting to Place Cart at Curb After Route has been Completed	2	53

City of White House
Wastewater Department
February 2011

Summary of Month's Activities:

Administration:

Update on the SRF/ARRA funded Cope's Crossing project: The project is 83% completed. The Contractor has submitted and received payment on ten disbursement requests. We have submitted nine disbursement requests to SRF and received payment on eight. All work has been completed except for 200 lf of gravity and force main, dismantling of old station, and the startup of the new station.

Goals and Objectives Progress:

- **On-going:** We are now awaiting the approved ARRA/SRF CG0 2011-278 Loan package in order to proceed any further with submitting the required documentation to single source the E/one pumps and run a forced account to reimburse.
- **On-going:** GEO-Jobe has completed the data base and has begun acquiring the GPS *X; Y* coordinates to meet our asset tracking requirements. Communication between Geo-Jobe and Local Government has begun to create connectivity between the GIS/GPS and the current Wastewater billing system.
- **On-going:** The update of the Wastewater Master Plan is ongoing with a dead line of completion set for March 20th in order to be prepared for a study session March 23rd.

Collection system:

Over the past month staff has retro fitted sixteen low pressure grinder systems, to E/one and installed eight rebuilt vacuum valves and controllers within the vacuum systems. The department has also provided inspections to four 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.

Departmental Highlight:

- Ray Johns and Alex Keeler attended The Fundamentals of Collection System class in Clarksville.
- Ray Johns took part in a webinar from Local Government covering the entire Utility Billing Software.

Cost Savings Report:

TAUD has again given the City a $1,500.00 credit to be applied at our option for future training, conferences and expos as payment for the Director instructing the one week Fundamentals of Wastewater Collection class in February.

City of White House
Wastewater Department
February 2011

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)	3	28	$5,000.00	$5,000.00	$44,502.50
Customers billed	3,841	N/A	Net amount billed $218,095.86	*$199,469.10	$1,239,977.86
Applications or transfers for service	34	295	$2,825.00	$2,825.00	$22,005.00
Late penalties applied	865	9,230	Amount Applied $4,879.48		
Wastewater Adjustments	28	132	N/A	($2629.22)	($16,641.72)
Administrative Fees	15	123	$1,175.00	$1,175.00	$17,701.65
Service availability Requests	1	1	$300.00	Included in Admin Fees	Included in Admin Fees
New service inspections (Connection fees)	3	28	$350.00	$350.00	$4,100.00
Field inspection fee	0	0	$0.00	Included in Admin Fees	Included in Admin Fees
Cut-offs for non-payment	14	123	$700.00	Included in Admin Fees	Included in Admin Fees
Commitments for service	0	0	$0	$0	$0
Bulk disposal	0	1	$0	$0	$150.00
Work Orders	**8**	**618**			

				Months Total $208,819.10	Total $1,328,437.01
Billing related service requests	53	540			
Mainline repairs	0	0	*** Revenue from previous month's service**		
Service lines repaired	8	51			
L.P. service requests	50	388	**Responses to SCADA Alarms**		
Gravity service requests	0	0	North Palmers	429	1,605
Vacuum service requests	8	46	Calista	460	2,671
All service requests	**119**	**1032**	Wilkinson	15	74
Major Lift Station Repairs	1	11	Portland Road	0	54
			Tyree	7	133
			Union Road	0	0
			Meadowlark	0	49
			Hwy 76	6	36
			Cambria	0	28
			Treatment Plant	60	370
			Total Responses	**977**	**5,020**
			TN. One-call Request	117	1,154

	Flow MGD	Plant Capacity	Inches of Rain Fall	% of Capacity
Average Daily Flow (effluent)	.614	1.4 MGD	6.52	44%

City of White House
Planning and Codes Department
February 2011

Summary of Department Activities:

Staff attended a building inspector class on footings and foundations for residential buildings in Brentwood. Staff attended a meeting on 2011 changes to the FEMA Flood Insurance Rate Maps (FIRM) and the administrative process associated with the map adoption.

Department Highlight:

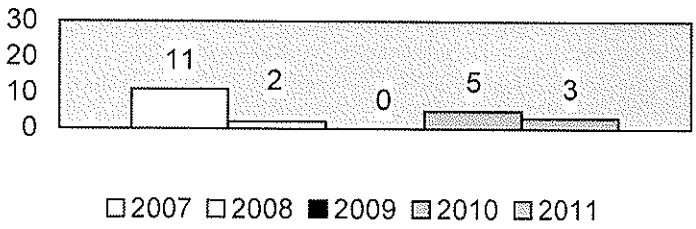
Staff developed an HVAC unit change out form for property owners and contractors to fill out and submit when a HVAC unit change out is proposed. The form will include information about the existing and proposed unit. If there are no changes to the size, type (elect/gas), and ducts connections then no other city permit will be required. If changes are proposed, then City mechanical permits will be required. State Electrical permits are still required.

Cost Savings:

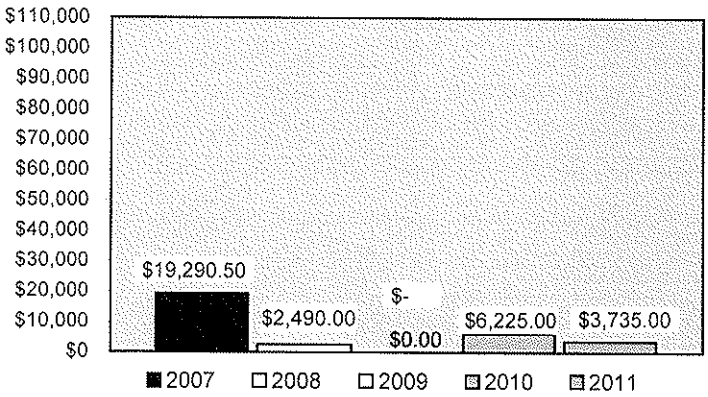
Building Maintenance staff reuses materials to make repairs. Building Maintenance staff is developing a program to complete regular maintenance in addition to filter changes to extend the life of units and to maximize the efficiency of the units.

City of White House
Planning and Codes Department
February 2011

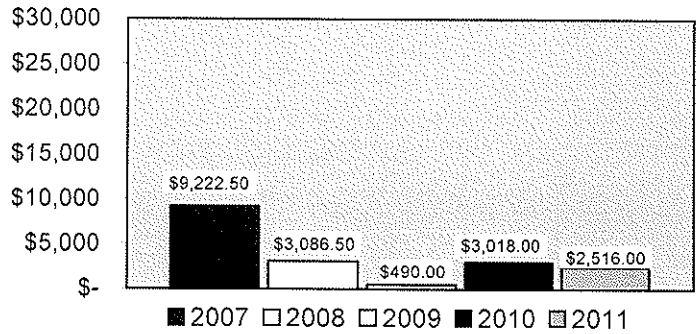
Single Family Permits



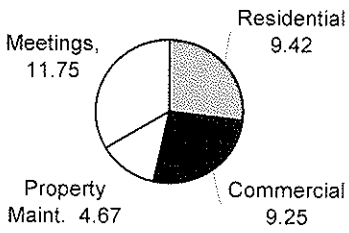
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 10-11
MEETING AGENDA ITEMS#		
Planning Commission	3	41
Construction Appeals	0	0
Zoning Appeals	4	7
Training/Study Session	0	0
Property Maintenance	0	0
PERMITS		
Single Family Residential	3	23
Multi-Family Residential	0	2
Other Residential	10	90
New Commercial	0	0
New Industrial	0	2
Other Com/Ind	0	21
State Electrical	28	260
Sign	0	10
Occupancy Permits	10	108
Other	1	5
BUILDING INSPECTIONS		
Residential	32	256
Hours	9.42	70.42
Commercial /Industrial	29	159
Hours	9.25	54.08
CODE ENFORCEMENT		
Total Cases	29	395
Hours	4.67	67.16
Complaints Received	7	52
MEETINGS		
Administration	4	27
Hours	6.25	39.42
Planning	1	29
Hours	2.75	39.67
Codes	2	30
Hours	2.75	14.83
FEES		
Permit Fees	$ 2,516.00	$ 21,677.50
Board Review Fees	$0.00	$ 1,898.00
City Impact Fee	**$ 3,735.00**	**$ 35,470.00**
Roads	$ 1,143.00	$ 10,141.80
Parks	$ 1,188.00	$ 10,182.00
Police	$ 846.00	$ 5,210.00
Fire	$ 558.00	$ 5,460.30
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 @ $ 1,621,800	
Builders Bonds	$	51,950.00
Workings Days in Month	15	

City of White House
Parks, Recreation, & Cultural Arts Department
February 2011

Summary of Month's Activities

Municipal Park Renovation Project
The official ribbon cutting for the Municipal Park Renovations project has been re-scheduled for April 1st. The public is invited to attend this much anticipated event. The contractor has installed the field distance markers. We are currently waiting to hear back from Littlejohn Engineering Associates regarding a structural engineer's recommendation on the tall outfield fence poles at Field 1 + 2. High winds have pushed the fence over on several occasions, so a determination will be made on how to stop that from continuing.

Sealed bid for electrical upgrades
The bid documents have been compiled for the electrical panel replacement project at the Municipal Park. The project was let out for bids on February 15th with bids being due on March 7th. A recommendation to the BMA will be on the agenda for the March meeting.

Rear gate design for Municipal Park
Construction drawings have been completed for the steel gate that is intended to be installed at the rear exit of the Municipal Park. The drawings are currently being reviewed by steel fabricators for pricing.

Recreation
Youth Basketball games wrapped up on the 22nd. The gym was packed for the 3rd & 4th Grade Boys Championship game and it went into two overtimes! It was an exciting end to a great season! Everyone had a great season and mostly all positive evaluations came through from the parents and coaches.

Church League Co-Ed Volleyball registration ended on the 24th. We have 7 teams in the league this year. Registration was down by one team. Games will be played on Tuesday's and Thursday's starting in March.

Adult Softball sign-ups are still ongoing. We are offering a Co-ed Open League and a Men's Open League. Registration fee is $400 per team. The season will begin the first week of April. The Co-ed League will play on Tuesday/Thursday and the Men's League on Monday/Friday. The games will be doubleheaders and there will be a post-season tournament.

Big League Baseball registration is available through May 5th. This league is for teams and individuals between the ages of 15 and 17. Registration per team is $400 and Individual sign-up is $30 for City Residents and $42 for Non-Residents. Games will be played on Tuesday and Thursday nights beginning at the end of May. We are excited about this new league and bringing players onto our brand new full size field.

Turbo Kick is coming back March 15th and will be held Tuesday's and Thursday's from 6:00 p.m. - 7:00 p.m. It is a new instructor and just like with Zumba, the first class is free.

Seniors

City of White House
Parks, Recreation, & Cultural Arts Department
February 2011

The senior citizens will be going on a 5-day 4-night trip to Chicago on May 16th - 20th. There are 51 participants signed up to go, and the Senior Coordinator and one other chaperone will attend at no cost.

Vicky Russell and Allison Green completed the "Matter of Balance" coach training class. They will be able to teach senior participants to become more confident about managing falls and lead exercises to help increase strength and balance. The class was sponsored by the (GNRC) Greater Nashville Regional Council Area Agency on Aging and Disability. There was no cost.

The Wednesday senior lunch participation numbers have increased back to normal levels at 80 per week.

Maintenance
The outfield fencing project at Field 8 has been completed. The old wire was replaced with new 9 gauge 2.0 oz. galvanized wire for durability. A bottom rail was added to help prevent the bottom of the fence from rolling and to add strength to the fence. Posts were reset at a closer spacing to add strength as well. The end product looks fantastic and we are proud of it.

The new bases and anchors, field rules signs, and field number signs have been installed on the new baseball/softball fields in preparation for the upcoming practice season which starts March 1st.

Employees used a backhoe to dig out silt build up around some of the culverts along the Greenway. Following this, a pipeline jetting company cleaned out the remaining material on the inside of the drainage pipes. This will really help with the drainage along the Greenway.

Update on Department Goals and Objectives

McGill and Associates is currently working with us to put together plans for the stadium lighting replacement. Our intention is to have the plans completed in time to have an April bid opening and consideration by the BMA.

As the budget allows, the Civic Center Attendants will begin performing routine maintenance tasks at the Municipal Park at night. This will require modification of the job description and additional training, but it will help the Park Maintenance Division once these employees are up to speed. The typical duties will be cleaning of restrooms, emptying trash, supervising the use of the facilities, etc.

Department Highlight

The Little League Challenger is taking registrations until March 15th. The registration fee is $35 per player and includes a full uniform; fee is $47 for non-residents. The league is offered to any boy or girl between the ages of 4 and 18 that faces a mental or physical challenge. Practices will begin in March and Saturday games will start in April. Everyone bats each inning and plays defensively.

City of White House
Parks, Recreation, & Cultural Arts Department
February 2011

Department Cost Savings Report

Sponsorships have been coming in for the White House Special Needs Athletic Programs (SNAP). We currently have $1,100 in sponsorships and will complete a grant application in March to request funding from Little League International. First time charter members can request up to $5,000 from Little League and we hope to pour a handicapped accessible sidewalk to Field 8 with some of the funds if received.

City of White House
Parks, Recreation, Cultural Arts Department
February 2011

	Prior Years					Current Year			
	FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2008-2009	FY 2009-2010	Dec.-10	Jan-11	Feb-11	YTD FY 2010-11
Maintenance									
Mowing Hours	1176	1020	1044	1853	1469	0	0	0	863
Pounds of Grass Seed Sown	1990	4350	3670	5130	1895	50	0	50	2990
Pounds of Fertilizer Applied	11885	16795	6150	9200	4590	0	0	0	5700
Number of Trees/Shrubs Planted	22	69	57	259	11	0	0	0	0
Recreation									
Number of Youth Program Participants	358	326	377	353	336	0	0	0	314
Number of Adult Program Participants	409	291	857	2309	1343	124	165	151	1427
Number of Theatre Production Attendees	651	271	102	0	0	0	0	0	0
Number of Special Event Attendees	2881	3453	2865	2989	2505	500	0	0	3484
Total Number of Special Events Offered	5	6	8	11	17	1	0	0	16
Total Number of Programs Offered	16	13	23	46	38	1	5	6	31
Youth Program Revenue	$32,137.06	$31,045.38	$22,095.25	$25,414.98	$27,728.00	$0.00	$0.00	$35.00	$21,380.00
Adult Program Revenue	$19,080.40	$14,713.00	$15,246.25	$19,337.35	$9,368.25	$283.35	$491.00	$2,165.00	$7,692.15
Theatre Production Revenue	$3,005.00	$1,195.00	$485.00	$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	$0.00	$0.00	$0.00	$4,415.00
Administration									
Number of Shelter Reservations	114	115	112	139	153	0	0	0	66
Hours of Shelter Reservations									
Shelter Reservation Revenue	$3,445.00	$3,612.50	$3,732.00	$4,183.00	$4,083.00	$0.00	$50.00	$170.00	$1,540.00
Number of Facilities Reservations	242	257	305	256	105	11	4	6	34
Hours of Facility Reservations									
Facility Reservation Revenue	$16,928.31	$19,601.34	$28,514.05	$20,813.71	$6,345.82	$200.00	$575.00	$737.50	$3,336.25
Misc. Revenue	$25,914.38	$36,238.58	$39,729.53	$115,858.99	$52,032.78	$871.16	$1,493.48	$27,521.61	$42,979.08
Senior Center									
Senior Center Participants	1812	2619	3993	2326	2399	249	257	256	1688
Number of Trip Participants	418	274	366	293	316	23	13	22	190
Number of Meals Participants	3757	3433	3430	3555	3848	271	188	293	1755
Number of Program Participants				1407	587	33	61	85	375
Number of Trips Offered	48	45	43	31	31	2	2	3	22
Number of Meals Served	49	50	48	48	50	3	3	4	29
Number of Programs Offered	7	4	5	45	54	4	4	5	34

City of White House
Library
February 2011

Summary of February Activities

The library has been hosting volunteers from AARP as they provide tax assistance to local residents. Appointments started on February 3rd and will continue until April 14th on Thursdays. Library staff members are responsible for scheduling appointments and managing cancelations. The tax assistance is a great service for the community and very popular with senior citizens.

The Friends of the Library hosted an Author Event on February 17th. David Meador, National Blind Golf Champion, author, and motivational speaker, shared his inspirational story and book, *Broken Eyes, Unbroken Spirit* at the library. Approximately 15 community members attended the event.

Sherry Tackett and Janet Parchman attended the regional Summer Reading workshop at Brentwood Public Library on February 24th. The workshop focused on funding ideas, programs, performers, and grants related to Summer Reading.

State funding and non-recurring funding for the 3rd quarter was released in February with a total amount of $2,612 with which Rebecca Whipple was able to order 201 titles for the library. Items ordered include adult and young adult fiction, juvenile fiction, picture books, audio books, and non-fiction for all ages. Many of the titles ordered complete a series or fill a patron request.

Sherry Tackett presented 8 storytimes, including a Groundhog's Day storytime on February 2nd complete with a groundhog craft. Valentine's Day storytimes were held on February 8th and 9th with special treats for all storytime attendees. Participants also created a photo valentine to take home. Total storytime attendance for February was 228, an increase over January's total of 176. Sherry Tackett also presented 1 homeschool program with 4 attendees.

The adult book club met on February 24th to discuss *The Guernsey Literary and Potato Peel Pie Society* by Mary Ann Shaffer and Annie Barrows with 7 members attending.

Departmental Highlight

The Friends of the Library held a book sale and membership drive at the library during the week of February 14th – 19th. Volunteers unpacked and organized more than a thousand items for sale during the week including hardbacks, paperbacks, fiction, non-fiction, children's books, videos, audio books, and magazines. The proceeds from the book sale will support a project to repaint the interior of the library building and replace the worn, stained carpet.

Department Cost Saving Report

Library Assistant Janet Parchman returned several Interlibrary Loan books when she attended a consortium meeting on February 24th. Retuning the books to appropriate regional library staff members eliminated the need to mail the books and saved on postage expenditures.

City of White House
Library Performance Measures
February 2011

Official Service Area Population:	13,316
Memberships:	9,357
% of the Population with Membership:	70
Total Materials Available:	24,321
Estimated Value of Total Materials:	$608,025
Last Month:	$615,225
Total Materials Available Per Capita:	1.83
Last Month:	1.85
State Minimum Standard:	2.00

Materials Added

Adult Fiction:	103
Adult Non-Fiction:	27
Child/Juvenile/Young Adult Fiction:	52
Juvenile/Young Adult Non-Fiction:	2
Audiobooks:	28
Movies:	0
Music CDs:	0
Total:	212

Library Circulation

Total # of Check-outs:	5,163
Last Month:	4,773
Items per Patron:	2.60
State Minimum Standard:	2.50

New Memberships

Adult:	45
Senior Adult:	5
Child:	1
Student:	11
Young Adult:	4
Total:	66

Program	Sessions	Attendance
Toddler	4	121
Preschool	4	107
Teen	1	4
Adult	2	22
Total	11	254

Wireless Internet Users:	48
Computer Internet Users:	865
Volunteers:	4
Total Hours:	112.5

Services Provided by Contracting with State

Interlibrary Loan Service

Items Borrowed:	21
Items Loaned:	2

TN Electronic Library

Total sessions:	5
Connect time (min):	41

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

Downloaded:	175
Audiobooks Downloaded:	413

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

eBooks Downloaded:	140
Audiobooks Downloaded:	421

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

eBooks Downloaded:
Audiobooks Downloaded:

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

eBooks Downloaded:
Audiobooks Downloaded:

City of White House
Engineering Department
February 2011

Engineering and several other departments met with a GIS representative to discuss a city-wide GIS program. Engineering reviewed the final draft plans for a traffic signal at the southbound I-65 ramp to be installed by the State this summer. Engineering also worked on FY2011-12 budget preparation and CIP planning this month. We are still pending FEMA reimbursement for certain road and drainage projects created by the May flooding.

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	17	8	79	103
Detention / Retention Pond	4	3	25	59
Grading / Storm Drainage	5	0	60	64
Proof-roll (sub-grade & stone)	0	0	8	17
Binder	0	0	8	15
Sidewalks	0	0	15	44
Asphalt topping	0	0	3	18
Bond	13	5	53	83
Existing roads for repair	40	150	48	213
Surveying	0	1	6	14

	This Month	This Month Last Year	FY 10-11 YTD	FY 09-10 Total
Total # Hours on Inspections	37	23	320	480

► Citizen Calls

	This Month			This Month Last Year # Calls	FY 10-11 YTD	FY 09-10 Total Calls
	Calls	Resolved	Outstanding			
Drainage	11	5	6	2	49	87
Sidewalk	0	0	0	0	1	2
Roadway	5	3	2	3	15	58
Signs & Signals	7	7	0	2	64	70

City of White House
Engineering Department
February 2011

▶ Projects

	Funding	Status
ARRA – Calista Road	$ 514,812 / Federal	Construction - On Hold
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	Pending easement agreement
Paving & Roadway Repair	$ 200,000 / City	Construction
FEMA May Flood Projects	$ 240,000 / Fed	Construction

▶ Training seminars / conferences:

Seismic Hazard Evaluation Seminar – TEMA Headquarters, Nashville
GIS Presentation – Fire Hall #2
Drainage System Management Seminar – Ellington Ag Center, Nashville

CITY COURT REPORT FEBRUARY 2011

CITATIONS:	
TOTAL MONIES COLLECTED FOR THE MONTH	$8,160.05
TOTAL MONIES COLLECTED YTD	**$70,220.55**
STATE FINES:	
TOTAL MONIES COLLECTED FOR MONTH	$3,576.81
TOTAL MONIES COLLECTED YTD	**$20,016.68**
TOTAL REVENUE FOR MONTH	**$11,736.86**
TOTAL REVENUE YTD	**$90,237.23**
DISBURSEMENTS	
LITIGATION TAX	$537.98
DOS FINES & FEES	$394.25
DOS TITLING FINE & FEES	$166.25
TBI FINES & FEES	$0.00
RESTITUTION/REFUNDS	$0.00
WORTHLESS CHECKS	$0.00
TOTAL DISBURSEMENTS FOR MONTH	**$1,098.48**
TOTAL DISBURSEMENTS YTD	**$8,523.44**
ADJUSTED REVENUE FOR MONTH	**$10,638.38**
TOTAL ADJUSTED REVENUE YTD	**$81,713.79**
DONATION TO DRUG FUND FOR MONTH	$1,410.16
TRANSFER TO DRUG FUND	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$7,781.75**
DONATION TO CAMERA FUND FOR MONTH	$0.00
	$0.00
DONATIONS YEAR TO DATE	**$0.00**

CITY COURT CLERK Shaun Jessee

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

110 GENERAL FUND

DRAFT

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
31110	REAL & PERSONAL PROPERTY TAX(CURRENT)	1,874,644.00	1,945,337.36-	103.8	156,220.33	658,119.54-	421.3
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	28,049.83-	61.3	3,815.25	4,590.00-	120.3
31212	PROPERTY TAX DELINQUENT 2ND YEAR	21,922.00	7,362.59-	33.6	1,826.83	0.00	0.0
31213	PROPERTY TAX DELINQUENT 3RD YEAR	12,608.00	2,442.23-	19.4	1,050.67	38.23-	3.6
31214	PROPERTY TAX DELINQUENT 4TH YEAR	12,298.00	1,239.00-	10.1	1,024.83	0.00	0.0
31215	PROPERTY TAX DELINQUENT 5TH YEAR	11,422.00	1,911.00-	16.7	951.83	0.00	0.0
31216	PROPERTY TAX DELINQUENT 6TH YEAR	7,275.00	19,007.00-	261.3	606.25	15,850.00-	2614.4
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	7,340.00	11,054.22-	150.6	611.67	8,850.22-	1446.9
31300	INT, PENALTY, AND COURT COST ON PROP TAX	24,000.00	41,550.80-	173.1	2,000.00	26,104.99-	1305.2
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	86,937.00	57,958.00-	66.7	7,244.75	7,244.75-	100.0
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	1,328,686.81-	75.9	145,833.33	191,071.64-	131.0
31709	BEER AND LIQUOR LOCAL PRIV TAX	5,000.00	4,278.33-	85.6	416.67	300.00-	72.0
31710	WHOLESALE BEER TAX	200,000.00	158,547.46-	79.3	16,666.67	14,652.93-	87.9
31800	BUSINESS TAXES	95,000.00	47,035.74-	49.5	7,916.67	732.00-	9.2
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	70,757.75-	78.6	7,500.00	23,751.27-	316.7
31960	SPECIAL ASSESSMENT - LIENS	300.00	620.00-	206.7	25.00	540.00-	2160.0
31980	MIXED DRINK TAXES	5,690.00	4,911.88-	86.3	474.17	582.00-	122.7
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	0.00	0.0
32610	BUILDING PERMITS	30,000.00	19,997.50-	66.7	2,500.00	2,076.00-	83.0
32690	OTHER PERMITS	75.00	25.00-	33.3	6.25	0.00	0.0
32710	SIGN PERMITS	1,450.00	750.00-	51.7	120.83	0.00	0.0
33100	FEDERAL GRANTS	1,020,688.00	279,339.21-	27.4	85,057.33	35,011.50-	41.2
33142	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	655,000.00	18,753.52-	2.9	54,583.33	0.00	0.0
33143	ARRA GRANT #2 - CALISTA ROAD PROJECT	179,000.00	52,887.26-	29.5	14,916.67	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	97,822.00	55,655.84-	56.9	8,151.83	0.00	0.0
33400	STATE GRANTS	1,218,000.00	256,978.86-	21.1	101,500.00	23,809.15-	23.5
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	18,600.00	9,000.00-	48.4	1,550.00	9,000.00-	580.6
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	24,850.00-	70.0	2,958.33	24,850.00-	840.0
33510	STATE SALES TAX	637,376.00	447,213.13-	70.2	53,114.67	68,072.24-	128.2
33520	STATE INCOME TAX	16,000.00	35,149.23-	219.7	1,333.33	60.17-	4.5
33530	STATE BEER TAX	5,143.00	2,587.06-	50.3	428.58	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	21,266.00	14,151.39-	66.5	1,772.17	1,769.10-	99.8
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	8,500.00-	100.0	708.33	0.00	0.0
34120	FEES AND COMMISSIONS	3,400.00	2,191.00-	64.4	283.33	0.00	0.0
34740	PARKS AND REC LEAGUE FEES	48,000.00	33,885.40-	70.6	4,000.00	1,995.00-	49.9
34741	FIELD MAINTENANCE FEES	7,000.00	3,511.50-	50.2	583.33	0.00	0.0
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	8,000.00	4,270.72-	53.4	666.67	566.27-	84.9
34793	COMMUNITY CENTER FEES	14,000.00	4,801.25-	34.3	1,166.67	832.50-	71.4
34900	OTHER CHARGES FOR SERVICES	10,000.00	6,211.00-	62.1	833.33	839.50-	100.7
35110	CITY COURT FINES AND COSTS	166,000.00	81,768.79-	49.3	13,833.33	9,904.68-	71.6
35130	IMPOUNDMENT CHARGES	350.00	100.00-	28.6	29.17	0.00	0.0
36000	OTHER REVENUES	16,000.00	10,478.85-	65.5	1,333.33	3,694.85-	277.1

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

110 GENERAL FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
36100	INTEREST EARNINGS	10,000.00	2,463.60-	24.6	833.33	256.64-	30.8
36210	RENT	15,015.00	9,778.70-	65.1	1,251.25	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	12,849.83-	0.0	0.00	2,125.00-	0.0
36350	INSURANCE RECOVERIES	0.00	42,806.03-	0.0	0.00	0.00	0.0
36420	STADIUM RECEIPTS	7,800.00	6,706.50-	86.0	650.00	0.00	0.0
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	26.66-	0.0	0.00	55.00	0.0
36450	PARKS CONCESSIONS	7,000.00	3,522.88-	50.3	583.33	989.54-	169.6
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	4,191.53-	0.0	0.00	1,100.00-	0.0
36920	SALE OF BONDS	357,000.00	1,033,723.44-	289.6	29,750.00	0.00	0.0
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	6,220,425.68-	68.2	760,312.81	1,139,324.71-	149.8
	EXPENDITURES						
41000	GENERAL GOVERNMENT	329,510.00-	234,164.28	71.1	27,459.17-	24,018.97	87.5
41210	CITY COURT	75,554.00-	47,978.36	63.5	6,296.16-	5,281.70	83.9
41500	FINANCIAL ADMINISTRATION	385,365.00-	251,150.75	65.2	32,113.74-	21,418.54	66.7
41650	HUMAN RESOURCES	120,251.00-	74,649.94	62.1	10,020.90-	7,909.51	78.9
41670	ENGINEERING	670,947.00-	430,557.01	64.2	55,912.26-	7,942.81	14.2
41700	PLANNING AND ZONING	1,229,024.00-	159,924.51	13.0	102,418.65-	16,798.57	16.4
41800	GENERAL GOVERNMENT BUILDINGS	63,313.00-	34,741.49	54.9	5,276.06-	2,886.75	54.7
41921	SPECIAL EVENTS	3,500.00-	3,208.41	91.7	291.67-	0.00	0.0
42100	POLICE PATROL	813,463.00-	499,719.50	61.4	67,788.56-	50,546.13	74.6
42120	POLICE SUPPORT SERVICES	274,688.00-	189,424.02	69.0	22,890.65-	18,583.43	81.2
42150	POLICE ADMINISTRATION	191,702.00-	119,965.43	62.6	15,975.16-	11,501.00	72.0
42151	COMMUNICATIONS SERVICES	201,193.00-	123,065.71	61.2	16,766.07-	14,617.68	87.2
42200	FIRE PROTECTION AND CONTROL	2,017,419.00-	566,432.80	28.1	168,118.27-	64,424.71	38.3
42210	FIRE ADMINISTRATION AND INSPECTION	235,560.00-	126,083.14	53.5	19,630.00-	13,922.73	70.9
43000	PUBLIC WORKS	75,429.00-	40,205.75	53.3	6,285.77-	3,344.61	53.2
43100	HIGHWAYS AND STREETS	168,803.00-	94,327.07	55.9	14,066.95-	8,492.45	60.4
43170	CITY GARAGE	400.00-	0.00	0.0	33.33-	0.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	90,693.00-	55,400.39	61.1	7,557.76-	5,211.40	69.0
44700	PARKS	239,954.00-	154,575.95	64.4	19,996.16-	14,434.77	72.2
44740	PARK MAINTENANCE	481,535.00-	781,357.14	162.3	40,127.91-	22,136.04	55.2
44800	LIBRARIES	149,661.00-	96,054.63	64.2	12,471.73-	11,263.14	90.3
44880	CHILDREN'S LIBRARY SERVICES	36,782.00-	23,525.48	64.0	3,065.17-	2,564.72	83.7
51000	MISC EXP	235,000.00-	24,165.00	10.3	19,583.34-	0.00	0.0
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	855,000.00-	412,060.84	48.2	71,250.00-	0.00	0.0
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	179,000.00-	482,824.15	269.7	14,916.67-	0.00	0.0
	Total EXPENDITURES	9,123,746.00-	5,025,561.75	55.1	760,312.11-	327,299.66	43.0
	Total GENERAL FUND	8.00	1,194,863.93-	5799.1	0.70	812,025.05-	3578.6

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

120 INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	47,000.00	28,034.35-	59.6	3,916.67	2,954.15-	75.4
36100	INTEREST EARNINGS	200.00	0.00	0.0	16.67	0.00	0.0
	Total REVENUES	47,200.00	28,034.35-	59.4	3,933.34	2,954.15-	75.1
	EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	48,500.00-	40,492.66	83.5	4,041.67-	0.00	0.0
	Total EXPENDITURES	48,500.00-	40,492.66	83.5	4,041.67-	0.00	0.0
	Total INDUSTRIAL DEVELOPMENT FUND	1,300.00-	12,458.31	958.3	108.33-	2,954.15-	2727.0

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

121 STATE STREET AID FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
33551	STATE GASOLINE AND MOTOR FUEL TAX	251,924.00	185,042.49-	73.5	20,993.67	22,152.95-	105.5
36100	INTEREST EARNINGS	300.00	0.00	0.0	25.00	0.00	0.0
	Total REVENUES	252,224.00	185,042.49-	73.4	21,018.67	22,152.95-	105.4
	EXPENDITURES						
43100	HIGHWAYS AND STREETS	253,127.00-	212,129.70	83.8	21,093.91-	9,866.64	46.8
	Total EXPENDITURES	253,127.00-	212,129.70	83.8	21,093.91-	9,866.64	46.8
	Total STATE STREET AID FUND	903.00-	27,087.21	2999.7	75.24-	12,286.31-	6329.5

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY 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	631.40-	21.0	250.00	62.36-	24.9
36425	PARKS SALES TAX RECEIPTS	84,000.00	51,336.00-	61.1	7,000.00	6,758.64-	96.6
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	20,520.00-	102.6	1,666.67	20,520.00-	1231.2
	Total REVENUES	107,000.00	147,487.40-	137.8	8,916.67	27,341.00-	306.6
	EXPENDITURES						
49000	DEBT SERVICE	297,118.00-	104,601.88	35.2	24,759.83-	73,242.00	295.8
	Total EXPENDITURES	297,118.00-	104,601.88	35.2	24,759.83-	73,242.00	295.8
	Total PARKS SALES TAX FUND	190,118.00-	42,885.52-	22.6	15,843.16-	45,901.00	289.7

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

123 SOLID WASTE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
34400	SANITATION - USER FEES	665,000.00	392,145.00-	59.0	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	404.79-	28.9	116.67	41.50-	35.6
37794	SALE OF MATERIALS	5,500.00	3,770.50-	68.6	458.33	347.15-	75.7
	Total REVENUES	671,925.00	396,320.29-	59.0	55,993.75	388.65-	0.7
	EXPENDITURES						
43200	SANITATION	660,656.00-	385,180.33	58.3	55,054.67-	29,779.24	54.1
49000	DEBT SERVICE	103,706.00-	6,265.62	6.0	8,642.17-	0.00	0.0
	Total EXPENDITURES	764,362.00-	391,445.95	51.2	63,696.84-	29,779.24	46.8
	Total SOLID WASTE FUND	92,437.00-	4,874.34-	5.3	7,703.09-	29,390.59	381.5

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

124 IMPACT FEES

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY 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	795.42-	13.3	500.00	68.81-	13.8
36421	ROADS IMPACT FEES	22,000.00	12,219.20-	55.5	1,833.33	1,143.00-	62.3
36422	PARKS IMPACT FEES	14,000.00	10,182.00-	72.7	1,166.67	1,188.00-	101.8
36423	POLICE IMPACT FEES	14,000.00	8,276.00-	59.1	1,166.67	846.00-	72.5
36424	FIRE IMPACT FEES	9,000.00	5,460.30-	60.7	750.00	558.00-	74.4
	Total REVENUES	155,000.00	36,932.92-	23.8	12,916.67	3,803.81-	29.4
	EXPENDITURES						
51010	ROADS IMPACT FEES	294,936.00-	27,741.95	9.4	24,578.00-	26,855.40	109.3
51020	PARKS IMPACT FEES	22,595.00-	22,432.05	99.3	1,882.91-	21,972.60	1166.9
51030	POLICE IMPACT FEES	117,428.00-	33,114.00	28.2	9,785.67-	0.00	0.0
51040	FIRE IMPACT FEES	45,020.00-	2,066.25	4.6	3,751.67-	0.00	0.0
	Total EXPENDITURES	479,979.00-	85,354.25	17.8	39,998.25-	48,828.00	122.1
	Total IMPACT FEES	324,979.00-	48,421.33	14.9	27,081.58-	45,024.19	166.3

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

140 POLICE DRUG FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
31610	LOCAL SALES TAX - CO. TRUSTEE	750.00	2,044.35-	272.6	62.50	0.00	0.0
35130	IMPOUNDMENT CHARGES	100.00	200.00-	200.0	8.33	0.00	0.0
35140	DRUG RELATED FINES	15,000.00	10,433.75-	69.6	1,250.00	1,410.16-	112.8
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	0.00	0.0
	Total REVENUES	16,050.00	13,178.10-	82.1	1,337.50	1,410.16-	105.4
	EXPENDITURES						
42129	DRUG INVESTIGATION AND CONTROL	9,450.00-	3,795.50	40.2	787.50-	403.91	51.3
	Total EXPENDITURES	9,450.00-	3,795.50	40.2	787.50-	403.91	51.3
	Total POLICE DRUG FUND	6,600.00	9,382.60-	142.2	550.00	1,006.25-	183.0

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	228,538.00	178,822.59-	78.2	19,044.83	31,902.41-	167.5
36100	INTEREST EARNINGS	43,806.00	498.20-	1.1	3,650.50	44.84-	1.2
	Total REVENUES	272,344.00	179,320.79-	65.8	22,695.33	31,947.25-	140.8
	EXPENDITURES						
49000	DEBT SERVICE	511,192.00-	137,890.38	27.0	42,599.33-	55,200.00	129.6
	Total EXPENDITURES	511,192.00-	137,890.38	27.0	42,599.33-	55,200.00	129.6
	Total DEBT SERVICE FUND (GENERAL)	238,848.00-	41,430.41-	17.3	19,904.00-	23,252.75	116.8

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

412 SEWER FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY 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	150.00-	37.5	33.33	0.00	0.0
36000	OTHER REVENUES	11,500.00	10,551.65-	91.8	958.33	0.00	0.0
36100	INTEREST EARNINGS	7,000.00	1,526.45-	21.8	583.33	150.02-	25.7
36330	SALE OF EQUIPMENT	0.00	4,665.00-	0.0	0.00	4,665.00-	0.0
36350	INSURANCE RECOVERIES	0.00	64,637.54-	0.0	0.00	0.00	0.0
36920	SALE OF BONDS	1,844,687.00	886,349.00-	48.0	153,723.92	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	17,000.00	21,805.00-	128.3	1,416.67	2,875.00-	202.9
37220	ADMINISTRATIVE FEES	12,000.00	6,850.00-	57.1	1,000.00	1,175.00-	117.5
37230	SEWER USER FEES	1,950,000.00	1,417,183.36-	72.7	162,500.00	6,782.29-	4.2
37298	CAPACITY FEES	110,000.00	46,002.50-	41.8	9,166.67	5,000.00-	54.5
37499	COMMITMENT FEES	87,500.00	0.00	0.0	7,291.67	0.00	0.0
37995	CONNECTION FEES	7,000.00	4,350.00-	62.1	583.33	450.00-	77.1
	Total REVENUES	4,078,092.00	2,464,070.50-	60.4	339,841.00	21,097.31-	6.2
	EXPENDITURES						
49000	DEBT SERVICE	712,389.00-	508,242.78	71.3	59,365.75-	338,963.54	571.0
52117	ADMINISTRATION AND GENERAL EXPENSES	522,455.00-	321,838.21	61.6	43,537.90-	26,425.19	60.7
52210	COLLECTION	1,916,205.00-	628,436.71	32.8	159,683.77-	34,195.71	21.4
52213	SEWER TREATMENT AND DISPOSAL	763,760.00-	215,829.28	28.3	63,646.66-	20,442.51	32.1
52223	DEPRECIATION	609,590.00-	406,393.36	66.7	50,799.17-	50,799.17	100.0
58801	ARRA ASSISTANCE - COPES CROSSING PROJECT	77,512.00-	837,083.93	1079.9	6,459.33-	0.00	0.0
	Total EXPENDITURES	4,601,911.00-	2,917,824.27	63.4	383,492.58-	470,826.12	122.8
	Total SEWER FUND	523,819.00-	453,753.77	86.6	43,651.58-	449,728.81	1030.3

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

416 HEALTHCARE FUND

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
36000	OTHER REVENUES	0.00	5,205.33-	0.0	0.00	1,845.18-	0.0
36100	INTEREST EARNINGS	400.00	149.69-	37.4	33.33	33.58-	100.8
36350	INSURANCE RECOVERIES	0.00	87,794.61-	0.0	0.00	1,569.62-	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	823,399.00	640,313.74-	77.8	68,616.58	95,840.55-	139.7
	Total REVENUES	823,799.00	733,463.37-	89.0	68,649.91	99,288.93-	144.6
	EXPENDITURES						
51520	INSURANCE EMPLOYERS SHARE	1,117,010.00-	669,753.78	60.0	93,084.16-	78,207.62	84.0
	Total EXPENDITURES	1,117,010.00-	669,753.78	60.0	93,084.16-	78,207.62	84.0
	Total HEALTHCARE FUND	293,211.00-	63,709.59-	21.7	24,434.25-	21,081.31-	86.3

Summary Financial Statement
FEBRUARY 28, 2011

Fiscal Year Time Lapse: 66.66

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date Budget Estimate	Year-To-Date Actual	Year-To-Date Percent Of Budget	FEBRUARY Estimate Avg/Mth	FEBRUARY Actual	FEBRUARY Percent Of Avg
	REVENUES						
34110	GENERAL SERVICES	300.00	200.00-	66.7	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	11,725.00-	79.0	1,237.50	600.00-	48.5
36100	INTEREST EARNINGS	500.00	139.96-	28.0	41.67	12.42-	29.8
36340	SALE OF CEMETERY LOTS	8,500.00	16,500.00-	194.1	708.33	0.00	0.0
	Total REVENUES	24,450.00	28,564.96-	116.8	2,037.50	612.42-	30.1
	EXPENDITURES						
43400	CEMETERIES	17,549.00-	14,222.38	81.0	1,462.42-	125.40	8.6
	Total EXPENDITURES	17,549.00-	14,222.38	81.0	1,462.42-	125.40	8.6
	Total HILLCREST CITY CEMETERY	6,901.00	14,342.58-	207.8	575.08	487.02-	84.7

G/L Month: 02 FEBRUARY
Beginning Fund: 110 Beginning Function:
Ending Fund: 433 Ending Function: ZZZZZ

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

March 8, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

From: Candyce Shelton
Human Resources

Re: Personnel Manual Revisions

I would like to recommend approval of the following revisions to the Personnel Manual sections 6.1 and 6.2 to specify non-exempt staff.

RESOLUTION 11-03

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, APPROVING CERTAIN AMENDMENTS AND REVISIONS TO THE PERSONNEL MANUAL.

WHEREAS, the City maintains a consistent set of adopted rules and procedures for the administration of personnel matters; and

WHEREAS, the City Administrator is charged with the duty to review the adopted policies and procedures that govern the City's personnel system and make recommendations of updates and improvements to the procedures; and

WHEREAS, the City has engaged the services of a professionally trained Human Resources Director to advise on personnel matters, including improvements to language contained in the Personnel Manual; and

WHEREAS, this professional has made a number of recommendations to revise the personnel rules and procedures; and

WHEREAS, the Board of Mayor and Aldermen wish to amend the current personnel manual;

NOW, THEREFORE, the Board of Mayor and Aldermen of the City of White House do hereby resolve that the Personnel Manual is hereby amended by changing and updating the City of White House Personnel Manual.

This resolution shall be effective upon passage.

Adopted this 17th day of March 2011.

_____
Michael Arnold, Mayor

ATTEST:

_____
Amanda Priest, City Recorder

6.1. HOLIDAYS

All offices of the City of White House, except emergency and necessary operations, will be closed and employees excused on the holidays listed below. New non-exempt employees are not eligible for paid holidays while serving their 90-day trial period.

New Year's Day	January 1st
Martin Luther King, Jr. Day	3rd Monday in January
President's Day	3rd Monday in February
Good Friday	Thursday before Easter Sunday
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	1st Monday in September
Columbus Day	2nd Monday in October
Veterans Day	November 11th
Thanksgiving Day	4th Wednesday in November
And the Day After	4th Thursday in November
Christmas Eve	December 24th
Christmas Day	December 25th

The City of White House follows the Sumner County holiday schedule.

6.2. HOLIDAY PAY

Employees must work their last regularly scheduled shift before a holiday and their first regularly scheduled shift after a holiday in order to receive compensation for the holiday. If an employee does not work their regularly scheduled shift before and after the holiday, pay for the holiday(s) ~~will~~ may be forfeited. Pre-approved vacation or pre-approved sick leave does not constitute forfeiture of holiday pay. Employees scheduled but who do not work the holiday shall forfeit holiday pay.

Full-Time Employees. Full-time employees working 10 hour shifts who are required to work on a holiday shall receive straight time pay for the actual hours worked. Ten (10) hours of holiday pay will also be recorded at the employee's straight time rate of pay.

Full-time employees working 8 hour shifts who are required to work on a holiday shall receive straight time pay for the actual hours worked. Eight (8) hours of holiday pay will also be recorded at the employee's straight time rate of pay.

Fire Personnel. Fire Department personnel required to work a 24-hour shift on a holiday shall receive holiday pay at a rate of a straight ten (10) hour time period.

Police Personnel. Police officers who work a 12-hour shift on a holiday shall receive holiday pay at a rate of a straight ten (10) hour time period.

Part-Time Employees. Part-time employees working at least 30 hours per week who are required to work on a holiday shall receive straight time pay for actual hours worked and shall receive holiday pay at a straight time rate of pay for actual hours worked. All holiday pay will be paid on day of City Hall observance.

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: March 8, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Resolution to equalize fees for the co-sponsored leagues

At the Leisure Services Board meeting on March 3, a recommendation was made to equalize the maintenance fees and non-resident fees for the four co-sponsored leagues operating on park property.

The four current co-sponsored leagues are White House Youth Soccer, White House Dixie Youth Baseball / USFA Softball, White House Men's Club Jr. Pro Football, and the White House Jr. Pro Cheerleading organization.

- Maintenance Fee - The recommendation is to approve a fee of $5 per participant.
- Non-resident Fee - In addition to the maintenance fee, the recommendation is to approve a fee of $12 per participant and $7 for each additional child in a family playing in the same league.

The impact to the leagues is as follows:

WHYS – Fall Soccer Non-Resident $2098; Maintenance $1740 (no change necessary)

WHDY / USFA – 2010 Non-Resident $2104; Maintenance $2,400 (no change necessary)

Jr. Pro Football – 2010 season Non-Resident $616; (would add $5 more to registration)

Jr. Pro Cheerleading – (would add $5 more to registration at a minimum, plus a $12 non-resident fee if applicable)

RESOLUTION 11-04

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, ESTABLISHING A REVISED SCHEDULE OF FEES FOR PARKS AND RECREATION CO-SPONSORED LEAGUES.

WHEREAS, Staff in the Parks and Recreation Department periodically review the cost of fees and charges for Co-Sponsored Leagues to the Leisure Services Board; and

WHEREAS, the Leisure Services Board has reviewed the proposed fees from Parks Staff and has unanimously recommended those rates and fees to the Board of Mayor and Aldermen; and

WHEREAS, registration fees of the organization will be based on the direct operating expenses of the program; and

WHEREAS, the Board of Mayor and Aldermen have reviewed the proposed fees and believe they are in-line with City costs and with the charges of surrounding cities,

NOW, THEREFORE, the Board of Mayor and Aldermen of the City of White House do hereby establish by resolution the following fees Co-Sponsored Leagues:

Maintenance Fee - A fee of $5 per participant.

Non-Resident Fee - A fee in addition to the Maintenance Fee of $12 per participant and $7 for each additional child in a family playing in the same league.

Adopted this 17th day of March 2011.

_____
Michael Arnold, Mayor

ATTEST:

_____
Amanda Priest, City Recorder

ORDINANCES....

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: February 2, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Recommendation from Leisure Services Board to prohibit golfing within the confines of any park property.

At the January meeting of the Leisure Services, the board members voted to recommend amending the Municipal Code to prohibit golfing on all park premises. This would amend Title 2, Chapter 1, Leisure Services Board, Section 2-105.

Golfing has been an ongoing problem at the soccer complex in particular. There are several reasons why this activity is problematic. 1) Golf balls are being left on the ground which presents a dangerous tripping hazard; 2) the fields are being damaged by the hacking of golf clubs; 3) the golf balls may become projectiles if struck by a lawn mower; 4) maintenance workers must spend time needlessly picking up golf balls before mowing.

The code should declare it unlawful "for any person to play, practice or otherwise engage in the game of golf within the confines of any park of the city, except those parks specifically designated by the Director as a golf course".

ORDINANCE 11-05

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE, TITLE 2, CHAPTER 1, LEISURE SERVICES BOARD, SECTION 2-105.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding Title 2, Chapter 1, Leisure Services Board, Section 2-105; and

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the following addition be made to Title 2, Chapter 1, Leisure Services Board, Section 2-105 is amended as follows:

2-105 (3) (k) (i) Golf. For any person to play, practice or otherwise engage in the game of golf within the confines of any park of the City, except those spars specifically designated by the Director as a golf course.

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

First Reading: February 17, 2011 PASSED

Second Reading: March 17, 2011

Mike Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

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: March 8, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Code of Conduct

The Leisure Services Board is scheduled to approve a Code of Conduct at a special called meeting on March 14th. A draft of the code has been sent to the league presidents of the four co-sponsored leagues for feedback as well. This code will establish the city's conduct expectations for all leagues, and resulting penalties for not following the code.

March 9, 2011

MEMORANDUM

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

From: Amanda Priest, City Recorder

Re: Ordinance 11-06

The Leisure Services Board is convening on Monday, March 14th at a Special Called Session to discuss and approve a Code of Conduct. If approved by the Leisure Services Board, Ordinance 11-06 will be provided to each of you on Tuesday, March 15th. Ordinance 11-06 will be an ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board.

If you have any questions, please do not hesitate to contact me.

Thanks!

FINANCE....

March 8, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

cc: Angie Carrier, City Administrator

From: Charlotte Soporowski, Finance Director CKS

Re: Audit for the Year Ended June 30, 2010

The CPA Firm of Crosslin & Associates has completed their independent audit of the City of White House financials for the year ended June 30, 2010. Representatives from the firm will be at the March 17 Board of Mayor and Alderman meeting to present the audit results.

The final audit document has not yet been completed, but will be delivered to the Board of Mayor and Aldermen at the March 17 meeting. The attached draft copy is being provided so that you may be review it before the presentation at Thursday's meeting.

If you have any questions about the audit report, please feel free to give me a call.

Thanks!

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: March 8, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Consideration of bid for Municipal Park Electrical Panel Replacement

On March 7th, bids were opened for the Municipal Park Electrical Panel Replacement project which is listed in the CIP for 2010-2011. Funding is from the Parks Sales Tax fund.

The project was separated into 2 parts, a base bid and an alternate bid. The BMA last year increased the budget to $10,000 for the purpose of moving the panels and electrical gear indoors, leaving only the 2 switches outside. The alternate bid meets that scope of work expectation.

Base Bid requirements:
To replace existing electrical panel with new panel and breakers, provide new lighting controls cabinet with contactors and electronic time switch, and provide new field lighting switches in lockable enclosure on exterior of concessions building.

Alternate Bid requirements:
To perform the base bid scope of work and locate all new and existing electrical equipment inside the concession building; splice and extend secondary feeders; remove existing service rack.

The electrical engineer and I discussed how to make the project more affordable at the pre-bid conference and sent out an addendum to all contractors who attended. The addendum is included for your reference. The most significant cost savings is in the aluminum wire for the service conductors in lieu of copper.

The best long term value is to move the electrical gear indoors to protect it from the elements and from unauthorized persons at the Municipal Park, therefore increasing the life expectancy of the equipment and the level of safety. My recommendation is to approve the alternate bid of $20,400 submitted by Reynolds Electrical Contractors, LLC.

Thanks for your consideration.

PARSONS ENGINEERING, Inc.

210 12th Avenue South, Suite 209
Nashville, Tennessee 37203
Phone: (615) 386-9396 Fax: (615) 385-0647

MEMORANDUM

TO: **Ashley Smith – City of White House**

FROM: **Anthony Pezzi**

DATE: **February 24, 2011**

SUBJECT: **Panel Relocation at Park – White House, TN**
Addendum #1

The changes indicated on the plans with revision date 2-24-11 per pre-bid comments shall take precedence for the bidding of this project. Changes are base on comments and questions from the pre-bid meeting and the site visit. Changes were agreed upon by the Owner and Engineer.

The changes are as follows (see revised drawings E-1 and E-1A):

1. Contractor shall repair any damage to the site. All trenching shall be backfilled and compacted to minimize settling. Reseed damaged areas with tall fescue and cover with straw.
2. Service conductors shall be aluminum conductor, made of AA-8000 series electrical grade alloy, with XHHW-2 or equal insulation, and UL listed. Terminations shall be made per manufacturers' recommendations.
3. Contractor may provide one in-ground junction box for splices at existing panel locations.
4. Proposed panel locations in concessions building as shown on revised drawings.
5. Feeder to football press box shall be intercepted near the concessions building in a new in-ground junction box.

CITY OF WHITE HOUSE

Electrical Panel Replacement

BID# 11-1001PK	REYNOLDS ELECTRICAL CONT.	STANSELL ELECTRIC	RAINS ELECTRIC	SOUTHEAST ELECT	BRATTEN ELEC		
ELECTRICAL PANEL REPLACEMENT	1171 Tidwell Switch Rd.	860 Visco Dr	212 Williams Ave	3155 Pleasant Grove Rd	3900 Empson Rd		
OPENING: March 7, 2010 @ 9 a.m.	Dickson, TN 37055	Nashville, TN 37210	Madison, TN 37115	White House, TN 37188	White House, TN 37188		
SPECIFICATIONS:	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost	Unit Cost
Specifications per Drawings and Instructions to Bidders Packet							
BASE BID	$7,500.00	$8,727.41	$9,200.00	$10,370.00	$13,720.00		
ALTERNATE	$20,400.00	$32,359.60	$24,300.00	$29,980.00	$33,235.00		
Delivery							
Totals							

March 9, 2011

MEMORANDUM

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

From: Amanda Priest, City Recorder

Re: Health Benefit Program and Associated Services

The City is currently in the process of selecting a general third party administrative or administrative services only (ASO) services, pharmacy benefit management services, competitive provider networks and stop loss coverage in order to establish a partially self-funded health and pharmacy plan for its employees and their dependents. All proposals were received and opened on March 3rd at 3:00 p.m. A recommendation from SHERRILL MORGAN will be provided to you on Tuesday, March 15th. Below is an outline of the upcoming activities regarding this.

- On Thursday, March 10th, SHERRILL MORGAN will provide the three top candidates to Candyce Shelton, Human Resources Director.
- On Monday, March 14th, Candyce Shelton, Human Resources Director and representatives from SHERRILL MORGAN will interview the three top candidates.
- On Tuesday, March 15th, SHERRILL MORGAN will provide their final recommendation based on the results from the interviews.

After SHERRILL MORGAN's recommendation is received, it will be forwarded to each of you for review. A copy of the Request for Proposal has been provided to you for your reference.

If you have any questions, please do not hesitate to contact me.

Thanks!

City of White House, Tennessee

February 10, 2011

REQUEST FOR PROPOSALS

Health Benefit Program & Associated Services

1. Overview

The City of White House health benefit plan has been self-funded for approximately three years. The City's health plan has been administered by North America Administrators of Nashville, TN. The City currently purchases administrative services and stop loss insurance. The City participates in the Private Healthcare Systems Network (PHCS). It utilizes HealthSmart for pharmacy benefit management.

Approximately 75 employees and their families are receiving benefits under the City's plan.

SHERRILL MORGAN will be coordinating this request for proposal for the City.

2. Purpose and Evaluation Method

The City of White House is seeking general third party administrative or administrative services only (ASO) services, pharmacy benefit management services, competitive provider networks and stop loss coverage in order to establish a partially self-funded health and pharmacy plan for its employees and their dependents. The City feels it is prudent to request proposals at this time in order to ensure that it receives the best price and service for its employees, and is able to control the cost of its medical and pharmacy benefits. The Respondent's ability to demonstrate help with managing health care costs will be considered. The City is also interested in obtaining exceptional customer service. Respondents must specifically respond to all of the Specifications in Section 3 of this Request for Proposal and to all questions.

Respondents must also complete Sections 5 and 6 of this Request for Proposal. Section 6 should be completed separately for each PBM proposed, if more than one.

Some of the services requested will be evaluated on a point system. The points allotted to each service are listed throughout this document. There are **100** total points possible. **Partial points may be awarded** based upon the strengths and abilities of the Respondent to provide some portion of the desired services. Other services, such as customer service and the overall cost for the services offered will be evaluated on a subjective basis.

The City will accept replies from respondents until **MONDAY, MARCH 3, 2011 at 3:00 P.M. Central Standard Time.** Proposals received after that time will not be considered. The City anticipates implementation of the providers and their programs no later than **APRIL 1, 2011**. These contracts are to be effective for a one-year period, although multi-year contracts will be considered.

Contracts are expected to be awarded via Council Vote on **THURSDAY, MARCH 17, 2011**.

Attached with this RFP will be confidential reports to be used for quoting purposes. A sample of all contracts for services and sample reports is hereby requested as completion of this RFP. Any questions or requests for clarification should be directed to:

Lisa Stamm, Esq
SHERRILL MORGAN
859-291-6600
lisa@sherrillmorgan.com

3. General Requirements *(Evaluated on the point system described above)*

3.1 Plan Design

The City may make plan design changes during the upcoming contract year. **A complete plan document re-write will be completed by the successful respondent.** Also, the TPA/ASO chosen will need to show the ability to administer ERISA-exempt plans and the regulations of the State because of these exemptions.

3.2 Pharmacy Program (Point Value: 15 Points)

The City is seeking a pharmacy benefit manager (PBM) to administer its prescription drug program. **All PBM options submitted must be transparent with regard to all fees, rebates, and spread.** Please complete the attached Pharmacy Benefit Manager Questionnaire for each PBM option submitted. Five points will be given for employee on-line access to the participating pharmacy list, formulary lists, and personal pharmacy information. Five points will also be given for access to a pharmaceutical consultant, preferably a licensed pharmacist, who can analyze the

City's pharmacy program and make recommendations. The City may also negotiate PBM services outside of the scope of this RFP or directly with pharmacy benefit vendors.

3.3 PPO Network (Point Value: 20 Points)

The City currently utilizes the Private Healthcare Systems Network (PHCS). The top five facilities currently utilized by the City are: Hendersonville Medical Center, Centennial Medical Center, Skyline Medical Center, Seton Corp Baptist Hospital, and Vanderbilt Childrens Hospital. TPA/ASO respondents should provide average discounts in the proposed network for these facilities on both an inpatient and outpatient basis, and should also provide average provider discounts for the proposed network for providers in the 37188 zip code. Respondents proposing other network options should also submit a GeoAccess report with the following minimal parameters: 2 primary care physicians within a 15-mile radius; 2 specialists within a 15-mile radius; 2 pediatricians within a 15-mile radius; 2 OB/GYNs within a 20-mile radius, and 1 hospital within a 20-mile radius. A disruption report may be required of finalists.

3.4 Stop Loss (Point Value: 15 Points)

The City currently has $50,000 of specific stop loss coverage with Gerber Life Insurance Company (Gerber) through IAT. Respondents must indicate if they are an approved TPA with Gerber/IAT. The City purchases aggregate coverage. The City will entertain proposals with higher stop loss deductibles, but a $50,000 specific deductible option must be quoted. Paid, *24/12, and 18/12 contracts will be considered.* Currently, medical and prescription drug claims are covered under the specific deductible and the City is requesting that this remain the same with the new stop loss coverage.

If necessary, further negotiation with successful respondents regarding stop loss will be permitted after the deadline. **Stop loss should be quoted net of commissions.**

The City wishes to purchase both specific and aggregate stop loss insurance on a 24/12 basis. Please quote the following specific deductible levels: $50,000; $60,000; and $75,000. If possible, please show a no new laser contract with a rate cap. If necessary, further negotiation with successful respondents regarding stop loss will be permitted after the deadline. **Stop loss should be quoted net of commissions.**

3.5 Utilization Review/Medical Management (Point Value: 10 Points)

Please identify if your utilization review is a part of the TPA/ASO service and whether it is an in-house service or provided by an outside vendor, and whether your UR /medical management is URAC-accredited. Also, please describe how individuals are reported to UR/medical management and the procedures involved.

3.6 Disease Management/Predictive Modeling/Wellness Programs (Point Value: 5 Points)

TPA/ASO Respondents should provide information on disease management, predictive modeling and wellness programs they offer.

3.7 COBRA/HIPAA (Point Value: 5 Points)

The chosen TPA/ASO must be able to provide these services on behalf of the City. The TPA/ASO must also be compliant with HIPAA Title II regulations and be able to assist the City in the privacy policy area. Please indicate whether COBRA/HIPAA administration is provided in-house or with an outside vendor.

3.8 On-line Capabilities (Point Value: 10 Points, 5 allotted to services for management purposes and 5 allotted to employee on-line capabilities)

The City would like as much on-line access as possible to the plan information for management purposes as well as, but not limited to, the ability to monitor claims, run reports and make enrollment changes online. Consideration will be given to whether vendors allow employees to check personal information on-line. Any additional cost for this service should be quoted separately.

3.9 Health Reimbursement Arrangement (HRA) (Point Value: 5 Points, 3 allotted to the ability to administer services, 2 allotted to employee on-line capabilities)

The City does not offer a Health Reimbursement Arrangement or Health Savings Account. The City may consider such options in the future so TPA/ASO Respondents should indicate whether they can administer an HRA and whether members could view their HRA account information on-line. Please also confirm ability to auto adjudicate the HRA claims and describe in detail.

3.10 References (Point Value: 10 Points, 5 Points for 2 or more government references, 5 Points if 1 reference is a government in Tennessee)

At least five references in total should be provided, and one of the five must be a former client. Representation of government agencies will receive significant regard.

3.11 Additional Criteria

All proposals must be submitted in writing. Criteria that will be used to determine award of the contract will include but will not be limited to the following:

a. The cost per employee per month for all services. Cost quoted must be guaranteed for at least a one-year period following acceptance.
b. References provided.

c. The qualifications and experience of the TPA/ASO, staff, and associated vendors. **Please describe.**
d. The scope and degree of services provided.
e. Thoroughness and usefulness of reports provided to the City on a monthly basis. **Please describe your reporting package and provide examples.**
f. Demonstrate competence and compliance with HIPAA Privacy regulations. **Please describe.**
g. On-line services. **Please describe.**
h. The ability to work with related vendors. **Please describe.**
i. Demonstrated customer service. **Please describe.**
j. Claims turnaround time. **Please state your average clean claim turnaround time.**
k. Size/scope of the PPO network.
l. Thoroughness of the response to the RFP **(Point Value: 10 Points)**

4. Specifications

4.1 Approval by Regulatory Authorities

Respondents shall be approved by the appropriate regulatory authorities in the State of Tennessee to provide the services herein described.

4.2 Compliance with Laws

Respondent's contracts shall comply with applicable Federal, State, and Local statutes, rules, and regulations.

4.3 Financial Statements

Respondents shall furnish the latest statements showing the Respondent's financial condition at the City's request, as well as any subsidiary statements or explanations that the City may request. Please provide financial ratings for any stop loss carriers included in your proposal.

4.4 Consequence for Unsatisfied Requirements

Failure to meet specifications as outlined or failure to provide any of the information asked for or addressed in this request in a manner which will permit thorough assessment of a provider's program may be grounds to reject any proposal.

4.5 Rejection

The City reserves the right to reject individually or collectively all proposals and to accept proposals in full or in part as deemed to be in the best interest of the city.

4.6 Assignment

The successful Respondent shall not assign, transfer, convey, sublet or otherwise dispose of any award or any or all of its rights, title or interest therein, without prior written consent of the City. Such consent by the City shall not relieve the assignor of liability in the event of default by the assignee.

4.7 Indemnification

The successful Respondent shall indemnify, save harmless, and exempt the City, its officers, agents, servants, and employees from and against any and all such suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney fees and any and all other costs or fees incident to any work done as a result of the request for proposal and arising out of a willful or negligent act or omission of the successful Respondent, its officers, agents, servants, and employees.

4.8 Venue

Venue shall be in the applicable courts, Robertson County, Tennessee and Sumner County, Tennessee.

4.9 Applicable Law

The laws of the State of Tennessee shall govern any Agreement entered into as a result of this Request for Proposal. No rights, remedies, and warranties available to the City under any agreement or by operation of law will be waived or modified unless expressly waived or modified by the City in writing.

4.10 Contract Term and Effective Date

The contract for the City will cover a one-year period and will commence on APRIL 1, 2011 and will end on MARCH 31, 2012. The contract may be renewed for like terms on the anniversary date upon written notice by the City. The contract can be terminated by the City with at least thirty (30) days' prior written notice of termination. It is anticipated that the contract will be renewed for consecutive years. Multi-year contracts will be considered if offered.

4.11 Contact Information

Questions regarding any of the terms above should be directed to:
Ms. Lisa Stamm, Esq.
SHERRILL MORGAN
525 West 5th Street, Suite 310
Covington, Kentucky 41011
1-859-291-6600
E-mail address: lisa@sherrillmorgan.com

4.12 Address and Bid Submission

Two hard-copy proposals should be marked "City of White House RFP" and submitted to:

Ms. Carol Sturm
Purchasing Coordinator
CITY OF WHITE HOUSE
105 College Street
White House, Tennessee 37188
E-mail address: csturm@cityofwhitehouse.com

In addition, **one** hard-copy proposal should be marked "City of White House RFP" and submitted to:

Ms. Lisa Stamm, Esq.
SHERRILL MORGAN
525 W. Fifth Street, Suite 310
Covington, Kentucky 41011
E-mail address: lisa@sherrillmorgan.com

Proposals should arrive at the above addresses no later than **3:00 p.m. Central Standard Time on THURSDAY, MARCH 3, 2011.** Finalists will need to be available for interview during the time period of **FRIDAY,MARCH 14, 2011.**

Any proposals received after the deadline of **3:00 P.M. Central Standard Time on THURSDAY, MARCH 3, 2011** will be returned unopened.

5. Additional Quote Requirements for TPA/ASO & Associated Vendors

Please attach this form to the front of your proposal

ATTACHMENT TO RFP: ADMINISTRATIVE SERVICES

Third Party Administrator or ASO Provider: _____

Contact Information: _____

- *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.*

Base Administration	_____
COBRA Administration	_____
HIPAA Administration	_____
Utilization Review/Medical Management	_____
Name of UR/Case Management Organization	_____
Predictive Modeling Fee	_____
Disease Management Fee	_____
PPO Administration/Coordination Fee	_____
PPO Access Fee	_____
Rx Administration/Coordination Fee	_____
Medicare Part D Notices & Testing	_____
HRA Administration	_____
Other Fee _____	_____
TOTAL MONTHLY FEES	_____
Other Annual Fees (if applicable)	_____
Setup (One time fee)	_____
Are on-line administrative services available?	_____
Is a copy of your EOB included?	_____
Rate guarantees (please specify)	_____

6. Pharmacy Benefit Manager Questionnaire

Please complete for each PBM offered as part of this proposal

SHERRILL MORGAN requests that each Pharmacy Benefit Manager confirm its stance on the following contractual and administrative issues.

Proposals must be transparent with regard to all fees, rebates, and spread.

Please Insert the Name of PBM: _____

1. Corporate Capabilities

a. Identify the staff that would be directly involved with the City's contract, along with their titles and responsibilities with respect to the group.

b. Identify three references of clients similar to the City of White House.

2. Maximum Allowable Costs

Describe your MAC program including discounts and maintenance procedures.

3. Rebate Management

a. Please provide your proposal for providing a rebate for every paid claim including, as applicable, mail service and specialty pharmacy. Include among other items the following:

- Guaranteed rebate per EVERY paid drug claim
- Sharing of rebate amount in excess of the per claim guarantee

b. The City of White House requests the access and right to audit all records regarding rebates with drug manufacturers as it pertains to the City. Please describe your current policy and scope for outside audit procedures.

c. Describe the process for recommending formulary changes in conjunction with rebate contracts in order to obtain the most cost effective net per member per month costs.

4. Price Proposal

a. Identify the administrative services fee per employee per month (PEPM). Identify all of the administrative services included in this fee. If there are any other charges that will be assigned to other services please identify these services and the associated fee. Any fees not identified will be assumed to be part of the administrative services included in the PEPM service fee.

b. Identify proposed retail provider network reimbursement fees (ingredient cost discount and dispensing fee).

c. Identify proposed mail order network reimbursement fees.

d. Identify proposed specialty pharmacy services reimbursement fees and/or current product list as applicable.

e. Identify drug ingredient cost discounts for your block of business for:

- All retail brand claims for the period January 1, 2009-December 31, 2009
- All mail order brand claims for the period January 1, 2009-December 31, 2009
- All retail generic claims for the period January 1, 2010-December 31, 2010
- All mail order generic claims for the period January 1, 2010-December 31, 2010

OTHER BUSINESS…

DISCUSSION ITEMS...

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: March 9, 2011

RE: Church of Christ Spring Street Request

The White House Church of Christ is requesting to close off the section of Spring Street cutting through the Church's property from the Carmack Drive Intersection to the bottom of the Church's property on Spring Street. The Church representatives are also requesting that the City remove the 30ft road right-of-way section at the previous location of Spring Street along the front of the church building. Church representatives have also discussed with staff their request to subdivide and sell portions of the church property. The Church representatives requested in 2006 to close off the street through the parking lot area for a parking lot expansion project. Based upon staff recommendation, the Planning Commission did not approve the request due to concerns of limiting roadway and emergency service access to City Hall and the properties in the area including traffic access for the church. The Church representatives had a site plan approved by the Planning Commission in 1998 for a building addition and the plan included the Spring Street right-of-way stopping and the new right-of-way section across the parking lot. The April 13, 1998 Planning Commission Meeting minutes referenced the Spring Street right-of-way closure and a study session to discuss the roadways but no additional information is available.

Based on the conversations with the church, in the late 1980s to early 1990s the City agreed to allow the roadway of Spring Street to be stopped as currently seen on-site with the barrier. The reason for the agreement was to not have Spring Street going right by the front door of the church building. The agreement was to remove the remainder of the right-of-way of Spring Street as shown on the enclosed map. In exchange, the church would provide a connection to Carmack Street which would be designated as right-of-way. As you can see on the enclosed property maps, the original section of the right-of-way was never closed and the alternate connector street was never dedicated as right-of-way. Another part of the agreement is that the City would pave the drive and help with paving the Church's parking lot since the parking lot is used for City events. Staff and Church representatives could not find any record of the agreement. In a recent meeting, the Church representatives discussed that the City paved the section of Spring Street cutting across the parking lot but the Church paid for the paving.

Staff recommends the issue be resolved to prevent future issues and limit the City's liability with the section of right-of-way being used as a parking lot and drop off area adjacent to the church building. The Church representatives are also concerned with limiting their liability of having a section of their parking area functioning as a public

street. The Church representatives stated they would also consider a land swap but due to the size differences of the right-of-way adjacent to the church building (30ft) and the needed section of right-of-way for the section of Spring Street cutting across the parking lot, the City may need to purchase the difference. Per the City's Subdivision Regulations, the City would need a minimum 40 ft right-of-way section dedicated for the roadway.

Staff researched a MTAS publication[1] regarding public street acceptance and the City through assistance with the City Attorney might be able to consider the section of Spring Street that cuts across the parking area as public right-of-way through implied dedication and acceptance.

Implied dedication and acceptance is based on the conduct of the landowner and of the municipality that is used to determine whether a street has been dedicated by the owner based on the facts and circumstances of the issue. Examples of dedication include failure of the landowner to object to public use of the property, the owner permitting the opening of the road for public travel and City maintenance on the roadway. The longer the time the property is permitted to be used for public use the more likely the City could claim the intent to dedicate.

A prescriptive easement is based on when a person including a government, uses another person's land as a street openly and notoriously under a claim or right for an uninterrupted period of 20 years. The claim of right and acceptance by a government can be shown through public use of the roadway, street sign installation, and performing street maintenance.

With assistance of the City Attorney, the City may be able to prove implied dedication based on the approved April 13, 1998 site plan and meeting minutes but the problem with this issue is due to the lack of written records, no roadway closures, and the fact that the Church requested closure of the street in 2006. The City also has the issue of the section of right-of-way in front of the church to be resolved. The Church is in the process of having the property surveyed and this would be the time to have the issue resolved. Another issue to be resolved with the property survey would be to close an unused 10ft alley right-of-way on the Church's property.

Attachments:
-March 9, 2011 White House Church of Christ, Michael Wall Letter
-April 13, 1998 Planning Commission Minutes
-Copy of Site Plan Approved at April 13, 1998 Meeting
-July 10, 2006 Planning Commission Minutes
-White House Church of Christ Planning Commission Request Letter- April 25, 2006
-Property Map from Sumner County On-Line Tax Assessor Map
-Aerial Photography from Sumner County On-Line Tax Assessor Map
-Property Tax Information from Sumner County On-Line Tax Assessor Map

[1] (MTAS) Municipal Technical Advisory. The Opening and Closing of Municipal Streets in Tennessee and Selected Legal Potholes and Patches in Between. Sid D. Hemsley, Legal Consultant.

WHITE HOUSE CHURCH OF CHRIST

March 9, 2011

To Whom It May Concern:

This letter is to make a request on behalf of the White House Church of Christ. Upon review of the property maps that the Church owns, I have found that the current Church property that is being used for Spring Street is not an official road. I have consulted with our Elders and it was brought to my attention that the road was moved around twenty years ago. The move was based upon the assumption that the city would help maintain our parking lot because of the use it was receiving due to the city's lack of parking at the time. This agreement has not been honored by the city due to the lack of a written agreement by both parties.

This situation brings up many liability concerns with the Church. The Elders are also worried about the constant overuse of our parking lot because of city functions and events. The Church has come to a point that it can no longer afford to maintain the lot at its current rate of use. Therefore, I am asking that the City of White House to consider the following two options.

Option 1: The official right of way for Spring Street be closed and The Church will close the existing road way being used for Spring Street. (Preferred option)

Option 2: The City of White House would pay to have the property surveyed. Once the survey is complete, then a land swap and sale agreement would be formulated to make the Deed(s) correct.

If you have any questions regarding this request please feel free to give me a call at 310-4192.

Sincerely,

Michael Wall
Treasurer
White House Church of Christ

approval for this 7,200 square foot retail center on Edenway Drive in Robertson County. Subject property is zoned C-2.

Chairman Decker asked for staff report. Larry Allen said he had looked at the adjacent site proposed for the new shopping center that is coming on Wilkinson Lane and that would take care of part of the traffic problem. I have asked for a 5 ft. Right of way to take care of relocation of Wilkinson Lane. There is a 36" pipe that comes across Edenway. There was some discussion about the drainage going into a retention pond. Mr. Allen said he would like for Mr. Snyder, the city engineer to explain about the drainage problem. Mr. Snyder said the water coming out of the 36" pipe could go through the retention pond. There would need to be some calculations done but the water should drain properly into the retention pond. Larry recommended approval.

Motion was made by Darrell Leftwich, seconded by Stan McAfee to re-route the water to the retention pond. Mayor Hobbs said that Mr. Crouch should be responsible for adding 5 ft. to the road. Chairman Decker said a motion has already been made and the Mayor said he was amending the motion for Mr. Crouch to extend the road 5 ft. on his side and that the drainage amendments be presented to the board. Motion passed unanimously.

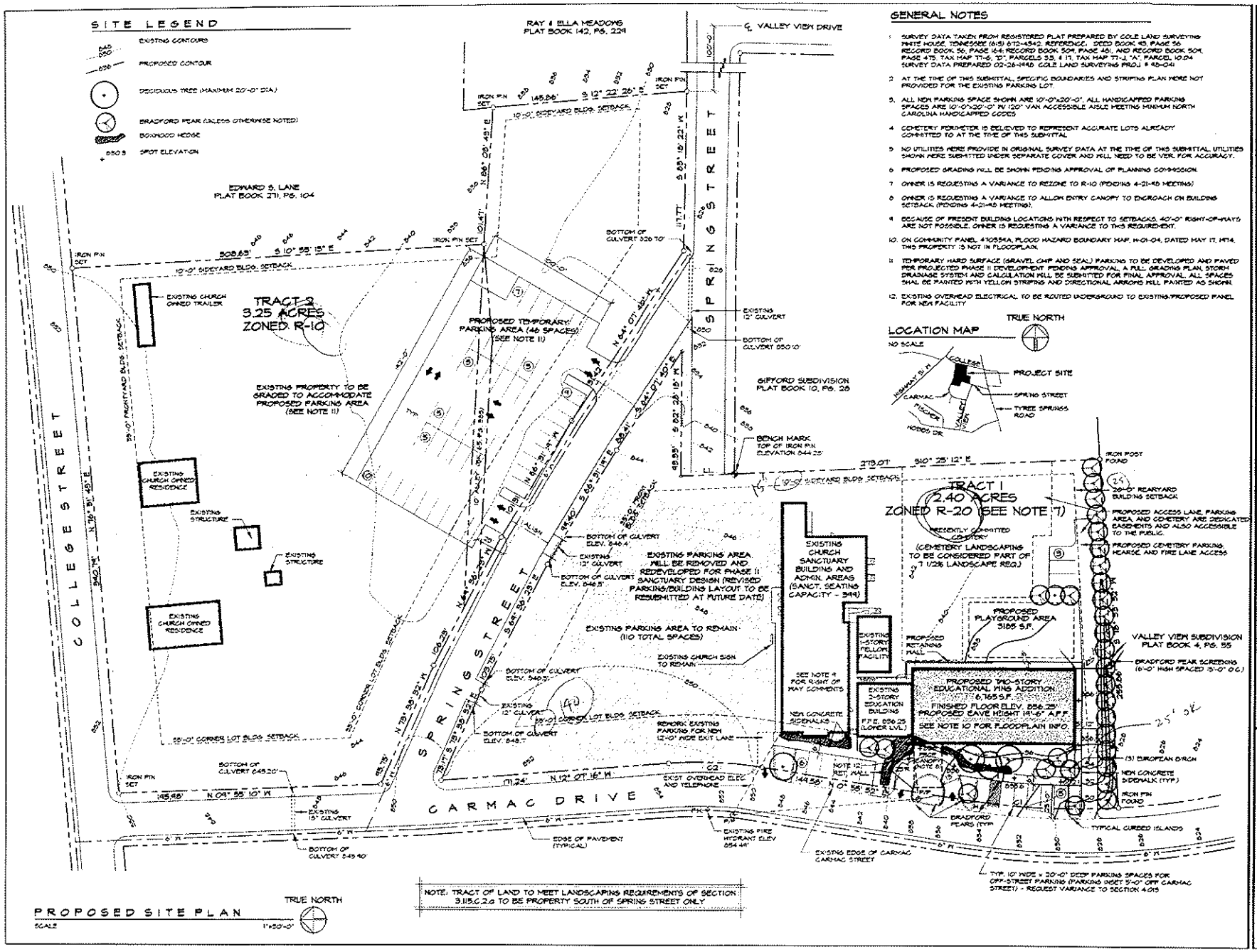
Item #4 **White House Church of Christ/Brad Jones:** Request site plan approval for this 6,765 square foot, educational building. Subject property is zoned R-20 and located behind City Hall on Carmack Street.

Chairman Decker asked if there was anyone here to represent this. Mr. Brad Jones was present. He said that the church would like to do away with the Spring Street connection to Carmack and use that area for the church. We would like to work with the city on this. I know that the city will use our

parking lot sometimes and we certainly want to be a good neighbor. The church is really the only one that benefits from Spring Street so we were hoping to do away with the street and use it for additional parking space.

Chairman Decker asked for Staff report. Larry Allen said this project is in 2 different zones as Mrs. Baker being on the Board of Zoning and Appeals is aware. All the residential property was changed to R-20 including track # 1 it met the building setbacks of R-10 next door to it but if you will look at it now, when you changed the zoning to R-20 you caused an encroachment of the existing sanctuary building. We may have a 10 ft. long and 5 ft. wide encroachment on the proposed structure. Now I didn't catch this last Thursday because I was doing inspections and ended up doing my review this afternoon. This is kind of getting it backwards but I don't feel that we should hold them up because I didn't have time to re-review the plans, so I propose that we grant them approval contingent on going to the Board of Zoning and Appeals for a variance. Everything else is in order. Chairman Decker asked if we had a special zone for churches and Mr. Allen said yes but that they are permitted by either special exceptions or standard use in most districts. Chairman Decker said we are going to have to do something about this because you know this school is going to grow and then we are going to have a development down town and it is going to bring more people to town. Mr. Allen said that he and DeWayne Caldwell had looked at this as far as drainage and that the church may have to up size some culverts or do what ever needs to be done as far as the drainage off site. The only other issue would be the effect of the plan for the Town Center. I think we need to do a study session on this with the church.

Motion was made by Mayor Hobbs, seconded by Stan McAfee to approve site plan with a work study session on the closing of Spring Street. Motion passed unanimously.



GENERAL NOTES

1. SURVEY DATA TAKEN FROM REGISTERED PLAT PREPARED BY COLE LAND SURVEYING WHITE HOUSE, TENNESSEE (615) 672-4842. REFERENCE: DEED BOOK 45, PAGE 56, RECORD BOOK 36, PAGE 164, RECORD BOOK 504, PAGE 461, AND RECORD BOOK 504, PAGE 475. TAX MAP 77-G, "D", PARCELS 33, & 17. TAX MAP 77-J, "A", PARCEL 10.04 SURVEY DATA PREPARED 03-26-1440 COLE LAND SURVEYING PROJ. # 45-041
2. AT THE TIME OF THIS SUBMITTAL, SPECIFIC BOUNDARIES AND STRIPING PLAN WERE NOT PROVIDED FOR THE EXISTING PARKING LOT.
3. ALL NON PARKING SPACE SHOWN ARE 10'-0"x20'-0". ALL HANDICAPPED PARKING SPACES ARE 10'-0"x20'-0" W/ 120° VAN ACCESSIBLE AISLE MEETING MINIMUM NORTH CAROLINA HANDICAPPED CODES
4. CEMETERY PERIMETER IS BELIEVED TO REPRESENT ACCURATE LOTS ALREADY COMMITTED TO AT THE TIME OF THIS SUBMITTAL
5. NO UTILITIES WERE PROVIDED IN ORIGINAL SURVEY DATA AT THE TIME OF THIS SUBMITTAL. UTILITIES SHOWN HERE SUBMITTED UNDER SEPARATE COVER AND WILL NEED TO BE VERIFIED FOR ACCURACY.
6. PROPOSED GRADING WILL BE SHOWN PENDING APPROVAL OF PLANNING COMMISSION.
7. OWNER IS REQUESTING A VARIANCE TO REZONE TO R-10 (PENDING 4-21-45 MEETING)
8. OWNER IS REQUESTING A VARIANCE TO ALLOW ENTRY CANOPY TO ENCROACH ON BUILDING SETBACK. (PENDING 4-21-45 MEETING).
9. BECAUSE OF PRESENT BUILDING LOCATIONS WITH RESPECT TO SETBACKS, 40'-0" RIGHT-OF-WAYS ARE NOT POSSIBLE. OWNER IS REQUESTING A VARIANCE TO THIS REQUIREMENT.
10. ON COMMUNITY PANEL 470354A, FLOOD HAZARD BOUNDARY MAP, H-01-04, DATED MAY 17, 1974, THIS PROPERTY IS NOT IN FLOODPLAIN.
11. TEMPORARY HARD SURFACE (GRAVEL CHIP AND SEAL) PARKING TO BE DEVELOPED AND PAVED PER PROJECTED PHASE II DEVELOPMENT PENDING APPROVAL. A FULL GRADING PLAN, STORM DRAINAGE SYSTEM AND CALCULATION WILL BE SUBMITTED FOR FINAL APPROVAL. ALL SPACES SHALL BE PAINTED WITH YELLOW STRIPING AND DIRECTIONAL ARROWS WILL PAINTED AS SHOWN.
12. EXISTING OVERHEAD ELECTRICAL TO BE ROUTED UNDERGROUND TO EXISTING/PROPOSED PANEL FOR NEW FACILITY

NOTE: TRACT OF LAND TO MEET LANDSCAPING REQUIREMENTS OF SECTION 3.115.C.2.a TO BE PROPERTY SOUTH OF SPRING STREET ONLY

PROPOSED SITE PLAN
SCALE 1"=50'-0"

TRUE NORTH

RENOVATIONS TO WHITE HOUSE CHURCH OF CHRIST PHASE I
WHITE HOUSE TENNESSEE

ARCHITECTS
ROBERT E. FRERE & ASSOCIATES
PO BOX 158 100 WALTER STREET COLUMBIA TENNESSEE 38401 (615) 381-7306

REV.	DESCRIPTION	DATE

PROPOSED SITE PLAN

DRAWN BY: S. NUDER	DATE: 05-29-45
CHECKED BY: S. NUDER	PROJECT NO: 45-44
APPROVED BY: R.E. FRERE	FIELD BOOK: 1-340
	DWG SCALE: 1"=50'

THIS DRAWING HAS BEEN ISSUED:
- [X] FOR REVIEW ONLY
- [ ] FOR PERMITTING ONLY
- [ ] FOR PRICING / BIDDING ONLY
- [ ] FOR CONSTRUCTION

DATE: 4-27-45 SIGNED: G.N.P.P.

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FIELD DOCUMENTS ONLY. ARCHITECT HAS ORIGINAL RECORD SET.

C1-1

passed unanimously.

Item # 7 **White House Church of Christ:** Requests recommendation to the Board of Mayor and Aldermen to close off Spring Street. Spring Street is located in Sumner County.

Motion was made to approve by Mayor Decker, seconded by Mary McNutt.

Staff stated he has been told, the City, in the past, agreed to allow the roadway of Spring Street to be closed. Staff stated the reason for the agreement was to not have Spring Street going right by the front door of the church building. Staff stated the Church has requested to close off Spring Street, which would mean the connector street to City Hall and other surrounding properties. Staff stated the reason for the request is that the church would like to expand their parking area. Staff stated he would recommend for the City and Church to fulfill the original agreement, which would include closing off the actual unimproved Spring Street right-of-way, then have the church dedicate the right-of-way on Spring Street. Staff stated the connection street provides a public purpose for providing direct access to City Hall and the properties in the area and also a purpose for providing emergency services. Brad Jones, the representative for the church, explained the request. Mr. Jones stated the connection street is used more of people cutting through their parking lot. Mr. Jones stated the church owns the property on both sides of Spring Street.

Motion was denied, with five nays, and Mayor Decker abstaining.

Item # 8 **Zoning Ordinance Amendment/Staff:** Requests recommendation to the Board of Mayor and Aldermen to add Section 4.190 Accessory Residential Dwelling Unit.

Motion was made to discuss by Mary McNutt, seconded by Dianne Johnson.

Staff stated the Appeals Board has seen this issue several times. Staff stated the Appeals Board requested the ordinance to provide a method to review and approve requests. Staff stated the ordinance would allow a separate dwelling unit either attached or detached from the house. Staff discussed the restrictions that would apply for approval of these types of requests. Staff stated there would be recorded deed restrictions with these requests.

Motion was made by Mary McNutt to recommend to the Board of Mayor and Aldermen, seconded by Dianne Johnson.

Item # 9 **Zoning Ordinance Amendment/Staff:** Requests recommendation to the Board of Mayor and Aldermen to amend Sections 5.051, 5.052.1, 5.052.3, and 5.056.5 to

P.O. Box 623
205 Spring St.
White House, TN 37188
(615) 672-4610

White House Church of Christ

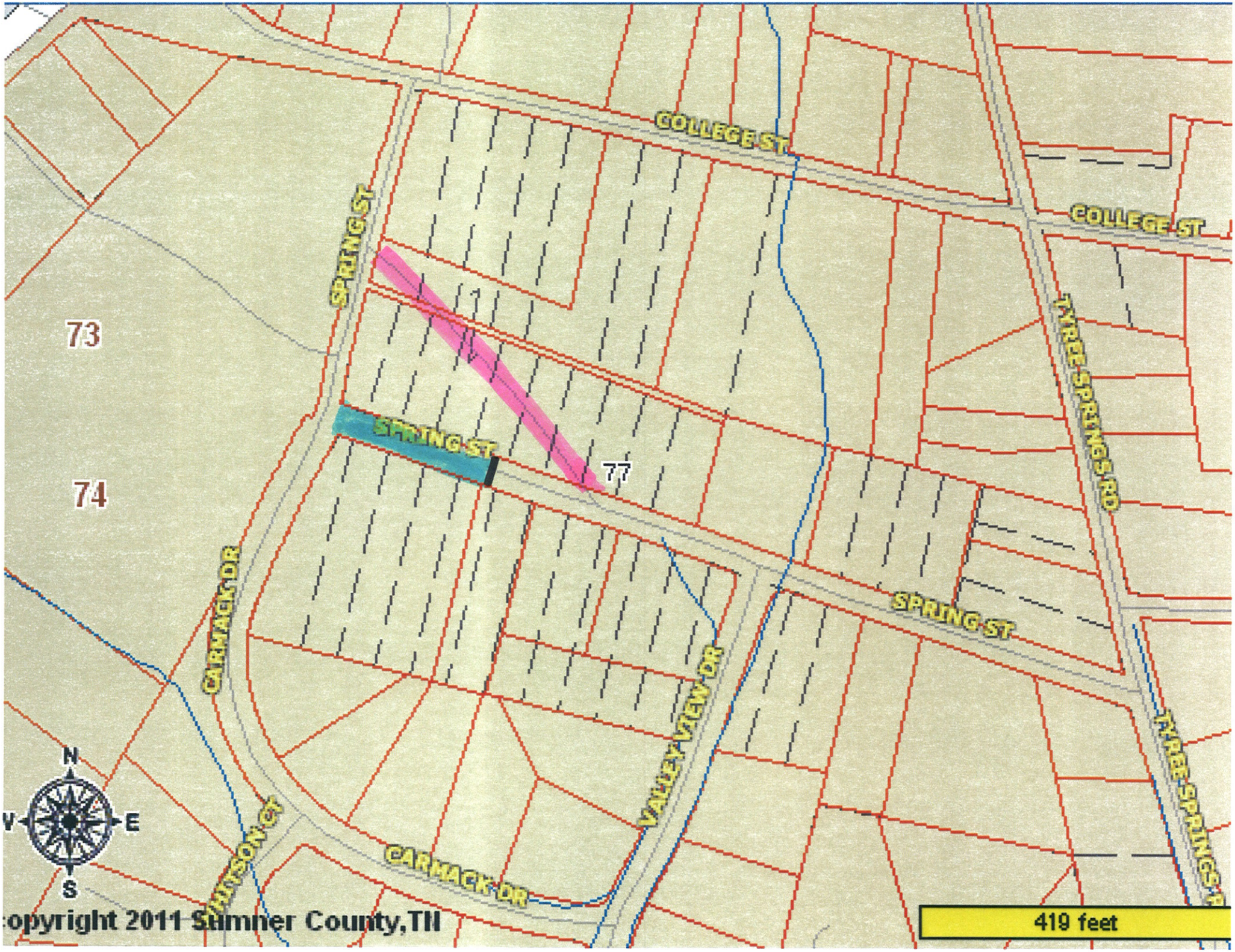
April 25, 2006

To Whom It May Concern:

This letter is to make a request on behalf of the White House Church of Christ. We would like for the City of White House to consider closing Spring Street. Our request is that this street be closed as a thru street, which would allow us to expand our parking lot. We would like to suggest that a turn around be created in front of the fire hydrant located near 209 Spring Street. Please consider this request in the next meeting. If you have additional questions, you may contact Mark Hutson at 533-1297, who will be responding on our behalf.

Sincerely,

The White House Church of Christ


COLLEGE ST
COLLEGE ST
SPRING ST
SPRING ST
SPRING ST
SPRING ST
TYREE SPRINGS RD
TYREE SPRINGS RD
CARMACK DR
CARMACK DR
CARMACK DR
VALLEY VIEW DR
73
74
77
N
W
E
S
Copyright 2011 Sumner County,TN
419 feet

Robertson
HIGHWAY 31 W
COLLEGE ST
SPRING ST
TYREE SPRINGS RD
N PALMERS CHAPEL RD
CARMACK DR
VALLEY VIEW DR
WHITSON CT
FISCHER DR
73
74
75
77
70.12
70
644 feet

Sumner County
Tennessee (083)

Property Assessment Data
Tax Year: 2011

Property Owner and Mailing Address

Jan 1 Owner
CHURCH OF CHRIST WHITE HOUSE P O BOX 623 WHITE HOUSE TN 371880623

Property Location

Address:	SPRING STREET 205		
Map:	077J	Parcel:	010.02
Group:	A	PI:	
Ctrl Map:	077J	S/I:	000

Value Information

Reappraisal Year:	2009
Land Market Value:	$0
Improvement Value:	$71,800
Total Market Appraisal:	$71,800
Assessment %:	0
Assessment:	$0

Subdivision Data

Subdivision:	GIFFORD S/D		
Plat Book:	10	Plat Page:	28
Block:		Lot:	1

Sale Information

Sale Date	Sale Price	Deed Book	Page	Vac/ Imp	Type Instr	Qual
04/04/2008	$100,000	2941	400	IMP	WF	D
06/20/2003	$76,500	1811	126	IMP	WM	D
09/28/1988	$45,000	46	139	IMP	WA	Q
03/29/1986	$0	516	617			
09/20/1977	$0	387	162			

Land Information

Deed Acrea	Calc Acres	Total Land Units
0.00	0.00	1.00

Land Type	Soil Class	Units
70 - EXEMPT		1.00

General Information

Class:	05 - RELIGIOUS		
City #:	771 - WHITE HOUSE		
SSD1:	000	SSD2:	000
District:	15	Mkt Area:	W01
# Bldgs:	1	# Mobile Homes:	0
Util- Water:	1 - PUBLIC	Util- Sewer:	1 - PUBLIC
Util- Elec:	1 - PUBLIC	Util- Gas:	1 - PUBLIC
Zoning:		Gas Type:	

Building Information

Building #001

Improvement Type:	07 - RENTAL	Stories:	1
Base Area Sq Ft:	1,350	Aux Base Sq Ft:	173
Foundation:	02 - CONTINUOUS FOOTING	Floor System:	04 - WOOD W/ SUB FLOOR
Exterior Wall:	04 - SIDING AVERAGE	Structural Frame:	00 - NONE
Roof Framing:	02 - GABLE/HIP	Roof Cover/Deck:	03 - COMPOSITION SHINGLE
Cabinet/Millwork:	03 - AVERAGE	Floor Finish:	11 - CARPET COMBINATION
Interior Finish:	07 - DRYWALL	Paint/Decor:	03 - AVERAGE
Heat and A/C:	08 - HEAT & COOLING PKG	Plumbing Fixtures:	6
Bath Tile:	00 - NONE	Electrical:	03 - AVERAGE
Shape:	01 - RECTANGULAR DESIGN	Quality:	01 - AVERAGE
Act Yr Built:	1986	Condition:	1 - NEEDS MINOR REPAIRS

Building Areas:

Area:	BAS	Sq Ft:	1,350
Area:	OPF	Sq Ft:	173

Date County Last Updated: 2/28/2011

Property assessment data on this page is provided courtesy of the Tennessee Comptroller of the Treasury.
Click here to visit the Comptroller's Website.

OTHER INFORMATION....