

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
July 21, 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 June 16, 2011 meeting.
6. Welcome Visitors
7. Public Hearings
8. Communication from Mayor, Aldermen, and City Administrator
9. Acknowledge Reports
 - A. General Government
 - B. Police
 - C. Fire
 - D. Public Works
 - E. Wastewater
 - F. Planning and Codes
 - G. Parks
 - H. Library
 - I. Engineering
 - J. Court Clerk
 - K. Monthly Financial Summary
10. Consideration of the Following Resolutions:
 - a. **Resolution 11-10** - A resolution amending the E-911 Consolidated Emergency Communication Center Agreement.
 - b. **Resolution 11-11** - A resolution authorizing participation in the TML Risk Management Pool's "Safety Partners" Loss Control Matching Grant Program.
 - c. **Resolution 11-12** - A resolution authorizing appropriations for financial aid of non-profit organizations.
11. Consideration of the Following Ordinances:
 - a. **Ordinance 11-10** - An ordinance closing tow road right-of-ways due to a previous land exchange with the property owner representatives and unused right-of-ways sections. *First Reading.*

12. Finance

- a. To approve or reject surplusings Hutch in City Administrator's office. The City Administrator recommends surplusings.
- b. To approve or reject purchasing two patrol vehicles for the Police Department. The Police Chief recommends approving the purchase.
- c. To approve or reject the acceptance of roadway and drainage improvements associated with Magnolia Village Phases 2 and 3. The Planning and Codes Director recommends approving the improvements.
- d. To approve or reject the extension of Sessions Paving Company, Inc.'s Roadway Repair contract for 12 months. The Public Works Interim Director recommends approving the extension.
- e. To approve or reject the extension of Southeast Electric, Inc.'s Street Light and Traffic Light contract for 12 months. The Public Works Interim Director recommends approving the extension.
- f. To approve or reject Alternative Energy's bid of \$31,950 for brush grinding. The Public Works Interim Director recommends approving the bid.
- g. To approve or reject negotiating and entering into contract with CSR Engineering. The City Administrator recommends approving the negotiation.

13. Other Business

- a. Board Appointments
 - i. Beer Board
 1. George Tharp - Reappointment - June 2013
 2. Dave Paltzik - Reappointment - June 2013
 - ii. Board of Zoning Appeals
 1. Dolly Peay - Reappointment - June 2014
 - iii. Cemetery Board
 1. Craig Johnson - Reappointment - June 2014
 2. Patsy Meadows - Reappointment - June 2014
 - iv. Leisure Services Board
 1. Kim Manlove - Reappointment - June 2014

v. Library Board

1. June Taylor - Reappointment - June 2014

vi. Property Maintenance Board

1. Jessie Wilkinson - Reappointment - June 2014
2. Craig Johnson - Reappointment - June 2014
3. Homer Gibson - Reappointment - June 2014

vii. Planning Commission

1. Paula Eller - Reappointment - June 2014

viii. Museum and Welcome Center Board

1. James Varellie - Reappointment - June 2014
2. Craig Johnson - Replaced Steve Bivins - June 2014

14. Discussion Items

15. Adjournment

CITY OF WHITE HOUSE
Amended Minutes
Board of Mayor and Alderman Meeting
June 16, 2011
7:00 p.m.

1. Call to Order by the Mayor

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

2. Prayer / Pledge

Prayer and Pledge to the American Flag by Ald. Decker.

3. Roll Call

Ald. Bibb - Present; Ald. Decker - Present; Ald. Hutson - Present; Ald. Paltzik - 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. **Amended agenda was adopted.**

5. Approval of Minutes of the May 19, 2011 meeting.

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **May 19, 2011 minutes were approved.**

6. Welcome Visitors

Mayor Arnold welcomed all visitors.

7. Public Hearings

- a. **Ordinance 11-08** - An ordinance amending the fiscal budget for the period ending June 30, 2011. *Second Reading.*

No one spoke for or against.

- b. **Ordinance 11-09** - An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2011 through June 30, 2012. *Second Reading.*

No one spoke for or against.

8. Communication from Mayor, Aldermen, and City Administrator

- a. Ald. Paltik reminded everyone of the Chamber of Commerce's Independence Day Celebration on July 2nd at the Municipal Park with fireworks scheduled for 9:00 p.m.
- b. City Administrator Angie Carrier introduced the new Human Resources Director, Cheryl Lewis-Smith.
- c. City Administrator Angie Carrier provided an update regarding the Transportation Infrastructure Visioning Committee with Robertson County.
- d. City Administrator Angie Carrier provided an updated on the ICSC Retail Conference in Las Vegas. She had meetings with retailers and developers. Follow up meetings will be scheduled soon.
- e. Proclamation to designate July as "Parks and Recreation Month"

9. Acknowledge Reports

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

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 11-09** - A resolution establishing non-resident fees for the White House Inn Library.

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Resolution 11-09 was approved.**

- b. **Resolution 11-10** - A resolution amending the E-911 Consolidated Emergency Communications Center Agreement.

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

11. Consideration of the Following Ordinances:

- a. **Ordinance 11-08** - An ordinance amending the fiscal budget for the period ending June 30, 2011. *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; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 11-08 was approved on Second Reading.**

- b. **Ordinance 11-09** - An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2011 through June 30, 2012. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 11-09 was approved on Second Reading.**

12. Finance

- a. To approve or reject the extension of Rogers Group's 2008 - 2009 paving contract for an additional 12 months. The Public Works Interim Director recommends the extension.

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **The extension of Rogers Group's 2008 - 2009 paving contract for an additional 12 months was approved.**

- b. To approve or reject to surplus the 1997 Chevrolet Blazer with a VIN # 1GNNDT13W6V2174317. The Planning and Codes Director recommends approving to surplus.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **To surplus the 1997 Chevrolet Blazer with a VIN # 1GNNDT13W6V2174317 was approved.**

- c. To approve or reject Wastewater Single Source requests. The Wastewater Director recommends approving the requests.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Wastewater Single Source requests were approved.**

- d. To approve or reject to surplus the 1998 Chevrolet 3500 pickup truck with a VIN #: 1GBHC34R9WF054623. The Wastewater Director recommends approving to surplus.

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **To surplus the 1998 Chevrolet 3500 pickup truck with a VIN #: 1GBHC34R9WF054623 was approved.**

- e. To approve or reject CWA 2009-246 Cope's Crossing Lift Station Change Order #7. The Wastewater Director recommends approving Change Order #7.

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Change Order #7 was approved.**

- f. To approve or reject ARRA Fiber Optic Change Order #1. The City Administrator recommends approving Change Order #1.

Motion was made by Ald. Bibb, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Change Order #1 was approved.**

- g. To approve or reject the contract renewal with The Shopping Center Group for \$15,400. The City Administrator recommends the approval.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **The contract renewal with The Shopping Center Group was approved.**

- h. To approve or reject the extension of Wascon, Inc.'s Wastewater Equipment Service contract. The Wastewater Director recommends approving the extension.

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **The extension of Wascon, Inc.'s Wastewater Equipment Service contract was approved.**

13. Discussion Items

None.

14. Adjournment

The meeting was adjourned at 7:38 p.m.

REPORTS....

**City of White House
General Government Department
June 2011**

Administration

As discussed last month, follow-up meetings occurred from the ICSC Conference in Las Vegas. The City Administrator is still working on potential business for the community. Several economic development related meetings occurred in the month of June including the Three-Star Report Card review for Sumner County, the Three Star Community Connection Visit with Cookeville and a meeting with the State of Tennessee Economic and Community Development Northern Middle Tennessee Regional Team to review their programs and services and discuss the flow and communication of leads for our communities. The Sumner County Council of Governments met in Gallatin to discuss the on goings of our communities. The group has asked the City Administrator to distribute templates to all the communities to compare benefits and health insurance of employees.

The Robertson County Transportation and Infrastructure Committee met twice this month with the City Administrator attending both meetings.

The City Administrator and Mayor Arnold both talked to the Sumner County Youth Leadership Group about the City of White House. It is great to inform the young leaders of the County about city government and how important it is to serve your community.

The City Administrator met with the Sumner County Anti-Drug Coalition at the police department to discuss prevention and assistance that we can provide to our younger generation to keep them from using drugs and alcohol.

The City Administrator attended the Tennessee City Managers Executive Board meeting and Annual Business meeting in Murfreesboro. The Executive Board interviewed potential candidates for the part-time executive director position.

The City Administrator served on the IT selection committee along with the Finance Director and Purchasing Coordinator to review RFP's and to select a firm to provide services to the City. The City Administrator is continuing to attend depositions on behalf of the City.

The City Administrator along with the planning director and public works director worked to close out and retrieve invoices for the finale of the fiscal year on all existing projects in the budget that have been assigned accordingly.

**City of White House
General Government Department
June 2011**

Website Management			
	June	FY 10 - 11	FY 09 - 10
Number of Internal Requests for Website Updates	15	117	73
Visits	7,676	85,538	89,307

Our city website has had 7,676 visits during the month of June, which was an increase of 419 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	2065
Oak Ridge, TN	1,244
Gallatin, TN	282
Hendersonville, TN	264
White House, TN	241
Franklin, KY	154
Brentwood, TN	141
Knoxville, TN	90
Madison, TN	81
Williamson County, TN	52

Did you know 30% of this month's visitors accessed the City's website directly and 43% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 48% and 52% of visitors were new to the website. Our website was accessed by visitors in 58 different countries from around the world.

**City of White House
Finance Department
June 2011**

Finance Section

Delinquent property tax payments for the current and previous tax year continued to trickle in during June. There is currently 4% outstanding, which puts us 2% ahead of where we were at this time last year. However, the delinquency rate continues to be about 2% higher than pre-recession rates.

You may recall that the City Attorney certified delinquent taxes with both Robertson and Sumner Counties for all eligible delinquencies for collection during last fiscal year, and as of the end of June, we have received a net of \$83,565.88 in delinquent taxes for years 1999 through 2008. The counties have retained \$4,387.74 as their fee for the collection of these taxes. The Finance Department provided the current year's reports to the City Attorney prior to April 1st in order for the most recent delinquencies to be certified with the counties, and as of the date of this report those filings have not been made with either county.

The Finance Department has been busy in June with year end activity, and preparation for the new fiscal year. Finance staff worked late on June 30th to ensure all available activity was posted in the current fiscal year without a large number of accruals. The Purchasing Coordinator and Accounts Payable Clerk worked closely with Department Heads to close out last year's purchasing activity, and to begin the process of issuing purchase orders for the new fiscal year. The Finance Director has been working on additional budget schedules required by the Office of State and Local Finance, as well as other documents required to produce the final budget book. The Finance Director also worked with the Fire Department to provide the current quarter's reimbursement information for the SAFER grant reimbursement request.

The Finance Director attended two days of training June 27-28 in Nashville, provided free of charge by our audit firm, Crosslin & Associates. The firm provides training for their own staff on a regular basis to assist with the CEU requirements of their certifications. The Finance Director has similar CEU requirements attached to the CMFO certification, and was able to achieve 16 hours toward that requirement with this free opportunity. Any similar training opportunity would have likely cost \$500-\$1,000. The training covered topics including the 2011 Revision to the Yellow Book, Ethics, Single Audits, the impact of ARRA on Single Audits, GASB Activities, GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions, GASB 55 The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments, GASB 56 Codification of Accounting and Financial Reporting Guidance, GASB 59 Financial Instruments Omnibus, GASB 60 Accounting and Financial Reporting for Service Concession Arrangements, GASB 61 The Financial Reporting Entity, and GASB 62 Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements.

**City of White House
Finance Department
June 2011**

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Acct Balance
General Fund	\$1,348,581.13	\$2,486,547.60
Sanitation	\$144,924.97	\$350,700.99
Wastewater	\$131,952.94 *	\$986,613.81

~ All Fund Balances are bank balances reported as of: July 13, 2011

~ *The Wastewater Fund balance should be reduced by a significant amount Due To balance for the Sanitation Fund at: \$56,457.03

Payroll

Number of Payrolls	Number of Checks & Direct Deposits	Number of Adjustments	Number of Void Checks
2 Regular	4 Paper Checks / 200 Direct Deposits	0 Retroactive Adjustments	0 Voids

Accounts Payable

	June	FY	Last June	Last FY
Total Invoices Processed	0	0	0	0

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	264	10	34	17	110	4	24	6	28	10	21	528
Customers	112	4	8	2	4	0	0	4	0	0	18	156

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Director's Office	Total
Calls	0	8	54	126	65	11	264
Customers	0	8	9	78	17	0	112

Purchase Orders

Department	#	Value
Codes	5	\$4,680.00
Fire	3	\$749.00
Police	6	\$1,260.63
HR	2	\$109.96
Engineering	4	\$12,175.85
Admin	6	\$1,367.80
Finance	8	\$4,429.93
Court	3	\$857.94

Department	#	Value
Library	12	\$8,495.99
Wastewater	18	\$39,924.34
Public Works	0	\$0.00
Sanitation	4	\$1,278.80
Parks	31	\$11,412.12
Bldg. Maint	5	\$157.72
Cemetery	1	\$25.16

Total	108	\$86,925.21
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Void	26	N/A
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**City of White House
Finance Department
June 2011**

Number	Vendor	Items	Amount	Nature of Emergency	Dept
15847E	Craig Johnson Construction	Repair backflow valve	\$425.00	Repair backflow on fire line coming in to Station #2 required by WHUD	Fire
16124E	Nashville Tractor	Belts	\$60.00	Belts broke on mower	Parks
16125E	Waller Sales	Hydraulic hose	\$60.00	Replace hydraulic hose on Kubota tractor	Parks
16123E	Rod's Tire	Valve Stem	\$15.00	Kubota mower	Parks
16126E	Cirrus	Spindle	\$94.00	Hustler mower deck	Parks
16113E	WH Plumbing	Parts and Labor	\$85.00	Replace GFI box and cover on Pavilion	Parks
15953E	Blackwoods	Parts and Labor	\$825.00	#319 Freightliner hydraulic hose and fittings	Sanitation
15955E	Waller Sales	Parts	\$28.69	#322 down	Sanitation
16035E	Rogers Group	Gravel	\$785.92	Repair Work on Sewer Lines at the Wastewater Plant.	Wastewater

Business License Activity

Opened	8
Closed	1

Delinquency Rate: 53%

Cumulative Information

Class	Total Licenses	Delinquencies
1	37	33
2	138	100
3	260	116
4	192	83

Municipal Court - Citations Disposed Either Through Court or Payment

Description	Total Charges	Description	Total Charges
Child Restraint 4-15 (1 st Offense)	3	Stop Signs	5
Child Restraint-under 4	0	Open Container Law	2
Anti-Noise Regulations	0	Parking Violation	1
Improper Backing	0	Vehicle Registration Law	16
Failure to Yield Right of Way	2	Seat Belt Violation – 18 and Older	43
Financial Responsibility Law	69	Speeding	70
Following Too Closely	0	Careless Driving	0
Motor Vehicle Requirements	1	Disobedience to Traffic Control Device	4
Improper Passing	3	Enter Access Roadway	0
Drivers Exercise Due Care	16	Turn to Avoid Signal	0
Codes Violations/Animal Control	0	Move Over Law	0
Drivers License Law	10	Total	245

**City of White House
Finance Department
June 2011**

Municipal Court - Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	98
Guilty as Charged	16
Dismissal	13
Dismissed upon presentation of insurance	50
Not Guilty	0
Dismissed to Traffic School	12
Dismissed with Costs and Fines	39
Dismissed with Costs	15
Dismissed with Fines	2
Case Transferred to County	0
Dismissed with Public Service	0
Total	245

**City of White House
Human Resources Department
June 2011**

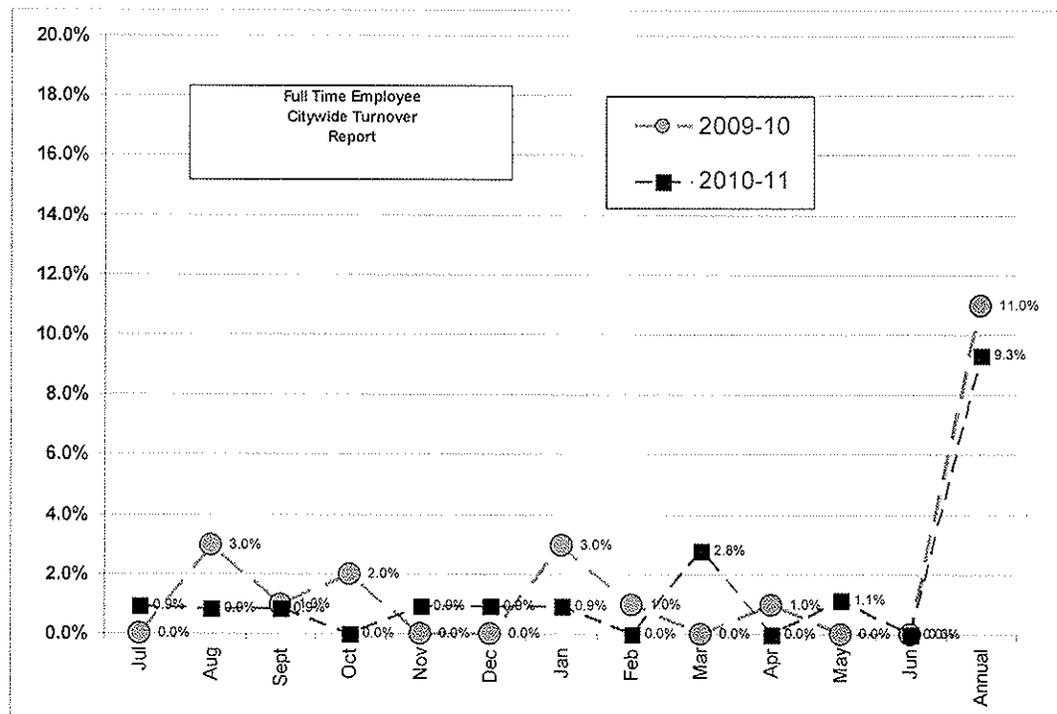
Human Resources:

- Sent 2011 Performance Review Packets to Council Members for City Administrator Review
- Advertised three (3) vacant positions; **Senior Citizens Coordinator**, Part-Time (Parks & Rec.) **Seasonal Groundskeeper**, Part-Time (Parks & Rec.) **Utility Accounting Clerk, FT** (Finance)
- Met with **Workforce Essential Representative** to review DOT/Drug Screen process
- Scheduled Program Review Meetings: **Sherrill Morgan Group, MTAS, IPMA, & Meritain**
- Attended City-Wide Monthly Safety Meeting
- Processed three **FMLA** (Family Medical Leave Act) Request Packets
- Met with City of White House Police Chief regarding Employee File/Situational Reviews
- Attended City of White House, City Council Meeting
- Hired Human Resources Director
- Previewed “New” Safety Training Product, **TargetSafety**

Key Performance Indicators (Performance Measurements)

Citywide Turnover

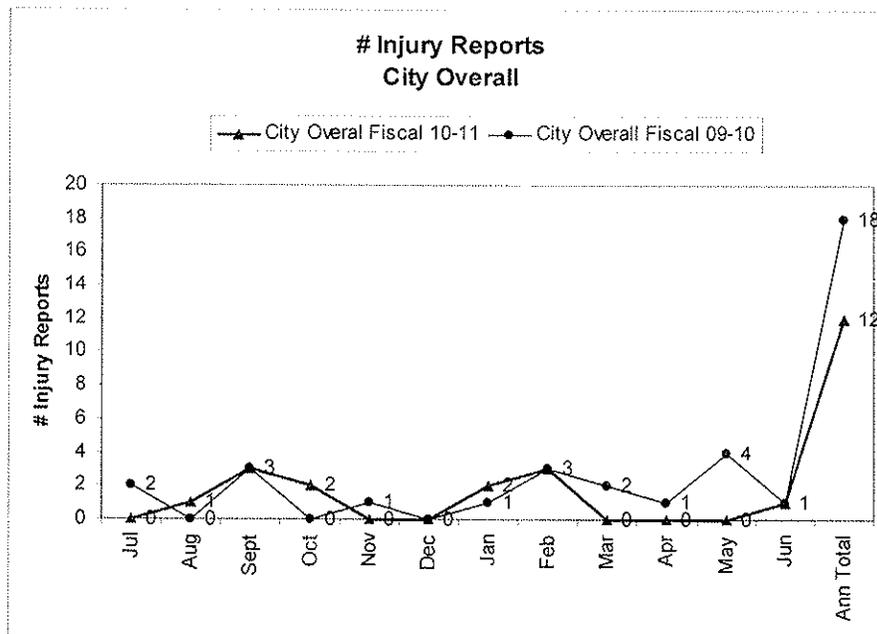
- Overall turnover for June 2011 was **0%**, consistent with June 2010 (**0%**).
- Fiscal Year 2010 - 2011 turnover for employees finished at **9.3%**, down from Fiscal Year 2009 - 2010 (**11%**).



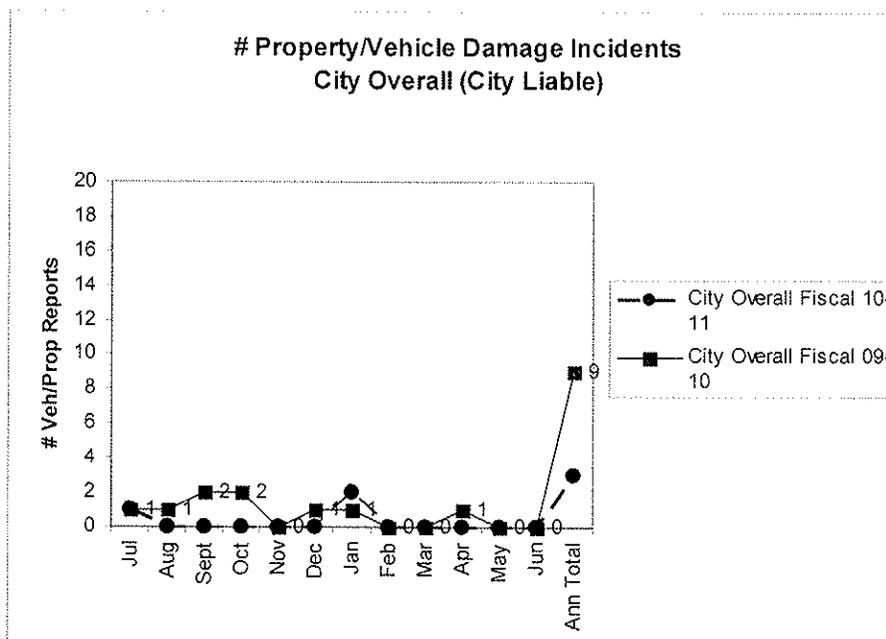
**City of White House
Human Resources Department
June 2011**

Safety

- Accidents resulting in injury in June 2011 were **1**, unchanged from June 2010 (**1**).
- Total number of injury accidents for Fiscal Year 2010 - 2011 is **12**, down from Fiscal Year 2009 - 2010 (**18**).



- Vehicle/Property damage claims for the month of June 2011 is **0**, unchanged from June 2010.
- Vehicle/Property damage for Fiscal Year 2010 - 2011 is **3**, down from Fiscal Year 2009 - 2010 (**9**).



**City of White House
Police Department
June 2011**

Highlights

- Departmental Meeting was held with all Officers regarding Performance Measurement goals. Discussion involved ways to meet and improve these goals.

Meetings/Civic Organizations

- Chief Herman attended the following meetings in June: Tennessee Association Chief's of Police, Code Red (Capt. Mingledorff and Capt. Ring), Robertson County Chief's/911 User Group, Planning Session for July 2nd, Board of Mayor and Alderman, Chamber of Commerce, Robertson County 911 Board, Mandatory Departmental Meeting (June 28th & 29th), and Chief Mike Wilhoit's Retirement.
- Captain Mingledorff attended the following meetings in June: Rotary Club weekly meeting (June 9, 16, 23 and 30th); Chamber of Commerce Monthly Luncheon, and the Safety Committee Meeting.

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 unfroze the patrol officer position. Officer was hired on April 25th.
3. *Maintain or reduce TBI Group A offenses at the three-year average of 74 per 1,000 population during the calendar year of 2011.*

Group A Offenses	June 2011	Per 1,000 Pop.	Total 2011	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	18	2	77	8
Crimes Against Property	35	3	294	29
Crimes Against Society	11	1	118	12
<i>Total</i>	64	6	412	40
Arrests	45		267	

*U.S. Census Estimate 2010 – 10,255

**City of White House
Police Department
June 2011**

4. *Maintain or exceed a Group A crime clearance rate at the three-year average of 50% during calendar year 2011.*

2011 Clearance Rate		
Month	Group A Offenses	Year to Date
May	50%	54%

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 2011.*

	June 2011	Total 2011
Traffic Crashes Reported:	17	143
Enforce Traffic Laws:		
Written Citations	288	1,275
Written Warnings	146	575
Verbal Warnings	168	1,533

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 2011.*

COLLISION RATIO				
	Collisions	Injuries	Monthly Ratio	Year to Date
June 2011	17	2	12%	16%

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

June Training Hours:

K9 – Ofc. Jason Ghee and K9, Nike attended their monthly training.
Support Services – 80 Hours (Ofc. Manlove and Patti Aric, Dispatcher)

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 Sgt. Dan Hunter and Sgt. 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.

**City of White House
Police Department
June 2011**

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 are operational. Reimbursement from the High Visibility Law Enforcement Campaign Grant has been received. **Complete.**
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. The second Compliance Check of the Fiscal year was completed on June 10th. Out of the nineteen establishments in the city that sell alcohol, eighteen were visited. One establishment, The Steak Place, was closed for a family emergency. Two establishments, Fuji Steakhouse and Los Agaves, failed compliance.

Staffing

Volunteer Reserve Officers

- On June 28th, the Reserve Officers trained on Constitutional Law.

K-9

- Ofc. Jason Ghee and Nike attended their monthly training.

Sumner County Emergency Response Team

- No call-outs for the month of June.
- ERT monthly training was at Gallatin Firing Range

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. Contract decisions have been made pending legislative approval.

Communications Section

	June 2011	Total 2011
Calls for Service	1,017	5,682
911 Calls	37	219
Alarm Calls	32	162

**City of White House
Police Department
June 2011**

Request for Reports

	June 2011	FY 2010-2011
Requests for Reports	34	619
Amount taken in	\$34.75	\$683.20
Tow Bills	\$200.00	\$1,655.00
*Emailed at no charge	25	
Storage Fees	\$0.00	\$775.00

* Collection of data began January 2011

Staffing

Volunteer Police Explorers

- Police Explorers helped with traffic control for Relay for Life.
- An Explorer Promotion Board was held in June. Five Explorers tested for Sergeant.

Item(s) sold on Govdeals:

1983 Porsche 944 \$2,421.00 WHPD Case # 050371

Crime Prevention/Community Relations Performance Measurements

1. ***Teach D.A.R.E Classes (10 Week Program) to two public elementary schools, by the end of each school year.*** Dare Graduation was held on May 17th at the White House Middle School for 185 fifth grade students. This represented the largest class to date. The program will resume in August at White House Heritage Elementary and Christian Community Elementary School. ***Complete***
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. Twenty-four citizens attended. Classes met once a week for three hours for ten weeks. Graduation was April 26th. ***Complete. The 12th Annual class is scheduled for February 2012. Thirteen applications have already been received.***

**City of White House
Police Department
June 2011**

4. *Participate in a joint community event monthly in order to promote the department's crime prevention efforts and community relations programs.*
- ***Sumner Youth Leadership:*** Twenty-two Sumner County High School students visited the Police Department on Tuesday June 9th. Captain Mingledorff provided a brief overview of daily operations as well as all current crime prevention initiative programs. Ofc. Ghee and Nike provided the students with a narcotics interdiction demonstration during the visit.
 - ***Captain StreetSmart:*** On Tuesday, June 9th, Captain Mingledorff taught a Youth Safety Class to twenty five H.B. Williams Elementary Backpack Day Care, Kindergarten through 4th grade students. The topics covered were Police Officers-Community Helpers and the significance of wearing seat belts while riding in a vehicle and the wearing of helmets while riding bicycles. Also, Computer Safety and Stranger Danger were discussed.
 - ***Annual Wrecker Service Meeting:*** Chief Herman and Captain Mingledorff hosted the Annual Wrecker Service Meeting at the Police Department on Tuesday, June 28th. Services in attendance were: Bullet Towing, Harry's Towing and Storage Lot and Towing.
 - ***Relay for Life:*** Officer Brisson and Officer Jarrett, along with Police Explorers assisted with Traffic Control during the Relay for Life Event held on Friday, June 10th, at White House Heritage High School.
 - ***Sumner County Anti-Drug Coalition Roundtable Meeting:*** The White House Police Department hosted the quarterly meeting in the Training Room. Attending were: Coalition Director, Katie Brown; Coalition Coordinator, Kelly Pierce; City Administrator, Angie Carrier; White House Chamber of Commerce Director, Julie Bolton; Beer Board members. Ron Williams and Carl Meadows; White House Heritage High School Assistant Principal, Steve Owens, and WHPD Captain Mingledorff and Officer Darryl Manlove.

**City of White House
Fire Department
June 2011**

Summary of Month's Activities

Fire Operations

The Department responded to 62 requests for service during the month of June with 49 responses being medical emergencies. The Department responded to one vehicle accident with injuries; two patients were transported to area hospitals. The Department also responded to two fuel spills: one at a local gas station and the other on I-65 involving a semi-truck. Both were considered small spills and were contained by applying oil dry material. The two structure fires the Department responded to were mutual aid responses to assist the Cross Plains Fire Department.

Fire Administration

- June 2nd and June 14th - Chief Palmer and Fire Marshal Sisk attended the confined space and trench rescue training at Fire Station 2.
- June 6th - Chief Palmer attended the Robertson County Fire Chiefs meeting in Springfield.
- June 7th - Chief Palmer, Fire Marshal Sisk and Police Department staff attended a Code Red weather emergency demonstration at Fire Station 2.
- June 9th - Chief Palmer and other fire department members participated in the Leadership Summer Youth Program at Fire Station 2.
- June 16th - Chief Palmer, Fire Marshal Sisk, Chief Herman, along with other city department heads and members of the Chamber of Commerce participated in a planning session for the July 2nd celebration. The City Emergency Plan and the Incident Command System were used in the planning process.
- June 21st - Chief Palmer and Chief Herman attended the monthly Robertson County 911 meeting at the central dispatch center in Springfield.
- June 21st - Chief Palmer, Fire Marshal Sisk and the three shift Captains met for a staff meeting.
- June 28th - Chief Palmer, Fire Marshal Sisk and other City staff met at Fire Station 2 for the monthly safety meeting.

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 85% complete.)**

Departmental Highlight

The highlight for the month would be training. On June 2nd, a Confined Space Safety class, and on June 14th, a Trench Rescue training class, were presented by TAUD and the University of Tennessee. Fire department members, Public Works staff, Wastewater staff and students from other surrounding cities attended.

**City of White House
Fire Department
June 2011**

Department Cost Saving Report

Another portion of the radio project was to install the mobile radios and portable radio chargers in the fire apparatus. The installation cost of this was estimated to be \$150.00 per apparatus. Fire department personnel installed the equipment with a cost savings of \$1,050.00.

Monthly Performance Indicators

Incident Responses

Structure Fires	2	Vehicle Accidents (General Cleanup)	2
Cooking / Electrical Fires	0	Vehicle Accidents (With Injuries)	2
Vehicle Fires	0	Rescue	0
Gasss, Brush, & Trash Fires	0	False Alarms / Calls	2
Hazmat	2	Assist Other Governmental Agency	1
Other Calls	3	Total Responses for the Month	63
Emergency Medical Responses	49	Total Responses YTD	837

Fire Fighter Training

Total Training Man Hours for the Month	446
Total Training Man Hours YTD	4,637.5

Fire Inspection

	This Month	YTD
Fire Inspections	7	94
Fire Investigations	0	10
Plat / Plan Reviews	1	8
Fire Preplans	40	95

Public Fire Education

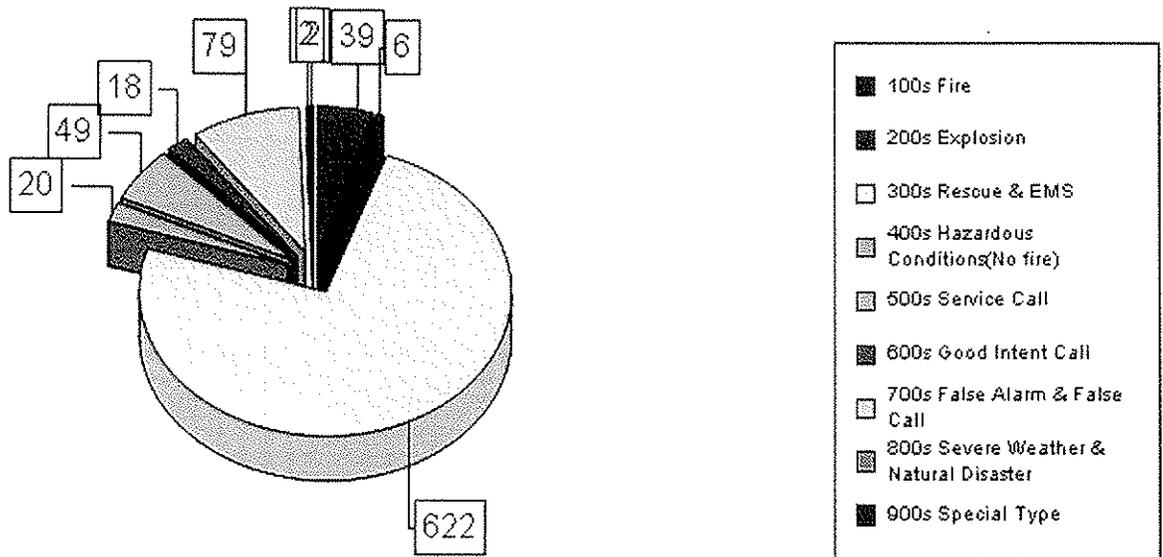
	This Month	YTD
Participants	31	6,632
Education Hours	3.5	153
Number of Occurrences	3	80

Type Of Incident:

Total Of Incidents:

Percentage Value:

Incident Report, By Type Of Incident



Graphed Items are sorted by Incident Type

100 Series-Fire	39	4.66%
200 Series-Explosion	6	0.72%
300 Series-Rescue & EMS	622	74.31%
400 Series-Hazardous Conditions (No fire)	20	2.39%
500 Series-Service Call	49	5.85%
600 Series-Good Intent Call	18	2.15%
700 Series-False Alarm & False Call	79	9.44%
800 Series-Severe Weather & Natural Disaster	2	0.24%
900 Series-Special Type	2	0.24%

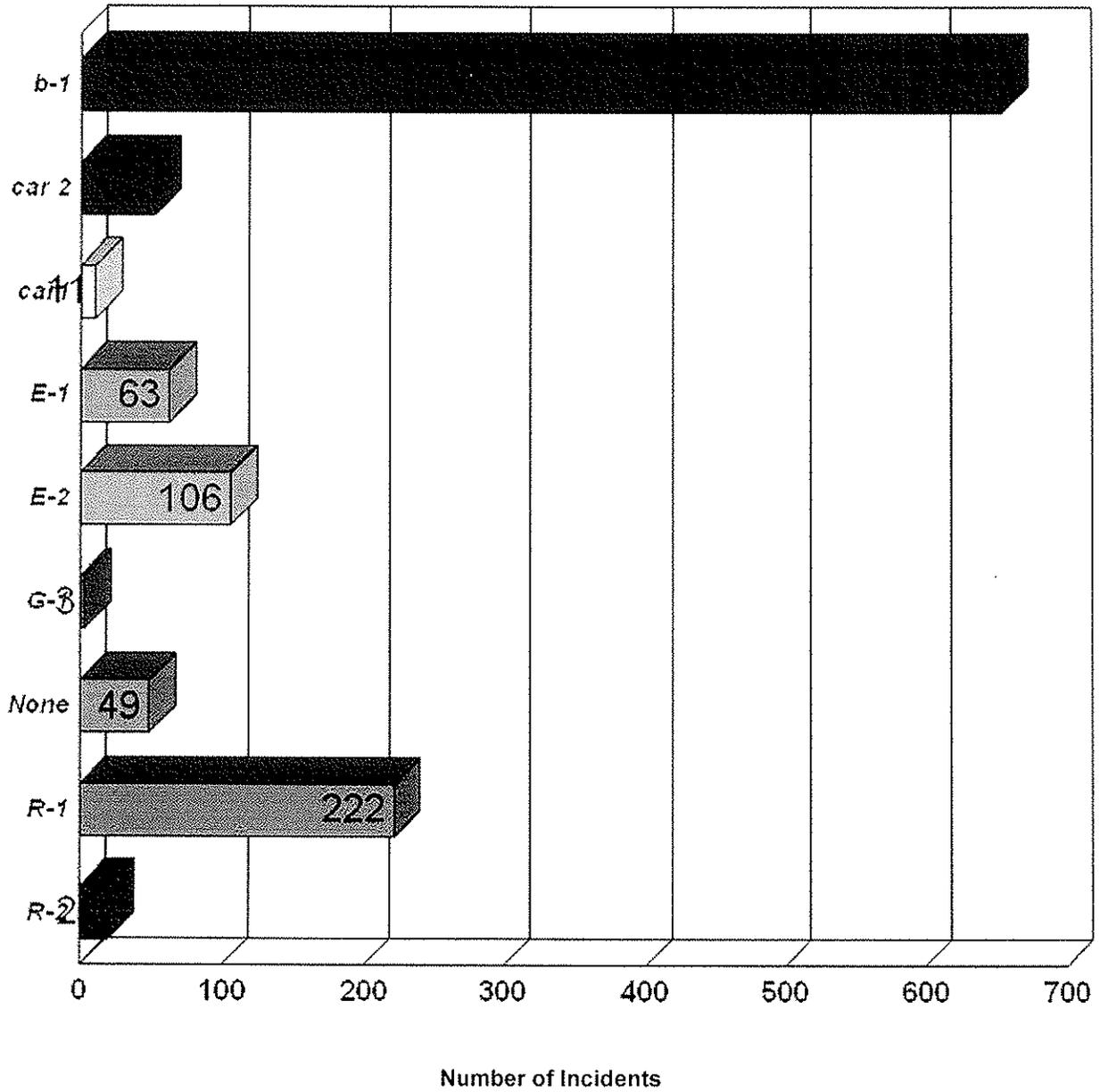
Grand Total: 837

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

Print Date: 7/13/2011



Apparatus Responding to Incidents

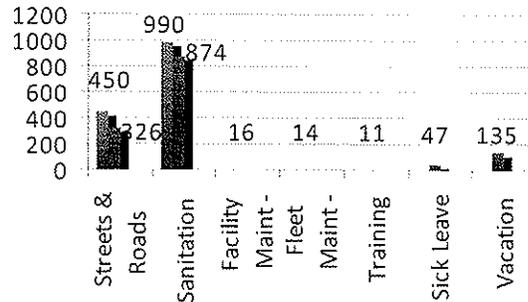


Total Amount of Incidents: 836
Apparatus Count: 9

**City of White House
Public Works Department
June 2011**

Monthly Performance Indicators

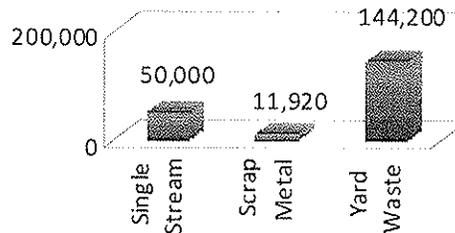
Utilization of Man Hours



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

Recycling

Recycling Totals



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

Convenience Center

There were no citizens that utilized our Convenience Center for the month of June. Total revenue received \$1,336.20 from the recycling of steel at Volunteer Recycling and Salvage Inc. Total operating cost for the month of June \$2,584.86.

City of White House Clean up days

For the month of June there were 91 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: 371

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

**City of White House
Public Works Department
June 2011**

Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of Customers Billed	Net Total Billed	Total Billed YTD	Revenue Received	Revenue Received YTD
3,624	\$56,430.00	\$676,875.20	\$55,050.60	\$664,933.16

Staffing

The public works department is authorized 11 full time employees. Currently we are down one Public Works Superintendent position.

Departmental On-Site Safety Training June 2011

- Trench Shoring Operations
- Safety Boot Policy
- Injury Prevention Instead of Disability Management

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; schedule will be published in the next issue of *The Word on White House*. For the month of June we had a total of 65 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since May of 2010.

June 2011	52
June 2010	54

June 2011 Truck Poundage and Fuel Costs

- 19.15 average tons per day 689,420 pounds for the month of June.
- Total tonnage for the month of June was 344.71
- Total cost of fuel used for truck # 319 \$181
- Total cost of fuel used for truck # 320 \$1,595.23
- Total cost of fuel used for truck #321 \$768.47
- Total cost of fuel used for truck # 323 \$1304.07
- Total cost of fuel used for #324 \$314.21
- Total cost of fuel for June = \$4,163.36

Fuel increased \$572.75 from the month of May

**City of White House
Public Works Department
June 2011**

July 2010 – June 2011	Year to Date Totals
Tons per day	18.18
Pounds for 11 months	5,859,300.58
Tonnage for 11 months	3,278.62
Fuel used Truck #319	\$6,431.35
Fuel used Truck #320	\$13,577.52
Fuel used Truck #321	\$1,538.06
Fuel used Truck # 323	\$7,084.76
Fuel used #324	\$4,243.73
Total Fuel cost for 11 months	\$29,012.42

JUNE B.M.A. REPORT 2011

Services Provided	Total	YTD
Brush Pick Up (stops)	639	2,970
Brush Truck Load	105	468
Emergency Call Outs	0	4
Damaged Carts Replaced	15	96
New Carts for New Home Construction	2	65
Additional Cart Request	2	13
Curbs Repaired	0	0
Shoulders Repaired	0	2
Drainage Requests	3	34
Drainage Work (feet)	0	58
Potholes Repaired	16	168
Salt Usage (tons)	0	55
Signs Installed	2	119
Handicapped Pick Up	80	954
Move In Special Pick Up	1	33
Move Out Special Pick Up	1	9
Dead Animal Removals	5	14
Citizens requesting a pick up due to forgetting to place cart at curb after route has been completed.	3	77

**City of White House
Wastewater Department
June 2011**

Summary of Month's Activities:

Administration:

Update on the SRF/ARRA funded Cope's Crossing project: The ARRA funded portion of the project is 100% completed, and we are awaiting the last disbursement of funds. The force main has passed the pressure test and is now complete. The tie-ins, fence, final clean up, and the demolition of the existing station remains.

Goals and Objectives Progress:

- ❖ **On-going:** We are now moving forward to seek approval to sole source Wascon and Eone to purchase the grinder pumps. The design of the new motor control center at North Palmer's vacuum station is on hold. We are looking at a new design from Air Vac which could save us considerable money. This would allow us to purchase a new backup generator and air conditioning for the station. SRF staff stated that they will be ready for this project to begin as early as August.
- ❖ **On-going:** GEO-Jobe is still acquiring the GPS *X; Y* coordinates to meet our asset tracking requirements.
- ❖ **Completed:** The Data Extraction bridge between the GIS/GPS and the current Wastewater billing system has been installed.

Collection system:

Over the past month staff has retro fitted eighteen low pressure grinder systems, to E/one and installed fourteen rebuilt vacuum valves and controllers within the vacuum systems. The department has also provided inspections to ten 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 and the bi-weekly maintenance continues to go as scheduled.

Departmental Highlight:

On June 2, 2011 Robert Allen, David Smith, Chris Keith, Matt Harper, Alex Keeler, Vince Fardello, and Ray Johns attended TAUD's Confined Space Training class at the new fire hall.

On June 14, 2011 Chris Keith, Alex Keeler, Vince Fardello, Joe Lemmons, Derek Hough, and Ray Johns attended TAUD's Trench and Excavation Safety Training and Competent Person class held at the new fire hall.

On June 7, 2011 Ray Johns received his certification for passing the Collections Systems 2 exam.

**City of White House
Wastewater Department
Monthly Performance Indicators
June 2011**

Service Provided	Month	Total YTD	Amount Billed	Revenue Received	Revenue Totals 2010 - 2011
New Service Connections (Capacity Fees)	6	44	\$8,400	\$8,400	\$68,002.50
Customers Billed	3,857	N/A	\$224,025.60 (Net)	*\$201,045.16	\$2,085,353.61
Applications or Transfers for Service	37	426	\$2,450.00	\$2,450.00	\$32,030.00
Late Penalties Applied	917	12,021	\$4,769.57	N/A	N/A
Adjustments	30	1,218	N/A	(\$1,332.81)	(\$24,660.70)
Administrative Fees	8	1,190	\$400.00	\$400.00	\$18,951.65
Service Availability Requests	0	1	\$0.00	Included in Admin Fees	Included in Admin Fees
New Service Inspections (Connection Fees)	6	44	\$900.00	\$900.00	\$6,500.00
Field Inspection Fees	0	0	\$0.00	Included in Admin Fees	Included in Admin Fees
Non-Payment Cut-Offs	9	210	\$400.00	Included in Admin Fees	Included in Admin Fees
Commitments for Service	0	0	\$0.00	\$0.00	\$0.00
Bulk Disposal	2	4	\$300.00	\$300.00	\$600.00
*Revenue from Previous Month Service			Monthly Totals:	\$213,495.16	\$2,211,437.76

	Month	Total YTD
Work Orders	0	646
All Service Requests	167	1,587
Billing Related Service Requests	77	729
Mainline Repairs	0	0
Service Line Repairs	4	82
L.P. Service Requests	68	682
Gravity Service Requests	0	0
Vacuum Service Requests	18	94
Major Lift Station Repairs	0	12

Responses to SCADA Alarms

	Month	Total YTD
North Palmers	121	2,301
Calista	60	3,652
Wilkinson	17	131
Portland Road	2	98
Tyree	0	154
Union Road	0	0
Meadowlark	11	61
Hwy 76	0	41
Cambria	2	31
Treatment Plant	86	694
Total Responses	299	7,163
TN One-Call Requests	120	1,496

	Flow MGD	Plant Capacity	Inches of Rain Fall	% of Capacity
Average Daily Flow (effluent)	664	1.4 MGD	5.38	47%

**City of White House
Planning and Codes Department
June 2011**

Summary of Department Activities:

Staff completed subdivision bond inspections for the developer to complete final subdivision improvements in Magnolia Village and Kensington Green. Staff met with potential contractors on the Brookside Development regarding finishing site development improvements. Staff attended meetings with the Calista Road Project contractor and engineer regarding final inspections and project issues. Staff completed plan review for the proposed McDonald's remodel and day care center at 400 Hwy 76.

Department Highlight:

Residential Building Inspections

Staff completes the following inspections for new residential buildings:

- Footing
- Underground plumbing/slab, if applicable
- Foundation plate inspection
- Exterior building sheeting
- Building framing and plumbing/mechanical rough-in
- Insulation
- Final Inspection

The State Electrical Inspector completes 2-3 electrical inspection for each new home

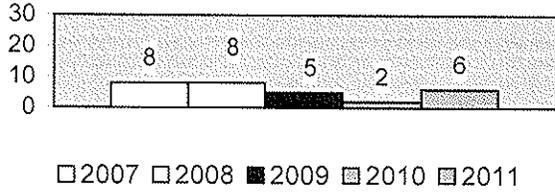
Cost Savings:

Subdivision Maintenance Bond

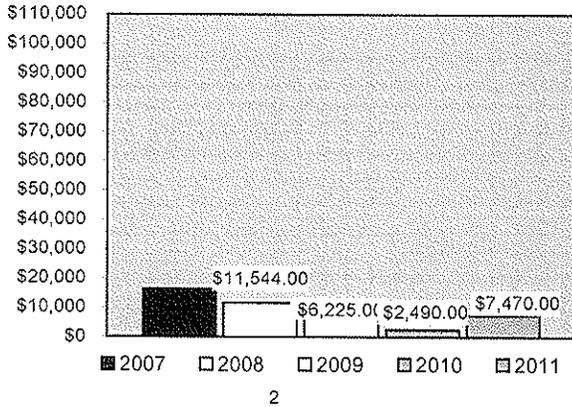
The City requires a one-year maintenance bond with subdivision improvements that are accepted by the City. Subdivision improvements include roads, sidewalks, drainage infrastructure, and curbs. The purpose of the bond is to ensure the quality of the improvements for one year after the acceptance to reduce the costs to the City associated with short term and quicker than expected longer term repairs. Examples of items required to be repaired with the maintenance bond include excessive curb and sidewalk cracking, pot holes in new roadways, and silt and debris in drainage pipes and detention ponds.

**City of White House
Planning and Codes Department
June 2011**

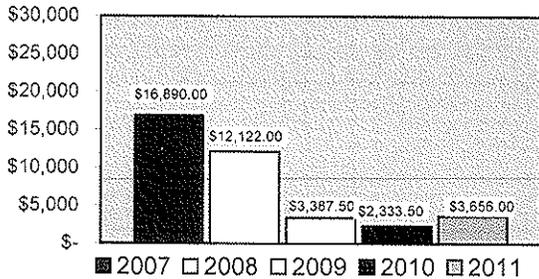
Single Family Permits



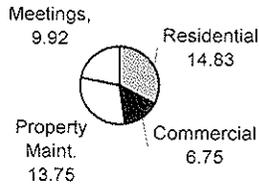
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 10-11
MEETING AGENDA ITEMS#		
Planning Commission	4	53
Construction Appeals	0	0
Zoning Appeals	0	8
Training/Study Session	0	0
Property Maintenance	0	0
PERMITS		
Single Family Residential	6	39
Multi-Family Residential	0	2
Other Residential	20	149
New Commercial	0	0
New Industrial	0	2
Other Com/Ind	1	25
State Electrical	47	405
Sign	1	13
Occupancy Permits	15	156
Other	0	9
BUILDING INSPECTIONS		
Residential	50	419
Hours	14.83	118.16
Commercial /Industrial	26	257
Hours	6.75	85.49
CODE ENFORCEMENT		
Total Cases	76	832
Hours	13.75	122.33
Complaints Received	15	122
MEETINGS		
Administration	3	57
Hours	2	79.92
Planning	7	69
Hours	7.75	78.42
Codes	1	47
Hours	0.17	35.83
FEES		
Permit Fees	\$3,656.00	\$ 31,990.50
Board Review Fees	\$100.00	\$ 2,073.00
City Impact Fee	7,470.00	\$ 54,145.00
Roads	\$2,286.00	\$ 15,856.80
Parks	\$2,376.00	\$ 16,122.00
Police	\$1,692.00	\$ 9,440.00
Fire	\$1,116.00	\$ 8,250.30
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		
25 Subdivision Bonds	\$1,246,800	
Builders Bonds	\$	69,877.00
Workings Days in Month		18

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

Summary of Month's Activities

CEMC replaced every transformer in the Municipal Park this month to convert the voltage from 7,200 to 14,400 volts. This was completed over a two day period, which was coordinated in advance because the electricity was off inside the Park.

The department will begin installing a new 2" water line throughout most of the Park in July. Currently, all of the irrigation water applied in the Park is being charged for sewer. The pipe has been purchased, but we need to schedule enough time to do the work and make the multitude of connections to the various buildings and appliances in the Park.

Recreation

The Men's Adult Softball League ended at the beginning of this month. The fall season will be gearing up in August with a Men's Tuesday/Thursday night double header league. Registration will begin July 11th and end August 11th and will once again be \$400 per team.

Gymnastics classes with Charles Harding began on June 9th. A series of 8 classes will be held over the summer. We have 19 participants enrolled in the program.

The Challenger Fall Soccer league sign-ups will begin in July and the season will begin in September.

Starting in July, Adult Open Gym will be held on Thursday's from 6:00p.m.-9:30p.m. for anyone over the age of 18 to come and play basketball. The cost is \$3 for the evening.

We will also be hosting the Father/Daughter Dance again this year! The dance will be Friday, August 19th from 6:00 p.m. - 8:00 p.m. Tickets are available for \$15 per couple and \$5 extra for an additional daughter. We already have people signed up and people will be able to pay at the door.

Movie in the City will be back in July! Long Hollow Baptist is once again donating money to fund this event. They have agreed to fund three movies this summer. The first movie will be July 16th – Yogi Bear, the second one will be held August 13th – Despicable Me, and the last one will be August 27th – Toy Story 3. We are looking forward to hosting this free event for the community!

The 11th Annual Independence 5K will be held Saturday, July 2nd at 8:00 a.m. Our run will kick off the Chamber of Commerce's 4th of July festivities. We have 8 sponsors this year totaling \$1,600! We also have an in-kind sponsor we are working with to get door prizes donated. With the increase in sponsorships, we are able to improve this event even more. The shirts will be of a better quality and we will also be giving out string back packs to participants with the Parks logo on it. The money will also be used for Dick's Sporting Goods Gift Cards in the amount of \$15 for the winners of each age group. We were also able to get a new banner for the Start/Finish Line.

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

We will host the NFL's Punt, Pass and Kick on July 23rd at 9:00 a.m. Registration is free and available for boys and girls between the ages of 6 - 15. The winner in each age group will qualify for the sectional tournament. The Men's Club with Jr. Pro Football is helping to promote this event and so far we have 25 participants! They will also be able to sign up the day of the event.

Fall Baseball and Softball sign-ups began this month. Registration is available for boys and girls ages 4 - 12. The fees are the same as last year - \$75 for Residents and \$87 for Non-Residents. Practices will begin the end of July with games starting at the end of August.

Zumba classes are still going strong! The classes are held Monday and Tuesday mornings and on Wednesday evenings.

Maintenance

Flowers were planted at the cemetery monument sign, and complete landscaping was done to the main Park sign including shrubbery, ornamental grass, flowers and mulch.

Employees have been cleaning out the culverts along the greenway again. This has to be performed every few months after storms to remove sediment buildup in the culverts.

One of the mowers that the department relies on was repaired at the end of June to correct leaking seals in the hydraulic pump and both wheel motors. This unit will need to be replaced in the near future because of its age. It currently has over 2,700 hours on a gasoline engine which is remarkable.

The maintenance employees have been extremely busy trying to keep up with routine mowing. With the heat and the rains, it has made the grass grow very fast. We are currently mowing 6 soccer fields, 2 football fields, 8 baseball / softball fields, the Municipal Park and Soccer Complex, 4 trailheads, Veterans Memorial, 3.5 miles of Greenway, City Hall, Library, and Northwoods Park.

There were 2 weeks of tournaments on the new fields this month for Dixie Youth baseball and USFA softball. Employees of the department battled rain for both tournaments but overall everything went very well. Numerous positive comments were received from people that participated in the tournaments about the Park and the new fields. There is another Dixie Youth baseball tournament starting on July 8th.

Update on Department Goals and Objectives

Employee Training

Steven Russell and Ashley Smith attended the Sports Turf Managers Association Southeastern Regional Conference in Knoxville, TN on June 15th - 16th at the University of Tennessee. This training was especially beneficial because it related to athletic fields exclusively. We were able to tour Neyland Stadium, the baseball field, soccer fields, softball field, and the indoor practice facility which has a 100 yard synthetic turf field.

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



Municipal Park Gate

The fabricated double leaf gates for the back exit of the Municipal Park are scheduled to be finished the week of July 3rd. The gates are currently being galvanized in Nashville.

Department Highlight

The stadium lighting replacement project is currently underway. The 48 new Musco fixtures have been placed on the poles, along with the ballast housings and 8 security lights. The new wiring, panel, and transformer installation will be forthcoming. In July, we are going to install 540 linear feet of conduit for the new CEMC primary which will power the stadium lights, home press box, and equipment building.

Department Cost Savings Report

The Little League International organization gave us a grant in the amount of \$2,860 to assist with the development of our Challenger Baseball League. With this money, we have already poured a new 5 foot wide concrete walkway to link the large front parking lot to Field 8 in the Municipal Park. This will allow for handicapped persons to access the field easily via the home side dugout. The quality of workmanship is very good.

**City of White House
Parks, Recreation, Cultural Arts Department
June 2011**

Prior Years					Current Year	
FY	FY	FY	FY	FY	YTD	
2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	FY 2010-11	
					May-11	
					Jun-11	

Maintenance								
Mowing Hours	1,176	1,020	1,044	1,853	1,469	185	185	1,486
Pounds of Grass Seed Sown	1,990	4,350	3,670	5,130	1,895	0	0	3,140
Pounds of Fertilizer Applied	11,885	16,795	6,150	9,200	4,590	2,000	0	8,150
Number of Trees/Shrubs Planted	22	69	57	259	11	0	12	20

Recreation								
Number of Youth Program Participants	358	326	377	353	336	0	21	354
Number of Adult Program Participants	409	291	857	2,309	1,343	204	172	2,353
Number of Theatre Production Attendees	651	271	102	0	0	0	0	0
Number of Special Event Attendees	2,881	3,453	2,865	2,989	2,505	0	0	3,484
Total Number of Special Events Offered	5	6	8	11	17	1	1	19
Total Number of Programs Offered	16	13	23	46	38	11	12	68
Youth Program Revenue	\$32,137.06	\$31,045.38	\$22,095.25	\$25,414.98	\$27,728.00	\$1,205.00	\$5,726.00	\$29,068.00
Adult Program Revenue	\$19,080.40	\$14,713.00	\$15,246.25	\$19,337.35	\$9,368.25	\$663.25	\$443.00	\$14,899.65
Theatre Production Revenue	\$3,005.00	\$1,195.00	\$485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Event Revenue	\$1,492.15	\$7,557.50	\$6,476.00	\$4,993.25	\$4,530.00	\$1,280.00	\$2,115.00	\$8,010.00

Administration								
Number of Shelter Reservations	114	115	112	139	153	20	12	116
Hours of Shelter Reservations								
Shelter Reservation Revenue	\$3,445.00	\$3,612.50	\$3,732.00	\$4,183.00	\$4,083.00	\$527.00	\$351.00	\$3,415.00
Number of Facilities Reservations	242	257	305	256	105	7	7	63
Hours of Facility Reservations								
Facility Reservation Revenue	\$16,928.31	\$19,601.34	\$28,514.05	\$20,813.71	\$6,345.82	\$495.00	\$525.00	\$6,475.63
Misc. Revenue	\$25,914.38	\$36,238.58	\$39,729.53	\$115,858.99	\$52,032.78	\$0.00	\$7,819.25	\$60,991.46

Senior Center								
Senior Center Participants	1,812	2,619	3,993	2,326	2,399	226	259	2,860
Number of Trip Participants	418	274	366	293	316	144	74	473
Number of Meals Participants	3,757	3,433	3,430	3,555	3,848	228	292	2,912
Number of Program Participants				1,407	587	34	59	632
Number of Trips Offered	48	45	43	31	31	6	7	42
Number of Meals Served	49	50	48	48	50	3	5	46
Number of Programs Offered	7	4	5	45	54	4	4	50

**City of White House
White House Inn Library
June 2011**

Summary of June Activities

Library staff members have been training a new teen volunteer. Library Assistant, Amber Walker, is creating a volunteer training manual.

All purchasing activity was completed on June 16th in preparation for the end of the fiscal year on June 30th.

Rebecca Whipple has been working closely with the library trustees on the Policy Review Committee to update several policies including Borrower Eligibility, Collection Development, and the Internet Policy. On July 1st, the library implemented a non-resident fee for library cards issued to individuals residing outside the city limits of White House.

Due to the renovation project during the last week of May, the adult book club met twice in June. On June 2nd the club met with 6 in attendance to discuss *The Postmistress* by Sarah Blake. On June 30th the club met with 7 in attendance to discuss *North River* by Pete Hamill.

Rebecca Whipple hosted a consortium meeting on June 30th with library directors from Sumner and Robertson counties and staff from the Warioto Regional Library Center in attendance. Items discussed included current issues facing libraries, and issues related to the consortium's shared circulation software system.

Departmental Highlight

Snowbird, from News Channel 4 visited the library on June 6th to kick-off the Summer Reading program. Sherry Tackett presented two programs for children ages 4 and under with a total attendance of 105. Three programs were held for children ages 5 and up including stories from around the world, a puppet show, and a mad scientist. Total attendance for the school-age group was 275. Both the preschool and school-age groups keep track of reading or listening time and turn in reading logs at each program for a small prize. In addition to being a long-standing tradition for public libraries, Summer Reading programs enhance reading skills during a critical development period and help keep children cognitively engaged to prevent summer slide, or loss of skills during the summer months.

Department Cost Saving Report

No cost savings to report for the month.

**City of White House
Library Performance Measures
June 2011**

<u>Population:</u>	13,316	<u>Program</u>	<u>Sessions</u>	<u>Attendance</u>
		Toddler	2	105
<u>Memberships:</u>	9,643	Preschool	3	275
		Teen	0	0
<u>% of the Population with Membership:</u>	72	Adult	2	13
		Total	7	393
<u>Total Materials Available:</u>	24,842	<u>Wireless Internet Users:</u>		42
<u>Estimated Value of Total Materials:</u>	\$621,050	<u>Computer Internet Users:</u>		883
<u>Last Month:</u>	\$615,400	<u>Volunteers:</u>		6
<u>Total Materials Available Per Capita:</u>	1.87	<u>Total Hours:</u>		111
<u>Last Month:</u>	1.85			
<u>State Minimum Standard:</u>	2.00	Services Provided by Contracting with State		
<u>Materials Added</u>		<u>Interlibrary Loan Service</u>		
Adult Fiction:	37	Items Borrowed:		39
Adult Non-Fiction:	23	Items Loaned:		0
Child/Juvenile/Young Adult Fiction:	90	<u>R.E.A.D.S. 1st Qtr. Statistics</u>		
Juvenile/Young Adult Non-Fiction:	10	eBooks Downloaded:		
Audiobooks:	0	Audiobooks Downloaded:		
Movies:	0	<u>R.E.A.D.S. 2nd Qtr. Statistics</u>		
Music CDs:	0	eBooks Downloaded:		
Total:	160	Audiobooks Downloaded:		
<u>Library Circulation</u>		<u>R.E.A.D.S. 3rd Qtr.</u>		
Total # of Check-outs:	6,813	eBooks Downloaded:		
Last Month:	5,052	Audiobooks Downloaded:		
Items per Patron:	2.60	<u>R.E.A.D.S. 4th Qtr.</u>		
State Minimum Standard:	2.60	eBooks Downloaded:		
		Audiobooks Downloaded:		
<u>New Memberships</u>				
Adult:	56			
Senior Adult:	2			
Child:	5			
Student:	26			
Young Adult:	8			
Total:	97			

**CITY COURT REPORT
JUNE 2011**

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH \$11,540.00

TOTAL MONIES COLLECTED YTD \$109,613.85

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH \$1,554.56

TOTAL MONIES COLLECTED YTD \$29,014.25

TOTAL REVENUE FOR MONTH \$13,094.56

TOTAL REVENUE YTD \$138,628.10

DISBURSEMENTS

LITIGATION TAX \$375.75

DOS FINES & FEES \$921.50

DOS TITLING FINE & FEES \$109.25

TBI FINES & FEES \$0.00

RESTITUTION/REFUNDS \$0.00

WORTHLESS CHECKS \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$1,406.50

TOTAL DISBURSEMENTS YTD \$13,676.25

ADJUSTED REVENUE FOR MONTH \$11,688.06

TOTAL ADJUSTED REVENUE YTD \$124,951.85

DONATION TO DRUG FUND FOR MONTH \$332.50

TRANSFER TO DRUG FUND \$0.00

\$0.00

DONATIONS YEAR TO DATE \$11,717.34

DONATION TO CAMERA FUND FOR MONTH \$0.00

\$0.00

DONATIONS YEAR TO DATE \$0.00

CITY COURT CLERK _____



110 GENERAL FUND

DRAFT

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

Account	Description	Year-To-Date		Percent Of Budget	JUNE		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	Percent Of Avg
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,874,644.00	1,976,989.79	105.5	156,220.33	15,345.38	9.8
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	60,000.00	60,111.00	100.2	5,000.00	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	45,783.00	73,113.83	159.7	3,815.25	16,785.00	439.9
31212	PROPERTY TAX DELINQUENT 2ND YEAR	21,922.00	11,006.59	50.2	1,826.83	0.00	0.0
31213	PROPERTY TAX DELINQUENT 3RD YEAR	12,608.00	3,059.23	24.3	1,050.67	0.00	0.0
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	0.00	0.0
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	7,340.00	11,323.22	154.3	611.67	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	24,000.00	55,668.34	232.0	2,000.00	4,523.04	226.2
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	86,937.00	88,757.04	102.1	7,244.75	7,396.42	102.1
31610	LOCAL SALES TAX - CO. TRUSTEE	1,750,000.00	1,995,289.27	114.0	145,833.33	173,840.11	119.2
31709	BEER AND LIQUOR LOCAL PRIV TAX	5,000.00	5,878.33	117.6	416.67	1,500.00	360.0
31710	WHOLESALE BEER TAX	200,000.00	238,824.89	119.4	16,666.67	24,450.46	146.7
31800	BUSINESS TAXES	95,000.00	141,885.28	149.4	7,916.67	65,680.57	829.6
31911	NATURAL GAS FRANCHISE TAX	132,000.00	115,690.77	87.6	11,000.00	0.00	0.0
31912	CABLE TV FRANCHISE TAX	90,000.00	95,138.50	105.7	7,500.00	0.00	0.0
31960	SPECIAL ASSESSMENT - LIENS	300.00	620.00	206.7	25.00	0.00	0.0
31980	MIXED DRINK TAXES	5,690.00	7,789.00	136.9	474.17	803.49	169.5
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	30,318.50	101.1	2,500.00	3,774.00	151.0
32690	OTHER PERMITS	75.00	50.00	66.7	6.25	25.00	400.0
32710	SIGN PERMITS	1,450.00	950.00	65.5	120.83	100.00	82.8
33100	FEDERAL GRANTS	1,035,388.00	341,377.46	33.0	86,282.33	28,363.25	32.9
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	433,550.00	327,111.22	75.4	36,129.17	81,413.54	225.3
33191	FEMA REIMBURSEMENT	14,072.00	104,164.59	740.2	1,172.67	51,235.20	4369.1
33320	TVA PAYMENTS IN LIEU OF TAXES	97,822.00	111,311.67	113.8	8,151.83	27,827.91	341.4
33400	STATE GRANTS	1,218,000.00	266,379.88	21.9	101,500.00	4,427.32	4.4
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	18,600.00	17,400.00	93.5	1,550.00	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	35,500.00	35,500.00	100.0	2,958.33	0.00	0.0
33460	STATE GRANT-LIBRARY TECHNOLOGY	0.00	600.00	0.0	0.00	0.00	0.0
33510	STATE SALES TAX	637,376.00	657,849.61	103.2	53,114.67	55,212.22	103.9
33520	STATE INCOME TAX	16,000.00	35,432.12	221.5	1,333.33	100.18	7.5
33530	STATE BEER TAX	5,143.00	5,160.08	100.3	428.58	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	21,266.00	21,227.80	99.8	1,772.17	1,769.10	99.8
33593	CORPORATE EXCISE TAX	16,000.00	10,996.34	68.7	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	2,451.00	72.1	283.33	100.00	35.3
34740	PARKS AND REC LEAGUE FEES	48,000.00	57,806.78	120.4	4,000.00	8,818.88	220.5
34741	FIELD MAINTENANCE FEES	7,000.00	8,421.50	120.3	583.33	2,510.00	430.3
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	8,000.00	6,246.67	78.1	666.67	659.75	99.0
34793	COMMUNITY CENTER FEES	14,000.00	9,451.13	67.5	1,166.67	856.00	73.4
34900	OTHER CHARGES FOR SERVICES	10,000.00	9,569.00	95.7	833.33	866.00	103.9
35110	CITY COURT FINES AND COSTS	166,000.00	124,886.20	75.2	13,833.33	11,688.06	84.5

Summary Financial Statement
 JUNE 30, 2011
 Fiscal Year Time Lapse: 100.00

110 GENERAL FUND

Account	Description	Year-To-Date			JUNE		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
35130	IMPOUNDMENT CHARGES	350.00	400.00	114.3	29.17	200.00	685.6
36000	OTHER REVENUES	16,000.00	37,583.29	234.9	1,333.33	167.40	12.6
36100	INTEREST EARNINGS	10,000.00	6,108.85	61.1	833.33	286.09	34.3
36210	RENT	15,015.00	16,989.05	113.1	1,251.25	1,442.07	115.3
36330	SALE OF EQUIPMENT	0.00	19,795.00	0.0	0.00	2,239.42	0.0
36350	INSURANCE RECOVERIES	25,250.00	42,806.03	169.5	2,104.17	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	3,700.00	0.0	0.00	3.00	0.0
36450	PARKS CONCESSIONS	7,000.00	6,583.51	94.1	583.33	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	1,000.00	13,644.99	1364.5	83.33	4,100.00	4920.2
36920	SALE OF BONDS	756,697.00	170.44	0.0	63,058.08	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		9,833,023.00	7,266,558.51	73.9	819,418.56	598,502.86	73.0
EXPENDITURES							
41000	GENERAL GOVERNMENT	344,210.00	329,549.74	95.7	28,684.17	19,501.40	68.0
41210	CITY COURT	75,554.00	73,237.32	96.9	6,296.16	6,643.82	105.5
41500	FINANCIAL ADMINISTRATION	385,365.00	345,298.18	89.6	32,113.74	35,452.42	110.4
41650	HUMAN RESOURCES	120,251.00	110,247.61	91.7	10,020.90	8,218.05	82.0
41676	ENGINEERING	685,019.00	269,519.08	39.3	57,084.93	74,657.80	130.8
41700	PLANNING AND ZONING	1,229,024.00	237,372.59	19.3	102,418.65	17,141.83	16.7
41800	GENERAL GOVERNMENT BUILDINGS	64,313.00	50,790.99	79.0	5,359.39	3,868.21	72.2
41921	SPECIAL EVENTS	3,500.00	3,208.41	91.7	291.67	0.00	0.0
42100	POLICE PATROL	813,463.00	758,250.25	93.2	67,788.56	51,794.72	76.4
42120	POLICE SUPPORT SERVICES	287,324.00	271,255.81	94.4	23,943.65	15,698.79	65.6
42150	POLICE ADMINISTRATION	191,702.00	180,136.07	94.0	15,975.16	11,143.56	69.8
42151	COMMUNICATIONS SERVICES	201,193.00	193,045.03	96.0	16,766.07	17,319.99	103.3
42200	FIRE PROTECTION AND CONTROL	2,017,419.00	884,462.24	43.8	168,118.27	54,388.21	32.4
42210	FIRE ADMINISTRATION AND INSPECTION	235,560.00	202,260.50	85.9	19,630.00	14,044.77	71.5
43000	PUBLIC WORKS	75,429.00	59,954.66	79.5	6,285.77	1,877.74	29.9
43100	HIGHWAYS AND STREETS	168,803.00	138,228.84	81.9	14,066.95	8,822.09	62.7
43170	CITY GARAGE	400.00	243.00	60.8	33.33	0.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	90,693.00	85,693.49	94.4	7,557.76	5,340.88	70.7
44700	PARKS	239,954.00	225,344.58	93.9	19,996.16	15,062.88	75.3
44740	PARK MAINTENANCE	881,232.00	823,561.68	93.5	73,436.00	13,145.93	17.9
44800	LIBRARIES	150,661.00	149,387.82	99.2	12,555.06	14,169.21	112.9
44880	CHILDREN'S LIBRARY SERVICES	36,782.00	36,933.22	100.4	3,065.17	3,781.96	123.4
51000	MISC EXP	261,250.00	191,486.08	73.3	21,770.84	84,402.71	387.7
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	855,000.00	135,933.88	15.9	71,250.00	305,765.36	429.1
58803	ARRA GRANT #2 - CALISTA ROAD PROJECT	433,900.00	310,166.50	71.5	36,158.34	183,777.87	508.3
Total EXPENDITURES		9,848,001.00	6,065,517.57	61.6	820,666.70	271,158.28	33.0

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

110 GENERAL FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE	
		Budget Estimate	Actual		Estimate Avg/Mth	Actual
EXPENDITURES						
Total GENERAL FUND						
		14,978.00-	1,201,040.94-	8018.7	1,248.14-	869,661.14-
						9676.6

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

120 INDUSTRIAL DEVELOPMENT FUND

Account Description

REVENUES

33800 LOCAL REVENUE ALLOCATIONS
36100 INTEREST EARNINGS

Total REVENUES

EXPENDITURES

48000 ECONOMIC OPPORTUNITY

Total EXPENDITURES

Total INDUSTRIAL DEVELOPMENT FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	Percent Of Avg
33800	LOCAL REVENUE ALLOCATIONS	47,000.00	40,356.38	85.9	3,916.67	7,962.94	203.3
36100	INTEREST EARNINGS	200.00	144.82	72.4	16.67	0.00	0.0
	Total REVENUES	47,200.00	40,501.20	85.8	3,933.34	7,962.94	202.4
48000	ECONOMIC OPPORTUNITY	48,500.00	46,875.38	96.7	4,041.67	236.31	5.8
	Total EXPENDITURES	48,500.00	46,875.38	96.7	4,041.67	236.31	5.8
	Total INDUSTRIAL DEVELOPMENT FUND	1,300.00	6,374.18	490.3	108.33	7,726.63	7132.5

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

121 STATE STREET AID FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
33551	STATE GASOLINE AND MOTOR FUEL TAX	251,924.00	270,376.31-	107.3	20,993.67	22,650.67-	107.9
36000	OTHER REVENUES	0.00	0.41	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	300.00	84.43-	28.1	25.00	0.00	0.0
	Total REVENUES	252,224.00	270,460.33-	107.2	21,018.67	22,650.67-	107.8
EXPENDITURES							
43100	HIGHWAYS AND STREETS	253,127.00-	230,675.08	91.1	21,093.91-	24,042.43-	114.0
	Total EXPENDITURES	253,127.00-	230,675.08	91.1	21,093.91-	24,042.43-	114.0
	Total STATE STREET AID FUND	903.00-	39,785.25-	4405.9	75.24-	46,693.10-	2058.9

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

122 PARKS SALES TAX FUND

Account	Description	Budget Estimate	Year-To-Date Actual	Percent Of Budget	Estimate Avg/Mth	JUNE Actual	Percent Of Avg
REVENUES							
36000	OTHER REVENUES	0.00	75,225.00-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	3,000.00	1,055.61-	35.2	250.00	42.52-	17.0
36425	PARKS SALES TAX RECEIPTS	84,000.00	80,071.85-	95.3	7,000.00	6,417.51-	91.7
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	20,520.00-	102.6	1,666.67	0.00	0.0
	Total REVENUES	107,000.00	176,872.46-	165.3	8,916.67	6,460.03-	72.4
EXPENDITURES							
49000	DEBT SERVICE	344,118.00-	324,244.75	94.2	28,676.50-	51,140.00-	178.3
	Total EXPENDITURES	344,118.00-	324,244.75	94.2	28,676.50-	51,140.00-	178.3
	Total PARKS SALES TAX FUND	237,118.00-	147,372.29	62.2	19,759.83-	57,600.03-	291.5

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

123 SOLID WASTE FUND

Account Description

REVENUES

34400 SANITATION - USER FEES
36000 OTHER REVENUES
36100 INTEREST EARNINGS
36330 SALE OF EQUIPMENT
37794 SALE OF MATERIALS

Total REVENUES

EXPENDITURES

43200 SANITATION
49000 DEBT SERVICE

Total EXPENDITURES

Total SOLID WASTE FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	Percent Of Avg
34400	SANITATION - USER FEES	665,000.00	616,890.00	92.8	55,416.67	55,665.00	100.4
36000	OTHER REVENUES	25.00	19.60	78.4	2.08	0.00	0.0
36100	INTEREST EARNINGS	1,400.00	946.06	67.6	116.67	40.35	34.6
36330	SALE OF EQUIPMENT	0.00	2,331.00	0.0	0.00	0.00	0.0
37794	SALE OF MATERIALS	5,500.00	5,595.50	101.7	458.33	1,411.20	307.9
	Total REVENUES	671,925.00	625,782.16	93.1	55,993.75	57,116.55	102.0
EXPENDITURES							
43200	SANITATION	660,656.00	589,793.52	89.3	55,054.67	45,331.74	82.3
49000	DEBT SERVICE	103,706.00	103,775.75	100.1	8,642.17	0.00	0.0
	Total EXPENDITURES	764,362.00	693,569.27	90.7	63,696.84	45,331.74	71.2
	Total SOLID WASTE FUND	92,437.00	67,787.11	73.3	7,703.09	11,784.81	153.0

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

124 IMPACT FEES

Account Description

REVENUES

33400 STATE GRANTS
36100 INTEREST EARNINGS
36421 ROADS IMPACT FEES
36422 PARKS IMPACT FEES
36423 POLICE IMPACT FEES
36424 FIRE IMPACT FEES

Total REVENUES

EXPENDITURES

51010 ROADS IMPACT FEES
51020 PARKS IMPACT FEES
51030 POLICE IMPACT FEES
51040 FIRE IMPACT FEES

Total EXPENDITURES

Total IMPACT FEES

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	JUNE		
		Budget Estimate	Actual			Estimate Avg/Mth	Actual	Percent Of Avg
33400	STATE GRANTS	90,000.00	0.00	0.0	7,500.00	0.00	0.0	
36100	INTEREST EARNINGS	6,000.00	1,070.77	17.8	500.00	37.50	7.5	
36421	ROADS IMPACT FEES	22,000.00	17,934.20	81.5	1,833.33	2,285.00	124.7	
36422	PARKS IMPACT FEES	14,000.00	16,122.00	115.2	1,166.67	2,376.00	203.7	
36423	POLICE IMPACT FEES	14,000.00	12,506.00	89.3	1,166.67	1,692.00	145.0	
36424	FIRE IMPACT FEES	9,000.00	8,250.30	91.7	750.00	1,116.00	148.8	
	Total REVENUES	155,000.00	55,883.27	36.1	12,916.67	7,507.50	58.1	
EXPENDITURES								
51010	ROADS IMPACT FEES	294,936.00	35,604.45	12.1	24,578.00	0.00	0.0	
51020	PARKS IMPACT FEES	22,595.00	22,432.05	99.3	1,882.91	0.00	0.0	
51030	POLICE IMPACT FEES	117,428.00	117,600.80	100.1	9,785.67	0.00	0.0	
51040	FIRE IMPACT FEES	45,020.00	45,076.25	100.1	3,751.67	0.00	0.0	
	Total EXPENDITURES	479,979.00	220,713.55	46.0	39,998.25	0.00	0.0	
	Total IMPACT FEES	324,979.00	164,830.28	50.7	27,081.58	7,507.50	27.7	

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

140 POLICE DRUG FUND

Account	Description	Budget Estimate	Year-To-Date Actual	Percent Of Budget	Estimate Avg/Mth	JUNE Actual	Percent Of Avg
REVENUES							
31610	LOCAL SALES TAX - CO. TRUSTEE	750.00	2,344.35	312.6	62.50	0.00	0.0
35130	IMPOUNDMENT CHARGES	100.00	975.00	975.0	8.33	0.00	0.0
35140	DRUG RELATED FINES	15,000.00	16,799.34	112.0	1,250.00	332.50	26.6
36100	INTEREST EARNINGS	200.00	82.63	41.3	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	20,701.32	129.0	1,337.50	332.50	24.9
EXPENDITURES							
42129	DRUG INVESTIGATION AND CONTROL	9,450.00	7,541.32	79.8	787.50	143.93	18.3
	Total EXPENDITURES	9,450.00	7,541.32	79.8	787.50	143.93	18.3
	Total POLICE DRUG FUND	6,600.00	13,160.00	199.4	550.00	188.57	34.3

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Budget Estimate	Year-To-Date Actual	Percent Of Budget	Estimate Avg/Mth	JUNE Actual	Percent Of Avg
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REVENUES

3110	REAL & PERSONAL PROPERTY TAX (CURRENT)	228,538.00	245,613.16	107.5	19,044.83	1,896.62	10.0
3610	INTEREST EARNINGS	43,806.00	748.80	1.7	3,650.50	9.20	0.3
	Total REVENUES	272,344.00	246,361.96	90.5	22,695.33	1,905.82	8.4

EXPENDITURES

49000	DEBT SERVICE	511,192.00	510,727.50	99.9	42,599.33	0.00	0.0
	Total EXPENDITURES	511,192.00	510,727.50	99.9	42,599.33	0.00	0.0

	Total DEBT SERVICE FUND (GENERAL)	238,848.00	264,365.54	110.7	19,904.00	1,905.82	9.6
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Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

412 SEWER FUND

Account	Description	Year-To-Date		Percent Of Budget	JUNE		
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
33141	ARRA ASSISTANCE - COPEX CROSSING PROJECT	400,000.00	0.00	0.0	33,333.33	0.00	0.0
33191	FEMA REIMBURSEMENT	63,617.00	74,245.24	116.7	5,301.42	25,130.81	474.0
34900	BULK DISPOSAL FEE	400.00	600.00	150.0	33.33	300.00	900.1
36000	OTHER REVENUES	11,500.00	10,551.65	91.8	958.33	0.00	0.0
36100	INTEREST EARNINGS	7,000.00	3,019.89	43.1	583.33	113.52	19.5
36330	SALE OF EQUIPMENT	0.00	11,534.26	0.0	0.00	546.67	0.0
36920	SALE OF BONDS	1,844,687.00	958,299.00	51.9	153,723.92	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	17,000.00	32,055.00	188.6	1,416.67	3,150.00	222.4
37220	ADMINISTRATIVE FEES	12,000.00	10,500.00	87.5	1,000.00	550.00	55.0
37230	SEWER USER FEES	1,950,000.00	2,258,536.36	115.8	162,500.00	206,283.08	126.9
37298	CAPACITY FEES	110,000.00	69,502.50	63.2	9,166.67	8,400.00	91.6
37499	COMMITMENT FEES	87,500.00	0.00	0.0	7,291.67	0.00	0.0
37995	CONNECTION FEES	7,000.00	6,750.00	96.4	583.33	900.00	154.3
Total REVENUES		4,510,704.00	3,435,593.90	76.2	375,892.00	245,374.08	65.3
EXPENDITURES							
49000	DEBT SERVICE	712,389.00	665,385.01	93.4	59,365.75	23,612.61	39.8
52117	ADMINISTRATION AND GENERAL EXPENSES	507,145.00	502,683.32	99.1	42,262.07	11,235.71	26.6
52210	COLLECTION	1,496,886.00	973,928.32	65.1	124,740.51	56,477.46	45.3
52213	SEWER TREATMENT AND DISPOSAL	779,070.00	273,544.67	35.1	64,922.49	18,622.25	28.7
52223	DEPRECIATION	609,590.00	586,796.04	96.3	50,799.17	48,899.67	96.3
58801	ARRA ASSISTANCE - COPEX CROSSING PROJECT	929,443.00	751,867.04	80.9	77,453.58	198,014.27	255.7
Total EXPENDITURES		5,034,523.00	3,754,204.40	74.6	419,543.57	76,441.07	18.2
Total SEWER FUND		523,819.00	318,610.50	60.8	43,651.57	321,785.15	737.2

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

416 HEALTHCARE FUND

Account Description

REVENUES

36000 OTHER REVENUES
36100 INTEREST EARNINGS
36350 INSURANCE RECOVERIES
36960 OPERATING TRANSFER IN FROM OTHER FUNDS

Total REVENUES

EXPENDITURES

51520 INSURANCE EMPLOYERS SHARE

Total EXPENDITURES

Total HEALTHCARE FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	JUNE		
		Budget Estimate	Actual			Estimate	Actual	Percent Of Avg
36000	OTHER REVENUES	6,833.00	8,298.97	121.5	569.42	1,870.10	328.4	
36100	INTEREST EARNINGS	400.00	616.78	154.2	33.33	25.93	77.8	
36350	INSURANCE RECOVERIES	91,182.00	91,182.19	100.0	7,598.50	0.00	0.0	
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	906,699.00	1,005,280.99	110.9	75,558.25	178,134.14	235.8	
	Total REVENUES	1,005,114.00	1,105,378.93	110.0	83,759.50	180,030.17	214.9	
EXPENDITURES								
51520	INSURANCE EMPLOYERS SHARE	1,129,627.00	1,130,037.33	100.0	94,135.58	132,960.43	141.2	
	Total EXPENDITURES	1,129,627.00	1,130,037.33	100.0	94,135.58	132,960.43	141.2	
	Total HEALTHCARE FUND	124,513.00	24,658.40	19.8	10,376.08	47,069.74	453.6	

Summary Financial Statement
 JUNE 30, 2011
 Fiscal Year Time Lapse: 100.00

433 HILLCREST CITY CEMETERY

Account	Description	Budget Estimate	Year-To-Date Actual	Percent Of Budget	Estimate Avg/Mth	JUNE Actual	Percent Of Avg
REVENUES							
34110	GENERAL SERVICES	300.00	350.00-	116.7	25.00	25.00-	100.0
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	16,325.00-	109.9	1,237.50	1,000.00-	80.8
36100	INTEREST EARNINGS	500.00	309.96-	62.0	41.67	10.01-	24.0
36340	SALE OF CEMETERY LOTS	8,500.00	18,000.00-	211.8	708.33	0.00	0.0
	Total REVENUES	24,450.00	34,984.96-	143.1	2,037.50	1,035.01-	50.8
EXPENDITURES							
43400	CEMETERIES	17,549.00-	16,128.09	91.9	1,462.42-	21.66-	1.5
	Total EXPENDITURES	17,549.00-	16,128.09	91.9	1,462.42-	21.66-	1.5
	Total HILLCREST CITY CEMETERY	6,901.00	18,856.87-	273.2	575.08	1,056.67-	183.7

G/L Month: 06 JUNE
 Beginning Fund: 110 Beginning Function: zzzzzz
 Ending Fund: 433 Ending Function: zzzzzz
 * End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

July 13, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator



Re: Resolution No. 11-10/ Approval of E-911 Agreement

The enclosed Resolution No. 11-10 has been drafted by Clyde Richert with the City of Springfield to include the City of White House as a member of the Robertson County E 911 Communications Center.

In moving through the 911 Board again and all necessary insurance entities reviewing and approving the language, the Resolution is ready for official approval by all Boards. We are now on track to go to full implementation by August 01, 2011.

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

RESOLUTION 11-10

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE E-911 CONSOLIDATED EMERGENCY COMMUNICATION CENTER AGREEMENT.

WHEREAS, Robertson County, Tennessee, referred to herein as “the **County**”, the City of Springfield, Tennessee, referred to herein as “the **City**”, the Robertson County Emergency Communications District, referred to herein as “the **District**”, and concurred in by the Robertson County Sheriff, referred to herein as “the **Sheriff**”, did enter into a certain original Agreement dated December 22, 2005, later amended that Agreement on August 27, 2009, and both are herein referred to as “the Agreement” relative to consolidation of emergency communications and construction of a new Communications facility; and

WHEREAS, certain further changes in that Agreement are desired to reflect that the City of White House, Tennessee wishes to have the Communications Center dispatch all of their emergency communications, the White House Chief of Police will become a member of the User Board of said organization, and other changes as set forth.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House, meeting in regular session this the 21st day of July, 2011, as follows:

1. The City of White House, Tennessee Chief of Police shall be admitted as a member of the “User Group” pursuant to Section 2(H) in addition to the positions for the existing Robertson County Sheriff, Robertson County EMS Director, the Springfield Police Chief and the Springfield Fire Chief, thereby establishing 5 permanent positions in the User Group. The at-large position as described in the original Agreement remains unchanged for a total of 6 positions.
2. The City of White House acknowledges that the County and the City have previously entered into an Agreement by Resolution #051710039 of the County and Resolution #10-13 of the City, whereby certain County dispatch employees have been transferred to the City as City employees, with the County reimbursing the City under the terms of that Agreement.
3. The City of White House further acknowledges that the City of White House, Tennessee has similarly approved the transfer of certain White House City employees to the City as Springfield employees by White House Resolution #11-08 and City of Springfield Resolution #11-14.
4. The City of White House acknowledges that since the execution of the prior Agreements, the actual Communications Center referenced therein has been constructed, financed by bonds of the E-911 District, and is presently in operation and use as originally contemplated.

5. The Board of Mayor and Aldermen of the City of White House, Tennessee, hereby adopts and approves all those changes as set forth in the Second Amended Agreement attached hereto conditioned upon like approval by Springfield, Robertson County, the E911 District Board and concurred in by the Sheriff.

Approved this 21st day of July, 2011, to be effective on the date of its passage, the public welfare requiring it.

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

Second Amended E-911 Consolidated Emergency Communication Center Agreement

Parties

This E-911 Consolidated Emergency Communication Center Agreement ("the Agreement") is between and among the Robertson County Emergency Communications District ("**the District**"), a public corporation created pursuant to the Emergency Communications District Act (T.C.A. 7-86-101), Robertson County ("**the County**"), a political subdivision of the State of Tennessee, the City of Springfield, Tennessee ("**Springfield**"), a chartered municipality of the State of Tennessee and the City of White House, Tennessee ("**White House**"), a chartered municipality of the State of Tennessee , hereafter, the Parties.

Background

All Parties acknowledge that the District, the County, Springfield and the Sheriff have previously entered into an original agreement dated December 22, 2005 and later amended that agreement on August 27, 2009 regarding these matters, a copy of the original and first amended agreements attached as Exhibits "A" and "B" hereto. These original Parties acknowledge that since that last date, the Communications Center referenced therein has been built using the District's own issued bonds, is presently in operation, and that the County and Springfield have later entered into a separate Agreement dated May 18, 2010 whereby certain County Dispatch employees have been transferred to Springfield as Springfield dispatch employees with the County reimbursing Springfield for the cost of those employees.

The original Parties further acknowledge that White House has entered into an Agreement with Springfield to likewise transfer its dispatch employees to Springfield and to reimburse Springfield for those employees' cost pursuant to Resolution #11-08 approved by the White House governing body on May 19, 2011 and by Resolution # 11-12 approved by Springfield simultaneously with this Resolution.

The original Parties, together with White House, hereby adopt this Second Amended E-911 Center Agreement for the purpose of acknowledging the above facts, to make changes in the original agreement, to make White House a party to the original contract and to include the White House Police Chief as a member of the User Group.

Law

The Parties enter into this Agreement based upon their statutory and corporate powers, including, but not limited to, the provisions of the Intergovernmental Agreement Act at Tennessee Code Annotated (T.C.A.) Title 5, Chapter 1, Section 113), the Interlocal Cooperation Act (T.C.A. 12-9-101), as confirmed by T.C.A. 7-86-105 (b)(6).

Purpose

The Parties enter into this Agreement for, among other things, the purpose of establishing an E-911 Consolidated Emergency Communication Center so as to unify their resources in a manner to better assist emergency service agencies in the saving of lives and protection of property for all the citizens of Robertson County, whether they reside inside or outside of a municipality.

NOW, THEREFORE, BASED UPON THESE PREMISES, AND UNDER THE AUTHORITY OF THE LAWS CITED, THE PARTIES AGREE AS FOLLOWS:

Section 1. Superceding Agreement

This Agreement merges, replaces, and supercedes any previous agreements or understandings between and/or among the Parties. Prior provisions may be indicated as “deleted”, “modified” or “unchanged”.

Section 2. Communications Center

A. Deleted

B. Deleted

C. Deleted

D. Deleted

E. Unchanged:

The parties acknowledge that the District’s principal revenue sources are those payments received from telephone surcharges authorized by Tennessee law for 911 services. The District has made acceptable arrangements with the Bond Purchaser to assign sufficient revenues from these payments for retirement of the principal and interest on the bonds, together with any expenses incurred. Further, the District represents that its anticipated revenues are sufficient to pay for all annual operating and maintenance expenses for the Center.

F. Modified as follows:

The Springfield Police Department, Springfield Fire Department, Robertson County Sheriffs Office, Robertson County EMS, White House Police Department and White House Fire Department will work together to facilitate the transfer of voice and data traffic as needed to avoid any interruption of E-911 service and to minimize inconvenience to the citizens of Robertson County.

G. Modified as follows:

The District shall have control of the newly constructed Center building, grounds and equipment. Coordination and scheduling regarding building use shall be accomplished with approval of the Communications Center Director reporting to the District Board. The Director shall keep same secure and not allow any use of the Center or grounds for purposes other than public safety and coordination.

H. Modified as follows:

The daily dispatch operations including the personnel of the Center shall be governed by the User Group which shall be comprised of the Robertson County Sheriff, Robertson County Emergency Medical Director, Springfield Police Chief, Springfield Fire Chief, White House Police Chief and a sixth person to be appointed at-large by the User Group. The at-large position shall be for a two-year term and shall be held by a full-time police or fire official from one of the other municipalities within Robertson County that has either a full-time police department or a full-time fire department.

I. Modified as follows:

The District shall be responsible for all operations and maintenance costs related to the Center building and grounds, including all repairs, utilities, janitorial services, building maintenance, property and liability insurance, equipment maintenance and service contracts, radio maintenance and service contracts and grounds maintenance. As to property and liability insurance, the District shall be the primary named insured with the other parties hereto named as additional insureds, and copies shall be furnished to all parties.

J. Modified as follows:

The County, Springfield and White House shall be responsible for all dispatcher costs including salaries and related benefits, in order to provide adequate staffing and operation of the center twenty-four (24) hours per day, seven (7) days per week. Over a period of time as the district's resources allow, the parties acknowledge an intent to possibly have the dispatch employees employed by the District itself.

Section 3. Legal Compliance

Modified as follows:

The District, County, Springfield and White House shall comply with all applicable federal, state, and local regulations.

Section 4. Annual Budget Process

A. Modified as follows:

The District and the User Group shall annually prepare a proposed budget

for operation of the Center. The proposed budget shall be for the fiscal year (FY) that begins that July 1 and ends June 30 of the following year. The Parties recognize that at present, the District and its revenues fund completely the Center building, equipment, grounds, maintenance and other expenses. The County, Springfield and White House are funding only the dispatch personnel.

- B. A budget for the Center operations will be effective when approved by the E-911 District Board.

Section 5. Funding Share and Minimum Support Level

Unchanged:

The District shall fully fund its annual financial obligations for debt service, operations and maintenance expenses consistent with the Revenue Standards of the Tennessee Emergency Communications Board (TECB), as may be amended from time to time.

Section 6. Term and Renewal

Unchanged:

This Agreement shall remain continuously in effect, unless renegotiated, terminated by the mutual consent of all the parties, or terminated by breach of the agreement by any party.

Section 7. Indemnification and Hold Harmless

- A. Modified as follows:

The County, Springfield and White House individually agree to defend, hold harmless and indemnify the District, the 911 Board, its members, employees and advisors ("the Protected Parties") from any liability arising out of the conduct of its own agents or employees. Each individual party shall be solely and completely responsible for any liability created or caused by its agents or employees and shall not be responsible for any liability created or caused by another party. The extent of the agreement to defend or indemnify another party shall be limited the tort limits liability amounts for each individual party, and not the cumulative amounts, set forth in the Tennessee Governmental Tort Liability Act, and this obligation of defense and indemnity is further limited by the lawful ability of each party to so indemnify other parties.

B. Modified as follows:

The District and the 911 Board agree to defend, hold harmless and indemnify the County, Springfield and White House, their elected members, employees and advisors ("the Protected Parties") from any liability arising out of the conduct of its own agents or employees. Each individual party shall be solely and completely responsible for any liability created or caused by its agents or employees and shall not be responsible for any liability created or caused by another party. The extent of the agreement to defend or indemnify another party shall be limited the tort limits liability amounts for each individual party, and not the cumulative amounts, set forth in the Tennessee Governmental Tort Liability Act, and this obligation of defense and indemnity is further limited by the lawful ability of each party to so indemnify other parties.

Note: previous "C" was deleted

C. (Formerly "D") Unchanged

The protection afforded the Protected Parties is not intended and may not be construed as any waiver of immunities and limitations of liability as elsewhere exist, specifically including T.C.A. 29-20-101 et seq.

Section 8. Force Majeure

Unchanged

The parties to this agreement shall not be held in default, or in noncompliance with the provisions of this agreement, where such noncompliance or alleged defaults occurred or were caused by acts of God; labor disputes; governmental, administrative or judicial order or regulation; or other event that is reasonably beyond the ability of each party to anticipate or control. Due to the critical importance of the emergency services provided under this agreement, each individual party shall use all deliberate speed to restore any interruption in its operations or services, caused by events out of its control, in order to meet its obligations under this agreement.

Section 9. Non-Discrimination

Modified as follows:

The District, County, Springfield and White House shall not illegally discriminate in any manner and will observe all laws, specifically including those relating to employment, so that no person, otherwise qualified, is denied an opportunity to be considered for employment, nor shall

preference be given to any employee except on the basis of merit and/or qualification.

Section 10. Severability

Unchanged

If any court of competent jurisdiction should declare any part of the Agreement void, illegal, or otherwise ineffective, such provisions shall be severed and the Agreement shall otherwise remain in effect according to its remaining terms and provisions, unless the severed portion is so material as to substantially alter the balance of interests expressed in the Agreement, in which event the Agreement shall fail and be of no effect, excepting the provisions hereof regarding Indemnification and Hold Harmless, above, which shall not be affected.

Section 11. Amendment

Modified as follows:

This Agreement may only be amended in writing. To be effective, any amendment must be approved by the County, Springfield, White House, and the District.

Section 13. Effective Date

Unchanged

The Agreement shall be effective according to its terms upon signing by all the Parties.

SIGNED THIS _____ DAY OF _____ 2011:

FOR ROBERTSON COUNTY:

FOR CITY OF SPRINGFIELD:

COUNTY MAYOR

CITY MAYOR

ATTEST:

ATTEST:

FOR THE DISTRICT:

FOR CITY OF WHITE HOUSE:

CHAIRMAN

CITY MAYOR

ATTEST:

ATTEST:

July 13, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator



Re: Resolution No. 11-11

Recommendation: Approval

The City of White House budgets for safety equipment every year. The TML Risk Management Pools offers a matching grant program for the purchase of safety equipment for up to 50%. This year the police department is applying for safety boots for the full-time officers.

RESOLUTION 11-11

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING PARTICIPATION IN THE TML RISK MANAGEMENT POOL'S "SAFETY PARTNERS" LOSS CONTROL MATCHING GRANT PROGRAM

WHEREAS, the safety and well being of the employees of the City of White House is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of White House employees; and

WHEREAS, the Pool seeks to encourage the establishment of a safe workplace by offering a "Safety Partners" Loss Control Matching Grant Program; and

WHEREAS, the City of White House now seeks to participate in this important program.

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

Section 1. That the City of White House is hereby authorized to submit application for a "Safety Partners" Loss Control Matching Grant through the TML Risk Management Pool.

Section 2. That the City of White House is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Adopted this 21st day of July 2011.

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

July 13, 2011

MEMORANDUM

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

From: Charlotte Soporowski, Finance Director *CKS*

Re: Appropriations for Financial Aid of Non-Profit Organizations

This resolution presents the charitable contributions for your approval as they have been included in the FY 2011 - 2012 budget. Should you have any questions, please feel free to contact me.

RESOLUTION 11-12

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF NON-PROFIT ORGANIZATIONS.

WHEREAS, pursuant to the authority granted by Section 6-54-111 of the *Tennessee Code Annotated*, and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities* authorizing appropriations for financial aid of the below mentioned non-profit charitable or non-profit civic organization whose services benefit the general welfare and residents of this municipality; and

WHEREAS, the below named organizations are non-profit charitable and non-profit chamber of commerce whose year-round services benefit the general welfare and economic development of this municipality; and

WHEREAS, section 6-54-111 of *Tennessee Code Annotated* authorizes appropriations of funds for financial aid of such non-profit charitable or non-profit chambers of commerce; and

WHEREAS, the *Internal Control and Compliance Manual for Tennessee Municipalities* Title 4, Chapter 3, Section 1, requires that a special resolution be adopted for each such non-profit which is to receive such funds.

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

Section 1. The Board of Mayor and Aldermen may appropriate funds from time to time, in such amount as is deemed proper, for the financial aid of Mid-Cumberland Human Resource Agency (HRA), a non-profit charitable organization whose year-round services benefit the general welfare of the residents of this municipality; the White House Area Chamber of Commerce, a non-profit business league whose year-round services benefit the economic development efforts of the municipality; and the Tennessee Small Business Development Center.

Section 2. A total amount of \$500 shall be appropriated by the municipality for use by the Tennessee Small Business Development Center. A total amount of \$1,500, appropriated by the municipality for use by the Mid-Cumberland HRA, shall be spent for transportation and meals on wheels. A total amount of \$25,000 shall be appropriated by the municipality for use by the White House Area Chamber of Commerce which shall be applied towards their operating expenditures.

Section 3. The Mid-Cumberland HRA, the White House Area Chamber of Commerce, and the Tennessee Small Business Development Center shall comply with all requirements of Section 6-54-111 of *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of municipal assistance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it.

Adopted this 21st day of July 2011.

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

ORDINANCES....

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Dept

DATE: July 13, 2011

RE: Spring Street Roadway and Right-of-Way Closure

As previously discussed with the Board of Mayor and Aldermen and the White House Church of Christ Representatives, the past agreement included removing a section of Spring Street right-of-way and the old Spring Street roadway and the unused alleyway right-of-way in exchange for the Church dedicating the road right-of-way for the current location of Spring Street. As previously discussed with the Aldermen, the City by the law of implied dedication and acceptance already legally has a right-of-way in association with the existing location of Spring Street but the City wanted to work with the Church to formally dedicate and close the right-of-way sections. The Church hired a surveyor to complete the subdivision plats and the Planning Commission recently approved the attached preliminary subdivision plat showing the revised right-of-way sections. The church requested the city to help fund the survey work. The Church has requested \$ 850 in city funds for the survey work.

ORDINANCE 11-10

AN ORDINANCE CLOSING TWO ROAD RIGHT-OF-WAYS DUE TO A PREVIOUS LAND EXCHANGE AGREEMENT WITH THE PROPERTY OWNER REPRESENTATIVES AND UNUSED RIGHT-OF-WAYS SECTIONS.

WHEREAS, the Board of Mayor and Aldermen agree to close and exchange a 350' linear feet x 40' feet width section of Spring Street right-of-way (14,120.8 sq ft/0.32 acre) including a roadway with an average street width of 20' feet and a 357' linear feet x 10' section of unused alleyway right-of-way (3,575.3 sq ft/ 0.08 acre) for a 429' linear feet x 30' feet width section of Spring Street right-of-way (12,870.3 sq ft/ 0.29 acre) with an average street width of 22' feet.

NOW THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the street right-of-ways referenced above will be closed contingent upon a quit claim deed and final subdivision plat being completed and recorded designating the closed right-of-ways and roadways and land exchange as referenced above.

BE IT FURTHER ORDAINED by the Board of Mayor and Aldermen that Spring Street will remain open to the public and no additional property owners will be affected by the roadway closures and the land agreement referenced above.

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

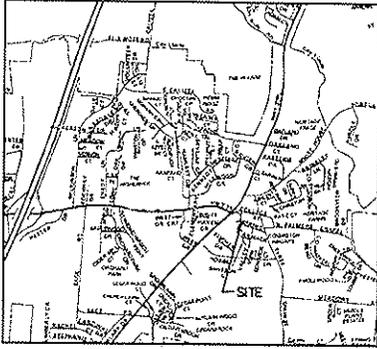
First Reading: July 21, 2011

Second Reading: August 18, 2011

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder



VICINITY MAP
(NOT TO SCALE)

SKETCH PLAT

WHITE HOUSE CHURCH OF CHRIST PROPERTY

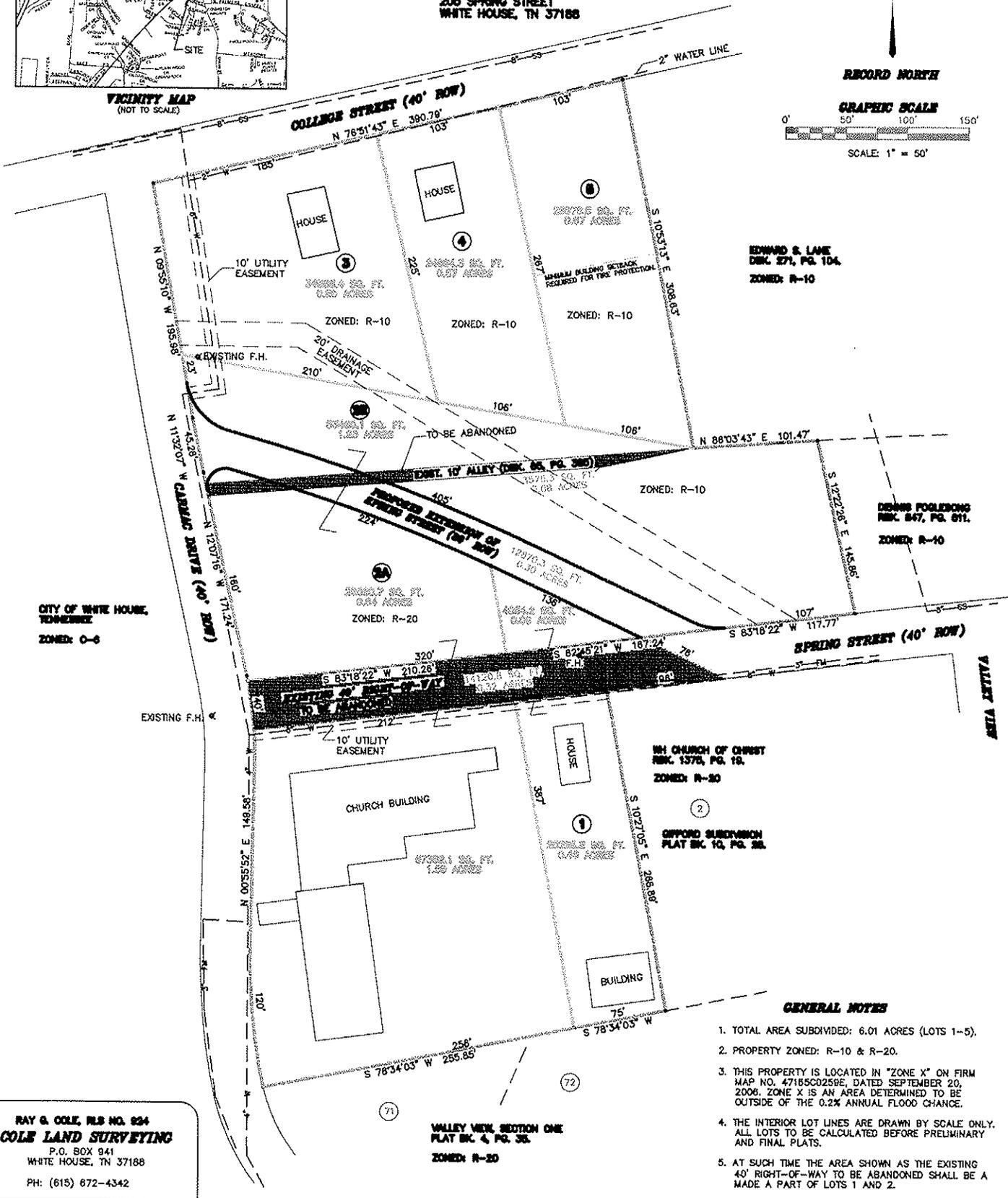
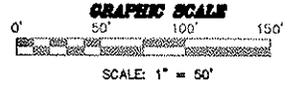
15TH CIVIL DISTRICT, SUMNER COUNTY, TENNESSEE

DATE: MAY 16, 2011 JOB NO. 11-038
REVISED DATE: JUNE 7, 2011

OWNER: WHITE HOUSE CHURCH OF CHRIST
205 SPRING STREET
WHITE HOUSE, TN 37188



RECORD NORTH



CITY OF WHITE HOUSE,
TENNESSEE
ZONED: O-6

EDWARD S. LANE
REC. 271, PG. 104.
ZONED: R-10

DEWIS FOGLESONG
REC. 847, PG. 611.
ZONED: R-10

WH CHURCH OF CHRIST
REC. 1376, PG. 18.
ZONED: R-30

OFFORD SUBDIVISION
PLAT REC. 10, PG. 28.

GENERAL NOTES

- TOTAL AREA SUBDIVIDED: 6.01 ACRES (LOTS 1-5).
- PROPERTY ZONED: R-10 & R-20.
- THIS PROPERTY IS LOCATED IN "ZONE X" ON FIRM MAP NO. 4718SC0259E, DATED SEPTEMBER 20, 2008. ZONE X IS AN AREA DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL FLOOD CHANGE.
- THE INTERIOR LOT LINES ARE DRAWN BY SCALE ONLY. ALL LOTS TO BE CALCULATED BEFORE PRELIMINARY AND FINAL PLATS.
- AT SUCH TIME THE AREA SHOWN AS THE EXISTING 40' RIGHT-OF-WAY TO BE ABANDONED SHALL BE A MADE A PART OF LOTS 1 AND 2.

RAY G. COLE, RLS NO. 824
COLE LAND SURVEYING

P.O. BOX 941
WHITE HOUSE, TN 37188

PH: (615) 872-4342

VALLEY VIEW SECTION ONE
PLAT REC. 4, PG. 36.

ZONED: R-20

FINANCE....

July 14, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator



Re: Surplus Hutch in City Administrator's office

The Hutch in the City Administrator's office is listed on the asset list for a 20-year depreciation schedule. In order to remove from the list, I would recommend to surplus this item listed at \$3,190.69. I am not intending on selling, just trying to remove as an asset.

White House Police Department

John W. Decker Police Facility

303 North Palmers Chapel Rd.
White House, Tennessee 37188
615-672-4903
Fax 615-672-4915

Michael Arnold
Mayor

Gerald O. Herman
Chief of Police

Angie Carrier
City Administrator

MEMORANDUM

To: The Board of Mayor and Alderman
From: Gerald Herman, Chief of Police
Date: July 12, 2011
Re: Purchase of Two (2) Patrol Vehicles

The White House Police Department is requesting the purchase of two 2011 Ford Crown Victoria's from Alexander Automotive for the price of \$22,628.00 each. These vehicles will be purchased off of the City of Murfreesboro Police Department Police Pursuit Vehicle Contract (These prices are honored for all other local governments.)

Thank you for your attention to this matter. If there are any questions, please feel free to call me.



MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: July 12, 2011

RE: Magnolia Village Phases 2 and 3 Street Acceptance

Staff recommends acceptance of the improvements with a one-year maintenance bond in the amount of \$ 52,100. The maintenance bond would be for both phases. The current bond amounts for both phases is \$ 134,400.

The White House Planning Commission on November 9, 2009 recommend acceptance of Phase 2 and on July 12, 2011 recommend acceptance of Phase 3. Staff met with Goodall Builders, Project Developer and the representative agreed to complete the remaining minor curb and sidewalk improvements. Phase 3 is being accepted with two sections of sidewalks remaining. The two sections are located on building lots currently under construction and Goodall Builders typically install the sidewalks with the lot construction.

Home Construction Percentage Completed: Phase 2 - 100%, Phase 3- 95%

Per Goodall Builders, the value of the (non-utility) dedicated improvements in phase 2 and 3 is \$ 472,671.

Phase 2 Roadways:

258 ft of Magnolia Boulevard
501 ft of Southern Terrace
711 ft of Star Place

Phase 3 Roadways:

492 ft of Magnolia Boulevard
795 ft of Pierre Place
501 ft of Blossom Ct
131 ft of Tulip Terrace

Memo

To: Board of Mayor and Alderman
From: Warren Garrett – Interim Director
CC: Angie Carrier, City Administrator; Amanda Priest, City Recorder
Date: July 13, 2011
Re: Request to extend 09/10 Roadway Repair contract with Sessions Paving Company, Inc.

We are requesting that the 09/10 Roadway Repair contract with Sessions Paving Company, Inc. be extended for an additional 12 months. Sessions Paving Company, Inc. has stated that they would be happy to extend our contract for an additional 12 months pending Board approval.

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

Warren Garrett
Interim Director

AGREEMENT BETWEEN
OWNER AND CONTRACTOR

THIS AGREEMENT made as of the 26 day of August, 2009, by and between the OWNER, CITY OF WHITE HOUSE, SUMNER and ROBERTSON COUNTY, TENNESSEE, and Sessions Paving Co, Inc., hereinafter called the CONTRACTOR:

WITNESSETH THAT the OWNER and the CONTRACTOR in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK. The CONTRACTOR will perform all Work as shown in the Contract Documents for the completion of the Project generally described as follows:

Article 2. ENGINEER. The Project has been designed by the Engineering Department, City of White House, 105 College Street, White House, Tennessee, who will act as the ENGINEER in connection with completion of the Project in accordance with the Contract Documents.

Article 3. CONTRACT TIME. The work for this Contract shall be completed within 45 calendar days after the date which the CONTRACTOR is to start the Work as provided in the Contract Documents.

Article 4. CONTRACT PRICE. The OWNER will pay the CONTRACTOR for performance of the Work and completion of the Project in accordance with the Contract Documents subject to adjustment by Modifications as provided therein in current funds as follows:

Seventy thousand dollars
(written)
(\$ 70,000) in accordance with the conditions and prices stated in the Proposal.

Article 5. PAYMENT. The OWNER will pay the CONTRACTOR upon completion and acceptance of all the Work covered in this contract based on the unit prices stated in the proposal and quantities actually in place.

Article 6. MISCELLANEOUS.

6.1 Neither the OWNER nor the CONTRACTOR shall, without the prior consent of the other, assign or sublet in whole or in part his interest under any of the Contract Documents and, specifically, the CONTRACTOR shall not assign any monies due or to become due without consent of the OWNER.

6.2 The OWNER and the CONTRACTOR each binds himself, his partners, successors, assign and legal representatives to the other party hereto in respect to all covenants, agreements, and obligations contained in the Contract Documents.

6.3 The Contract Documents constitute the entire agreement between the OWNER and the CONTRACTOR and may only be altered, amended or repealed by a duly executed written instrument.

Article 7. TIME FOR COMPLETION AND LIQUIDATED DAMAGES. It is hereby understood and mutually agreed, by and between the CONTRACTOR and the OWNER, that the time for completion as specified in the Contract is an ESSENTIAL CONDITION of this Contract; and it is further mutually understood and agreed that the work embraced in this Contract shall be commenced on a date to be specified in the Notice to Proceed, and that said work shall be prosecuted regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within 45 calendar days thereafter. It is expressly understood and agreed, by and between the CONTRACTOR and the OWNER, that the time for the completion of work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality. If the said CONTRACTOR shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted the OWNER, then the CONTRACTOR does hereby agree, as a partial consideration for the awarding of this Contract, to pay to the OWNER, not as a penalty but as liquidated damages for such breach of Contract as hereinafter set forth, \$100 for each and every calendar day that the CONTRACTOR shall be in default after the time stipulated for completing the work of the total Contract.

The same amount is fixed and agreed upon by and between the CONTRACTOR and the OWNER because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the OWNER would in such event sustain, and said amount shall be retained from time to time by the OWNER from current periodical estimates.

It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the contract an additional time is allowed for the completion of any work the new time limit fixed by such extension shall be of the essence of this contract. Provided, that the CONTRACTOR shall not be changed with liquidated damaged or any excess cost when the delay in completion of the work is due:

7.1 To any preference, priority, or allocation order duly issued by the Government;

7.2 To unforeseeable cause beyond the control and without the fault or negligence of the CONTRACTOR, including, but not restricted to, acts of God, or of the public enemy, acts of the OWNER, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; and,

7.3 To any delays of subcontractors or suppliers occasioned by any of the causes specified in subsections 7.1 and 7.2 of this article;

Provided, further, that the CONTRACTOR shall within ten (10) days from the beginning of such delay, unless the OWNER shall grant a further period of time prior to the date of final settlement of the Contract, notify the OWNER, in writing, of the causes of the delay, who shall ascertain the facts and extent of the delay and notify the CONTRACTOR within a reasonable time of its decision in the matter.

IN WITNESSETH WHEREOF the parties hereto have executed this Agreement the day and year first above written.

OWNER: CITY OF WHITE HOUSE
SUMNER and ROBERTSON COUNTY
TENNESSEE

BY: Angie Carrier
ANGIE CARRIER

TITLE: City Administrator

CONTRACTOR: Sessions Paving Company, Inc.

BY: Robert A. Hutcherson

TITLE: PRESIDENT

Memo

To: Board of Mayor and Alderman
From: Warren Garrett – Interim Director
CC: Amanda Priest
Date: July 13, 2011
Re: Request to extend 09/10 Street light and Traffic Light contract with Southeast Electric Inc.

We are requesting that the 09/10 street light and traffic signal contract with Southeast Electric, Inc. be extended for an additional 12 months. Southeast Electric Inc. has stated that they would be happy to extend our contract for an additional 12 months pending Board approval.

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

Warren Garrett
Interim Director

CONFIDENTIAL

ANNUAL CONTRACT

This Contract is dated as of the 12 day of December in the year 2009 by and between the **City of White House, Tennessee** (hereinafter called OWNER) and **Southeast Electric, Inc.** hereinafter called CONTRACTOR).

The OWNER and CONTRACTOR in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. General Requirements

The CONTRACTOR shall adhere to the following requirements:

- a. The CONTRACTOR shall supply all personnel, including a State Licensed Electrician, supplies, equipment, parts and vehicles required to provide proper maintenance and perform repairs to the decorative street lights within the White House city limits.
- b. The CONTRACTOR shall provide a designated contact with an active phone service and guaranteed response within 2 hours of the City's initial call or faxed work order. Repairs shall be completed within 72 hours of notification.
- c. If repairs needed are of a Public Safety Issue, as determined by the Public Safety Officer, then the CONTRACTOR must contain the area to protect the Public from access and repairs shall be completed within 12 hours from the City's initial call or faxed work order.
- d. The CONTRACTOR shall maintain sufficient inventory to meet the required repair times and at least one complete decorative street light system in anticipation of emergency repairs.
- e. The CONTRACTOR shall maintain liability insurance coverages sufficient to indemnify the OWNER from liability due to the work of the CONTRACTOR under this Contract. Certificates of insurance coverage shall be provided to the OWNER at the outset of this Contract and shall be updated as necessary during the term of the Contract.
- f. The CONTRACTOR shall be licensed to perform electrical work in the State of Tennessee.

Article 2. Execution of the Work

- a. CONTRACTOR is responsible for employee safety and public safety on the job site.
- b. Any equipment necessary to perform this service shall be the responsibility of the CONTRACTOR.
- c. Upon completion of repair, the CONTRACTOR shall submit to the OWNER a report of the problem and complete explanation of repair.
- d. All costs as shown in Article 3 shall not be revised during the term of this Contract. If the term is extended under Article 4, the Contract costs may be negotiated.
- e. CONTRACTOR shall only perform work as requested by the OWNER. Unauthorized work shall not be paid.

Article 3. Contract Cost and Payment

The cost of the work, including labor, materials and other charges, shall be in accordance with the following Cost Schedule. All costs included in the Cost Schedule shall not be revised during the term of this Contract. If the term of this Contract is extended as provided for in Article 4, the Cost Schedule may be renegotiated at that time.

The OWNER shall pay the CONTRACTOR for completion of the work in accordance with the Cost Schedule as itemized in detail on invoices submitted by the CONTRACTOR and approved by the OWNER. The CONTRACTOR will be paid within thirty (30) days of the OWNER'S approval of each invoice.

Cost Schedule

Hourly Repair Cost

- \$60.00 per hour
- \$75.00 emergency call out fee (hourly rate)

Materials

Entire Pole Cost	\$2519.00
Stroudsberg Pole	\$1205.00
Holophane 175W fixture	\$1314.00
Replacement of Ballast	\$ 364.00
Replacement of lamp	\$ 80.00

Article 4. Contract Term

The term of the Contract shall extend through December 31, 2010. The term of the Contract may be extended one (1) year increments up to three (3) years thereafter upon mutual agreement between the OWNER and the CONTRACTOR.

Article 5. Contractor Representations

In order to induce OWNER to enter into this Contract, the CONTRACTOR makes the following representations:

The CONTRACTOR has familiarized itself with the nature and extent of the Contract, the nature and requirements of the work, the site, locality, and all local conditions and laws and regulations that in any manner may affect cost, progress, performance, or furnishing of the work.

Article 6. Assignment

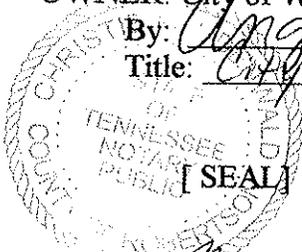
No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound. Specifically, but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract.

IN WITNESS WHEREOF, the OWNER and the CONTRACTOR have signed this Contract in duplicate. One counterpart each has been delivered to the OWNER and the CONTRACTOR.

This Contract will be effective on January 1, 2010.

OWNER: City of White House, Tennessee

By: Ange Carter
Title: City Administrator



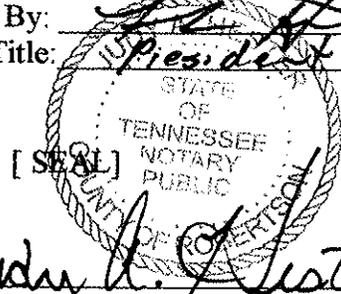
Attest: Christie M. Colver

Address for given notices:

105 College Street
White House, TN 37188

CONTRACTOR: Southeast Electric, Inc

By: [Signature]
Title: President



Attest: Judy A. Luster

Address for given notices:

3155 Pleasant Grove Rd.
White House, TN 37188

Memo

To: Board of Mayor and Alderman
From: Warren Garrett – Interim Director
CC: Amanda Priest
Date: July 13, 2011
Re: Request to Approve Alternative Energy's bid for Brush Grinding

We are requesting that Alternative Energy's bid of \$31,950 for brush grinding be accepted and approved by the Board of Mayor and Alderman.

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

Warren Garrett
Interim Director

BID# 11-1003PW
GRINDING BRUSH/STUMPS FOR BRUSH
AT PUBLIC WORKS

ALTERNATIVE ENERGY, LLC
501 CRUTCHER ST
NASHVILLE, TN 37213

OPENING: June 29, 2011 @ 10:00 a.m.
SPECIFICATIONS: Unit Cost

Contractors to provide all labor, equipment, materials and supplies necessary for the processing of all brush and stumps located at Public Works. Approximately 25,000 cubic yards of brush and stumps.

BASE BID \$31,950.00

Delivery	30 DAYS
Totals	\$31,950.00

July 13, 2011

MEMORANDUM

To: Board of Mayor and Aldermen

From: Angie Carrier
City Administrator



Re: Selection Committee Recommendation for Engineering Services

The City received 6 proposals for contractual engineering services. The selection committee consisting of the City Administrator, Finance Director, Planning and Codes Director and Interim Public Works Director reviewed all proposals and interviewed a couple of potential engineers.

After much review and consideration the committee recommends that the Board give the City Administrator approval to negotiate and enter into contract with CSR Engineering based upon the proposal enclosed within your packet. The committee interviewed Jason Reynolds with CSR and found him and his qualifications to be the best fit for the City of White House and our team for the general services that this firm will provide with reviewing plans, providing specifications for drainage improvements, assisting with the evaluation of the paving plan, assisting with the NPDES process and other services as needed.

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

CSR ENGINEERING

CIVIL ~ STRUCTURAL ~ RAILROAD

www.csrengineers.com



CSR
Engineering

June 30, 2011

City of White House, TN

Statement of Qualifications
for Engineering Consulting Services

**514 HILL STREET
SPRINGFIELD, TN 37172**

PHONE 615.212.2389

FAX 615.246.3815

EMAIL ADDRESS jason.reynolds@csrengineers.com

June 30, 2011

Ms. Carol Sturm
City Purchasing Coordinator
105 College Street
White House, TN 37188

REFERENCE: Statement of Qualifications for Engineering Consulting Services

Dear Ms. Sturm:

CSR Engineering, Inc. is pleased to be a part of your community as we are literally a few miles and minutes away. We hope that this document will give you an overview of our company that clearly reveals our goals of making our local community a better place to live. We have no conflict or interest with White House, have not performed previous work for any developers or others completed or reviewed by the City of White House in the last three years, and will not perform such work within the City limits for the duration of the contract.

Jason Reynolds is our proposed Engineer to provide service for your position. Coupling Jason's background as a lifelong resident in Robertson County and his education, engineering and leadership experiences that span the United States -- he can provide an outstanding level of service to the City of White House. Jason understands the local issues that are present and understands the long-term development and complexities of common yet unique civil engineering issues that arise in this area. His West Point education, leadership experiences in the Corps of Engineers and local track record of superb engineering solutions make him a great asset to our firm and hopefully for you.

In preparation of this response, we have attempted to precisely and succinctly reveal our company's experience as well as our vision. If you determine a need for our services, CSR Engineering has the resources to straightforwardly guide your engineering operations exactly as you requested as well as respond without hesitation to any future requirements you may have in the engineering field. We have references to verify that we professionally complete projects on a timely basis and above all guarantee our clients feel at ease through the process with properly supplied information about project situation and progress.

We appreciate the opportunity to submit this Statement of Qualifications, and we would be delighted to meet with any stakeholders to further discuss engineering topics or areas of concern. If you have any questions or need additional information, please call us at (615) 212-2389.

Sincerely,



Kevin C. Walker
Principal Engineer

City of White House

Statement of Qualifications
For
CSR Engineering, Inc.

Section 1.

Profile

- 1.1 Understanding of Scope
- 1.2 Profile
- 1.3 Client List
- 1.4 Recent/Relevant Project Profiles

Section 2.

On-site Engineer Resume

Section 3.

Off-site Engineering Support

- 3.1 Personnel Resources
- 3.2 Software and Equipment Resources

Section 4.

Reference Contacts

Section 5.

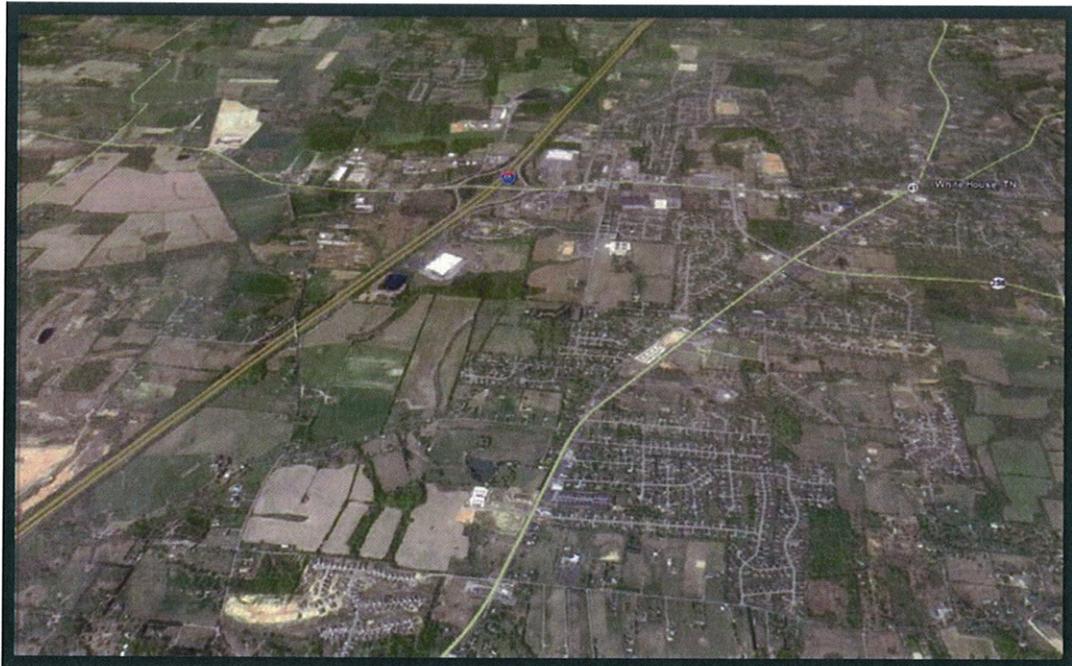
Fee Proposal

1.1 Understanding of Scope of Work

CSR has a thorough understanding of the issues that arise in our local communities. We provide the following information as our understanding of services we will provide for this specific requirement with one on-site engineer, one day per week, 48 weeks per year.



1. On a monthly basis, review preliminary plats, construction plans, and related documents to all developments. Advise Planning Staff and the Planning Commission on drainage, roadway, and grading plans and issues related to all new development. The Engineer will be a resource for the City's Planning Commission on development issues at the monthly planning commission meetings.
2. Advise Planning Staff and Public Works Director on roadway design and inspection issues for new development.
3. Serve as a resource to the development community for City regulations and requirements.
4. Provide professional support to the Public Works Director on existing drainage problems and issues. Prepare minor sketches and drawings and perform calculations on suggestions for inlet and outlet structures, pipe sizes, and detention basin improvements.



5. Provide advice and support to Public Works Director on minor traffic and roadway design issues, such as traffic calming, signage, shoulder repairs, intersection improvements, and the annual pavement management program.
6. Provide advice to the Public Works Director and City Administrator on the City's roadway and drainage infrastructure inventory, and assist in providing contractual oversight for the Infrastructure Plan.
7. Assist City in preparation of RFPs and contract oversight for related professional engineering services.
8. Provide oversight and contract administration, or assist other Department Directors in contract administration, for various public works and City building projects. This may include projects such as minor park projects, roadway and repair contracts, and TDOT projects (future and existing).
9. Assist City Staff in the use of geographic information systems and mapping.
10. Provide general engineering and management advice to the City Administrator to support overall City operations.

Community Involvement

CSR Engineering and its employees are wholly committed to the communities in which we live and work. We welcome the opportunity to share our professional expertise and experience with the local community through volunteerism. We regularly work with local entities and officials to informally discuss topics of interest helping them have a better understanding of everyday issues as seen from an engineer's perspective. Should you have boards or committees that need assistance we are eager to assist and stay involved with our fellow citizens.



1.2 Profile of the Firm

Located in Springfield, Tennessee, CSR Engineering, Inc. was founded in 2007 by a group of professionals seeking to launch a new civil engineering firm. The initial phase of establishing the company is complete with many steady clients in the railroad transportation industry. With a solid foundation in the short line railroad business, we are now moving forward with plans to horizontally expand our general civil and structural engineering services by increasing our participation in other areas where our employees have excelled such as general municipality support. We have experience with all projects that regularly face our county and city governments. We can assist you with any of your issues with design, survey, GIS information, estimating, bidding, construction monitoring and shop drawing review. We can immediately assist with any issue that arises while you manage your public infrastructure. Regardless of past project types or future endeavors, CSR Engineering has established the following objectives to remain consistent as our company's foundation during periods of growth:

- To perform professional work of the highest quality;
- To perform all work and business functions with the utmost integrity and always within the ethical boundaries of our profession;
- To develop a staff of the highest caliber and specialized expertise;
- To develop and maintain honest, forthright friendships and relationships with clients, potential clients and other stakeholders of the business community regardless of their current position;
- To grow steadily as a company, including number of employees, experience, capabilities and services.



With these steadfast guidelines firmly in mind, CSR Engineering has grown from three to twelve employees that have a combined experience of over 200 years of experience in the civil engineering profession. Using the latest CAD and finite element analysis software, CSR Engineering is providing our communities with expertise that significantly improves local quality of life.

Some examples of project types completed through our firm include the following:

- Bridge Replacement/Repair
- Pedestrian Underpasses
- Traffic Control
- Hydrology/Hydraulics
- Stormwater Control/EPSC
- Bridge/Culvert Inspection
- Utility Capacity Analysis
- Sidewalks
- Roadway/RR Crossing Study
- Construction Mgmt

1.3 Our Recent Clients & Project Stakeholders

As the company has grown, we have been afforded the opportunity to work with and for some wonderful organizations and people. Since beginning in 2007, CSR Engineering has worked with the following:

- Tennessee Department of Transportation
- Tennessee Department of Economic and Community Development
- City of Gates, TN
- City of Springfield, TN (Bridge Inspection, Sewer Capacity)
- Arnold Engineering and Development Center (AEDC), Arnold Air Force Base
- Nashville and Western Railroad
- Hollingsworth Oil Company
- Lookout Mountain Incline Rail
- Cheatham County Railroad Authority
- Toyota Motor Company
- Mississippi Department of Transportation
- Indiana Department of Transportation
- CSX Railroad
- City of LaFollette, TN
- City of Decatur, IN
- City of Shelbyville, TN
- Nashville and Eastern Railroad
- Nashville Regional Transportation Authority (Music City Star)
- Clarksville Urbanized Area MPO
- PUL Alliance (Toyota Tupelo, MS Plant)
- Norfolk Southern Railroad
- Canadian National Railroad
- Mississippi Tennessee Railroad
- Huntsville Madison County Railroad Authority
- Burlington Northern Santa Fe Railroad
- Bedford County Railroad Authority



PROJECT PROFILE



City of LaFollette Resurfacing

Location: Campbell County, TN

Client: City of LaFollette

Cost: \$500,000

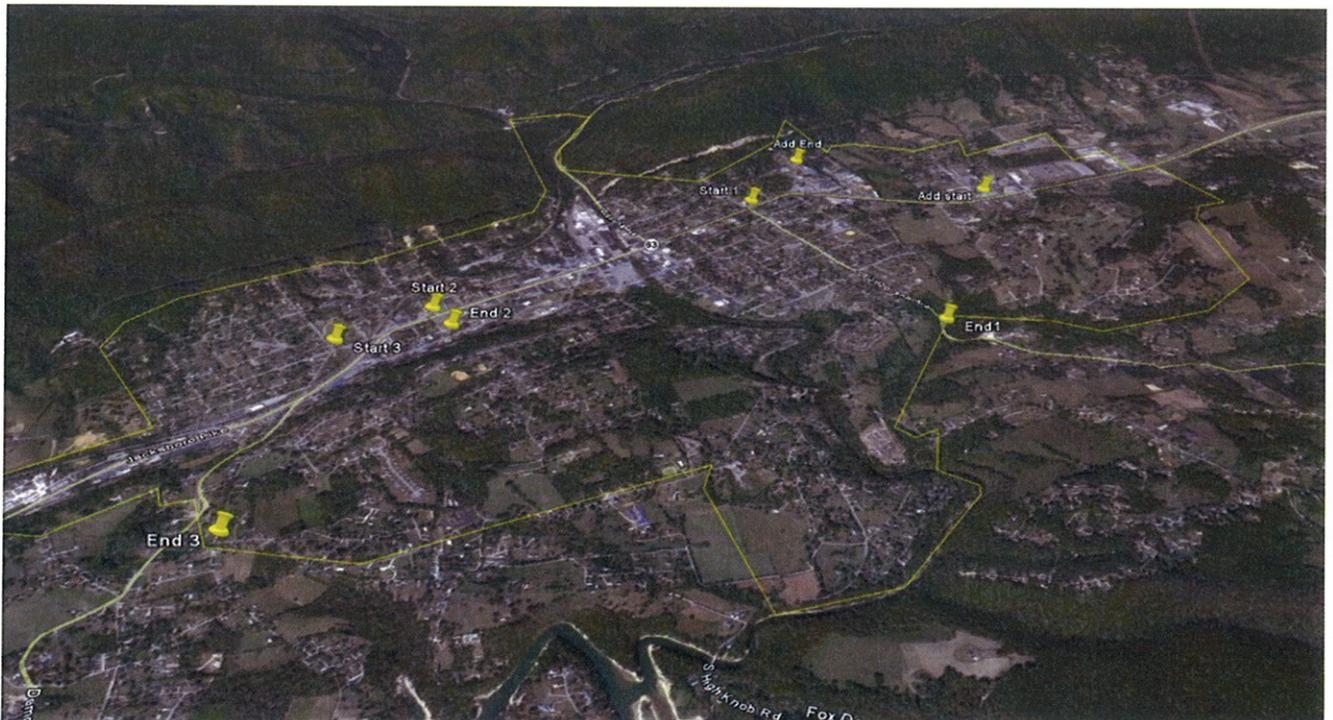
Status: On-going

CSR teamed with the City of LaFollette to provide the necessary design services for the repaving of three to four of their city streets. The total length of milling, resurfacing, signage updates, and restriping extends approximately 1.5 miles. The scope of work for this project included the following:

- Field survey to determine areas of unsuitable base
- Signage upgrades to meet MUTCD standards
- Restripe all new pavement and intersections
- TDOT formatted pavement resurfacing plans
- Maximize utilization of \$500,000 budget approved under STP program
- Assist with next steps necessary for continuation of the project with CEI assistance.



CSR will also assist the City of LaFollette in procuring the necessary services for all CEI work on this project according to the TDOT Standard and Supplemental Specifications.



PROJECT PROFILE



Fast Track Pedestrian Walkway & Underpass

Location: Jackson, TN
Client: Lane College

Cost: \$240,000
Status: Completed

In March 2010, Lane College contacted CSR Engineering with a significant dilemma. Their newly constructed residence hall was on the opposite side of the West Tennessee Railroad from their main campus. Students were crossing the railroad tracks by the residence hall rather than walking the extra quarter-mile necessary to cross safely at the adjacent road crossing. It was the college's desire to have the dilemma solved prior to the next school year which started on August 16, 2010.



A Preliminary Engineering Report was completed within two weeks that identified a pedestrian underpass as the safest most cost-effective solution. The college concurred with the recommendations of the report and asked CSR Engineering to begin final design in early May. To further expedite the process, the college also challenged CSR Engineering take this contract on as a "design-build" project. Since CSR Engineering is also a fully licensed contractor in the State of Tennessee (License #62885) the challenge was accepted.

By coordinating closely with Lane College and the West Tennessee Railroad a final design was reached by the end of May. The final design included:

- An 8'x8' pre-cast concrete box culvert as the underpass
- Pre-cast concrete wing walls to shorten construction time
- ADA compliant ramps, sidewalks, and handrail
- Taller headwalls on an adjacent brick arch culvert
- Landscaping
- Security Lighting



Material procurement began immediately with construction beginning in earnest the second week of June. The pre-cast construction method allowed the box culvert to be installed within a 60 hour construction window granted by the railroad. The pedestrian underpass was installed and serviceable by August 3rd with construction 100% complete on August 13th.

PROJECT PROFILE



Transportation Feasibility Study for Nashville to Clarksville Commuter Rail Service

Location: Davidson, Cheatham, Montgomery Counties, TN

Client: CCRA, TDOT, CUAMPO, NWR

Cost: \$89,800.00

Status: Completed

The Initial Feasibility Study was a 2008 in-depth report on the feasibility, conceptual design, and costs for commuter rail service between Nashville and Clarksville. Specifically included in the report were the results of the study on the following items:

- Layout of potential routes including a minimum operable segment
- Identification, along the most likely routes, of the major capital improvements and expenditures
- Identify potential station sites
- Estimation of Capitol costs using FTA's Standard Cost Categories (SCC)
- Estimate of Preliminary Operation Budget
- Potential Operating Schedules
- Next steps necessary for continuation of the project.



The corridors considered included a Springfield Corridor along CSX, Interstate 24 Corridor, and the Nashville & Western Corridor through Ashland City. The report selected as the preferred alignment the corridor along the Nashville & Western Railroad. This corridor had the lowest capitol costs at \$145 million, the lowest operating costs, and provided the quickest commute time between Clarksville and Nashville.

Also as part of the study an Initial Notification Report was prepared. This report serves as a guide to the MPO in the procurement of planning services for the Alternatives Analysis. Specifically, the Initial Notification Report included discussion of:

- Description of Study Area, Transportation Problems and Needs
- Study Goals, Objectives, and Preliminary Evaluation Measures
- And, a Description of Conceptual Alternatives



PROJECT PROFILE



Saddlebrook Subdivision

Location: Springfield, TN

Client: Tony Dorris Builder/Developer

Status: On-going

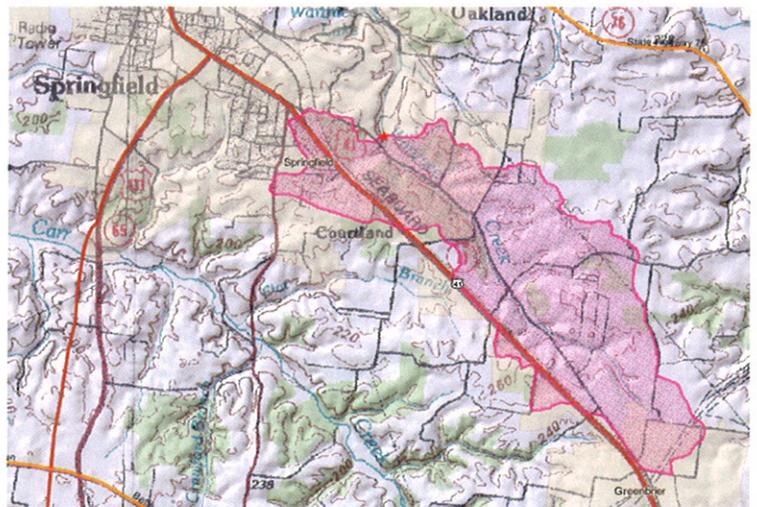
In December 2009, CSR Engineering began the complex task of developing one of Springfield's largest and fastest growing neighborhoods known as Saddlebrook. This property is large enough to push the limits of the bounding city's utility infrastructure and required many players to input their key information. Requirements included program, schematic design and preliminary submittal. The ongoing portion of this is finalizing off-site sewer capacity design and full construction plans.



CSR Engineering's scope of the work began when the owner/developer approached us for layout improvements and coordination with affected utility owners. CSR immediately noted the large project would be intense as referenced by:

- 118 total acres
- Rugged slopes/complex terrain
- 330 residential lots
- Existing utility issues of water and sewer.

The 330 lot subdivision was improved by CSR from an original 292 lots that also received praise from local fire officials due to better continuity of roads and fewer cul-de-sacs. The subdivision, currently under development, is a place planned to foster innovation for Springfield with multiple public parks and/or green space. This subdivision is complex in the area of sewer in that multiple pump stations will be required in order overcome the difficult topography. Considerations are currently underway for treating sewer on site with the latest sewer treatment decentralized systems. One can look for this subdivision to be a model for future subdivisions in Robertson County, taking into considerations both market demand as well as the quality of life for future generations.



PROJECT PROFILE

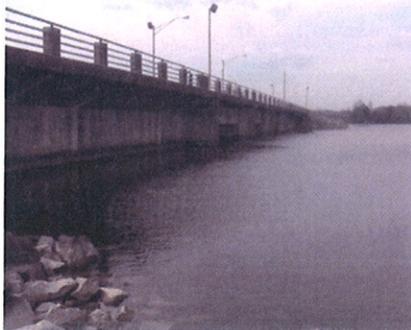


Structural Inspections

Location: Southeast U.S.

Recent Clients: Arnold Engineering and Development Center, Huntsville & Madison County Railroad Authority, CVG Properties, Norfolk Southern, State of Mississippi

CSR Engineering has extensive record of structural design that has allowed us to assist clients with structural inspection and evaluation needs. CSR has many existing clients that rely on our expertise and quick response to safety-critical structural issues. Our clients and their associates continually return to CSR for assistance with



inspection of foundations, subsurface support systems, dams, bridges, historic building repairs and underwater diving inspections. The



following examples summarize our recent projects dealing with steel, concrete and timber structural inspections.



The following pictures portray the various materials and structure types where CSR has applied their design experience and expertise in inspections. CSR inspections have included:

- Structural Steel
- Light Gage Cold Formed Steel
- Cast-in-Place Concrete
- Reinforced/Unreinforced Masonry
- Prestressed Concrete
- Structural Timber
- Structural Aluminum.

CSR has inspected and rated many structures and systems to include:

- Foundations
- Bridges
- Dams
- Retaining Walls
- Utility Supports
- Underwater Structures.



Section 2 On-site Engineer

The following resume is for Jason Reynolds, PE, our proposed engineer for the position in White House, Tennessee. Jason is a native-born and current resident of Springfield, TN. After childhood in Robertson County, Jason left to pursue an excellent education and begin his career in engineering. Following his education and service in the United States Army Corps of Engineers, he returned to his home for a unique perspective and valuable application of acquired skills and experiences. The subsequent resume clearly reveals his ability to fulfill all of White House's needs for an Engineer Consultant.

Jason Reynolds, P.E.

Project Manager



Education

B.S., United States Military Academy (West Point), Engineering Management (Civil), 1999

Professional Registration

Professional Engineer – TN PE# 108727

Professional Engineer – KY PE# 27506

Professional Engineer – AL PE# 31894

EPSC Certified, Level 1&2 – Tennessee Department of Environment and Conservation

LEED Accredited Professional – US Green Building Council

Certified TDOT Hot Mix Asphalt Roadway Inspector

Professional Associations

American Society of Civil Engineers

ASCE – Nashville Branch

Tennessee Geographic Information Council

Industrial Development Board - (City of Springfield, TN)

Construction Board of Adjustments and Appeals – (City of Springfield, TN)

Leadership Robertson County Alumni

Professional History

Mr. Reynolds started his career with the United States Army Corps of Engineers where he planned civil engineering operations for an 85,000-person organization including earth moving, soils analysis and project management. There he also was responsible for proper maintenance of three flight landing strips for US Air Force aircraft operations at Fort Bragg and trained with engineering peers in the Engineer Officers Advanced Course at the US Army Engineer School. In the Army he also practiced methods in road construction, bridge classification and construction, rapid runway repair, building construction, leadership techniques and resource management.

Upon leaving the Army, Mr. Reynolds worked with Tennessee Precision planning and coordinating engineering requirements for an industrial manufacturing corporation as well as planning and executing the construction of new residential homes.

In 2007, he joined James + Associates, Inc. in Nashville, Tennessee as a project engineer. There he worked on drainage design, hydrologic studies, utility installations and relocations, TDOT bridge repairs and replacements, bridge inspections, residential and commercial site development, mixed-use developments, while advancing to project manager over all TDOT projects for his organization.

Since joining CSR Engineering, Inc. in 2009, Mr. Reynolds has performed many hydraulic studies pertaining to transportation, hydraulic capacity analysis for stormwater, potable water and sewer projects, erosion prevention and sediment control, site design, roadway design, estimating, bidding, construction inspection, and other general civil engineering designs and permitting.

Project Experience

City Of LaFollette Resurfacing – LaFollette, Tennessee – This project entailed teaming with the City of LaFollette to provide the necessary design services for the repaving of three to four of their city streets. The total length of **milling, resurfacing, signage updates, and restriping** extends approximately 1.5 miles. The scope of work for this project included **field survey** to determine areas of unsuitable base; signage upgrades to meet MUTCD standards; restriping all new pavement and intersections; **TDOT formatted pavement resurfacing plans**; maximized utilization of \$500,000 budget approved **under STP program**; assist with next steps necessary for continuation of the project with **CEI assistance**.

City Of Crossville Wastewater Lift Station and Force Main Extension – Crossville, Tennessee – This project consisted of one **200-gpm pump station** and approximately **1.8 miles of 4-inch force main and 1.2 miles of 6-inch force main**. This wastewater transmission system will transport wastewater from the Cumberland Mountain State Park entrance along the right-of-way of US Highway 127 to the City of Crossville's existing sanitary sewer system. The system will accommodate the current design flow of **25,000 gallons per day (gpd)**, or 18 gallons per minute (gpm), as well as the anticipated additional 250,000 gpd, or 180 gpm, expected from future City of Crossville customers. *Project Engineer*

Metro Nashville Combined Sewer Overflow Project – Nashville, Tennessee – Provided **site design** as part of an engineering consultant team for Metro Nashville's Combined Sewer Overflow Program. This site design included **drainage routing and treatment, parking lot design and landscape architecture** for Nashville's Combined Sewer outfall site on the **Cumberland River, downtown Nashville**. *Project Engineer*

Sewer Main Capacity Analysis - Springfield, Tennessee - Provided information gathering and fact/assumption clarification as part of an existing **sewer capacity analysis** in conjunction with the City of Springfield and their sewer system. Project results directly affected both private party investors as well as the people of Springfield. *Project Manager*

TDOT Bridge Repair Contract – Region 3, Tennessee - Continuing contract with TDOT to perform **inspection and design services on highway bridges** in middle Tennessee. Typical projects included **bridge widening**, superstructure replacement, deck rehabilitation or replacement, substructure repair, **bridge inspections and ratings**, underwater diving inspections and occasional bridge and approach replacements. Projects regularly included roadway work to include **roadway transitions and details, erosion prevention and sediment control, utility relocations, guardrail improvements, drainage improvements, shoulder stabilization and traffic control**. *Project Engineer/Manager*

Nashville & Eastern RR Signal Shop Site Design – Lebanon, Tennessee - Provided **grading, drainage, EPSC, utilities and landscape plans** for the site design at a new signal shop industrial facility. Mr. Reynolds was integral in hydrologic and hydraulic analysis to develop a storm water plan during and after construction. This project included in-depth HEC-HMS analysis, and ultimately a Class V Injection Well Permit from TDEC for operations affecting on-site drainages sinks. Successful project completion relied heavily upon complex, multi-agency communication and coordination since stakeholders included multiple government departments. *Project Engineer*

City of Orlinda Flood Study - Orlinda, Tennessee – The City of Orlinda contacted CSR to provide analysis and recommendations concerning property flooding issues during intense rainfall events. Analysis entailed research of development in the area, **FEMA flood data consideration, hydrologic calculations, and stream and culvert capacity calculations**. Following the proper analysis, recommendations included solutions to **improve stream flow and reduce flooding frequency** of adjacent properties.

Caney Fork & Western Bridge Replacement Hydraulic Analysis, MP 1.9, 2.5 & 6.7 - Tullahoma, Tennessee – Performed **hydraulic studies of the bridges** to determine the necessary bridge opening for the replacement of the timber trestle. The study was done utilizing **HEC-RAS** software. Developed **erosion control plan** and applied for the **ARAP permit** from TDEC for the project. *Project Manager*

West Tennessee Railroad Bridge Replacement Hydraulic Analysis, MP 477.4 - Jackson, Tennessee – Performed **hydraulic study of the bridge** to determine the necessary bridge opening for the replacement of a seven span 100 ft long timber trestle. The study was done utilizing **HEC-RAS** software. Developed **erosion control plan** and applied for the **ARAP permit** from TDEC for the project. *Project Manager*

AEDC Bridge Inspection - Tullahoma, Tennessee – **Inspection and load rating** of seven vehicular **bridges** within the Arnold Air Force Base just outside of Tullahoma, TN. Services included inspection, rating, and **repair detailing**. *Project Manager*

Metro Nashville Public Schools Douglas MAC Head Start Site Design & LEED Analysis – Nashville, Tennessee - Provided **civil engineering and landscape services** for the Knestrick Contractors **Design/Build Team**. Mr. Reynolds was integral in several key concepts developed in this fast-paced, design/build project delivery method in concert with **Metro Nashville Real Property Services**. Successful project completion relied heavily upon complex, multi-agency communication and coordination since stakeholders included multiple government departments. Also, Mr. Reynolds applied **LEED analysis** to the project to **recommend sustainable green building opportunities** and practices. *Project Engineer*

Planned Unit Development (PUD) - Columbia, Tennessee & Dickson, Tennessee - Provided **program, schematic design and design development** services as part of a team of engineers for multi-faceted projects in real-estate development. The **Master Plan** in Columbia involved a **mixed-use development** property of 69 acres and included the following: **144 single family homes, 146 town homes, and 7 acres of commercial property**. *Project Engineer*

Saddlebrook Subdivision Development - Springfield, Tennessee - Provided **program, schematic design and preliminary development** services as part of a team of surveyors, developers and engineers to progress a stalled real-estate development with multiple utility issues. The development involved a property of **118 acres and included 330 single family homes and several parks** for public use. *Project Manager*

Cumberland Mountain State Park, Sewer Plant Replacement – Crossville, Tennessee –This project consists of the **replacement of the existing collection system and the treatment facility and spray irrigation distribution** system. The collection system replacement will consist of approximately **40 simplex and 4 duplex grinder pumps** with fiberglass collection tanks ranging from 70 to 150 gallons. Each grinder pump will be equipped with a 1 hp motor with flow rates varying from 9 to 15 gallons per minute (gpm). The **sanitary sewer distribution** will be accomplished by installation of approximately

19,000 feet of small diameter PVC force main piping ranging in size from 2-inch to 4-inch diameter with associated valves and appurtenances. The distribution system will terminate at a single collection point entering into a 100-gpm duplex pump station that will pump to a pump station outside park property to be owned and operated by the **City of Crossville**. The sewage will then be pumped into the City of Crossville's collection system and delivered to their treatment plant, thus eliminating the need for a treatment facility within the park. The clubhouse at the Bear Trace at Cumberland Mountain golf course, which is part of the Cumberland Mountain State Park, will be included in the new collection system. Approximately **3,000 feet of 2-inch force main and a duplex grinder pump** near the clubhouse will be installed to connect the clubhouse. *Project Engineer*

Incline Railway Repair Projects - Chattanooga, Tennessee - Annual inspection of the mile-long Incline Railway owned by **Chattanooga Area Regional Transportation Authority** including the track, bridges and facilities. Services also include **engineering design, bidding assistance and construction oversight** on any necessary repairs or rehabilitation projects to the historic railway and facilities. *Project Manager*

3.1 Available Personnel Resources

CSR has more personnel with an even broader spectrum of skills and experience to aid our proposed engineer in Section 2. The CSR team is available at a moment's notice to assist Jason should there be an increased requirement or timeline above the standard time requirements in the White House's RFP. CSR Engineering's personnel include, Structural Engineers, Civil Engineers, Field Survey Teams, CAD Technicians, FHWA Certified Bridge Inspectors, former TDOT Engineers, and six Tennessee Department of Transportation EPSC Level I and/or Level II certified Inspectors.

The staff of CSR Engineering and their team consists of highly qualified, effective and efficient professionals available to support any unexpected requirements. We are extremely confident that our team is a thoroughly educated and accurately experienced team that will provide efficient and effective application of their respective knowledge for a complete fulfillment of your expectations. Our team has streamlined organization, yet the ability to increase human resources with minimal notice. This team is structured to provide a wealth of knowledge to the precise point of need, from the office or on the ground. Our team also has the ability to consult internally with other highly qualified professionals as well as seek additional assistance as may be necessary.

The following resumes list a few of our key personnel and their education, history and experiences. Each team member offers a unique skill set to provide excellent solutions for municipality engineering issues.

Kevin C. Walker, P.E.

President / Principal Engineer



Education

B.S., Rose-Hulman Institute of Technology, Civil Engineering, 1996

Professional Registration

Professional Engineer – TN PE# 106605

Alabama, Georgia, Indiana, Kentucky, Louisiana, Mississippi, Ohio, Tennessee

EPSC Certified, Level 1&2 – Tennessee Department of Environment and Conservation

Professional Associations

American Society of Civil Engineers

American Railroad Engineering and Maintenance-of-Way Association

Professional History

Mr. Walker founded CSR Engineering, Inc. in 2007 after spending eight years with the consulting firm of Neel-Schaffer, Inc. Mr. Walker had joined Neel-Schaffer in 1999 with three years experience in design and inspection of various structural engineering projects. Once he joined Neel-Schaffer, he worked extensively on structural projects with the majority of his experience involving highway and railroad bridges and drainage structures. His experience includes bridge and culvert design, bridge rehabilitation, bridge and culvert inspection, construction inspection, load ratings and design review. He has performed work on timber, concrete and steel bridges for counties, cities, the Tennessee and Georgia Departments of Transportation and numerous short line and Class I railroads. His responsibilities include data collection and evaluation, cost estimating, project design, preparation of specifications and bid documents, construction engineering and project management.

Project Experience

Music City Star – Program and Construction Management - Nashville, Tennessee – Provided design and construction oversight services for the 32 mile long commuter railroad between Nashville and Lebanon, TN. Services included construction management, process control, infrastructure inspection, capitol improvement recommendations and agency representation. *Senior Project Manager*

Lane College Pedestrian Underpass - Jackson, Tennessee – Planning, design, and construction monitoring of a new pedestrian underpass under the West Tennessee Railroad. *Principal Engineer*

TDOT Bridge Repair - Statewide, Tennessee - Continuing contract to perform inspection and design services on highway bridges in Tennessee. Typical projects included bridge widening, superstructure replacement, deck rehabilitation or replacement, substructure repair, bridge inspections and ratings, underwater inspections and hydraulic surveys. *Design Engineer - Bridge Design*

Station Camp Creek Road Realignment - Sumner County, Tennessee - Survey, design and construction engineering for 1.3 miles of roadway and a new highway bridge for relocated Station Camp Creek Road over CSX Railroad. *Design Engineer - Bridge Design*

SR 20 Highway Bridge Design - Henry County, Georgia - Planning, preliminary and final design, detail plans, and specifications for eight new bridges in six different locations for the new S.R. 20 bypass. Crossings included the Towaglia River, Norfolk Southern Railroad and Highway 19,41. The bridges incorporated span lengths ranging from 42 feet to 132 feet. *Design Engineer - Bridge Design*

Toyota Rail Spur – Blue Springs, Mississippi - Planning and design of a two mile long rail spur with three bridges into the Toyota assembly plant. Services included conceptual design, budget development, bridge design, track design and construction monitoring. *Senior Project Manager*

SR 437 Grade Separation Design, MP 4.4 - Shelbyville, Tennessee - Design and construction monitoring of a new railroad alignment and 110 ft long steel through-girder bridge over the new by-pass around Shelbyville, TN. Services include ROW drawings, surveying, track design, hydraulic design, erosion control permitting, bridge design, final plans and specifications, and construction monitoring. *Sr. Project Manager*

Incline Railway - Chattanooga, Tennessee - Annual inspection of the mile-long Incline Railway including the track, bridges, mechanical and facilities. Services also include engineering and construction oversight on any necessary repairs or rehabilitation projects to the historic railway. *Sr. Project Manager*

Ball St. Extension Bridge Design - Perry, Georgia - Planning and design of a two-lane, two span (120'-120') simple concrete prestressed girder bridge across a non-navigable waterway. Services included hydraulic analysis and design, preliminary and final construction plans, specifications, contract documents and bidding assistance. Project also included the design of a traffic signal for the intersection at the approach to the bridge. *Design Engineer - Bridge Design*

Tennessee Short Line Railroads - Statewide- Inspection, design and construction monitoring of railroad bridge improvements for seven Railroad Authority's in Tennessee. Design elements include bridge rehabilitation and replacement of steel, concrete and timber bridges. Services include inspection, design, budget preparation, bid assistance, and construction monitoring for projects with an annual budget of over \$1.6 million. *Sr. Project Manager*

Nashville & Eastern Railroad Bridge Over Central Pike – Nashville, Tennessee - Replacement of current railroad bridge as a result of road widening. Services include bridge design, cost estimating and track design. *Project Manager*

TDOT Short Line Needs Assessment - Statewide, Tennessee - The assessment of the needs for the railroad track and related physical capital items on the approximately 812 miles of short line railroad that is currently in the State's Short Line Railroad Rehabilitation Program. The assessment includes a cost estimate for the necessary improvements to upgrade the lines to handle 286k car loading and operating speeds of 25mph. *Sr. Project Manager*

Cumberland River Railroad Bridge Rehabilitation - Nashville, Tennessee - Design of repairs to downstream rest pier and center pivot pier and repairs to track to bring the railroad bridge back into service. Project included underwater inspections, preparation of plans and specifications and construction monitoring. *Project Engineer*

Darrell Hill

Senior Designer



Professional Registration

EPSC Certified, Level 1 – Tennessee Department of Environment and Conservation
FHWA –NHI Safety Inspector of In-service Bridges (Pending)

Professional Associations

Alabama Short Line Railroad Association
Tennessee Short Line Association

Professional History

Mr. Hill has over 20 years experience with civil and structural engineering projects.

Project Experience

Old Greenbrier Pike Landfill Closure Plan - Springfield, Tennessee - Planning, design and construction monitoring for closure of a landfill. *Technician*

Pegram Municipal Engineering Services - Pegram, Tennessee - Municipal engineering services for the City, including engineering analyses, storm water analyses, small engineering design projects, construction inspections, plans review, and ensuring developers' compliance with the City's Zoning Ordinance and Subdivision Regulations. *Sr. Technician*

Forest Hills Municipal Engineering Services - Forest Hills, Tennessee - Continuing consulting engineering services for the City of Forest Hills. Services have included GIS, planning, and inspections for compliance with the City's Zoning Ordinance and Subdivision Regulations. Additional services have included design and construction observation of various traffic, roadway and drainage projects. *Sr. Technician*

Ocala Drive Tank Design - Nashville, Tennessee - Design plans and specifications for 7 million gallon concrete ground level water storage tank. Project included geotechnical analysis, grading plans and construction management assistance. *Technician*

Green Hills Sidewalk Improvements - Nashville, Tennessee - Planning and design of three alternatives for the addition of new sidewalks and drainage improvements along 0.7 miles of SR 106 (Hillsboro Road) in the commercial Green Hills area of Nashville, Tennessee. Project components include conceptual design, renderings, public meetings, preliminary plans, cost estimate, right-of-way and construction plans to include signal design and interconnection, pavement markings and signing and an upgrade of the existing drainage system. *Technician - Geometric Design*

Temple Hills Storm Water Improvements - Williamson County, Tennessee - Planning and design for the Temple Hills Drainage Improvement Plan. Services included development of over 20 separate small capital improvement projects of subdivision storm drainage system consisting of several interconnecting detention ponds, storm drains, culverts and open flow ditches. Additional services included permitting,

erosion control, construction inspection, and homeowner consultation with respect to FEMA flood insurance program. *Sr. Technician*

Kokomo Grain - Tullahoma Foundation Design - Tullahoma, Tennessee - Development of plans to expand the capacity of Kokomo Grain's Tullahoma facility. Work includes foundation design and layout of silos. *Technician*

Continuing Bridge Repair Contract - Statewide, Tennessee - Continuing contract to perform inspection and design services on highway bridges in Tennessee. Typical projects include bridge widening, superstructure replacement, deck rehabilitation or replacement, substructure repair, bridge inspections and ratings, underwater inspections and hydraulic analysis and design. *Sr. Technician*

Gallatin Phase II NPDES Storm Water Permit Application - Gallatin, Tennessee - Preparation of NPDES Phase II Storm Water Permit Application and development of storm water quality management program for the City. Project included inventory of existing outfalls and incorporation into a GIS database. *Inspector*

Hendersonville Phase II NPDES Storm Water Permit - Hendersonville, Tennessee - Preparation of NPDES Phase II Storm Water Permit Application and development of storm water quality management program for the City. Project included field inventory of existing outfalls and incorporation into GIS database. *Inspector*

Detention Pond and New Plat for Temple Hills Homeowner - Williamson County, Tennessee - Neel-Schaffer sized a detention pond and outlet structure to reduce the frequency and magnitude of flooding for two residences in Temple Hills Subdivision. Work also included development of new plat with drainage easement, permit acquisition and construction observation. *Inspector*

Castlewood Subdivision Drainage Improvements - Williamson County, Tennessee - Design and construction observation services to restore the major drainage ditch through Castlewood subdivision to its original capacity. Project components include the installation of drain box and french drain. *Inspector*

Grade Crossing Improvements - Mt. Juliet, Tennessee - Study and design of improvements to five public and two private rail-highway at grade crossings in Mt. Juliet. The improvements included quad gates, lane delineators, striping, signage and pre-lights for adjacent intersections. The improvements were used by Mt. Juliet in requesting a quiet zone from the Federal Railroad Administration. *Designer*

Music City Star – Program and Construction Management - Nashville, Tennessee – Provided design and construction oversight services for the 32 mile long commuter railroad between Nashville and Lebanon, TN. Services included construction management, process control, infrastructure inspection, capitol improvement recommendations and agency representation. *Lead Inspector*

Nashville & Eastern Railroad Bridge Over Central Pike – Nashville, Tennessee - Replacement of current railroad bridge as a result of road widening. Services include bridge design, cost estimating and track design. *Lead Designer & Inspector*

Brian Maxwell, P.E.

Project Engineer



Education

B.S., Michigan Technological University (Civil Engineering), 1995

Professional Registration

Professional Engineer – TN PE# 112358

Professional Engineer – MI PE# 47460

Professional Associations

American Society of Civil Engineers

Professional History

Mr. Maxwell started his career in Michigan where he designed civil engineering projects for private and municipal clients. He was responsible for surveying, drafting, engineering, permit acquisition, and client relations. Mr. Maxwell also trained staff to utilize AutoCAD and coordinated cad efforts for large scale land development projects.

In 2007, Mr. Maxwell left Michigan to pursue his career in Tennessee. He joined a consulting firm in Columbia, TN where he continued to design civil engineering projects and assist with surveying operations.

Since joining CSR Engineering, Inc. in 2009, Mr. Maxwell has been responsible for updating the FRA's highway-rail crossing inventory for Tennessee on behalf of TDOT and assisting as project engineer for various civil developments.

Project Experience

Genesee County Drain Commission – Flushing, Michigan – Prepared construction plans for approximately 1600 feet of new 8" and 12" water main to replace existing lines and complete loops in the municipal system. Acted as the agents for the Drain Commission, completed topographic surveys, assembled bid documents, conducted public bidding procedures, oversaw construction, and prepared as-built plans. *Project Engineer*

Genesee County Drain Commission – Montrose, Michigan – Prepared construction plans for approximately two miles of new 8" and 12" sewer main including a lift station to connect with the Southeast Michigan sewer trunk line. This project was the first phase in a new sewer system serving Montrose Township in Genesee County, MI. Prepared survey and construction plans, conducted public bidding procedures, oversaw construction and prepared as-built plans. *Project Engineer*

Grand Traverse Band of Ottawa and Chippewa Indians - Peshawbestown, MI – Worked with the Bureau of Indian Affairs, Dept. of the Interior to inspect and analyze the existing waste water treatment system serving the Indian reservation in Peshawbestown. Located and repaired points of infiltration and upgraded an under-sized pump station. *Project Engineer*

Storm Water Management Plans – Various Counties in Michigan – Michigan has been progressive in implementing storm water regulations in conjunction with the EPA rules for storm water quality. Nearly every county in Michigan requires detention and water quality measures. Some counties such as Washtenaw and Wayne have very detailed and complex rules to control runoff to the state's surface waters. For every new project from simple site plans to large scale mixed use developments, a storm water management plan with calculations as well as soil erosion control plans were prepared to the satisfaction of the County's Drain Commissioner. *Project Engineer*

FRA National Rail Crossing Inventory –Tennessee - Contract with TDOT to update all public rail crossings in Tennessee by October 2010. Updates and changes to the inventory are coordinated with the FRA, TDOT, and the operating railroad. Contract was successfully completed and has been renewed for a second year. *Project Engineer/Manager*

Residential Development in Southeast Michigan- Milford, Michigan – Worked on a team of engineers to develop plans for a large scale residential development in Southeast Michigan. The project covered approximately 800 acres of a former gravel quarry and included two lakes and several natural and manmade water courses. The project included sewer extensions and the development of a water source that would also serve the rest of Milford Township. *Project Engineer*

MDOT Bridge Replacement Project M-57 & I-75 – Clio, Michigan – Performed field engineering and surveying for the replacement of the M-57 bridge over I-75 in Clio, MI. M-57 was expanded to a four lane state highway and I-75 is a four lane divided interstate. The new bridge was constructed alongside the old one and M-57 was re-aligned and rebuilt for a 7 mile length including five new ramps. Provided as-built quantity calculations and plans after project completion. *Project Engineer*

Piney Bridge Replacement – Antrim County, Michigan – Prepared plans, reviewed calculations, and coordinated bidding procedures for a replacement bridge over the Jordan River in Northern Michigan. The bridge served a hiking trail and campground but was also required to convey emergency and fire fighting vehicles. *Project Engineer*

Presque Isle Electric and Gas Co-op – Northern Michigan - Provided computer modeling of an existing and future natural gas pipeline system using software developed by Chevron. This model was used to prepare a master plan for the development and expansion of a gas delivery network into rural areas of Northern Michigan. Also provided inspection and field engineering services during construction. *Project Engineer*

ALTA Survey for former Monsanto property – Maury County, Tennessee – Worked with survey managers and field crews to prepare a boundary and ALTA survey for a former phosphate mine and processing facility encompassing 5200 acres. Project included researching deeds, locating and documenting all improvements, encroachments, and easements. *Project Engineer*

Bishop International Airport - Flint, Michigan – Assisted survey crews with construction staking for the resurfacing and expansion of the main runways at Bishop International Airport. Coordinated with the paving contractor to achieve tolerances for each lift of asphalt. All work was done at night when the airport was able to halt operations. *Project Engineer*

Robert M. Dishner, P.E.

Senior Engineer



Education

B.S., Civil Engineering, University of Tennessee, 1961

Professional Registration

Professional Engineer - Tennessee

Professional Associations

- American Society of Civil Engineers

Professional History

Before joining CSR Engineering, Inc. Mr. Dishner worked for another consulting firm providing quality assurance reviews as well as general structural design. In 1998 Mr. Dishner was Engineering Manager for the Tennessee Department of Transportation, Structures Division. In 1981, Mr. Dishner was promoted to Engineering Manager 4 where he was responsible for providing planning, direction, technical advice and assistance for the operation of two design groups of the Division of Structures. This included the supervision of up to 20 design engineers and structural designers. His responsibilities with CSR Engineering include cost estimating, preparation of construction plans, design review and quality assurance/control.

Project Experience

Elm Hill Pike Bridge over I-40 - Nashville, TN - Design of bridge repairs including: locking up longitudinal joint and transverse expansion joints; removing and replacing portions of sidewalks; paint existing steel structures, and placing new 1 1/2" PMC concrete overlay. – *Senior Engineer*

Chickamauga Dam Street Improvements - Chattanooga, TN - Survey, design and preparation of specifications for the reconstruction of local streets adjacent to the Chickamauga Dam to provide a more pedestrian friendly street network. Project included two new roundabouts, relocation of streets and two new bridges over Chickamauga Creek. – *Senior Engineer*

Station Camp Creek Road Realignment - Sumner County, TN - Survey, design and construction engineering for 0.8 miles of roadway and a new highway bridge for relocated Station Camp Creek Road over CSX Railroad. – *Senior Engineer (QA/QC)*

SR 20 Highway Bridge Design - Henry County, GA - Preliminary and final design, detail plans, and specifications for 8 new concrete highway bridges for State Route 20. – *Senior Engineer (QA/QC)*

SR 7 Bridge over the Elk River - Giles County, TN - Designed bridge repairs including: full and partial depth concrete deck repairs; locking up expansion joints; performing beam end repairs; removing and replacing portions of bridge rail; placing new 3 1/4" asphalt sandwich seal; and installing debris deflectors. – *Senior Engineer*

Nashville & Eastern Railroad Bridge Over Central Pike – Nashville, Tennessee - Replacement of current railroad bridge as a result of road widening. The new bridge is a 160 ft long three-span through-girder bridge. The project also included a temporary run-around track and overpass. Services include bridge design, cost estimating and track design. – *Senior Engineer (QA/QC)*

Toyota Rail Spur – Blue Springs, Mississippi - Planning and design of a two mile long rail spur with three bridges into the Toyota assembly plant. Services included conceptual design, budget development, bridge design, track design and construction monitoring. – *Senior Engineer (QA/QC)*

Little Duck River Railroad Bridge Replacement - Manchester, Tennessee - Planning and design of new 5 span 327 foot long prestressed concrete railroad bridge over the Little Duck River to replace an existing 500 foot timber trestle. Services included hydraulic analysis and design, preparation of plans and specifications and construction monitoring. – *Senior Engineer (QA/QC)*

SR 437 Grade Separation Design, MP 4.4 - Shelbyville, Tennessee - Design and construction monitoring of a new railroad alignment and 110 ft long steel through-girder bridge over the new by-pass around Shelbyville, TN. Services include ROW drawings, surveying, track design, hydraulic design, erosion control permitting, bridge design, final plans and specifications, and construction monitoring. – *Senior Engineer (QA/QC)*

SR 100 at SR 96 Interchange - Fairview, TN - Design of new superstructures for 2 bridges in a trumpet interchange, 3 spans each, widened from 34'-6" to 40'-3", including prestressed concrete box beams (21"x24"). Also designed new columns and caps for bent extensions. Also designed wingwall extensions and concrete repairs to existing caps and columns. – *Senior Engineer*

SR 249 Bridge over Sams Creek Hydraulic Study - Cheatham County, TN - Performed hydraulic survey of bridge. Prepared cross-section 300' up and down stream, and profiles of roadway, bridge, stream bed, and top of water. – *Senior Engineer (QA/QC)*

SR 99 Bridge over Caney Creek, Marshall County, TN - Designed bridge repairs including full and partial depth concrete deck repairs, new 4 1/2 concrete overlay over entire length and width of bridge, and applying non-penetrating concrete sealer to abutments. – *Senior Engineer*

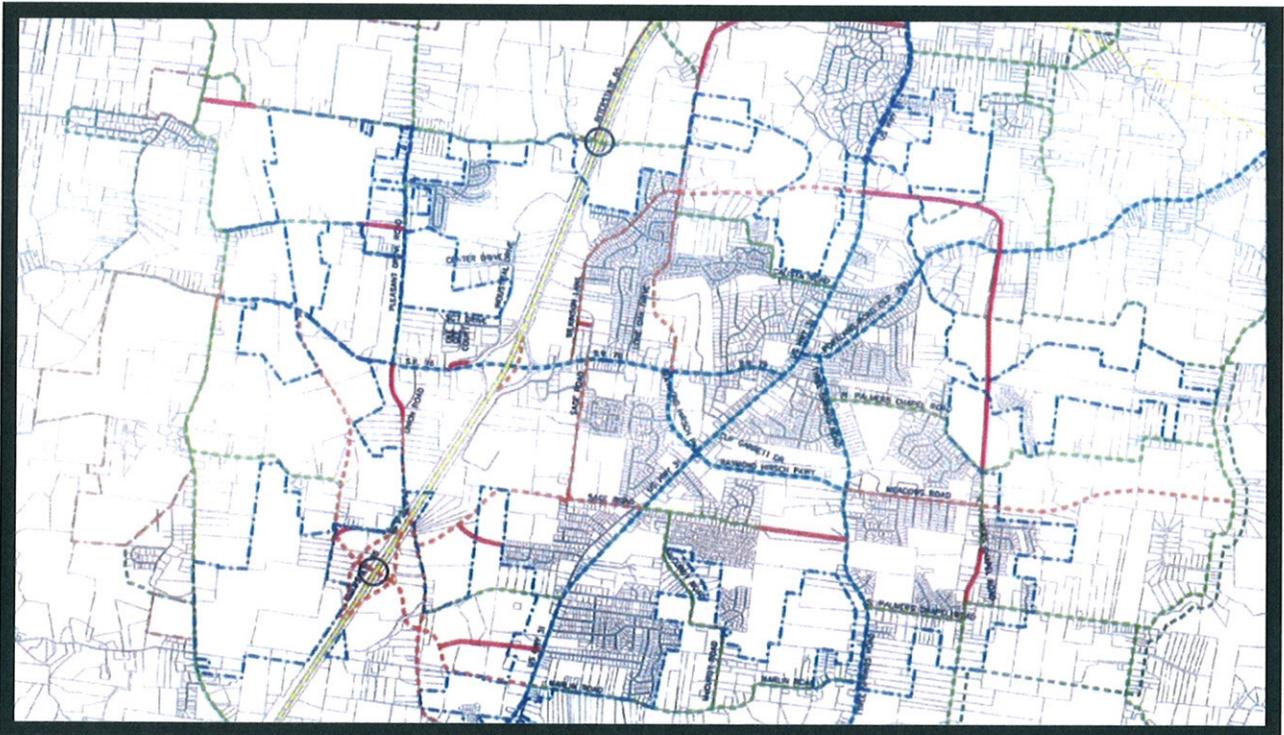
Continuing Bridge Repair Contract - Statewide, TN - Continuing contract to perform inspection and design services on highway bridges in Tennessee. Typical projects included bridge widening, superstructure replacement, deck rehabilitation or replacement, substructure repair, bridge inspections and ratings, underwater inspections and hydraulic surveys. – *Senior Engineer (QA/QC)*

West County Line Road Bridge Design - Jackson, MS - Conceptual, preliminary and final design for bridges on a road widening project. Includes two railroad bridges over the new roadway facility– *Senior Engineer*

3.2 Software and Equipment Resources

Using the latest CAD and finite element analysis software, CSR Engineering is providing our communities with expertise that significantly improves local quality of life. CSR continues to maintain a competitive edge by focusing on changes and trends affecting current technology. A few of our most used programs are AutoCAD, Microstation, Bentley Powercivil, Carlson 3D, HEC-HMS, HEC-RAS, Bentley SewerCAD, LEAP Conspan, RISA 3-D, RISA Section, custom written design programs and many more.

CSR's also has land surveying capabilities that are fully integrated with the firm's engineering and planning operations. Our personnel are highly trained and dedicated professionals committed to quality service. They work with state-of-the-art equipment that is continually upgraded to keep pace with technological advances and have the experience and sensitivity to anticipate client needs, as well as the knowledge and ability to avoid costly problems and unnecessary work.



4.1 CSR Engineering References

Mr. Wallace Cartwright
Mayor
201 North Spring Street
City of Shelbyville
Shelbyville, TN 37160
(931) 684-2691

Mr. George Coleman
Director, Division of Multi-Modal
Transportation Resources, Tennessee DOT
Suite 1800, James K. Polk Bldg.
Nashville, TN 37243
(615) 253-1033

Mr. Herd Sullivan
Mayor
White County, TN
Room 205 Courthouse Building
Sparta, TN 38583
(931) 836-3202

Mr. David McCullough
Mayor
Cheatham County, TN
201 North Spring Street
Ashland City, TN 37015
(615) 792-4316

Ms. Annie Powell
Director of Grants, Technology and Research
Chattanooga Area Regional Transportation
Authority (CARTA)
1617 Wilcox BLVD
Chattanooga, Tennessee 37406

Dr. Wesley Cornelius McClure
President
Lane College
545 Lane Avenue
Jackson, TN 38301
(731) 427-3987

4.2 Jason Reynolds Specific References

Mr. Kevin Breeding
City Manager
City of Orlinda
1503 Memorial Blvd
Orlinda, TN 37172
(615) 654-3366

Mr. Terry Mackie
Engineer Specialist II
Tennessee Department of Transportation
Suite 1200, James K. Polk Bldg.
Nashville, TN 37243
(615) 741-6048

Mr. Billy Paul Carneal
Mayor
City of Springfield
405 North Main Street
Springfield, TN 37243

(615) 382-2200
Mr. Jim Mullens
Director, Streets and Sanitation
City of LaFollette
207 South Tennessee Avenue
LaFollette, TN 37766
(423) 562-3598

Mr. Dan Newbill
Engineering Division
Hollingsworth Oil Company
1503 Memorial Blvd
Springfield, TN 37172
(615) 384-5852

Section 5 Fee Proposal

CSR Engineering, Inc. is pleased to offer services to your City for the upcoming two year period. The professional services provided by CSR under this Agreement will be limited to the General Requirements and Scope of Work shown below.

General Requirements and Scope of Work

- Conduct engineering consulting responsibilities per understanding of scope of work outlined above in Section 1.1
- Provide on-site services during City of White House office hours, 1 day per week, 48 weeks per year (Assumes 7:15 am – 5:15 pm office hours with 1-hour lunch)
- Support City Staff once a month at Planning Commission meeting

Services provided will be limited to the specific scope of work defined above. The fee for these services will be a lump sum of **\$9,120.00** billed at the end of each quarter in eight equal amounts covering the two year period. We will begin work immediately following contract signature. If this scope of work is not in line with your desires, we will revise the scope of work and resubmit for your approval. We can revise the scope to cover any alternative services that better fits your needs.

Additional Services on As Needed and Requested Basis

Additionally, CSR has provided a depiction of our personnel and equipment that will be available to the City of White House to support any contingency requirements that may or may not develop. In the case that the City of White House requires additional services, we recommend a relationship where CSR could easily provide additional service and bill at an established hourly rate. The table below reveals the rates by which CSR would bill for additional services **when and only when requested by the City.**

Employee Classification	2011	2012	2013
Sr. Engineer	\$80	\$82	\$84
Project Engineer / Project	\$70	\$72	\$74
Engineer Intern	\$60	\$62	\$64
Sr. Engineering Tech. / Sr.	\$70	\$72	\$74
Engineering Tech. /	\$52	\$54	\$56
Clerical	\$35	\$36	\$38

REIMBURSABLE EXPENSE SCHEDULE	
Expense	Cost
Vehicle Mileage	TDOT Rate
Per Diem	TDOT Rate
<i>All other expenses, including subcontractors, contract reproduction / printing, lodging, equipment rental, and overnight mail will be reimbursed at actual cost.</i>	

www.csengineers.com

CSR **Engineering**

514 Hill Street • Springfield, TN 37172
Phone: 615•212•2389 Fax: 615•246•3815

OTHER BUSINESS...