

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Alderman Meeting
October 16, 2014
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer by community pastor
3. Pledge by Alderman
4. Roll Call
5. Adoption of the Agenda
6. Approval of Minutes of the September 18, 2014 meeting
7. Approval of Minutes of the September 25, 2014 meeting
8. Welcome Visitors
9. Public Hearings
 - a. **Ordinance 14-24:** An ordinance amending the Municipal Code Title 7, Chapter 2 Fire Code, deleting section 7-209. *Second Reading.*
10. Communication from Mayor, Aldermen, and City Administrator
11. Acknowledge Reports
 - A. General Government
 - B. Finance
 - C. Human Resources
 - D. Police
 - E. Fire
 - F. Public Services
 - G. Planning & Codes
 - H. Parks & Recreation
 - I. Library/Museum
 - J. Municipal Court
 - K. Monthly Financial Summary
12. Consideration of the Following Resolutions:
 - a. None
13. Consideration of the Following Ordinances:
 - b. **Ordinance 14-24:** An ordinance amending the Municipal Code Title 7, Chapter 2 Fire Code, deleting section 7-209. *Second Reading.*
14. Purchasing
 - a. To approve or reject removing from the asset list two 2005 Ford Crown Victoria vehicles and selling on GovDeals (VIN#: 2FAFP71WX5X139679 and 2FAFP71W85X144279). The Police Chief recommends approval.
 - b. To approve or reject the purchase of a LaneLight Crosswalk System for \$24,999.00 from the U.S. Communities Government Purchasing Alliance purchasing contract (Traffic and Parking Control Co., Inc. (TAPCO) in Brown Deer, WI). The Public Works Director recommends approval.

- c. To approve or reject Scott & Ritter, Inc.'s Change Order #1 in the amount of \$10,196.41 for the Sage Road Sanitary Sewer Improvement Project. The Public Services Director recommends approval.
- d. To approve or reject authorizing the paving of the driveway of Hillcrest Municipal Cemetery for \$18,796.50 by Sessions Paving Company in Nashville, TN. The Parks and Recreation Director recommends approval.

15. Other Business

- a. None

16. Discussion Items

- a. None

17. Other Information

- a. None

18. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Alderman Meeting
September 18, 2014
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:04 pm.

2. Prayer by community pastor

Special guest Pastor Derek Capello from The Northridge Church in White House led the prayer.

3. Pledge by Alderman

The pledge to the American Flag was led by Mayor Arnold.

4. Roll Call

Mayor Arnold - Present; Ald. Bibb - Present; Ald. Decker - Present; Ald. Hutson - Present; Ald. Paltzik - Present; Quorum - Present

5. Adoption of the Agenda

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

6. Approval of Minutes of the August 21, 2014 meeting

Motion was made by Ald. Hutson, second by Ald. Paltzik to approve the minutes. A voice vote was called for with all members voting aye. **July 17, 2014 minutes were approved.**

7. Approval of Minutes of the August 25, 2014 meeting

Motion was made by Ald. Hutson, second by Ald. Paltzik to approve the minutes. A voice vote was called for with all members voting aye. **July 17, 2014 minutes were approved.**

8. Welcome Visitors

Mayor Arnold welcomed all visitors.

9. Public Hearings

- a. **Ordinance 14-18:** An ordinance amending the City of White House Zoning Ordinance, Article IV, Section 4.070, and amending the City of White House Zoning Map. *Second Reading.*

No one spoke for or against.

- b. **Ordinance 14-19:** An ordinance amending the zoning map for an 0.99 acre property relative to Sumner County Tax Map 97-E, Group C, Parcel 11.00, from R-20, Low Density Residential, to R-10, High Density Residential. *Second Reading.*

No one spoke for or against.

- c. **Ordinance 14-20:** An ordinance amending the zoning map for an 0.68 acre property relative to Sumner County Tax Map 77G, Group B, Parcel 4.00, from R-10, High Density Residential, to SRPUD, Suburban Residential Planned Unit Development. *Second Reading.*

No one spoke for or against.

- d. **Ordinance 14-21:** An ordinance amending the zoning map for an 0.4 acre property relative to Robertson County Tax Map 107I, Group B, Parcel 3.00, from R-20, Low Density Residential, to R-10, High Density Residential. *Second Reading.*

No one spoke for or against.

10. Communication from Mayor, Aldermen, and City Administrator

Ald. Bibb mentioned that he is proud of our City and what the Police Department has achieved.

Ald. Decker praised the excellent work of our female board members. He commended Mrs. Paula Eller and Mrs. Fran Hutson on their personal and professional achievements.

Ald. Decker suggested conducting a one-year course on municipal government for our citizen. He thought that if the citizens learn more about municipal government they might be more inclined to participate on our boards.

City Administrator Gerald Herman announced that Ashley Smith, the Parks and Recreation Director, accepted an award tonight from the Greater Nashville Regional Council for the all-inclusive playground.

City Administrator Gerald Herman announced that the SR 76 sidewalk project and widening of the City Park entrance with parking spaces are now complete.

City Administrator Gerald Herman mentioned that staff met with TDOT and the Coradino Group at their on-site visit for the Safety Audit of SR 76 between Charles Drive and Industrial Drive. The draft results could be done by the end of September.

City Administrator Gerald Herman stated that erosion control and traffic safety controls work has begun on US 31W for the sidewalk project.

City Administrator Gerald Herman reported that the RTP Trail project at City Park is now 99% complete.

City Administrator Gerald Herman gave an update on the library construction.

City Administrator Gerald Herman stated that he, Mrs. Guill the Museum Board Chair, Mandy Christenson, the Chamber Executive Director, and the Library Director met with Kennon/Calhoun Workshop architect consultants at Mrs. Guill's request. They have been directed to draw up a couple of options for space usage of the current library building to meet the needs of the museum and chamber. Kennon/Calhoun Workshop have been directed to provide the City with a cost estimates prior to the budget retreat in March.

City Administrator Gerald Herman provided an update on the Hobbs sewer project.

City Administrator Gerald Herman stated that the Sage Road sewer project is going well but the crew ran into a rock shelf behind Lowes that is slowing them down.

City Administrator Gerald Herman mentioned that the sewer project for the homes on the side streets off Meadows Roads is pending TDEC approval.

City Administrator Gerald Herman announced that the Police Department has finished meeting all 152 standards for accreditation and passed the on-site review. We are waiting approval by the accrediting board.

City Administrator Gerald Herman announced that the City was nominated and selected as the 2014 recipient of the International City/County Managers Voice of the People Award in the categories of Public Safety and Natural Environment.

11. Acknowledge Reports

A. General Government	E. Fire	I. Library/Museum
B. Finance	F. Public Services	J. Municipal Court
C. Human Resources	G. Planning & Codes	K. Monthly Financial Summary
D. Police	H. Parks & Recreation	

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.**

12. Consideration of the Following Resolutions:

- a. None

13. Consideration of the Following Ordinances:

- a. **Ordinance 14-18:** An ordinance amending the City of White House Zoning Ordinance, Article IV, Section 4.070, and amending the City of White House Zoning Map. *Second Reading.*

Motion was made by Ald. Paltzik, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - nay. Motion was approved. **Ordinance 14-18 was approved on Second Reading.**

- b. **Ordinance 14-19:** An ordinance amending the zoning map for an 0.99 acre property relative to Sumner County Tax Map 97-E, Group C, Parcel 11.00, from R-20, Low Density Residential, to R-10, High Density Residential. *Second Reading.*

Motion was made by Ald. Hutson, second by Ald. Decker 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 14-19 was approved on Second Reading.**

- c. **Ordinance 14-20:** An ordinance amending the zoning map for an 0.68 acre property relative to Sumner County Tax Map 77G, Group B, Parcel 4.00, from R-10, High Density Residential, to SRPUD, Suburban Residential Planned Unit Development. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - abstain. Motion was approved. **Ordinance 14-20 was approved on Second Reading.**

- d. **Ordinance 14-21:** An ordinance amending the zoning map for an 0.4 acre property relative to Robertson County Tax Map 1071, Group B, Parcel 3.00, from R-20, Low Density Residential, to R-10, High Density Residential. *Second Reading.*

Motion was made by Ald. Hutson, second by Ald. Bibb to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-21 was approved on Second Reading.**

- e. **Ordinance 14-22:** An ordinance amending the fiscal budget for the period ending June 30, 2015. *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 14-22 passed on First Reading.**

- f. **Ordinance 14-23:** An ordinance amending the Municipal Code Title 5, Chapter 2 Real Property Taxes, sections 5-203 and 5-204, and adding section 5-205. *First Reading.*

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Ordinance 14-23 passed on First Reading.**

14. Purchasing

- a. To approve or reject the purchase of two 2015 Ford Police Interceptor Sedan AWD from Ford of Murfreesboro for \$47,850.00 and the emergency equipment necessary for both vehicles for \$10,618.70. The Police Chief recommends approval.

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

- b. To approve or reject Industrial Systems, Inc.'s bid of \$74,760.00 for a 2014 Diesel Powered Trailer Mounted Combo Utility Vector/Rodder. The Public Services 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 Revision Request #2 of \$40,632.00 from PBG Builders for voice/data cabling system work on the new library. The City Administrator 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.**

15. Other Business

- a. None

16. Discussion Items

- a. None

17. Other Information

- a. None

18. Adjournment

Meeting was adjourned at 7:54 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

DRAFT

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Special Called Session
Minutes
September 25, 2014
5:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 5:00 pm.

2. Roll Call

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

3. Adoption of the Agenda

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

4. Public Hearings

- a. **Ordinance 14-22:** An ordinance amending the fiscal budget for the period ending June 30, 2015. *Second Reading.*

No one spoke for or against.

- b. **Ordinance 14-23:** An ordinance amending the Municipal Code Title 5, Chapter 2 Real Property Taxes, sections 5-203 and 5-204, and adding section 5-205. *Second Reading.*

No one spoke for or against.

5. New Business

- a. **Ordinance 14-22:** An ordinance amending the fiscal budget for the period ending June 30, 2015. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - absent; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-22 was approved on Second Reading.**

- b. **Ordinance 14-23:** An ordinance amending the Municipal Code Title 5, Chapter 2 Real Property Taxes, sections 5-203 and 5-204, and adding section 5-205. *Second Reading.*

Motion was made by Ald. Paltzik, second by Ald. Decker to approve. A roll call vote was requested by Mayor Arnold: Ald. Bibb - absent; Ald. Decker - aye; Ald. Hutson - aye; Ald. Paltzik - aye; Mayor Arnold - aye. Motion was approved. **Ordinance 14-23 was approved on Second Reading.**

- c. **Ordinance 14-24:** An ordinance amending the Municipal Code Title 7, Chapter 2 Fire Code, deleting section 7-209. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Paltzik to approve. A voice vote was called for with all present members voting aye. **Ordinance 14-24 passed on First Reading with the**

stipulation that there will be a study session to discuss Ordinance 14-24 prior to the second reading.

- d. To approve or reject John T. Hall Construction, Inc.'s Change Order #4 for \$9,408.48 for the Hobbs/Dawn Court Sewer Improvements project. The Public Services Director recommends approval.

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

- e. To approve or reject the purchase of digital portable radios and mobile radios for the Police Department from Greer Communications, Inc. for \$29,161.64. The Police Chief recommends approval.

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

- f. To approve or reject the purchase of digital portable radios and mobile radios for the Fire Department from Greer Communications, Inc. for \$11,437.92. The Fire Chief recommends approval.

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

6. Adjournment

Meeting was adjourned at 5:38 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

REPORTS....

**General Government Department
September 2014**

Administration

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

- September 01: Safety Day
- September 15: ICMA Special Reception in Charlotte, NC
- September 16:
 - Chamber of Commerce After Hours Event
 - Board of Zoning Appeals
- September 17:
 - Metropolitan Planning Organization Executive Board Meetings
 - The Standard of White House (apartments) Meeting
- September 18:
 - Board of Mayor and Aldermen Study Session
 - Board of Mayor and Aldermen Meeting
- September 22:
 - MTAs Sewer Study Meeting
 - Sergeant Interviews for the Police Department
- September 23: Accountant Interviews for Finance Department
- September 24: Sumner County Council of Governments Meeting
- September 25:
 - Piedmont Gas Meeting
 - Board of Mayor and Aldermen Special Called Meeting
- September 30:
 - Ribbon Cutting at HealthMarkets
 - Leisure Services Board Meeting

Performance Measurements

Finance Update

The Administration Department's goal is to keep each budgetary area's expenditures at or under the approved budget as set by the Board of Mayor and Aldermen by the end of fiscal year 2014-2015.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$12,795,795	\$6,295,580	↑ 24.20%
Cemetery Fund	\$42,426	\$14,199	↑ 8.47%
Debt Services	\$769,119	\$1,100	↓ 24.86%
Healthcare	\$68,500	\$11,719	↓ 7.89%
Impact Fees	\$165,835	\$110,092	↑ 43.47%
Industrial Development	\$50,300	\$3,012	↓ 19.01%
Parks Sales Tax	\$133,284	\$0	↓ 25.00%
Police Drug Fund	\$6,833	\$2,363	↑ 9.58%
Solid Waste	\$1,057,598	\$317,771	↑ 5.05%
State Street Aid	\$263,000	\$153,066	↑ 33.20%
Stormwater Fund	\$3,500	\$0	↓ 25.00%
Wastewater	\$9,075,983	\$4,001,037	↑ 19.08%

*Expended/Encumbered amounts reflect charges from July 1, 2014 – June 30, 2015.

**General Government Department
September 2014**

Purchasing

The Purchasing Specialist's goal is to have an error rate of less than 10% on purchase orders submitted for processing. The September 2014 error rate was 10.3%.

Total Purchase Orders

	FY 2015	FY 2014
July	231	212
August	170	140
September	107	142
October		152
November		110
December		110
January		119
February		132
March		154
April		157
May		149
June		156
Total	508	1,733

Purchase Order Errors by Department

	Sept. 2014	FY 2015*
Admin.	0	1
Bldg. Maint.	0	2
Cemetery	0	0
Codes	0	0
Court	0	0
Finance	1	1
Fire	1	3
HR	0	0
Library	0	3
Parks	3	4
Police	0	0
Public Works	4	7
Sanitation	0	0
Wastewater	2	2
Total	11	23

*Errors by department started being tracked in August 2014.

Purchase Orders by Dollars	Sept. 2014	FY 2015	FY 2014	Total for FY15	Total for FY14
Purchase Orders \$0-\$1,999	94	401	1,517	\$333,943.75	\$529,278.93
Purchase Orders \$2,000-\$9,999	9	64	154	\$274,639.92	\$551,768.46
Purchase Orders over \$10,000	4	43	62	\$8,628,396.14	\$6,221,273.04
Total	107	508	1,733	\$9,236,979.81	\$7,302,320.43

Website Management

The Administration Department's goal is to maintain or exceed the total number of page visits from the previous fiscal year.

	2014- 2015 Update Requests	2013 - 2014 Update Requests	2012 - 2013 Update Requests	2014- 2015 Page Visits	2013 - 2014 Page Visits	2012 - 2013 Page Visits
July	102	162	31	562,455	250,487	85,214
August	83	186	49	265,548	468,840	63,924
September	107	126	32	352,406	262,563	82,694
October		86	24		296,397	113,317
November		92	21		282,249	121,011
December		137	22		279,207	98,573
January		126	51		555,161	98,082
February		137	45		426,376	96,253
March		127	22		1,191,691	118,982
April		95	45		262,646	170,040
May		81	212		238,690	223,064
June		67	117		610,113	193,101
Total	292	1,355	554	1,180,409	5,124,420	1,366,173

**General Government Department
September 2014**

Facebook Management

The Administration Department's goal is to exceed the total number of Facebook posts communicated to the community from the previous fiscal year.

	2014 - 2015 New Likes	2013 - 2014 New Likes	2012 - 2013 New Likes	2014 - 2015 # of Posts	2013 - 2014 # of Posts	2012 - 2013 # of Posts
July	29	34	19	49	14	5
August	23	25	13	30	22	3
September	26	10	14	37	11	4
October		7	17		18	4
November		21	18		10	10
December		97	17		17	6
January		36	9		15	3
February		33	15		27	2
March		16	10		25	2
April		20	7		22	3
May		21	6		19	3
June		40	15		19	18
Total	52	320	306	79	200	59

Twitter Management

The Administration Department's goal is to exceed the total number of tweets communicated to the community from the previous fiscal year.

	2014 - 2015 Total Followers	2013 - 2014 Total Followers	2012 - 2013 Total Followers	2014 - 2015 # of Tweets	2013 - 2014 # of Tweets	2012 - 2013 # of Tweets
July	418	294	223	42	14	5
August	422	314	227	30	22	1
September	432	322	237	32	11	2
October		322	237		18	4
November		322	239		10	10
December		337	245		17	6
January		346	260		10	3
February		361	262		20	2
March		370	267		25	2
April		385	277		21	3
May		464	284		15	3
June		410	275		19	18
Total	N/A	N/A	N/A	104	162	59

**General Government Department
September 2014**

Building Maintenance Projects

The Building Maintenance Department's goal is to establish priorities for maintenance and improvement projects.

Special Maintenance Projects

- Renovate old janitor closet into new Human Resource training room
- Maintenance in the gym locker rooms

General Maintenance

- Monthly safety checks
- Landscaping, hedge trimming, and weed control
- Air filter replacement
- Replace lights and ballasts
- Paint men's restroom in the gym lobby
- Install water heater in gymnasium
- Unclog drains
- Maintenance of fireplace in the Library

	2014 - 2015 Work Order Requests	2013 - 2014 Work Order Requests
July	25	N/A
August	10	N/A
September	19	N/A
October		N/A
November		N/A
December		8
January		19
February		33
March		15
April		15
May		31
June		20
Total	54	141

*In December 2013 work orders requests started to be tracked.

**Finance Department
September 2014**

Finance Section

We have requested that the tax roll be released for both counties. We have already received our official roll from the State on Robertson County. Since we released taxes about two weeks ago, we have been unable to get a status update about exactly where we are in the process with Sumner County. We do know that Local Government has not yet received the files that they need to upload the taxes to our software, but we do not know if the file is still currently with the County or if it has been released to a third party eGov for further processing. We are hopeful that tax statements will be mailed by the end of October.

The Finance Director attended one meetings during September to work with the City Administrator, City Engineer, Public Works Director, and Planning and Codes Director on the Stormwater Ordinance that will be proposed to the Board. The Finance Director also attended four Rotary meetings in September, as well as one regularly scheduled meeting of the Board of Mayor and Aldermen, and one Special called session of the same. The Finance Director also attended a community visioning session at White House High School at the invitation of new principal Scott Langford.

The Utility Billing Specialist, along with the City Recorder, and Public Utilities Secretary attended an MTAS class in September regarding Records Management. The Finance Director and the Accounting Specialist attended a webinar sponsored by Human Resource Executives addressing "Calculating Overtime Correctly under the FLSA". The Tax Clerk attended the Tennessee Association of Municipal Clerks and Recordors annual conference on September 17 & 18 where topics discussed included the following: From Misery to Motivation, Take Your City from Good to Great, Internal Control for Cash, and Customer Service Excellence.

Performance Measures

Fund Balance – The City will strive to maintain a fund balance of at least 20% of Operating Revenues.

Operating Fund	Budgeted Operating Revenue	Fund Balance Goal	Current Month Fund Balance	Current Fund Balance Performance
General	10,895,975	2,179,195	5,127,061	47%

Key Revenue Indicators – At the end of September there is 75% of the fiscal year remaining.

Operating Fund	Revenue Stream	Current Month	YTD	Budgeted	Over/(Under) Budget	% Over/(Under) Budget
General	Local Sales Tax	191,836	601,623	2,250,000	(1,648,377)	(73%)
	State Shared Taxes	62,871	221,668	929,059	(707,391)	(76%)
	Property Tax	17,497	25,852	2,165,777	(2,139,925)	(99%)
Industrial Development	Hotel/Motel Tax	0	22,392	47,000	(24,608)	(52%)
State Street Aid	State Gas Tax	22,288	70,375	274,321	(203,946)	(74%)
Park Sales Tax	Park Sales Tax	6,317	20,683	78,000	(57,317)	(73%)
Sanitation	User Fees	65,885	190,024	792,132	(602,108)	(76%)
Impact Fees	Impact Fees	546	3,421	7,900	(4,479)	(57%)
Drug	Fines	499	736	7,800	(7,064)	(91%)
Debt Service	Property Tax	3,691	5,099	809,000	(803,901)	(99%)
Wastewater	User Fees	215,638	678,305	2,516,000	(1,837,695)	(73%)
Healthcare	Operating Transfers	2,995	12,437	47,000	(34,563)	(74%)
Stormwater Utility	Stormwater Fee	0	0	50,000	(50,000)	(100%)
Cemetery	Open/Close Fees	3,850	4,550	18,000	(13,450)	(75%)

Payroll Activity – The goal is to have a 0% error rate when dealing with employee payroll, current month issues with employee records yield a 0% error rate.

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments or errors	Number of Void Checks
2 regular 0 special	3 paper checks 208 direct deposits	1 employee not set up on TCRS with eligibility already passed, causing errors in TCRS reporting.	0 Voids

**Finance Department
September 2014**

Accounts Payable – The goal is to have a reduction in error rate for invoices submitted to finance for payment, current month issues yield a 9% error rate, prior month was 9%.

	September Invoices	2014 YTD	2013 YTD	2012 YTD	2011 YTD	2010 YTD
Total Invoices Processed	373	1,032	938	960	1,145	944

Errors with invoices submitted for payment

- 5 receipts missing
- 13 invoices not coded
- 14 Changes, including incorrect coding, freight not on PO, etc.

Customer Calls and Visits

	September 2014	September 2013	September 2012	September 2011	September 2010
Calls	512	251	421	449	486
Visits	662	613	775	194	154

Business License Activity – September YTD

	Month	September 2014	September 2013	September 2012	September 2011	September 2010
Opened	14	33	20	29	20	16
Closed	0	2	6	5	2	0

*2013 included a mass closure of 129 businesses that were deemed uncollectible accounts.

Municipal Court – Case Disposition

Disposition	September 2014	September 2013	September 2012	September 2011	September 2010
Ticket Paid in Full – Prior to Court	109	84	53	78	73
Guilty as Charged	14	17	9	10	4
Dismissal	14	18	8	8	7
Dismissed upon presentation of insurance	43	77	42	42	24
Not Guilty	0	0	1	0	1
Dismissed to Traffic School	0	13	4	10	3
Dismissed with Costs and Fines	29	42	32	47	28
Dismissed with Costs	19	22	15	15	12
Dismissed with Fines	0	22	4	14	4
Case Transferred to County	0	0	0	0	0
Dismissed with Public Service	0	0	0	0	0
Total	228	295	168	224	156

Wastewater Billing

	September 2014	September 2013	September 2012	September 2011	September 2010
New Connections	5	5	5	0	2
Late Payments	1,092	1,122	876	1,041	959
Disconnect for non-payment	26	44	n/a	n/a	n/a

n/a – prior to 2013 the Finance department was not processing payments, and data is not available.

**Human Resources Department
September 2014**

The Human Resource Director participated in the following events during the month:

- September 02: Hours Worked Committee Meeting
- September 10: Testing for Accountant Position
- September 15: ICMA Voice of the People Award Ceremony
- September 22: Sergeant Position Interviews
- September 23: Accountant Position Interviews
- September 30: Safety Committee Meeting

Injuries Goal: To maintain a three-year average of less than 10 injuries per year.

	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	2	0	0
August	0	0	1	2
September	2	1	1	0
October		1	0	1
November		0	1	1
December		0	2	0
January		1	2	0
February		1	0	0
March		0	0	0
April		2	2	3
May		1	2	0
June		0	1	0
Total	2	9	12	7

Property/Vehicle Damages Goal: To maintain a three-year average of less than 10 incidents per year.

	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	2	0	0
August	0	0	1	0
September	0	1	0	0
October		2	1	1
November		0	1	0
December		1	1	2

	2013- 2014	2014 - 2015	2012- 2013	2011 - 2012	2010- 2011
January			2	0	0
February			2	0	3
March			0	1	0
April			2	1	1
May			0	0	0
June			2	0	0
Total	0	0	14	6	7

**Human Resources Department
September 2014**

Full-Time Turnover Goal: To reduce the three-year average from 12.66% to 12.00%.

	2014 - 2015		2013 - 2014		2012 - 2013		2011 - 2012	
	Number	Percentage	Number	Percentage	Number	Percentage	Number	Percentage
July	0	0.00%	1	1.16%	1	1.12%	4	4.60%
August	0	0.00%	0	0.00%	0	0.00%	1	1.15%
September	1	1.10%	0	0.00%	1	1.12%	0	0.00%
October			1	1.16%	1	1.12%	1	1.15%
November			2	2.33%	1	1.12%	2	2.30%
December			1	1.16%	0	0.00%	0	0.00%
January			0	0.00%	1	1.12%	3	3.45%
February			0	0.00%	1	1.12%	2	2.30%
March			0	0.00%	0	0.00%	1	1.15%
April			0	0.00%	0	0.00%	2	2.30%
May			1	1.19%	2	2.25%	2	2.30%
June			0	0.00%	0	0.00%	1	1.15%
Total	1	1.10%	6	7.14%	8	8.99%	19	21.84%

Employee Disciplinary Goal: To maintain a three-year average of less than 10 incidents per year.

	2014 - 2015	2013- 2014	2012- 2013
July	0	0	
August	1 (D)	0	
September	1 (T)	1 (S)	
October		1 (T)	
November		1 (S) 1 (T)	
December		0	
January		0	2 (S)
February		0	0
March		0	1 (T)
April		0	0
May		0	1 (S)
June		0	0
Total	2	4	4

(T) - Termination

(S) - Suspension

(D) - Demotion

**Police Department
September 2014**

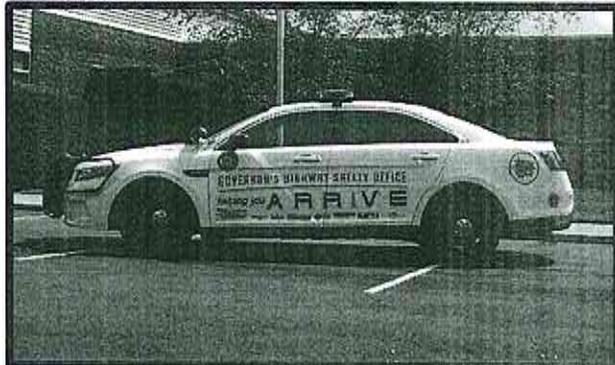
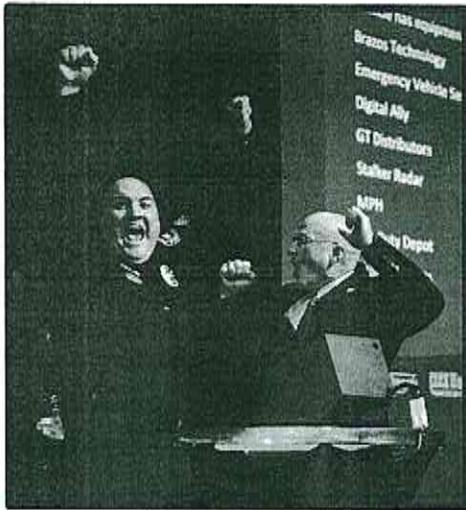
Highlights

The Tennessee Governor's Highway Safety Office recently hosted its annual Tennessee Law Enforcement Challenge. This event is an annual competition designed to recognize and reward the best overall traffic safety programs across the state of Tennessee. This competition is judged by the International Association of Chiefs of Police.

The 2013 Law Enforcement Challenge Luncheon was held at the 27th annual Tennessee Life Saver's Conference in Murfreesboro, TN. All participating agencies and officers were honored for their outstanding efforts in traffic safety. The White House Police Department placed first in the state, in the category of 11-25 Sworn Officers, for the best overall Traffic Safety Programs. The White House Police Department also received an award for having the best overall Bicycle and Pedestrian Safety Program in the state. Sgt. Joel Brisson accepted these awards at the Life Saver's Conference. The White House Police Department received several prizes for placing so well. The main prize won was a 2014 Ford Police Interceptor (pictured below) valued at \$54,000. The White House Police Department takes Traffic Safety serious to help all people driving on our city roadways arrive Alive.

Prizes Won

2014 Police Ford Interceptor	\$54,000
3 Streamlight Stinger LED flashlights	\$360.00
3 Nightstick Flashlights	\$90.00
2 Canon Power shot HD cameras	\$240.00
1 MUVI Body Camera	\$600.00
1 Window Tint Meter	\$100.00



Meetings/Civic Organizations

- **Chief Brady attended the following meetings in September:** 2013 Law Enforcement Challenge Luncheon (Sept. 5th), Department Head Meeting (Sept. 8th & Sept. 22nd), Robertson County Chief's Meeting (Sept. 9th), 911 User Group (Sept. 10th), 2014 Voice of the People Award – ICMA Conference (Sept. 14 – 16th), Board of Mayor and Alderman Meeting (Sept. 18th), Sergeant Interviews (Sept. 22nd), Drug Task Force (Sept. 24th), E-Citation Demo (Sept. 25th) and BMA Special Session (Sept. 25th).

Police Department Administration Performance Measurements

1. **Achieve accreditation from the Tennessee Law Enforcement Accreditation program by July 31, 2014.** 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. All 152 Accreditation standards are approved. Chief Brady and Susan Johnson will be interviewed October 1st by the Tennessee Accreditation Board. This should be the final step in getting accredited.

**Police Department
September 2014**

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 24 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 960 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	0	0	0
February	0	80	0	80
March	0	32	40	72
April	0	159	0	159
May	0	44	0	44
June	0	80	0	80
July	0	44	30	74
August	12	162	0	174
September	0	144	27	171
Grand Total	12	745	97	854

Patrol Division Performance Measurements

1. *Maintain or reduce the number of patrol shifts staffed by only two officers at the two year average of 243 shifts during the Fiscal Year 2014-2015. (There are 730 Patrol Shifts each year.)*

Number of Officers on Shift	September 2014	FY 2014-2015
Two (2) Officers per Shift	0	6
Three (3) Officers per Shift	60	179

2. *Acquire and place into service two Police Patrol Vehicles.* The two new vehicles were ordered on September 22nd. It will take approximately 10 weeks to receive them. They will need to be striped and some equipment (radios, laptop stands, etc.) installed. We are hoping to have them on the road by the end of December.
3. *Conduct two underage alcohol compliance checks during the Fiscal Year 2014-2015.* The White House Police Department will conduct a Fall Compliance Check.
4. *Maintain or reduce TBI Group A offenses at the three-year average of 71 per 1,000 population during the calendar year of 2014.*

Group A Offenses	September 2014	Per 1,000 Pop.	Total 2014	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	6	<1	110	10
Crimes Against Property	29	3	275	26
Crimes Against Society	12	1	93	9
Total	47	4	478	44
Arrests	37		244	

*U.S. Census Estimate 2013 – 10,752

**Police Department
September 2014**

5. *Maintain a traffic collision rate at or below the three-year average of 309 collisions by selective traffic enforcement and education through the Governor's Highway Safety Program during calendar year 2014.*

	September 2014	TOTAL 2014
Traffic Crashes Reported	26	242
Enforce Traffic Laws:		
Written Citations	274	2,540
Written Warnings	154	1,441
Verbal Warnings	435	3,999

6. *Maintain an injury to collision ratio of not more than the three-year average of 18% by selective traffic enforcement and education during the calendar year 2014.*

COLLISION RATIO				
<u>2014</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
September	26	2	8%	13%

Traffic School: There was no Traffic School in the month of September.

Staffing

- Captain Ring is doing background checks on 5 candidates for Police Officer positions. There were originally 6 candidates, but one dropped out. We now have two open positions due to the termination of Ofc. Curtis Carney on September 30th.
- *K-9:* Ofc. Jason Ghee and Nike attended their monthly training.

Summer County Emergency Response Team:

- ERT had their three day training for the year on September 17, 18, and 19.

Volunteer Reserve Officers: The Reserves had their monthly training on September 15th.

Support Services Performance Measurements

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 71% during calendar year 2014.*

2014 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
September	71%	80%

**Police Department
September 2014**

Communications Section

	September 2014	Total 2014
Calls for Service	1,350	12,753
Alarm Calls	21	258

Request for Reports

	September 2014	FY 2014-2015
Requests for Reports	19	63
Amount taken in	\$12.75	\$43.25
Tow Bills	\$65.00	\$270.00
Emailed at no charge	34	77
Storage Fees	\$0.00	\$0.00

Governor's Highway Safety Office (GHSO): See Highlight

Volunteer Police Explorers: The White House Police Department Explorers have been asked to host an Explorer Event in Gatlinburg, TN in February 2015 at the Winterfest Event. This is the first time White House has been asked to host an event. The event they will be hosting is "Crime Scene".

Item(s) sold on Govdeals: Nothing sold in the month of September.

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.***
Program resumes October 2014.
2. ***Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.*** This year's event was held on Monday, September 1, 2014. ***Complete.***
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** Completed. The next class is scheduled for February 2015.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - **Safe Seniors Crime Prevention Program:** On September 24th, Captain Mingledorff held a class on "Safe Drug Disposal" and the Drug Take Back Program.
 - **Wheels In Motion:** The program resumed on Thursday, September 25th at H. B. Williams Elementary School, White House Heritage Elementary School and Christian Community School. One bicycle was presented by the White House Rotary Club and Captain Mingledorff presented a helmet.
 - **Community Drug Take Back Event:** The 9th semi-annual event took place on Saturday, September 27th at the White House Walgreens. Captain Mingledorff and Det. Shapton collected 27 lbs. of expired medication for destruction.

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

1. White House High School Football Security Detail: Sept. 12th & 26th.
2. White House Heritage High School Football Security Detail: Sept. 12th & 19th.
3. White House High School Homecoming parade: Sept. 25th.

Upcoming Event:

Nothing at this time.

**Police Department
September 2014**

2014 Participation in Joint Community Events		
	September 2014	Year to Date
Community Activities	6	29

**Fire Department
September 2014**

Summary of Month's Activities

Fire Operations

The Department responded to 84 requests for service during the month with 61 responses being medical emergencies. The Department responded to 3 vehicle accidents with reported injuries with three patients transported to area hospitals.

September 2nd 6:38PM – The Department was called to Artesa Dr. to a reported cooking fire when fire units arrived on scene there was no fire visible. The neighbors advised the homeowners have left the scene to seek medical attention for burns received extinguishing the fire. The fire crew conducted an investigation to confirm the fire had not spread beyond the area of origin. The fire had not and the damage was confined to the kitchen stove.

September 8th 9:23AM – The Department was dispatched to Ashfield Ct. to a reported gas leak, when fire units arrived on scene a gas line main had been damaged by a contractor in the area digging. The homes in the area had been evacuated and a safety perimeter was established until Piedmont Gas arrived to shut the gas line off. There were no injuries reported with this incident.

September 19th 6:23PM – The Department was dispatched to a vehicle fire on I-65 when fire units arrived on scene the Police Department was on scene using an extinguisher on the fire. The vehicle was a box van and the freight in the box had been ignited through the floor of the vehicle. Firefighters had to unload some of the product from the vehicle to completely extinguish the fire. There were no injuries reported and the vehicle received only minor damage.

September 25th 4:56PM – The Department was dispatched to a reported structure fire on Hickerson Dr. when fire units arrived on scene there was light smoke visible. The homeowners were out of the home and advised that a fire had started on the kitchen stove. Firefighters entered the structure to find the fire had damaged the stove and cabinets with minimal smoke damage throughout the home. A thermal imager was used to confirm the fire had not spread into the walls and attic of the structure. There were no injuries reported with this incident.

Fire Administration

September 1st – Chief Palmer, Asst. Chief Sisk and fire department members conducted the annual Safety Day event at the city park.

September 10th – Chief Palmer attended a meeting at the 911 Center in Springfield concerning the digital radio system for Robertson County.

September 14th-16th – Chief Palmer and other city staff attended the ICMA conference in Charlotte NC. To receive the "2014 Voice of the People Award".

September 16th – Asst. Chief Sisk attended the Robertson County 911 meeting at the 911 Center in Springfield.

September 18th – Chief Palmer, Asst. Chief Sisk, and career firefighters attended a training session at fire station 1 on the operations of the new emergency power generator installed at station 1.

September 25th – Chief Palmer, Asst. Chief Sisk participated in testing the new digital radio system proposed for Robertson County.

September 29th – Chief Palmer met with Peter Stratton for an interview concerning a new video for the city.

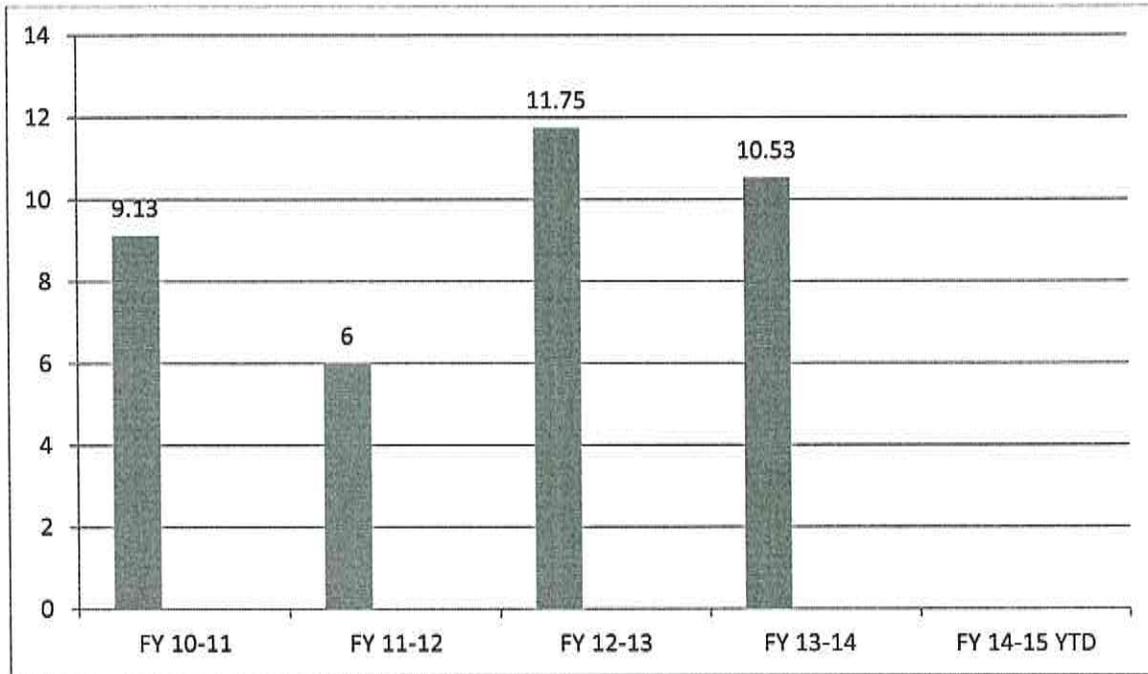
September 30th – Chief Palmer and Asst. Chief Sisk attended and chaired the monthly Safety Committee Meeting at fire station 2.

**Fire Department
September 2014**

Monthly Performance Indicators

Personnel Responding to Structure Fires

The Department goal in this area would be to exceed our current four year average of 9.3 firefighters for each structure fire response.



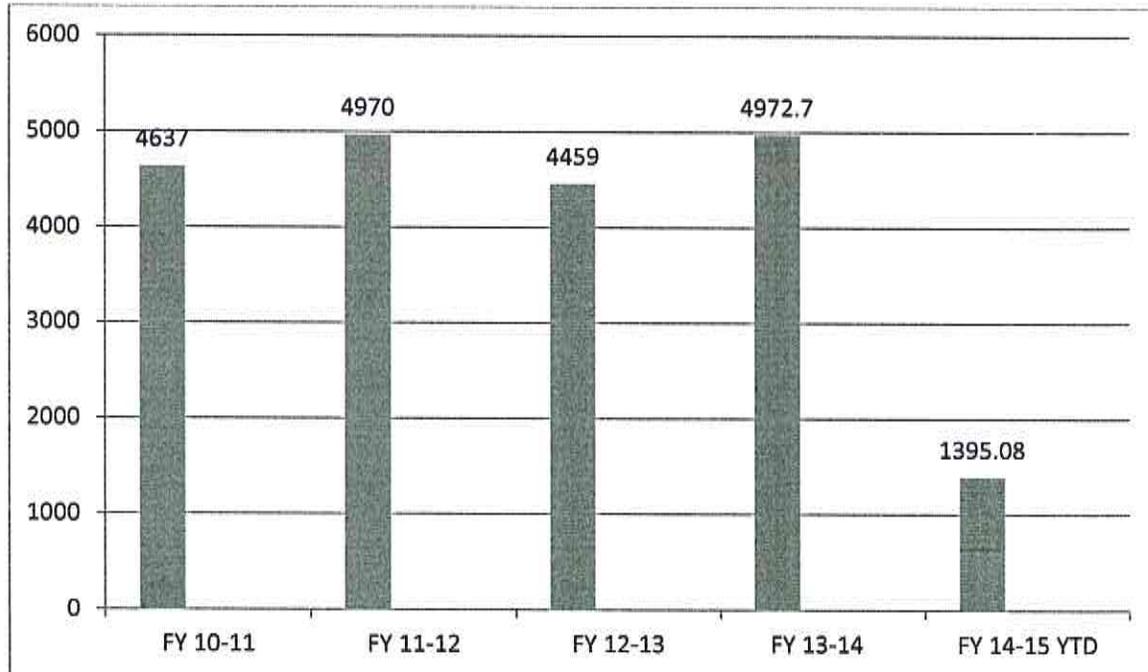
Incident Responses

Structure Fires	0	Vehicle Accidents(general cleanup)	3
Other Fires	2	Vehicle Accidents(With injuries)	3
Vehicle Fires	1	Rescue	1
Grass, Brush, Trash, Fires	1	False Alarms/Calls	5
Hazmat	1	Assist other Governmental Agency	1
Other Calls	5	Total Responses for the Month	84
Emergency Medical Responses	61	Total Responses Year to Date	265

**Fire Department
September 2014**

Fire Fighter Training

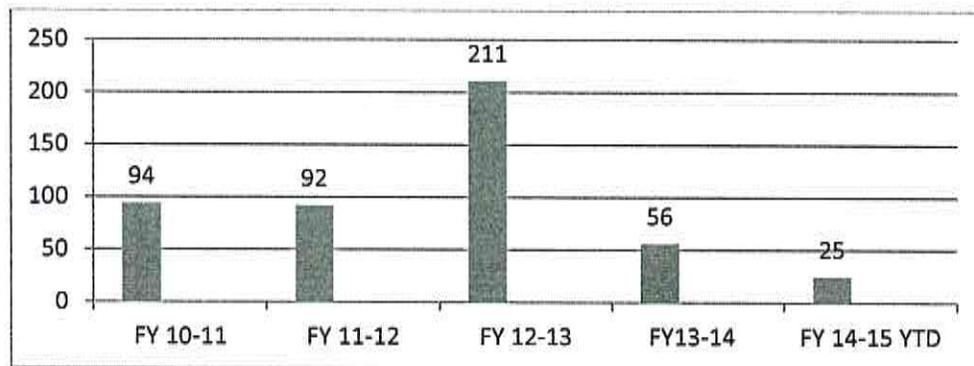
The Department goal is to complete the annual firefighter training of 240 hours for career and 48 hours for Part-time and Volunteer Firefighters for a total of 4176 hours per year.



Total Training Man-hours for the Month	394.92	Total Training Man-hours Year to Date	1395.08
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Fire Inspection

It is part of our fire prevention goals to complete a fire inspection at each business annually. Currently in our data base there are 387 businesses in the city including commercial and industrial facilities.

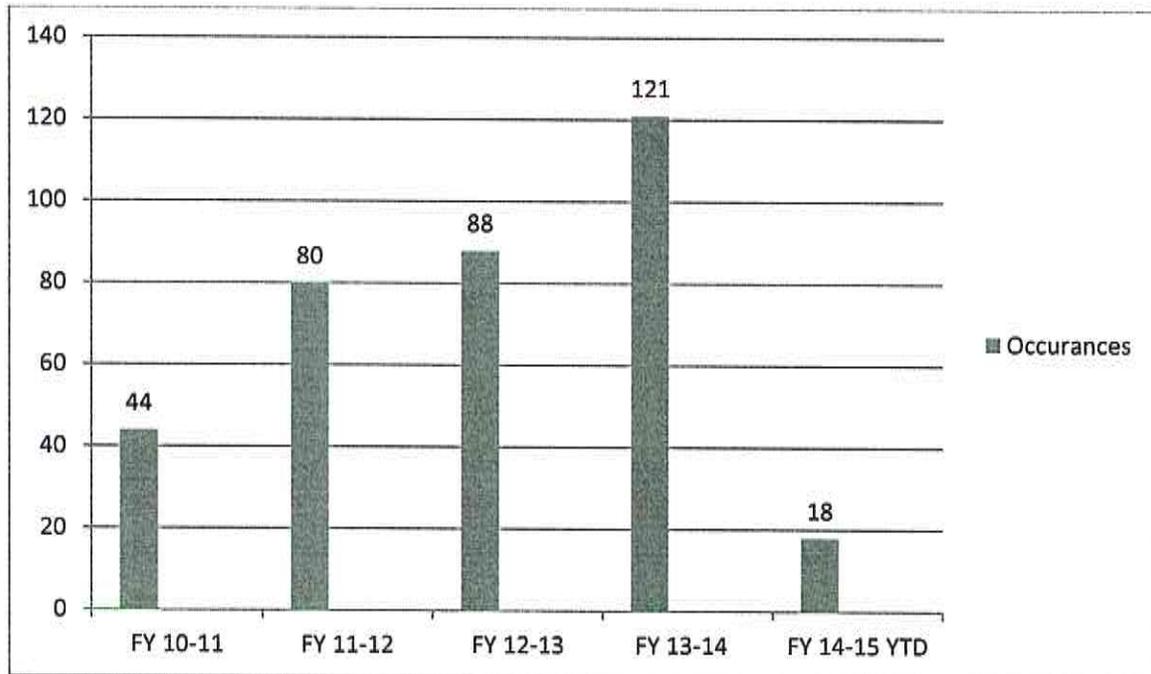
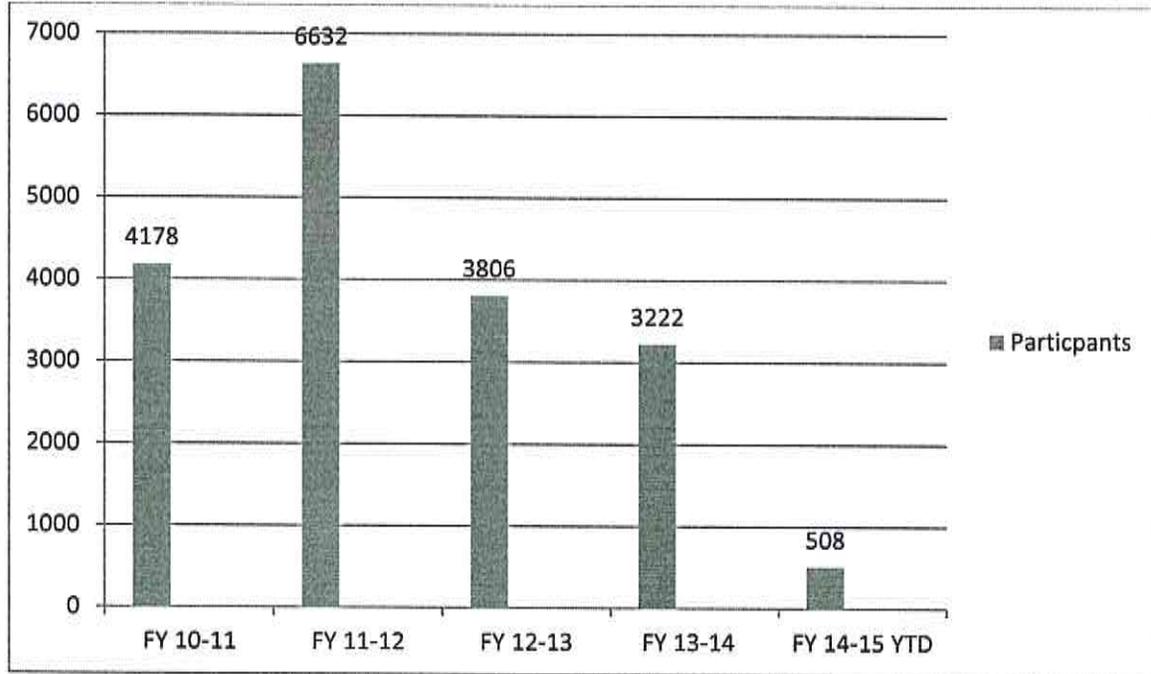


Fire Inspections	8	Year to Date	25	Plat / Plan Reviews	3	Year to Date	11
Fire Investigations	0	Year to Date	1	Fire Preplans	0	Year to Date	0

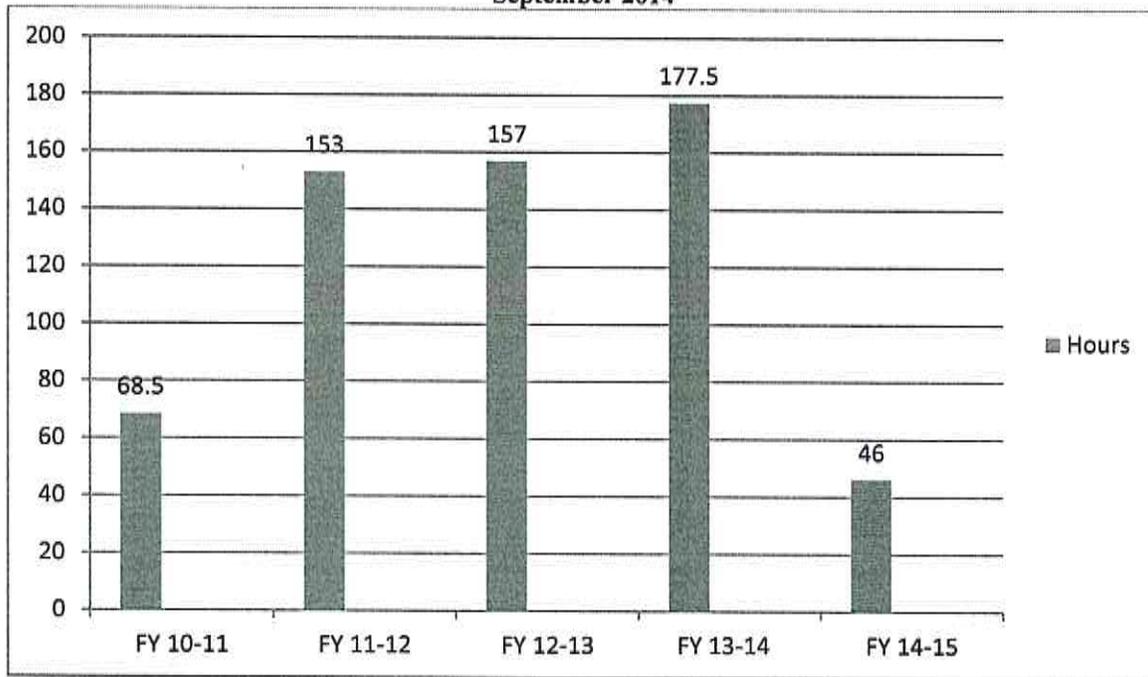
**Fire Department
September 2014**

Public Fire Education

It is a Department goal to exceed our last three years averages in Participates (4553) Occurrences (96) and Contact Hours (163). The following programs are being utilized at this time; Risk Watch taught to all first grade students, Career Day, Station tours, Fire Extinguisher training, and Safety Day.



**Fire Department
September 2014**



Participants	331	Education Hours	32.5
Participants Year to Date	508	Education Hours Year to Date	46
Number of Occurrences	9	Number of Occurrences Year to Date	18

**Public Services Department - Public Works Division
September 2014**

Staffing: The public works department is authorized 7 full time employees.

1. (1) PW Supervisor;
2. (2) Full-time truck drivers;
3. (3) Full-time maintenance workers;
4. (1) Full-time PW crew leader.

<u>Total Hours Worked</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Aug-14</u>	<u>Sept-14</u>	<u>YTD 14/15</u>
Sanitation	9,912	8,930	5,975	3,138	350	282	911
Street	3,502	3,539	3,765	4,485	420	565	1365
Facility Maintenance	143	100	124	839	112	94	355
Fleet Maintenance	394	147	445	857	90	74	278
Meeting/Training	241	135	332	653	58	28	106
Leave	1,311	915	1,005	1022	37	113	152
Holiday	1,040	1,040	650	730	0	70	130
Overtime	0	0	70	166	41	4	60
Administrative	0	0	0	496	53	34	151

Brush, Leaves & Litter Control Program:

The goal of the brush and leave collection and litter control program is to maintain an efficient collection service for the residents. In the past, residents have not been satisfied with the level of service that the department was providing. I believe that part of this perception is a function of the quantity of material placed out for collection. At this point, the City's ordinance does not restrict the volume of material left at the curb for pickup. The City only operates one (1) truck and the driver is dedicated to this task and will only perform other job duties if there's no yard waste to collect. Additionally, the City allows residents to drop off yard waste at the public works yard and we receive a tremendous quantity of yard waste from this program as well.

<u>Sanitation</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Aug-14</u>	<u>Sept-14</u>	<u>YTD 14/15</u>
Brush Collection Stops	3,841	2,970	2,787	5,394	745	591	1784
Brush Truck Loads	422	468	302	644	84	45	165
Leaves Pickup Bags	N/A	N/A	519	4,324	39	273	577
Brush/Leaves Hours	N/A	N/A	585	2,119	178	158	479
Litter Pickup Bags	960	0	168	535	31	36	93
Litter Pickup Hours	N/A	N/A	443	829	89	104	289

Sanitation Collection:

The goal for the curbside garbage and recycling collection program is *to maintain an error rate of less than 1%*. The September 2014 work order report shows that staff made 44 requests on the WI web portal system, of which only 11 were due to missed service calls and the rest were container delivery and/or pickup. Considering that we have over 3,800 cans in service for garbage and 3,680 cans in service for recycling, we are operating with less than 1% error rate.

<u>Solid Waste</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Aug-14</u>	<u>Sept-14</u>	<u>YTD 14/15</u>
Tons	3,590	3,634	3,458	3,315	231	288	765
Disposal Fee	\$88,187.52	\$88,325.03	\$85,077.60	\$82,869.34	\$5,801.36	\$7,064.26	\$19,006.42

**Public Services Department - Public Works Division
September 2014**

SW Accounting	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Aug-14	Sept-14	YTD 14/15
Units Billed	43,655	44,485	44,244	44,953.00	3,796	3,795	11,401.00
Receivables	\$676,350.00	\$683,625.00	\$690,098.50	\$692,727.50	\$65,884.63	\$66,041.58	\$197,946.26
Revenue	\$634,738.25	\$654,858.69	\$684,487.53	\$705,287.91	\$63,321.68	\$65,711.86	\$186,621.37

Citizen Solid Waste Drop-off Program:

The goal for the citizen drop-off program is to provide an effective means for residents to dispose of bulky wastes (furniture, washer appliances, clutter, etc.) or other wastes that normally wouldn't fit into their curbside container. We provide a dumpster for garbage and a dumpster for *metal recycling*. We encourage the residents to separate their items to maximize our recycling efforts. The BMA has made it a policy to allow residents two (2) free dumps per year. Anything above that number a resident would be charged \$50.00.

SW Drop-Off	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Aug-14	Sept-14	YTD 14/15
Participants	660	715	809	525	53	75	201
Tons	119	168	141	168	15	7	31
Disposal Fee	\$14,654.62	\$16,513.14	\$15,473.00	\$16,913.54	\$1,711.46	\$737.14	\$3,403.73

Recycling Program:

The goal for the recycling program is to achieve an overall recycling rate of 25%. At present we are recycling approximately 16% of our solid waste stream. I will add cardboard recycling containers to the drop-off program during the upcoming bid process as a means to increase our diversion rate of recyclable materials from the solid waste stream. The total volume of recyclables collected curbside during the month was approximately 41 tons of material which is a savings of about \$1,825.00 in avoided landfill tipping fees. In addition, the recyclable material revenue for the month was approximately \$353.35. This is a net gain of \$2,177.08.

Recycling	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Aug-14	Sept-14	YTD 14/15
Curbside Tons	253	244	393	456	49	41	125
Recycling Rate	7%	7%	13%	14.3%	18.3%	16.6%	15.9%
Fee (old program)	\$5,081.27	\$6,736.13	-	-	-	-	-
Revenue (curbside)	-	-	\$4,749.94	\$3,469.56	\$398.08	\$353.35	\$1,041.43
<i>Metal (dropoff) Tons</i>	23	11	62	42	5	0	9
Metal Revenue	\$4,819.75	\$3,167.45	\$10,555.50	\$6,240.40	\$712.00	\$0	\$1,217.40

Stormwater Improvement Projects:

The goal is to maintain the existing drainage infrastructure through culvert replacement, ditch cleaning and dry basin mowing. This department responds to citizen drainage complaints and, as such, we list the requested projects on the City's website. Additionally, we maintain the curbed lanes, intersections, center turn lanes and bike path along 31W with our street sweeping program.

Stormwater	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Aug-14	Sept-14	YTD 14/15
Drainage Requests	1	3	27	17	3	5	10
Drainage Work (feet)	620	58	1,457	2,513	282	700	1122
Drainage Man Hours	N/A	N/A	891	1261	117	345	649
Debris Removed Loads	N/A	N/A	75	57	11	12	33
Sweeping Man Hours	0	0	0	272	66	53	158

**Public Services Department - Public Works Division
September 2014**

1. Wilkinson Lane @ Hickerson –

Phase I of this project is now complete. The banks have been transitioned and seeded. In addition to making the banks easier to maintain, residents have complimented staff on making that portion of the roadway much safer to drive. Phase II of this project will be from the drainage ditch line Shady Lane detention area down through the back of the houses along Meadows Court/Hickerson and terminating at the Wilkinson/Hickerson culvert.

2. ARAP Project @ the 31W Church/Soccer Fields –

Staff has completed the work as detailed in the Aquatic Resource Alteration Permit (ARAP) that we received from TDEC. We applied for the permit to relieve some flooding issues in the Rolling Acres subdivision, TDEC allowed us to remove obstacles that impeded the natural flow of water between the church and 31W. Additionally, we were allowed to create a weir overflow structure at a given point in the stream which will divert heavy rain events away from Mr. Allen's decorative pond. The previous property owner, at some point before 1991, diverted the natural stream flow and used it to create a cow pond. Although this initial diversion was not permitted, TDEC would not allow us to restore the Blue-Line stream to its original course. Phase II of this project will begin on Oakdale Drive and terminate at the Blue-Line at the end of Rolling Acres Lane. This project includes reestablishing the drainage ditches and a detention area between Oakdale and the Blue-Line stream.

In order to relieve the downstream flooding and bank degradation issues (west of 31W) we'll need to remove the road culverts and replace them with box culverts like the one we just installed on Valley View Drive.

Road Work Program:

The goal for this program is to maintain the City's right-of-ways and drive lanes so they're free from hazards.

1. Curb - repair concrete curbs/sidewalks;
2. Shoulder – maintain shoulders with rock;
3. Potholes – repair asphalt such as base failures and pothole patching;
4. Potholes – man hours associated with potholes/asphalt work;
5. Mowing - medians, right-of-ways, and City owned property;
6. R-O-W - tree trimming and roadside vegetative management (weed spraying);
7. Signs – repair, replace and/or install signs within the City limits;
8. Salt – winter weather road clearing and salting.

Road Work	FY 10/11	FY 11/12	FY 12/13	FY 13/14	Aug-14	Sept-14	YTD 14/15
Curb Repair	3	0	1	1	0	0	0
Shoulder LF	0	0	788	3,331	0	0	0
Shoulder Hours	0	0	0	88	2	0	2
Potholes	336	168	125	202	12	11	30
Pothole Hours	N/A	N/A	N/A	600	114	53	238
Mowing Hours	0	0	101	446	23	10	84
R-O-W Hours	N/A	N/A	N/A	12	17	8	40
Signs	225	119	153	106	5	3	10
Sign Work Hours	N/A	N/A	N/A	219	21	19	57
Salt Tons	20	55	4	79	0	0	0
Salt Hours	N/A	N/A	N/A	159	0	0	0

Public Works Special Projects:

The goal is to be reactive to special requests that are made from time to time either from the City Administrator or other departments.

No Special Projects during September.

**Public Services Department - Wastewater Division
September 2014**

Collection System Activities

Hobbs Project:

The remaining 35 Low Pressure Grinders were installed in areas from Portland Road down to Dawn Court and points in between. Additionally the vacuum mains have been tied in to gravity and/or cored into manholes. The project was officially online as of September 3rd. JT Hall has completed all testing, installation, and overlay within the project area. They are continuing to work on property restoration, and items on the inspectors punch list. We have seen a decrease of approximately 48% in the runtimes at North Palmers Chapel Vacuum Lift Station since completion of the project.

The installation quantities are as follows:

1. 0' of 8" SDR 35 main line;
2. 0' of 8" SDR 26 main line;
3. 0' of 6" SDR 35 main line;
4. 0' of 6" SDR 26 main line;
5. 0' of 2" LP service lateral;
6. 35 service connections;
7. 0 manholes (0 standard and 0 water tight frame & grates);
8. 10 Property restoration days - property restoration along the Hobbs drainage ditch and Spring Street. Property restoration has begun along the entire project
9. 0 Rain days;
10. 3,002.27 tons of asphalt (128 loads) used to overlay most of the Hobbs project.

Sage Road Lift Station Project:

Scott & Ritter have the wetwell installed and it has passed the hydro test which is used for leak detection. The pipe vault and meter vault have been set and piped together. Additionally, the discharge line has been laid and tapped into the southern force main. Scott & Ritter are expecting the electric service, pump, generator and control panel to be in by the end of September 2014. One (1) pump has been installed.

Line "A" is complete except for tying in service laterals. Vacuum and pressure testing has been completed and the mandrel test will be completed after the 30 day wait time has elapsed.

Line "B" Alternate 2 – has been started. This is the trunk line for Lowe's Millworks and the large apartment complex on Sage Rd. and any future development in that area. The contractor has run up against a solid rock shelf which has only served to slow down their progress. As soon as it can be coordinated, they will begin blasting to clear the way. Line "B" has been completed and tested from Manhole A1 to B4 and from B7 through B10 (the rock shelf is between B4 and B6)

The installation quantities are as follows:

1. 0' of 8" SDR 26 main line;
2. 0' of 8" SDR 35 main line;
3. 6 manholes (6 standard frames and grates);
4. 0 service connections;
5. 0 grinder removals;
6. 972 6" service lateral;
7. 42' of 12" SDR 26 main line;
8. 1,302 feet of 12" SDR 35 main line;
9. 3 property repair days
10. 1 rain days

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal driven task:

This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities.

**Public Services Department - Wastewater Division
September 2014**

<u>Line Marking</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>		<u>Aug-14</u>	<u>Sep-14</u>	<u>YTD</u>
Tennessee 811	1,496	948	866	1,306		142	144	376

SCADA (Supervisory Control And Data Acquisition) Alarm Response Goal:

Our goal is to reduce the number of responses through an ongoing, proactive maintenance program at the major lift stations. However, there are uncontrollable factors that create an alarm condition; such as high water levels due to large rain events, loss of vacuum, power outages and/or loss of phase. These types of alarms notify us that a problem exists. A service technician can access the SCADA system from any location via a smart device and acknowledge the alarm. The new SCADA system that we're currently in the process of installing at every lift station will allow the technician to remotely operate the components at the station.

<u>Lift Station Location</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>		<u>Aug-14</u>	<u>Sep-14</u>	<u>YTD</u>
North Palmers Chapel	2301	1483	1736	3,559		106	129	298
Calista Road	3652	985	1058	2,014		40	193	241
Wilkinson Lane	131	417	231	219		6	50	56
Portland Road	98	13	25	36		7	0	7
Cope's Crossing	0	109	445	208		14	14	47
Union Road	0	16	149	93		1	1	25
Meadowlark Drive	61	32	40			0	0	0
Highway 76	41	20	9	6		0	0	2
Cambria Drive	31	32	16	9		0	0	0
Treatment Plant	694	439	359	333		48	11	85

Work Order Maintenance Response Goal:

The primary goal of the wastewater department is to provide fast, efficient and effective service to the City's approximately 4,009 utility customers. Dispatched and managed through *our GIS Cloud-Based work order system*, staff responds to sewer related calls on a 24/7 basis. Our secondary goal is to manage the over 2,800 mini-lift stations (grinder pumps) in our system using a proactive, programmatic approach. This is done by periodic scheduled maintenance. Additionally, the system has not been completely changed out from the prior two (2) generations of pumps. Thus, the large number of "change-outs" (C/O) that are listed below. Some of these change-outs can also be attributed to customer negligence (throwing foreign materials down the toilet). When abuse is the contributing factor, I will charge back the cost of the pumps, panels and service costs to the customer. Another area of concentration is converting the positive displacement (PD) pumps that were installed in a centrifugal pump application. These *PD to Centrifugal Converts* can be found primarily in the commercial sector.

**Public Services Department - Wastewater Division
September 2014**

<u>Work Orders</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>YTD</u>
"Grinder Project"		144	229	3	0	0	0
PD to Centrifugal Converts				4	2	1	5
2000 to Extreme C/O	0	0	85	86	15	15	37
2000 to 2000 C/O	0	271	19	13	0	4	4
Extreme to 2000 C/O	0	0	33	14	2	0	5
Extreme to Extreme C/O	0	0	157	110	13	15	40
Centrifugal to Centrifugal C/O					0	1	1
2000 Conversions	0	159	26	3	0	0	0
Extreme Converts	0	0	43	83	11	5	28
Low Pressure Service Request	682	554	977	750	86	71	261
Vacuum System Service Request	94	96	127	102	7	3	19
Inspection for New Service	0	0	0	27	6	2	16
Final Inspection for New Service	0	0	0	47	9	5	22
Sanitary Sewer Overflow (SSO)	0	0	4	2	1	0	1
Odor Complaints	0	0	0	11	4	2	6

System Repairs Goal:

The goal is to minimize failures with the major lift stations and the mainline gravity, low and high pressure force mains and the air vacuum systems. We've been training key personnel over the last two (2) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of our lift stations are either at or near their useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced.

**Public Services Department - Wastewater Division
September 2014**

The mainline and service line repairs are mitigated in a large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Therefore, we have to make repairs, and if the line break was due to negligence, I will send the responsible party a repair bill. In some cases, the breaks are due to weather or age.

<u>Repairs</u>	<u>09/10</u>	<u>10/11</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>YTD</u>
Major Lift Stations	23	12	5	5	18	6	0	12
Mainline	17	0	1	7	18	2	0	4
Service Line	89	82	52	65	136	3	6	17

Major Lift Stations Repairs:

WILKINSON LANE:

We have decided to put off moving the control panel until the FY 2015/16 budget year. The VAPEX unit has been relocated to protect it against H2S corrosion.

HERITAGE HIGH SCHOOL:

We are still awaiting the SCADA equipment – it’s due in the second week of July. However, the equipment is finally in stock and now we’re awaiting a service tech from WASCON to assist with the installation.

CALISTA:

The new vertical turbine sewerage pump has been installed, but WASCON had to pull the pump to “trim” the impeller and bring the pump back within the operating pump curve (this will extend the life of the impeller, seals, and motor).

PORTLAND ROAD:

We had a catastrophic failure at Portland Rd. Lift Station. We installed new controls, repaired the pumps and affected piping. The station is now fully operational.

Wastewater Treatment Plant Goal:

The primary goal for the treatment plant is to provide an effluent quality that meets or exceeds the TDEC required limits as set forth in our NPDES permit. This is measured by a violation occurrence that must be notated on the monthly report. The secondary goal is to provide a high level operation and maintenance program to ensure the plant runs as designed. This plant was built in 2001 and has been experiencing mechanical failures on components that operate 24/7.

	<u>Jul - 2014</u>	<u>Aug - 2014</u>	<u>Sep - 2014</u>	
Flow	0.576 MGD	0.560 MGD	0.457 MGD	
Capacity	1.40 MGD	1.40 MGD	1.40 MGD	
% of Plant Throughput	41.1%	40.0%	32.6%	(0.457 MGD) / (1.40 MGD)
Actual Capacity	1.12 MGD	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	51.4%	50.0%	40.8%	(0.457 MGD) / (1.12 MGD)
Rainfall	0.5”	4.96”	1.18”	

<u>Effluent</u>	<u>FY 09/10</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY13/14</u>	<u>Aug-14</u>	<u>Sep - 14</u>	<u>YTD</u>
Violations			4	6	2	0	0	0

Public Services Department - Wastewater Division
September 2014

1. **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 and Union Road stations. We are now feeding at a rate of fifteen (15) gallons per day at the Union Road lift station and fifteen (15) gallons per day at the Old Tyree lift station due to the high levels of H2S within the system.

2. **Oxidation Ditch:**

The oxidation ditch is now running on all orbals and is producing a clean effluent and good levels of dissolved oxygen. The #1 gearbox has been repaired. The #4 gearbox has failed and is out for repair.

3. **UV System:**

The Trojan Ultra-Violet (UV) system main controller *has failed* and we have it on a bypass system. The chamber continues to have problems due to increased algae levels. We have turned the UV System off in order to see the truest results possible from the Peracetic Acid.

We have received the approval from TDEC to go ahead with the 90-day Peracetic acid trial which began the last week of March.

We've submitted a request to TDEC to use PAA as our method of disinfection and are awaiting a response.

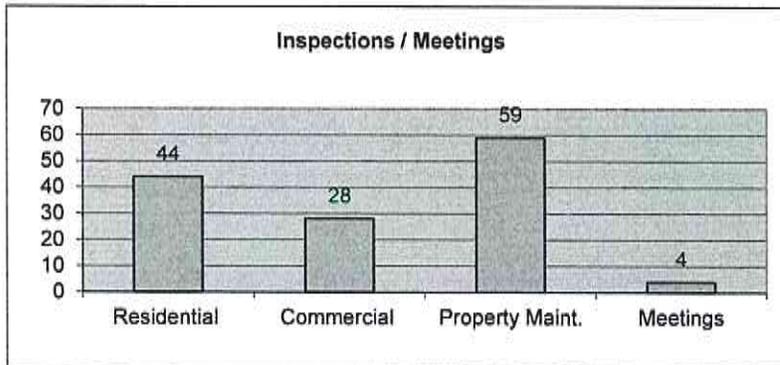
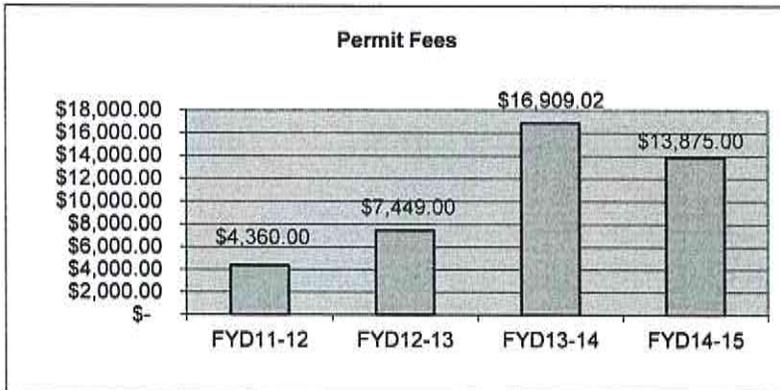
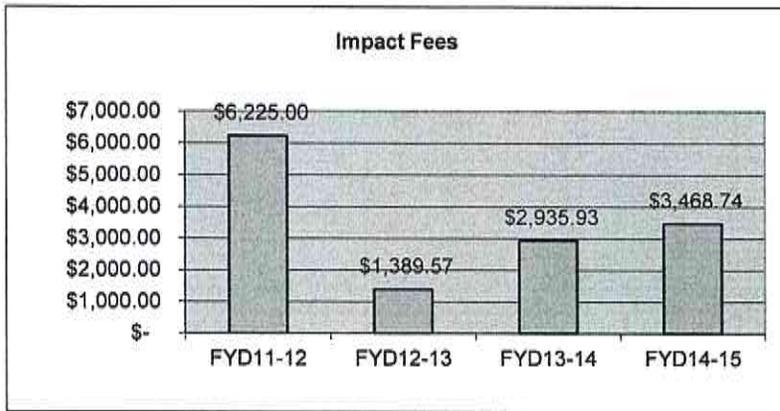
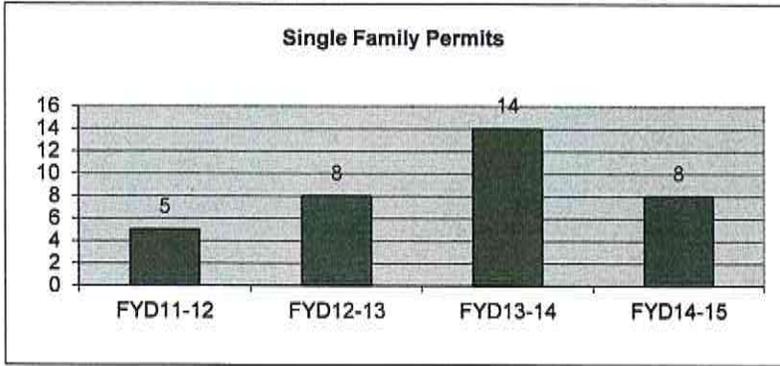
PAA is being used while we await final approval and the feed rate is now operating at a constant 1.3 parts per million (ppm) which is still well below the expected usage levels.

Thus far, the "kill" rate for E. Coli has been much better than expected as well.

Our TDEC permit states in part that, "The concentration of the E. Coli group after disinfection shall not exceed 126 cfu per 100 ml." Additionally, our daily maximum concentration limit is 941/100ml.

Our testing for September was less than 20/100ml.

**Planning and Codes Department
September 2014**



**Planning and Codes Department
September 2014**

	Month	FY 14-15	FY 13-14	FY 12-13	FY 11-12
MEETING AGENDA ITEMS#					
Planning Commission	3	12	12	12	14
Construction Appeals	0	0	0	0	0
Zoning Appeals	2	2	4	3	1
Training/Study Session	0	1	0	0	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	4	8	14	8	5
Multi-Family Residential	0	0	3	0	0
Other Residential	17	43	53	40	35
New Commercial	1	3	1	0	0
New Industrial	0	0	0	0	0
Other Com/Ind	6	12	7	12	1
State Electrical	70	158	122	103	86
Sign	3	4	2	2	3
Occupancy Permits	14	27	16	28	38
Commercial Certificate of Occupancy-Comprehensive Pain Mgmt-301 Richard Wilkes Rd.					
Escue Family Prescription-614 A. Hwy 76					
Soteria Health Foods-129 Edenway Dr.					
Kung Fu Center-Edenway Dr.					
His Word Books & Gifts-3330 Hwy. 31W					
Other	0	0	2	0	0
BUILDING INSPECTIONS					
Residential	44	127	148	99	111
Hours	21.25	48.58	47.67	33.25	32.08
Commercial /Industrial	28	79	40	73	35
Hours	12.92	34.5	17.83	36	10.33
CODE ENFORCEMENT					
Total Cases	59	119	185	275	326
Hours	9.08	19.49	29.17	33.92	39.5
Complaints Received	19	39	45	33	47
MEETINGS					
Administration	2	6	7	7	12
Hours	1.5	21.5	12	14.75	19.17
Planning	1	7	8	7	14
Hours	1	9.3	22.25	6.75	15
Codes	1	4	20	8	12
Hours	2	4.33	17	4.34	8.5
FEES					
Permit Fees	\$5,060.00	\$ 13,875.00	\$ 16,909.02	\$ 7,449.00	\$ 4,360.00
Board Review Fees	\$150.00	\$ 1,250.00	\$ 1,175.00	\$ 300.00	\$ 475.00
City Impact Fee	\$498.00	\$ 3,468.74	\$ 2,935.93	\$ 1,389.57	\$ 6,225.00
Roads	\$152.40	\$ 2,283.07	\$ 610.80	\$ 543.35	\$ 1,905.00
Parks	\$158.40	\$ 277.20	\$ 627.90	\$ 316.80	\$ 1,980.00
Police	\$112.80	\$ 545.20	\$ 1,020.20	\$ 318.95	\$ 1,410.00
Fire	\$74.40	\$ 363.27	\$ 677.03	\$ 210.47	\$ 930.00
OTHER ITEMS					
Subdivision Lots	0	0	0	6	0
Commercial/Ind. Sq Ft	0	4,998	0	3,423	0
Multi-Family Units	0	0	3	0	0
Other	N/A	0	0	0	0
Subdivision Bonds: 10	\$626,290.00	\$ 626,290.00	\$ 693,270.00	\$ 974,300.00	\$ 914,000.00
Builders Bonds	43,366.43	\$ 43,366.43	\$ 42,866.43	\$ 49,753.43	\$ 68,272.95
Workings Days in Month	17	17	16	15	16

Parks, Recreation, & Cultural Arts Department
September 2014

Summary of Month's Activities

Splash Pad

On October 1st, two competitive sealed proposals were received for the splash pad. Both of the vendors will be called in for interviews on October 23rd so that we can discuss their proposal and qualifications. The site work will be bid out as a separate contract. Site work to be done includes grading, erosion control, sidewalks, paved parking, providing water/sewer/electrical connections, landscaping, etc.

Athletic field maintenance

Next month, the soccer fields will be planted with perennial ryegrass in order to have a turf for the spring season. Bermuda grass has started growing much more slowly over the past month due to the cooler night temperatures and the lack of rainfall. Bermuda grass will stop growing after the first frost, which is called going dormant. Any damage done to the turf now will not begin to heal itself until next spring when it comes out of dormancy. This is one reason why it is critical to keep the Bermuda grass as healthy as possible going into the winter. However, the Bermuda grass will not be tall enough to mow until mid to late May when the spring soccer season is nearly over. This is why we plant perennial ryegrass, to somewhat protect the dormant Bermuda grass rhizomes below ground and to provide a growing turf to play on in the early spring. We will spend approximately \$2,500 to purchase the perennial ryegrass seed.

Voice of the People Award

On Monday, September 15th, 2014, the City of White House won a 2014 Voice of the People Award for Transformation in Natural Environment and Safety. This award was received in Charlotte, North Carolina. Representing the Parks and Recreation Department was Director Smith. Based on responses from The National Citizen Survey™ (The NCS™), residents of White House report the highest increase in levels of satisfaction with natural environment and safety compared with responses from all other jurisdictions participating in The NCS™.

GNRC Award

September 22, 2014—The City of White House received a Local Government Award at the Annual Business meeting of the Greater Nashville Regional Council (GNRC) that was held on September 18th in Franklin at the Vanderbilt Legends Club. In attendance to receive the award were Director Ashley Smith, Supervisor Steven Russell, and Superintendent Kevin Whittaker.

The city received an award for Excellence in Parks and Recreation Facilities for the new all-inclusive playground. Inspired by local brothers Connor Green and Cayden Long, a sibling duo known for participating in kids' triathlons, this playground was donated by Miracle Recreation to assist the city with providing a versatile playground for all children regardless of ability.

“The City of White House has demonstrated a fine example of innovation in parks and recreation for all of its citizens to enjoy,” said Sam Edwards, Executive Director of the Greater Nashville Regional Council.

Greenway Arboretum

We are working to have the White House Greenway designated as a certified Level 2 Arboretum by the Tennessee Urban Forestry Council (TUFC). Mr. Randy Allen, a certified arborist living in White House, has worked to identify 63 different species of trees along the greenway with the common and scientific name. Two members of the TUFC, Jill Smith and Brian Rucker, met with Mr. Allen and the Parks and Recreation Director on Sept 3rd to verify the tree identities. The only step left is for us to remove a few dead trees along the greenway. The designation is good for a period of 5 years, at which point it must be re-certified.

Guidelines define an arboretum as an area with a significant amount of woody vegetation in tree form that is cultivated for educational, scientific or aesthetic purposes. To be certified, an arboretum must be open to the public, the trees must be properly labeled for educational purposes, and they must be properly protected and maintained during the period of certification. The TUFC coordinates the Arboretum Certification Program throughout Tennessee. The purpose of the program is to define minimum standards for public educational purposes of an arboretum, and to confirm these standards are met.

Parks, Recreation, & Cultural Arts Department
September 2014

Recreation

Fall Baseball games started August 30th. We have 14 teams for a total of 167 participants. Their season is set to conclude October 4th.

Fall Softball games started August 30th. We have 10 teams for a total of 122 participants. Their season is set to conclude October 4th.

Fall Girls Volleyball games started August 30th. We have 4 teams in the 3rd – 5th grade league and 6 teams in the 6th – 8th grade league for a total of 79 girls. Their season is set to conclude October 4th.

Men's Fall Softball games started September 2nd. There are 7 teams in the league this fall. The season is set to conclude October 28th.

The Labor Day Bike Parade was held Monday, September 1st. Ella Smith got the award for "Best Decorated Bike", Landon Graves came in 2nd Place, and Andrew and Mariana Castleberry came in 3rd place. We had 58 participants this year.

Youth Basketball registration started September 8th. This is for girls and boys grades 1 – 8. Saturday games begin in December. Registration ends October 20th.

Men's Basketball sign-ups started September 22nd and end November 3rd. The season will start in November on Tuesday nights. The league is limited to 9 teams. The fee is \$475 per team.

Trail of Treats is Thursday, October 30th at 6:00PM. We already have 24 businesses that have signed up for it.

The Christmas Parade theme has been selected by the Leisure Services Board. This year it will be "Cruisin' Christmas." The parade will be Saturday, December 6th, at 1:00pm. The staging area for the parade is at the City Park.

Parks Maintenance

- Pressure washed the wooden bridges along the Greenway to make them less slippery
- Sprayed baseball fields 1, 2, 3, 4, & 7 to kill weeds
- Aerated baseball fields 1, 2, 3, 4, & 7
- Added soil and graded some rough areas at the soccer complex, then spread seed and straw
- Used a side-arm mower to maintain the ditch along 31-W at the soccer complex, and used the brush mower in various places
- Trimmed eleagnus shrubs at the Tyree Springs trailhead and the soccer complex

Update on Department Goals and Objectives

RTP Grant –Recreational Trails Program

The trail project is 99% complete, and only minor punch list items remain. The grand re-opening of the trail will be Saturday, October 11th, at 9:00am. Following the ribbon cutting, there will be a casual trail walk to enjoy the new trail improvements. Rhoades Car 4-wheeled bicycles will be available for free demonstration rides on the trail.

Department Highlight

Senior citizens

The seniors will have a Haunted House Dance on October 23rd, from 7:00-9:30pm, in the cafeteria of the White House Municipal Building. Admission is \$5 and a covered dish/snack.

The Robertson County Community Band will perform in the auditorium of the White House Municipal Building on Tuesday, October 21st, from 7:00-8:30pm.

Department Cost Savings Report

Parks, Recreation, & Cultural Arts Department
September 2014

The electrical metering for the stadium has now been separated and Sumner County Schools is paying for their own usage. The Parks and Recreation Director met with SCS representatives and with the White House Utility District to begin planning for the separation of the water. This will require the school system to install a 3" water line for irrigating the field, and a 1" water line for the domestic usage. Due to the cost, both the Sumner County School Board and the County Commission will have to approve the expenditure. It looks like November or December is the earliest that the new water line installation will begin.

Parks, Recreation, Cultural Arts Department
September 2014

				Current Year		
				Aug-14	Sept.- 14	YTD 2014-15

	FY 2009-2010	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
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Maintenance

Mowing Hours	1,469	1,486	1,346	1,276	1,134
Pounds of Grass Seed Sown	1,895	3,140	2,275	3,280	2,560
Pounds of Fertilizer Applied	4,590	8,150	2,540	5,525	1,620
Number of Trees/Shrubs Planted	11	20	39	3	23

Recreation

Number of Youth Program Participants	336	354	448	818	762
Number of Adult Program Participants	1,343	2,353	2,471	1,726	855
Number of Special Event Attendees	2,505	3,484	3,970	2,796	4,145
Total Number of Special Events Offered	17	19	17	19	12
Total Number of Programs Offered	38	68	78	51	46
Youth Program Revenue	\$27,728.00	\$29,068.00	\$29,702.00	\$ 49,676.00	\$49,197.40
Adult Program Revenue	\$9,368.25	\$14,899.65	\$19,216.05	\$ 16,060.90	\$13,155.30
Special Event Revenue	\$4,530.00	\$8,010.00	\$7,355.00	\$ 5,970.00	\$4,965.00

Administration

Number of Shelter Reservations	153	116	112	110	103
Hours of Shelter Reservations					130
Shelter Reservation Revenue	\$4,083.00	\$3,415.00	\$ 3,396.00	\$ 3,270.00	\$2,823.00
Number of Facilities Reservations	105	63	136	261	207
Hours of Facility Reservations					145
Facility Reservation Revenue	\$6,345.82	\$6,475.63	\$ 16,224.25	\$ 36,686.43	\$26,540.00
Field Rental Revenue					\$4,498.33
Misc. Revenue	\$52,032.78	\$60,991.46	\$ 56,423.35	\$ 71,032.39	\$37,420.52

Senior Center

Senior Center Participants	2,399	2,860	3,269	3,586	3,478
Number of Trip Participants	316	473	387	477	507
Number of Meals Participants	3,848	2,912	3,315	2,867	2,910
Number of Program Participants	587	632	4,486	4,030	3,419
Number of Trips Offered	31	42	31	34	38
Number of Meals Served	50	46	49	49	49
Number of Programs Offered	54	50	90	87	81

**White House Inn Library & Museum
September 2014**

Performance Measures

Official Service Area Populations

2009	2010	2011	2012	2013	2014
12,980	13,316	13,257	13,421	13,386	13,477

September Membership

Cumulative Members

Year	New Members	Updated Members	Total Members	% of Population with Membership
2013	42	0	11,034	83
2014	63	216	9,060	67

The library's goal is to maintain or exceed total membership from the previous calendar year. The consortia did its first system wide purge of inactive users for five years at the end of 2013, which is why 2014 has fewer members.

Total Material Available: 27,751

Estimated Value of Total Materials: \$693,775

Last Month: \$691,850

Total Materials Available Per Capita: 2.05

Last Month: 2.06

State Minimum Standard: 2.00

The library has been weeding its collection not only to meet the state standard of weeding 5% of the collection each year, but also to remove books that are too dated and worn to be used in the new library. Despite the large amount of weeding that will take place this year; the library should still be close to the 2.00 state standards as we will still be adding to the collection.

Materials Added In September

Yearly Material Added

2011	2012	2013	2014		2011	2012	2013	2014
147	114	414	298		3,036	2,671	4,108	2,881

The library's goal is to add material that meets the current and future needs of city patrons even if that means buying fewer items in order to afford databases, digital material, reference material, etc.

Physical Items Checked Out in September

Cumulative Physical Items Check Out

2011	2012	2013	2014		2011	2012	2013	2014
5,465	4,071	4,307	4,852		63,395	51,116	47,160	36,067

The library's goal is to maintain or exceed the state standard of every item checking out 2.5 times a year. Despite a drop in physical items being checked out, the number of eBooks and downloaded audio books has increased every year. Last year, every item checked out 1.8 times. With more digital checkouts, the library hopes to meet the 2.5 standard.

Programs

September	Kids Sessions	Kids Attendance	Teen Sessions	Teen Attendance	Adult Sessions	Adult Attendance
2011	9	227	0	0	1	9
2012	6	184	1	16	1	9
2013	7	121	0	0	1	9
2014	8	149	0	0	4	23
Yearly Totals	Kids Sessions	Kids Attendance	Teen Sessions	Teen Attendance	Adult Sessions	Adult Attendance
2011	91	2,805	0	0	14	217
2012	76	2,232	4	31	16	245
2013	92	2,193	7	35	11	107
2014	74	1,747	10	94	12	80

The library's goal is to maintain or exceed the number of programs conducted each year and the number of individuals that attend the events.

Volunteers: 8 Hours: 68.4

**White House Inn Library & Museum
September 2014**

September Computer Users

Yearly Computer Users

	2011	2012	2013	2014	2011	2012	2013	2014
Wireless	***	***	96	146	***	***	1,071	860
Internet Computers	469	383	380	432	5,983	4,282	3,791	2,814
Children Computers	293	150	182	173	3,244	2,874	1,691	1,299

The library's goal is to stay current with technological needs in the community by observing each technology's use and making changes to increase usage.

Services Provided by Contracting with State

September Interlibrary Loan Services

Yearly Interlibrary Loan Services

	2011	2012	2013	2014	2011	2012	2013	2014
Borrowed	36	37	24	23	337	362	136	189
Loaned	8	9	17	18	64	100	165	369

The goal of the interlibrary loan system is to loan as many requests as possible to help lower other libraries' expenses as well as trying to obtain as many patron requests as possible in order to offer a larger variety of items and to save the library funds.

Yearly R.E.A.D.S. Statistics

	2011-2012	2012-2013	2013-2014	2014-2015
eBooks	792	2,010	3,688	1,036
Audios	1,717	2,501	2,521	841

The goal of the R.E.A.D.S. program is to continue to promote the service to increase patron use, thereby providing more titles, material type, and savings for the library.

** 2014 numbers will continue to be obtained and increase as the year continues.*

Municipal Court
September 2014

Revenues

Citations

Total Collected for Month	\$11,602.65
Total Collected YTD	\$35,501.65

State Fines

Total Collected for Month	\$1,358.86
Total Collected YTD	\$3,725.47

Total Revenue for Month	\$12,961.51
Total Revenue YTD	\$39,227.12

Disbursements

Litigation Tax	\$928.37
DOS / DOH Fines & Fees	\$902.50
DOS Title & Registration	\$308.75
Restitution / Refunds	\$0.00
TBI-Expungement / Fees	\$0.00
Worthless Checks	\$75.00

Total Disbursements for Month	\$2,214.62
Total Disbursements YTD	\$6,184.39

Adjusted Revenue for Month	\$10,746.89
Total Adjusted Revenue YTD	\$33,042.73

Drug Fund Donations for Month	\$498.75
Drug Fund Donations YTD	\$736.25

110	General Fund	Account	Description	Year-To-Date			Month-To-Date			Monthly Comparative:
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg	
										25.00%
31100			Property Taxes (Sumner To Distribute)	0.00	0.00	0.00 %	0.00	0.00	0.00 %	
31110			Real & Personal Property Tax(Current)	1,981,782.00	(17,100.50)	0.86 %	165,148.50	(11,071.50)	6.70 %	
31120			Public Utilities Property Tax (Current)	97,295.00	0.00	0.00 %	8,107.92	0.00	0.00 %	
31211			Property Tax Delinquent 1st Year	56,000.00	0.00	0.00 %	4,666.67	0.00	0.00 %	
31212			Property Tax Delinquent 2nd Year	16,000.00	(674.00)	4.21 %	1,333.33	(674.00)	50.55 %	
31213			Property Tax Delinquent 3rd Year	6,000.00	(2,973.00)	49.55 %	500.00	(869.00)	173.80 %	
31214			Property Tax Delinquent 4th Year	3,000.00	(931.00)	31.03 %	250.00	(869.00)	347.60 %	
31215			Property Tax Delinquent 5th Year	3,000.00	(955.00)	31.83 %	250.00	(869.00)	347.60 %	
31216			Property Tax Delinquent 6th Year	800.00	(487.00)	60.88 %	66.67	(413.00)	619.50 %	
31219			Property Tax Delinquent - Other Prior	1,900.00	(2,731.00)	143.74 %	158.33	(2,731.00)	1,724.84 %	
31300			Int, Penalty, And Court Cost On Prop	28,000.00	(9,142.00)	32.65 %	2,333.33	(7,561.77)	324.08 %	
31513			Payment In Lieu Of Tax -Sewer	112,385.00	(28,096.26)	25.00 %	9,365.42	(9,365.42)	100.00 %	
31520			Payments From Industry	14,831.00	0.00	0.00 %	1,235.92	0.00	0.00 %	
31610			Local Sales Tax - Co. Trustee	2,250,000.00	(601,622.53)	26.74 %	187,500.00	(191,836.21)	102.31 %	
31709			Beer And Liquor Local Priv Tax	6,500.00	(354.15)	5.45 %	541.67	0.00	0.00 %	
31710			Wholesale Beer Tax	265,000.00	(80,723.40)	30.46 %	22,083.33	(27,630.12)	125.12 %	
31800			Business Taxes	140,000.00	(6,931.56)	4.95 %	11,666.67	(1,255.84)	10.76 %	
31911			Natural Gas Franchise Tax	106,000.00	(137,722.98)	129.93 %	8,833.33	(137,722.98)	1,559.13 %	
31912			Cable TV Franchise Tax	113,000.00	(31,535.43)	27.91 %	9,416.67	0.00	0.00 %	
31960			Special Assessment - Liens	1,200.00	(210.00)	17.50 %	100.00	0.00	0.00 %	
31980			Mixed Drink Taxes	11,000.00	(2,947.33)	26.79 %	916.67	(1,761.50)	192.16 %	
32090			Peddler Permit	50.00	0.00	0.00 %	4.17	0.00	0.00 %	
32209			Beer And Liquor License Application	2,300.00	(550.00)	23.91 %	191.67	0.00	0.00 %	

City of White House
 Summary Financial Statement
 September 2014

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 Date/Time: 10/7/2014 3:18 PM
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Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
110	General Fund						25.00%
32610	Building Permits	30,000.00	(13,793.50)	45.98 %	2,500.00	(6,106.50)	244.26 %
32690	Other Permits	50.00	0.00	0.00 %	4.17	0.00	0.00 %
32710	Sign Permits	1,100.00	(200.00)	18.18 %	91.67	(100.00)	109.09 %
33100	Federal Grants	1,227,798.00	(1,873.93)	0.15 %	102,316.50	0.00	0.00 %
33320	Tva Payments In Lieu Of Taxes	113,420.00	0.00	0.00 %	9,451.67	0.00	0.00 %
33400	State Grants	100,000.00	0.00	0.00 %	8,333.33	0.00	0.00 %
33410	State Law Enforcement Education	23,000.00	0.00	0.00 %	1,916.67	0.00	0.00 %
33460	State Grant-Library Technology	1,311.00	0.00	0.00 %	109.25	0.00	0.00 %
33510	State Sales Tax	743,488.00	(189,511.15)	25.49 %	61,957.33	(59,279.09)	95.68 %
33520	State Income Tax	23,000.00	(23,973.05)	104.23 %	1,916.67	(86.29)	4.50 %
33530	State Beer Tax	5,128.00	0.00	0.00 %	427.33	0.00	0.00 %
33553	State Gasoline Inspection Fee	21,023.00	(5,236.85)	24.91 %	1,751.92	(1,743.78)	99.54 %
33593	Corporate Excise Tax	12,000.00	0.00	0.00 %	1,000.00	0.00	0.00 %
33710	County Grant - Senior Nutrition	9,500.00	(4,750.00)	50.00 %	791.67	0.00	0.00 %
34120	Fees And Commissions	3,000.00	(1,350.92)	45.03 %	250.00	(150.00)	60.00 %
34740	Parks And Rec League Fees	74,000.00	(29,870.67)	40.37 %	6,166.67	(3,061.50)	49.65 %
34741	Field Maintenance Fees	8,000.00	(940.00)	11.75 %	666.67	0.00	0.00 %
34760	Library Fines, Fees, And Other	7,500.00	(2,427.89)	32.37 %	625.00	(879.58)	140.73 %
34793	Community Center Fees	13,000.00	(3,736.59)	28.74 %	1,083.33	(1,492.59)	137.78 %
34900	Other Charges For Services	9,500.00	(1,892.50)	19.92 %	791.67	(632.00)	79.83 %
35110	City Court Fines And Costs	145,000.00	(35,182.35)	24.26 %	12,083.33	(11,206.66)	92.74 %
35130	Impoundment Charges	250.00	0.00	0.00 %	20.83	0.00	0.00 %
36000	Other Revenues	6,000.00	6,038.38	-100.64 %	500.00	(120.75)	24.15 %
36100	Interest Earnings	5,200.00	(777.15)	14.95 %	433.33	(246.37)	56.85 %

Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
110	General Fund						25.00%
36210	Rent	17,500.00	(2,383.80)	13.62 %	1,458.33	(794.60)	54.49 %
36350	Insurance Recoveries	0.00	(7,019.39)	0.00 %	0.00	(7,019.39)	0.00 %
36430	Tax Refunds (Overpayments)	0.00	(3.00)	0.00 %	0.00	0.00	0.00 %
36450	Parks Concessions	14,000.00	0.00	0.00 %	1,166.67	0.00	0.00 %
36700	Contri And Donation From Private	200,000.00	(204.20)	0.10 %	16,666.67	0.00	0.00 %
36920	Sale Of Bonds	2,866,164.00	(110,630.07)	3.86 %	238,847.00	(56,756.58)	23.76 %
	Total Revenues	10,895,975.00	(1,355,405.77)	12.44 %	907,997.92	(544,306.02)	59.95 %
Expenditures							
41000	General Government	(410,861.00)	144,661.71	35.21 %	(34,238.42)	22,566.35	65.91 %
41210	City Court	(78,164.00)	21,569.41	27.60 %	(6,513.67)	5,559.35	85.35 %
41500	Financial Administration	(368,506.00)	79,261.24	21.51 %	(30,708.83)	17,341.05	56.47 %
41650	Human Resources	(143,996.00)	45,645.86	31.70 %	(11,999.67)	9,410.57	78.42 %
41670	Engineering	(884,520.00)	564,747.64	63.85 %	(73,710.00)	0.32	0.00 %
41700	Planning And Zoning	(288,420.00)	69,524.61	24.11 %	(24,035.00)	17,969.05	74.76 %
41800	General Government Buildings	(264,227.00)	31,102.62	11.77 %	(22,018.92)	3,072.50	13.95 %
41921	Special Events	(4,000.00)	1,329.28	33.23 %	(333.33)	0.00	0.00 %
42100	Police Patrol	(1,288,116.00)	356,866.05	27.70 %	(107,343.00)	135,574.37	126.30 %
42120	Police Support Services	(274,125.00)	71,701.59	26.16 %	(22,843.75)	19,661.66	86.07 %
42150	Police Administration	(206,539.00)	52,710.38	25.52 %	(17,211.58)	9,924.14	57.66 %
42151	Communications Services	(220,000.00)	184,246.56	83.75 %	(18,333.33)	(12,582.69)	-68.63 %
42200	Fire Protection And Control	(2,307,800.00)	971,570.23	42.10 %	(192,316.67)	70,123.68	36.46 %
42210	Fire Administration And Inspection	(287,308.00)	82,836.25	28.83 %	(23,942.33)	16,120.50	67.33 %
43000	Public Works	(775,336.00)	395,608.62	51.02 %	(64,611.33)	30,112.43	46.61 %
44310	Senior Citizen Activities	(42,760.00)	8,053.08	18.83 %	(3,563.33)	2,155.07	60.48 %

Account	Description	Year-To-Date			Month-To-Date			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg	
110	General Fund							25.00%
44700	Parks	(300,213.00)	72,312.98	24.09 %	(25,017.75)	17,872.30	71.44 %	
44740	Park Maintenance	(1,006,203.00)	303,928.10	30.21 %	(83,850.25)	19,602.05	23.38 %	
44800	Libraries	(3,357,011.00)	2,859,035.87	85.17 %	(279,750.92)	53,643.47	19.18 %	
44880	Children's Library Services	(36,690.00)	9,506.80	25.91 %	(3,057.50)	3,012.21	98.52 %	
51000	Miscellaneous Expenditures	(251,000.00)	13,248.31	5.28 %	(20,916.67)	(2,751.69)	-13.16 %	
Total	Expenditures	(12,795,795.00)	6,339,467.19	49.54 %	(1,066,316.25)	438,386.69	41.11 %	
Total 110	General Fund	(1,899,820.00)	4,984,061.42	262.34 %	(158,318.33)	(105,919.33)	-66.90 %	

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
120	Industrial Development Fund					25.00%
Revenues						
33800	Local Revenue Allocations	47,000.00	(22,392.46)	3,916.67	0.00	0.00 %
36100	Interest Earnings	80.00	(37.83)	6.67	(13.58)	203.70 %
	Total Revenues	47,080.00	(22,430.29)	3,923.33	(13.58)	0.35 %
Expenditures						
48000	Economic Opportunity	(50,300.00)	3,012.25	(4,191.67)	1,020.00	24.33 %
	Total Expenditures	(50,300.00)	3,012.25	(4,191.67)	1,020.00	24.33 %
Total 120	Industrial Development Fund	(3,220.00)	(19,418.04)	(268.33)	1,006.42	375.06 %

Account	Description	Year-To-Date			Month-To-Date		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
121	State Street Aid Fund						25.00%
Revenues							
33551	State Gasoline And Motor Fuel Tax	274,321.00	(70,374.68)	25.65 %	22,860.08	(22,287.54)	97.50 %
36100	Interest Earnings	50.00	(25.73)	51.46 %	4.17	(6.32)	151.68 %
	Total Revenues	274,371.00	(70,400.41)	25.66 %	22,864.25	(22,293.86)	97.51 %
Expenditures							
43100	Highways And Streets	(263,000.00)	153,066.28	58.20 %	(21,916.67)	900.00	4.11 %
	Total Expenditures	(263,000.00)	153,066.28	58.20 %	(21,916.67)	900.00	4.11 %
Total 121	State Street Aid Fund	11,371.00	82,665.87	-726.99 %	947.58	(21,393.86)	2,257.73

Account	Description	Year-To-Date		Month-To-Date		Estimate Avg/Mth	% of Avg
		Budget Estimate	Actual	% of Budget	Actual		
122	Parks Sales Tax Fund						25.00%
Revenues							
36100	Interest Earnings	280.00	(21.64)	7.73 %	(7.24)	23.33	31.03 %
36425	Parks Sales Tax Receipts	78,000.00	(20,683.39)	26.52 %	(6,317.24)	6,500.00	97.19 %
	Total Revenues	78,280.00	(20,705.03)	26.45 %	(6,324.48)	6,523.33	96.95 %
Expenditures							
49000	Debt Service	(133,284.00)	0.00	0.00 %	0.00	(11,107.00)	0.00 %
	Total Expenditures	(133,284.00)	0.00	0.00 %	0.00	(11,107.00)	0.00 %
Total 122	Parks Sales Tax Fund	(55,004.00)	(20,705.03)	-37.64 %	(6,324.48)	(4,583.67)	-137.98

Account	Description	Year-To-Date			Month-To-Date			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg	
123	Solid Waste Fund							25.00%
Revenues								
34400	Sanitation - User Fees	792,132.00	(190,024.18)	23.99 %	66,011.00	(65,884.63)		99.81 %
36100	Interest Earnings	700.00	(94.00)	13.43 %	58.33	(24.26)		41.59 %
37794	Sale Of Materials	12,000.00	(3,024.91)	25.21 %	1,000.00	(1,110.08)		111.01 %
	Total Revenues	804,832.00	(193,143.09)	24.00 %	67,069.33	(67,018.97)		99.92 %
Expenditures								
43200	Sanitation	(1,005,508.00)	317,771.97	31.60 %	(83,792.33)	12,950.45		15.46 %
49000	Debt Service	(52,090.00)	0.00	0.00 %	(4,340.83)	0.00		0.00 %
	Total Expenditures	(1,057,598.00)	317,771.97	30.05 %	(88,133.17)	12,950.45		14.69 %
Total 123	Solid Waste Fund	(252,766.00)	124,628.88	49.31 %	(21,063.83)	(54,068.52)		-256.69

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
140	Police Drug Fund					25.00%
Revenues						
31610	Local Sales Tax - Co. Trustee	550.00	0.00	45.83	0.00	0.00 %
35130	Impoundment Charges	100.00	(140.00)	8.33	0.00	0.00 %
35140	Drug Related Fines	7,800.00	(736.25)	650.00	(498.75)	76.73 %
36100	Interest Earnings	65.00	(10.94)	5.42	(3.65)	67.38 %
	Total Revenues	8,515.00	(887.19)	709.58	(502.40)	70.80 %
Expenditures						
42129	Drug Investigation And Control	(6,833.00)	2,362.94	(569.42)	65.00	11.42 %
	Total Expenditures	(6,833.00)	2,362.94	(569.42)	65.00	11.42 %
Total 140	Police Drug Fund	1,682.00	1,475.75	140.17	(437.40)	312.06 %

Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
200	Debt Service Fund (General)						25.00%
Revenues							
31110	Real & Personal Property Tax	809,000.00	(5,098.75)	0.63 %	67,416.67	(3,690.50)	5.47 %
36000	Other Revenues	0.00	(7,420.90)	0.00 %	0.00	0.00	0.00 %
36100	Interest Earnings	250.00	(36.15)	14.46 %	20.83	(12.81)	61.49 %
	Total Revenues	809,250.00	(12,555.80)	1.55 %	67,437.50	(3,703.31)	5.49 %
Expenditures							
49000	Debt Service	(769,119.00)	1,100.00	0.14 %	(64,093.25)	0.00	0.00 %
	Total Expenditures	(769,119.00)	1,100.00	0.14 %	(64,093.25)	0.00	0.00 %
Total 200	Debt Service Fund (General)	40,131.00	(11,455.80)	28.55 %	3,344.25	(3,703.31)	110.74 %

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
412	Sewer Fund					25.00%
Revenues						
36000	Other Revenues	15,000.00	(604.99)	1,250.00	(4.99)	0.40 %
36100	Interest Earnings	2,700.00	(520.91)	225.00	(155.32)	69.03 %
36330	Sale Of Equipment	0.00	(24.00)	0.00	0.00	0.00 %
36350	Insurance Recoveries	0.00	(31,667.67)	0.00	(31,667.67)	0.00 %
36920	Sale Of Bonds	4,819,969.00	(80,995.00)	401,664.08	(80,995.00)	20.16 %
37210	Application Fees	26,000.00	(6,025.00)	2,166.67	(1,950.00)	90.00 %
37220	Administrative Fees	10,000.00	(4,565.00)	833.33	(1,325.00)	159.00 %
37230	Sewer User Fees	2,516,000.00	(678,304.65)	209,666.67	(215,637.94)	102.85 %
37294	Capital Cost Recovery Fee	35,000.00	0.00	2,916.67	0.00	0.00 %
37298	Capacity Fees	412,000.00	(50,300.00)	34,333.33	(9,300.00)	27.09 %
37499	Commitment Fees	0.00	(3,900.00)	0.00	(600.00)	0.00 %
37995	Connection Fees	5,000.00	(1,200.00)	416.67	(750.00)	180.00 %
	Total Revenues	7,841,669.00	(858,107.22)	653,472.42	(342,385.92)	52.39 %
Expenditures						
49000	Debt Service	(704,397.00)	30,219.70	(58,699.75)	10,071.90	17.16 %
52114	Transmission And Distribution	0.00	9.00	0.00	0.00	0.00 %
52117	Administration And General Expenses	(722,152.00)	166,719.31	(60,179.33)	28,442.87	47.26 %
52210	Collection	(4,701,095.00)	3,483,040.81	(391,757.92)	172,298.86	43.98 %
52213	Sewer Treatment And Disposal	(2,230,715.00)	141,656.54	(185,892.92)	5,042.34	2.71 %
52223	Depreciation	(717,624.00)	179,406.00	(59,802.00)	59,802.00	100.00 %
	Total Expenditures	(9,075,983.00)	4,001,051.36	(756,331.92)	275,657.97	36.45 %
Total	412 Sewer Fund	(1,234,314.00)	3,142,944.14	(102,859.50)	(66,727.95)	-64.87 %

Account	Description	Monthly Comparative:							
		Year-To-Date		Month-To-Date					
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth				
416	Healthcare Fund								25.00%
Revenues									
36100	Interest Earnings	290.00	(44.00)	15.17 %	24.17	(14.06)			58.18 %
36960	Operating Transfer In From Other	47,000.00	(12,436.68)	26.46 %	3,916.67	(2,995.13)			76.47 %
	Total Revenues	47,290.00	(12,480.68)	26.39 %	3,940.83	(3,009.19)			76.36 %
Expenditures									
51520	Insurance Employers Share	(68,500.00)	11,718.87	17.11 %	(5,708.33)	2,910.91			50.99 %
	Total Expenditures	(68,500.00)	11,718.87	17.11 %	(5,708.33)	2,910.91			50.99 %
Total 416	Healthcare Fund	(21,210.00)	(761.81)	-3.59 %	(1,767.50)	(98.28)			-5.56 %

Account	Description	Year-To-Date		Monthly Comparative:			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
417	Stormwater Utility						25.00%
Revenues							
34124	Stormwater Utility Fee	50,000.00	0.00	0.00 %	4,166.67	0.00	0.00 %
36100	Interest Earnings	250.00	0.00	0.00 %	20.83	0.00	0.00 %
	Total Revenues	50,250.00	0.00	0.00 %	4,187.50	0.00	0.00 %
Expenditures							
51530	Stormwater Administration	(3,500.00)	0.00	0.00 %	(291.67)	0.00	0.00 %
	Total Expenditures	(3,500.00)	0.00	0.00 %	(291.67)	0.00	0.00 %
Total 417	Stormwater Utility	46,750.00	0.00	0.00 %	3,895.83	0.00	0.00 %

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
433	Hillcrest City Cemetery					25.00%
Revenues						
34110	General Services	2,300.00	(954.00)	191.67	0.00	0.00 %
34321	Cemetery Burial Charges	900.00	0.00	75.00	0.00	0.00 %
34323	Grave - Opening And Closing Fees	18,000.00	(4,550.00)	1,500.00	(3,850.00)	256.67 %
36100	Interest Earnings	250.00	(44.18)	20.83	(15.17)	72.82 %
36340	Sale Of Cemetery Lots	6,000.00	(9,750.00)	500.00	(2,250.00)	450.00 %
	Total Revenues	27,450.00	(15,298.18)	2,287.50	(6,115.17)	267.33 %
Expenditures						
43400	Cemeteries	(42,426.00)	14,199.19	(3,535.50)	50.51	1.43 %
	Total Expenditures	(42,426.00)	14,199.19	(3,535.50)	50.51	1.43 %
Total 433	Hillcrest City Cemetery	(14,976.00)	(1,098.99)	(1,248.00)	(6,064.66)	-485.95

RESOLUTIONS....

ORDINANCES....

ORDINANCE 14-24

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE TITLE 7, CHAPTER 2 FIRE CODE, DELETING SECTION 7-209.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding fire code;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the White House Municipal Code Title 7, Chapter 2 Fire Code be revised from the Municipal Code as follows:

ARTICLE VII: FIRE PROTECTION AND FIREWORKS
CHAPTER 2: Fire Code
SECTION: Deleting - 7-209. Automatic sprinkler system requirements.
OTHER AMENDMENTS: Renumber section numbers

SECTION

7-201. Fire code adopted.
7-202. Amendments to International Fire Code.
7-203. Enforcement.
7-204. Definition of "municipality."
7-205. Storage of explosives, flammable liquids, etc.
7-206. Gasoline trucks.
7-207. Variances.
7-208. Violations.
~~7-209. Automatic sprinkler system requirements.~~
7- 209. Novelty lighters.

7-201. Fire code adopted.
7-202. Amendments to International Fire Code.
7-203. Enforcement.
7-204. Definition of "municipality."
7-205. Storage of explosives, flammable liquids, etc.
7- ~~205~~ 206. Gasoline trucks.
7- ~~206~~ 207. Variances.
7- ~~207~~ 208. Violations.
~~7- 208. Automatic sprinkler system requirements. (1) An approved automatic sprinkler system shall be provided for the following new or renovated buildings or structures:~~

- (a) ~~Group A. All buildings or structures 5,000 square feet gross floor area or more.~~
- (b) ~~Group E. All buildings or structures with the exception of detached portable classrooms.~~
- (c) ~~Group F. All buildings or structures ten thousand (10,000) square feet gross floor area.~~
- (d) ~~Group R. All residential buildings or structures as follows:~~
 - (i) ~~Hotel/motel: NFPA 13.~~
 - (ii) ~~Lodging and rooming houses: NFPA 13R.~~
 - (iii) ~~Board and care facilities: NFPA 13R 16 or less occupants; NNPA 13 more than 16 occupants.~~
 - (iv) ~~Single family attached more than two (2) units (townhouses).~~
 - (v) ~~One and two family dwellings; all buildings or structures 5,000 square feet gross floor area, or exceeding 3,000 square feet gross floor area and set back more than 300 feet from a public road (NFPA 13D).~~
- (e) ~~Group M. All buildings or structures 5,000 square feet or more gross floor area.~~
- (f) ~~Group B. All buildings or structures 5,000 square feet or more gross floor area.~~
- (g) ~~Industrial. All buildings or structures 10,000 square feet or more gross floor area.~~
- (h) ~~Group U. Buildings and structures accessory in nature will fall under the same square footage requirements as the structure to which they are an accessory.~~
- (i) ~~Mixed uses. All buildings or structures 5,000 square feet or more gross floor area.~~

(2) For the purpose of this section, occupancies shall be classified in accordance with the International Code Council series.

(3) For the purpose of this section only, major renovation shall be defined as construction to the building that is greater than 50% of the estimated cost of reconstruction of the entire structure. In the event that a disagreement regarding the estimated cost percentage occurs, the building owner or his/her agent shall provide a certified appraisal of the structure and a certified construction estimate shall be furnished to the chief of the fire department or the fire marshal upon request, as proof of compliance. Appraisal shall not include associated land cost, furnishings, or decorations.

(4) Any addition to an existing building or structure which brings the gross floor area above the applicable square footage listed in § 7-208(1)(a) through (i) shall cause the entire building or structure to meet the requirements of this section.

(5) Any change in use and occupancy to a structure that is of a higher hazard classification as defined in the International Code Council series of codes, and the gross square footage is above the applicable square as listed in § 7-208(1)(a) through (i) shall cause the entire building or structure to meet the requirements of that section.

High hazard shall be classified as those facilities that are likely to burn with extreme rapidity or from which explosions are likely.

(6) For the purpose of this section, only an approved four (4) hour firewall that meets the following requirements:

- (a) Structurally independent;
- (b) Masonry or concrete;
- (c) Extends eighteen inches (18") horizontally from any wall and thirty inches (30") vertically above the roof;
- (d) Designed by a registered architect or engineer; and
- (e) No openings; shall be considered when calculating the gross floor area, or constituting a separate building in occupancies specified in § 7-208 (1)(a) through (i).

(7) Where automatic sprinkler protection is determined to increase the hazard to the property or its occupants to be protected, other automatic extinguishing systems appropriate for the hazard shall be provided.

(8) Any building that is required to be equipped with a fire department connection (FDC), the FDC shall be located on the front street side of the facility. Special circumstances that would prevent this shall be reviewed and altered only by the fire chief or the fire marshal or designee on a case-by-case basis. Physical location of the fire department connection (FDC) shall be determined by the following factors:

(a) Hazard classification of the facility as defined in NFPA 13:

- (i) Light hazard: May be located on the surface of the structure. FDC shall be located not to exceed five (5) feet from the corner of the structure, and shall not be higher than five (5) feet from finished grade nor less than eighteen (18) inches above finished grade.
- (ii) Ordinary hazard: Same as light hazard.
- (iii) Extra hazard: FDC shall be located a minimum of forty (40) feet from the structure.

(b) Height of structure or building:

- (i) Any building or structure three stories or less that meet the requirements as defined in section 11.
- (ii) Any building or structure exceeding in height shall have the FDC located a distance away from the structure or building at least half the height of the structure but in no case shall the distance be less than forty (40) feet.

(9) Any building that is required to be equipped with a FDC for the automatic sprinkler system as described in (NFPA 13, 13D, 13R) shall have a reliable water supply for use by the fire department located within 100 feet of the FDC. A reliable water supply shall mean a fire hydrant that meets the City of White House Fire Department requirements. A reliable water supply shall be connected to the White House Utility District water system. For special circumstances, an alternative water supply may be proposed when connection to the White House Utility District system is not practical with the approval of the fire chief or the fire marshal.

(10) Any automatic sprinkler system provided as a requirement of this section or other code requirements, shall be adequately supervised as follows:

- (c) The extinguishing system shall be electronically connected to a central (UL) station facility meeting the requirements of NFPA 72.
- (d) Where a system may be disabled by closing of valves, interruption of power, etc., adequate supervision shall be provided to sound at least a local alarm when the system is deactivated, and a trouble signal to the central station facility.

~~(e) Automatic sprinkler flow alarms shall be zoned to indicate a water flow and not a general fire alarm to the central station.~~

~~(f) Where building fire alarm facilities are provided, actuation of the extinguishing system shall also cause the building alarm to sound in accordance with NFPA 72.~~

~~(g) Where building fire alarm facilities are not provided, actuation of the extinguishing system shall require at least one (1) building alarm to sound within the facility. Alarms shall be in accordance with NFPA 72.~~

~~(h) Where multiple tenants are located within a building or structure, at least one (1) alarm-sounding device shall be provided for each tenant space, that upon actuation of the extinguishing system shall sound an alarm to evacuate the facility. Alarms shall be installed in accordance with NFPA 72.~~

~~(11) Automatic sprinkler systems and appurtenances shall be installed, tested, inspected, and maintained in accordance with National Fire Protection Association Standards and Tennessee Code Annotated laws.~~

~~(12) All automatic sprinkler systems installed within the City of White House must include the following appurtenances: exterior water flow indicating device (water motor gong or electronic bell), exterior indicating valve (PIV, Change 13, October 18, 2012 7-7 WPIV, or OS&Y), and an expansion (retard) chamber installed to prevent false alarms.~~

~~(13) Where these requirements conflict with the City of White House Building Code, Fire Code, state or federal standards, the most stringent requirements shall apply.~~

7- 210 209. Novelty lighters.

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

First Reading: September 25, 2014 PASSED

Second Reading: October 16, 2014

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

PURCHASING....

October 7, 2014

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Patrick Brady, Chief of Police
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
2005 Ford Crown Victoria	2FAFP71WX5X139679	106,000
2005 Ford Crown Victoria	2FAFP71W85X144279	100,000

September 24, 2014

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: W. Joe Moss, Director of Public Services
Re: Request to Approve LaneLight Crosswalk System for Greenway Crossing Purchase

On this date, September 24, 2014, I am requesting that the Mayor and Board of Alderman approve the purchase of the LaneLight Crosswalk System from *Traffic and Parking Control Co., Inc. (TAPCO)*.

The LaneLight system will be installed at the Tyree Springs Road Greenway crossing. The system is solar operated. I will have the pedestrian pushbuttons installed approximately 35 feet back from the road to allow ample time for motorists to react to the oncoming pedestrian and/or bicycle traffic.

The LaneLight Crosswalk System is within my approved CIP budget of \$25,000.00. Therefore I'm requesting BMA approval of this purchase from TAPCO in Brown Deer, WI for **\$24,999.00**.

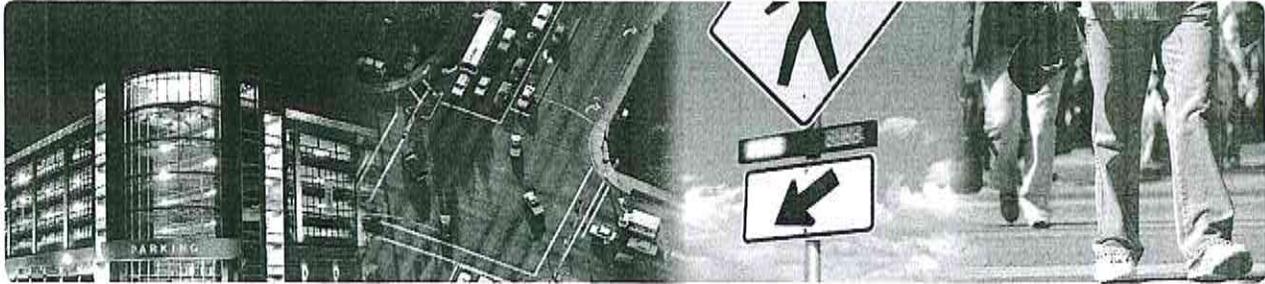
The LaneLight Crosswalk System is on the U.S. Communities Contract No. 2013-100. The contract term is from March 1, 2014 through February 28, 2017 and covers TAPCO's entire line of traffic control products and related products and solutions.

The BMA authorized participation by the City in the U.S. Communities Government Purchasing Alliance on October 25, 2005 through Resolution 05-26.

Should you have any questions regarding this award request, please call me at 406-0177.

W. Joe Moss
Director of Public Services

WW Board Memo for LaneLight Crosswalk System TAPCO Sept 2014



U.S. Communities™ Government Purchasing Alliance Contract Provides Traffic Control Products & Solutions at Best Value Pricing

Barron County, WI, acting on behalf of U.S. Communities, has granted an award to TAPCO pursuant to RFP number 2013-100 for purchase of Traffic Control Products and Related Products and Solutions.

U.S. Communities contract number 2013-100 provides program participants the best overall government pricing for traffic control products, related products and solutions. Each lead public agency awards its contract to a supplier after a competitive solicitation process designed to ensure that Participating Public Agencies receive the highest quality products and services at the lowest possible prices. Once the lead public agency has awarded a contract with the supplier, the lead public agency allows other Participating Public Agencies in need of similar products and services to make purchases through the existing contract through U.S. Communities. This ensures that all Participating Public Agencies have access to the same terms and conditions of the existing competitively solicited contract.

About U.S. Communities U.S. Communities was founded in 1996 as a partnership between the Association of School Business Officials, the National Association of Counties, the National Institute of Governmental Purchasing, the National League of Cities and the United States Conference of Mayors. U.S. Communities aggregates the purchasing power of more than 90,000 public agencies nationwide by offering Participating Public Agencies the ability to make purchases through existing, competitively solicited contracts between a supplier and a lead public agency. U.S. Communities does not issue the solicitation for the contracts or participate in the bid selection process with suppliers.

No Cost to Use Public agencies pay no costs and are charged no fees to participate. The suppliers pay a minimum administrative fee to participate through U.S. Communities. This pays for operating expenses and offsets costs incurred by national and state sponsors.

Best Government Pricing U.S. Communities does not have a most favored customer requirement. Suppliers are required to match pricing lower than U.S. Communities only for agencies that would otherwise be eligible for lower pricing through another contract vehicle. This requirement ensures that agencies are offered the best government pricing through U.S. Communities. Contracts are non-exclusive and discretionary, so an agency can choose to use any contract that, in their sole discretion, is in their best interest.

TAPCO U.S. Communities Contract facts and benefits

Master agreement is held by a lead public agency on the U.S. Communities advisory board.	→	U.S. Communities program meets state statutes for both the competitive solicitation and public agency consent.
Master agreement is competitively solicited and open solicitations are advertised in national publications.	→	Nothing precludes vendors from bidding on a U.S. Communities' program contract.
Master agreement is awarded by the soliciting public agency with the support of other advisory board members.	→	Advisory board oversight ensures master agreement is compliance with regional and national requirements and the solicitations remain transparent and objective.
U.S. Communities is the only cooperative purchasing program founded and sponsored by NACo, NLC, ASBO, USCM and NIGP.	→	These five national public organizations offer support for the program and recognize the value of the most favorable public agency pricing on high-quality products and services.
TAPCO's master agreement was nationally solicited and competitively awarded by Barron County, WI based on respondents to the public solicitation.	→	The number, variety and quality of respondents affirms the solicitation package was unbiased and comprehensive.
As an Invitation To Bid (ITB), the master agreement was awarded based on TAPCO being the lowest bidder on three pricing scenarios.	→	The ITB-based master agreement ensures compliance with state procurement requirements to best overall supplier government pricing.
TAPCO provides traffic control products and related products and solutions.	→	TAPCO saves the public agency time, resources, and money at every step while providing one point of contact for the entire project.

To enroll, order or contact your local TAPCO representative:

phone (855) 437-5535 email uscommunities@tapconet.com

visit www.tapconet.com/contracts/details/u-s-communities/saab
or www.uscommunities.org/suppliers/traffic-and-parking-control-co/

TAPCO Products & Solutions for State, Local and Educational Organizations

Intelligent Warning Systems

- Radar Driver Feedback Signs
- BlinkerBeacon*
- BlinkerSign*
- IWS Activation Methods

Parking & ITS Solutions

- Prefabricated Shelters
- Network, Traffic Management
- Hydraulic Slide and Swing Gate Operators
- Phone Entry Systems and Access Keypads
- Parking Gate Operators and Accessories
- Valet Stations
- Cloud-based Parking Management
- Clearance Tubes and Gate Arm Guards
- Traffic Spike Systems
- Message Display Boards
- Solar Cellular Communication

Industrial Products

- Industrial Sweepers
- Barricades
- Standard Guardrail
- Dock Bumpers and Lights
- Wheel Chocks and Cable Protectors
- Structural Protectors and Guards
- Warning Whips and Accessories
- Location Marking and Floor Signage
- Portable Work Lights
- Mats and Mirrors
- Emergency Washing Stations

Work Zone Products & Safety Apparel

- High Visibility Vest and Apparel
- Eye and Ear Protection, First Aid
- Emergency Response Gear
- Cones and Barrier Webbing
- Flags and Barricade Tape
- Channelizers and Barricades
- Cushions, Barriers and Attenuators
- Roll-up/Rigid Sign Stands and Signs
- Traffic Paddles
- LED Light Bars and Beacons
- Message, Radar Feedback Boards

Delineators, Traffic Items and Markers

- Surface Mount and Portable Delineators
- Modular Delineator and Sign Systems
- Ground Mount Delineators and Drivers
- Hydrants
- Vehicle Stops, Parking Barriers and Posts
- Snow and Utility Markers
- Speed Humps, Tables, and Bumps
- Bollards and Bollard Covers
- Reflective and Pavement Markings
- Pavement, Chalk and Aerosol Stripers
- Pavement and Turf Paint

Signs & Digital Signmaking Products

- MUTCD, Federal and Government Signs
- Retail Signage
- Street Name Signs
- Sign Hardware and Blanks
- Reflective Sheeting and Tape
- Films and Overlays
- Sign Making Accessories
- Retroreflectometers
- Sign Design Software
- Cutting Plotters and Imaging Scanners
- Silkscreening Equipment

Post, Poles, and Anchors

- Posts and Poles
- V-Loc® Breakaway Post Anchors
- Pole/Post Packages
- Decorative Post Coverings
- Pole/Post Bases

Streetscape, Parks and Recreation

- Decorative Poles and Bases
- Custom Signs and Sign Frames
- Decorative Fencing and Mailboxes
- Recycled Park Benches and Tables
- Luminaires
- Receptacles
- Bicycle Parking Racks and Signage
- Drinking Fountains
- Information Displays
- Flags



SALES QUOTE

5100 West Brown Deer Road, Brown Deer, Wisconsin 53223
 Phone 1-800-236-0112 • www.tapconet.com • Fax 1-800-444-0331

Customer Copy	
Number	Q135449
Date	9/18/2014
Page	1

Sell To Cust. C23794	City Of White House Joe Moss 725 Industrial Dr White House, TN 37188 USA	Ship To Cust.	City Of White House 725 Industrial Dr White House, TN 37188 USA
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Reference #	Expires	Slsp	Terms	Freight	Ship Via
	10/18/2014	Rich Lolli	Net 30 DAYS	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	UM	Extension
2180-SYSTEM	TAPCO LaneLight Crosswalk System Includes:	1	EA	24,999.00	EA	\$24,999.00
102304	LANELIGHT MODULES AMBER MLK150 TR Y	10	EA		EA	
102305	LEVELING TOOL (SNOW) LLIPS Flat for 8"core	6	EA		EA	
102306	HEX SOCKET 3/8"X6MM WSW TS3840T	1	EA		EA	
102307	BACKER ROD #1TPSOFROD5/8	200	LF		LF	
102308	RE-ENTERABLE GEL #8882 750G	3	EA		EA	
102309	ITEM-FLEX EPOXY #IT-F PER GAL	12	GALLO		GALLO	
106974	NEMA Controller LLMK5LFB	1	EA		EA	
109222	Waterproof wire connectors 316IR	35	EA		EA	
108789	Solar Power Supply And Cabinet (24/85/110)	1	EA		EA	
102312	LANELIGHT WATER BLOCK CONTROL CABLE #LLWBXW18/3	250	LF		LF	
102313	LANELIGHT PUSHBUTTON CABLE #LLWBPB18/3	175	LF		LF	
101620	Push Button Bulldog Add-On Option Kit Yellow, With LED	2	KT		KT	
101919	Pole Package, 13', 4.5" OD, 42" J-Bolts Includes: Pole, Base, Cap, J-Bolts & Sign Brackets	1	EA		EA	
373-13	Standard Aluminum 13 Ft Schedule 40	1	Each			
203-00014	Base, Aluminum, Square, No Paint	1	Each			
3177-00042	Bolt, 1"x42"+4" ATSM F1554	4	Each			
101802	Sign Mounting Kit, Z-Bracket, 4-1/2", Anti- Vandal	1	Each			

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total

THANK YOU FOR CALLING TAPCO!!! THIS OFFER IS SUBJECT TO TERMS AND CONDITIONS SHOWN ON REVERSE SIDE



SALES QUOTE

5100 West Brown Deer Road, Brown Deer, Wisconsin 53223
 Phone 1-800-236-0112 • www.tapconet.com • Fax 1-800-444-0331

Customer Copy	
Number	Q135449
Date	9/18/2014
Page	2

Sell To Cust. C23794	City Of White House Joe Moss 725 Industrial Dr White House, TN 37188 USA			Ship To Cust.	City Of White House 725 Industrial Dr White House, TN 37188 USA	
	Reference #	Expires	Slsp		Terms	Freight
	LANELIGHT SYSTEM	10/18/2014	Rich Lolli	Net 30 DAYS	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	UM	Extension
2180-00258	Blinkersign, W11-2, 30", Ped Xing, DG3, FYG, 12VDC, 8 Amber LEDs	2	EA		EA	
373-01759	W16-7PL,24"x12" DG3 FYG,Down Diagonal Left Arrow (Fed Spec) Sign	2	EA		EA	
102312	LANELIGHT WATER BLOCK CONTROL CABLE #LLWBXW18/3	100	LF		LF	
2180-INSTALLATION	Option: On-site tech support and assistance to your crew by LaneLight factory tech	1	EA		EA	

Thank you - Rich Lolli at TAPCO
 Direct ph # 877-699-7810, Cell # 770-329-2278
 rlolli@tapconet.com, Fax # 770-979-9363

TAPCO US Communities Contract # 2013-100

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$24,999.00	\$0.00	\$0.00	\$24,999.00

THANK YOU FOR CALLING TAPCO!!! THIS OFFER IS SUBJECT TO TERMS AND CONDITIONS SHOWN ON REVERSE SIDE

October 6, 2014

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: W. Joe Moss, Director of Public Services
Re: Request to Approve – Sage Road Sewer Project - Change Order No. 1

On this date, October 6, 2014, I am requesting that the Mayor and Board of Alderman approve Change Order No. 1, in the amount of **\$10,196.41** for Scott & Ritter.

The change order request is for the **CG1 2012-302 & 308 TDEC/SRF** loan/grant project, commonly known as the “Hobbs/Sage Road/Meadows Sewer Project” (\$4,000,000.00 with 10% loan forgiveness).

The requested amount for Change Order No. 1 is **\$10,196.41** and addresses a conflict resolution between the terminal manhole and the pump station wet well. The electrical service for Lowe’s is set much deeper than anticipated and is in direct conflict with the gravity sewer line. Our line is set at about 10 feet below grade and their power line runs dead center of the sewer line. Therefore, we had to install another manhole to get down below the power line, and then core a new hole into the wetwell to accommodate the new pipe elevation.

I am recommending that the Mayor and Board of Alderman approve Change Order No. 1 for Scott & Ritter in the amount of **\$10,196.41** and to add **0 days to the length of their contract**.

Should you have any questions regarding this contract change order request, please call me at 406-0177 or Ben Simerl at (865) 712-3196.

W. Joe Moss
Director of Public Services

WW Board Memo for Sage Road Sewer Project Change Order No. 1 - 10.06.2014

Change Order

No. 1

Date of Issuance: _____ Effective Date: _____

Project: Sage Road Sanitary Sewer Improvements	Owner: City of White House, TN	Owner's Contract No.:
Contract:	Date of Contract:	
Contractor: Scott & Ritter, Inc.	Engineer's Project No.: 13.06206	

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

Description:

Additional work to re-route gravity sewer line A under an electrical duct bank and core an additional opening in the pump station wet well.

Attachments (list documents supporting change):

Scott and Ritter Letter Dated 9/19/14

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$1,088,695.00

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

\$ N/A

Contract Price prior to this Change Order:

\$1,088,695.00

Increase of this Change Order:

\$10,196.41

Contract Price incorporating this Change Order:

\$1,098,891.41

Original Contract Times: Working days X Calendar days

Substantial completion (days or date): 150

Ready for final payment (days or date): 180

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): N/A

Ready for final payment (days): N/A

Contract Times prior to this Change Order:

Substantial completion (days or date): 10/29/2014

Ready for final payment (days or date): 11/28/2014

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): 0

Ready for final payment (days or date): 0

Contract Times with all approved Change Orders:

Substantial completion (days or date): 10/29/2014

Ready for final payment (days or date): 11/28/2014

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 10/6/14

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

October 7, 2014

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Ashley Smith, Director of Parks and Recreation
Re: Asphalt Paving at Hillcrest Municipal Cemetery

Sessions Paving has supplied a proposal to pave the driveway of Hillcrest Municipal Cemetery for \$18,796.50. This is for a 1" overlay. As you know, we are currently under contract with Sessions Paving Company.

There is \$15,000 budgeted in the CIP for the cemetery paving project this fiscal year. The city's consulting engineer has verified that the price supplied by Sessions Paving Company for the project is fair. If this puts us over budget at the end of the fiscal year then the difference would have to be made up from the fund balance.

I am recommending approval of this proposal. Thank you.

SESSIONS PAVING COMPANY

P.O. Box 90266
NASHVILLE, TENNESSEE 37209

PROPOSAL

(615) 356-0600

REVISED PROPOSAL

TO City Of White House 725 Industrial Drive White House, TN 37188 Attn: Mr. Joe Moss	PHONE 672-3654	DATE 9/29/14
	JOB NAME / LOCATION Asphalt Paving @ Hillcrest Municipal Cemetery White House, TN	
	JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

furnishing the necessary labor, equipment, and material to pave the roads in the Hillcrest Municipal Cemetery. We will carry out the following items of construction:

Preperation for Paving (Degrass/Mill Tie-Ins)

1. Maintainer -----	8 Hours @ \$ 85.00 per Hour = ..	\$ 680.00
2. Bobcat -----	6 Hours @ 80.00 per Hour = ..	480.00
3. Bobcat with Milling Head	6 Hours @ 135.00 per Hour = ..	810.00
4. Broom -----	4 Hours @ 80.00 per Hour = ..	320.00
5. Dump Truck -----	6 Hours @ 85.00 per Hour = ..	510.00
6. Lowboy -----	6 Hours @ 165.00 per Hour = ..	990.00
7. Pickup with Small Tools	10 Hours @ 35.00 per Hour = ..	350.00
403-01 Bit. Matl. (TC) -- 1 Ton @ \$1.00 per Ton =		1.00
411-01.11 E-Mix ----- 170 Tons @ \$84.15 per Ton =		14,305.50
Thermoplastic Arrows ---- 2 Each @ \$175.00 per Each =		350.00
TOTAL (BUDGET) =		\$ 18,796.50

NOTE: Pricing based on a one inch overlay.

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of: **Eighteen Thousand Seven Hundred Ninety Six and 50/100 Dollars (\$ 18,796.50)**.

Payment to be made as follows:

PAYMENT WILL BE DUE WITHIN 10 DAYS OF OUR INVOICE.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature Robert A. Hutcherson
 Note: This proposal may be withdrawn by us if not accepted within **10** days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
 Signature _____

Date of Acceptance: _____

SESSIONS PAVING COMPANY
 P.O. Box 90266
 NASHVILLE, TENNESSEE 37209

PROPOSAL

(615) 356-0600

TO City Of White House 725 Industrial Drive White House, TN 37188 Attn: Mr. Joe Moss	PHONE 672-3654	DATE 9/29/14
	JOB NAME / LOCATION Asphalt Paving Hester Drive White House, TN	
	JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:
 furnishing the necessary labor, equipment, and material to pave Hester Drive. We will carry out the following items of construction:

Preperation for Paving

1. Bobcat -----	6 Hours @	80.00 per Hour = ..	\$ 480.00
2. Bobcat with Milling Head	6 Hours @	135.00 per Hour = ..	810.00
3. Broom -----	4 Hours @	80.00 per Hour = ..	320.00
4. Dump Truck -----	10 Hours @	85.00 per Hour = ..	850.00
5. Lowboy -----	6 Hours @	165.00 per Hour = ..	990.00
6. Pickup with Small Tools	10 Hours @	35.00 per Hour = ..	350.00
7. Traffic Control -----	Lump Sum @	2,000.00 =	2,000.00
403-01 Bit. Matl. (TC) -- 2 Ton @ \$1.00 per Ton =			2.00
411-01.11 E-Mix ----- 550 Tons @ \$84.15 per Ton =			<u>46,282.50</u>
TOTAL (BUDGET) =			<u>\$ 52,084.50</u>

NOTE: Pricing based on a 1 1/2 inch overlay.

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:
Fifty Two Thousand Eighty Four and 50/100 Dollars dollars (\$ **52,084.50**)

Payment to be made as follows:

PAYMENT WILL BE DUE WITHIN 10 DAYS OF OUR INVOICE.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature Robert A. Hutcherson
 Note: This proposal may be withdrawn by us if not accepted within **10** days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
 Signature _____

Date of Acceptance: _____

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....