

CITY OF WHITE HOUSE
Agenda
Board of Mayor and Aldermen Meeting
May 19, 2016
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 April 21st and May 5th meetings
7. Welcome Visitors
8. Public Hearings
 - a. **Ordinance 16-08:** An ordinance amending the fiscal budget for the period ending June 30, 2016. *Second Reading.*
 - b. **Ordinance 16-09:** An ordinance amending the zoning map for a 1.14 acre of property relative to Robertson County Tax Map 106E, Parcel 21.00 from R-20 (Low Density Residential), to C-2 (General Commercial). *Second Reading.*
9. Communication from Mayor, Aldermen, and City Administrator
10. 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
11. Consideration of the Following Resolutions:
 - a. **Resolution 16-05:** A resolution amending the schedule of fees for parks and recreation facility rentals.
12. Consideration of the Following Ordinances:
 - c. **Ordinance 16-08:** An ordinance amending the fiscal budget for the period ending June 30, 2016. *Second Reading.*
 - d. **Ordinance 16-09:** An ordinance amending the zoning map for a 1.14 acre of property relative to Robertson County Tax Map 106E, Parcel 21.00 from R-20 (Low Density Residential), to C-2 (General Commercial). *Second Reading.*
 - e. **Ordinance 16-10:** An ordinance amending Zoning Ordinance Article VIII, permit issuance regarding a reduction in the impact fee assessment rate. *First Reading.*
 - f. **Ordinance 16-11:** An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees, and Charges, section 18-301. *First Reading.*

- g. **Ordinance 16-12:** An ordinance amending the Municipal Code Title 18, Chapter 5 Stormwater Utility Ordinance, section 18-507. *First Reading.*
- h. **Ordinance 16-13:** An ordinance adopting the annual budget (and tax rate) for the fiscal year beginning July 1, 2016 through June 30, 2017. *First Reading.*

13. Purchasing

- a. To approve or reject Change Order #1 for Cumberland Valley Constructors for \$31,068.10 for the WWTP Improvements Headworks Project. The Public Services Director recommends approval.

14. Other Business

- a. None

15. Discussion Items

- a. None

16. Other Information

- a. None

17. Adjournment

CITY OF WHITE HOUSE
Minutes
Board of Mayor and Aldermen Meeting
April 21, 2016
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:01 pm.

2. Prayer by community pastor

Special guest Pastor Paul Iannello from New Beginnings Baptist Church 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 amended agenda. A voice vote was called for with all members voting aye. **Motion passed.**

6. Approval of Minutes of the March 17th and April 5th meetings

Motion was made by Ald. Paltzik, second by Ald. Bibb to approve the minutes. A voice vote was called for with all members voting aye. **March 17th and April 5th minutes were approved.**

7. Welcome Visitors

Mayor Arnold welcomed all visitors.

8. Public Hearings

- a. None

9. Communication from Mayor, Aldermen, and City Administrator

Ald. Paltzik reminded everyone that Discover White House will be held Saturday from 9:00 am – 2:00 pm.

Ald. Bibb mentioned that he is glad to see work going well around the splash pad.

Ald. Decker stated that he is glad to be apart of everything that is going on in the City.

City Administrator Gerald Herman announced that the entertainment line-up for the Americana Celebration is coming together. Clark Beckham and The WannaBeatles are the two headliners that have been confirmed.

City Administrator Gerald Herman stated that the street lighting project along Stadium Drive is finished.

City Administrator Gerald Herman provided an update on the restroom/pavilion construction project in the Municipal Recreation Complex.

City Administrator Gerald Herman stated that the columbarium arrived this week and has been set in place at Hillcrest Cemetery.

City Administrator Gerald Herman provided an update on TDOT related projects.

City Administrator Gerald Herman gave an update on the drainage projects.

City Administrator Gerald Herman provided an update on the wastewater projects.

City Administrator Gerald Herman stated that the area between F&M Bank and Lone Oak will be filling in with three new businesses this summer.

City Administrator Gerald Herman stated that the 20,000 square foot office complex being built on Sage Road is expected to be complete in July.

City Administrator Gerald Herman mentioned that The Standard Apartment complex expansion is underway.

City Administrator Gerald Herman noted that the Ben Albert subdivision is set to start construction this summer.

City Administrator Gerald Herman reported that in the *Tennessean* today there was an article about Kroger expanding in the Nashville market. The article failed to mention the project in White House but the project is still moving forward.

City Administrator Gerald Herman stated that the police department conducted alcoholic beverage compliance checks last night and three businesses failed.

City Administrator Gerald Herman reminded the board there is a study session meeting on May 5th at 5:00 pm to review the FY2017 budget.

Mayor Arnold noted that Hendersonville is discussing the option of having a City Administrator/Manager to replace the full-time Mayor role.

10. 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. Hutson to acknowledge reports and order them filed. A voice vote was called for with all members voting aye. **Motion passed.**

11. Consideration of the Following Resolutions:

- a. **Resolution 16-03:** A resolution approving a purchasing credit card account agreement with First Tennessee Bank National Association.

Motion was made by Ald. Paltzik, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Resolution 16-03 was approved.**

- b. **Resolution 16-04:** A resolution amending the schedule of fees for Hillcrest Municipal Cemetery.

Motion was made by Ald. Hutson, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Resolution 16-04 was approved.**

12. Consideration of the Following Ordinances:

- a. **Ordinance 16-08:** An ordinance amending the fiscal budget for the period ending June 30, 2016. *First Reading.*

Motion was made by Ald. Bibb, second by Ald. Paltzik to approve the ordinance pending the correction of a budget code function number error on page 2. A voice vote was called for with all members voting aye. **Ordinance 16-08 passed on First Reading.**

- b. **Ordinance 16-09:** An ordinance amending the zoning map for a 1.14 acre of property relative to Robertson County Tax Map 106E, Parcel 21.00 from R-20 (Low Density Residential), to C-2 (General Commercial). *First Reading.*

Motion was made by Ald. Hutson, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Ordinance 16-09 passed on First Reading.**

13. Purchasing

- a. To approve or reject Evoqua Water Technologies, LLC bid for full service odor control program. The Public Services Director recommends approval.

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

- b. To approve or reject the City Administrator entering into an agreement with First Tennessee Bank National Association for purchasing credit card services. The Finance Director and Purchasing Coordinator recommend approval.

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

14. Other Business

- a. To approve or reject the filing of Public Form CT-0253 for the State Revolving Fund Loan (CWSRF 2016-364). The Finance Director recommends approval.

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

- b. To approve or reject a Certificate of Compliance for executive officers of Wal-Mart Store #4483 (222 Wilkinson Lane, White House, TN 37188). The City Administrator recommends approval.

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

- c. To approve or reject the City Administrator entering into a contractual agreement with Mr. and Mrs. Jim Brinkley regarding the Dee Cee Road project.

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. Discussion Items

a. None

16. Other Information

a. None

17. Adjournment

Meeting was adjourned at 7:32 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Minutes
Study Session
May 5, 2016
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 - Present; Ald. Decker - Present; Ald. Hutson - Present; Ald. Paltzik - Present; **Quorum – Present.**

3. Adoption of the Agenda

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

4. New Business

a. Review the FY 2016-2017 proposed budget

City Administrator Gerald Herman presented the Board of Mayor and Aldermen the proposed budgets for FY2017. The Board reviewed each budget, line by line, and asked questions as needed.

Following the Board of Mayor and Aldermen Budget Retreat in March each requested capital project was ranked based on the CIP Matrix score, department head priority, and Board member priorities. City Administrator Gerald Herman explained that it is in the best interest of the City that we reduce the number of capital projects for FY2017, to give the staff and budget time to breathe after the last few heavy spending years. So, City Administrator Gerald Herman proposed that we remove ten capital projects from the proposed general fund budget to allow fund balance to stay at the recommended percentage. In addition, there will be six capital projects transferred from the general fund to other funds, such as Park Sales Tax, Industrial Development, and State Street Aid.

The FY2017 budget will be presented before the Board for its first reading on Thursday, May 19, 2016.

5. Adjournment

Meeting was adjourned at 6:55 pm.

ATTEST:

Michael Arnold, Mayor

Kerry Harville, City Recorder

REPORTS....

General Government Department
April 2016

Administration

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

- April 04:
 - Water Line Relocation Along SR 76 Planning Meeting
 - Industrial Development Board Meeting
- April 05:
 - Cemetery Board Meeting
 - P-Card Demonstration Meeting
 - Board of Mayor and Aldermen Special Called Meeting
 - Beer Board Meeting
- April 06:
 - Progress Meeting: Pavilion and Restroom Renovation Projects
 - Bid Opening: Wastewater Odor Control
- April 07:
 - United Chambers Luncheon
 - Robertson County Joint Economic Development Meeting
- April 11:
 - TDOT Representative Meeting: CMAQ Programs
 - Planning Commission Technical Review
 - Planning Commission Meeting
- April 12: Annual Site Review: Terex
- April 13:
 - TCMA Spring Conference
 - MPO Executive Committee Meeting
- April 14: TCMA Spring Conference
- April 18:
 - Americana Celebration Planning Meeting
 - Preconstruction Meeting: Northern Force Main
 - Preconstruction Meeting: Museum/Visitors Center
 - Parks Recreation Supervisor Interviews
- April 19:
 - Kroger Expansion Update Meeting
 - Chamber of Commerce Luncheon
- April 21:
 - White House High School Career Day
 - Preconstruction Meeting: Flag Pole/Monument Sign project
 - Board of Mayor and Aldermen Meeting
- April 25: Public Transportation Meeting
- April 26:
 - Robertson County Existing Industry Breakfast
 - Hwy 31W Phase 2 Sidewalk Project Update Meeting
- April 28:
 - Wastewater Rate Meeting
 - Ribbon Cutting: The Credit Union of Robertson County

**General Government Department
April 2016**

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 2015-2016.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$10,097,867	\$7,245,246	↓11.91
Industrial Development	\$118,500	\$43,091	↓46.97
State Street Aid	\$275,000	\$238,743	↑3.49
Parks Sales Tax	\$410,569	\$311,093	↓7.56
Solid Waste	\$882,617	\$761,557	↑2.95
Impact Fees	\$3,290	\$0	↓83.33
Police Drug Fund	\$35,633	\$35,041	↑15.01
Debt Services	\$751,058	\$122,482	↓67.02
Wastewater	\$7,086,888	\$6,155,876	↓5.28
Healthcare	\$68,500	\$49,002	↓11.79
Stormwater Fund	\$359,485	\$291,440	↓2.26
Cemetery Fund	\$63,300	\$44,365	↓13.24

*Expended/Encumbered amounts reflect charges from July 1, 2015 – June 30, 2016.

Purchasing

The Purchasing Specialist's goal is to have an error rate of less than 5% on purchase orders submitted for processing. The April 2016 error rate was 2.2%.

Total Purchase Orders

	FY 2016	FY 2015	FY 2014
July	279	231	212
August	166	170	140
September	133	107	142
October	140	149	152
November	166	113	110
December	105	130	110
January	158	124	119
February	163	88	132
March	181	145	154
April	134	147	157
May		129	149
June		122	156
Total	1,625	1,655	1,733

Purchase Order Errors by Department

	April 2016	FY 2016	FY 2015*
Admin.	0	1	0
Bldg. Maint.	0	0	0
Cemetery	0	0	0
Codes	0	0	0
Court	0	0	0
Finance	0	0	0
Fire	0	1	2
HR	0	3	0
Library	1	5	8
Parks	2	4	3
Police	0	2	2
Public Works	0	0	2
Sanitation	0	1	0
Stormwater	0	1	-
Wastewater	0	7	3
Total	3	25	20

*Errors by department started being tracked in July 2014.

**General Government Department
April 2016**

Purchase Orders by Dollars	Apr. 2016	FY 2016	FY 2015	FY 2014	Total for FY16	Total for FY15	Total for FY14
Purchase Orders \$0-\$1,999		574	1,392	1,517	\$257,274.67	\$708,133.51	\$529,278.93
Purchase Orders \$2,000-\$9,999		97	172	154	\$438,374.77	\$718,011.83	\$551,768.46
Purchase Orders over \$10,000		47	91	62	\$5,446,055.10	\$11,854,322.55	\$6,221,273.04
Total		718	1,655	1,733	\$6,141,704.54	\$13,280,467.89	\$7,302,320.43
Purchase Orders \$0-\$9,999	130	877			\$865,435.39		
Purchase Orders \$10,000-\$24,999	3	13			\$181,407.62		
Purchase Orders over \$25,000	1	17			\$1,736,065.75		
Total	134	907			\$2,782,908.76		
Total	134	1,625	1,655	1,733	\$8,924,613.30	\$13,280,467.89	\$7,302,320.43

**Starting November 1, 2015, purchase orders were categorized using different threshold amounts.*

Website Management

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

	2015-2016 Update Requests	2014-2015 Update Requests	2013-2014 Update Requests	2015-2016 Page Visits	2014-2015 Page Visits	2013-2014 Page Visits
July	112	102	162	266,304	562,455	250,487
August	79	83	186	401,773	265,548	468,840
September	154	107	126	287,363	352,406	262,563
October	64	93	86	331,565	328,241	296,397
November	92	67	92	281,096	361,124	282,249
December	123	96	137	293,316	393,777	279,207
January	94	89	126	363,641	246,658	555,161
February	111	116	137	509,454	389,805	426,376
March	107	98	127	433,454	355,975	1,191,691
April	127	82	95	516,718	549,670	262,646
May		76	81		387,210	238,690
June		91	67		320,233	610,113
Total	1,063	1,100	1,355	3,684,684	4,513,102	5,124,420

**General Government Department
April 2016**

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.

	2015 - 2016 New Likes	2014 - 2015 New Likes	2013 - 2014 New Likes	2015 - 2016 # of Posts	2014 - 2015 # of Posts	2013 - 2014 # of Posts
July	70	29	34	26	49	14
August	19	23	25	23	30	22
September	24	26	10	21	37	11
October	95	57	7	34	47	18
November	18	25	21	24	21	10
December	78	39	97	24	34	17
January	137	34	36	38	25	15
February	63	69	33	26	36	27
March	78	40	16	24	40	25
April	20	192	20	16	30	22
May		45	21		33	19
June		44	40		40	19
Total	602	623	320	256	422	200

Twitter Management

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

	2015 - 2016 Total Followers	2014 - 2015 Total Followers	2013 - 2014 Total Followers	2015 - 2016 # of Tweets	2014 - 2015 # of Tweets	2013 - 2014 # of Tweets
July	539	418	294	12	42	14
August	548	422	314	15	30	22
September	553	432	322	17	32	11
October	576	439	322	21	33	18
November	583	446	322	13	22	10
December	593	451	337	14	28	17
January	615	462	346	28	20	10
February	621	478	361	25	28	20
March	632	481	370	17	31	25
April	635	498	385	13	26	21
May		502	464		23	15
June		507	410		25	19
Total	N/A	N/A	N/A	175	340	162

**General Government Department
April 2016**

“City of White House, TN” Mobile App Management

The Administration Department’s goal is to increase the number of downloads and have an 80% or higher request completion rate each month.

	2015 - 2016 New Downloads		# of Push Notifications	# of Requests	Percentage Complete
July	N/A	July	N/A	N/A	N/A
August	N/A	August	N/A	N/A	N/A
September	N/A	September	N/A	N/A	N/A
October	N/A	October	N/A	N/A	N/A
November	25	November	N/A	N/A	N/A
December	40	December	N/A	N/A	N/A
January	1,236	January	2	95	100%
February	103	February	1	33	100%
March	72	March	1	68	100%
April	47	April	1	46	98%
May		May			
June		June			
Total	1,523	FY Total	5	242	N/A

**The app went live on January 11, 2016*

Building Maintenance Projects

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

Special Maintenance Projects

- Renovation/Demolition of Museum/Chamber of Commerce Office
- Municipal Recreation Complex Construction assistance
- Renovation of Parks and Recreation Offices

	2015 - 2016 Work Order Requests	2014 - 2015 Work Order Requests	2013 - 2014 Work Order Requests
July	22	25	N/A
August	33	10	N/A
September	31	19	N/A
October	30	27	N/A
November	27	15	N/A
December	17	15	8
January	28	31	19
February	19	23	33
March	25	24	15
April	20	22	15
May		13	31
June		25	20
Total	252	249	141

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

**Finance Department
April 2016**

Finance Section

On April 4th the Finance Director attended the Industrial Development Board Meeting. On April 5th the Finance Director attended the Cemetery Board Meeting. Also on April 5th the Finance Director, as well as several other City employees, attended a purchasing card demonstration presented by First Tennessee Bank. On April 7th the Finance Director attended the annual Resource Conference presented by Local Government Corporation (the City's current software provider) in Murfreesboro, TN. On April 13th the Assistant Finance Director attended the CMFO class "Government Accounting 1" in Nashville, TN. On April 18th the Finance Director along with several other City organizers attended the monthly Americana Celebration meeting. On April 20th the Purchasing Coordinator and the Finance Director participated in a conference call with AT&T to discuss our on-going billing issues. On April 21st the Finance Director attended the monthly Board of Mayor and Aldermen meeting. On April 25th & 27th the Finance Director and City Administrator met to review the proposed 2016-2017 budget. On April 26th the Finance Director attended the MTAS Municipal Administrative Program (MAP) class "City Operations – How to Determine if You Are Winning or Losing" in Nashville, TN. On April 28th the Public Services Director, City Administrator, and Finance Director met with Ralph Cross (MTAS) to discuss the follow up to the City's previous sewer rate study.

Performance Measures

Utility Billing

	April 2016	YTD FY 2016	FY 2015 Total	FY 2014 Total	FY 2013 Total	FY 2012 Total
New Builds (#)	16	78	62	55	28	15
Move Ins (#)	44	443	488	506	481	493
Move Outs (#)	55	446	514	516	479	455
Late Payments (\$)	6,128	59,492	68,103	69,241	65,074	67,810
Late Payments (#)	1,202	10,523	15,641	12,840	12,685	12,857
Non-payment disconnects (occupied) (#)	16	312	442	514	258*	n/a
Non-payment disconnects (vacant) (#)	4	4**	n/a	n/a	n/a	n/a

*Only 6 months of data available for disconnects in FY 2013

**Split vacant and occupied non-payment disconnects in April 2016

Accounts Payable

	Apr. 2016	Mar. 2016	Feb. 2016	Jan. 2016
Total # of Invoices Processed	523	254	367	322

Business License Activity

	April 2016	FY 2016 YTD	FY 2015 Total	FY 2014 Total	FY 2013 Total	FY 2012 Total
Opened	14	78	105	74	80	52
Closed	0	2	5	13	140*	6

*129 businesses deemed uncollectable in October 2012

**Finance Department
April 2016**

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	7 checks 202 direct deposits	0 Retro adjustments	0 Voids

Fund Balance – City will strive to maintain a General fund balance of at least 30% of Operating Revenues.

Operating Fund	Budgeted Operating Revenues (\$)	General Fund Cash Reserves Goal (\$)	Current Month Fund Cash Balance (\$)	G.F. Cash Reserves Goal Performance
General Fund	8,121,277	2,436,383	4,333,839	53%
Cemetery Fund			161,145	
Debt Services			636,511	
Healthcare			243,235	
Impact Fees			103,828	
Industrial Development			190,763	
Park Sales Tax			396,055	
Police Drug Fund			14,636	
Solid Waste			466,453	
State Street Aid			151,325	
Stormwater Fund			122,755	
Wastewater			4,037,443	

Balances do not reflect encumbrances not yet expended.

The Finance Department's goal is to meet or exceed each fund's total revenues as proposed in the approved budget as set by the Board of Mayor and Aldermen by the end of the fiscal year 2015-2016.

Operating Fund	FY2016 Est. Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	8,121,277	7,003,610	↑2.90%
Cemetery Fund	26,775	32,295	↑37.28%
Debt Services	750,200	727,104	↑13.59%
Healthcare	62,200	46,992	↓7.78%
Impact Fees	12,700	21,914	↑89.22%
Industrial Development	70,100	111,393	↑75.57%
Park Sales Tax	494,766	447,311	↑7.08%
Police Drug Fund	4,520	3,713	↓1.19%
Solid Waste	800,400	679,928	↑1.62%
State Street Aid	269,264	232,749	↑3.11%
Stormwater Fund	368,730	327,195	↑5.40%
Wastewater	5,722,700	4,510,782	↓4.51%

*Realized amounts reflect revenues realized from July 1, 2015—April 30, 2016

**Human Resources Department
April 2016**

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

- April 07: Sumner County Chamber Luncheon
- April 18: Recreation Superintendent Interviews
- April 19: Chamber of Commerce Monthly Luncheon
- April 20: Part Time Firefighter Testing
- April 23: Discover White House
- April 27: Work Force Class at White House High School
- April 28: Part Time Parks Groundskeeper Interviews

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

	2015 - 2016	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	0	2	0	0
August	1	0	0	1	2
September	0	3	1	1	0
October	0	1	1	0	1
November	0	1	0	1	1
December	1	0	0	2	0
January	2	0	1	2	0
February	2	1	1	0	0
March	0	1	0	0	0
April	0	1	2	2	3
May		3	1	2	0
June		3	0	1	0
Total	6	13	9	12	7

Three-year average as of June 30, 2015:
11.33 incidents per year

**Human Resources Department
April 2016**

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

	2015 - 2016	2014 - 2015	2013- 2014	2012- 2013	2011 - 2012
July	0	0	2	0	0
August	3	1	0	1	0
September	0	1	1	0	0
October	0	1	2	1	1
November	1	2	0	1	0
December	0	1	1	1	2
January	0	1	2	0	0
February	0	2	2	0	3
March	0	1	0	1	0
April	1	0	2	1	1
May		0	0	0	0
June		1	2	0	0
Total	5	11	14	6	7

Three-year average as of June 30, 2015:
10.33 incidents per year

Full-Time Turnover Goal: To maintain a three-year average of less than 10% per year.

	2015 - 2016	2014 - 2015	2013 - 2014	2012 - 2013	2011 - 2012
July	1	0	1	1	4
August	1	0	0	0	1
September	2	1	0	1	0
October	0	0	1	1	1
November	0	1	2	1	2
December	1	1	1	0	0
January	1	0	0	1	3
February	2	1	0	1	2
March	2	0	0	0	1
April	0	0	0	0	2
May		1	1	2	2
June		0	0	0	1
Total	10	5	6	8	19
Percentage	10.64%	5.49%	7.14%	8.99%	21.84%

Three-year average as of June 30, 2015:
7.21% per year

**Human Resources Department
April 2016**

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

	2015 - 2016	2014 - 2015	2013- 2014	2012- 2013
July	1 (T)	0	0	
August	0	1 (D)	0	
September	1 (T)	1 (T)	1 (S)	
October	0	0	1 (T)	
November	0	0	1 (S) 1 (T)	
December	0	0	0	
January	0	0	0	2 (S)
February	0	1 (S)	0	0
March	0	0	0	1 (T)
April	0	0	0	0
May		0	0	1 (S)
June		0	0	0
Total	2	3	4	4

(T) - Termination (S) - Suspension (D) - Demotion

Three-year average as of June 30, 2015:
3.67 incidents per year

**Police Department
April 2016**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in April:** Department Head Staff Meeting (April 4th & 18th), Rotary Meeting (April 7th, 14th, 21st and 28th), Beer Board Meeting (April 5th), Robertson County Chief's Meeting (April 12th), 911 User Group (April 13th) and 911 Board Meeting.

Police Department Administration Performance Measurements

1. **Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by October 31, 2017.** The accreditation process now has 159 professional standards that need to be met. As of the end of April, 61 proofs have been completed for 2016. Susan Johnson, Accreditation Manager, will be attending the Law Enforcement Accreditation Coalition of Tennessee May 17 – 19th.
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 25 employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,000 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	0	52	52
February	0	16	0	16
March	0	64	0	64
April	0	170	0	170
Grand Total	0	250	52	302

Patrol Division Performance Measurements

1. **Maintain or reduce the number of patrol shifts staffed by only three officers at the two year average of 598 shifts during the Fiscal Year 2015-2016. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing goes into effect August 5, 2015.**

Number of Officers on Shift	April	FY 2015-2016
Three (3) Officers per Shift	41	407
Four (4) Officers per Shift	0	42

2. **Acquire and place into service two Police Patrol Vehicles.** Two new vehicles for the 2015-2016 FY have been received and placed on the road. **Complete.**
3. **Conduct two underage alcohol compliance checks during the Fiscal Year 2015-2016.** Fall compliance checks were conducted in November. Uptown Wine & Spirits failed compliance. Spring compliance Checks were conducted April 20th. Margarita Grill, De La Paz and Fuji's failed compliance. **Complete.**
4. **Maintain or reduce TBI Group A offenses at the three-year average of 62 per 1, 000 population during the calendar year of 2016.**

**Police Department
April 2016**

Group A Offenses	April	Per 1,000 Pop.	Total 2015	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	11	1	46	4
Crimes Against Property	34	3	122	11
Crimes Against Society	9	1	45	4
Total	54	5	213	19
Arrests	34		146	

*U.S. Census Estimate 2014 – 11,042

5. *Maintain a traffic collision rate at or below the three-year average of 341 collisions by selective traffic enforcement and education through the Governor's Highway Safety Program during calendar year 2016.*

	April 2016	TOTAL 2016
Traffic Crashes Reported	31	129
Enforce Traffic Laws:		
Written Citations	118	584
Written Warnings	73	328
Verbal Warnings	139	629

6. *Maintain an injury to collision ratio of not more than the three-year average of 14% by selective traffic enforcement and education during the calendar year 2016.*

COLLISION RATIO				
<u>2016</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
April	31	3	10%	9%

Traffic School: Officer Bagwell taught Traffic School in the Month of April.

Staffing

- Ofc. Ryan Spraggins is currently in the Tennessee Law Enforcement Training Academy. He will graduate on June 24th.
- There are two positions open at the White House Police Department. Backgrounds are complete. We will be interviewing two candidates on May 10th.

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

Sumner County Emergency Response Team: ERT had their monthly training on April 15th.

Volunteer Reserve Officers: In April, the Reserves trained on active shooter on the 25th. They also assisted the Drug Task Force with a search warrant.

**Police Department
April 2016**

Support Services Performance Measurements

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 79% during calendar year 2016.*

2016 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
<i>April</i>	60%	75%

Communications Section

	April	Total 2016
Calls for Service	955	4,041
Alarm Calls	32	134

Request for Reports

	April 2016	FY 2015-2016
Requests for Reports	24	235
Amount taken in	\$17.55	\$182.80
Tow Bills	\$0	\$613.00
Emailed at no charge	26	259
Storage Fees	\$0	\$0.00

Governor's Highway Safety Office (GHSO): Nothing to report at this time.

Volunteer Police Explorers: In April, the Explorers covered Defensive Tactics and the police department's hiring process.

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

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.***
D.A.R.E. began on February 17th at White House Middle School. There are 7 classes with approximately 148 kids. D.A.R.E. Graduation is to be held May 23rd.
2. ***Plan and coordinate Public Safety Awareness Day on Labor Day as an annual event.*** Safety Day will be held on Labor Day.
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** On April 23rd, the Citizens Police Academy went to the firing range. Graduation for Citizen's Police Academy was held on April 25th. Twenty-six people graduated.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - A S.P.E.A.R.E. class was held at White House Heritage High School on April 5th. There were approximately 25 participants.

**Police Department
April 2016**

- Sgt. Eric Enck gave a Boy Scout Troop with 16 participants a tour of the Police Department on April 11th.
- The Mock Crash was held at White House Heritage High School on April 15th. Chief Brady and Tony Burnett of Tennessee Highway Safety Office both spoke at this event.
- Sgt. Eric Enck instructed Defensive Tactics at the Gallatin Police Department on April 21st.
- On April 21st, Wheels in Motion was held at H. B. Williams and Heritage Middle School. Four bikes and helmets were given away.
- On April 23rd, the White House Police Department sat up a booth at Discover White House.
- A S.P.E.A.R.E. class was held at White House High School in April. Sixty-five participants attended.
- On April 28th, Wheels in Motion was held at Christian Community School. One helmet was given out.
- A Drug Take Back was held on April 30th at Kroger. Ninety-nine pounds of prescription drugs were collected. Sgt. Enck and Ofc. Ward assisted with this Event.

Special Events: *WHPD Officers participated in the following events during April:*
Nothing to report at this time.

Upcoming Events:
Americana Celebration (July)
Safety Day (September)

2016 Participation in Joint Community Events		
	April 2016	Year to Date
Community Activities	9	21

**Fire Department
April 2016**

Summary of Month's Activities

Fire Operations

The Department responded to 98 requests for service during the month with 69 responses being medical emergencies. The Department responded to 4 vehicle accidents with reported injuries with one patient transported to an area hospital.

April 5th & 7th – There were two separate incidents that the Department was dispatched to a reported oil spill on the roadway. One of the incidents was caused by a container of oil that fell from a vehicle and the other was caused by a semi-truck engine failure. During both incidents fire department personnel applied oil dry to remediate the spill and Robertson County EMA was also dispatched to assist with the incidents.

April 12th 5:29pm – The Department was dispatched to a residence on Pinewood Dr. to a reported gas leak. When fire units arrived on scene a smell of gas was not detected, the department's gas detector was utilized to check the structure and all readings were within normal limits. As a precaution the gas was shut off to the residence and Piedmont Gas was dispatched to further check the natural gas system and appliances.

April 20th 10:11am – The Department was dispatched to a fire alarm at 3033 Hwy 31W, when fire units arrived on scene the building was already evacuated. After further investigation the cause of the incident was a cooking incident that activated alarm. The smoke was removed from the building, there was no property damage or injuries reported with this incident.

April 26th 10:52am – The Department was dispatched to a reported tractor fire located on Shun Pike as a mutual-aid response in the White House Community Fire Department's response area. When our fire units arrived on scene the Cottontown Fire Department was on scene and applying water to the fire. Our fire equipment was not needed and returned to service.

Fire Administration

April 4th & 5th – The Fire Department participated and hosted a National Fire Academy training course "Unified Command for All Hazards" with attendees from across the state.

April 7th – Chief Palmer and Asst. Chief Sisk attended the Middle Tennessee Fire Chiefs meeting at the Goodlettsville Fire Department.

April 12th & 13th – Asst. Chief Sisk presented Fire Safety education to various age groups at the Library.

April 15th – Fire Department staff participated in a mock vehicle crash at Heritage High School.

April 18th – Chief Palmer along with other city staff attended the Americana Celebration Planning Meeting at City Hall.

April 20th – Fire Department personnel and Human Resources conducted pre-employment firefighter testing at fire station 2.

April 20th – Chief Palmer and Asst. Chief Sisk attended a meeting with the fire chiefs from Robertson and Sumner Counties in Hendersonville.

April 20th- 22nd – Fire Department staff attended a Methamphetamine Drug Awareness training presented by the Drug Task Force at fire station 2.

April 25th – Fire Department staff participated in the annual Discover White House event at Heritage High School.

April 25th – 28th – Fire Captain Holman, Railey, and Brewer attended week one of the Aerial Driver Operator class at the State Fire Academy.

April 26th – Chief Palmer and Asst. Chief Sisk attended and chaired the monthly Safety Committee meeting held at fire station 2.

April 27th – 29th – Chief Palmer and Asst. Chief Sisk attended the Tennessee Fire Chiefs spring conference in Gatlinburg.

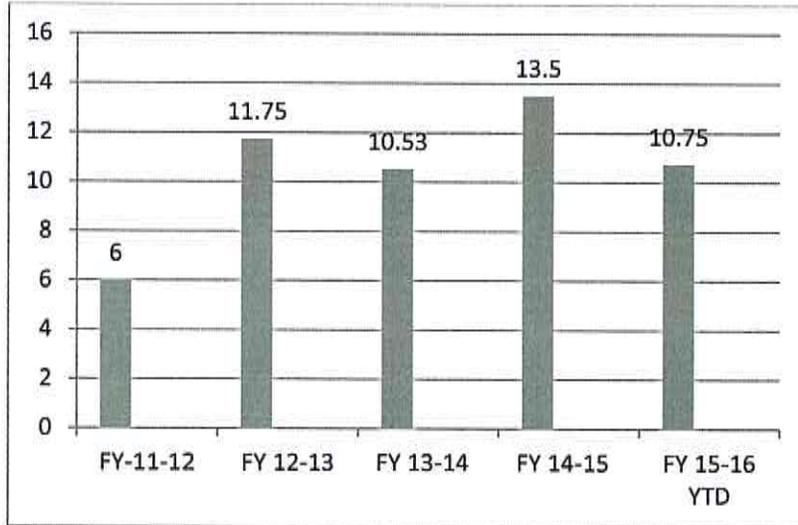
Asst. Chief Sisk attended four National Weather Service weather briefings during the month of April.

**Fire Department
April 2016**

Monthly Performance Indicators

Personnel Responding to Structure Fires

The Department goal in this area would be to exceed our current four year average of 10.4 firefighters for each structure fire response within our city limits.

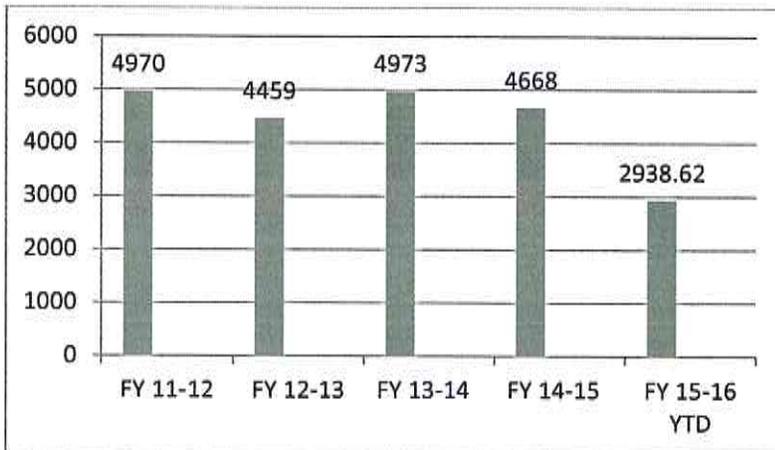


Incident Responses

Structure Fires	0	Vehicle Accidents(general cleanup)	3
Other Fires	1	Vehicle Accidents(With injuries)	4
Vehicle Fires	1	Rescue	0
Grass, Brush, Trash, Fires	0	False Alarms/Calls	10
Hazmat	3	Assist other Governmental Agency	0
Other Calls	7	Total Responses for the Month	98
Emergency Medical Responses	69	Total Responses Year to Date	923

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.

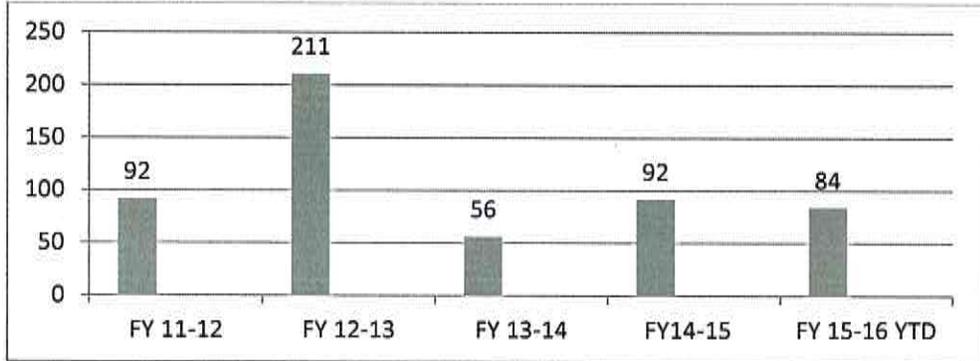


**Fire Department
April 2016**

Total Training Man-hours for the Month	355.75	Total Training Man-hours Year to Date	2938.62
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Fire Inspection

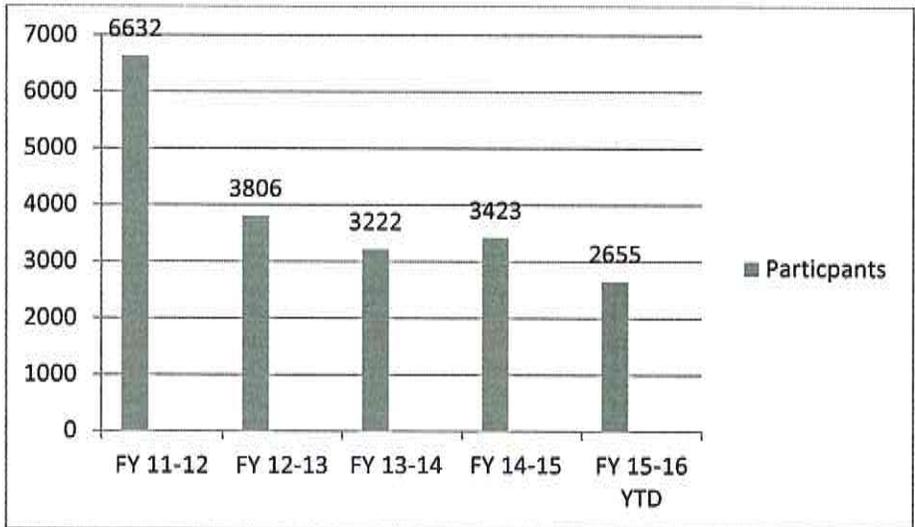
It is part of our fire prevention goals to complete a fire inspection at each business annually. Currently in our data base there are 387 businesses in the city including commercial and industrial facilities.



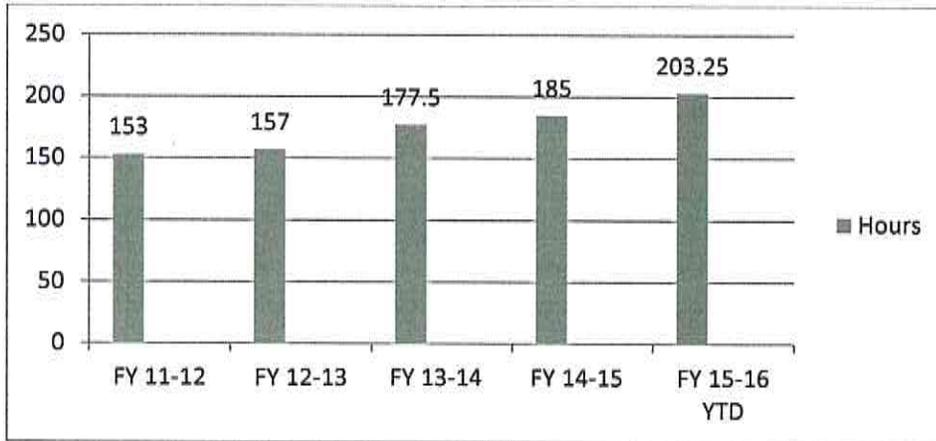
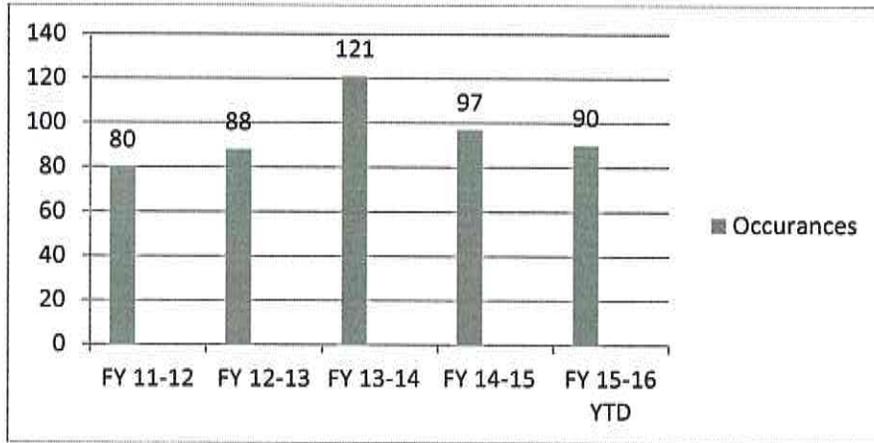
Fire Inspections	9	Year to Date	84	Plat / Plan Reviews	1	Year to Date	24
Fire Investigations	0	Year to Date	7	Fire Preplans	3	Year to Date	11

Public Fire Education

It is a Department goal to exceed our last three years averages in Participates (3484) Occurrences (102) and Contact Hours (173). 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
April 2016**



Participants	434	Education Hours	18.25
Participants Year to Date	2655	Education Hours Year to Date	203.25
Number of Occurrences	13	Number of Occurrences Year to Date	90

**Public Services Department - Public Works Division
April 2016**

Staffing: The public works department is authorized 8 full time employees.

1. (1) Stormwater Manager (1);
2. (1) PW Supervisor (1);
3. (1) Full-time PW crew leader; (Vacant – position filled by maintenance worker)
4. (2) Full-time truck drivers (1-PW & 1-Sanitation);
5. (3) Full-time maintenance workers (1-PW, 1-Stormwater & 1-Sanitation).

Total Hours Worked	FY 11/12	FY 12/13	FY 13/14	FY 14/15	MAR-16	APR-16	YTD 15/16
Stormwater	0	0	0	0	490	550	4,805
Sanitation	8,930	5,975	3,138	2,914	197	262	2,148
Street	3,539	3,765	4,485	4,040	1,112	1,408	6,515
Facility Maintenance	100	124	839	2,049	358	835	2,875
Fleet Maintenance	147	445	857	1,157	136	38	874
Meeting/Training	135	332	653	572	32	9	356
Leave	915	1,005	1022	807	105	71	1,006
Holiday	1,040	650	730	850	80	0	715
Overtime	0	70	166	263	10	125	470
Administrative	0	0	496	781	36	26	287

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.

Sanitation	FY 11/12	FY 12/13	FY 13/14	FY 14/15	MAR-16	APR-16	YTD 15/16
Brush Collection Stops	2,970	2,787	5,394	5,915	492	701	4,706
Brush Truck Loads	468	302	644	503	40	55	355
Leaves Pickup Bags	N/A	519	4,324	4,016	258	537	3,054
Brush/Leaves Hours	N/A	585	2,119	1,634	130	153	1,098
Litter Pickup Bags	0	168	535	309	20	62	225
Litter Pickup Hours	N/A	443	829	1,147	67	109	1,050

Sanitation Collection:

The goal for the curbside garbage and recycling collection program is *to maintain an error rate of less than 1%*. The April 2016 work order report shows that staff made 29 requests on the WI web portal system, of which only 7 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.

**Public Services Department - Public Works Division
April 2016**

Solid Waste	FY 11/12	FY 12/13	FY 13/14	FY 14/15		MAR-16	APR-16	YTD 15/16
Tons	3,634	3,458	3,315	3,081		271	281	2,702
Disposal Fee	\$88,325.03	\$85,077.60	\$82,869.34	\$86,098.70		\$6,700	\$6,930	\$67,429

SW Accounting	FY 11/12	FY 12/13	FY 13/14	FY 14/15		MAR-16	APR-16	YTD 15/16
Units Billed	44,485	44,244	44,953.00	45,763		3,943	3,999	39,225
Receivables	\$683,625.00	\$690,098.50	\$692,727.50	\$795,325.12		\$68,221	\$68,731	\$676,379
Revenue	\$654,858.69	\$684,487.53	\$705,287.91	\$781,004.41		\$66,238	\$68,221	\$678,615

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 11/12	FY 12/13	FY 13/14	FY 14/15		MAR-16	APR-16	YTD 15/16
Participants	715	809	525	712		58	55	476
Tons	168	141	168	166		12	11	105
Disposal Fee	\$16,513.14	\$15,473.00	\$16,913.54	\$13,208.16		\$891	\$862	\$8,586

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 22 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 11/12	FY 12/13	FY 13/14	FY 14/15		MAR-16	APR-16	YTD 15/16
Curbside Tons	244	393	456	408		44	56	382
Recycling Rate	7%	13%	14.3%	13.5%		14%	16%	13%
Revenue (curbside)	-	\$4,749.94	\$3,469.56	\$2,472.91		\$0	\$0	\$19.08
Fee (new program)	\$6,736.13	-	-	-		(\$664)	(\$835.80)	(\$3,365)
<i>Metal (drop-off) Tons</i>	11	62	42	33		4	6	33
Metal Revenue	\$3,167.45	\$10,555.50	\$6,240.40	\$4,333.90		\$232	\$441	\$2,335

**Public Services Department - Public Works Division
April 2016**

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 31 W with our street sweeping program.

Stormwater	FY 11/12	FY 12/13	FY 13/14	FY 14/15	MAR-16	APR-16	YTD 15/16
Drainage Requests	3	27	17	23	3	2	18
Drainage Work (feet)	58	1,457	2,513	2,232	80	111	1,934
Drainage Man Hours	N/A	891	1,261	1,135	466	548	3,579
Debris Removed Loads	N/A	75	57	75	8	22	515
Sweeping Man Hours	0	0	272	460	24	2	186

Stormwater Accounting	FY 14-15	MAR-16	APR-16	YTD 15/16
Units Billed	24,410.00	4,144	4,198	37,145
Receivables (Billed)	\$107,249.28	\$34,528	\$34,861	\$310,176
Revenue (Received)	\$105,118.28	\$34,453	\$34,528	\$293,468

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 11/12	FY 12/13	FY 13/14	FY 14/15	MAR-16	APR-16	YTD 15/16
Curb Repair	0	1	1	0	0	0	0
Shoulder LF	0	788	3,331	100	0	0	6,054
Shoulder Hours	0	0	88	54	12	0	61
Potholes	168	125	202	269	46	52	306
Pothole Hours	N/A	N/A	600	908	88	193	507
Mowing Hours	0	101	446	146	0	0	140
R-O-W Hours	N/A	N/A	12	299	229	159	576
Signs	119	153	106	251	12	78	147
Sign Work Hours	N/A	N/A	219	473	24	75	229
Salt Tons	55	4	79	76	0	0	221
Salt Hours	N/A	N/A	159	385	0	0	26
Decorative Streetlight Hours	0	0	0	33	2	2	34

Public Services Department - Public Works Division
April 2016

1. SIGN REPLACEMENT:

Staff continues to go through the City and replace all of the missing signs. We have a high incidence of sign theft in the City. I had the crews start using anti-theft hardware, but now the vandals are bending the signs until they break away.

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.

1. Staff installed gutter drain lines from the building to the downslope of the bank at City Hall. This was done to alleviate the water from standing near the foundation of the building.

**Public Services Department - Wastewater Division
April 2016**

Collection System Activities

Employee Recognition:

We have several employee's prepping for either the wastewater collections license exam or the wastewater operator's exam, which will take place in the first week of May. The employee's that are taking the collections exam are: Derrick McMillan, Mike Smith and Harley Watts. Joe Lemmons is taking the plant operators exam. We wish them the best of luck!

WWTP Headworks Project:

To this point the contractor has completed the spray field irrigation piping system. I had CSR Engineering collect the GPS data points and enter it into our GIS (copy attached). Additionally, I bought guy wire covers and Derek is in the process of installing them on the spray-field stand pipes so that the Billy Jackson will have no problem seeing them when he cuts the hay. The contractor has tied in the incoming force mains to the new meter vaults and the spray irrigation pump station. In addition, the concrete work for the new headworks building has been started. The footer and the walls have been poured thus far. We've run into an issue with using the old re-pumping station wet-well. In coring the concrete top we've discovered that it does not have enough steel in it to carry the weight of the new pump station unit. Therefore, we had to have a structural engineer design a steel cantilever that will provide the structural support that's necessary in order to evenly distribute the weight of the pump station unit. After drawing the lagoon down, we found that it had too much sediment in it to properly install the new aerators. We received a quote to completely clean the lagoon, but, it was too expensive at \$55,000.00. Since I don't have the money at this time, I decided to rent a long-stick excavator and remove the sediment from the perimeter of the lagoon. This took approximately one (1) month to complete. **(The preconstruction meeting was held on September 15, 2015, and the official construction commencement date was October 5, 2015. The project has a 240-day substantial completion date and a 270-day final completion date.)**

Calista Lift Station Rehabilitation Project:

This project is on schedule. The contractor has installed the electrical conduit inside the building for the tie-in to the new motor control center (MCC). The new generator has been installed as has the transfer switch. As soon as this is wired in temporarily to the old MCC, the contractor will remove the existing generator and old overhead power lines. The only issue that I've had with this project is that the contractor poured the pad for the new MCC wrong, it's 6-inches too narrow. **(We had the preconstruction meeting on September 15, 2015 and the official construction commencement date is October 5. The project has a 150 day substantial completion date and a 180 day final completion date.)**

Wastewater Billing Information - monthly non-payment cut off/turn on report:

Each month the city has an average of 35 customers that do not pay their sewer bill on the due date. Therefore, the sewer department staff is charged with disconnecting the water service by locking the meter in the off position until such time that they come in and pay their fees. The City charges a 10% late fee and a \$50.00 reconnect fee which be paid before service is reconnected. For those customers that have an unusually high bill, the City provides for a monthly repayment schedule.

	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>FY 14/15</u>	<u>MAR-16</u>	<u>APR-16</u>	<u>YTD</u>
Late Payments	11,790	12,857	12,685	12,068	856	1,202	10,523
Disconnects for non-pay	N/A	N/A	258	442	23	20	325
Revenue Late Payments	\$62,880	\$67,810	\$65,074	\$61,350	\$5,517	\$6,128	\$59,492

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.

<u>Line Marking</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>FY 14/15</u>	<u>MAR-16</u>	<u>APR-16</u>	<u>YTD</u>
Tennessee 811	948	866	1,306	1,416	205	168	1,384

**Public Services Department - Wastewater Division
April 2016**

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 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>FY 14/15</u>	<u>MAR-16</u>	<u>APR-16</u>	<u>YTD</u>
North Palmers Chapel	1,483	1,736	3,559	483	0	0	33
Calista Road	985	1,058	2,014	418	0	0	18
Wilkinson Lane	417	231	219	101	0	0	0
Portland Road	13	25	36	13	0	0	1
Cope's Crossing	109	445	208	72	0	1	4
Union Road	16	149	93	45	0	0	91
Meadowlark Drive	32	40		33	0	0	0
Highway 76	20	9	6	2	0	0	0
Cambria Drive	32	16	9	0	0	0	1
Treatment Plant	439	359	333	122	0	0	0

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, we have a large number of "*change-outs*" (C/O) as 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.

<u>Work Orders</u>	<u>FY 10/11</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>FY 14/15</u>	<u>MAR-15</u>	<u>APR-16</u>	<u>YTD</u>
"Grinder Project"	144	229	3	0	0	0	0
PD to Centrifugal Converts			4	10	0	0	3
2000 to Extreme C/O	0	85	86	60	6	10	41
2000 to 2000 C/O	271	19	13	23	0	0	7
Extreme to 2000 C/O	0	33	14	28	0	1	15
Extreme to Extreme C/O	0	157	110	117	23	21	105
Centrifugal to Centrifugal C/O	-	-	-	5	2	0	2
2000 Conversions	159	26	3	0	0	0	2
Extreme Converts	0	43	83	74	2	2	37
Total Pumps Replaced	430	363	313	321	33	34	262
Low Pressure Service Request	554	977		723	75	48	429
Vacuum System Service	96	127	102	58	4	9	72
Gravity Service Request				14	0	0	5
Inspection for New Service	0	0	27	51	2	0	24
Final Inspection for New	0	0	47	66	4	4	33
Sanitary Sewer Overflow (SSO)	0	4	2	3	0	0	5
Odor Complaints	0	0	11	14	1	0	14

**Public Services Department - Wastewater Division
April 2016**

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.

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>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 12/13</u>	<u>FY 14/15</u>	<u>MAR-15</u>	<u>APR-16</u>	<u>YTD</u>
Major Lift Stations	12	5	5	18	26	2	2	49
Mainline	0	1	7	18	14	2	0	11
Service Line	82	52	65	136	49	9	3	34

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.

CALISTA:

We've installed one (1) VFD on a temporary basis. The new Yeoman VI (vertical inline) pump has been installed.

We are waiting for AirVac to release the new generation of valves and controllers that are designed to prevent water from entering the controllers and making them inoperable. AirVac has set a tentative release date of March 2016.

COPE'S CROSSING:

The issues with Cope's Crossing were resolved by WASCON and is running normal.

UNION ROAD:

WASCON has replaced the impellers and check valves and the station is running normal.

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>FEB - 2016</u>	<u>MAR - 2016</u>	<u>APR - 2016</u>	
Flow	0.78 MGD	0.832 MGD	0.707 MGD	
Capacity	1.40 MGD	1.40 MGD	1.40 MGD	
% of Plant Throughput	55.7%	55.4%	50.5%	(0.707 MGD) / (1.40 MGD)
Actual Capacity	1.12 MGD	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	69.6%	69.6%	63%	(0.707 MGD) / (1.12 MGD)
Rainfall	7.17"	7.17"	1.95"	

<u>Effluent</u>	<u>FY 10/11</u>	<u>FY 11/12</u>	<u>FY 12/13</u>	<u>FY 13/14</u>	<u>FY14/15</u>	<u>MAR-15</u>	<u>APR-16</u>	<u>YTD</u>
Violations		4	6	2	1	0	0	7

Violations were due to rain events causing excessive flows through the plant which resulted in heavy discharges.

**Public Services Department - Wastewater Division
April 2016**

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. The feed rate is 19 gallons per day at the Union Road lift station and 17 gallons per day at the Old Tyree lift station.

2. **Oxidation Ditch:**

The #3 aerator bearing and a lovejoy coupling broke and we're in the process of replacing it.

3. **UV System:**

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 2014.

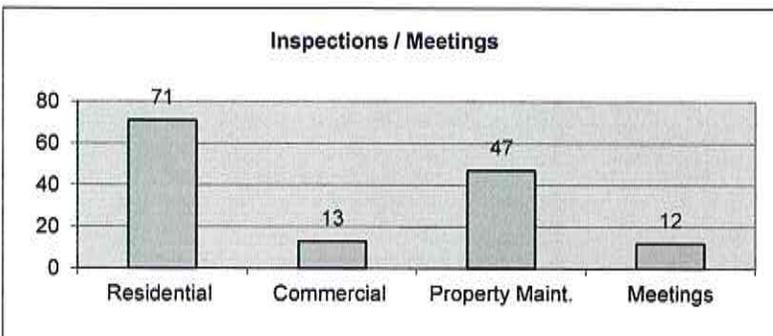
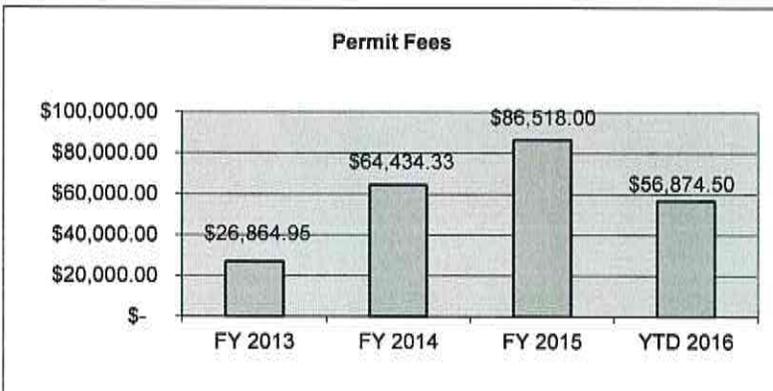
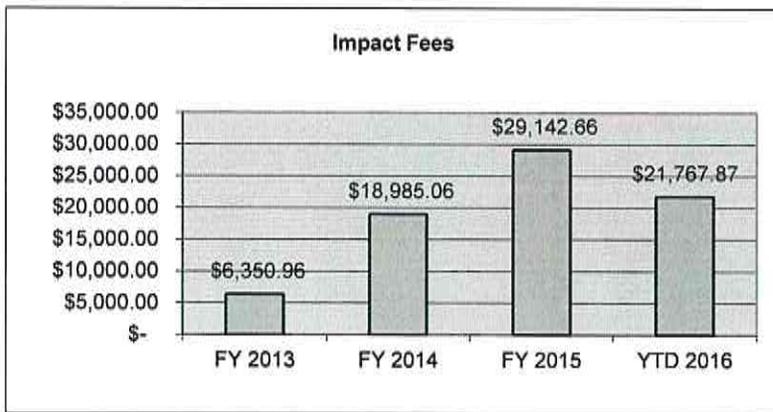
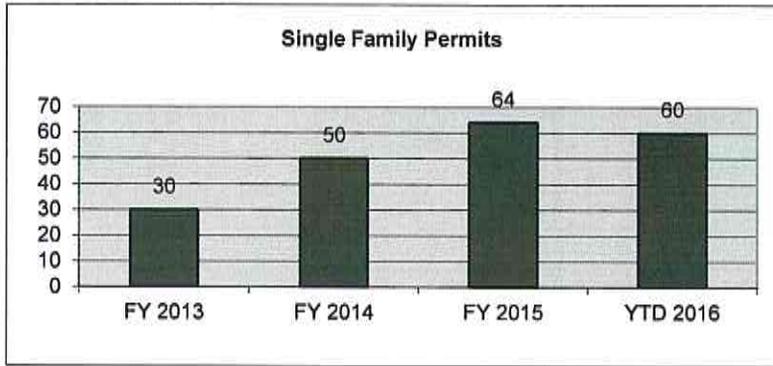
TDEC has responded to our use of PAA as the method of disinfection and the agency wants to study the process in more detail before making a final response. The next phase involves further testing, bio-assay sampling of the streams, quantifying daily use rate and an engineering report.

The PAA feed rate is now operating at a constant 1.89 parts per million (ppm) which is still well below the expected usage levels.

Our TDEC permit states in part that, "The concentration of the E. Coli group after disinfection shall not exceed 126 CFU's (colony forming units) per 100 ml." Additionally, our daily maximum concentration limit is 941/100ml.

Our E Coli testing for the month was an average of 45.1 CFU's, which is well below the limit.

**Planning and Codes Department
APRIL 2016**



**Planning and Codes Department
APRIL 2016**

	Month	YTD 16	FY2015	FY2014	FY2013
MEETING AGENDA ITEMS#					
Planning Commission	5	47	50	38	39
Construction Appeals	0	1	1	0	0
Zoning Appeals	0	11	8	9	5
Tech. Review/Study Session	1	0	1	0	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	14	60	64	50	30
Multi-Family Residential	0	4	3	123	2
Other Residential	35	189	367	132	133
New Commercial	0	4	7	2	1
New Industrial	0	1	1	0	0
Other Com/Ind	2	26	51	26	27
State Electrical	64	493	657	478	329
Sign	0	14	17	16	11
Occupancy Permits	4	46	54	59	62
Commercial Certificate of Occupancy-					
Reid Realty-415 Hwy 76					
Neighborhood Café-325 West Drive					
Finch Realty-2787 Hwy 31W					
Tenn Gymnastics Athletic Center-3511 Hwy 31W					
Other	1	4	1	71	18
BUILDING INSPECTIONS					
Residential	71	1084	1194	519	334
Hours	22.58	236.5	295.61	175.59	111.25
Commercial /Industrial	13	124	360	189	151
Hours	5.92	52.66	127.41	79.33	94.34
CODE ENFORCEMENT					
Total Cases	47	307	612	531	735
Hours	6.75	49.5	70.49	83.42	113.92
Complaints Received	10	87	145	141	126
MEETINGS					
Administration	1	24	29	39	55
Hours	2.33	56.33	56.92	67.95	89.06
Planning	7.5	29.5	23	31	40
Hours	1.25	49.5	56.8	101.25	51.1
Codes	4	32	34	50	53
Hours	7	26.08	28.74	58.25	73.5
FEES					
Permit Fees	\$8,408.50	\$ 56,874.50	\$ 86,518.00	\$ 64,434.33	\$ 26,864.95
Board Review Fees	\$175.00	\$ 7,350.00	\$ 17,244.50	\$ 7,297.90	\$ 3,150.00
City Impact Fee	\$1,852.18	\$ 21,767.87	\$ 29,142.66	\$ 18,985.06	\$ 6,350.96
Roads	\$533.40	\$ 11,090.67	\$ 12,820.88	\$ 5,405.07	\$ 3,056.90
Parks	\$554.40	\$ 2,474.00	\$ 5,943.60	\$ 4,993.50	\$ 1,197.40
Police	\$460.57	\$ 4,941.61	\$ 6,155.15	\$ 4,494.28	\$ 1,262.70
Fire	\$303.81	\$ 3,261.59	\$ 4,067.80	\$ 2,976.51	\$ 796.76
OTHER ITEMS					
Subdivision Lots	0	51	0	0	0
Commercial/Ind. Sq Ft	0	20,630	61,486	3,936	3,423
Multi-Family Units	0	0	144	123	n/a
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 10	\$566,340.00	\$592,040.00	\$632,150.00	\$693,270.00	\$ 974,300.00
Builders Bonds	46,366.43	\$ 43,866.43	\$ 43,366.43	\$ 43,366.43	\$ 42,866.53
Workings Days in Month	16	17	16	16	16

Parks, Recreation, & Cultural Arts Department
April 2016

Summary of Month's Activities

The electrical work for the splash pad finally got going. Hopefully this won't take very long and we can begin testing out the system and learning how to operate it here very soon. All that will be left after that is site cleanup and seeding/soil stabilization in order to complete the project. The electrical work has taken so long to get going because it was outside of the original scope of work (because it requires 3-phase electrical and it was originally thought it only needed single-phase) so we had to pay additional charges to CEMC for that and it has been a long drawn out process.

Work has continued on the Municipal Complex pavilion and restroom building as well as the renovation of the Municipal Park restrooms in the back of the park. So far for the restroom renovation at the park they have roughed in the plumbing, put the new roof on, added the electrical room, and done some work on the inside of the restroom facility in the back of the park, but it has been at that point for quite some time now. I am assuming this is because they are focusing all of their attention on the pavilion/restroom facility. The pavilion/restroom facility is the only project that is currently moving along. The brick started to be laid last week and continued this week. They have started work on the sidewalk that goes from the splash pad to the pavilion/restroom facility. They still have a long way to go but they still feel like they can get it done by Memorial Day.

The Municipal Park street lighting project is complete. So, we now have lighting that goes all the way through the back of the park. It also included providing lighting for the basketball court that is in the back of the park.

The disc golf course still isn't 100% complete. All 18 holes are playable but not all of the tee pads have been poured yet. They are also starting to build bridges over the watery areas. They hold weekly work days every Sunday.

I attended a budget committee meeting on April 29th at the Sumner County Administration Building to request funding for the Senior Nutrition Program. Again this year, \$9,500 was requested so that we can provide half-priced meals to the seniors at the weekly Wednesday luncheon. If approved, the meals will remain \$2.50 per plate for seniors and \$5.00 for all others.

I attended the Board of Mayor and Alderman budget retreat on March 9th. The CIP items that I presented were:

Soccer Complex parking area lighting (conversion to LED lights)
6 yd. Satellite Style Garbage Truck for Park
Utility Vehicle for Park
New Parking Lot Design for back of park
Outdoor Volleyball Court Lighting
Lighting for Field #1 at Municipal Park
15 passenger Senior Van.

Recreation

It has taken quite some time but we have finally found a new Superintendent (background check and drug test pending). His name is Joshua Atkins and he is from Bowling Green, Kentucky. He graduated from Western Kentucky University with a Business Management Degree and worked for the Girls and Boys Club in Bowling Green for two years and City of Bowling Green Parks & Recreation Department for two more years before accepting a position as a Technical Recruiter for Aerotek. While working with Bowling Green Parks & Recreation he was an Athletic Staff Assistant and F.O. Moxley Community Center Coordinator, doing the exact same kind of work he will be doing here, so it is a natural fit. I'm very excited about this hire because I believe his experience working with a much larger and very well respected parks department gives us a great advantage because he has seen many successful programs and different ways of doing things, which could greatly benefit our department and growing community. He will start with us no later than May 23rd.

Girls Volleyball spring league games are ongoing. We have 10 teams and approximately 80 girls in the league this spring. The season is set to end May 24th.

Parks, Recreation, & Cultural Arts Department
April 2016

Little League Challenger Baseball is ongoing. We only have 6 participants this year. The season is set to end May 21st.

Men's Open Softball is ongoing. We have 6 teams in the league this year. The season is set to end June 7th.

We will offer gymnastics and tumbling classes again this summer. Charles Harding will be doing that for us once again. They will be every Thursday in June and July starting June 9th. The fee is \$100 for all 8 weeks.

The 16th Annual Independence 5K will be July 2nd at 8:00am at the White House High School Trailhead. Early bird registration will begin this month and will end on June 16th. After that, regular registration will be taken up until the start of the race.

Upcoming programs include the basketball camp, fall ball sign-ups, and girls' volleyball fall league sign-ups.

Parks Maintenance

- With Baseball, softball, and soccer starting up, mowing has been in full swing. We logged 105 hours last month. Right now we are just focused on staying on top of the game fields to keep everything going as scheduled.
- We have gone around and cut on the irrigation to all ballfields.
- The cemetery has been very busy as well for our workers. We have poured the foundations for 3 headstones and started digging the footers for the rock columns for the gate project.
- We have gone around fixing the loose boards on the Greenway bridges.
- The mule went down for a time last month but we were able to get that fixed and up and running once again.
- All ballfields and Greenway trailheads have had their first round of spray put down for weeds.

Seniors

April activities included:

- Birthday Potluck
- Trip to the movies
- Biscuit Love for breakfast in the Gulch
- Visit to Wynnewood in Castalian Springs
- Art Class
- Miniature Golf at Opry Mills
- Movie at the Center

Some of our summer activities will include a genealogy class, biblical oil study, a trip to Amish Country for vegetables. We will celebrate our Fathers in June at lunch. Their families are invited.

**Parks, Recreation, Cultural Arts Department
APRIL
2016**

	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Maintenance						
Mowing Hours	1,486	1,346	1,276	1,134	887	
Pounds of Grass Seed Sown	3,140	2,275	3,280	2,560	2,265	
Pounds of Fertilizer Applied	8,150	2,540	5,525	1,620	3,050	
Number of Trees/Shrubs Planted	20	39	3	23	15	

		Current Year	
	Mar. 16	Apr. 16	YTD 2015-16
Mowing Hours	56	105	747
Pounds of Grass Seed Sown	0	0	3,885
Pounds of Fertilizer Applied	0	0	3,520
Number of Trees/Shrubs Planted	0	0	0

Recreation						
Number of Youth Program Participants	354	448	818	762	767	
Number of Adult Program Participants	2,353	2,471	1,726	855	537	
Number of Special Event Attendees	3,484	3,970	2,796	4,145	2,643	
Total Number of Special Events Offered	19	17	19	12	11	
Total Number of Programs Offered	68	78	51	46	43	
Youth Program Revenue	\$29,068.00	\$29,702.00	\$ 49,676.00	\$49,197.40	\$53,736.37	
Adult Program Revenue	\$14,899.65	\$19,216.05	\$ 16,060.90	\$13,155.30	\$8,855.00	
Special Event Revenue	\$8,010.00	\$7,355.00	\$ 5,970.00	\$4,965.00	\$3,920.00	

Number of Youth Program Participants	86	0	625
Number of Adult Program Participants	0	100	231
Number of Special Event Attendees	0	0	2,680
Total Number of Special Events Offered	0	1	12
Total Number of Programs Offered	3	1	27
Youth Program Revenue	\$35.00	\$0.00	\$ 40,458.00
Adult Program Revenue	\$2,250.00	\$0.00	\$ 6,402.00
Special Event Revenue	\$0.00	\$0.00	\$ 2,320.00

Administration						
Number of Shelter Reservations	116	112	110	103	112	
Hours of Shelter Reservations				130	311	
Shelter Reservation Revenue	\$3,415.00	\$ 3,396.00	\$ 3,270.00	\$2,823.00	\$3,379.50	
Number of Facilities Reservations	63	136	261	207	191	
Hours of Facility Reservations				145	584	
Facility Reservation Revenue	\$6,475.63	\$ 16,224.25	\$ 36,686.43	\$26,540.00	\$21,028.62	
Field Rental Revenue				\$4,498.33	\$3,248.00	
Misc. Revenue	\$60,991.46	\$ 56,423.35	\$ 71,032.39	\$37,420.52	\$28,644.18	

Number of Shelter Reservations	6	12	63
Hours of Shelter Reservations	19	36	208
Shelter Reservation Revenue	\$748.00	\$281.50	\$ 2,288.50
Number of Facilities Reservations	24	29	243
Hours of Facility Reservations	75	80	732
Facility Reservation Revenue	\$2,513.75	\$2,276.25	\$ 25,583.77
Field Rental Revenue	\$415.00	\$320.00	\$ 3,253.00
Misc. Revenue	\$7,308.25	\$140.40	\$ 25,105.54

Senior Center						
Senior Center Participants	2,860	3,269	3,586	3,478	3,770	
Number of Trip Participants	473	387	477	507	538	
Number of Meals Participants	2,912	3,315	2,867	2,910	2,932	
Number of Program Participants	632	4,486	4,030	3,419	4,618	
Number of Trips Offered	42	31	34	38	45	
Number of Meals Served	46	49	49	49	50	
Number of Programs Offered	50	90	87	81	74	

Senior Center Participants	974	736	7,402
Number of Trip Participants	44	36	375
Number of Meals Participants	349	316	2,770
Number of Program Participants	581	417	4,220
Number of Trips Offered	3	3	29
Number of Meals Served	5	4	41
Number of Programs Offered	11	8	92

White House Library
April 2016

Summary of Activities

The Friends of the Library met on April 5th at 5:30pm at the library. However, there were not enough board members present to have a quorum, so they only talked about the upcoming pancake breakfast and items for the next agenda. The pancake breakfast was held on April 16th at Colorado Grill. Due to the fact that the Friends were delayed in advertising for the event, they only made a total of \$630.

The library director attended the Tennessee Library Association's annual conference on April 7th and 8th at Kingsport, TN. Not only did the director get to attend a number of helpful in-services, she also was a presenter at this event and had a total of 49 individuals in attendance at her Unique Checkouts presentation, who gave her a number of positive feedbacks.

On April 12th, the library director and a circulation clerk attended the Friends of the Library and Parliamentary procedure in-service at the region. The director learned tips on how to rejuvenate a Friend's of the Library group as well as procedures for board meetings.

The library director had a Tenn-Share Marketing Committee meeting on April 14th. The director is the Chair of this committee which discussed Facebook posts, a contest, a newsletter, and marketing for Tenn-Share's conference in the fall.

The library had a total of 19 children's programs, 4 teen programs, and 6 adult programs. The children's programs consisted of its normal story times, homeschool group, Monday after school programs, and Saturday story times and had a total of 209 individuals in attendance. The teen programs consisted of a craft night, a superhero night, an animation prom night, and a book club. The animation prom night was a huge success with a total of 22 teens participating in the one event, making it one of the largest teen events at the library. The library hopes to replicate this type of teen program in the future due to its success. Lastly, the library had 6 adult programs which included our book club, 2 computer classes, 2 alternatives to cables workshops, and a jewelry engraving class. A total of 54 individuals participated in these adult programs making April one of the largest turn outs in adult attendance. Due to this success, the library hopes to also replicate these types of programs in the future.

The library made a video for a contest in which it could possibly win a number of prizes with the grand prizes being \$2,500 worth of audio books. The White House Library video can be viewed on this link <http://wp.teilandmarkaudio.com/>. The winner of the contest will be announced in June.

Department Highlights

The highlights for the month were the great success with the teen and adult programs at the library in addition to the director's attendance and presentation at the Tennessee Library Association Conference. Not only does the library hope to replicate a number of these programs, but the director hopes to be able to present again at future conferences.

**White House Library & Museum
April 2016
Performance Measures**

Official Service Area Populations

2009	2010	2011	2012	2013	2014	2015	2016
12,980	13,316	13,257	13,421	13,386	13,477	13,616	

April Membership

Cumulative Members

Year	New Members	Updated Members	Total Members	% of Population with Membership
2013	46	0	10,795	81
2014	40	160	8,804	65
2015	55	191	9,338	69
2016	129	356	11,027	80

The library's goal is to maintain or exceed total membership from the previous calendar year. In October 2013, the library did a purge of inactive users, which is why there is such a difference in membership from 2013 to 2014. However, even with the purge, our users have increased greatly with the new library opening and we have passed our numbers from 2013 when we did the purge.

Total Material Available: 29,171

Estimated Value of Total Materials: \$29,275

Last Month: \$733,000

Total Materials Available Per Capita: 2.14

Last Month: 2.15

State Minimum Standard: 2.00

The library's goal is to meet or exceed the state standard of 2.00 items per capita either with print or electronic items, which the library is currently meeting.

Materials Added In April

2011	2012	2013	2014	2015	2016
270	170	267	309	378	323

Yearly Material Added

2011	2012	2013	2014	2015	2016
3,036	2,671	4,108	3,488	2,830	1,139

The library's goal is to add material that meets the current and future needs of city patrons. Due to the increase in circulation, the library believes that it is adding material that meets its patron's wants and needs.

Physical Items Checked Out in April

2011	2012	2013	2014	2015	2016
5,052	3,662	4,359	3,614	3,743	5,285

Cumulative Physical Items Check Out

2011	2012	2013	2014	2015	2016
63,395	51,116	47,160	47,509	49,442	21,695

The library's goal is to maintain or exceed the state standard of every item checking out 2.5 times a year. The library managed to slight increase in the number of print items it checked out in 2015 compared to 2014. Even with this increase, the library was still below the 2.5 state standards. However, we expect to be much closer to this requirement since we are seeing an increase in circulation at the new library.

April Users

Yearly Users

	2015	2016		2015	2016
Technology Devices	0	11		48	39
Kids Tech Devices	0	2		33	17
Study Rooms	0	84		300	287
Lego Table	0	105		145	557
Board Games	0	29		0	66
Puzzles	0	21		0	37

In addition to our tech devices and study rooms, the library just added puzzles and board games for check with the help of donations from the friends of the library. As of right now, our board games are checking out more than our puzzles. Since this is only the second month that these items have been available for checkout, the library will continue to monitor each of these items circulation to determine if more need to be purchased in the future.

Volunteers: 20 **Hours:** 141 hours and 55 minutes

White House Library & Museum

April 2016

Performance Measures

April Computer Users

	2011	2012	2013	2014	2015	2016
Wireless	***	***	95	78	141	552
Internet Computers	590	289	361	266	316	415
Kids	198	310	198	148	168	177

Yearly Computer Users

2011	2012	2013	2014	2015	2016
***	***	1,071	1,315	3,704	2,086
5,983	4,282	3,791	3,743	3,882	1,495
3,244	2,874	1,691	1,478	1,857	632

The library's goal is to stay current with technology needs in the community by observing technology's use and making changes to increase usage. The new library has better WI-FI which is being used greatly. Our computers are still checking out in great numbers as well. Additionally, we are now checking out hot spots which have over a month and a half waiting list for each device due to their popularity.

Kids Programs

April	Kids Sessions	Kids Attendance
2011	10	310
2012	7	260
2013	9	207
2014	11	164
2015	10	136
2016	19	209

Yearly Totals

Kids Sessions	Kids Attendance
91	2,805
76	2,232
92	2,193
109	2,225
96	1,743
73	820

The library had 19 children programs in April. These 19 programs consist of our regular toddler and, preschool story times, homeschool group, Monday after school programs, and Saturday story times.

April	Teen Sessions	Teen Attendance
2011	0	0
2012	0	0
2013	0	0
2014	0	0
2015	0	0
2016	4	24

Teen Sessions	Teen Attendance
0	0
4	31
7	35
14	100
16	87
17	58

The library had a total of four teen events in April which included a craft night, super hero night, animation prom, and book club. The animation prom event was a huge success since it had 22 individuals in attendance. Thus, the library hopes to replicate this type of program in the future.

April Totals	Adult Sessions	Adult Attendance
2011	1	6
2012	1	9
2013	1	7
2014	1	6
2015	1	8
2016	6	54

Adult Sessions	Adult Attendance
14	217
16	245
11	107
15	243
25	294
18	106

The library had six adult programs in April which included our regular book club, two computer classes, hardware engraving class, and two alternatives to cable sessions. We had a great turn out at each of these programs.

Services Provided by Contracting with State

April Interlibrary Loan Services

	2011	2012	2013	2014	2015	2016
Borrowed	24	25	22	17	26	89
Loaned	4	24	25	28	27	18

Yearly Interlibrary Loan Services

2011	2012	2013	2014	2015	2016
337	362	136	271	303	239
64	100	165	411	253	108

**White House Library & Museum
April 2016
Performance Measures**

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

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
eBooks	792	2,010	3,688	5,664	4,990
Audios	1,717	2,501	2,521	3,308	3,494

The goal of the R.E.A.D.S. program is to provide books in an electronic and audio version for patrons across the entire state of Tennessee. The library promotes this program a great amount as it is a free service to our patrons and provides them another means of access to books.

White House Inn Museum
April 2016

Summary of Activities

Due to winter weather the Museum Board meeting scheduled for January 26th was canceled.

The Visitors Center Attendant completed a digital inventory of the items in the museum, and packed those items to be moved to City Hall. The city received bids to move the museum and chamber offices, and Two Men and a Truck were contracted and have completed the move.

After a floor plan for the renovation was finalized, the remaining shelving and furniture was listed on GovDeals with the assistance of the Purchasing Coordinator. All of the shelving, and most of the furniture was sold.

Bids for the renovation of the old library were received on March 28, and the contract was awarded to Carter Douglas on April 5.

The Museum Board met on April 26. There was not enough board members present to have a quorum, so the board did not vote on any issues. Those present were updated on the renovation of the old library, including the flooring, plans for displays, and budget. The board was informed by the Library Director that volunteers would need to use the City's volunteer application. The board expressed a desire for a new guest book, donation form, and brochure and agreed to talk about these items when they have a quorum.

CITY COURT REPORT

APRIL 2016

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH \$7,379.30
TOTAL MONIES COLLECTED YTD \$73,098.10

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH \$1,353.89
TOTAL MONIES COLLECTED YTD \$16,606.05

TOTAL REVENUE FOR MONTH \$8,733.19
TOTAL REVENUE YTD \$89,704.15

DISBURSEMENTS

LITIGATION TAX \$461.02
DOS/DOH FINES & FEES \$80.75
DOS TITLE & REGISTRATION \$52.25
RESTITUTION/REFUNDS \$0.00
TBI-EXPUNGEMENT/FEES \$0.00
CASH BOND \$0.00
WORTHLESS CHECKS \$0.00
TOTAL DISBURSEMENTS FOR MONTH \$594.02
TOTAL DISBURSEMENTS YTD \$8,816.81

ADJUSTED REVENUE FOR MONTH \$8,139.17
TOTAL ADJUSTED REVENUE YTD \$80,887.34

DRUG FUND

DRUG FUND DONATIONS FOR MONTH \$0.00
DRUG FUND DONATIONS YTD \$2,639.04

Disposition	Apr-16	Mar-16	Feb-16
Ticket Paid in Full – Prior to Court	24	30	31
Guilty as Charged	10	10	5
Dismissal	14	8	3
Dismissed upon presentation of insurance	26	25	32
Not Guilty	0	0	0
Dismissed to Traffic School	12	0	6
Dismissed with Costs and Fines	28	35	28
Dismissed with Costs	15	20	18
Dismissed with Fine	0	0	1
Case Transferred to County	0	0	1
Dismissed with Public Service	0	0	0
Total	129	128	125

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City of White House
Summary Financial Statement
April 2016

User: Jason Barnes
Date/Time: 5/9/2016 8:15 AM
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Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
110	General Fund					83.33%
Revenues						
31100	Property Taxes (Summer To Distribute)	0.00	0.00	0.00 %	0.00	0.00 %
31110	Real & Personal Property Tax(Current)	2,085,719.00	(2,180,583.10)	104.55 %	173,809.92	(8,780.77) 5.05 %
31120	Public Utilities Property Tax (Current)	90,000.00	(95,254.00)	105.84 %	7,500.00	0.00
31211	Property Tax Delinquent 1st Year	35,000.00	(56,997.13)	162.85 %	2,916.67	(6,602.76) 226.38 %
31212	Property Tax Delinquent 2nd Year	7,000.00	(3,769.18)	53.85 %	583.33	(1,833.00) 314.23 %
31213	Property Tax Delinquent 3rd Year	2,500.00	(2,944.00)	117.76 %	208.33	0.00
31214	Property Tax Delinquent 4th Year	1,200.00	(2,445.00)	203.75 %	100.00	0.00
31215	Property Tax Delinquent 5th Year	1,500.00	(1,803.00)	120.20 %	125.00	0.00
31216	Property Tax Delinquent 6th Year	1,000.00	(307.00)	30.70 %	83.33	0.00
31219	Property Tax Delinquent - Other Prior	1,000.00	(152.00)	15.20 %	83.33	0.00
31300	Int, Penalty, And Court Cost On Prop	21,000.00	(14,728.14)	70.13 %	1,750.00	(2,666.14) 152.35 %
31513	Payment In Lieu Of Tax -Sewer	136,000.00	(109,373.20)	80.42 %	11,333.33	(10,937.32) 96.51 %
31520	Payments From Industry	14,000.00	(15,289.00)	109.21 %	1,166.67	0.00
31610	Local Sales Tax - Co. Trustee	2,042,287.00	(1,856,919.88)	90.92 %	170,190.58	(158,334.52) 93.03 %
31709	Beer And Liquor Local Priv Tax	6,800.00	(6,741.21)	99.14 %	566.67	(74.97) 13.23 %
31710	Wholesale Beer Tax	270,000.00	(266,282.13)	98.62 %	22,500.00	(25,068.95) 111.42 %
31720	Wholesale Liquor Tax	5,000.00	(38,888.52)	777.77 %	416.67	(4,982.35) 1,195.76 %
31800	Business Taxes	120,000.00	(72,331.05)	60.28 %	10,000.00	(7,880.07) 78.80 %
31911	Natural Gas Franchise Tax	135,000.00	(147,356.29)	109.15 %	11,250.00	0.00
31912	Cable TV Franchise Tax	120,000.00	(107,241.02)	89.37 %	10,000.00	0.00
31960	Special Assessment - Liens	500.00	(470.00)	94.00 %	41.67	0.00
31980	Mixed Drink Taxes	10,500.00	(11,948.01)	113.79 %	875.00	(2,396.50) 273.89 %
32209	Beer And Liquor License Application	2,550.00	(750.00)	29.41 %	212.50	0.00

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
32610		Building Permits		60,000.00	(59,017.00)	98.36 %	5,000.00	(8,273.50)	165.47 %
32690		Other Permits		0.00	(420.00)	0.00 %	0.00	(30.00)	0.00 %
32710		Sign Permits		1,000.00	(1,450.00)	145.00 %	83.33	0.00	0.00 %
33100		Federal Grants		1,337,651.00	(365,081.61)	27.29 %	111,470.92	(16,966.56)	15.22 %
33191		Fema Reimbursement		0.00	0.00	0.00 %	0.00	0.00	0.00 %
33320		Tva Payments In Lieu Of Taxes		117,320.00	(106,835.59)	91.06 %	9,776.67	(30,085.64)	307.73 %
33400		State Grants		0.00	0.00	0.00 %	0.00	0.00	0.00 %
33410		State Law Enforcement Education		11,400.00	(10,200.00)	89.47 %	950.00	0.00	0.00 %
33460		State Grant-Library Technology		1,200.00	(350.00)	29.17 %	100.00	0.00	0.00 %
33510		State Sales Tax		760,000.00	(681,373.45)	89.65 %	63,333.33	(63,789.22)	100.72 %
33520		State Income Tax		23,000.00	(38,917.67)	169.21 %	1,916.67	(67.54)	3.52 %
33530		State Beer Tax		5,000.00	(5,007.32)	100.15 %	416.67	(2,337.00)	560.88 %
33553		State Gasoline Inspection Fee		21,000.00	(17,391.29)	82.82 %	1,750.00	(1,738.63)	99.35 %
33593		Corporate Excise Tax		11,000.00	(5,482.47)	49.84 %	916.67	0.00	0.00 %
33710		County Grant - Senior Nutrition		9,500.00	(9,500.00)	100.00 %	791.67	0.00	0.00 %
34120		Fees And Commissions		8,500.00	(9,118.72)	107.28 %	708.33	(265.40)	37.47 %
34740		Parks And Rec League Fees		73,000.00	(54,555.97)	74.73 %	6,083.33	0.00	0.00 %
34741		Field Maintenance Fees		8,100.00	(8,757.00)	108.11 %	675.00	0.00	0.00 %
34760		Library Fines, Fees, And Other		5,500.00	(9,023.64)	164.07 %	458.33	(952.34)	207.78 %
34762		Museum Donations		0.00	(1,000.00)	0.00 %	0.00	0.00	0.00 %
34793		Community Center Fees		20,000.00	(28,522.02)	142.61 %	1,666.67	(2,627.75)	157.67 %
34900		Other Charges For Services		8,000.00	(7,262.00)	90.78 %	666.67	(830.50)	124.58 %
35110		City Court Fines And Costs		140,000.00	(82,407.66)	58.86 %	11,666.67	(8,429.17)	72.25 %
35130		Impoundment Charges		100.00	(613.00)	613.00 %	8.33	0.00	0.00 %

Account	Description	Year-To-Date			Monthly Comparative:			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	Month-To-Date	
110	General Fund							83.33%
36000	Other Revenues	7,500.00	(4,058.71)	54.12 %	625.00	(751.55)	120.25 %	
36100	Interest Earnings	4,200.00	(6,405.66)	152.52 %	350.00	(928.21)	265.20 %	
36210	Rent	17,000.00	(15,033.46)	88.43 %	1,416.67	0.00	0.00 %	
36330	Sale Of Equipment	500.00	(6,044.53)	1,208.91 %	41.67	(321.14)	770.74 %	
36350	Insurance Recoveries	0.00	(29,995.42)	0.00 %	0.00	0.00	0.00 %	
36430	Tax Refunds (Overpayments)	0.00	(5.96)	0.00 %	0.00	(0.48)	0.00 %	
36450	Parks Concessions	1,500.00	(258.80)	17.25 %	125.00	0.00	0.00 %	
36700	Contri And Donation From Private	9,500.00	(91,948.35)	967.88 %	791.67	(18,000.00)	2,273.68 %	
36930	Sale Of Notes	351,250.00	(355,000.00)	101.07 %	29,270.83	0.00	0.00 %	
36966	Operating Tran In From Capitol Proj	0.00	0.00	0.00 %	0.00	0.00	0.00 %	
	Total Revenues	8,121,277.00	(7,003,610.16)	86.24 %	676,773.08	(385,951.98)	57.03 %	
	Expenditures							
41000	General Government	(493,128.00)	404,246.49	81.98 %	(41,094.00)	34,980.27	85.12 %	
41210	City Court	(80,520.00)	66,087.00	82.08 %	(6,710.00)	5,890.67	87.79 %	
41500	Financial Administration	(386,908.00)	285,915.39	73.90 %	(32,242.33)	19,707.06	61.12 %	
41650	Human Resources	(154,078.00)	125,943.06	81.74 %	(12,839.83)	10,155.88	79.10 %	
41670	Engineering	(1,156,375.00)	248,530.85	21.49 %	(96,364.58)	43.08	0.04 %	
41700	Planning And Zoning	(320,025.00)	255,594.55	79.87 %	(26,668.75)	19,059.08	71.47 %	
41800	General Government Buildings	(275,104.00)	152,826.14	55.55 %	(22,925.33)	7,095.75	30.95 %	
41921	Special Events	(14,000.00)	4,857.92	34.70 %	(1,166.67)	387.06	33.18 %	
42100	Police Patrol	(1,250,054.00)	872,294.82	69.78 %	(104,171.17)	65,064.29	62.46 %	
42120	Police Support Services	(343,340.00)	281,807.46	82.08 %	(28,611.67)	25,022.23	87.45 %	
42150	Police Administration	(347,205.00)	250,173.63	72.05 %	(28,933.75)	21,157.84	73.13 %	
42151	Communications Services	(192,000.00)	187,277.64	97.54 %	(16,000.00)	0.00	0.00 %	

Account	Description	Year-To-Date			Monthly Comparative:		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
110	General Fund						83.33%
42200	Fire Protection And Control	(1,621,555.00)	1,305,014.28	80.48 %	(135,129.58)	66,856.80	49.48 %
42210	Fire Administration And Inspection	(324,666.00)	261,470.66	80.54 %	(27,055.50)	33,034.97	122.10 %
43000	Public Works	(764,354.00)	596,546.72	78.05 %	(63,696.17)	28,956.56	45.46 %
43100	Highways And Streets	0.00	0.00	0.00 %	0.00	0.00	0.00 %
44310	Senior Citizen Activities	(43,303.00)	30,629.60	70.73 %	(3,608.58)	1,557.70	43.17 %
44520	Museum Services	(152,640.00)	36,912.98	24.18 %	(12,720.00)	3,119.35	24.52 %
44700	Parks	(321,195.00)	232,128.51	72.27 %	(26,766.25)	14,344.95	53.59 %
44740	Park Maintenance	(1,154,531.00)	991,525.77	85.88 %	(96,210.92)	46,322.84	48.15 %
44800	Libraries	(443,542.00)	340,888.42	76.86 %	(36,961.83)	19,294.84	52.20 %
44880	Children's Library Services	(37,677.00)	31,003.66	82.29 %	(3,139.75)	3,398.14	108.23 %
51000	Misc Exp	(268,824.00)	283,570.40	105.49 %	(22,402.00)	45,773.77	204.33 %
52210	Collection	0.00	0.00	0.00 %	0.00	0.00	0.00 %
Total	Expenditures	(10,145,024.00)	7,245,245.95	71.42 %	(845,418.67)	471,223.13	55.74 %
Total 110	General Fund	(2,023,747.00)	241,635.79	11.94 %	(168,645.58)	85,271.15	50.56 %

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
120	Industrial Development Fund					83.33%
Revenues						
33800	Local Revenue Allocations	70,000.00	(111,197.61)	158.85 %	(11,144.18)	191.04 %
36100	Interest Earnings	100.00	(195.12)	195.12 %	(23.02)	276.24 %
	Total Revenues	70,100.00	(111,392.73)	158.91 %	(11,167.20)	191.16 %
Expenditures						
48000	Economic Opportunity	(118,500.00)	43,090.87	36.36 %	(9,875.00)	84.56 %
	Total Expenditures	(118,500.00)	43,090.87	36.36 %	(9,875.00)	84.56 %
Total 120	Industrial Development Fund	(48,400.00)	(68,301.86)	-141.12 %	(2,817.35)	-69.85 %

Account	Description	Year-To-Date		Monthly Comparative:			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
121	State Street Aid Fund						83.33%
Revenues							
33551	State Gasoline And Motor Fuel Tax	269,194.00	(232,558.62)	86.39 %	22,432.83	(19,653.46)	87.61 %
36100	Interest Earnings	70.00	(190.22)	271.74 %	5.83	(21.12)	362.06 %
	Total Revenues	269,264.00	(232,748.84)	86.44 %	22,438.67	(19,674.58)	87.68 %
Expenditures							
43100	Highways And Streets	(275,000.00)	238,743.19	86.82 %	(22,916.67)	15,026.75	65.57 %
	Total Expenditures	(275,000.00)	238,743.19	86.82 %	(22,916.67)	15,026.75	65.57 %
Total 121	State Street Aid Fund	(5,736.00)	5,994.35	104.50 %	(478.00)	(4,647.83)	-972.35

122	Parks Sales Tax Fund	Account	Description	Year-To-Date		Monthly Comparative:			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
36100		Interest Earnings		(277.26)	138.63 %	16.67		(50.76)	304.56 %
36425		Parks Sales Tax Receipts		(447,033.73)	90.39 %	41,213.83		(41,227.15)	100.03 %
		Total Revenues		(447,310.99)	90.41 %	41,230.50		(41,277.91)	100.11 %
Expenditures									
44400		Recreation		300,000.00	100.00 %	(25,000.00)		0.00	0.00 %
49000		Debt Service		11,093.14	10.03 %	(9,214.08)		0.00	0.00 %
		Total Expenditures		311,093.14	75.77 %	(34,214.08)		0.00	0.00 %
Total	122	Parks Sales Tax Fund		(136,217.85)	161.78 %	7,016.42		(41,277.91)	588.30 %

123	Solid Waste Fund	Account	Description	Year-To-Date		Monthly Comparative:			83.33%
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	
Revenues									
34400		Sanitation - User Fees	790,000.00	(673,595.02)	85.27 %	65,833.33	(65,859.15)	100.04 %	
36000		Other Revenues	0.00	(2,375.00)	0.00 %	0.00	0.00	0.00 %	
36100		Interest Earnings	400.00	(706.34)	176.59 %	33.33	(89.21)	267.63 %	
36350		Insurance Recoveries	0.00	(261.20)	0.00 %	0.00	0.00	0.00 %	
37794		Sale Of Materials	10,000.00	(2,990.80)	29.91 %	833.33	(292.20)	35.06 %	
Total Revenues			800,400.00	(679,928.36)	84.95 %	66,700.00	(66,240.56)	99.31 %	
Expenditures									
43200		Sanitation	(882,527.00)	761,521.88	86.29 %	(73,543.92)	16,164.79	21.98 %	
49000		Debt Service	(90.00)	35.31	39.23 %	(7.50)	0.00	0.00 %	
Total Expenditures			(882,617.00)	761,557.19	86.28 %	(73,551.42)	16,164.79	21.98 %	
Total	123	Solid Waste Fund	(82,217.00)	81,628.83	99.28 %	(6,851.42)	(50,075.77)	-730.88	

124	Impact Fees	Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
				Budget Estimate	Actual	Estimate Avg/Mth	Actual	
Revenues								
36100	Interest Earnings	200.00	(146.40)	73.20 %	16.67	(20.11)	120.66 %	
36421	Roads Impact Fees	4,000.00	(11,090.67)	277.27 %	333.33	(533.40)	160.02 %	
36422	Parks Impact Fees	2,500.00	(2,474.00)	98.96 %	208.33	(554.40)	266.11 %	
36423	Police Impact Fees	3,500.00	(4,941.63)	141.19 %	291.67	(460.57)	157.91 %	
36424	Fire Impact Fees	2,500.00	(3,261.59)	130.46 %	208.33	(303.81)	145.83 %	
Total Revenues		12,700.00	(21,914.29)	172.55 %	1,058.33	(1,872.29)	176.91 %	
Expenditures								
51010	Roads Impact Fees	0.00	0.00	0.00 %	0.00	0.00	0.00 %	
51020	Parks Impact Fees	0.00	0.00	0.00 %	0.00	0.00	0.00 %	
51040	Fire Impact Fees	(3,290.00)	0.00	0.00 %	(274.17)	0.00	0.00 %	
Total Expenditures		(3,290.00)	0.00	0.00 %	(274.17)	0.00	0.00 %	
Total 124	Impact Fees	9,410.00	(21,914.29)	232.88 %	784.17	(1,872.29)	238.76 %	

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
140	Police Drug Fund					83.33%
Revenues						
31610	Substance Abuse Tax	350.00	(1,050.00)	29.17	(325.00)	1,114.29 %
35130	Impoundment Charges	120.00	0.00	10.00	0.00	0.00 %
35140	Drug Related Fines	4,000.00	(2,639.04)	333.33	0.00	0.00 %
36100	Interest Earnings	50.00	(24.07)	4.17	(1.72)	41.28 %
36330	Sale Of Equipment	0.00	0.00	0.00	0.00	0.00 %
	Total Revenues	4,520.00	(3,713.11)	376.67	(326.72)	86.74 %
Expenditures						
42129	Drug Investigation And Control	(35,633.00)	35,040.96	(2,969.42)	30.00	1.01 %
	Total Expenditures	(35,633.00)	35,040.96	(2,969.42)	30.00	1.01 %
Total 140	Police Drug Fund	(31,113.00)	31,327.85	(2,592.75)	(296.72)	-11.44 %

200	Debt Service Fund (General)	Account	Description	Year-To-Date			Monthly Comparative:			83.33%
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg	
Revenues										
31110		Real & Personal Property Tax		750,000.00	(726,861.03)	96.91 %	62,500.00	(2,926.93)		4.68 %
36000		Other Revenues		0.00	0.00	0.00 %	0.00	0.00		0.00 %
36100		Interest Earnings		200.00	(243.11)	121.56 %	16.67	(75.41)		452.46 %
36910		Premiums On Bonds Sold		0.00	0.00	0.00 %	0.00	0.00		0.00 %
36920		Sale Of Bonds		0.00	0.00	0.00 %	0.00	0.00		0.00 %
		Total Revenues		750,200.00	(727,104.14)	96.92 %	62,516.67	(3,002.34)		4.80 %
Expenditures										
49000		Debt Service		(751,141.00)	122,481.57	16.31 %	(62,595.08)	0.00		0.00 %
		Total Expenditures		(751,141.00)	122,481.57	16.31 %	(62,595.08)	0.00		0.00 %
Total	200	Debt Service Fund (General)		(941.00)	(604,622.57)	-64,253.20	(78.42)	(3,002.34)		-3,828.70

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
412	Sewer Fund					83.33%
Revenues						
33100	Federal Grants	0.00	0.00	0.00	0.00	0.00 %
36000	Other Revenues	8,000.00	(97,150.77)	666.67	(1,050.00)	157.50 %
36100	Interest Earnings	2,700.00	(5,446.73)	225.00	(722.50)	321.11 %
36330	Sale Of Equipment	0.00	0.00	0.00	0.00	0.00 %
36350	Insurance Recoveries	0.00	(3,620.00)	0.00	0.00	0.00 %
36920	Sale Of Bonds	2,424,000.00	(1,308,679.00)	202,000.00	(248,653.00)	123.10 %
37210	Application Fees	21,000.00	(26,100.00)	1,750.00	(3,005.00)	171.71 %
37220	Administrative Fees	11,000.00	(9,250.00)	916.67	(650.00)	70.91 %
37230	Sewer User Fees	2,834,000.00	(2,652,875.67)	236,166.67	(230,042.34)	97.41 %
37298	Capacity Fees	414,500.00	(396,560.00)	34,541.67	(36,800.00)	106.54 %
37499	Commitment Fees	0.00	(450.00)	0.00	0.00	0.00 %
37995	Connection Fees	7,500.00	(10,650.00)	625.00	(2,400.00)	384.00 %
Total	Revenues	5,722,700.00	(4,510,782.17)	476,891.67	(523,322.84)	109.74 %
Expenditures						
49000	Debt Service	(729,005.00)	275,574.26	(60,750.42)	28,007.67	46.10 %
52117	Administration And General Expenses	(568,679.00)	454,006.80	(47,389.92)	60,934.36	128.58 %
52210	Collection	(2,913,280.00)	2,068,400.77	(242,773.33)	139,945.74	57.64 %
52213	Sewer Treatment And Disposal	(2,958,300.00)	2,741,011.50	(246,525.00)	22,520.54	9.14 %
52223	Depreciation	(717,624.00)	616,882.50	(59,802.00)	61,688.25	103.15 %
Total	Expenditures	(7,886,888.00)	6,155,875.83	(657,240.67)	313,096.56	47.64 %
Total	412 Sewer Fund	(2,164,188.00)	1,645,093.66	(180,349.00)	(210,226.28)	-116.57

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
416	Healthcare Fund					83.33%
Revenues						
36100	Interest Earnings	200.00	(431.01)	215.51 %	16.67	351.24 %
36960	Operating Transfer In From Other	62,000.00	(46,560.92)	75.10 %	5,166.67	43.85 %
	Total Revenues	62,200.00	(46,991.93)	75.55 %	5,183.33	44.84 %
Expenditures						
51520	Insurance Employers Share	(68,500.00)	49,001.52	71.54 %	(5,708.33)	65.88 %
	Total Expenditures	(68,500.00)	49,001.52	71.54 %	(5,708.33)	65.88 %
Total 416	Healthcare Fund	(6,300.00)	2,009.59	31.90 %	(525.00)	273.69 %

Account	Description	Year-To-Date		Monthly Comparative:		% of Avg
		Budget Estimate	Actual	Estimate Avg/Mth	Actual	
417	Stormwater Utility					83.33%
Revenues						
34124	Stormwater Utility Fee	368,430.00	(327,057.35)	30,702.50	(33,232.69)	108.24 %
36100	Interest Earnings	300.00	(137.47)	25.00	(15.49)	61.96 %
	Total Revenues	368,730.00	(327,194.82)	30,727.50	(33,248.18)	108.20 %
Expenditures						
51520	Insurance Employers Share	0.00	0.00	0.00	0.00	0.00 %
51530	Stormwater Administration	(359,482.00)	291,446.11	(29,956.83)	41,303.95	137.88 %
	Total Expenditures	(359,482.00)	291,446.11	(29,956.83)	41,303.95	137.88 %
Total	Stormwater Utility	9,248.00	(35,748.71)	770.67	8,055.77	-1,045.30

Account	Description	Year-To-Date		Monthly Comparative:			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
433	Hillcrest City Cemetery						83.33%
Revenues							
34110	General Services	2,300.00	(2,119.00)	92.13 %	191.67	(670.00)	349.57 %
34321	Cemetery Burial Charges	300.00	(2,550.00)	850.00 %	25.00	0.00	0.00 %
34323	Grave - Opening And Closing Fees	18,000.00	(13,850.00)	76.94 %	1,500.00	(1,500.00)	100.00 %
36100	Interest Earnings	175.00	(276.05)	157.74 %	14.58	(36.07)	247.34 %
36340	Sale Of Cemetery Lots	6,000.00	(13,500.00)	225.00 %	500.00	(750.00)	150.00 %
	Total Revenues	26,775.00	(32,295.05)	120.62 %	2,231.25	(2,956.07)	132.48 %
Expenditures							
43400	Cemeteries	(63,300.00)	44,364.78	70.09 %	(5,275.00)	6,030.25	114.32 %
	Total Expenditures	(63,300.00)	44,364.78	70.09 %	(5,275.00)	6,030.25	114.32 %
Total 433	Hillcrest City Cemetery	(36,525.00)	12,069.73	33.05 %	(3,043.75)	3,074.18	101.00 %

RESOLUTIONS....

RESOLUTION 16-05

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE SCHEDULE OF FEES FOR PARKS AND RECREATION FACILITY RENTALS.

WHEREAS, at recommendation of the Leisure Services Board, the Board of Mayor and Aldermen desires to amend the schedule of fees for parks and recreation facility rentals; and

WHEREAS, the only addition or edit to the schedule of fees is the pavilion at the Municipal Recreation Complex; and

WHEREAS, a rate for the pavilion needs to be established so that once construction is complete the pavilion will be available for rent; and

WHEREAS, this resolution will replace resolution 03-11 in its entirety;

NOW, THEREFORE, BE IT RESOLVED that the Board of Mayor and Aldermen do hereby establish by resolution the following fees for renting Parks and Recreation Facilities:

<u>Facility</u>	<u>Resident</u>	<u>Non-Resident</u>
Municipal Center		
Gymnasium	\$ 31.25 /HR	\$ 62.50 /HR
Cafeteria	\$ 25.00 /HR	\$ 50.00 /HR
Auditorium	\$ 37.50 /HR	\$ 75.00 /HR
Meeting Room	\$ 18.75 /HR	\$ 37.50 /HR
Municipal Park		
Shelters 1 & 2	\$ 5.00 /HR	\$ 10.00 /HR
Shelter 3	\$ 10.00 /HR	\$ 20.00 /HR
Shelter 4	\$ 6.00 /HR	\$ 12.00 /HR
Municipal Recreation Complex		
<i>Pavillion</i>	<i>\$ 15.00 /HR</i>	<i>\$ 30.00 /HR</i>

Adopted this 19th day of May 2016.

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

ORDINANCES....

April 6, 2016

MEMORANDUM

To: Board of Mayor and Aldermen
From: Jason Barnes, Finance Director
CC: Gerald Herman, City Administrator
Re: Budget Amendment III (4/21/2016)

The following budget amendment is recommended for approval. Please see the descriptions below for more details:

1. **\$40,000 from General Fund (Engineering – Capital Outlay – Highway 31W Phase 2) and \$29,308 from General Fund (Library – Capital Outlay – New Library Building) to General Fund (Museum Services – Capital Outlay – Remodel Old Library Building).** This budget amendment is to cover the costs that exceeded the budget for the Old Library Remodel Project (Museum Portion). The funds coming from the Highway 31W project budget resulted from the project's construction not being started this year. The funds coming from the New Library Building project budget resulted from the New Library Building being completed without expending the entire budget.
2. **\$20,000 from Industrial Development Fund (Fund Balance) to Industrial Development Fund (Capital Outlay – Remodel Old Library Building).** This budget amendment is to cover the costs that exceeded the budget for the Old Library Remodel Project (Chamber of Commerce Portion). We project that revenues in the Industrial Development Fund will exceed our projected revenues for the year by \$51,000.
3. **\$26,225 from Stormwater Fund (Fund Balance) to various Stormwater Fund accounts.** This budget amendment is to cover personnel related costs that were unbudgeted this year as a result of typographical errors during budget preparation last year. This year, being the first fully active year for the Stormwater Utility, was another contributing factor to this error and we don't foresee this to be a problem next year.

Should you have any questions related to this budget amendment, please let me know.

Jason Barnes
Finance Director
615-672-4350 x 2103
jbarnes@cityofwhitehouse.com

ORDINANCE 16-08

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2016.

WHEREAS, it has become necessary to amend the current year's annual budget;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2016 is hereby amended as part of the attached exhibit.

This ordinance shall become effective upon final reading the public welfare requiring it.

First Reading: April 21, 2016 PASSED

Second Reading: May 19, 2016

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

City of White House
 Budget Amendment III
 April 21, 2016

				<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>	
110	41670	900	General Fund - Engineering	Capital Outlay - Highway 31W (Phase 2)	1,066,314	1,026,314	(40,000)
110	44800	900	General Fund - Library	Capital Outlay - New Library Building	150,000	120,692	(29,308)
110	44520	900	General Fund - Museum Services	Capital Outlay - Remodel Old Library Building	100,000	169,308	69,308
<p>1. To amend current 2015-2016 budget to recognize unbudgeted costs related to Remodel Old Library. Building capital project (Museum Portion.) Funded by savings from New Library project (completed) and Highway 31W (Phase 2) (money not to be spent this year).</p>							
120	27100		Industrial Development Fund	Fund Balance	96,444	76,444	(20,000)
120	48000	900	Industrial Development Fund	Capital Outlay - Remodel Old Library Building	50,000	70,000	20,000
<p>2. To amend current 2015-2016 budget to recognize unbudgeted costs related to Remodel Old Library. Building capital project (Chamber of Commerce Portion.) Funded by additional revenues received this year.</p>							
417	27100		Stormwater Fund	Fund Balance	88,689	62,464	(26,225)
417	51530	110	Stormwater Fund	Salaries	77,769	98,069	20,300
417	51530	117	Stormwater Fund	Annual Longevity Bonus	0	625	625
417	51530	130	Stormwater Fund	Employee Benefits	7,157	8,057	900
417	51530	144	Stormwater Fund	Dental Insurance	674	1,074	400
417	51530	500	Stormwater Fund	Fixed Charges (Insurance Premiums, Contracts)	0	4,000	4,000
<p>3. To amend current 2015-2016 budget to recognize unbudgeted costs. Several lines had typographical errors with the first fully active year of the Stormwater Fund.</p>							

MEMORANDUM

TO: White House Board of Mayor and Aldermen,
Jerry Herman, City Administrator

FROM: Reed Hillen, Planning Department

DATE: April 12, 2016

RE: 530 SR-76 Rezoning

The owners of this property have requested it be rezoned from R-20 to C-2. This will bring it in line with both the adjacent zoning and the long range plan. This parcel will be the future site of a Wash-n-Roll Car wash. The car wash received site plan approval at the April 11, 2016 Planning Commission Meeting.

ORDINANCE 16-09

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING MAP FOR A 1.14 ACRE OF PROPERTY RELATIVE TO ROBERTSON COUNTY TAX MAP 106E, PARCEL 21.00 FROM R-20 (LOW DENSITY RESIDENTIAL), TO C-2 (GENERAL COMMERCIAL).

WHEREAS, an application has been received from a property representative to rezone 1.14 acres relative to Robertson County Tax Map 106E, Parcel 21.00;

WHEREAS, this rezoning was recommended for approval by the Planning Commission at the March 14, 2016 meeting;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the following property is rezoned as indicated above:

Robertson County Tax Map 106E, Parcel 21.00

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:	April 21, 2016	PASSED
Second Reading:	May 19, 2016	

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

May 10, 2016

MEMORANDUM

To: Board of Mayor and Aldermen

From: Gerald Herman, City Administrator

Re: An ordinance amending the Zoning Ordinance Article VII Permit Issuance, Section 8.050 Impact Fees

The City Administrator recommends approval to the Board of Mayor and Aldermen for the following amendment to the Zoning Ordinance. The ordinance proposes an amendment to Article VII Permit Issuance, Section 8.050 Impact Fees. This amendment will extend the ten (10%) calculation and assessment rate of impact fees until June 30, 2017. We will reassess the impact fees on an annual basis.

Please do not hesitate to contact me if you have any questions at 672-4350, ext. 2105.

ORDINANCE 16-10

AN ORDINANCE AMENDING THE CITY OF WHITE HOUSE, TENNESSEE ZONING ORDINANCE ARTICLE VIII, PERMIT ISSUANCE REGARDING A REDUCTION IN THE IMPACT FEE ASSESSMENT RATE.

WHEREAS, the City of White House, Tennessee assess and collects impact fees for all new developments within the city limits of White House, Tennessee at a rate of ten percent (10%); and

WHEREAS, the impact fee assessment rate of ten percent (10%) is set to expire on June 30, 2016; as set forth in Ordinance 14-08; and

WHEREAS, on Monday, May 9, 2016, the White House Municipal Planning Commission met and voted to recommend to the Board of Mayor and Aldermen that the Zoning Ordinance of the City of White House, Tennessee, be amended as hereinafter described; and

WHEREAS, the Board of Mayor and Aldermen have reviewed such recommendation and have conducted a public hearing thereon.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF WHITE HOUSE, TENNESSEE, AS FOLLOWS:

Article **VIII Permit Issuance**
Section: **8.050 Impact Fees**
Item# E **Calculation of Impact Fees Based on Fee Schedule**
Action: ***Ordinance Amendment (Amendment listed below in italics.)***

E. Calculation of Impact Fees Based on Fee Schedule

Unless an applicant requests an administrative determination or individual assessment as set forth in the following subsections, the impact fees shall be calculated for the proposed development based on the permit allowing the use, according to the applicable use schedule. Impact fees shall be calculated and assessed at ten (10%) of the impact fee set forth in the road, police, fire, and parks impact fee schedules effective until June 30, 2017.

BE IT FURTHER ORDAINED 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: May 19, 2016

Second Reading: June 16, 2016

Mike Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

Public Services Department

Memo

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: May 9, 2016
Re: Request to Amend Sewer Ordinance Chapter 3

On this date, May 9, 2016, I am requesting that the Mayor and Board of Alderman approve an amendment to the Sewer Ordinance Chapter 3. The amendment is the result of the University of Tennessee's MTAS Sewer Rate study, which was completed October 2014, and re-evaluated March 2016.

The effective date for this Sewer Ordinance revision would be July 1, 2016.

The requested change is as follows:

1. Chapter 3, Section 18-301 (2), entitled, "***Wastewater rates***", the MTAS consultant recommends a **3% increase** this year to keep our financials in line with the requirements of the TDEC Water and Wastewater Board. The new rate would be as follows:

Wastewater Rate Schedule Exhibit A

Fixed Rate

- a) Residential: \$17.44 to \$17.96
- b) Non-Residential: \$38.15 to \$39.30

- 1. Residential increase of **\$0.52** per unit;
- 2. Non-Residential increase of **\$1.15** per unit.

Consumption

- c) Residential: \$7.52 per 1,000 gallons to \$7.75 per 1,000 gallons
- d) Non-Residential: \$7.52 per 1,000 gallons to \$7.75 per 1,000 gallons

- 1. Residential increase of **\$0.23** per 1,000 gallons of water used.

2. Non-Residential increase of **\$0.23** per 1,000 gallons of water used.
WW Rates Continued Page 2.

**Wastewater Rate Schedule
Single Metered Multiple Units
Exhibit B**

Fixed Rate

- a) Residential: \$17.44 to \$17.96
- b) Non-Residential: \$38.15 to \$39.30

- 1. Residential increase of **\$0.52** per unit;
- 2. Non-Residential increase of **\$1.15** per unit.

Consumption

- c) Residential: \$7.52 per 1,000 gallons to \$7.75 per 1,000 gallons
- d) Non-Residential: \$7.52 per 1,000 gallons to \$7.75 per 1,000 gallons

- 1. Residential increase of **\$0.23** per 1,000 gallons of water used.
- 2. Non-Residential increase of **\$0.23** per 1,000 gallons of water used.

If you have any questions, please call me at 615-406-0177

W. Joe Moss
Director of Public Services

ORDINANCE 16-11

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 18, CHAPTER 3 SEWER RATES, FEES, AND CHARGES, SECTION 18-301.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding Sewer Rates, Fees and Charges;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 18, Chapter 3 SEWER RATES, FEES, AND CHARGES, Sections 18-301 be amended from the Municipal Code as follows:

TITLE 18: WATER AND SEWERS
CHAPTER 3: SEWER RATES, FEES, AND CHARGES
SECTIONS: 18-301

**Amends are made in bold, italics, and underlined text.*

Section 18-301. Rates.

- (2) Wastewater rates. Wastewater service shall be charged at rates established by the City of White House. Users will be charged a fixed amount based on the number of water meters installed unless one (1) water meter is used to service multiple units. In such cases, each unit will be charged at least the fixed rate for each individual unit service. The monthly wastewater rate schedule shall be as follows:

City of White House
Wastewater Rate Schedule
Exhibit A

	Residential Per Unit	Non-Residential Per Unit
Fixed Rate	\$17.44 <u>\$17.96</u>	\$38.15 <u>\$39.30</u>
Consumption	\$7.52 <u>\$7.75</u> per 1,000 Gallons	\$7.52 <u>\$7.75</u> per 1,000 Gallons

City of White House
Wastewater Rate Schedule
Single Metered with Multiple Units
Exhibit B

	Residential Per Unit	Non-Residential Per Unit
Fixed Rate	\$17.44 <u>\$17.96</u>	\$38.15 <u>\$39.30</u>
Consumption	\$7.52 <u>\$7.75</u> per 1,000 Gallons	\$7.52 <u>\$7.75</u> per 1,000 Gallons

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: May 19, 2016

Second Reading: June 16, 2016

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

Public Services Department

Memo

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: May 9, 2016
Re: Request to Amend Stormwater Ordinance Chapter 5

On this date, May 9, 2016, I am requesting that the Mayor and Board of Alderman approve an amendment to the Stormwater Ordinance Chapter 5.

The effective date for this Stormwater Ordinance revision would be July 1, 2016.

The requested change is as follows:

1. Chapter 5, Section 18-507, entitled, "*Stormwater user fee established*".

Based on our discussions at the Budget Workshop on May 5, 2016, the proposed budget for the next fiscal year reflects an increase from **\$4.56 per ERU to \$6.67 per ERU**. This is an increase of **\$2.11 per ERU**.

If you have any questions, please call me at 615-406-0177

W. Joe Moss
Director of Public Services

ORDINANCE 16-12

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 18, CHAPTER 5 STORMWATER UTILITY ORDINANCE, SECTION 18-507.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding stormwater user fees;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 18, Chapter 5 STORMWATER UTILITY ORDINANCE, Sections 18-507 be amended from the Municipal Code as follows:

TITLE 18: WATER AND SEWERS
CHAPTER 5: STORMWATER UTILITY ORDINANCE
SECTIONS: 18-507
**Amends are made in bold, italics, and underlined text.*

Section 18-507. Stormwater user fee established.

18-507. Stormwater user fee established. There shall be imposed on each and every developed property in the City of White House, except exempt property, a stormwater user fee, which shall be set from time to time by ordinance as adopted by the board of mayor and aldermen, and in the manner and amount prescribed by this chapter. Prior to amending the stormwater user fee, the City of White House shall advertise its intent to do so by publishing notice in a newspaper of general circulation in the City of White House at least thirty (30) days in advance of the meeting of the board of mayor and aldermen which shall consider the adoption of the fee or its amendment. The initial base rate for each ERU as established with this chapter is hereby set at ~~four six~~ dollars ~~fifty-six~~ sixty-seven cents (~~\$4.56~~ \$6.67) per month.

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: May 19, 2016

Second Reading: June 16, 2016

Michael Arnold, Mayor

ATTEST:

Kerry Harville, City Recorder

May 11, 2016

MEMORANDUM

To: Board of Mayor and Aldermen
From: Jason Barnes, Finance Director
Cc: Gerald Herman, City Administrator
Re: Ordinance Adopting Annual Budget and Tax Rate

The details of this ordinance were presented at the budget study session on May 5, 2015. The details that were presented at the study session remain unchanged to this point with the exception of a few minor typographical errors. Also since the budget study session I have discovered that I misunderstood the 2016 Property Tax Ratio for Sumner County letter received from the Comptroller's Office, Division of Property Assessment. The information in this letter only applies to Tangible Business Personal Property and therefore will have a minimal impact on our City. The City received a similar letter for Robertson County last year and maintained the \$1.2315 tax rate with success. Therefore I would recommend the same (\$1.2315) rate for the upcoming year as well. The final budget document will be distributed after the second reading and passage of this ordinance. The final document will also include the detail Capital Improvement Program sheets, the six year Capital Improvement Program document, as well as other personnel schedules.

Should you have any questions about this ordinance or the budget details please let me know.

Jason Barnes
Finance Director
615-672-4350 x 2103
jbarnes@cityofwhitehouse.com

ORDINANCE 16-13

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE,
ADOPTING THE ANNUAL BUDGET (AND TAX RATE) FOR THE FISCAL YEAR BEGINNING
JULY 1, 2016 THROUGH JUNE 30, 2017.**

Whereas, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

Whereas, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

Whereas, the Board of Mayor and Aldermen has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows for fiscal year 2017:

General Fund	FY 2015		FY 2016 Estimated	FY 2017 Proposed
		Actual		
Local Taxes	\$2,313,175		\$2,325,430	\$2,997,260
Intergovernmental Revenue	5,149,834		4,411,288	4,831,790
Charges for Services	138,073		125,307	146,675
Licenses and Permits	345,126		351,288	332,450
Fines and Forfeitures	131,274		99,559	100,200
Bonds Issued	0		0	0
Loan Proceeds	0		355,000	0
Interfund Charges	0		0	0
Miscellaneous Revenue	337,269		141,128	34,466
Total Cash Receipts	\$8,414,751		\$7,809,000	\$8,442,841
Beginning Cash Balance	\$8,016,456		\$4,554,827	\$4,132,867
Total Available Funds	\$16,431,207		\$12,363,827	\$12,575,708

Debt Service Fund	FY 2015		FY 2016 Estimated	FY 2017 Proposed
		Actual		
Local Taxes	\$ 720,935		\$ 716,950	\$ -
Intergovernmental Revenue	\$ -		\$ -	\$ 904,056
Miscellaneous Revenue	\$ 7,762		\$ 141	\$ 72
Total Cash Receipts	\$ 728,697		\$ 717,091	\$ 904,128
Beginning Cash Balance	\$ 92,150		\$ 35,776	\$ 1,726
Total Available Funds	\$ 820,847		\$ 752,867	\$ 905,854

State Street Aid Fund	FY 2015		FY 2016 Estimated	FY 2017 Proposed
		Actual		
Intergovernmental Revenue	\$ 269,223		\$ 277,333	\$ 284,431
Miscellaneous Revenue	\$ 103		\$ 200	\$ 175
Total Cash Receipts	\$ 269,326		\$ 277,533	\$ 284,606
Beginning Cash Balance	\$ 137,637		\$ 167,251	\$ 169,784
Total Available Funds	\$ 406,963		\$ 444,784	\$ 454,390

Drug Fund	FY 2015		FY 2016 Estimated	FY 2017 Proposed
		Actual		
Court Fines and Costs	\$ 14,260		\$ 3,731	\$ 2,700
Miscellaneous	\$ 4,796		\$ 852	\$ 524
Total Cash Receipts	\$ 19,056		\$ 4,583	\$ 3,224
Beginning Cash Balance	\$ 29,488		\$ 44,636	\$ 13,660
Total Available Funds	\$ 48,544		\$ 49,219	\$ 16,884

Hillcrest Cemetery Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Charges for Services	\$ 36,511	\$ 36,500	\$ 35,716
Miscellaneous	\$ 196	\$ 280	\$ 200
Total Cash Receipts	\$ 36,707	\$ 36,780	\$ 35,916
Beginning Cash Balance	\$ 167,505	\$ 166,012	\$ 152,092
Total Available Funds	\$ 204,212	\$ 202,792	\$ 188,008

Healthcare Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Revenue from Other Funds	\$ 63,706	\$ 62,064	\$ 69,000
Miscellaneous	\$ 216	\$ 465	\$ 300
Total Cash Receipts	\$ 63,922	\$ 62,529	\$ 69,300
Beginning Cash Balance	\$ 240,571	\$ 242,219	\$ 236,248
Total Available Funds	\$ 304,493	\$ 304,748	\$ 305,548

Impact Fee Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Impact Fees	\$ 28,103	\$ 20,873	\$ 22,000
Miscellaneous	\$ 122	\$ 159	\$ 150
Total Cash Receipts	\$ 28,225	\$ 21,032	\$ 22,150
Beginning Cash Balance	\$ 210,110	\$ 81,912	\$ 102,944
Total Available Funds	\$ 238,335	\$ 102,944	\$ 125,094

Industrial Development Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Intergovernmental Revenue	\$ 86,819	\$ 121,172	\$ 97,000
Miscellaneous	\$ 163	\$ 195	\$ 150
Total Cash Receipts	\$ 86,982	\$ 121,367	\$ 97,150
Beginning Cash Balance	\$ 100,094	\$ 146,581	\$ 129,448
Total Available Funds	\$ 187,076	\$ 267,948	\$ 226,598

Park Sales Tax Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Local Taxes	\$ 76,796	\$ 540,510	\$ 551,048
Miscellaneous	\$ 91	\$ 223	\$ 200
Total Cash Receipts	\$ 76,887	\$ 540,733	\$ 551,248
Beginning Cash Balance	\$ 121,410	\$ 63,877	\$ 194,141
Total Available Funds	\$ 198,297	\$ 604,610	\$ 745,389

Sanitation Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Charges for Services	\$ 800,578	\$ 816,996	\$ 804,600
Total Cash Receipts	\$ 800,578	\$ 816,996	\$ 804,600
Beginning Cash Balance	\$ 598,391	\$ 489,446	\$ 502,284
Total Available Funds	\$ 1,398,969	\$ 1,306,442	\$ 1,306,884

Stormwater Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Charges for Services	\$ 107,464	\$ 396,485	\$ 606,262
Total Cash Receipts	\$ 107,464	\$ 396,485	\$ 606,262
Beginning Cash Balance	\$ -	\$ 103,981	\$ 147,973
Total Available Funds	\$ 107,464	\$ 500,466	\$ 754,235

Wastewater Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Cash Receipts	\$ 2,987,447	\$ 3,772,654	\$ 3,849,022
Loan Proceeds	\$ 2,159,538	\$ 1,558,679	\$ 1,000,000
Total Cash Receipts	\$ 5,146,985	\$ 5,331,333	\$ 4,849,022
Beginning Cash Balance	\$ 2,466,666	\$ 2,806,046	\$ 1,702,924
Total Available Funds	\$ 7,613,651	\$ 8,137,379	\$ 6,551,946

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
General Government	\$ 2,009,238	\$ 1,814,479	\$ 4,131,945
City Court	\$ 75,357	\$ 78,669	\$ 82,514
Public Safety	\$ 3,785,553	\$ 3,297,038	\$ 4,018,142
Public Works	\$ 734,711	\$ 685,424	\$ 741,702
Library and Museum	\$ 2,820,469	\$ 614,427	\$ 420,398
Parks and Recreation	\$ 1,157,650	\$ 1,428,649	\$ 927,958
Planning and Zoning	\$ 267,390	\$ 312,274	\$ 316,821
Total Appropriations	\$ 10,850,368	\$ 8,230,960	\$ 10,639,480

State Street Aid Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Streets	\$ 241,240	\$ 275,000	\$ 326,500
Total Appropriations	\$ 241,240	\$ 275,000	\$ 326,500

Drug Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Police	\$ 3,908	\$ 35,559	\$ 5,830
Total Appropriations	\$ 3,908	\$ 35,559	\$ 5,830

Debt Service Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Debt Service	\$ 767,769	\$ 748,998	\$ 866,744
Miscellaneous	\$ 1,841	\$ 2,143	\$ 2,912
Total Appropriations	\$ 769,610	\$ 751,141	\$ 869,656

Hillcrest Cemetery Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Cemetery and Maintenance	\$ 38,555	\$ 50,700	\$ 28,275
Total Appropriations	\$ 38,555	\$ 50,700	\$ 28,275

Healthcare Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Premiums Paid	\$ 7,790	\$ 8,500	\$ 8,500
Medical Claims Paid	\$ 54,484	\$ 60,000	\$ 60,000
Total Appropriations	\$ 62,274	\$ 68,500	\$ 68,500

Impact Fee Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Roads	\$ 122,359	\$ -	\$ 25,000
Parks	\$ 34,000	\$ -	\$ -
Fire	\$ 64	\$ -	\$ -
Police	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -
Total Appropriations	\$ 156,423	\$ -	\$ 25,000

Industrial Development Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Industrial Development	\$ 50,416	\$ 138,500	\$ 134,500
Total Appropriations	\$ 50,416	\$ 138,500	\$ 134,500

Park Sales Tax Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Parks	\$ 388	\$ 300,500	\$ 402,500
Debt Service	\$ 132,884	\$ 109,969	\$ 114,274
Total Appropriations	\$ 133,272	\$ 410,469	\$ 516,774

Sanitation Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Sanitation	\$ 672,054	\$ 804,122	\$ 855,421
Debt Service	\$ 52,069	\$ 36	\$ 60
Total Appropriations	\$ 724,123	\$ 804,158	\$ 855,481

Stormwater Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Stormwater Administration	\$ 3,500	\$ 352,493	\$ 596,005
Debt Service	\$ -	\$ -	\$ -
Total Appropriations	\$ 3,500	\$ 352,493	\$ 596,005

Wastewater Fund	FY 2015 Actual	FY 2016 Estimated	FY 2017 Proposed
Wastewater	\$ 4,287,853	\$ 5,781,176	\$ 3,209,299
Debt Service	\$ 519,752	\$ 653,279	\$ 774,076
Total Appropriations	\$ 4,807,605	\$ 6,434,455	\$ 3,983,375

SECTION 3. At the end of the current fiscal year the governing body estimates balances/deficits as follows:

General Fund	\$ 4,132,867
State Street Aid Fund	\$ 169,784
Drug Fund	\$ 13,660
Debt Service Fund	\$ 1,726
Hillcrest Cemetery Fund	\$ 152,092
Healthcare Fund	\$ 236,248
Impact Fee Fund	\$ 102,944
Industrial Development Fund	\$ 129,448
Park Sales Tax Fund	\$ 194,141
Sanitation Fund	\$ 502,284
Stormwater Fund	\$ 147,973
Wastewater Fund	\$ 1,702,924

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Authorized and Unissued	Cumulative Principal Outstanding at June 30	FY 2017 Debt Principal	FY 2017 Interest Requirements
Bonds				
2008 GO Refunding Bond	\$ -	\$ 845,000	\$ 485,000	\$ 33,980
2012 GO Refunding Bond	\$ -	\$ 1,610,000	\$ 205,000	\$ 24,118
2013 GO Bond	\$ -	\$ 2,950,000	\$ 70,000	\$ 110,362
2015 GO Refunding Bond	\$ -	\$ 3,370,000	\$ 160,000	\$ 73,875
Notes				
SRF CWA 2009-246	\$ -	\$ 466,995	\$ 27,603	\$ 8,043
SRF CWSRF 2010-256	\$ -	\$ 294,956	\$ 16,320	\$ 5,004
SRF CG0 2011-278	\$ -	\$ 687,872	\$ 33,900	\$ 12,636
SRF CG1 2012-302	\$ -	\$ 3,354,264	\$ 165,888	\$ 32,784
SRF CWSRF 2012-308	\$ 334,021	\$ 500,000	\$ 22,632	\$ 4,956
SRF CG2 2013-326	\$ 964,018	\$ 1,600,000	\$ 74,424	\$ 11,748
SRF CWSRF 2016-364	\$ 800,000	\$ 800,000	\$ 35,856	\$ 8,724
2016 Fire Capital Outlay Note	\$ -	\$ 355,000	\$ 119,000	\$ 6,800

SECTION 5. During the coming fiscal year (2017) the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Hwy 31W Sidewalk (Phase 2) [80/20 Grant]	\$ 2,170,000	\$ -
1500 GPM Pumper Truck (Fire) [CON issued 2016]	\$ 96,250	\$ 355,000
Dee Cee Court Improvements	\$ 100,000	\$ -
Marquee Sign (City Hall) Project	\$ 30,000	\$ -
SR76 - Charles Drive to I-65 Improvements (RSAR)	\$ 160,000	\$ -
Police Patrol Vehicles (2)	\$ 80,000	\$ -
Asphalt Overlay Program (Public Works)	\$ 150,000	\$ -
Museum Renovation (Phase 2)	\$ 75,000	\$ -
Splash Pad (Phase 2)	\$ 250,000	\$ -
Lighting for Field #1 at Munic. Park	\$ 70,000	\$ -
LED Light Conversion at Soccer Complex	\$ 24,000	\$ -
Utility Vehicle/Truckster (Parks)	\$ 23,000	\$ -
15 Passenger Van for Senior Center	\$ 35,000	\$ -
Street Resurfacing (State Street Aid)	\$ 285,000	\$ -
LED High Mast Light Retrofit	\$ 10,000	\$ -
Hester Drive Drainage Project	\$ 85,000	\$ -
Geo 7X Series GPS Unit (Stormwater)	\$ 16,000	\$ -
Pickup Truck Extended Cab 4x4 (Stormwater)	\$ 35,000	\$ -
WWTP Effluent Irrigation/Headworks (SRF)	\$ -	\$ 500,000
Wilkinson Lane LS Upgraded (Phase 1)	\$ 60,000	\$ -
Northern Force Main Extension	\$ 200,000	\$ -
Grinder Pump Replacement Program	\$ 300,000	\$ -
Pickup Trucks 4x4 (2) (Wastewater)	\$ 65,000	\$ -
Vapex Unit at Cope's Crossing Lift Station	\$ 100,000	\$ -

SECTION 6. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 7. Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to such limitations and procedures as it may describe

as allowed by Section 6-56-209 of the Tennessee Code Annotated. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

- SECTION 8. A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.
- SECTION 9. If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with the Section 6-56-210, Tennessee Code Annotated provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.
- SECTION 10. There is hereby levied a property tax of \$1.2315 per \$100 of assessed value on all real and personal property in Robertson County and Sumner County.
- SECTION 11. This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has debt issued pursuant to Title 9, Chapter 21, TCA or loan agreements with a public building authority issued pursuant to Title 12, Chapter 10, TCA approved by the Comptroller of the Treasury or Comptroller's Designee within 15 days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, TCA (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's Designee. If the city does not have such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller's Designee.
- SECTION 12. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.
- SECTION 13. All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.
- SECTION 14. This ordinance shall take effect on July 1, 2016, the public welfare requiring it.

Passed First Reading:

Passed Second and Final Reading:

Mayor

Attest: City Recorder

PURCHASING....

Public Services Department

Memo

To: Board of Mayor and Alderman
From: W. Joe Moss, DPS
Date: May 10, 2016
Re: Request to Approve – WWTP Headworks Project - Change Order No. 1

On this date, May 10, 2016, I am requesting that the Mayor and Board of Alderman approve Change Order No. 1 for Cumberland Valley Constructors in the amount of **\$31,068.10**, which is the first change order for the WWTP Headworks Project.

The change order request is for the **CG2 2013-326 TDEC/SRF** loan/grant project, commonly known as the "Headworks" project (\$2,000,000.00 with 20% loan forgiveness).

The requested amount for Change Order No. 1 is **\$31,068.10** and addresses the following:

Description: Due to a difference in field conditions, additional piping, valves and labor were necessary to complete the project successfully. The City requested additional valves be installed at the Spray Irrigation Pump Station. Due to additional planning and remediation work necessary on the Spray Irrigation Storage Lagoon, the influent screen was purchased, but not installed. Additionally, we requested a concrete slab which is required by TDEC for PAA storage. The work Schedule has been impacted by changes, but the number of days has not been fully evaluated. An additional change order will be required to address the schedule delays. Full document attached.

I am recommending that the Mayor and Board of Alderman approve the Change Order No. 1 for Cumberland Valley Constructors in the amount of **\$31,068.10** and to **add 0 days** to the length of their contract.

W. Joe Moss
Director of Public Services

Date of Issuance: 5/10/2016 Effective Date: _____
 Owner: City of White House, TN Owner's Contract No.: SRF CG-2-2013-326
 Contractor: Cumberland Valley Constructors Contractor's Project No.: _____
 Engineer: McGill Associates, P.A. Engineer's Project No.: 12.02006
 Project: WWTP Improvements Contract Name: _____

The Contract is modified as follows upon execution of this Change Order: Description: Due to a difference in field conditions, additional piping, valves and labor were necessary to complete the project successfully. The City requested additional valves be installed at the Spray Irrigation Pump Station. Due to additional planning and remediation work necessary on the Spray Irrigation Storage Lagoon, the influent screen was purchased, but not installed. Concrete slab required by TDEC for PAA storage. Work Schedule has been impacted by changes, but the number of days has not been fully evaluated. An additional change order will be required to address the schedule delays.

Attachments: Find attached change order requests as submitted by contractor and summary.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 2,375,000.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: <u>\$ n/a</u>	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: <u>\$ 2,375,000.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: <u>\$ 31,068.10</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: <u>\$ 2,406,068.10</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

<p>RECOMMENDED: By: <u><i>Gynthia Williams</i></u> Engineer (if required) Title: <u>Project Manager</u> Date: <u>5/10/2016</u></p>	<p>ACCEPTED: By: <u><i>Cory J. Moore</i></u> CFR (Authorized Signature) Title: <u>SENIOR CFR</u> Date: <u>5/10/16</u></p>	<p>ACCEPTED: By: _____ Owner (Authorized Signature) Title: _____ Date: _____</p>
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<p>ACCEPTED: By: <u><i>[Signature]</i></u> Contractor (Authorized Signature) Title: <u>Project Mgr.</u> Date: <u>5/16/16</u></p>	<p>ACCEPTED: By: _____ Funding Agency (if applicable) Title: _____ Date: _____</p>
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Change Order Summary

Description

PCO No. 1B

	Labor	Sub	Materials	P & O	Total
Delete 16" relocation at the headworks	\$ 205.56	\$ (2,165.00)	\$ (6,257.40)		\$ (8,216.84)
Southern Force Main Extension	\$ 205.56	\$ 387.00	\$ 719.00	\$ 158.03	\$ 1,469.59
Hwy 76 reconnect with valves/boxes moved to vaults.	\$ 492.71	\$ 323.33	\$ 544.00		\$ 1,360.04
Delete tie in of 12" FM to 16"	\$ 205.56	\$ (765.00)	\$ (2,767.00)		\$ (3,326.44)
Add 2 valves to meter vaults & header modification	\$ 448.85	\$ 323.33	\$ 3,818.20	\$ 656.22	\$ 5,246.60
Add 3 valves to meter vaults & header modification	\$ 570.49	\$ 485.00	\$ 4,568.00	\$ 795.02	\$ 6,418.51
Add 6" Discharge to Transfer PS	\$ 319.49	\$ 4,637.22	\$ 5,104.10	\$ 1,045.40	\$ 11,106.21
Modify 16" bypass to 18" tie-in	\$ 205.56		\$ 1,307.00	\$ 226.88	\$ 1,739.44
Additional Demo of thrust block at headworks	\$ 205.56	\$ 975.00	\$ 321.92	\$ 127.87	\$ 1,630.35
Added thrust blocks per City request	\$ 1,067.00		\$ 644.00	\$ 256.65	\$ 1,967.65
Cap and remove drain inside HW footprint	\$ 492.71	\$ 925.00	\$ 552.00	\$ 202.96	\$ 2,172.67
					Total PCO No.1: \$ 21,567.79

PCO No. 2 Additional spray irrigation valves	\$ 1,067.00	\$ 1,798.00	\$ 4,902.00	\$ 985.25	\$ 8,752.25
PCO No. 3 Resinded - No longer pertinent to the job.					
PCO No. 4 Reinforcement at Transfer Pump Station	\$ 308.34	\$ 1,145.00	\$ 1,419.19	\$ 316.38	\$ 4,200.20
PCO No. 5 Field Quick Connection at the SIPS	\$ 2,550.62		\$ 1,156.29	\$ 556.04	\$ 3,188.91
PCO No. 6 Concrete slab enlargement to accommodate PAA					\$ 4,262.95
Deduct of Roof Canopy at SIPS					\$ (5,452.00)
Deduct of Roof Canopy at Headworks					\$ (5,452.00)

Total Change Order: \$ 31,068.10

PCO 001-B SUMMARY

Delete 16" relocation at the headworks	(\$8,216.84)
Southern Forcemain extention	\$1,508.29
Add Hwy 76 connection and valves	\$1,360.04
Delete 12" to 16"	(\$3,326.44)
Add Two Valves to East Vault & Modify Header	\$5,278.93
Add three Valves to West Vault	\$6,467.01
Add discharge pipe for the SPPS	\$11,569.93
Modify 16" bypass for 18" connection	\$1,739.44
Additional work at the 18" thrust block at HW	\$1,727.85
Add Thrust blocks	\$1,967.64
Cap and Remove Drain inside HW footprint	\$2,265.16
TOTAL	\$22,341.02
TIME EXTENTION TBD PENDING OUTSTANDING REQUEST	

* CHANGED

* ONLY CHANGED ON PRO-COVER

* ADD

* ADD

* CHANGED FROM FIRST REQUEST

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....