

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
September 15, 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 August 18, 2011 meeting.
6. Welcome Visitors
7. Public Hearings
 - a. **Ordinance 11-11** - An ordinance amending the schedule of traffic fines and costs by levying a local litigation tax in the Municipal Court of White House.
8. Communication from Mayor, Aldermen, and City Administrator
 - a. Community Achievement Award for Jeremy Keene
 - b. Constitution Week Proclamation
9. Acknowledge Reports

A. General Government	E. Wastewater	I. Engineering
B. Police	F. Planning and Codes	J. Court Clerk
C. Fire	G. Parks	K. Monthly Financial Summary
D. Public Works	H. Library	
10. Consideration of the Following Resolutions:
 - a. **Resolution 11-14** - A resolution stating opposition to all efforts of the United States Army Corps of Engineers or any agency to charge fees to utility entities which pump water out of Old Hickory Lake or its supporting water sources.

11. Consideration of the Following Ordinances:

- a. **Ordinance 11-11** - An ordinance amending the schedule of traffic fines and costs by levying a local litigation tax in the Municipal Court of White House. *Second Reading.*
- b. **Ordinance 11-12** - An ordinance amending the Municipal Code, Title 2, Chapter 1, Leisure Services Board, Section 2-107. *First Reading.*

12. Finance

- a. To approve or reject to surplus 2002 Ford Crown Victoria VIN# 2FAFP71W22X149523 and 2002 Ford Crown Victoria VIN# 2FAFP71W62X149525. The Police Chief recommends to surplus.
- b. To approve or reject to surplus 1997 Ford Ranger VIN# 1FTCR15U5VPB42458. The Planning and Codes Director recommends to surplus.
- c. To approve or reject Sessions Paving, Inc.'s bid of \$97,618 for the Greenway Flood Damage Repair Project. The Parks and Recreation Director recommends to approve.

13. Discussion Items

14. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
August 18, 2011
7:00 p.m.

1. Call to Order by the Mayor

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

2. Prayer / Pledge

Prayer and Pledge to the American Flag by Mayor Bibb.

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

Mayor Arnold requested that the agenda be amended to include Request for Qualifications for City Attorney/Legal Services.

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

5. Approval of Minutes of the July 21, 2011 meeting.

Motion was made by Ald. Hutson, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **July 21, 2011 minutes were approved.**

6. Welcome Visitors

Mayor Arnold welcomed all visitors.

7. Public Hearings

- a. **Ordinance 11-10** - An ordinance closing two road right-of-ways due to a previous land exchange with the property owner representatives and unused right-of-way sections. *Second Reading.*

No one spoke for or against.

7. Communication from Mayor, Aldermen, and City Administrator
 - a. City Administrator Angie Carrier announced the employee picnic on October 23rd from 1:00 pm - 3:00 pm at the Municipal Park.
 - b. City Administrator Angie Carrier announced that a letter received from TDOT stated that the south interchange at I-65 has not been approved.
 - c. Invitation from Jim Varella to tour White House Inn Museum. Mr. Varella provided several dates to the Board of Mayor and Aldermen for this tour.

8. Acknowledge Reports

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

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

9. Consideration of the Following Resolutions:

- a. **Resolution 11-13** - A resolution authorizing participation in the Pool's "Driver Safety" Matching Grant Program.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with four members voting aye. Ald. Paltzik abstained. **Resolution 11-13 was approved.**

10. Consideration of the Following Ordinances:

- a. **Ordinance 11-10** - An ordinance closing two road right-of-ways due to a previous land exchange with the property owner representatives and unused right-of-way sections. *Second Reading.*

Motion was made by Ald. Bibb, second by Ald. Hutson 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 11-10 was approved on Second Reading.**

- b. **Ordinance 11-11** - An ordinance amending the schedule of traffic fines and costs by levying a local litigation tax in the Municipal Court of White House. *First Reading.*

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

11. Finance

- a. To approve or reject the contract to audit accounts by Crosslin & Associates. The Finance Director recommends approving the contract.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Crosslin & Associates contract was approved.**

- b. To approve or reject to surplus the Morbark 950 Tub Grinder. The Public Works Interim Director recommends to surplus.

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **To surplus Morbark 950 Tub Grinder was approved.**

- c. To approve or reject Waste Management's bid for roll off container service. The Public Works Interim Director recommends approval.

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Waste Management's bid was approved.**

12. Other Business

- a. Nashville Area Metropolitan Planning Organization Grant Opportunity

Board prioritized projects for Nashville Area MPO Grant Opportunity:

- (1) Greenway Trail Head/Veterans Memorial Park Improvements
- (2) Hwy 31 W Sidewalks/Greenway Connection
- (3) Textured and Raised Greenway Roadway Crossings
- (4) Greenway Bathroom Facility

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A voice vote was called for **Nashville Area MPO Grant Opportunity projects prioritized.**

- b. To discuss performance review for City Administrator

Motion was made by Ald. Bibb, second by Ald. Decker to approve a 1% increase and an addition \$78.88 biweekly into 457 Plan for the City Administrator. A voice vote was called for with all members voting aye. **Effective September 1st, 1% increase and an addition \$78.88 biweekly into 457 Plan for the City Administrator was approved.**

- c. To advertise for Request for Qualifications for City Attorney/Legal Services.

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **To advertise for request for Qualifications for City Attorney/Legal Services approved.**

14. Adjournment

Meeting was adjourned at 7:35 p.m.

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

REPORTS....

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

Administration

The Tennessee/Kentucky International Council of Shopping Center Conference was held this month in Louisville, KY. The City Administrator met with potential developers and retailers in relation to certain properties for the out lots at Wal-Mart. A golf outing was organized for a group consisting of this retailer and The Shopping Center Group to network and discuss White House opportunities in more detail. The Robertson County Group had planned to work a booth together, but the reservation fell through the cracks with the conference, so the City Administrator visited all qualified retailers for the City to promote the White House market. The quarterly White House Industrial Retention League was held at Granny's Place this month with a very interesting session on preventing Sexual Harassment in the Workplace.

The City Recorder attended the Sumner County Anti-Drug Coalition meeting in the City Administrator's absence. She also attended two classes offered by UT- MTAS: Basics of Economic Development and Tennessee Public Acts 2011. The classes were very educational and greatly expanded the City Recorder's understanding of both topics.

There were two meetings held at the Sumner County Administration building to review the new approach of how the Army Corp of Engineers is handling water consumption for the citizens of the Middle Tennessee area concerning the usage of water. The agency is looking at charging fees to the utility entities that pump water out of Old Hickory or its supporting water sources. This fee will add to the consumer bill which will affect the citizens of White House. County Executive Holt is asking that all cities pass the Resolution provided to the Board in the packet in opposition to this.

Congressman Diane Black spoke at the Chamber Luncheon this month. She discussed the debt limit and the issues facing Congress. From the presentation it looks as though local governments are going to have to maintain and support themselves. The Federal Government is facing very challenging fiscal times and minimal federal dollars will be coming towards the local governments for grants and programs. The Board will face more difficult decisions ahead in prioritizing capital projects. This will be the case with the State as well as was discussed at the meeting attended in Gallatin by the City Administrator and the Board of Mayor and Aldermen. Commissioner Schroer discussed the financial situation of TDOT and the lack of funds to extend grants.

The Upper Middle Tennessee Region Industry was fortunate to have a roundtable discussion with Governor Haslam at Bluegrass Country Club in Hendersonville. He discussed the Jobs4TN program initiatives and spoke very frankly with the industry. They were able to discuss their needs with workforce development, workmen's compensation and many other issues facing business today.

The City Administrator attended the last of the Robertson County Transportation/ Infrastructure meetings in Springfield. Goals and strategies have been set. A report will be drawn up and a slogan for the campaign will be chosen. Those reports will be made available to the Board when complete. The City Administrator along with Mayor Arnold met with TDOT officials to discuss

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

the possibility of beautifying the medians with some type of adopt a landscape program. The Mayor wants to investigate this further. The City Administrator also talked with Dick Veatch on his Robertson County Radio Show on the goings-on of White House.

Website Management			
	August	FY 11 - 12	FY 10 - 11
Number of Internal Requests for Website Updates	14	31	138
Visits	8,305	16,489	92,795

Our city website has had 8,305 visits during the month of August, which was an increase of 121 visits from the number of last month's visits. Below are the top 10 places that have visited our website along with the number of visits per city.

City	Visits
Nashville, TN	2,046
Oak Ridge, TN	1,287
Redmond, WA	677
Gallatin, TN	283
Hendersonville, TN	267
White House, TN	206
San Francisco, CA	175
Franklin, KY	126
Brentwood, TN	105
Madison, TN	95

Did you know 38% of this month's visitors accessed the City's website directly and 41% of visitors accessed the website through the Google search engine? In addition, the percentage of returning visitors was 43% and 57% of visitors were new to the website. Our website was accessed by visitors in 54 different countries from around the world.

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

Finance Section

Delinquent property tax payments for the current and previous tax year continued to trickle in during August with no significant changes in the percentage outstanding.

The Finance Department has continued efforts to close out activity from the previous fiscal year, and work continues on accrual entries required as a part of the audit process.

The Purchasing Coordinator continued preparation for the Certified Public Procurement Buyer exam which is scheduled for October. She has continued participation in a 5 week prep course that includes two hours of webinars each week. The Finance Department is excited about the prospect of having someone on staff with this national certification. The Purchasing Clerk also attended a Municipal Legislative Update class held by MTAS. This class included a number of updates to the purchasing laws and other laws that affect municipal transactions. The Tax Clerk and Court Clerk attended a Basic Accounting class taught by MTAS and report that "we now have a new appreciation for our Finance Director because accounting is a whole different language and we need an interpreter."

The Finance Director, along with the HR and Wastewater Directors, filled the Utility Accounting Clerk position in August, and Chelsey Hough started work on August 15. She will be spending the first couple of months training at the Wastewater Plant before transitioning to City Hall in preparation for accepting wastewater payments at both locations. Chelsey previously worked for the City in a part-time position in Finance and we are thrilled to have her back.

Performance Measures

Major Fund Balances

Fund	Cash Balance	Investment Acct Balance
General Fund	\$233,082.90	\$3,287,200.46
Sanitation	\$47,516.26	\$350,781.42
Wastewater	\$382,125.25 *	\$986,840.07

~ All Fund Balances are bank balances reported as of: September 6, 2011

~ *The Wastewater Fund balance should be reduced by a significant amount Due To balance for the Sanitation Fund at: \$168,658.41

Payroll

Number of Payrolls	No. of Checks & Direct Deposits	No. of Adjustments	No. of Void Checks
2 Regular	4 Paper Check / 202 Direct Deposits	0 Retroactive Adjustments	0 Voids

Accounts Payable

	August	FY	Last August	Last FY
Total Invoices Processed	497	790	278	556

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

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	248	10	20	4	49	10	8	3	10	4	12	378
Customers	81	4	3	1	2	0	0	0	3	3	13	107

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Director's Office	Total
Calls	0	7	31	130	74	6	248
Customers	0	2	2	71	7	0	81

Purchase Orders

Department	#	Value
Codes	7	\$4,263.80
Fire	13	\$4,952.82
Police	28	\$7,785.99
HR	2	\$1,251.44
Engineering	0	\$0.00
Admin	5	\$1,179.32
Finance	6	\$1,074.26
Court	1	\$342.27

Department	#	Value
Library	8	\$1,936.92
Wastewater	35	\$563,492.12
Public Works	17	\$29,696.59
Sanitation	7	\$10,776.01
Parks	48	\$15,978.88
Bldg. Maint	11	\$10,950.35
Cemetery	5	\$9,175.00

Total	193	\$662,855.77
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Void	7	N/A
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	#	Value
Purchase Orders \$0 - \$999	163	\$45,842.69
Purchase Orders \$1000 - \$9999	27	\$76,681.08
Purchase Orders Over \$10,000	3	\$540,332.00
Total	193	\$662,855.77

Emergency Pos

Number	Vendor	Items	Amount	Nature of Emergency	Dept
16164E	Craig Johnson Construction	Various yard repairs for residents – grass seed, straw, labor, top soil, and equipment	\$25,000.00	This is a carry over from previous year's activity that was not approved as an emergency; procured outside of purchasing policy	Wastewater
16333E	Craig Johnson Construction	Labor, gravel, mobilization, service truck	\$1,835.00	Ingersol Rand/Cedar Brook	Wastewater
16334E	Old Hickory Tool & Die	Face machined	\$100.00	Portland Rd. station	Wastewater

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

16335E	Sani-Tech	Pumped wet well	\$1,100.00	Portland Rd. station	Wastewater
16353E	AllGood	Pump lift station	\$250.00	Tyree Springs	Wastewater
16356E	Waller Sales	Wire hose, crimp fitting, o-ring adapter wheel	\$220.52	Back hoe hydraulic hose	Wastewater
16357E	Rod's Tire Service	Bearing pumped	\$436.73	Vehicle #201	Wastewater
16358E	AllGood	Pump lift station	\$250.00	Lift station latch on, Deer Crossing	Wastewater
16360E	Todd's Locksmith	Assist with front door	\$20.00	Front door would not open	Wastewater

Business License Activity

Opened	7
Closed	0

Delinquency Rate: 52%

Cumulative Information

Class	Total Licenses	Delinquencies
1	39	38
2	138	88
3	262	151
4	195	118
Total	634	329

Municipal Court - Citations Disposed Either Through Court or Payment

Description	Total Charges
Child Restraint 4-15 (1 st Offense)	2
Child Restraint-under 4	0
Anti-Noise Regulations	0
Improper Backing	0
Failure to Yield Right of Way	0
Financial Responsibility Law	63
Following Too Closely	0
Motor Vehicle Requirements	0
Improper Passing	0
Drivers Exercise Due Care	8
Codes Violations/Animal Control	0
Drivers License Law	6

Description	Total Charges
Stop Signs	16
Open Container Law	0
Parking Violation	4
Vehicle Registration Law	12
Seat Belt Violation – 18 and Older	59
Speeding	78
Careless Driving	0
Disobedience to Traffic Control Device	3
Enter Access Roadway	0
Turn to Avoid Signal	1
Move Over Law	0
Total	252

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

Municipal Court - Case Disposition

Disposition	Total
Ticket Paid in Full – Prior to Court	113
Guilty as Charged	20
Dismissal	11
Dismissed upon presentation of insurance	43
Not Guilty	0
Dismissed to Traffic School	7
Dismissed with Costs and Fines	45
Dismissed with Costs	10
Dismissed with Fines	3
Case Transferred to County	0
Dismissed with Public Service	0
Total	252

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

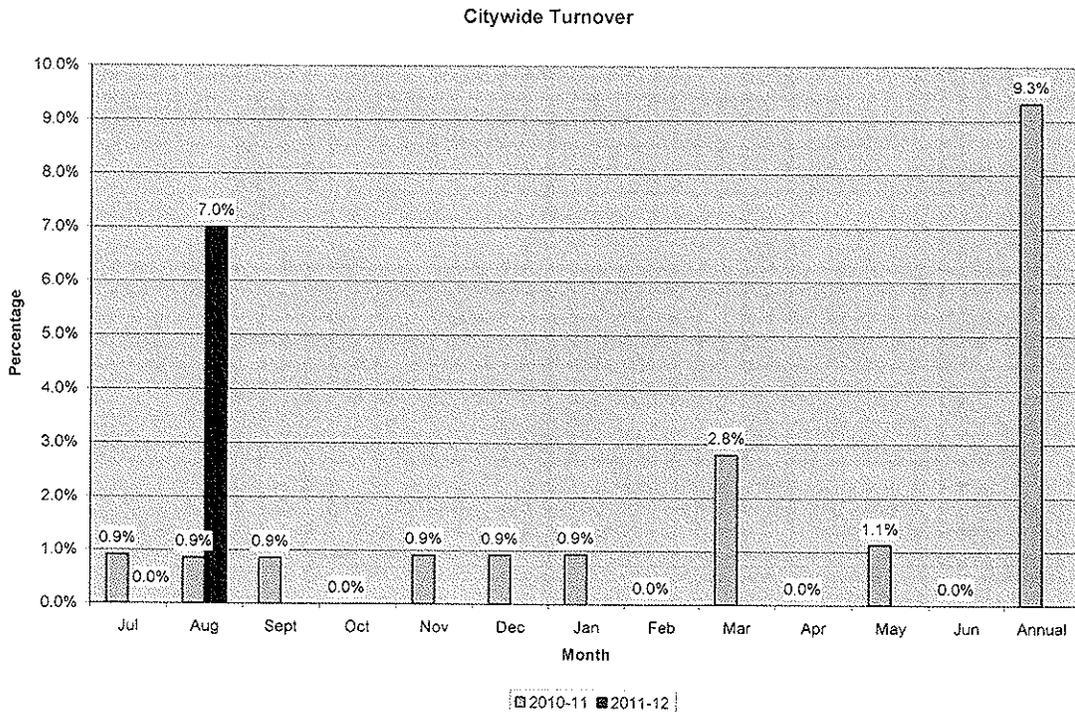
General

- Hired **PT** Library Assistant, **PT** Senior Citizens Coordinator, **FT** Utility Accounting Clerk
- Renewed Memberships: International Public Management Associated (**IPMA-HR**), Tennessee Public Risk Management Association (**TNPRIMA**)
- Renewed **BLR Training** Contract
- Attended Public Works Association (TN Regional **TPWA**) Meeting, Columbia, TN
- Interviewed Internal Candidates for Police Department Detective Position
- Workers Compensation Review (3 Cases)
- Family Medical Leave Act (**FMLA**) Review (2 Processed)
- Attended City-Wide Safety Meetings 8/2/11 & 8/31/11
- Meritain Health Plan Review (Plan Documents/Policy Interpretation)
- Applied for the City of WH Citizen's Police 2012 Academy
- Met Mark Morgan, Sherrill Morgan Group, Covington, KY
- Facilitated varied Employee Relations Dialogue/Investigations/Reviews
- Assessment Continuation: Target Solution Training Group
- Driver Safety Matching Grant Project

Key Performance Indicators (Performance Measurements)

Citywide Turnover

- Turnover overall for August 2011 was 7.0% (Includes Dispatcher Transfers), an increase from August 2010 (0.9%).

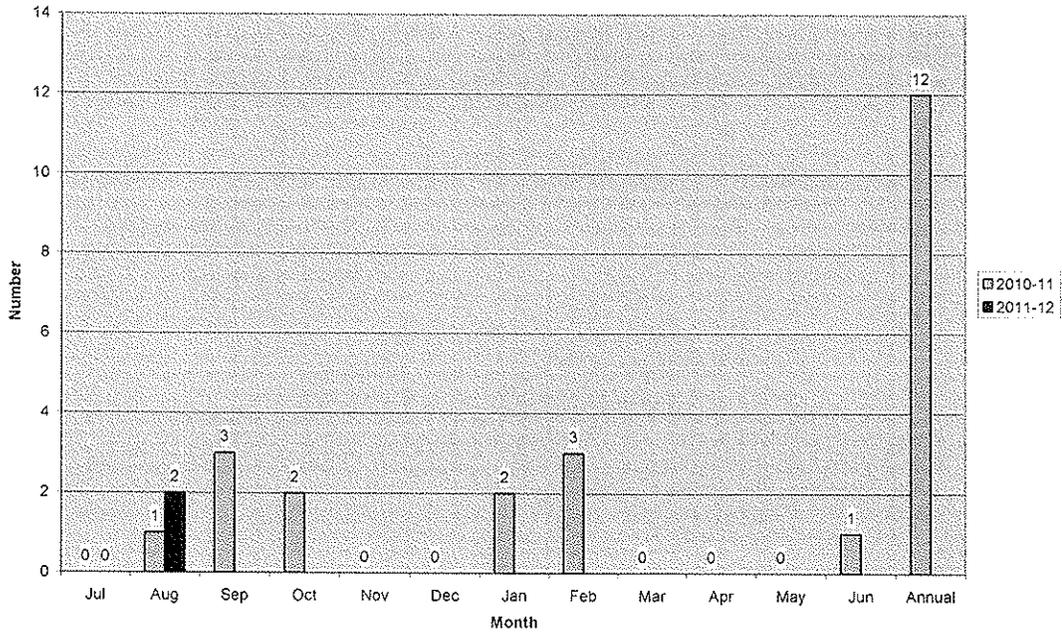


**City of White House
Human Resources Department
August 2011**

Safety

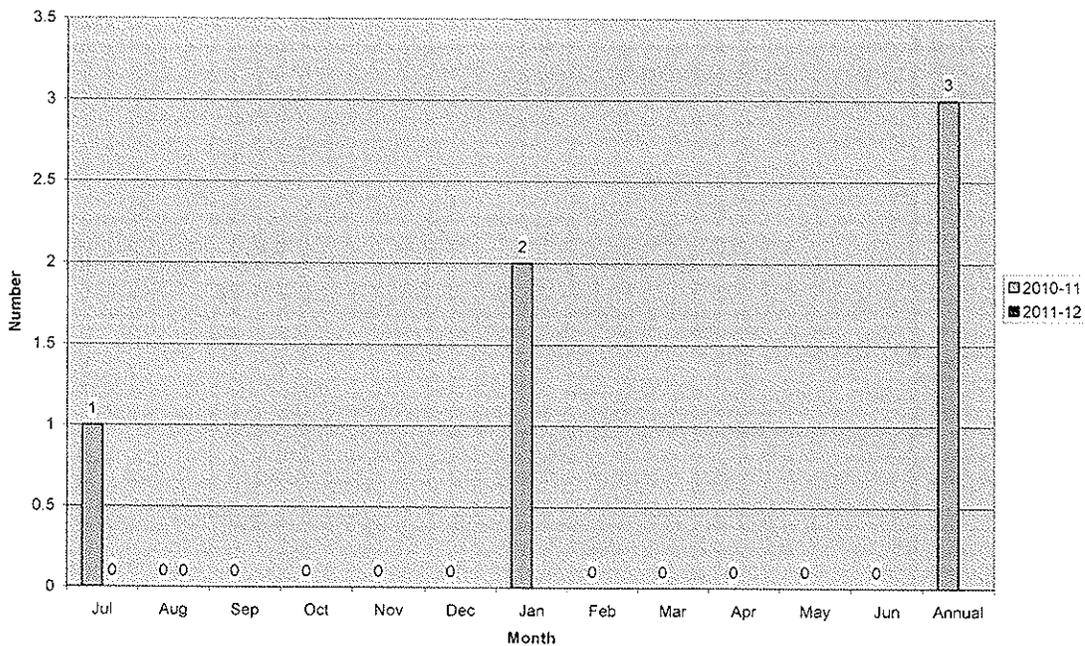
- Accidents resulting in injury in August 2011 were **2**, up from August 2010 (**1**).

Number of Injury Reports



- There were no Property/Vehicle Damage Incidents in August 2011. This is consistent with figures from August 2010 (**0**).

Number of Property/Vehicle Damage Reports



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

Highlights

- Effective August 1st, all dispatchers and calls began being handled from the Robertson County Dispatch Center.
- Grace Park Tri-County Baptist Church honored the White House Police Department and their spouses on August 29th with a Dinner. Guest speaker for the evening was Sheriff Jim Hammond from Hamilton County (Chattanooga), TN.
- On August 31st, interviews were held for a Detective position at the White House Police Department. The position will be assisting Detective Sergeant Pat Brady in investigations. Officer Jason Shapton was selected and begins his duties on October 4th.

Meetings/Civic Organizations

- ***Chief Herman attended the following meetings in August:*** Robertson County Chief's Meeting (Aug. 9th); Robertson County Chiefs/911 User Group (Aug. 10th); Robertson County 911 Board Meeting (Aug. 16th); Chamber of Commerce Luncheon (Aug. 16th); Sumner County Drug Task Force (Aug. 17th); Board of Mayor and Alderman Meeting (Aug 18th); and Command Staff Meeting (Aug 24th).
- ***Captain Mingledorff attended the following meetings in August:*** Chamber of Commerce Luncheon (Aug. 16th); Rotary Club (Aug. 4, 11, 18 and 25th) – Captain Mingledorff was the guest speaker on Thursday, August 11th. His presentation was on the History and Significance of Safety Day and the Citizen's Police Academy.; Safety Committee Meeting (Aug. 30th).
 - Captain Mingledorff hosted the monthly Sumner County Anti-Drug Coalition meeting at the Police Department. Attending the meeting were: Sumner County Anti-Drug Coalition Director, Katie Brown and her assistant, Kelly Pierce; White House High School SRO, Rick Thompson and Guidance Counselor, Elaina Newton; White House Heritage SRO, Darryl Manlove and Guidance Counselor, Brooke Irvine; and City Recorder, Amanda Priest. A S.A.D.D. (Students Against Destructive Decisions) Chapter is being created for the White House Heritage High School and will be implemented soon.

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. ***Our department training goal is that each police employee receives 40 hours of in-service training each year.*** The White House Police Department has 22 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 880 hours of training per calendar year.

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

Month	Admin	Patrol	Support Services	Total
January	0	40	0	40
February	0	48	0	48
March	8	8	0	16
April	0	152	0	152
May	0	172	36	208
June	0	8	80	88
July	2	40	4	46
August	13	153	8	174
Total	23	621	128	772

Patrol Division Performance Measurements

1. *Maintain or reduce the number of patrol shifts staffed by only two officers at the two year average of 354 shifts during the Fiscal Year 2011-2012. (There are 730 Patrol Shifts each year.)*

Number of Officers on Shift	August 2011	FY 2011 - 2012
Two (2) Officers per Shift	17	56
Three (3) Officers per Shift	45	68

2. *Acquire and place into service two Police Patrol Vehicles by October 5, 2011.*
Two 2011 Ford Crown Victoria Police Pursuit Vehicles were purchased from Ford of Murfreesboro. The vehicles will need to be decaled and equipped with accessories prior to being placed into service.
3. *Conduct two underage alcohol compliance checks during the Fiscal Year 2011-2012.*
Plans are being made to have one this winter and one in the spring.
4. *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	August 2011	Per 1,000 Pop.	Total 2011	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	7	1	94	9
Crimes Against Property	47	5	392	38
Crimes Against Society	11	1	137	13
Total	65	6	623	61
Arrests	51		349	

*U.S. Census Estimate 2010 – 10,255

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

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.*

	August 2011	Total 2011
Traffic Crashes Reported:	25	195
Enforce Traffic Laws:		
Written Citations	284	1,767
Written Warnings	81	747
Verbal Warnings	182	1,884

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	YTD
August	25	19	76%	24%

Staffing

- Sergeant Curtis Carney is currently serving in Afghanistan.
- Officer Danny Ward ended his one year employment probation with the Police Department on August 9th.
- Officer Melissa Taylor has been released from the FTO (Field Training Officer) program and is out on her own.

K-9

- Officer Jason Ghee and Nike attended their monthly training.

Sumner County Emergency Response Team

- On August 19th, ERT had ten hours of miscellaneous training.
- They had no call outs this month.

Volunteer Reserve Officers

- On August 17th the Reserves trained 4.5 hours on building clearing and searches.
- Officer Chambers and Officer Vanatta trained 4 hours with the ASP baton on August 22nd.

Support Services Performance Measurements

1. *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	YTD
August	49%	56%

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

Communications Section

	August 2011	Total 2011
Calls for Service	1,416	8,024
Alarm Calls	28	229

Request for Reports

	August 2011	FY 2011-12
Requests for Reports	19	32
Amount taken in	\$773.85	\$787.80
Tow Bills	\$100.00	\$100.00
Emailed at no charge	28	53
Storage Fees	\$0.00	\$0.00

Staffing

- As of August 1st, dispatchers from the Communication Center were moved to the Robertson County Dispatch Center.
- Kendra Arnold resigned her position with the White House Police Department. Her last day of employment was August 5th.

Volunteer Police Explorers

- The Explorers have four new members. The total membership in the White House Police Department Explorer's Post is thirteen.
- The Explorers trained on the 4th and the 18th on Criminal Justice probable cause to make a search.

Item(s) sold on Govdeals:

6 Compartment Animal Control Slide In - \$2,900.00

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*** The program will resume on September 26th at White House Heritage Elementary and Community Christian Private School. Captain Mingledorff will be instructing the ten week course to a total of 7 fifth grade classes (200 students).
2. ***Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.*** The 12th Annual event is scheduled for Monday, September 5th, (Labor Day) from 10:00 am – 2:00 pm in the City Park.
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** The next class (12th Annual) is scheduled for Tuesdays and will begin in February 2012.

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

Twenty-three citizens have submitted applications. Classes will meet once a week for three hours for ten weeks.

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

- ***Safe Kids Coalition:*** Captain Mingledorff and Walgreen's sponsored a "Safe Kids" Back to School event on Saturday, August 6th, from 10:00 am – 2:00 pm. Photo Ids, Fingerprint/DNA Kits, and other Safety and Injury Prevention information were provided to the children who participated. Approximately 100 children and their families attended the event.
- ***National Drug Take Back Event:*** Captain Mingledorff met with Walgreen's Manager Courtney Wood on Monday, August 22nd and coordinated the 2nd Drug Take Back event now scheduled for Saturday, October 29th, from 10:00 - 2:00 pm
- ***Captain StreetSmart:*** The program resumes on September 26th, at Robert F. Woodall Elementary. Captain Mingledorff is planning to have his first Captain Streetsmart children's book published by October 15th.
- ***Wheels In Motion:*** The program resumes on September 22nd, at H. B. Williams Elementary, White House Heritage Elementary, Robert F. Woodall Elementary and Community Christian Elementary.

2011 Participation in Joint Community Events		
	August	YTD
Community Activities	2	33

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

Fire Operations

The Department responded to 98 requests for service during the month with 67 responses being medical emergencies. The department responded to 6 vehicle accidents with reported injuries with four patients being transported to area hospitals. On August 3rd fire units were dispatched to a smoke investigation at a commercial building. Tenants smelled smoke inside the structure. The fire was located outside the rear of the building and extinguished. There was no property damage reported with this incident. On August 24th fire units were dispatched to a vehicle fire near a residence. The fire was extinguished with the only vehicle being reported as property damage.

Fire Administration

- August 1st - 5th - Fire Marshal Sisk attended his annual fire investigation in-service training at the IAAI conference in Gatlinburg.
- August 4th - Chief Palmer and other fire department members attended a thermal imager demonstration at Fire Station 2.
- August 23rd - Chief Palmer, Fire Marshal Sisk, Captain Brewer, and Firefighter Vradenburg attended Disaster Preparedness training in Martin TN.
- August 30th - Chief Palmer and Fire Marshal Sisk attended the monthly safety committee meeting at Fire Station 2.

Update on the Department's Goals and Objectives

- Complete the annual apparatus fire pump testing by November 1st, 2011.
- Complete our annual fire hose testing by October 30th, 2011.
- Send three firefighters to the Driver/Pump Operator course at the State Fire Academy to be completed by June 1st, 2012. **(The students have been enrolled in the classes.)**
- Organize a State Fire Academy Basic Firefighter course to be taught at Fire Station 2 by April 1st, 2012.
- Complete the Risk Watch Program in the schools by May 30th, 2012.
- Implement an on-line firefighter training program that meets NFPA standards, ISO and State in-service requirements by January 1st, 2012.
- Update the Department's SOG document and reformat sections to be more tasks/response specific by June 30th, 2012.
- Complete the first phase of installing mobile computer technologies in three fire apparatus by September 1st, 2012. **(Completed.)**
- Organize a table top disaster drill to train staff and exercise the city emergency operations plan by December 1st, 2011.
- Complete pre-incident surveys of all commercial and industrial properties in the City by May 1st, 2011. **(This project is 95% complete.)**

Departmental Highlight

After the Fire Programs software was upgraded during the month of July, we were ready for the next step in our goal of becoming mobile with our information systems. Three laptop computers were purchased, setup, and installed in Engine 2, Car 1, and Car 2. We now have the ability to

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

complete reports in the field, access our incident reporting software, monitor severe weather conditions, and various other internet based information systems.

Department Cost Saving Report

During the software and computer upgrades it was necessary to install and setup IT equipment this work was accomplished by fire department personnel. Without department personnel completing the work, an IT contractor would have been required at a rate of \$95.00 an hour for approximately three hours a savings of \$285.00.

Monthly Performance Indicators

Incident Responses

Structure Fires	0	Vehicle Accidents (General Cleanup)	8
Cooking / Electrical Fires	0	Vehicle Accidents (With Injuries)	6
Vehicle Fires	1	Rescue	1
Grass, Brush, & Trash Fires	1	False Alarms / Calls	9
Hazmat	0	Assist Other Governmental Agency	0
Other Calls	5	Total Responses for the Month	98
Emergency Medical Responses	67	Total Responses YTD	172

Fire Fighter Training

Total Training Man Hours for the Month	377
Total Training Man Hours YTD	656

Fire Inspection

	This Month	YTD
Fire Inspections	5	8
Fire Investigations	1	1
Plat / Plan Reviews	1	3
Fire Preplans	25	50

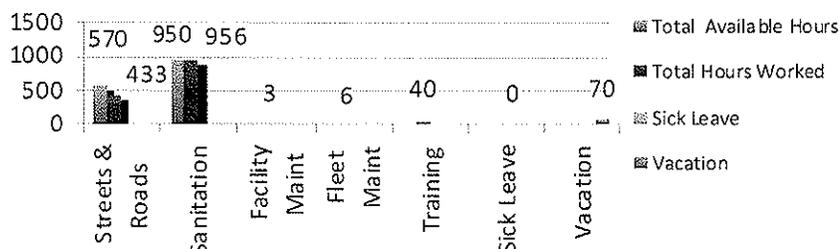
Public Fire Education

	This Month	YTD
Participants	16	6
Education Hours	673	12.5
Number of Occurrences	5	12

**City of White House
Public Works Department
August 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 August by department. It also represents the number of sick and vacation days used. There is no longer a vehicle maintenance mechanic; routine maintenance has been performed by the Public Works staff on vehicles as needed.

Recycling



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

Convenience Center

There were a total of 2 citizens that utilized our Convenience Center for the month of August. Total revenue received \$572.80. This includes revenue received from the recycling of steel. Total operating cost for the month of August to be determined.

City of White House Clean up days

For the month of August there were a total of 86 citizens who took advantage of the free drop off service provided by the City of White House. Citizens seem 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: 517

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

**City of White House
Public Works Department
August 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	\$56,265.00	\$112,590.00	\$56,952.48	\$113,693.86

Staffing

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

Training Seminar

On August 23rd, Warren Garrett and Cheryl Lewis-Smith attended a TCAPWA meeting hosted by the City of Columbia, Tennessee.

Departmental On-Site Safety Training August 2011

- Cuts and Burns
- Save Your Back

Mobile Emissions Testing for Sumner County

The Public Works Facility will continue to be a site for Sumner County mobile emissions testing. Dates have been established through December of 2011; the schedule will be published in the next issue of *The Word on White House*. For the month of August we had a total of 65 citizens who utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since August of 2010.

August 2011	65
August 2010	55

August 2011 Truck Poundage and Fuel Costs

	August 2011	YTD
Tons per day	20.58	20.06
Pounds for 1 months	699,680	1,285,860
Tonnage for 1 months	349.84	642.93
Fuel used Truck #319	\$519.72	\$820.85
Fuel used Truck #320	\$1,820.93	\$3,294.08
Fuel used Truck #321	\$404.79	\$835.85
Fuel used Truck # 323	\$1,015.56	\$1,887.67
Fuel used #324	\$290.81	\$731.67
Total Fuel cost for 11 months	\$4,051.81	\$7,570.12

Fuel increased \$533.50 from the month of July

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

AUGUST B.M.A. REPORT 2011

Services Provided	Total	YTD
Brush Pick Up (stops)	222	507
Brush Truck Load	33	67
Emergency Call Outs	1	1
Damaged Carts Replaced	3	8
New Carts for New Home Construction	4	14
Additional Cart Request	2	3
Curbs Repaired	0	0
Shoulders Repaired	1	1
Drainage Requests	14	20
Drainage Work (feet)	2,482	2,482
Potholes Repaired	10	14
Salt Usage (tons)	0	0
Signs Installed	8	10
Handicapped Pick Up	80	160
Move In Special Pick Up	2	4
Move Out Special Pick Up	1	1
Dead Animal Removals	2	3
Citizens requesting a pick up due to forgetting to place cart at curb after route has been completed.	1	5

**City of White House
Wastewater Department
August 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. The tie-ins, fence, final clean up, and the demolition of the existing station remains. Televising and cleaning of the gravity main is complete and video is being reviewed. Construction has begun on Change Order #6; this is the extension of gravity sewer on Meadows Road and 80% complete.

Goals and Objectives Progress:

- ❖ **CG0-2011-278 On-going:** The sole sourcing of the Eone grinder pump has been approved. We have ordered the first group of Eone grinders. We had our preconstruction meeting with David Shell from SRF and will begin installation as soon as the pumps come in.
- ❖ **GIS/GPS On-going:** GEO-Jobe is still acquiring the GPS *X; Y* coordinates to meet our asset and work order tracking requirements. We are 98% complete on acquiring coordinates of all service locations.
- ❖ **On-going:** We have submitted the rate structure and the last three years of financial audits to SRF for review and their approval for funding. This is phase 2 of Copes Crossing, Dawn Court and Hobbs Drive area conversion from vacuum to gravity.

Collection system:

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

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

Monthly Performance Indicators and Year to Date Totals

Service Provided	Month	Total YTD	Amount Billed	Revenue Received	Revenue Totals 2010 - 2011
New Service Connections (Capacity Fees)	3	48	\$4,500	\$4,500	\$73,402.50
Customers Billed	3,860	N/A	\$198,588.07 (Net)	*\$212,733.02	\$2,523,648.10
Applications or Transfers for Service	57	530	\$5,100.00	\$5,100.00	\$40,625.00
Late Penalties Applied	1144	14,232	\$6,292.56	N/A	N/A
Adjustments	20	1,291	N/A	(\$506.99)	(\$31,663.74)
Administrative Fees	48	1,260	\$2,400.00	\$2,400.00	\$22,451.65
Service Availability Requests	0	1	\$0.00	Included in Admin Fees	Included in Admin Fees
New Service Inspections (Connection Fees)	3	48	\$450.00	\$450.00	\$7,100.00
Field Inspection Fees	0	0	\$0.00	Included in Admin Fees	Included in Admin Fees
Non-Payment Cut-Offs	66	308	\$2,400.00	Included in Admin Fees	Included in Admin Fees
Commitments for Service	0	0	\$0.00	\$0.00	\$0.00
Bulk Disposal	0	4	\$0.00	\$0.00	\$600.00

*Revenue from Previous Month Service

Monthly Totals: \$225,183.02 \$2,667,827.25

	Month	Total YTD
Work Orders	0	43
All Service Requests	180	499
Billing Related Service Requests	94	246
Mainline Repairs	0	0
Service Line Repairs	5	9
L.P. Service Requests	75	209
Gravity Service Requests	0	0
Vacuum Service Requests	6	35
Major Lift Station Repairs	0	1

Responses to SCADA Alarms		
	Month	YTD
North Palmers	183	354
Calista	60	161
Wilkinson	97	122
Portland Road	4	6
Tyree	33	33
Union Road	0	0
Meadowlark	0	0
Hwy 76	2	2
Cambria	0	0
Treatment Plant	70	134
Total Responses	389	812
TN One-Call Requests	119	236

	Flow MGD	Plant Capacity	Inches of Rain Fall	% of Capacity
Average Daily Flow (effluent)	0.555	1.4 MGD	0.55	39%

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

Summary of Department Activities:

Staff worked with a contractor and school representatives regarding the Heritage High temporary bleachers. Staff worked with contractors to get bids for the City Hall exterior electrical upgrades, fire sprinkler repair, and the City Hall/Civic Center fire alarm system projects. Staff worked on multiple subdivision bond issues regarding maintenance bonds expiration and the completion of final items. Staff worked with the Engineering Consultant to complete drainage complaint and site development inspections.

Department Highlight:

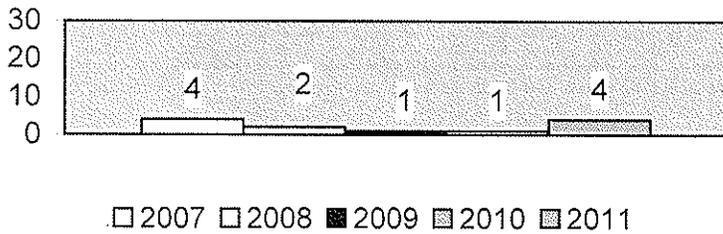
Staff received calls from residents regarding complaints about residential rental properties. Staff completed inspections of the properties and notified the property owner of any required improvements. Typical items include mold and damaged plumbing lines and mechanical units. Typically the complaints occur at the end of the lease and are due to problems between the tenant and owner.

Cost Savings:

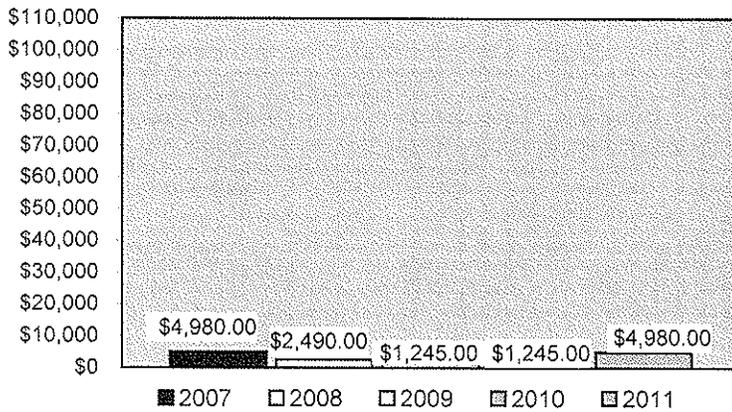
Staff worked with the Wastewater Department, Public Works Department, and CEMC to remove the extra school zone flasher light on Meadows Road. The light was removed due to the adjacent sewer construction project. The light was removed instead of replacing the light since the City already meets the requirements for flasher lights. Removing the light will save the City the CEMC minimum monthly bill for the electric meter. Staff contacted a Sumner County School Board representative and they were agreeable with the light being removed since there are other lights on all adjacent roadways leading to the school.

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

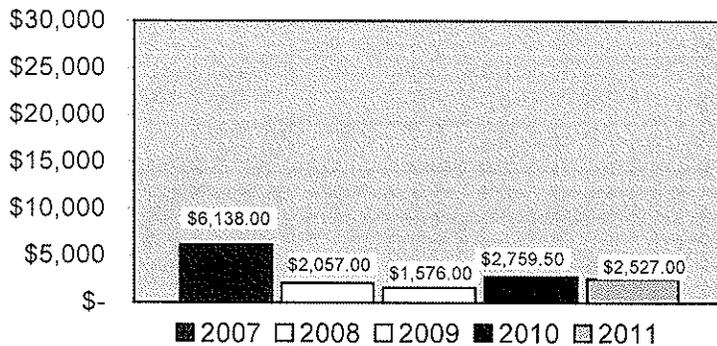
Single Family Permits



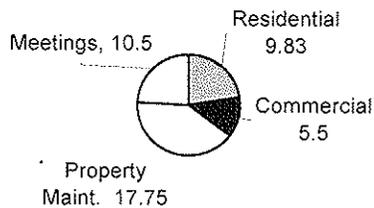
Impact Fees



Permit Fees



Inspections / Meetings Hours



	Month	FY 11-12
MEETING AGENDA ITEMS#		
Planning Commission	4	9
Construction Appeals	0	0
Zoning Appeals	1	1
Training/Study Session	0	0
Property Maintenance	0	0
PERMITS		
Single Family Residential	4	5
Multi-Family Residential	0	0
Other Residential	16	27
New Commercial	0	0
New Industrial	0	0
Other Com/Ind	0	1
State Electrical	27	61
Sign	1	2
Occupancy Permits	16	23
Other	0	0
BUILDING INSPECTIONS		
Residential	41	78
Hours	9.83	19.91
Commercial /Industrial	14	27
Hours	5.5	8.25
CODE ENFORCEMENT		
Total Cases	140	232
Hours	17.75	28.58
Complaints Received	17	39
MEETINGS		
Administration	6	7
Hours	4.67	13.17
Planning	5	9
Hours	5.75	8.5
Codes	1	9
Hours	0.08	7.25
FEES		
Permit Fees	\$ 2,527.00	\$ 3,790.00
Board Review Fees	\$300.00	\$ 375.00
City Impact Fee	4,980.00	\$ 6,225.00
Roads	\$1,524.00	\$ 1,905.00
Parks	\$1,584.00	\$ 1,980.00
Police	\$1,128.00	\$ 1,410.00
Fire	\$744.00	\$ 930.00
PLANNING COMMISSION APPROVAL		
Subdivision Lots	N/A	0
Commercial/Industrial (Sq ft)	0	0
Multi-Family Units	N/A	0
Other	N/A	0
OTHER ITEMS		
Subdivision Bonds: 23	\$ 974,300.00	
Builders Bonds	\$	68,872.95
Workings Days in Month		19

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

Summary of Month's Activities

The stadium lighting project is now complete! The lights were tested for intensity on August 16th and passed with flying colors. The first varsity game on the field with the new lights was Friday, August 26th, between Portland and WHHS. It made a tremendous difference to have an evenly illuminated field. The total cost of this project was \$132,190. Because of the new fixtures, panels, controls, wiring, and transformer we should get many years of good service from this improvement.

The Director and the Engineering Consultant have worked closely to develop the specifications and bid documents for the Greenway Flood Damage Repair Project which is being funded by FEMA. The project generally consists of repairs to asphalt pavement and replacement of rip-rap, gabion baskets, topsoil, and fencing. We are also adding concrete foundations to the gabion baskets as a hazard mitigation to prevent future damage. This project was issued as a sealed bid and all bids are due on Thursday, September 1st. The recommendation will be before the Board on September 15th for consideration, with October 3rd set as the date for work to commence. The project is scheduled to be done in 30 days.

We have hired a new Senior Citizens Coordinator, Kelly Elias. She has over 18 years experience as a Membership/Marketing Director and has worked with senior citizens in several of her previous roles. One of Kelly's goals is to increase the membership and on-site participation at the Senior Center by aggressive marketing while maintaining active participation of regular members. She is working 20 hours per week.

Beginning in July, all monuments set at Hillcrest Cemetery are to be placed on a concrete foundation installed by the City. We have already been busy installing these foundations. So far 4 head stones and 4 foot stones have been placed. The rate is .25¢ per square inch.

The White House Warrior Bowl was held on August 20th at the Municipal Park on the Jr. Pro field and the stadium field. There was a tremendous turnout for the first time event, and by all reports went smoothly. Twenty-three teams from White House, Pleasant View, Gallatin, and East Robertson competed in the tournament (5-5/6 yr. old, 6-7/8 yr. old, 7-9/10 yr. old, and 5-11/12 yr. old).

The Director attended a grant workshop on August 24th regarding the upcoming grant cycle for the Recreational Trails Program (RTP). The RTP is a federal funded, state administered grant program. The RTP provides grant funding for land acquisition for trails, trail maintenance, trail construction, trail rehabilitation and for trail head support facilities. These funds are distributed in the form of an 80% grant with a 20% match. The total grant amount awarded per project this year is \$120,000. Applications must be submitted by October 28th.

Recreation

Men's Open Softball registration ended this month. We had more than our limit of 8 teams sign up for the Tuesday/Thursday night league so we opened a Wednesday night league as well! We

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

have 8 in the Tuesday/Thursday league and 3 teams playing on Wednesday nights. Both leagues will begin their games in September and run through October.

Adult Open Gym will be held on Thursday's from 6:00 p.m. - 9:30 p.m. for anyone 18 and older to come and play basketball. It costs \$3 for the entire evening. This has been offered since July and is now starting to pick up. As the temperatures get a little cooler, we expect an increase in participation.

We hosted the Father/Daughter Dance on Friday, August 19th from 6:00p.m.-8:00p.m. Last year we had 13 people in attendance and this year we had 48! That more than triples our numbers from the previous year! Everyone had a great time and we will definitely be putting this program on again next year!

The second and third "Movie in the City" was held this month. One was August 13th – Despicable Me and we had 111 people in attendance. The last one was August 20th – Toy Story 3 and we had 105 attend. We are very appreciative to Long Hollow Baptist Church for helping to sponsor this free event for the community. We get so many compliments on this service that Long Hollow helps us to provide.

Fall Baseball practices continued this month and the games started at the end of August. Everything is going well and their season will run through the first week of October.

Challenger Soccer did not make this season. We had 6 children sign-up which was only enough for one team. We worked with the White House Youth Soccer league in trying to get our team to play one of their teams, but the Challenger parents weren't comfortable with their children playing with typical children. There are a few factors that will be changed for registration next year to ensure this league will be a success.

Turbo Kick classes will be tried again starting September 6th and will be held on Tuesdays and Thursdays from 6:45 p.m. - 7:45 p.m.

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

Maintenance

We hired 2 seasonal workers in July, Josh Kelton and Keith Futch, and they are making a huge contribution. We are thankful for them. They will work 29 hours each through November 4th, and 29 hours each from February 13th – June 30th.

Employees painted both goal posts at the football stadium Saturn Yellow, the same fluorescent color as NFL goal posts. If you haven't seen them yet, they are bright...very bright. It really makes a difference. The Quarterback Club purchased the paint. Volunteers of the QB club painted the bleacher railings, around the press box, and the floor of the locker room.

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

The stadium football field was fertilized 3 times and the Jr. Pro football field 1 time this month to get ready for the upcoming games. The department rented a 3-phase generator in order to run the irrigation pump and the irrigation controller at the stadium while the new lights were installed because we had no electricity at the stadium for approximately 1 month.

We have been mowing all of the Bermuda grass sports fields (3X) three times a week with the reel mower which includes five soccer fields, two football fields, and five baseball / softball fields. The new trailer that was purchased to haul the reel mower has been a tremendous help and much safer.

Employees are painting the football field now that games have started. This takes at least 16 man hours to complete and approximately 15 gallons of paint each time.

Employees installed 75 cubic yards of playground mulch at the Park and at Northwoods Park to provide a safer surface.

Due to a lack of precipitation, we have been watering all of the new trees and shrubs that were planted around the new baseball/softball fields at least once per week and sometimes twice. This includes approximately 40 trees and 30 shrubs.

Update on Department Goals and Objectives

The Municipal Park water line project is now complete! The department has installed a new 2" line from the southwest corner of the park next to Walgreens all the way to the maintenance shop, a distance of over 1,900 feet. All irrigation water is now separately metered from the drinking water supply and will no longer be billed for sewer. Also, there is no longer a cross connection. This is a big accomplishment that will save the department money and reduce liability exposure. By doing the work in house, the City saved approximately \$17,000.

Department Highlight

Upcoming events include the Labor Day Bike Parade on Monday, September 5th, the Harvest Moon 10K on Saturday, October 8th, and Trail of Treats on Friday, October 28th!

Department Cost Savings Report

Employees installed the 4 refurbished speakers at the stadium press box, along with all new wiring and mounting brackets. Several people have commented that the sound is much better now. We saved the City money by fabricating the mounting brackets and performing the installation work in house. The reason we moved the speakers was to keep from damaging the new fascia on the roof edge.

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

	Prior Years				
	FY 2006-2007	FY 2007-2008	FY 2008-2009	FY 2009-2010	FY 2010-2011

	Current Year	
	Jul-11	Aug-11

Maintenance

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

	210	176	386
	0	0	0
	225	910	1,135
	0	0	0

Recreation

Number of Youth Program Participants	326	377	353	336	354
Number of Adult Program Participants	291	857	2,309	1,343	2,353
Number of Theatre Production Attendees	271	102	0	0	0
Number of Special Event Attendees	3,453	2,865	2,989	2,505	3,484
Total Number of Special Events Offered	6	8	11	17	19
Total Number of Programs Offered	13	23	46	38	68
Youth Program Revenue	\$31,045.38	\$22,095.25	\$25,414.98	\$27,728.00	\$29,068.00
Adult Program Revenue	\$14,713.00	\$15,246.25	\$19,337.35	\$9,368.25	\$14,899.65
Theatre Production Revenue	\$1,195.00	\$485.00	\$0.00	\$0.00	\$0.00
Special Event Revenue	\$7,557.50	\$6,476.00	\$4,993.25	\$4,530.00	\$8,010.00

	214	48	262
	155	220	375
	0	0	0
	259	216	475
	2	4	6
	8	5	13
	\$11,530.00	\$1,972.00	\$13,502.00
	\$805.10	\$3,566.00	\$4,371.10
	\$0.00	\$0.00	\$0.00
	\$1,795.00	\$800.00	\$2,595.00

Administration

Number of Shelter Reservations	115	112	139	153	116
Hours of Shelter Reservations					
Shelter Reservation Revenue	\$3,612.50	\$3,732.00	\$4,183.00	\$4,083.00	\$3,415.00
Number of Facilities Reservations	257	305	256	105	63
Hours of Facility Reservations					
Facility Reservation Revenue	\$19,601.34	\$28,514.05	\$20,813.71	\$6,345.82	\$6,475.63
Misc. Revenue	\$36,238.58	\$39,729.53	\$115,858.99	\$52,032.78	\$60,991.46

	18	9	27
	\$422.00	\$365.00	\$787.00
	5	10	15
	\$560.00	\$811.75	\$1,371.75
	\$703.00	\$335.26	\$1,038.26

Senior Center

Senior Center Participants	2,619	3,993	2,326	2,399	2,860
Number of Trip Participants	274	366	293	316	473
Number of Meals Participants	3,433	3,430	3,555	3,848	2,912
Number of Program Participants			1,407	587	632
Number of Trips Offered	45	43	31	31	42
Number of Meals Served	50	48	48	50	46
Number of Programs Offered	4	5	45	54	50

	247	320	567
	0	0	0
	256	342	598
	66	59	125
	0	0	0
	4	5	9
	3	3	6

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

Summary of August Activities

Library Assistant Jennifer Cruse turned in her resignation. Rebecca worked with the Human Resources Director, Cheryl Lewis-Smith, to advertise the position and interview candidates. A job offer was extended to the top choice candidate and was accepted.

Rebecca Whipple attended a tri-regional workshop on August 19th at the Brentwood Public Library. The workshop focused on grant opportunities for libraries and was presented by Betty Jo Jarvis, Director of the Highland Rim Regional Library.

Sherry Tackett attended the Every Child Ready to Read workshop presented by Saroj Ghoting, author of *The Early Literacy Kit* and *Early Literacy Storytimes @your library*. The workshop was organized by the Tennessee State Library and Archives and funded by the Institute of Museum and Library Services. Sherry received an early literacy tool kit, valued at \$250, to use at the library in addition to programming materials.

State Funding in the amount of \$1,137.33 was released in August. Rebecca Whipple ordered 100 items with the funding including replacement titles and new titles.

Chef Christopher presented a program on August 4th at the library with 10 participants. Adults and children enjoyed watching Chef Christopher as he demonstrated cutting and carving techniques with fruits and vegetables.

Library staff members weeded the juvenile non-fiction collection and moved the juvenile biography collection to increase access to the biographies and streamline the organization of the juvenile collection. The adult fiction section was shifted to more efficiently utilize available space. The young adult section was reorganized in order to allow for a small expansion of the young adult fiction collection.

Departmental Highlight

The Friends of the Library held a book sale at the library during the week of August 15th – 20th. Volunteers met on Sunday the 14th to set up tables, unpack boxes, and organize items for the sale. The Friends raised approximately \$600 with the book sale. The proceeds from the book sale will be used to support the library. The Friends are currently working towards the second phase of the renovation project, which is to replace the worn and stained carpet in the library.

Department Cost Saving Report

Library Assistant Janet Parchman took advantage of a special fall sale with library vendor, Demco, and saved 15% on a supply order.

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

<u>Population:</u>	13,316	<u>Program</u>	<u>Sessions</u>	<u>Attendance</u>
		Toddler	0	0
<u>Memberships:</u>	9,787	Preschool	0	0
		Teen	0	0
<u>% of the Population with Membership:</u>	73.4	Adult	2	17
		Total	2	17
<u>Total Materials Available:</u>	24,919	<u>Wireless Internet Users:</u>		62
<u>Estimated Value of Total Materials:</u>	\$622,975	<u>Computer Internet</u>		856
<u>Last Month:</u>	\$624,200	<u>Volunteers:</u>		5
<u>Total Materials Available Per Capita:</u>	1.87	<u>Total Hours:</u>		126.0
<u>Last Month:</u>	1.88	Services Provided by Contracting with State		
<u>State Minimum Standard:</u>	2.00	<u>Interlibrary Loan Service</u>		
<u>Materials Added</u>		Items Borrowed:		34
Adult Fiction:	80	Items Loaned:		7
Adult Non-Fiction:	18	<u>R.E.A.D.S. 1st Qtr. Statistics</u>		
Child/Juvenile/Young Adult Fiction:	56	eBooks Downloaded:		
Juvenile/Young Adult Non- Fiction:	54	Audiobooks Downloaded:		
Audiobooks:	8	<u>R.E.A.D.S. 2nd Qtr. Statistics</u>		
Movies:	47	eBooks Downloaded:		
Music CDs:	0	Audiobooks Downloaded:		
Total:	263	<u>R.E.A.D.S. 3rd Qtr.</u>		
<u>Library Circulation</u>		eBooks Downloaded:		
Total # of Check-outs:	5,825	Audiobooks Downloaded:		
Last Month:	6,141	<u>R.E.A.D.S. 4th Qtr.</u>		
Items per Patron:	2.50	eBooks Downloaded:		
State Minimum Standard:	2.00	Audiobooks Downloaded:		
<u>New Memberships</u>				
Adult:	67			
Senior Adult:	1			
Child:	6			
Student:	8			
Young Adult:	3			
Total:	85			

CITY COURT REPORT AUGUST 2011

CITATIONS:

TOTAL MONIES COLLECTED FOR THE MONTH \$12,228.50

TOTAL MONIES COLLECTED YTD \$20,843.50

STATE FINES:

TOTAL MONIES COLLECTED FOR MONTH \$1,289.62

TOTAL MONIES COLLECTED YTD \$3,333.48

TOTAL REVENUE FOR MONTH \$13,518.12

TOTAL REVENUE YTD \$24,176.98

DISBURSEMENTS

LITIGATION TAX \$509.61

DOS/DOH FINES & FEES \$1,026.00

DOS TITLE & REGISTRATION \$161.50

RESTITUTION/REFUNDS \$5.00

WORTHLESS CHECKS \$90.00

ADM. FEE FOR STATE \$0.00

TBI FINES & FEES \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$1,792.11

TOTAL DISBURSEMENTS YTD \$3,278.56

ADJUSTED REVENUE FOR MONTH \$11,726.01

TOTAL ADJUSTED REVENUE YTD **\$20,898.42**

DONATION TO DRUG FUND FOR MONTH \$190.00

TRANSFER TO DRUG FUND \$0.00

\$0.00

DONATIONS YEAR TO DATE \$451.25

CITY COURT CLERK



September 6, 2011

MEMORANDUM

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

From: Charlotte Soporowski, Finance Director **CKS**

Re: Availability of Summary Financial Statement

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

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

DRAFT

110 GENERAL FUND

Account	Description	Year-To-Date			JUNE		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,874,644.00	1,976,927.79	105.5	156,220.33	15,283.38	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	57,095.78	118.9	4,000.00	8,107.88	202.7
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	6,408.10-	64.1	833.33	585.34-	70.2
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	3.70-	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	7,266,084.76-	73.9	819,418.56	598,029.11-	73.0
EXPENDITURES							
41000	GENERAL GOVERNMENT	344,210.00-	329,832.92	95.8	28,684.17-	19,784.58	69.0
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-	345,846.93	89.7	32,113.74-	36,001.17	112.1
41650	HUMAN RESOURCES	120,251.00-	110,247.61	91.7	10,020.90-	8,218.05	82.0
41670	ENGINEERING	685,019.00-	277,165.51	40.5	57,084.93-	67,011.37-	117.4
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-	180,209.17	94.0	15,975.16-	11,216.66	70.2
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-	884,714.24	43.9	168,118.27-	54,136.21-	32.2
42210	FIRE ADMINISTRATION AND INSPECTION	235,560.00-	202,507.42	86.0	19,630.00-	14,291.69	72.8
43000	PUBLIC WORKS	75,429.00-	59,989.66	79.5	6,285.77-	1,912.74	30.4
43100	HIGHWAYS AND STREETS	168,803.00-	138,280.84	81.9	14,066.95-	8,874.09	63.1
43170	CITY GARAGE	400.00-	243.00	60.8	33.33-	0.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	90,693.00-	85,643.49	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-	839,092.49	95.2	73,436.00-	28,676.74	39.0
44800	LIBRARIES	150,661.00-	149,526.83	99.2	12,555.06-	14,308.22	114.0
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-	141,673.90	16.6	71,250.00-	300,025.34-	421.1
58803	ARRA GRANT #2 - CALLISTA ROAD PROJECT	433,900.00-	448,577.86	103.4	36,158.34-	45,366.51-	125.5
Total EXPENDITURES		9,848,001.00-	6,234,476.15	63.3	820,666.70-	102,199.70-	12.5

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

110 GENERAL FUND

Account	Description	Year-To-Date		JUNE	
		Budget Estimate	Actual	Estimate Avg/Mth	Actual Of Avg
EXPENDITURES					
Total GENERAL FUND		14,978.00-	1,031,608.61-	1,248.14-	700,228.81-
					6101.8

120 INDUSTRIAL DEVELOPMENT FUND

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

Account	Description	Year-To-Date		JUNE		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	47,000.00	40,356.38-	3,916.67	7,962.94-	203.3
36100	INTEREST EARNINGS	200.00	158.46-	16.67	13.64-	81.8
	Total REVENUES	47,200.00	40,514.84-	3,933.34	7,976.58-	202.8
EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	48,500.00-	46,875.38	4,041.67-	236.31	5.8
	Total EXPENDITURES	48,500.00-	46,875.38	4,041.67-	236.31	5.8
	Total INDUSTRIAL DEVELOPMENT FUND	1,300.00-	6,360.54	108.33-	7,740.27-	7145.1

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

121 STATE STREET AID FUND

Account	Description	--Year-To-Date--		-----JUNE-----			
		Budget Estimate	Actual	Percent Of Budget	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	99.86-	33.3	25.00	15.43-	61.7
	Total REVENUES	252,224.00	270,475.76-	107.2	21,018.67	22,666.10-	107.8
EXPENDITURES							
43100	HIGHWAYS AND STREETS	253,127.00-	230,625.08	91.1	21,093.91-	24,092.43-	114.2
	Total EXPENDITURES	253,127.00-	230,625.08	91.1	21,093.91-	24,092.43-	114.2
	Total STATE STREET AID FUND	903.00-	39,850.68-	4413.1	75.24-	46,758.53-	2145.8

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

122 PARKS SALES TAX FUND

Account	Description	Year-To-Date		JUNE		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual	Budget	Actual				
REVENUES									
36000	OTHER REVENUES	0.00	75,225.00-	0.0	0.00	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	3,000.00	1,050.27-	35.0	250.00	37.18-	37.18-	37.18-	14.9
36425	PARKS SALES TAX RECEIPTS	84,000.00	80,071.85-	95.3	7,000.00	6,417.51-	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	1,666.67	0.00	0.0
	Total REVENUES	107,000.00	176,867.12-	165.3	8,916.67	6,454.69-	8,916.67	6,454.69-	72.4
EXPENDITURES									
49000	DEBT SERVICE	344,118.00-	324,244.75	94.2	28,676.50-	51,140.00-	28,676.50-	51,140.00-	178.3
	Total EXPENDITURES	344,118.00-	324,244.75	94.2	28,676.50-	51,140.00-	28,676.50-	51,140.00-	178.3
	Total PARKS SALES TAX FUND	237,118.00-	147,377.63	62.2	19,759.83-	57,594.69-	19,759.83-	57,594.69-	291.5

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

123 SOLID WASTE FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	JUNE		
		Budget Estimate	Actual			Actual	Percent Of Avg	
REVENUES								
34400	SANITATION - USER FEES	665,000.00	616,890.00	92.8	55,416.67	55,665.00	100.4	
36000	OTHER REVENUES	25.00	35.02	140.1	2.08	15.42	741.3	
36100	INTEREST EARNINGS	1,400.00	982.48	70.2	116.67	76.77	65.8	
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	625,834.00	93.1	55,993.75	57,168.39	102.1	
EXPENDITURES								
43200	SANITATION	660,656.00	590,355.91	89.4	55,054.67	45,894.13	83.4	
49000	DEBT SERVICE	103,706.00	103,775.75	100.1	8,642.17	0.00	0.0	
Total EXPENDITURES		764,362.00	694,131.66	90.8	63,696.84	45,894.13	72.1	
Total SOLID WASTE FUND		92,437.00	68,297.66	73.9	7,703.09	11,274.26	146.4	

124 IMPACT FEES

Account	Description	Year-To-Date		JUNE		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
33400	STATE GRANTS	90,000.00	0.00	7,500.00	0.00	0.0
36100	INTEREST EARNINGS	6,000.00	1,075.19	500.00	41.92	8.4
36421	ROADS IMPACT FEES	22,000.00	17,934.20	1,833.33	2,286.00	124.7
36422	PARKS IMPACT FEES	14,000.00	16,914.00	1,166.67	3,168.00	271.5
36423	POLICE IMPACT FEES	14,000.00	12,506.00	1,166.67	1,692.00	145.0
36424	FIRE IMPACT FEES	9,000.00	8,250.30	750.00	1,116.00	148.8
Total REVENUES		155,000.00	56,679.69	12,916.67	8,303.92	64.3
EXPENDITURES						
51010	ROADS IMPACT FEES	294,936.00	35,604.45	24,578.00	0.00	0.0
51020	PARKS IMPACT FEES	22,595.00	22,432.05	1,882.91	0.00	0.0
51030	POLICE IMPACT FEES	117,428.00	117,600.80	9,785.67	0.00	0.0
51040	FIRE IMPACT FEES	45,020.00	45,076.25	3,751.67	0.00	0.0
Total EXPENDITURES		479,979.00	220,713.55	39,998.25	0.00	0.0
Total IMPACT FEES		324,979.00	164,033.86	27,081.58	8,303.92	30.7

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

Account	Description	Year-To-Date		Percent Of Budget	JUNE		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
31610	LOCAL SALES TAX - CO. TRUSTEE	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	91.66-	45.8	16.67	9.03-	54.2
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	500.00-	0.0	0.00	0.00	0.0
Total REVENUES		16,050.00	20,710.35-	129.0	1,337.50	341.53-	25.5
EXPENDITURES							
42129	DRUG INVESTIGATION AND CONTROL	9,450.00-	7,581.32	80.2	787.50-	183.93	23.4
Total EXPENDITURES		9,450.00-	7,581.32	80.2	787.50-	183.93	23.4
Total POLICE DRUG FUND		6,600.00	13,129.03-	198.9	550.00	157.60-	28.7

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date		JUNE		
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES						
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	228,538.00	245,613.16	19,044.83	1,896.62	10.0
36100	INTEREST EARNINGS	43,806.00	748.90	3,650.50	9.30	0.3
	Total REVENUES	272,344.00	246,362.06	22,695.33	1,905.92	8.4
EXPENDITURES						
49000	DEBT SERVICE	511,192.00	510,727.50	42,599.33	0.00	0.0
	Total EXPENDITURES	511,192.00	510,727.50	42,599.33	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	238,848.00	264,365.44	19,904.00	1,905.92	9.6

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

412 SEWER FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
33141	ARRA ASSISTANCE - 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	3,067.54	43.8	583.33	161.17	27.6
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	3,435,641.55	76.2	375,892.00	245,421.73	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	533,690.80	105.2	42,262.07	42,243.19	100.0
52210	COLLECTION	1,496,886.00	958,228.32	64.0	124,740.51	40,777.46	32.7
52213	SEWER TREATMENT AND DISPOSAL	779,070.00	274,249.67	35.2	64,922.49	17,917.25	27.6
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	753,085.92	81.0	77,453.58	196,795.39	254.1
58804	ARRA ASSISTANCE - SEWER REHAB PROJECT	0.00	1,513.44	0.0	0.00	1,513.44	0.0
Total EXPENDITURES		5,034,523.00	3,772,949.20	74.9	419,543.57	57,666.27	13.7
Total SEWER FUND		523,819.00	337,307.65	64.4	43,651.57	303,088.00	694.3

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

416 HEALTHCARE FUND

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	JUNE		
		Budget Estimate	Actual			Actual	Percent Of Avg	
REVENUES								
36000	OTHER REVENUES	6,833.00	8,298.97-	121.5	569.42	1,870.10-	328.4	
36100	INTEREST EARNINGS	400.00	626.95-	156.7	33.33	36.10-	108.3	
36350	INSURANCE RECOVERIES	91,182.00	145,387.84-	159.4	7,598.50	54,205.65-	713.4	
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	1,159,594.75-	115.4	83,759.50	234,245.99-	279.7	
EXPENDITURES								
51520	INSURANCE EMPLOYERS SHARE	1,129,627.00-	1,223,463.40	108.3	94,135.58-	226,386.50	240.5	
	Total EXPENDITURES	1,129,627.00-	1,223,463.40	108.3	94,135.58-	226,386.50	240.5	
	Total HEALTHCARE FUND	124,513.00-	63,868.65	51.3	10,376.08-	7,859.49-	75.7	

Summary Financial Statement
JUNE 30, 2011

Fiscal Year Time Lapse: 100.00

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
34110	GENERAL SERVICES	300.00	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	323.29	64.7	41.67	23.34	56.0
36340	SALE OF CEMETERY LOTS	8,500.00	18,000.00	211.8	708.33	0.00	0.0
Total REVENUES		24,450.00	34,998.29	143.1	2,037.50	1,048.34	51.5
EXPENDITURES							
43400	CEMETERIES	17,549.00	16,578.11	94.5	1,462.42	428.36	29.3
Total EXPENDITURES		17,549.00	16,578.11	94.5	1,462.42	428.36	29.3
Total HILLCREST CITY CEMETERY		6,901.00	18,420.18	266.9	575.08	619.98	107.8

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

* End of Report: CITY OF WHITE HOUSE *

RESOLUTIONS....

Corps info

Koeberlein, Teresa [Teresa.Koeberlein@mail.house.gov]

Sent: Tuesday, July 19, 2011 3:25 PM

To: Anthony Holt

The Corps is required by law to charge 100% of any cost it accrues for the provision of hydropower (33 USC 2213) and municipal and industrial water supply (M&I, 33 USC 2213). This is not a charge for the water allocation, but a charge for the federal infrastructure that is making the water available. While Congress has told the Corps to charge for municipal and industrial (M&I) water supply, Congress did not dictate exactly how to charge. Under its current agency regulations, the Corps generally performs four different calculations and takes the larger of the four; these regulations have evolved little since the mid-1970s. At times, Congress has intervened to tell the Corps how to charge for a particular project. Such an intervention during this Congress may run into two types of issues: earmark disclosure and the need for an offset.

The Corps has not been consistently complying with the requirement to charge for infrastructure costs associated with M&I withdrawals across the country. For a number of reasons including the litigation related to the ACF basin affecting Atlanta), the Corps has been trying to improve the uniform application of its policies and consistency with current law. You are not the only area that previously were not having M&I water withdrawal agreements include a fee that are now having the Corps say that it must charge. Other areas have had fees for decades.

EFFECT ON HYDROPOWER GENERATION IS QUANTIFIABLE

One of the four means that the Corps uses to calculate what to charge is to estimate how much hydropower revenues are lost because the water is taken off the river and is not running through the downstream hydropower turbines. If the water were running through the turbines, the federal government would be collecting fees from power customers (Southeastern Power Administration: www.sepa.doe.gov/) which would be used to pay for the cost of the turbines at the federal dams. So by allowing the M&I water withdrawals, some federal hydropower revenues are being lost. Basically the withdrawal of water for M&I use would basically reduce the federal collections, a legislative attempt to try to exempt your M&I water withdrawals from any fee may require an offset under current rules.

FYI, It was SEPA power customers that were part of one of the big lawsuits regarding Atlanta's use of water in the ACF basin, which is at the heart of the litigation on the Southeast tri-state water wars. Basically the power customers sued saying that hydropower generation was lost because of M&I withdrawals, which is essentially a parallel situation for your basin.

RETURNED TO THE SAME RIVER

Basically this is a question of consumption of the water at the basin level. If the community takes out the water, but 70% of it is returned before the river goes through another turbine, then the Corps district is hoping it can have the agreements show only a 30% or less effect on hydropower generation. Apparently there are some communities in the basin that discharge the water that is withdrawn to either another basin or below the turbines, so the effect of these withdrawals have a significantly greater impact on hydropower generation.

POINT OF THE PAYMENT

Congress requires the Corps to collect payments in law --- Water Supply Act of 1958 ("Storage may be included in any reservoir project...by the Corps of Engineers...state or local interests shall agree to pay for the cost of such provisions in accordance with the provisions of this section). There is also a 1944 law that tells the Corps to charge for surplus water that is provided under 5-year contracts if permanent M&I water supply is not being sought.

Basically the Corps in this case is indicating that it is estimating that the M&I payment will be calculated so that there is no change in federal collections. Basically it is trying to substitute the hydropower collections lost with the M&I withdrawals agreement fees.

UNCERTAINTY

There was just a decision last week in the ACF case that tells the Corps to clarify some of its policies within the next year. These clarified policies may help address some of the concerns our local officials have. In particular, the recent decision referenced the various interpretations and iterations of Corps policies and position regarding how to calculate the impact of the M&I water supplies on Corps operations and hydropower. Recognize however the litigation is 16 years old, while it is making its way through the courts and may be nearing an end, so looking for a definitive answer there could mean waiting for a while.

Teresa Koeberlein
District Director
Congressman Diane Black (TN-06)
355 North Belvedere Drive, Suite 308
Gallatin, TN 37066
615-206-8204
615-397-9033- Cell

To learn more about Diane's work in Congress, or to sign up for her e-newsletter, please visit black.house.gov

RESOLUTION 11-14

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, STATING OPPOSITION TO ALL EFFORTS OF THE UNITED STATES ARMY CORPS OF ENGINEERS OR ANY AGENCY TO CHARGE FEES TO UTILITY ENTITIES WHICH PUMP WATER OUT OF OLD HICKORY LAKE OR ITS SUPPORTING WATER SOURCES

WHEREAS, the City of White House relies on the Cumberland River, Old Hickory Lake and Old Hickory Dam and the utility districts which serve the citizens of these cities and counties use these waterways as the source of water and services; and

WHEREAS, Old Hickory Lake and the supporting waterways have for decades been the source of natural collection of resources for the areas and have served as a priceless supply of water for our daily needs and activities; and

WHEREAS, this free natural resource should not become a source of income for the federal government nor an arbitrary tax or fee collected to pay for services not received nor used by the citizens of the City of White House; and

WHEREAS, the City of White House and the numerous citizens of its communities are concerned, not only for today's population and economic impact of additional costs, but how fees and the authority to charge same, could impact future generations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House meeting in regular session on this the 15th day of September, 2011 that this body firmly requests that any plan to charge a storage rate, tax, cost or withdrawal fee for the usage of water from Old Hickory Lake be brought to an end and prohibited; and

BE IT FURTHER RESOLVED that any efforts, by the U.S. Army Corps of Engineers or any other federal agency, to create a charge or fee for the use or storage, be abandoned; and

BE IT FURTHER RESOLVED that this body strongly asks our leaders at the state and national level to oppose, through every means available, any efforts to charge a fee to any utility entity which pumps water out of Old Hickory Lake or its supporting water sources; and

BE IT FURTHER RESOLVED that this body further encourages our state and federal representatives to draft, present and support legislative to discontinue any such future plan.

Adopted this 15th day of September 2011.

Michael Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

ORDINANCES....

August 10, 2011

MEMORANDUM

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

From: Charlotte Soporowski, Finance Director *CKS*

Re: Ordinance 11-11 Changes to Traffic Fine Schedule

The Court has received information from MTAS concerning the recently completed legislative session where there was significant changes to the “cash bond forfeiture fee” for municipal traffic violations. The original law, passed in the 2010 legislative session, levied a fee of \$13.75 for any cash bonds for municipal traffic citations, but the legislation was ultimately determined to be flawed as to its original intent. As a result, MTAS advised cities to refrain from collecting the “cash bond forfeiture fee” for payments made before court for municipal traffic violations. The new legislation removes the flaw, and cities will again be required to collect the fee.

Due to this notice the court staff has taken a look at its current procedures on collecting payments made prior to court for municipal traffic violations and staff determined that the court has not considered payments made prior to court to be a cash bond and therefore they are not subject to the “cash bond forfeiture fee”. However, after reading TCA 67-4-603 “litigation tax collections” the court is now updating our traffic fine schedule to include a state litigation tax of \$13.75 that will be paid to the TN Department of Revenue and a city litigation tax of \$13.75 that will be paid to the city.

The information from MTAS on both the original legislation and the revision are included with this memo.



June 30, 2010

NEW FEE FOR CASH BOND FORFEITURES IN CITY COURT

Rex Barton, Police Management Consultant

The state legislature recently created a new fee to be collected by the city when a defendant posts a cash bond for a municipal traffic violation. The new fee is to offset the impact of budget cuts to the Tennessee Bureau of Investigation's crime lab services. Without this new fee the TBI was going to have to charge cities and counties for crime lab examination of evidence in criminal investigations.

The law, as established via Chapter 1019 of the Public Acts of 2010, creates a new fee of \$13.75 that city court clerks must collect from traffic offenders who post a cash bond prior to court. Municipal courts currently collect a state litigation tax of \$13.75 for any case in which the defendant pleads guilty, is found guilty, or submits to a fine. The litigation tax is then submitted to the state each month. This has not changed. Previously, the litigation tax was not collected when the defendant paid a "cash bond" prior to court. The cash bond was forfeited when the

defendant did not appear in court on the appointed court date.

Under the new law, the court must collect a \$13.75 fee for every forfeiture of a cash bond. The fee is not a litigation tax, even though the amount is exactly the same. The new fee will be submitted to the Tennessee Bureau of Investigation to pay for crime lab services. The submittal process and the forms for submitting the fees to the TBI are still being developed. The new law becomes effective July 1, 2010. Municipal court clerks should start collecting the new fee for any traffic citation issued on or after July 1. **MTAS will provide additional information about submitting the new fee to the state, as well as the pertinent forms, before the end of July.**

The city will be able to keep a 5 percent commission of the new fee as compensation for collecting and remitting the new fee.

MUNICIPAL TECHNICAL ADVISORY SERVICE

Knoxville (Headquarters) ... (865) 974-0411
Johnson City. (423) 854-9882
Jackson (731) 423-3710

Nashville (615) 532-6827
Martin (731) 881-7055

The Municipal Technical Advisory Service (MTAS) is a statewide agency of the University of Tennessee Institute for Public Service. MTAS operates in cooperation with the Tennessee Municipal League to provide technical assistance services to officials of Tennessee's incorporated municipalities. Assistance is offered in areas such as accounting, administration, finance, public works, ordinance codification, and water and wastewater management.

MTAS *Hot Topics* are information briefs that provide a timely review of current issues of interest to Tennessee municipal officials. *Hot Topics* are free to Tennessee local, state, and federal government officials and are available to others for \$2 each. Photocopying of this publication in small quantities for educational purposes is encouraged. For permission to copy and distribute large quantities, please contact the MTAS Knoxville office at (865) 974-0411.

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Charlotte Soporowski

From: UT-MTAS [rex.barton@tennessee.edu]
Sent: Friday, June 17, 2011 5:06 PM
To: Charlotte Soporowski
Subject: UT-MTAS: Cash Bond Forfeiture Fee Announcement

If you're having trouble viewing this email, you may see it online .

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CASH BOND FORFEITURE FEE

By Rex Barton, Police Management Consultant and Melissa Ashburn, Legal Consultant

During the recently completed legislative session the state legislature made a significant change to the "cash bond forfeiture fee" for municipal traffic violations. The original law, passed in the 2010 legislative session, levied a fee of \$13.75 for any cash bonds for municipal traffic citations, but that legislation was ultimately determined to be flawed as to its original intent. As a result, MTAS advised cities to refrain from collecting the "cash bond forfeiture fee" for payments made before court for municipal traffic violations.

The new legislation removes the flaw, and cities will once again be required to collect the fee. Cities are already required to collect a litigation tax when a defendant pleads guilty, is found guilty, or when the defendant submits to a fine. **To determine when the cash bond forfeiture fee should be collected it may be easier to simply say that courts not currently collecting the state litigation tax for payments for municipal traffic citations made BEFORE court must now collect the new cash bond forfeiture fee. Cities that currently collect the state litigation tax for payments made before court will not have to collect the new fee.**

Any payments made after a court proceeding would be subject to the existing state litigation tax and not the new cash bond forfeiture fee.

The cash bond forfeiture fee is \$13.75, and it will apply to traffic citation payments made after July 1, 2011. The fee should be submitted to the state on line 14 of the department of revenue "Litigation Fines and Fees Return" form (PRV 414). The city can retain a five percent commission on all cash bond forfeiture fees collected and submitted to the state.

If you have any questions, please contact your MTAS consultant.

Knoxville (865) 974-0411
 Nashville (615) 532-6827
 Jackson (731) 423-3710
 Johnson City (423) 854-9882

- in cooperation with the Tennessee Municipal League -
 120 Conference Center | Knoxville, TN 37996-4105 | 865-974-0411 | Contact Us | Legal Statements
 Municipal Technical Advisory Service - Institute for Public Service - University of Tennessee

ORDINANCE 11-11

AN ORDINANCE AMENDING THE SCHEDULE OF TRAFFIC FINES AND COSTS BY LEVYING A LOCAL LITIGATION TAX IN THE MUNICIPAL COURT OF WHITE HOUSE.

WHEREAS, state law, at T.C.A. § 16-18-305(a), provides for the levy of a state litigation tax in the amount of \$13.75 and local litigation tax in the amount of \$13.75 on applicable citations for a total of \$27.50 whether or not they are heard in Municipal Court. All state litigation taxes collected by the Court are forwarded to the state treasury, in accordance with T.C.A. § 67-4-606. The City of White House will retain the local litigation tax; and

WHEREAS, the City of White House Municipal Court does not consider payments made prior to court a cash bond and therefore they are not subject to the cash bond forfeiture fee.

NOW, THEREFORE, BE IT ORDAINED, that Chapter 4, Section 3-401 Schedule of Fines and Costs be replaced in its entirety with the following schedule:

**MUNICIPAL TRAFFIC COURT-CITY OF WHITE HOUSE, TN
TRAFFIC FINE SCHEDULE**

EFFECTIVE:

Violation	Court Cost	Taxes	Fine		Total
Speeding					
1-15 miles over	\$55.00	\$27.50	\$30.00	=	\$112.50
16-30 miles over	\$55.00	\$27.50	\$40.00	=	\$122.50
31 and over	\$55.00	\$27.50	\$50.00	=	\$132.50
Open Container	\$55.00	\$27.50	\$50.00	=	\$132.50
Careless Driving	\$55.00	\$27.50	\$50.00	=	\$132.50
Child Restraint 0-4 Years Old	\$55.00	\$27.50	\$50.00	=	\$132.50
Animal Control	\$55.00	N/A	\$50.00	=	\$105.00
Codes	\$55.00	N/A	\$50.00	=	\$105.00
Fire Department Citations	\$55.00	N/A	\$50.00	=	\$105.00
Red Light/Stop Sign	\$55.00	\$27.50	\$35.00	=	\$117.50
Exercise Due Care	\$55.00	\$27.50	\$30.00	=	\$112.50
Improper Passing	\$55.00	\$27.50	\$35.00	=	\$117.50
Failure to Yield	\$55.00	\$27.50	\$35.00	=	\$117.50
Following Too Closely	\$55.00	\$27.50	\$35.00	=	\$117.50
Driving on Wrong Side of Road	\$55.00	\$27.50	\$35.00	=	\$117.50
Registration Law	\$55.00	\$27.50	\$30.00	=	\$112.50
Failure to Use Signals	\$55.00	\$27.50	\$20.00	=	\$102.50
Failure to Dim Headlights	\$55.00	\$27.50	\$20.00	=	\$102.50
No Driver's License on Person	\$55.00	\$27.50	\$20.00	=	\$102.50
Window Tint Law	\$55.00	\$27.50	\$20.00	=	\$102.50
Expired Driver's License	\$55.00	\$27.50	\$20.00	=	\$102.50

Failure to Change Address	\$55.00	\$27.50	\$20.00	=	\$102.50
Improper Display of Tags	\$55.00	\$27.50	\$20.00	=	\$102.50
Noise Ordinance (Vehicle)	\$55.00	\$27.50	\$20.00	=	\$102.50
Handicap Parking	N/A	N/A	\$50.00	=	\$50.00
Emergency Lane Parking	N/A	N/A	\$50.00	=	\$50.00
No Parking Zone	N/A	N/A	\$10.00	=	\$10.00
Improper Equipment	N/A	N/A	\$10.00	=	\$10.00
No Signature on Registration	N/A	N/A	\$10.00	=	\$10.00
Seat Belt	N/A	N/A	\$10.00	=	\$10.00
Multiple Offense	N/A	N/A	\$20.00	=	\$20.00
Seat Belt 16-17 Years Old	N/A	N/A	\$20.00	=	\$20.00
Child Restraint 4-15 Years Old	N/A	N/A	\$50.00	=	\$50.00

ALL CASES FOUND GUILTY IN COURT ADD \$27.50 LITIGATION TAX
 ALL APPLICABLE CASES PAID PRIOR TO COURT ADD \$27.50 LITIGATION TAX
 COURT CONTINUATIONS - \$5.00 PER CASE
 FAILURE TO APPEAR IN COURT - FINE AMOUNT + \$55.00 COURT COSTS + \$27.50
 LITIGATION TAX
 TRAFFIC SCHOOL - \$80.00
 COPIES FOR COURT DOCUMENTS - \$0.15 PER PAGE
 CERTIFIED COPIES - \$6.00

This ordinance shall become effective on the first month following the passage of this ordinance.

First Reading: August 18, 2011

Second Reading: September 15, 2011

 Michael Arnold, Mayor

ATTEST:

 Amanda Priest, City Recorder



City of White House

Parks, Recreation & Cultural Arts

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

Ashley Smith
Director

Linda Brooks
Office Administrator

Allison Green
Recreation Superintendent

Steven Russell
Parks Maintenance Supervisor

MEMORANDUM

Date: Sept. 7th, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Heat Policy for Athletic Leagues

At the Leisure Services Board meeting on September 1st, the members voted unanimously to require all athletic leagues that operate on city property to follow the TSSAA heat policy and sport-specific modifications as a minimum standard. This recommendation is meant to protect the youth of our community from one of the most common and most preventable sports injuries: heat-related illnesses, including dehydration, heat cramps, heat exhaustion and heat stroke. Several cases of heat related illness have been addressed by EMT's and paramedics at White House Park facilities this year, prompting several requests to institute a heat policy requirement for all leagues. This would result in no practicing or competing when the heat index at the location of the activity is in excess of 104 degrees Fahrenheit.

This will amend the Municipal Code in **Section 2-107 Sports Operating Procedures** if approved.

ORDINANCE 11-12

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE, TITLE 2, CHAPTER 1, LEISURE SERVICES BOARD, SECTION 2-107.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding Title 2, Chapter 1, Leisure Services Board, Section 2-107; and

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the following addition be made to Title 2, Chapter 1, Leisure Services Board, Section 2-107 is amended as follows:

2-107 (4) (b) (xii). To cancel all outdoor practices and/or games when the heat index at the location of the activity is in excess of 104 degrees Fahrenheit.

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

First Reading: September 15, 2011

Second Reading: October 20, 2011

Mike Arnold, Mayor

ATTEST:

Amanda Priest, City Recorder

FINANCE....

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: Board of Mayor and Alderman

From: Chief Gerald O. Herman

Cc: Angie Carrier, City Administrator
Charlotte Soporowski, Finance Director

Date: August 30, 2011

Re: Surplus Items

The White house Police Department is requesting that the following items be sold as surplus property and removed from the asset inventory.

VEHICLES	VIN	MILEAGE
2002 Ford Crown Victoria	2FAFP71W22X149523	103,000
2002 Ford Crown Victoria	2FAFP71W62X149525	98,000

MEMORANDUM

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

FROM: Addam McCormick, Planning/Codes Department

DATE: September 6, 2011

RE: Ford Ranger Surplus

Staff requests to surplus the Planning/Codes Department 1996 Ford Ranger. The problems with the vehicle include the 4WD system and electrical power issues. Staff took the Ranger to a local repair garage and a Ford Dealership and both could not find the exact problem with the electrical wiring which is causing the battery to drain. Staff has changed the battery several times and disconnected multiple electrical components. Staff received a \$ 1,800 repair estimate to replace the wiring system. Staff estimates based on the poor condition of the vehicle the value would be \$ 2,000 - \$2,500.

VEHICLES	VIN	MILEAGE
1997 Ford Ranger 4WD Extended Cab	1FTCR15U5VPB42458	67,092



City of White House

Parks, Recreation & Cultural Arts

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

Ashley Smith
Director

Linda Brooks
Office Administrator

Allison Green
Recreation Superintendent

Steven Russell
Parks Maintenance Supervisor

MEMORANDUM

Date: September 6th, 2011

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

From: Ashley Smith, Director of Parks and Recreation

Re: Greenway Flood Damage Repair Project

Sealed bids were received for the Greenway Flood Damage Repair Project on September 1st, and the number of bids submitted was three (3). Sessions Paving submitted the lowest bid at \$97,618.

The total amount budgeted including FEMA and City portion for this project was \$89,144. The City would be responsible for an additional \$8,474.00 to cover the cost of this project. This would require a budget amendment in the future if approved.

Unfortunately, the gate for the park was not completed by the end of the Fiscal Year 2011; therefore, the \$5,100 that was spent on the gate will require the budget to be amended by the additional amount specified.

It is my recommendation to award the bid to Sessions Paving Inc.

Bid tabulation

Sessions Paving	\$97,618	30 days to complete
TPM Inc.	\$139,585	25 days to complete
Baron + Dowdle Const.	\$184,983	45 days to complete

