

CITY OF WHITE HOUSE  
Agenda  
*Board of Mayor and Alderman Meeting*  
December 17, 2012  
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 November 15, 2012 meeting.
6. Welcome Visitors
7. Public Hearings
  - a. None
8. Communication from Mayor, Aldermen, and City Administrator
9. Acknowledge Reports

A. General Government	E. Wastewater	H. Library
B. Police	F. Planning and Codes	I. Court Clerk
C. Fire	G. Parks	J. Monthly Financial Summary
D. Public Works		
10. Consideration of the Following Resolutions:
  - a. **Resolution 12-20** - A resolution establishing a revised schedule of baseball and softball field reservation fees for tournaments for Parks and Recreation.
  - b. **Resolution 12-21** - A resolution authorizing construction of new library facilities on City Hall property, 105 College Street, White House, TN 37188.
  - c. **Resolution 12-22** - A resolution authorizing funds for construction of new library facilities on City Hall property, 105 College Street, White House, TN 37188.
11. Consideration of the Following Ordinances:
12. Finance
  - a. To approve or reject CSR Engineering's bid for engineering services of \$112,900 for Highway 31W/SR 41 Bicycle/Pedestrian project. The City Administrator recommends approval.
13. Discussion Items
  - a. None
14. Other Information
  - a. None
15. Adjournment

CITY OF WHITE HOUSE  
Minutes  
Board of Mayor and Alderman Meeting  
November 15, 2012  
7:00 p.m.

1. Call to Order by the Mayor

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

2. Prayer / Pledge

Prayer and Pledge to the American Flag was led by Ald. 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

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

5. Approval of Minutes of the October 18, 2012 meeting.

Motion was made by Ald. Bibb, second by Ald. Decker to approve the minutes. A voice vote was called for with all members voting aye. **Motion passed.**

6. Welcome Visitors

Mayor Arnold welcomed all visitors.

7. Public Hearings

- a. None

8. Communication from Mayor, Aldermen, and City Administrator

- a. Ald. Hutson thanked all employees who were involved in organizing the Sumner County Council of Governments Annual Banquet.
- b. City Administrator Gerald Herman provided an update on the ARRA Fiber Optic project.
- c. City Administrator Gerald Herman stated that easements are in the process of being purchased for the SR 76 sidewalk project.
- d. City Administrator Gerald Herman announced that the SR 31W active transportation trailhead project is out for proposals from engineering firms for preliminary engineering.
- e. City Administrator Gerald Herman provided an update regarding the current funding of the Tyree Springs / South Palmers intersection project.
- f. City Administrator Gerald Herman stated than an appraiser was hired to appraise the home at 123 Calista Road for the FEMA grant.

- g. City Administrator Gerald Herman discussed the FYs 2014 - 2017 Transportation Improvement Plan.
- h. City Administrator Gerald Herman announced that the Holiday Extravaganza and Christmas Parade are scheduled December 1<sup>st</sup> and discussed some of the activities that will be available.
- i. Mayor Arnold discussed the speech he gave at the Veterans' Day celebration.
- j. Mayor Arnold presented Service Achievement Award to Mr. Addam McCormick, former Planning and Codes Director.
- k. Mayor Arnold discussed progress of library funding from Sumner County, Robertson County, and the State of Tennessee.

9. Acknowledge Reports

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

Motion was made by Ald. Bibb, second by Ald. Decker to acknowledge reports and order them filed. A voice vote was called for with all members voting aye. **Motion passed.**

10. Consideration of the Following Resolutions:

- a. **Resolution 12-19** - A resolution establishing revised schedule of baseball and softball field reservation fees for Parks and Recreation.

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Motion passed.**

11. Consideration of the Following Ordinances:

- a. None

12. Finance

- a. To approve or reject removing a 2008 Ford F450 (VIN# 1FDXF46R78ED44641), a 2008 INT 7300 (VIN# 1HTWGAAT48J047240), and a 2006 Mack (VIN# 1M2K195C96M032374) from the asset list effective November 29, 2012 at 5:00 pm. The Public Works Director recommends approval.

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- b. To approve or reject Stansell Electric Company's bid of \$272,990.00 for the North Palmer's Chapel Vacuum Pump Station Motor Control Center Replacement Project. The Public Works Director recommends approval.

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

- c. To approve or reject Change Order #1 of \$39,000 for the North Palmer's Chapel Vacuum Pump Station Motor Control Center Replacement Project. The Public Works Director recommends approval.

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

- d. To approve or reject Casey Morton Catering's bid for the Senior Meal Catering contract. The Parks and Recreation Director recommends approval.

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

- e. To approve or reject The Shopping Center Group's proposal for the Retail Recruitment Marketing Services contract. The City Administrator recommends approval.

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- f. To approve or reject Stansell Electric Company's bid of \$63,806.30 for the Sage/McCurdy Road Signal Project. The City Administrator recommends approval.

Motion was made by Ald. Paltzik, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- g. To approve or reject Valley Fence Company's proposal of \$24,950 for the Hillcrest Cemetery Security Gate Project. The Parks and Recreation Director recommends rejection.

Motion was made by Ald. Bibb, second by Ald. Hutson to reject. A voice vote was called for with all members voting aye. **Motion passed.**

- h. To approve or reject Webb Sanders, PLLC's contract for attorney representation services. The City Administrator recommends approval.

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all members voting aye. **Motion passed.**

13. Discussion Items

- a. None

14. Other Information

- a. None

15. Adjournment

Meeting was adjourned at 7:34 pm.

ATTEST:

\_\_\_\_\_  
Michael Arnold, Mayor

\_\_\_\_\_  
Amanda Priest, City Recorder

REPORTS....

**General Government Department  
November 2012**

**Administration**

City Administrator Gerald Herman attended the following meetings for Administration this month:

- **November 1**
  - Leisure Services Board Meeting
- **November 7**
  - Municipal Planning Organization Technical Coordinating Committee Meeting
  - Sumner County Council of Governments Annual Banquet
- **November 8**
  - Sumner County Joint Economic and Community Development Board Meeting
  - Library Board Meeting
- **November 13**
  - Legal Issues Involving Local Governments Seminar
  - Library Presentation at Sumner County Budget Committee Meeting
  - Planning Commission Meeting
- **November 15**
  - TDOT Local Government Training
  - Board of Mayor and Aldermen Meeting
- **November 19**
  - Planning and Codes Director Interviews
  - Sumner County Commission Meeting
- **November 20**
  - Chamber of Commerce Luncheon

**Website Management**

	<b>Update Requests</b>	<b>Page Visits</b>
<b>July</b>	31	85,214
<b>August</b>	49	63,924
<b>September</b>	32	82,694
<b>October</b>	24	113,317
<b>November</b>	21	121,011
<b>FY 12-13</b>	157	466,160

**Facebook Management**

	<b>New Likes</b>	<b>Number of Posts</b>
<b>July</b>	19	5
<b>August</b>	13	3
<b>September</b>	14	4
<b>October</b>	17	4
<b>November</b>	18	10
<b>FY 12 - 13</b>	81	26
<b>FY 11 - 12</b>	227	67

**Twitter Management**

	<b>Total Number of Followers</b>	<b>Number of Tweets</b>
<b>July</b>	223	5
<b>August</b>	227	1
<b>September</b>	237	2
<b>October</b>	237	4
<b>November</b>	239	10
<b>FY 12-13</b>	N/A	22

**Finance Department  
November 2012**

**Finance Section**

The long awaited tax bills were finally delivered in November. Robertson County bills were mailed out by the State during the second week of November, and the Sumner County tax bills and information were finally delivered about a week later. During just the last two weeks of November we received \$135,245 in current property taxes, which equates to 6% of the total levy. Despite the tax bills going out six weeks late, this puts us only 1-2% behind where we have been at this point for the last two years.

**Performance Measures**

**Major Fund Balances**

Fund	Cash Balance	Investment Account Balance
General Fund	\$93,248.63	\$3,083,534.63
Sanitation	\$118,453.19	\$540,497.55
Wastewater	\$859,550.30*	\$1,065,268.62

- All Fund Balances are bank balances reported as of December 10, 2012.
- \*The Wastewater Fund balance should be reduced by a significant Due To balance for the Sanitation Fund at \$173,303.65.

**Payroll**

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments	Number of Void Checks
2 regular 0 special	1 paper checks 194 direct deposits	0 Retroactive Adjustments	0 Voids

**Accounts Payable**

	November	FY	Last November	Last FY
<b>Total Invoices Processed</b>	280	1,676	333	1,768

**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
<b>Calls</b>	272	4	18	6	40	3	34	58	13	5	20	473
<b>Customers</b>	151	1	4	7	6	0	9	482	2	0	11	673

Finance	Accounts Payable	Business License	Property Tax	Court	Purchasing	Finance Directors Office	Total
<b>Calls</b>	8	9	108	82	64	1	272
<b>Customers</b>	0	3	40	44	64	0	151

**Finance Department  
November 2012**

**Purchase Orders**

Codes	2	\$2,890.47
Fire	8	\$855.87
Police	13	\$5,981.10
Human Resources	6	\$748.85
Engineering	1	\$63,806.30
Administration	10	\$15,606.67
Finance	5	\$699.30

Court	0	\$0.00
Library	7	\$808.93
Waste Water	27	\$38,102.94
Public Works	4	\$2,337.00
Sanitation	3	\$3,300.00
Parks	29	\$8,580.49
Bldg. Maintenance	4	\$233.60
Cemetery	0	\$0.00

<b>Total</b>	<b>119</b>	<b>\$143,951.52</b>
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<b>Void</b>	<b>12</b>
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	Number of PO's	Value of PO's
Purchase Orders \$0 - \$999	105	\$28,010.77
Purchase Orders \$1000 - \$9999	12	\$38,234.45
Purchase Orders Over \$10,000	2	\$77,706.30
<b>Total</b>	<b>119</b>	<b>\$143,951.52</b>

**Emergency Purchase Orders -- November**

Number	Vendor	Items	Amount	Nature of Emergency	Department
18155E	Quality Mobile	Throttle Cable	\$405.71	Truck #321, broke down on the road	Sanitation
18076E	Revere Control Systems	Hourly charges for field tech to check SCADA @ Wastewater Plant	\$2,000.00	Revere system went down which controls everything at the plant	Wastewater

**Business License Activity - November**

<b>Opened</b>	4
<b>Closed</b>	0

Delinquency Rate: 67%

**Cumulative Information**

Class	Total Licenses	Delinquencies
1	42	25
2	133	72
3	245	141
4	190	166
<b>Total</b>	<b>610</b>	<b>404</b>

**Finance Department  
November 2012**

Description	Total Charges	Description	Total Charges
Child Restraint 4-15 (1 <sup>st</sup> Offense)	6	Open Container Law	0
Child Restraint-under 4	0	Parking Violation	1
Anti-Noise Regulations	0	Vehicle Registration Law	21
Texting While Driving	1	Seat Belt Violation – 18 and Older	16
Failure to Yield Right of Way	0	Speeding	71
Financial Responsibility Law	43	Careless Driving	1
Following Too Closely	0	Disobedience to Traffic Control Device	0
Motor Vehicle Requirements/Misc.	3	One Way Street	0
Improper Passing	0	Drivers License Law	5
Drivers Exercise Due Care	9	Turn to Avoid Signal	0
Codes Violations/Animal Control	1	Improper Backing	0
Stop Signs	13	Move Over Law	0
		<b>Total</b>	<b>191</b>

**Municipal Court – Case Disposition**

Disposition	Total
Ticket Paid in Full – Prior to Court	55
Guilty as Charged	10
Dismissal	17
Dismissed upon presentation of insurance	33
Not Guilty	0
Dismissed to Traffic School	8
Dismissed with Costs and Fines	36
Dismissed with Costs	25
Dismissed with Fines	7
Case Transferred to County	0
Dismissed with Public Service	0
<b>Total</b>	<b>191</b>

**Wastewater Billing**

New Service Connections: 2  
 Applications: 32  
 Late Penalties Applied: \$5,113.11  
 Adjustments: 36  
 Number of Reconnect Fees Paid: 19  
 Non-Payment Cut-Offs: 43

**Human Resources Department  
November 2012**

- Police Officer Recruitment
- Planning & Codes Director Recruitment
- FireFighter/First Responder Recruitment (Internal Posting)
- Waste Water Tech I Recruitment (Internal Posting)
- United Way Employee Campaign Kick-Off
- Attended TnPRIMA Conference-Workshop Presenter, November 14<sup>th</sup> -16<sup>th</sup> 2012, Nashville
- Attended Sumner County Government Council Awards Dinner, 11/7
- Received Professional IPMA-HR Certification Designation- Executive Level
- Recruitment Meeting with Waste Industries, 11/14
- Processed (1) FMLA Request
- Conducted (1) Employee Exit Interview
- Attended COWH Safety Committee Meeting, 11/27

**Injury Reports:** (1) report, November, 2012, compared to (1) November, 2011 report

	2012-2013	2011 - 2012	2010 - 2011
July	0	0	0
August	1	2	1
September	1	0	3
October	0	1	2
November	1	1	0
December		0	0

	2012-2013	2011 - 2012	2010 - 2011
January		0	2
February		0	3
March		0	0
April		3	0
May		0	0
June		0	1
<b>Total</b>	<b>3</b>	<b>7</b>	<b>12</b>

**Property/Vehicle Damage Reports:** (1) report, November, 2012 compared to (0) reports, November, 2011

	2012-2013	2011 - 2012	2010 - 2011
July	0	0	1
August	1	0	0
September	0	0	0
October	1	1	0
November	1	0	0
December		2	0

	2012-2013	2011 - 2012	2010 - 2011
January		0	2
February		3	0
March		0	0
April		1	0
May		0	0
June		0	0
<b>Total</b>	<b>3</b>	<b>7</b>	<b>3</b>

**City Wide Turnover:** (1) termination November, 2012 compared to (2) terms November, 2011

	2012-2013	2011 - 2012	2010 - 2011
July	0.0%	0.0%	0.9%
August	1.0%	0.0%	0.9%
September	1.0%	0.0%	0.9%
October	1.0%	1.0%	0.0%
November	1.0%	2.0%	0.9%
December		2.0%	0.9%

	2012-2013	2011 - 2012	2010 - 2011
January		1.0%	0.9%
February		2.0%	0.0%
March		1.0%	1.0%
April		1.0%	1.0%
May		1.0%	1.1%
June		1.0%	0.0%
<b>Total</b>	<b>4.0%</b>	<b>12.0%</b>	<b>9.3%</b>

**Police Department  
November 2012**

**Meetings/Civic Organizations**

- **Chief Brady attended the following meetings in November:** Department Head Meeting (Nov. 5<sup>th</sup> and 9<sup>th</sup>), South East Council of Governments (SECOG) Banquet (Nov. 7<sup>th</sup>), Governor's Highway Safety Office (GHSO) Grant Meeting (Nov. 9<sup>th</sup>), Robertson County Chief's Meeting (Nov. 13<sup>th</sup>), 911 User Group (Nov. 14<sup>th</sup>), Board of Mayor and Alderman Meeting (Nov. 15<sup>th</sup>), 911 Board Meeting (Nov. 20<sup>th</sup>), Sumner County Drug Task Force Meeting (Nov. 21<sup>st</sup>).
- **Captain Mingledorff attended the following meetings in November:** Rotary Club (Nov. 8<sup>th</sup> and 15<sup>th</sup>) and Chamber of Commerce (Nov. 20<sup>th</sup>).
- **Captain Ring attended the following meeting in November:** Governor's Highway Safety Office (GHSO) Grant Meeting (Nov. 9<sup>th</sup>).

**Police Department Administration Performance Measurements**

1. **Achieve accreditation from the Tennessee Law Enforcement Accreditation program by June 3, 2013.** The accreditation process has 152 professional standards that need to be met. Policy and procedures need to be written and proofs shown for each standard prior to approval by an assessor. Forty-two (42) files have been approved by an assessor. Twelve (12) files are ready to be checked and four (4) files are being worked on and should be finished this week. Approval of more files is set for January.
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 23 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 880 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	0	24	24
February	0	16	0	16
March	0	8	0	8
April	0	96	40	136
May	12.5	152	24	188.5
June	2	268	44	312
July	0	212	32	244
August	0	48	0	48
September	16	80	16	112
October	24	262	0	286
November	0	488	0	464
<b>Grand Total</b>	<b>52.5</b>	<b>1,630</b>	<b>180</b>	<b>1,838.5</b>

**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 2012-2013. (There are 730 Patrol Shifts each year.)**

Number of Officers on Shift	November 2012	FY 2012-2013
Two (2) Officers per Shift	54	274
Three (3) Officers per Shift	6	32

2. **Acquire and place into service two Police Patrol Vehicles.** The new Ford Interceptors were received at the Police Department. They have both been striped. They are currently at Greer getting equipment installed. We should be getting them back this week to be put in service.

**Police Department  
November 2012**

3. *Conduct two underage alcohol compliance checks during the Fiscal Year 2012-2013.* Plans are being made to have one in December and one in the spring. Letters were sent to businesses on November the 9<sup>th</sup> advising of a compliance checks happening around the holidays.
4. *Maintain or reduce TBI Group A offenses at the three-year average of 82 per 1, 000 population during the calendar year of 2012.*

Group A Offenses	November 2012	Per 1,000 Pop	Total 2012	Per 1,000 Pop
<b>Serious Crime Reported</b>				
Crimes Against Persons	28	3	166	16
Crimes Against Property	22	2	369	36
Crimes Against Society	4	<1	124	12
<b>Total</b>	54	5	659	64
<b>Arrests</b>	63		468	

\*U.S. Census Estimate 2010 -- 10,255

5. *Maintain a traffic collision rate at or below the three-year average of 280 collisions by selective traffic enforcement and education through the Governor's Highway Safety Program during calendar year 2012.*

	November 2012	Total 2012
<b>Traffic Crashes Reported</b>	30	314
<b>Enforce Traffic Laws:</b>		
<b>Written Citations</b>	187	2,783
<b>Written Warnings</b>	60	964
<b>Verbal Warnings</b>	186	2,550

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 2012.*

<b>COLLISION RATIO</b>				
	COLLISIONS	INJURIES	MONTHLY RATIO	YTD
November 2012	30	6	20%	16%

**Traffic School:** Sgt. Dan Hunter instructed the DDC-4 Traffic School Class in November. Eight students attended.

**Staffing**

- We currently have two new Officers in the Tennessee Law Enforcement Training Academy. Their graduation date will be December 20<sup>th</sup>.
- Ofc. Erinn Ellis is on light duty status. She currently is assisting in CID (Crime Investigations Department).
- Applications for a new police officer were taken in November. Testing of the applicants is scheduled for December 1<sup>st</sup>.

**K-9:** Ofc. Jason Ghee and Nike attended their monthly training.

**Police Department  
November 2012**

*Sumner County Emergency Response Team:* The SWAT team had their two day training on November 19<sup>th</sup> and 20<sup>th</sup>. The SWAT team completed simunitions in Hartsville on November 19<sup>th</sup>. On the 20<sup>th</sup>, they had defensive tactics and airsoft with Sgt. Eric Enck.

*Volunteer Reserve Officers:* For the month of November, the Reserves completed CPR class.

**Support Services Performance Measurements**

1. *Acquire and place into service one Criminal Investigation Division vehicle.* We have ordered a 2013 Ford Fusion from Country Ford (the same vendor that received the bid for our two new patrol cars). The Ford Fusion is to be delivered the first week of December.
2. *Maintain or exceed a Group A crime clearance rate at the three-year average of 60% during calendar year 2012.*

2012 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
November	64%	75%

**Communications Section**

	November 2012	Total 2012
Calls for Service	930	11,984
Alarm Calls	31	323

**Request for Reports**

	November 2012	FY 2012-13
Requests for Reports	28	105
Amount taken in	\$44.80	\$114.67
Tow Bills	\$0.00	\$65.00
Emailed at no charge	34	164
Storage Fees	\$0.00	\$0.00

*Governor's Highway Safety Office (GHSO):* GHSO meeting will be held Dec. 3<sup>rd</sup>.

***Staffing***

*Volunteer Police Explorers:* Nothing to report at this time.

*Item(s) sold on Govdeals:* Nothing sold during November 2012.

**Crime Prevention/Community Relations Performance Measurements**

1. *Teach D.A.R.E Classes (10 Week Program) to two public elementary schools and one private by the end of each school year.* The program commenced on Tuesday, September 24<sup>th</sup> at Heritage Elementary School. D.A.R.E. Instructor, Captain Mingledorff, will teach seven classes of 157 5<sup>th</sup> graders the ten week

**Police Department  
November 2012**

- curriculum. There will be one class taught at Christian Community School which began on Thursday, September 27<sup>th</sup>. Both graduations are scheduled for January 2013.
2. **Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.** This year's event was held on Monday, September 3, 2012. Held annually on Labor Day, Safety Day represents a unified, long term solution to the prevention of childhood related injuries. It also gives local law enforcement and fire/rescue personnel an opportunity to meet the public, hand out safety literature, and display their equipment. **Completed.**
  3. **Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.** Accepting applications for the next class which will commence February 2013. Twenty applications have been received for Class #13.
  4. **Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.**
    - **Wheels In Motion:** Program was held on Thursday, November 29<sup>th</sup>, at H. B. Williams Elementary School, White House Heritage Elementary School and Christian Community School. One bicycle and helmet was presented by the White House Rotary Club and Captain Mingleдорff at each school.
    - **Captain StreetSmart:** During the 2012-2013 school year, a total of 500 students will receive classes on the importance of wearing their seatbelts in vehicles and wearing a helmet when riding their bikes through the Captain StreetSmart program. Safety information for the same number of parents will also be sent home with the students.
- The following Captain StreetSmart classes were taught in November:**
- **Heritage Elementary School:** Captain Mingleдорff presented two "Stranger Danger" classes to 78 3<sup>rd</sup> grade students on Thursday, November 29<sup>th</sup>.
  - **Safe Seniors Crime Prevention Program:** The second class for 2012 was held at the Senior Center on Wednesday, November 28<sup>th</sup>. Forty-seven senior citizens attended the classes. The topic for this month's class was "Identity Theft Prevention" and "Operation ID".
  - Sgt. Eric Enck instructed three days of defensive tactics at the Tennessee Law Enforcement Training Academy in November.
  - Sgt. Eric Enck instructed the Sumner county SWAT team on Physical Training, Defensive Tactics, and took them to Springfield Airsoft.
  - **Toys for Tots Program:** Toy for Tots 2012 began in White House on November 5<sup>th</sup>, WHPD Captain Jeff Mingleдорff and WHFD Captain Kevin Holman are co-coordinators in the Annual Marine Corps Reserve Toys for Tots Campaign for 2012. Toys are being collected this year at the following sites/organizations: White House Police Department, White House Fire Department, Dollar General Market, Fred's and Walgreen's. Toy drives are being held at Woodall Elementary, Heritage Elementary School Junior Beta Club, Heritage High School Leadership Committee for "Heritage Helping Hands", and the 3<sup>rd</sup> Annual Trot for Tots 5k Run/Walk. Toys collected in White House are distributed back to children who reside in Sumner and Robertson Counties. 2,200 toys were collected during the 2011 drive.

**Special Events: WHPD Officers participated in the following events during November:**

**White House Middle School Basketball Security:** Nov. 15 and 26.

**White House Heritage High School Basketball Security:** Nov. 19, 26, 27, and 30.

**Annual Veteran's Day Ceremony:** Captain Mingleдорff, Sgt. Brisson, Sgt. Hunter and Ofc. Segerson attended ceremonies at White House High School and White House Heritage High School on Monday, November 12<sup>th</sup>.

**Heritage Elementary Thanksgiving Lunch Program:** Captain Mingleдорff participated in the annual lunch program on Tuesday, November 13<sup>th</sup>.

**Heritage Elementary Beta Club Ceremony:** Captain Mingleдорff attended the 5<sup>th</sup> and 6<sup>th</sup> grade Beta Club Induction Ceremony on Tuesday, November 13<sup>th</sup>.

2012 Participation in Joint Community Events

November:	11
YTD:	69

**Fire Department  
November 2012**

**Summary of Month's Activities**

**Fire Operations**

The department responded to 61 requests for service during the month with 38 responses being medical emergencies. The department responded to 4 vehicle accidents with reported injuries and two patients were transported to medical facilities.

- **November 8<sup>th</sup> 12:03am** The Department was dispatched to a structure fire located on Brinkley Lane. When fire units arrived on scene the structure was more than 50% involved with fire. The structure was a total loss along with the small amount of contents the home was vacant. There were no injuries reported during this incident.
- **November 11<sup>th</sup> 2:57pm** The Department was dispatched to a mutual-aid response grass fire just outside the city limits to assist another department.
- **November 26<sup>th</sup> 11:43am** The Department was dispatched to a grass fire on Union Road the fire was contained to a small area no injuries were reported during this incident.
- **November 26<sup>th</sup> 1:12pm** The Department responded to a reported brush fire in the area of the Cambria subdivision a burn permit had been issued in the area. When fire units arrived they found the permitted fire had gotten out of control involving all of the intended wood materials burning at one time. The department remained on scene for several hours extinguishing trees, stumps, and clearing a fire break around the burning brush pile. Due to the size of the brush pile it could not be extinguished.
- **November 27<sup>th</sup> 1:43pm** The Department was dispatched to an odor investigation on Tyree Springs Rd. When fire units arrived on scene there was no fire or smoke visible from the outside of the structure. After entering the structure a small fire was located inside a kitchen wall and extinguished. The thermal imager was used to check for fire extension in our areas of the structure none were found. The damage to the structure was minimal and there were no injuries reported during this incident.

**Fire Administration**

- **November 5<sup>th</sup>-8<sup>th</sup>** Asst. Chief Sisk and Firefighter Jimmy Johnson attended the third week of Fire Officer I & II at the state fire academy.
- **November 14<sup>th</sup>-15<sup>th</sup>** Chief Palmer attended the Tennessee Public Risk Managers Association conference in Nashville.
- **November 27<sup>th</sup>** Chief Palmer and Asst. Chief Sisk conducted the monthly safety committee meeting at fire station 2.
- During the month of November Asst. Chief Sisk participated in four National Weather Service weekly weather briefings.

**Update on the Department's Goals and Objectives**

- Organize a table top disaster drill to train staff and exercise the city emergency operations plan by December 1, 2012.
- Conduct the Risk Watch Program in all 1<sup>st</sup> grade classrooms beginning in September 2012 and ending in May 2013. **(Work on the project has begun)**
- Complete the annual apparatus pump testing by December 1<sup>st</sup>, 2012. **(Project completed)**
- Complete annual firefighter training 240 hours for career and 48 for part-time firefighters by June 30<sup>th</sup>, 2013. **(Work on the project has begun)**

**Departmental Highlight**

Assistant Chief Sisk and Firefighter Jimmy Johnson completed their third week of a four week course at the State Fire Academy. The Fire Officer I & II class they are completing will prepare them for the state certification process. After completing the course in December they will challenge the State Fire Commission exam.

**Fire Department  
November 2012**

**Monthly Performance Indicators**

**Incident Responses**

Structure Fires	2	Vehicle Accidents (General Cleanup)	3
Cooking / Electrical Fires	0	Vehicle Accidents (With Injuries)	4
Vehicle Fires	0	Rescue	0
Grass, Brush, & Trash Fires	3	False Alarms / Calls	4
Hazmat	1	Assist Other Governmental Agency	0
Other Calls	6	Total Responses for the Month	61
Emergency Medical Responses	38	Total Responses YTD	313

**Fire Fighter Training**

Total Training Man Hours for the Month	303.13
Total Training Man Hours YTD	1,712.59

**Fire Inspection**

	<b>This Month</b>	<b>YTD</b>
Fire Inspections	5	36
Fire Investigations	1	5
Plat / Plan Reviews	1	4
Fire Preplans	1	66

**Public Fire Education**

	<b>This Month</b>	<b>YTD</b>
Participants	341	2110
Education Hours	30.5	69.5
Number of Occurrences	8	39

**Public Works  
November 2012**

**Staffing**

The public works department is authorized 11 full time employees as follows:

1. Six (6) full-time Solid Waste drivers & maintenance workers;
2. Two (2) full-time Streets equipment operators;
3. One (1) Supervisor; and;
4. One (1) Administrative Assistant.

The department is currently down one (1) Sanitation Driver due to the impending service transfer.

**Training**

- Shelia White, Administrative Assistant for the Public Works Department attended an Assistant's Conference Excel & Outlook Workshop hosted by National Seminars Training in association with the Rockhurst University Continuing Education Center, Inc.

**City Public Works & Drainage Improvement Projects**

The streets & drainage crew has started two (2) projects, but, due to the holidays they had to assist the sanitation collection crews and spent most of their time on the trucks. This fact is evidenced by viewing the "Utilization of Man Hours" chart on the following page.

In addition, they had to pick up the low carts in conjunction with Waste Industries as they delivered the new automated garbage and recycling containers.

**Monthly Performance Indicators**

	<b>Available Hours</b>	<b>Total Hours</b>
Streets & Roads	350	60
Sanitation	630	801
Facility Maintenance - PW Staff	N/A	10
Fleet Maintenance - PW Staff	N/A	13
Training	N/A	16
Vacation	N/A	12
Sick Leave	N/A	16

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

**Recycling**

Single Stream	47,140 Pounds
Scrap Metal	0 Pounds
Yard Waste	14,000 Pounds
Recycled Oil	0 Gallons

**Convenience Center**

There were no citizens that paid to utilize our Convenience Center for the month of November. Total operating cost for the month of November to be determined.

Public Works  
November 2012

City of White House Clean-Up Days

For the month of November there were a total of **25 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 (Calendar Year 2012): 608

Sanitation Enterprise Fund Totals

Monthly Performance Indicators

Number of Customers Billed	Total Billed	Total Billed YTD	Revenue Received	Revenue Received YTD
3,682	\$57,634.00	\$287,931.00	\$55,773.02	\$280,597.00

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 2012; schedule will be published in the next issue of The Word on White House. For the month of November we had a total of 42 citizens utilized the mobile emissions testing station located at the Public Works Facility. See the chart below and notice the usage since November 2011.

November 2012	42
November 2011	45

November 2012 Truck Poundage and Fuel Costs

	November 2012	YTD
Tons per day	21.67	19.13
Tonnage for 1 months	303.42	1,550.66
Fuel used Truck #320	\$1,359.72	\$8,041.62
Fuel used Truck #321	\$659.42	\$2,377.26
Fuel used Truck #322	\$132.01	\$5,064.39
Fuel used Truck #323	\$880.53	\$1,956.80
Fuel used Truck # 324	\$120.04	\$1,502.59
Total Fuel	\$3,151.72	\$17,580.65

**Public Works  
November 2012**

Services Provided	Total	YTD
Brush Pick Up (stops)	30	941
Brush Truck Load	6	103
Emergency Call Outs	0	1
Damaged Carts Replaced	3	46
New Carts for New Home Construction	1	20
Additional Cart Request	1	6
Curbs Repaired	0	0
Shoulders Repaired	0	0
Drainage Requests	0	11
Drainage Work (feet)	0	915
Potholes Repaired	21	27
Salt Usage (tons)	0	0
Signs Installed	6	35
Handicapped Pick Up	54	351
Move In Special Pick Up	3	16
Move Out Special Pick Up	0	2
Dead Animal Removals	0	6
Citizens requesting a pick up due to forgetting to place cart at curb after route has been completed.	3	10

**Public Works (Wastewater)**  
**November 2012**

**Collection System Activities**

1. Green Project: The wastewater staff continues to work on the "Green Project", which is a program designed to remove older, less efficient, grinder pumps with a newly designed product. This project will replace approximately **430** pumps in the South Palmers and Sage Road areas. The completion deadline for this project is April 2013. Staff replaced **45** pumps in the month of **November**; which brings the total to **292** installed to date.

The motor control center and generator replacement project at the North Palmer's Chapel lift station has been awarded and will begin soon.

The South Palmer's lift station has been disconnected from the system. We are currently monitoring the system to ensure that the station by-pass pumping plan works as designed.

2. Hobbs Project: The surveying is complete and McGill Engineers have finished the preliminary design. The City staff met with Ben and Cindy to go over the drawings to see if there were any conflicts. We've reviewed the drawings subsequent to our initial meeting and found one (1) conflict with line placement and two (2) conflicts with culvert road crossings; which we will address during the construction phase.
3. GIS/GEO JOBE: During my continued review of the GIS project, I've found more missing or incorrect data. I've instructed GEO JOBE to have a technician work with staff to review the entire mapping project and make corrections as needed. GEO JOBE gave a presentation to Mr. Herman and staff on the work order system and we will be moving forward with that module.
4. Lift Stations: The Copes Crossing lift station has a possible ozone generator problem. We've contacted Cook Utility for repair. This unit is still under warranty. Prior to the unit failure, we tested the Cope's station gas levels and found them to be under 5-ppm, which is well below the acceptable limits. As soon as the Vapex unit is repaired I can swap out the VI500 unit at Cope's for the V400 units currently at Wilkinson. This should serve to eliminate the H2S gas.

McGill Engineers are still working on the design for the Meadowlark lift station rehabilitation project and should be ready for bid next month.

**Wastewater Treatment**

- A. FLOW - 0.4406 MGD
- B. CAPACITY - 1.40 MGD
- C. % of PLANT THROUGHPUT - 35%
- D. % of ACTUAL & ALLOCATED CAPACITY - 48%
- E. RAINFALL - 1.66"

1. Violations: No violations this month, all permit requirements are well below the plant limits.
2. H2S & FERRIC SULFATE: Staff continues to monitor the carbonaceous biochemical oxygen demand (CBOD) and the total suspended solids (TSS) which will indicate any settling effects of Ferric sulfate we are feeding at the Tyree Springs Manhole, Union Road and Wilkinson Lane stations. We've been feeding ferric for five (7) months and the overall results are positive at the plant. The clarifiers are producing a very clear effluent. We are now feeding at a rate of twelve (12) gallons per day at the Union and Old Tyree stations due to the high levels of H2S within the system.

Siemens is currently conducting air and water test at WHHS manhole, raw water testing at the manhole at the corner of Meadows Road & Tyree Springs, and air testing at the Air Release Valve on Industrial Drive. We are conducting these tests in order to get a better idea on the feed locations, rates and overall effectiveness of the Ferric Sulfate application process.

**Public Works (Wastewater)  
November 2012**

3. Oxidation Ditch: The aerator repairs completed in October have the plant operating at the level we have set for ourselves over the years. The cost to replace the orbal discs that were damaged was going to be about \$30,000.00. However, Siemen's had made orbals for a plant in Ohio which turned out to be the wrong size. The disks were our size, so, Siemen's gave them to the City for shipping costs only, which was about \$1,000.00. The shafts needed to be cleaned, ground down and re-epoxied, so WASCON has picked up the discs and rotor shafts for repair and orbal disk replacement. The repair cost should be under \$3,000.00.
  
4. UV System: We are still assessing the Trojan Ultra-Violet (UV) system which continues to have problems due to increased algae levels. Derek Hough is working very hard to keep the algae from building up and we are getting a below limit kill on coliform bacteria. We may be able to get by until after the headworks are installed.

**Monthly Performance Indicators and Year-to-Date Totals**

**SCADA Alarms Responses**

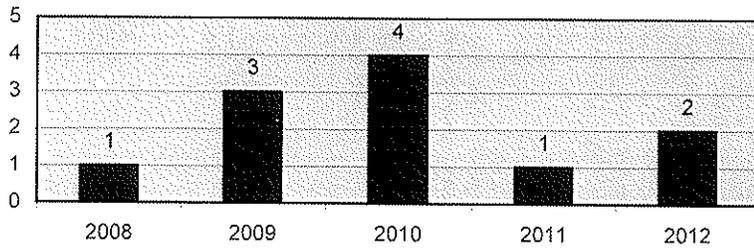
	<u>Month</u>	<u>YTD</u>
North Palmers	10	645
Calista	31	363
Wilkinson	8	69
Portland Road	0	2
Cope Crossing	54	343
Union Road	40	79
Meadowlark	0	7
Hwy 76	0	5
Cambria	0	3
Treatment Plant	53	194
<b>Total Responses</b>	<b>196</b>	<b>1,710</b>
<b>TN One-Call</b>	<b>45</b>	<b>253</b>

**Month YTD**

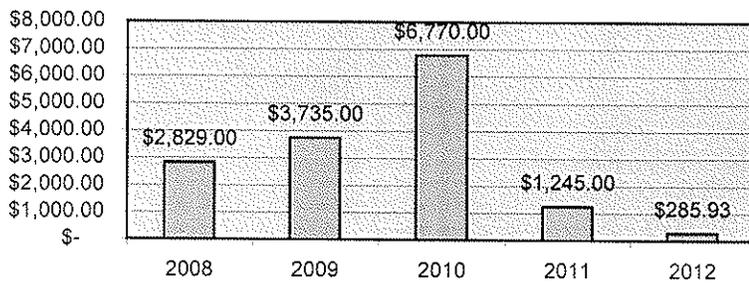
<b>November 2012 Work Orders</b>	0	0
<b>Monthly Service Requests Totals</b>	137	862
Mainline Repairs	1	1
Service Line Repairs	4	22
E/2000 (B) to E/Extreme Change-outs	6	42
E/2000(B) to E/2000 (B) Change-outs	0	1
E/Extreme to E/2000 (B) Change-outs	1	4
E/Extreme to E/Extreme Change-outs	20	71
E/2000(B) Conversions	6	9
E/One Extreme Conversions	0	23
<b>"Green Project" Conversions</b>	<b>47</b>	<b>101</b>
Low Pressure Service Requests	74	433
Vacuum System Service Requests	3	15
<b>Major Lift Station Repairs</b>	<b>0</b>	<b>4</b>

**Planning and Codes Department  
NOVEMBER 2012**

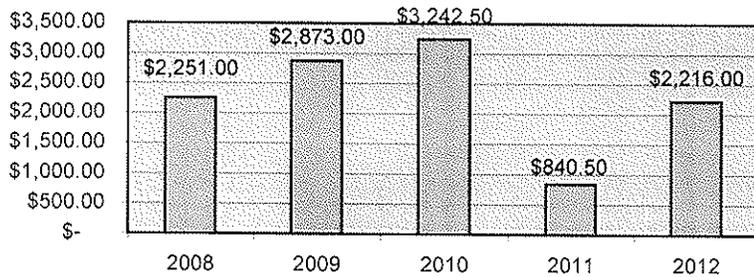
**Single Family Permits**



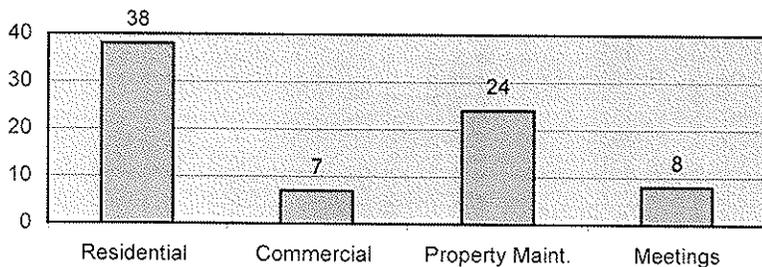
**Impact Fees**



**Permit Fees**



**Inspections / Meetings**



	Month	FY 12-13
<b>MEETING AGENDA ITEMS#</b>		
Planning Commission	2	18
Construction Appeals	0	0
Zoning Appeals	0	3
Training/Study Session	0	0
Property Maintenance	0	0
<b>PERMITS</b>		
Single Family Residential	2	18
Multi-Family Residential	0	2
Other Residential	9	73
New Commercial	0	0
New Industrial	0	0
Other Com/Ind	2	18
State Electrical	33	166
Sign	0	2
Occupancy Permits	8	38
Other	1	3
<b>BUILDING INSPECTIONS</b>		
Residential	38	172
Hours	11.33	55
Commercial /Industrial	7	102
Hours	2.92	46.92
<b>CODE ENFORCEMENT</b>		
Total Cases	24	354
Hours	7.08	51.25
Complaints Received	6	46
<b>MEETINGS</b>		
Administration	2	12
Hours	6	26.42
Planning	2	15
Hours	1	12.25
Codes	4	22
Hours	1.58	9.42
<b>FEES</b>		
Permit Fees	\$ 2,216.00	\$ 16,349.00
Board Review Fees	\$0.00	\$ 300.00
City Impact Fee	\$285.93	\$ 2,705.40
Roads	\$113.13	\$ 974.78
Parks	\$79.20	\$ 722.20
Police	\$56.40	\$ 607.55
Fire	\$37.20	\$ 400.87
<b>OTHER ITEMS</b>		
Subdivision Bonds: 23	\$	974,300.00
Builders Bonds	\$	44,866.43
Workings Days in Month		14

**Parks, Recreation, & Cultural Arts Department**  
**November 2012**

**Summary of Month's Activities**

*New Park Restroom Facility*

The architect and the Director have been meeting to discuss the project and to identify the key features desired in the facility. The plans are nearing completion and the project will come before the planning commission on December 10<sup>th</sup> for approval.

*RTP Grant-Municipal Park Trail Renovation*

There has been no movement on the project. We are still waiting for the contract from the state.

Recreation

Youth Basketball practices started November 3<sup>rd</sup>. We are using White House Heritage and H.B. Williams for practices for 5<sup>th</sup> – 8<sup>th</sup> grades. White House Heritage will be used for games, and H.B. Williams will be used for practices throughout the week during the regular season. We have 21 teams in 1<sup>st</sup> – 4<sup>th</sup> grade, and 15 teams in 5<sup>th</sup> – 8<sup>th</sup> grade. Games start on December 8<sup>th</sup>.

The Men's Open Basketball season started November 27<sup>th</sup>. We have 7 teams participating this year. The season is set to end on February 19<sup>th</sup>.

Registration for Co-Ed Church Volleyball, Challenger Baseball, Adult Spring Softball, and Girls Volleyball will begin in January.

Parks Maintenance

A new GameTime © swing was installed this month at the playground. This swing was purchased with a donation from Wal-Mart. It contains a full body swing seat for children with physical limitations. This is a nice addition to the playground and we are thankful to have it. Employees did a professional job of installing it.

- stained 4 new picnic tables and anchored to concrete
- planted 2 donated trees
- repaired hydrant at Hillcrest Cemetery
- applied fertilizer and seed to soccer fields and quad fields
- winterized all buildings and drinking fountains
- grade work and topsoil along sidewalk at Field 8
- log pile at back of park removed
- hauled off junk/scrap from maintenance shop
- mulched leaves at Park, Cemetery, Trailheads
- placed all goals and benches at the soccer complex together for winter storage

**Update on Department Goals and Objectives**

The Leisure Services Board and the Department are working together to develop a new fee structure for baseball / softball tournaments. Our first study session was held on November 19<sup>th</sup> and another meeting is scheduled for December 3<sup>rd</sup>. This is a complex issue that we are trying to address and much research has gone into it.

**Department Highlight**

The annual Christmas Parade will be Saturday, December 1<sup>st</sup> at 3:00p.m. The Grand Marshals will be Mary Keith, Conner Green, and Cayden Long. The theme is "Miracle on Main Street." Anyone wishing to participate in the parade must register by November 29<sup>th</sup> at 5:15p.m.

**Department Cost Savings Report**

Ashley Smith attended a sports turf management seminar in Atlanta on November 14-15. Ewing Irrigation and Turface hosted the event which is called the "Keep America Playing Tour" at Coolray Field, home of the Gwinnett Braves (Triple-A affiliate of the Atlanta Braves). The hosts covered the cost of airfare, lodging, meals and the seminar.

Parks, Recreation, Cultural Arts Department  
November 2012

	FY					Current Year			YTD
	2007-2008	2008-2009	2009-2010	2010-11	2011-12	Oct. 12	Nov. 12	FY 2012-13	
<b>Maintenance</b>									
Mowing Hours	1,044	1,853	1,469	1,486	1,346	126	56	756	
Pounds of Grass Seed Sown	3,670	5,130	1,895	3,140	2,275	2,600	550	3,150	
Pounds of Fertilizer Applied	6,150	9,200	4,590	8,150	2,540	2,400	1,750	5,525	
Number of Trees/Shrubs Planted	57	259	11	20	39	0	2	2	

	FY					Current Year			YTD
	2007-2008	2008-2009	2009-2010	2010-11	2011-12	Oct. 12	Nov. 12	FY 2012-13	
<b>Recreation</b>									
Number of Youth Program Participants	377	353	336	354	448	0	280	680	
Number of Adult Program Participants	857	2,309	1,343	2,353	2,471	101	179	851	
Number of Theatre Production Attendees	102	0	0	0	0	0	0	0	
Number of Special Event Attendees	2,865	2,989	2,505	3,484	3,970	223	0	546	
Total Number of Special Events Offered	8	11	17	19	17	3	1	13	
Total Number of Programs Offered	23	46	38	68	78	2	2	20	
Youth Program Revenue	\$22,095.25	\$25,414.98	\$27,728.00	\$29,068.00	\$29,702.00	\$16,501.00	\$438.00	\$ 41,400.50	
Adult Program Revenue	\$15,246.25	\$19,337.35	\$9,368.25	\$14,899.65	\$19,216.05	\$2,237.90	\$1,371.25	\$ 8,470.90	
Theatre Production Revenue	\$485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 0	
Special Event Revenue	\$6,476.00	\$4,993.25	\$4,530.00	\$8,010.00	\$7,355.00	\$730.00	\$0.00	\$ 3,775.00	

	FY					Current Year			YTD
	2007-2008	2008-2009	2009-2010	2010-11	2011-12	Oct. 12	Nov. 12	FY 2012-13	
<b>Administration</b>									
Number of Shelter Reservations	112	139	153	116	112	11	0	52	
Hours of Shelter Reservations								0	
Shelter Reservation Revenue	\$5,732.00	\$4,183.00	\$4,083.00	\$3,415.00	\$ 3,396.00	\$82.00	\$0.00	\$ 1,002.00	
Number of Facilities Reservations	305	256	105	63	136	31	19	111	
Hours of Facility Reservations								0	
Facility Reservation Revenue	\$28,514.05	\$20,813.71	\$6,345.82	\$6,475.63	\$ 16,224.25	\$2,726.60	\$2,128.15	\$ 11,063.86	
Misc. Revenue	\$39,729.53	\$115,858.99	\$52,032.78	\$60,991.46	\$ 56,423.35	\$5,468.58	\$1,476.50	\$ 12,870.78	

	FY					Current Year			YTD
	2007-2008	2008-2009	2009-2010	2010-11	2011-12	Oct. 12	Nov. 12	FY 2012-13	
<b>Senior Center</b>									
Senior Center Participants	3,993	2,326	2,399	2,860	3,269	361	342	1,581	
Number of Trip Participants	366	293	316	473	387	34	24	197	
Number of Meals Participants	3,430	3,555	3,848	2,912	3,315	275	218	1,167	
Number of Program Participants		1,407	587	632	4,486	423	394	1,712	
Number of Trips Offered	43	31	31	42	31	2	2	11	
Number of Meals Served	48	48	50	46	49	5	3	20	
Number of Programs Offered	5	45	54	50	90	10	10	36	

## White House Inn Library & Museum

November 2012

### Summary of November Activities

The board met on November 8<sup>th</sup> to discuss issues that the library was facing such as if it should stay in a consortium with five other libraries (four in Sumner County and one in Robertson County) and renew its current circulation system. If the consortia did not want to stay together, then the White House library will need to look at a different circulation system as the cost of the current circulation system is too expensive for the White House Library to afford on its own. It was decided by the board that no decision should be made until it is clear whether the other five libraries will stay in the consortium.

The new library building project received a step forward in its advancement when on November 13<sup>th</sup>, the Sumner County Budget Committee voted to provide \$500,000 to the city of White House for the new library building. The budget committee's proposal was then passed with 17 votes on November 19<sup>th</sup> by the Sumner County commission, thereby securing the above listed amount for the new building.

The White House Inn Library and Museum hosted a book signing with local author Evelyn Guill on November 29<sup>th</sup>. Ms. Guill is the city's local historian and the library's museum curator. Although her book *White House History & Reflections* was published in 1984 with a revision in 2001, many people came to the event to purchase a copy of the book and speak with Ms. Guill.

### Departmental Highlights

The main highlight is that Sumner County voted to provide funding to the White House Library building project. It was very difficult to secure this vote and required a large amount of lobbying from Mayor Arnold. This vote was a key step in helping the city move the library building project forward which has been in the works for a number of years.

### Performance Measures

		<u>Program</u>	<u>Sessions</u>	<u>Attendance</u>
Official Service Area Population:	13,257	Toddler	3	48
Memberships:	10,560	Preschool	3	101
% of the Pop with Membership:	80	Teen	0	0
		Adult	1	8
Total Materials Available:	25,727	All ages	1	4
Estimated Value of Total Materials:	\$643,175	Total	8	161
Last Month:	\$645,675			
Total Materials Available Per Capita:	1.94	Wireless Internet Users:		110
Last Month:	1.94	Computer Internet Users:		480
State Minimum Standard:	2.00	Volunteers:		11
		Total Hours:		175

### Materials Added

Adult Fiction:	19
Adult Non-Fiction:	1
Child/Juvenile/Young Adult Fiction:	3
Juvenile/Young Adult Non-Fiction:	0
Audiobooks:	18
Movies:	0
Music CDs:	0
Total:	41

### Services Provided by Contracting with State

Interlibrary Loan Service: Items Borrowed: 15  
Items Loaned: 0

### R.E.A.D.S. Statistics

<u>1<sup>st</sup> Quarter:</u>	eBooks Downloaded:	305
	Audiobooks Downloaded:	506
<u>2<sup>nd</sup> Quarter:</u>	eBooks Downloaded:	466
	Audiobooks Downloaded:	477
<u>3<sup>rd</sup> Quarter:</u>	eBooks Downloaded:	528
	Audiobooks Downloaded:	580
<u>4<sup>th</sup> Quarter:</u>	eBooks Downloaded:	542
	Audiobooks Downloaded:	69

<u>Library Circulation:</u>	# of Check-outs:	6,139
	Last Month:	4,208
	Items per Patron:	2.4

<u>New Memberships</u>	Adult:	28
	Senior Adult:	1
	Child:	4
	Student:	11
	Young Adult:	3
	Total:	47

Summary Financial Statement  
NOVEMBER 30, 2012

Fiscal Year Time Lapse: 41.66

**DRAFT**

110 GENERAL FUND

Account	Description	-----Year-To-Date-----		-----NOVEMBER-----			
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	1,595,850.00	114,797.38-	7.2	132,987.50	95,726.46-	72.0
31120	PUBLIC UTILITIES PROPERTY TAX (CURRENT)	67,034.00	0.00	0.0	5,586.17	0.00	0.0
31211	PROPERTY TAX DELINQUENT 1ST YEAR	58,000.00	10,053.28-	17.3	4,833.33	6,764.28-	140.0
31212	PROPERTY TAX DELINQUENT 2ND YEAR	20,000.00	1,743.00-	8.7	1,666.67	14.00-	0.8
31213	PROPERTY TAX DELINQUENT 3RD YEAR	16,000.00	1,047.00-	6.5	1,333.33	0.00	0.0
31214	PROPERTY TAX DELINQUENT 4TH YEAR	4,000.00	340.00-	8.5	333.33	0.00	0.0
31215	PROPERTY TAX DELINQUENT 5TH YEAR	4,000.00	272.00-	6.8	333.33	0.00	0.0
31216	PROPERTY TAX DELINQUENT 6TH YEAR	3,000.00	0.00	0.0	250.00	0.00	0.0
31219	PROPERTY TAX DELINQUENT - OTHER PRIOR YE	9,000.00	288.00-	3.2	750.00	0.00	0.0
31300	INT, PENALTY, AND COURT COST ON PROP TAX	60,000.00	6,265.02-	10.4	5,000.00	1,122.31-	22.4
31513	PAYMENT IN LIEU OF TAX -SEWER UTILITIES	91,342.00	38,059.15-	41.7	7,611.83	7,611.83-	100.0
31610	LOCAL SALES TAX - CO. TRUSTEE	2,020,000.00	874,366.70-	43.3	168,333.33	169,612.53-	100.8
31709	BEER AND LIQUOR LOCAL PRIV TAX	4,900.00	233.32-	4.8	408.33	0.00	0.0
31710	WHOLESALE BEER TAX	230,000.00	114,869.96-	49.9	19,166.67	20,287.81-	105.8
31800	BUSINESS TAXES	130,000.00	36,238.66-	27.9	10,833.33	1,933.94-	17.9
31911	NATURAL GAS FRANCHISE TAX	119,000.00	95,733.43-	80.4	9,916.67	0.00	0.0
31912	CABLE TV FRANCHISE TAX	95,000.00	55,228.67-	58.1	7,916.67	23,717.41-	299.6
31960	SPECIAL ASSESSMENT - LIENS	1,300.00	520.00-	40.0	108.33	0.00	0.0
31980	MIXED DRINK TAXES	9,000.00	4,305.58-	47.8	750.00	526.50-	70.2
32090	PEDDLER PERMIT	50.00	0.00	0.0	4.17	0.00	0.0
32209	BEER AND LIQUOR LICENSE APPLICATION FEE	800.00	1,050.00-	131.3	66.67	0.00	0.0
32610	BUILDING PERMITS	20,000.00	16,166.50-	80.8	1,666.67	2,216.00-	133.0
32690	OTHER PERMITS	50.00	0.00	0.0	4.17	0.00	0.0
32710	SIGN PERMITS	950.00	150.00-	15.8	79.17	0.00	0.0
33100	FEDERAL GRANTS	1,945,450.00	88,472.44-	4.5	162,120.83	0.00	0.0
33142	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	200,417.00	75,548.13-	37.7	16,701.42	0.00	0.0
33143	ARRA GRANT #2 - CALISTA ROAD PROJECT	0.00	3,940.75-	0.0	0.00	0.00	0.0
33191	FEMA REIMBURSEMENT	70,441.00	0.00	0.0	5,870.08	0.00	0.0
33320	TVA PAYMENTS IN LIEU OF TAXES	113,523.00	29,236.50-	25.8	9,460.25	29,236.50-	309.0
33410	STATE LAW ENFORCEMENT EDUCATION GRANT	22,400.00	0.00	0.0	1,866.67	0.00	0.0
33450	LOCAL GRANT-ROB.CO. SRO	36,751.00	18,375.50-	50.0	3,062.58	0.00	0.0
33460	STATE GRANT-LIBRARY TECHNOLOGY	6,100.00	0.00	0.0	508.33	0.00	0.0
33510	STATE SALES TAX	662,986.00	292,143.76-	44.1	55,248.83	57,919.71-	104.8
33520	STATE INCOME TAX	19,500.00	29,584.01-	151.7	1,625.00	43.59-	2.7
33530	STATE BEER TAX	5,230.00	2,673.29-	51.1	435.83	0.00	0.0
33553	STATE GASOLINE INSPECTION FEE	21,023.00	8,758.89-	41.7	1,751.92	1,751.16-	100.0
33593	CORPORATE EXCISE TAX	16,000.00	0.00	0.0	1,333.33	0.00	0.0
33710	COUNTY GRANT - SENIOR NUTRITION	9,500.00	0.00	0.0	791.67	0.00	0.0
34120	FEES AND COMMISSIONS	2,800.00	301.50-	10.8	233.33	0.00	0.0
34740	PARKS AND REC LEAGUE FEES	54,000.00	54,563.88-	101.0	4,500.00	3,678.13-	81.7
34741	FIELD MAINTENANCE FEES	7,785.00	255.00-	3.3	648.75	0.00	0.0
34760	LIBRARY FINES, FEES, AND OTHER CHARGES	7,000.00	3,474.85-	49.6	583.33	361.14-	61.9
34793	COMMUNITY CENTER FEES	15,000.00	11,675.98-	77.8	1,250.00	1,556.27-	124.5
34900	OTHER CHARGES FOR SERVICES	9,500.00	3,507.50-	36.9	791.67	747.00-	94.4
35110	CITY COURT FINES AND COSTS	150,000.00	59,648.26-	39.8	12,500.00	11,263.79-	90.1
35130	IMPOUNDMENT CHARGES	600.00	65.00-	10.8	50.00	0.00	0.0

Summary Financial Statement  
NOVEMBER 30, 2012

Fiscal Year Time Lapse: 41.66

110 GENERAL FUND

Account	Description	Year-To-Date			NOVEMBER		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
<b>REVENUES</b>							
36000	OTHER REVENUES	22,500.00	3,967.55-	17.6	1,875.00	615.40-	32.8
36100	INTEREST EARNINGS	6,100.00	1,752.85-	28.7	508.33	18.83-	3.7
36210	RENT	19,275.00	3,726.03-	19.3	1,606.25	0.00	0.0
36330	SALE OF EQUIPMENT	0.00	2,975.93-	0.0	0.00	1,003.63-	0.0
36350	INSURANCE RECOVERIES	0.00	69.76-	0.0	0.00	0.00	0.0
36420	STADIUM RECEIPTS	6,200.00	4,874.15-	78.6	516.67	0.00	0.0
36430	TAX REFUNDS (OVERPAYMENTS)	0.00	432.43	0.0	0.00	996.44	0.0
36450	PARKS CONCESSIONS	6,400.00	4,217.03-	65.9	533.33	0.00	0.0
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	0.00	3,554.13-	0.0	0.00	648.44-	0.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	130,000.00	0.00	0.0	10,833.33	0.00	0.0
Total REVENUES		8,125,757.00	2,078,657.89-	25.6	677,146.40	437,380.22-	64.6
<b>EXPENDITURES</b>							
41000	GENERAL GOVERNMENT	313,563.00-	122,589.37	39.1	26,130.26-	19,715.64	75.5
41210	CITY COURT	77,734.00-	24,507.70	31.5	6,477.83-	3,647.10	56.3
41500	FINANCIAL ADMINISTRATION	365,584.00-	156,396.50	42.8	30,465.31-	18,888.22	62.0
41650	HUMAN RESOURCES	137,766.00-	52,204.15	37.9	11,480.52-	8,897.41	77.5
41670	ENGINEERING	1,491,500.00-	211,561.98	14.2	124,291.67-	66,623.22	53.6
41700	PLANNING AND ZONING	268,162.00-	107,823.73	40.2	22,346.84-	19,148.05	85.7
41800	GENERAL GOVERNMENT BUILDINGS	101,308.00-	52,200.81	51.5	8,442.33-	2,960.11	35.1
41921	SPECIAL EVENTS	4,000.00-	861.56	21.5	333.33-	0.00	0.0
42100	POLICE PATROL	1,025,665.00-	408,679.47	39.8	85,472.09-	69,058.05	80.8
42120	POLICE SUPPORT SERVICES	311,430.00-	115,617.40	37.1	25,952.49-	21,328.07	82.2
42150	POLICE ADMINISTRATION	187,257.00-	74,663.82	39.9	15,604.75-	8,649.19	55.4
42151	COMMUNICATIONS SERVICES	170,000.00-	58,164.23	34.2	14,166.67-	0.00	0.0
42200	FIRE PROTECTION AND CONTROL	1,613,297.00-	379,555.33	23.5	134,441.43-	65,829.02	49.0
42210	FIRE ADMINISTRATION AND INSPECTION	294,319.00-	134,053.49	45.5	24,526.60-	15,151.69	61.8
43000	PUBLIC WORKS	598,357.00-	338,401.58	56.6	49,863.06-	13,512.28	27.1
43100	HIGHWAYS AND STREETS	0.00	6,477.46	0.0	0.00	215.00	0.0
44310	SENIOR CITIZEN ACTIVITIES	40,066.00-	12,913.68	32.2	3,338.83-	2,506.85	75.1
44700	PARKS	257,929.00-	111,425.50	43.2	21,494.05-	20,570.80	95.7
44740	PARK MAINTENANCE	602,902.00-	121,843.33	20.2	50,241.83-	13,307.83	26.5
44800	LIBRARIES	183,342.00-	78,093.89	42.6	15,278.50-	8,160.74	53.4
44880	CHILDREN'S LIBRARY SERVICES	40,008.00-	15,103.98	37.8	3,334.00-	2,932.73	88.0
51000	MISC EXP	360,634.00-	4,000.00-	1.1	30,052.83-	0.00	0.0
58802	ARRA GRANT #1 - FIBER OPTIC INSTALLATION	450,417.00-	198,041.80	44.0	37,534.75-	0.00	0.0
Total EXPENDITURES		8,895,240.00-	2,777,180.76	31.2	741,269.97-	381,102.00	51.4
Total GENERAL FUND		769,483.00-	698,522.87	90.8	64,123.57-	56,278.22-	87.8

120 INDUSTRIAL DEVELOPMENT FUND

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Fiscal Year Time Lapse: 41.66

Account	Description	Year-To-Date		NOVEMBER		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
33800	LOCAL REVENUE ALLOCATIONS	43,000.00	18,678.62-	3,583.33	0.00	0.0
36100	INTEREST EARNINGS	150.00	12.50-	12.50	2.96-	23.7
	Total REVENUES	43,150.00	18,691.12-	3,595.83	2.96-	0.1
EXPENDITURES						
48000	ECONOMIC OPPORTUNITY	54,500.00-	40,607.32	4,541.67-	37,900.00	834.5
	Total EXPENDITURES	54,500.00-	40,607.32	4,541.67-	37,900.00	834.5
	Total INDUSTRIAL DEVELOPMENT FUND	11,350.00-	21,916.20	945.84-	37,897.04	4006.7

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Fiscal Year Time Lapse: 41.66

121 STATE STREET AID FUND

Account	Description	Year-To-Date		Percent Of Budget	NOVEMBER		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
33551	STATE GASOLINE AND MOTOR FUEL TAX	273,296.00	114,010.44	41.7	22,774.67	23,693.10	104.0
36100	INTEREST EARNINGS	120.00	10.45	8.7	10.00	1.04	10.4
	Total REVENUES	273,416.00	114,020.89	41.7	22,784.67	23,694.14	104.0
EXPENDITURES							
43100	HIGHWAYS AND STREETS	256,500.00	198,333.62	77.3	21,375.00	0.00	0.0
	Total EXPENDITURES	256,500.00	198,333.62	77.3	21,375.00	0.00	0.0
	Total STATE STREET AID FUND	16,916.00	84,312.73	498.4	1,409.67	23,694.14	1680.8

122 PARKS SALES TAX FUND

Summary Financial Statement  
NOVEMBER 30, 2012

Fiscal Year Time Lapse: 41.66

Account	Description	Year-To-Date		NOVEMBER		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
36100	INTEREST EARNINGS	900.00	85.36-	75.00	0.07-	0.1
36425	PARKS SALES TAX RECEIPTS	79,000.00	33,256.46-	6,583.33	6,767.19-	102.8
36700	CONTRI AND DONATION FROM PRIVATE SOURCES	20,000.00	0.00	1,666.67	0.00	0.0
	Total REVENUES	99,900.00	33,341.82-	8,325.00	6,767.26-	81.3
EXPENDITURES						
49000	DEBT SERVICE	142,884.00-	367.03	11,906.99-	0.00	0.0
	Total EXPENDITURES	142,884.00-	367.03	11,906.99-	0.00	0.0
	Total PARKS SALES TAX FUND	42,984.00-	32,974.79-	3,581.99-	6,767.26-	188.9

Summary Financial Statement  
NOVEMBER 30, 2012

Fiscal Year Time Lapse: 41.66

123 SOLID WASTE FUND

Account	Description	Year-To-Date		Percent Of Budget	NOVEMBER		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
34400	SANITATION - USER FEES	682,000.00	288,257.00-	42.3	56,833.33	57,529.00-	101.2
36100	INTEREST EARNINGS	1,000.00	282.26-	28.2	83.33	5.19-	6.2
36330	SALE OF EQUIPMENT	0.00	105,000.00-	0.0	0.00	105,000.00-	0.0
36350	INSURANCE RECOVERIES	0.00	1,658.95-	0.0	0.00	0.00	0.0
37794	SALE OF MATERIALS	5,000.00	6,062.55-	121.3	416.67	1,630.30-	391.3
Total REVENUES		688,000.00	401,260.76-	58.3	57,333.33	164,164.49-	286.3
EXPENDITURES							
43000	PUBLIC WORKS	0.00	298.50	0.0	0.00	0.00	0.0
43200	SANITATION	733,084.00-	296,294.51	40.4	61,090.36-	43,901.31	71.9
49000	DEBT SERVICE	101,980.00-	48.46	0.0	8,498.34-	0.00	0.0
Total EXPENDITURES		835,064.00-	296,641.47	35.5	69,588.70-	43,901.31	63.1
Total SOLID WASTE FUND		147,064.00-	104,619.29-	71.1	12,255.37-	120,263.18-	981.3

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Fiscal Year Time Lapse: 41.66

124 IMPACT FEES

Account	Description	Year-To-Date		Percent Of Budget	NOVEMBER		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
36100	INTEREST EARNINGS	1,000.00	123.23-	12.3	83.33	0.64-	0.8
36421	ROADS IMPACT FEES	16,000.00	955.74-	6.0	1,333.33	93.99-	7.0
36422	PARKS IMPACT FEES	15,000.00	682.60-	4.6	1,250.00	79.20-	6.3
36423	POLICE IMPACT FEES	11,000.00	618.97-	5.6	916.67	67.92-	7.4
36424	FIRE IMPACT FEES	7,000.00	408.49-	5.8	583.33	44.82-	7.7
	Total REVENUES	50,000.00	2,789.03-	5.6	4,166.66	286.57-	6.9
EXPENDITURES							
51010	ROADS IMPACT FEES	37,950.00-	13.85	0.0	3,162.50-	0.00	0.0
51040	FIRE IMPACT FEES	39,845.00-	62.33	0.2	3,320.41-	0.00	0.0
	Total EXPENDITURES	77,795.00-	76.18	0.1	6,482.91-	0.00	0.0
	Total IMPACT FEES	27,795.00-	2,712.85-	9.8	2,316.25-	286.57-	12.4

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Fiscal Year Time Lapse: 41.66

140 POLICE DRUG FUND

Account	Description	Year-To-Date		NOVEMBER		Percent Of Budget	Actual	Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual			
REVENUES								
31610	LOCAL SALES TAX - CO. TRUSTEE	1,200.00	325.00-	27.1	100.00	0.0	0.00	0.0
35130	IMPOUNDMENT CHARGES	400.00	0.00	0.0	33.33	0.0	0.00	0.0
35140	DRUG RELATED FINES	15,500.00	3,439.72-	22.2	1,291.67	575.28-	575.28-	44.5
36100	INTEREST EARNINGS	100.00	32.36-	32.4	8.33	6.33-	6.33-	76.0
	Total REVENUES	17,200.00	3,797.08-	22.1	1,433.33	581.61-	581.61-	40.6
EXPENDITURES								
42129	DRUG INVESTIGATION AND CONTROL	26,800.00-	20,541.52	76.6	2,233.34-	0.00	0.00	0.0
	Total EXPENDITURES	26,800.00-	20,541.52	76.6	2,233.34-	0.00	0.00	0.0
	Total POLICE DRUG FUND	9,600.00-	16,744.44	174.4	800.01-	581.61-	581.61-	72.7

Summary Financial Statement  
NOVEMBER 30, 2012

Fiscal Year Time Lapse: 41.66

200 DEBT SERVICE FUND (GENERAL)

Account	Description	Year-To-Date		Percent Of Budget	NOVEMBER		Percent Of Avg
		Budget Estimate	Actual		Estimate Avg/Mth	Actual	
REVENUES							
31110	REAL & PERSONAL PROPERTY TAX (CURRENT)	660,000.00	45,121.93-	6.8	55,000.00	39,099.54-	71.1
36100	INTEREST EARNINGS	600.00	45.03-	7.5	50.00	2.10-	4.2
	Total REVENUES	660,600.00	45,166.96-	6.8	55,050.00	39,101.64-	71.0
EXPENDITURES							
49000	DEBT SERVICE	677,722.00-	3,400.83	0.5	56,476.84-	0.00	0.0
	Total EXPENDITURES	677,722.00-	3,400.83	0.5	56,476.84-	0.00	0.0
	Total DEBT SERVICE FUND (GENERAL)	17,122.00-	41,766.13-	243.9	1,426.84-	39,101.64-	2740.4

412 SEWER FUND

Summary Financial Statement  
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Fiscal Year Time Lapse: 41.66

Account	Description	Year-To-Date			NOVEMBER		
		Budget Estimate	Actual	Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
REVENUES							
33191	FEMA REIMBURSEMENT	25,131.00	0.00	0.0	2,094.25	0.00	0.0
34900	BULK DISPOSAL FEE	800.00	1,650.00	206.3	66.67	0.00	0.0
36000	OTHER REVENUES	15,000.00	5.00	0.0	1,250.00	0.00	0.0
36100	INTEREST EARNINGS	3,200.00	830.84	26.0	266.67	89.91	33.7
36330	SALE OF EQUIPMENT	0.00	2,792.58	0.0	0.00	2,792.58	0.0
36350	INSURANCE RECOVERIES	0.00	3,491.55	0.0	0.00	1,832.60	0.0
36920	SALE OF BONDS	6,303,988.00	501,843.00	8.0	525,332.33	0.00	0.0
37210	APPLICATION FEES & NONREFUNDABLE DEPOSIT	32,000.00	14,650.00	45.8	2,666.67	1,750.00	65.6
37220	ADMINISTRATIVE FEES	11,000.00	4,150.00	37.7	916.67	800.00	87.3
37230	SEWER USER FEES	2,500,000.00	1,064,299.11	42.6	208,333.33	228,477.04	109.7
37298	CAPACITY FEES	42,000.00	37,425.00	89.1	3,500.00	5,200.00	148.6
37995	CONNECTION FEES	4,000.00	2,850.00	71.3	333.33	600.00	180.0
Total REVENUES		8,937,119.00	1,633,987.08	18.3	744,759.92	241,542.13	32.4
EXPENDITURES							
49000	DEBT SERVICE	372,792.00	25,936.63	7.0	31,066.01	5,415.82	17.4
52117	ADMINISTRATION AND GENERAL EXPENSES	599,807.00	252,956.08	42.2	49,983.90	27,112.35	54.2
52210	COLLECTION	5,930,748.00	757,651.34	12.8	494,229.02	25,596.21	5.2
52213	SEWER TREATMENT AND DISPOSAL	915,462.00	138,823.36	15.2	76,288.52	8,531.03	11.2
52223	DEPRECIATION	618,700.00	257,791.65	41.7	51,558.33	51,558.33	100.0
58804	ARRA ASSISTANCE - SEWER REHAB PROJECT	803,988.00	289,072.45	36.0	66,999.00	0.00	0.0
Total EXPENDITURES		9,241,497.00	1,722,231.51	18.6	770,124.78	118,213.74	15.3
Total SEWER FUND		304,378.00	88,244.43	29.0	25,364.86	123,328.39	486.2

416 HEALTHCARE FUND

Summary Financial Statement  
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Fiscal Year Time Lapse: 41.66

Account	Description	Year-To-Date		Percent Of Budget	Estimate Avg/Mth	Actual	Percent Of Avg
		Budget Estimate	Actual				
REVENUES							
36000	OTHER REVENUES	0.00	283.50-	0.0	0.00	0.00	0.0
36100	INTEREST EARNINGS	300.00	115.79-	38.6	25.00	0.99-	4.0
36960	OPERATING TRANSFER IN FROM OTHER FUNDS	161,509.00	17,493.99-	10.8	13,459.08	0.00	0.0
	Total REVENUES	161,809.00	17,893.28-	11.1	13,484.08	0.99-	0.0
EXPENDITURES							
51520	INSURANCE EMPLOYERS SHARE	181,194.00-	22,691.39	12.5	15,099.50-	3,358.31	22.2
	Total EXPENDITURES	181,194.00-	22,691.39	12.5	15,099.50-	3,358.31	22.2
	Total HEALTHCARE FUND	19,385.00-	4,798.11	24.8	1,615.42-	3,357.32	207.8

433 HILLCREST CITY CEMETERY

Account	Description	Year-To-Date		NOVEMBER		Percent Of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
REVENUES						
34110	GENERAL SERVICES	2,275.00	288.00-	12.7	189.58	0.0
34321	CEMETERY BURIAL CHARGES	150.00	0.00	0.0	12.50	0.0
34323	GRAVE - OPENING AND CLOSING FEES	14,200.00	4,400.00-	31.0	1,183.33	800.00-
36100	INTEREST EARNINGS	340.00	97.93-	28.8	28.33	10.27-
36340	SALE OF CEMETERY LOTS	15,500.00	0.00	0.0	1,291.67	0.00
	Total REVENUES	32,465.00	4,785.93-	14.7	2,705.41	810.27-
EXPENDITURES						
43400	CEMETERIES	42,606.00-	12,947.14	30.4	3,550.51-	73.64
	Total EXPENDITURES	42,606.00-	12,947.14	30.4	3,550.51-	73.64
	Total HILLCREST CITY CEMETERY	10,141.00-	8,161.21	80.5	845.10-	736.63-

G/L Month: 11 NOVEMBER  
 Beginning Fund: 110 Beginning Function: zzzzz  
 Ending Fund: 433 Ending Function: zzzzz  
 \* End of Report: CITY OF WHITE HOUSE \*

**CITY COURT REPORT  
NOVEMBER 2012**

**CITATIONS**

TOTAL MONIES COLLECTED FOR THE MONTH	\$10,611.55
<b>TOTAL MONIES COLLECTED YTD</b>	<b>\$57,113.30</b>

**STATE FINES**

TOTAL MONIES COLLECTED FOR MONTH	\$1,919.71
<b>TOTAL MONIES COLLECTED YTD</b>	<b>\$9,635.55</b>

<b>TOTAL REVENUE FOR MONTH</b>	<b>\$12,531.26</b>
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<b><u>TOTAL REVENUE YTD</u></b>	<b><u>\$66,748.85</u></b>
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**DISBURSEMENTS**

LITIGATION TAX	\$796.47
DOS/DOH FINES & FEES	\$313.50
DOS TITLE & REGISTRATION	\$142.50
RESTITUTION/REFUNDS	\$10.00
TBI-EXPUNGEMENT/FEES	\$0.00
WORTHLESS CHECKS	\$15.00
<b>TOTAL DISBURSEMENTS FOR MONTH</b>	<b>\$1,277.47</b>

<b><u>TOTAL DISBURSEMENTS YTD</u></b>	<b><u>\$7,110.59</u></b>
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<b>ADJUSTED REVENUE FOR MONTH</b>	<b>\$11,253.79</b>
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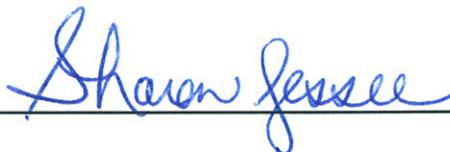
<b><u>TOTAL ADJUSTED REVENUE YTD</u></b>	<b><u>\$59,638.26</u></b>
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**DRUG FUND**

DONATION TO DRUG FUND FOR MONTH	\$575.28
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<b>DRUG FUND DONATIONS YTD</b>	<b>\$3,034.72</b>
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CITY COURT CLERK

  
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RESOLUTIONS....

December 6, 2012

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** Ashley Smith, Parks and Recreation Director  
**Re:** Fee schedule for baseball / softball tournaments

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The Leisure Services Board met for a study session on November 19<sup>th</sup> and for a special called meeting on December 3<sup>rd</sup> to discuss restructuring our baseball / softball tournament fees. Our current fee is \$250/field daily and \$30/hr for lights, which is not competitive within the market.

My recommendation is that we charge \$75/field per day for tournaments including all 3<sup>rd</sup> party tournaments and local league tournaments that charge a gate fee. These events shall require a Special Event Application to be completed and submitted to the Parks and Recreation Department at least 60 days prior to the event. The base rate shall include field dragging and lining at the start of the day and restroom and trash maintenance throughout the day. Additional requested field maintenance will cost \$25/field. If infield conditioner is necessary to make the fields playable after raining, it will cost \$10/bag. A \$150 deposit will be required to secure the event date, which can be applied to the final cost of the reservation. The base rate payment will be required up front, and payment for additional services must be made the next business day following the event.

Base rate including lights

\$75/field per day

At the event producer's request

\$25/field for additional field maintenance

\$10/bag for infield conditioner

It is my opinion that we should review this fee in a year to determine if any changes are deemed necessary.

RESOLUTION 12-20

**A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, ESTABLISHING A REVISED SCHEDULE OF BASEBALL AND SOFTBALL FIELD RESERVATION FEES FOR TOURNAMENTS FOR PARKS AND RECREATION.**

**WHEREAS**, Staff in the Parks and Recreation Department periodically review the cost of fees and charges for baseball and softball field reservations for tournaments to the Leisure Services Board; and

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

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

**NOW, THEREFORE**, the Board of Mayor and Aldermen of the City of White House do hereby establish by resolution the following tournament fees baseball and softball field reservations:

Base rate including lights  
\$75/field per day

At the event producer's request  
\$25/field for additional field maintenance  
\$10/bag for infield conditioner

Adopted this 17<sup>th</sup> day of November 2012.

\_\_\_\_\_  
Michael Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Priest, City Recorder

**RESOLUTION 12-21**

**A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING CONSTRUCTION OF NEW LIBRARY FACILITIES ON CITY HALL PROPERTY, 105 COLLEGE STREET, WHITE HOUSE, TENNESSEE, 37188.**

**WHEREAS**, the City of White House, Tennessee, wishes to construct a new library facility; and

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

**SECTION I.** That construction of a new library facility on City Hall property has the full support and approval by the Board of Mayor and Aldermen.

**SECTION II.** That the Board is aware of a construction grant application filed through the Tennessee State Library and Archives for this purpose.

**SECTION III.** That Library Director Elizabeth Kozlowski is authorized to represent the library applicant in connection with the application and to provide additional information as required.

Adopted this 17<sup>th</sup> day of December 2012.

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Michael Arnold, Mayor

ATTEST:

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Amanda Priest, City Recorder

RESOLUTION 12-22

**A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING FUNDS FOR CONSTRUCTION OF NEW LIBRARY FACILITIES ON CITY HALL PROPERTY, 105 COLLEGE STREET, WHITE HOUSE, TENNESSEE, 37188.**

**WHEREAS**, the City of White House, Tennessee, wishes to construct a new library facility; and

**WHEREAS**, the City anticipates receiving a \$500,000 pledge from Sumner County, Tennessee, for said construction; and

**WHEREAS**, the City anticipates receiving a \$500,000 pledge from Robertson County, Tennessee, for said construction; and

**WHEREAS**, the City anticipates receiving a \$100,000 grant from the State of Tennessee Department of State, Tennessee State Library and Archives,

**NOW, THEREFORE**, the Board of Mayor and Aldermen of the City of White House do hereby authorize any additional required funds for the construction of new library facilities.

Adopted this 17<sup>th</sup> day of December 2012.

\_\_\_\_\_  
Michael Arnold, Mayor

ATTEST:

\_\_\_\_\_  
Amanda Priest, City Recorder

ORDINANCES....

FINANCE....

*December 10, 2012*

## **M E M O R A N D U M**

**To:** Board of Mayor and Aldermen  
**From:** Gerald Herman, City Administrator  
**Re:** Highway 31W/SR 41 Bicycle/Pedestrian Project

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After reviewing the RFPs for engineering services for the Highway 31W/SR 41 Bicycle/Pedestrian Project, I recommend CSR Engineering be awarded the project. Please do not hesitate to contact me if you have any questions.

**RFP BID TABS FOR HIGHWAY 31W/SR 41 BIKE/PEDESTRIAN PROJECT**

<b>FIRM NAME</b>	<b>F &amp; H</b>	<b>NEEL-SHAPPER</b>	<b>LOSE</b>	<b>CSR ENG</b>
INITIAL PROJECT COORDINATION			\$4,000.00	
ENVIRONMENTAL DOCUMENT	\$8,000.00	\$5,000.00	\$4,500.00	\$25,300.00
FIELD SURVEY	\$23,900.00	\$11,000.00	\$8,500.00	
PRELIMINARY PLANS	\$19,600.00	\$3,000.00	\$10,250.00	
FINAL DESIGN PLANS	\$11,000.00	\$20,000.00	\$20,750.00	\$37,800.00
ENVIRONMENTAL PERMITS **		\$1,000.00		
SPECIFICATIONS / LETTING ASSISTANCE	\$6,500.00	\$2,000.00	\$5,500.00	
UTILITY COORDINATION	\$3,500.00			
CONST, ENG, INSP - (CEI)	\$60,000.00	\$40,000.00		\$49,800.00
<b>TOTALS:</b>	<b>\$132,500.00</b>	<b>\$82,000.00</b>	<b>\$53,500.00</b>	<b>\$112,900.00</b>
** Does Not Include TDEC Permit Fee's if Applicable				

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....



STATE OF TENNESSEE  
COMPTROLLER OF THE TREASURY  
DEPARTMENT OF AUDIT  
DIVISION OF LOCAL GOVERNMENT AUDIT

SUITE 1500  
JAMES K. POLK STATE OFFICE BUILDING  
NASHVILLE, TENNESSEE 37243-1402  
PHONE (615) 401-7841

October 17, 2012

Honorable Mayor and Board of Aldermen  
City of White House  
105 College Street  
White House, TN 37188

Honorable Mayor and Board of Aldermen:

I have performed a limited review of the annual financial report on the City of White House for the fiscal year ended June 30, 2011, as audited by Crosslin and Associates, PC, Certified Public Accountants. This report has been filed as part of the public records of the State of Tennessee.

If you have any questions concerning the above, please contact this office.

Sincerely,

Marcee Burnett, CPA, Auditor  
Division of Local Government Audit

1903

xc: Crosslin and Associates, PC  
Certified Public Accountants  
2525 West End Avenue, Suite 1100  
Nashville, TN 37203-1741