

Administrative & Legislative Services Department
June 2021

Administration

City Administrator Gerald Herman attended the following meetings this month:

- June 01: Brookside Village Discussion
- June 02: FSEP Board of Directors Meeting
- June 04: Advanex Water Line Discussion
- June 07: Staff Plan Reviews
- June 08: Project Advantage Governors Announcement
- June 09: Project Advantage Meet and Greet
- June 12: White House Chamber of Commerce Ribbon Cutting at Americana Legion Hall
- June 14:
 - 2022 Economic Development Video Discussion
 - Stormwater Advisory Board Meeting
- June 15
 - Legislative Update
 - White House Area Chamber of Commerce Luncheon
- June 16
 - GNRC Transportation Policy Board Meeting
 - GNRC Executive Board Meeting
 - Americana Celebration Meeting
 - Economic Development Team Meeting
- June 21
 - White House Recreation Center Meeting
 - Pre-Bid North Palmers Chapel Conversion Meeting
- June 23
 - TN Municipal Bond Fund Discussion
 - White House Chamber of Commerce Power Hour at Uncle John's
 - White House Wastewater Treatment Plant Pre-Construction Meeting
- June 24
 - Community Event Center Walkthrough
 - White House Area Chamber of Commerce Ribbon Cutting at The Oxford Comma
- June 28: Speed Deterrent Discussion
- June 29: Comprehensive Growth Plan Discussion
- June 30: State of the City Meeting

Administrative & Legislative Services Department

June 2021

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 2020-2021.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$17,548,414	\$ 12,894,142	↓26.52
Industrial Development	\$177,000	\$ 155,691	↓12.03
State Street Aid	\$530,000	\$ 497,906	↓6.05
Parks Sales Tax	\$4,005,125	\$ 3,345,847	↓16.46
Solid Waste	\$1,110,026	\$ 1,029,913	↓7.21
Fire Impact Fees	\$74,500	\$ 67,741	↓9.07
Parks Impact Fees	\$15,000	\$ 11,517	↓23.22
Police Impact Fees	\$65,000	\$ 65,000	0.00
Road Impact Fees	\$60,000	\$ 60,000	0.00
Police Drug Fund	\$4,500	\$ 2,329	↓48.22
Debt Services	\$1,137,400	\$ 1,082,929	↓4.78
Wastewater	\$15,108,083	\$ 5,519,775	↓63.46
Dental Care	\$70,656	\$ 64,019	↓9.39
Stormwater Fund	\$1,063,984	\$ 748,380	↓29.66
Cemetery Fund	\$43,890	\$ 38,484	↓12.31

*Expended/Encumbered amounts reflect charges from July 1, 2020 – June 30, 2021.

Purchasing

The main function of purchasing is to aid all departments within the City by securing the best materials, supplies, equipment, and service at the lowest possible cost, while keeping high standards of quality. To have a good purchasing program, all City employees directly or indirectly associated with buying must work as a team to promote the City's best interests in getting the maximum value for each dollar spent.

Total Purchase Orders

	FY 2021	FY 2020	FY 2019	FY 2018	FY 2017
July	261	269	346	362	327
August	128	106	151	166	175
September	106	98	126	119	120
October	79	97	91	147	91
November	72	78	120	125	135
December	71	58	72	104	83
January	123	81	122	177	178
February	75	93	119	113	140
March	106	107	131	142	136
April	154	85	138	185	120
May	133	82	129	121	153
June	47	45	50	52	92
Total	1355	1199	1,595	1,813	1,750

Purchase Orders by Dollars	June 2021	FY 2021	FY 2020	FY 2019	Total for FY21	Total for FY20	Total for FY19
Purchase Orders \$0-\$9,999	46	1281	1132	1529	\$1,482,989.65	\$1,275,419.16	\$1,349,159.92
Purchase Orders \$10,000-\$24,999	1	29	34	26	\$417,161.17	\$551,938.89	\$381,155.50
Purchase Orders over \$25,000	0	45	33	40	\$5,951,224.30	\$4,035,346.92	\$7,678,174.40
Total	47	1355	1199	1595	\$7,851,375.12	\$5,862,704.97	\$9,408,489.82

**Administrative & Legislative Services Department
June 2021**

Website Management

It is important that the city maintain a reliable web site that is updated as requests come in from various sources. The number of page visits confirms that we are providing reliable and useful information for staff and the public.

	2020-2021 Update Requests	2019-2020 Update Requests	2018-2019 Update Requests	2017-2018 Update Requests	2020-2021 Page Visits	2019-2020 Page Visits	2018-2019 Page Visits	2017-2018 Page Visits
July	15	152	61	60	11,536	1,164,517	1,080,668	825,614
August	20	126	133	56	9,145	752,932	835,519	717,462
September	17	43	22	90	8,335	679,248	214,406	739,867
October	10	78	86	43	8,390	386,735	864,091	876,346
November	174	56	40	80	7,587	695,971	812,527	808,551
December	13	156	82	50	17,483	847,724	1,055,111	842,265
January	108	67	68	44	17,123	720,531	934,562	747,155
February	135	22	40	41	19,796	N/A	762,985	631,612
March	39	85	61	71	22,930	N/A	879,671	1,165,275
April	101	43	56	77	20,881	N/A	820,505	959,769
May	38	27	29	49	23,514	5,998	946,897	1,063,568
June	214	48	123	27	30,909	10,251	901,328	483,003
Total	884	901	801	688	197,629	5,263,907	9,053,159	9,860,532

“City of White House, TN” Mobile App

	FY21 New Downloads	FY20 New Downloads	FY19 New Downloads
July	45	19	28
August	44	21	18
September	19	21	15
October	40	12	22
November	29	13	11
December	10	15	10
January	11	23	17
February	20	70	13
March	11	69	11
April	7	41	10
May	11	29	11
June	11	36	25
Total	258	369	191

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

	FY21 # of Request	FY20 # of Request	FY19 # of Request
July	20	36	32
August	27	39	26
September	16	18	18
October	15	40	32
November	20	27	12
December	27	20	27
January	18	24	22
February	72	41	30
March	36	34	24
April	26	35	32
May	48	26	27
June	58	28	29
FY Total	383	356	311

January 2018 – All requests have either been responded to, and are either Completed or In Progress

**Administrative & Legislative Services Department
June 2021**

White House Farmers Market

The market is closed for the season. The reopening of the market will be Wednesday, May 19th.

	Application Fees # (amount collected)	Booth Payments (\$)
January	0	0
February	0	0
March	0	0
April	4	\$810
May	8	\$1,280
June	3	\$275
July		
August		
September		
October		
November		
December		
Total		\$2,365

Building Maintenance Projects

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

Special Maintenance Projects

- Assist Library with fundraiser brick pavers
- Replace bulbs at Police Department
- Assist Museum with Americana banners

	2020-2021 Work Order Requests	2019 – 2020 Work Order Requests	2018 – 2019 Work Order Requests	2017 – 2018 Work Order Requests	2016 – 2017 Work Order Requests	2015 - 2016 Work Order Requests
July	11	10	22	21	27	22
August	27	10	26	24	28	33
September	9	13	19	22	13	31
October	6	7	14	18	12	30
November	16	7	18	34	12	27
December	19	3	8	19	9	17
January	11	16	14	16	23	28
February	16	18	7	21	6	19
March	12	11	7	17	16	25
April	17	2	12	25	14	20
May	25	11	6	26	27	33
June	31	10	9	23	14	17
Total	200	98	162	266	201	302

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

**Finance Department
June 2021**

Finance Section

During June the Finance Office continued collecting 2020 tax year property taxes, finalized FYE 6/30/2022 budgeting tasks, began working on FYE 6/30/2021 audit task, and scanning thousands of documents to reduce physical document storage space. The cumulative total of real estate and personal property taxes for the 2020 tax year billed is approximately \$3.8 million. As of June 30th, approximately \$3.75 million (98.6%) of the 2020 property taxes were collected. Any remaining unpaid property taxes after February 28th are delinquent and accrue 1.5% interest per month (18% per year) on the 1st of every month (as required by T.C.A § 67-5-2010, T.C.A § 67-1-801, and Municipal Code § 5-202). Also, Kara Bryan was promoted within the Finance department from Customer Service Representative to Accounting Specialist. Members of the Finance Office participated in the following events during the month:

- June 14: Stormwater Advisory Board meeting
- June 15: MTAS 2021 Municipal Legislative Update (online)
- June 17: Monthly BMA meeting
- June 21: Interview for Accounting Specialist opening
- June 23: Meeting with Tennessee Municipal Bond Fund representative (Kevin Krushenski)
- June 24: Community Event Center walkthrough
- June 30: State of the City meeting

Performance Measures

Utility Billing

	June 2021	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
New Builds (#)	47	357	171	62	102	111
Move Ins (#)	89	737	649	534	553	536
Move Outs (#)	88	743	602	534	576	546
New customer signup via email (#)	33	300	127	104	163	119
New customer signup via email (%)	24%	27%	15%	17%	25%	18%

Business License Activity

	June 2021	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Opened	10	76	69	75	72	93
Closed (notified by business)	0	6	10	9	18	1
Closed (uncollectable)	0	0	0	0	199	14

Payroll Activity

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments or errors	Number of Voided Checks
2 Regulars 1 Adjustment	3 checks, 290 direct deposits	0 Retro adjustments	0 Voids

Accounts Payable

	June 2021	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Total # of Invoices Processed	466	4079	4003	3940	4437	4797

**Finance Department
June 2021**

Fund Balance – City will strive to maintain cash balances of at least 30% of operating revenues in all funds.

Operating Fund	Budgeted Operating Revenues (\$)	General Fund Cash Reserves Goal (\$)	Current Month Fund Cash Balance (\$)	G.F. Cash Reserves Goal Performance
General Fund	7,912,190	2,373,657	2,838,059	36%
Cemetery Fund	34,700	10,410	256,103	738%
Debt Services	1,167,400	350,220	546,617	47%
Dental Care Fund	25,200	7,560	227,995	905%
Roads Impact Fees	79,320	23,796	348,032	439%
Parks Impact Fees	69,364	20,809	273,144	394%
Police Impact Fees	55,804	16,741	268,438	481%
Fire Impact Fees	38,000	11,400	179,704	473%
Industrial Development	112,800	33,840	61,324	54%
Parks Sales Tax	695,285	208,586	1,185,635	171%
Police Drug Fund	4,100	1,230	30,993	756%
Solid Waste	936,800	281,040	504,214	54%
State Street Aid	405,200	121,560	172,452	43%
Stormwater Fund	889,000	266,700	1,089,285	123%
Wastewater	4,350,550	1,305,165	4,997,085	115%

*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 2020-2021.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	7,912,190	9,238,234	↑ 16.76%
Cemetery Fund	34,700	75,163	↑ 116.61%
Debt Services	1,167,400	1,356,577	↑ 16.20%
Dental Care	25,200	39,976	↑ 58.63%
Roads Impact Fees	79,320	318,185	↑ 301.14%
Parks Impact Fees	69,364	189,310	↑ 172.92%
Police Impact Fees	55,804	210,225	↑ 276.72%
Fire Impact Fees	38,000	138,704	↑ 265.01%
Industrial Development	112,800	71,979	↓ 36.19%
Parks Sales Tax	695,285	815,519	↑ 17.29%
Police Drug Fund	4,100	9,443	↑ 130.32%
Solid Waste	936,800	990,789	↑ 5.76%
State Street Aid	405,200	411,244	↑ 1.49%
Stormwater Fund	889,000	953,238	↑ 7.23%
Wastewater	4,350,550	5,674,478	↑ 30.43%

*Realized amounts reflect revenues realized from July 1, 2020—June 30, 2021

**Human Resources Department
June 2021**

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

- June 02: New Hire Orientation for Police Officer
- June 14: Police Officer Interview
- June 15: MTAS Legislative Updates Class
- June 16: FHWA ADA Webinar: State DOT Support of LPA Transition Plan Implementation
- June 17: Board of Mayor and Aldermen Meeting
- June 21: Accounting Specialist Interview
- June 22: New Hire Orientation for Police Officer
- June 24: Chamber of Commerce Music Under the Stars
- June 30: State of the City Meeting

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	0	0	0	0
August	0	0	0	0
September	1	1	0	0
October	0	0	0	0
November	1	0	0	0
December	0	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	1	1	1	1
February	0	3	0	0
March	2	0	0	0
April	1	2	0	0
May	0	1	0	0
June	3	0	2	0
Total	9	8	3	1

Three-year average as of June 30, 2011: 4.00

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1	1	3	0
August	1	0	0	0
September	1	0	0	0
October	1	1	1	0
November	3	1	0	1
December	0	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	0	1	0	2
February	0	0	0	1
March	0	0	0	0
April	0	0	1	0
May	0	0	1	0
June	0	0	0	1
Total	7	4	6	5

Three-year average as of June 30, 2011: 5

**Human Resources Department
June 2021**

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1	1	0	0
August	1	1	1	3
September	0	2	2	1
October	0	3	0	2
November	1	2	1	2
December	2	1	0	1

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	2	2	1	0
February	0	1	0	1
March	0	1	0	1
April	2	0	0	1
May	0	2	5	1
June	3	2	1	1
Total	12	18	11	14
Percentage	11.65%	17.48%	10.68%	14.43%

Current year turnovers that occurred within 90 day probationary period: 1

Three-year average as of June 30, 2019: 14.20%

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1 (T)	0	0	0
August	0	2 (S)	0	1 (T)
September	0	0	1 (T)	0
October	0	0	0	1 (T)
November	0	1 (S)	0	2 (T)
December	1 (T)	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	1 (T)	0	1 (T)	0
February	0	0	0	1 (T)
March	0	0	1 (S)	0
April	0	0	0	0
May	0	0	1 (T)	0
June	0	1 (T)	0	1 (T) 1 (S)
Total	3	4	7	7

Three-year average as of June 30, 2019: 6.00

Police Department
JUNE 2021

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in June:** White House Rotary Club Meeting (June 3rd, 10th, 17th), Robertson County Chief's Meeting (June 8th), Governor Lee Announcement Presentation (June 8th), Planning Commission Meeting (June 14th), Sumner County Drug Task Force Meeting (June 16th), Board of Mayor and Alderman Meeting (June 17th) and Department Head Staff Meeting (June 28th).

- **Police Department Administration Performance Measurements**

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by April 2021.

Susan Johnson, Accreditation Manager, has started our 4th edition of our TLEA program into PowerDMS which includes 164 standards. She has completed 25 proofs of the 164 for this year. LEACT is hoping to have their annual conference this year in August or September.

1. Our department training goal is that each police employee receives 40 hours of in-service training each year. The White House Police Department has 27 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,080 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	171	0	171
February	0	216	40	256
March	0	343	24	367
April	0	232	8	240
May	0	352	0	352
June	0	156	0	156
Total	0	1,470	72	1,542

Patrol Division Performance Measurements

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 474 shifts during the Fiscal Year 2020-21. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	June 2021	FY 2020-21
Three (3) Officers per Shift	40	767
Four (4) Officers per Shift	20	263

1. ***Acquire and place into service two Police Patrol Vehicles.*** We have received seven new police vehicles from the 2019 and 2020 Budget years. Six vehicles are complete and have been issued in the fleet. Our last patrol car of the 7 is at Sun Cool getting striped.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2020-2021.*** Fall and Spring Compliance Checks are complete. Spring Compliance checks had one violation at Colorado Grill.
3. ***Maintain or reduce TBI Group A offenses at the three-year average of 70 per 1,000 population during the calendar year of 2021.***

**Police Department
JUNE 2021**

Group A Offenses	June 2021	Per 1,000 Pop.	Total 2021	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	17	1	80	6
Crimes Against Property	14	1	100	8
Crimes Against Society	37	3	255	20
Total	68	5	435	34
Arrests	60		402	

**U.S. Census Estimate 7/1/2019 – 12,638*

4. *Maintain a traffic collision rate at or below the three-year average of 426 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2021.*

	June 2021	TOTAL 2021
Traffic Crashes Reported	44	212
Enforce Traffic Laws:		
Written Citations	168	826
Written Warnings	127	417
Verbal Warnings	347	2,442

5. *Maintain an injury to collision ratio of not more than the three-year average of 11% by selective traffic enforcement and education during the calendar year 2021.*

COLLISION RATIO				
<u>2021</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
June	44	6 YTD 27	14%	13% YTD 212

Traffic School: Traffic School was held on June 8th. There were 10 students in attendance.

Staffing:

- Officer Seth Goodcourage graduated from the Tennessee Law Enforcement Training Academy on June 25th. He will remain on FTO until released on the road.
- Ofc. Perry Gerome started on June 3rd and Ofc. Caleb Railey started on June 22nd. They will hopefully start the Academy in October.
- We still have 2 positions open and are currently taking applications.

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

Sumner County Emergency Response Team:

- ERT Training was held on June 18th.

Police Department
JUNE 2021

Support Services Performance Measurements

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2021.*

2021 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
<i>June</i>	88%	86%

Communications Section

	June	Total 2021
Calls for Service	1,115	6,590
Alarm Calls	33	190

Request for Reports

	June	FY 2020-21
Requests for Reports	21	200
Amount taken in	\$14.40	\$138.10
Tow Bills	\$0.00	\$525.00
Emailed at no charge	36	310
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Network Meeting for Sumner, Robertson and Davidson counties was held at the Catfish House in Springfield, TN on June 11th.
- On Site Grant Audit for Network Coordinator Grant was on June 11th. We passed audit without any issues.

Volunteer Police Explorers: Nothing to report at this time.

Item(s) sold on Govdeals: Nothing to report at this time.

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. has been cancelled for Spring due to COVID-19.
2. ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Safety Day is in conjunction with Discover White House. At the present time, a date has not been set.
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.***
Citizen's Police Academy has been cancelled in 2021 due to COVID-19.

Police Department
JUNE 2021

4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
- June 1st -3rd, Sgt. Enck instructed ground defense instructor school with 9 Officers.
 - June 12th, Sgt. Enck participated in the American Legion Grand Re-Opening.
 - June 13th, Sgt. Enck taught a SPEARE class for 21 ladies.
 - June 14th, Sgt. McMurtry participated in the American Legion Flag Retirement ceremony.
 - June 15th, Sgt. Enck and Ofc. Sisk did a bike safety course for 15 kids at Small Wonders. They also gave out badges and free ice cream certificates.
 - June 15th, while doing bike patrol (7 miles), Sgt. Enck handed out 30 badges and free ice cream certificates at the park and library.

Special Events: *WHPD Officers participated in the following events during the month of June:*
Nothing to Report at this time.

Upcoming Events:

Carnival (July 7-9)
Americana (July 10th)

<i>2021 Participation in Joint Community Events</i>		
	<u>May</u>	<u>Year to Date</u>
Community Activities	6	30

**Fire Department
June 2021**



Summary of Month's Activities

Fire Operations

The Department responded to 134 requests for service during the month with 95 responses being medical emergencies, 1 house fire, and 1 vehicle fire. The Department also responded to 9 vehicle accidents; 6 accidents reported patients being treated for injuries, and 3 accidents reported with no injuries. Of the 134 responses in the month of June there were 33 calls that overlapped another call for service that is 24.63% of our responses.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in June from dispatch to on scene time averaged was, five minutes and forty-five seconds (5:45). The average time a fire unit spent on the scene of an emergency call was twelve minutes and forty seconds (12:40).

Department Event

- June 2nd – Uniform Committee met to discuss uniform changes
- June 5th – Fire Commission written testing for 3 firefighters (all 3 passed)
- June 8th – Car seat installation
- June 19th – Fire Commission hands on testing for 3 firefighters (all 3 passed)
- June 25th – Water Day at Grace Park Church

Fire Administration

- June 9th – Department Policy review meeting
- June 14th – Monthly officer meeting
- June 16th – Americana preparation meeting

Emergency Calls Breakdown

The Department goal in this area is to display the different emergency calls personnel have responded to during the month as well as the response from each station.

Incident Responses FY to Date

Fires	34
Rescue & Emergency Services	1127
Hazardous Conditions (No Fire)	42
Service Calls	84
Good Intent Call	100
False Alarms & False Call	128
Calls for The Month	134

**Fire Department
June 2021**

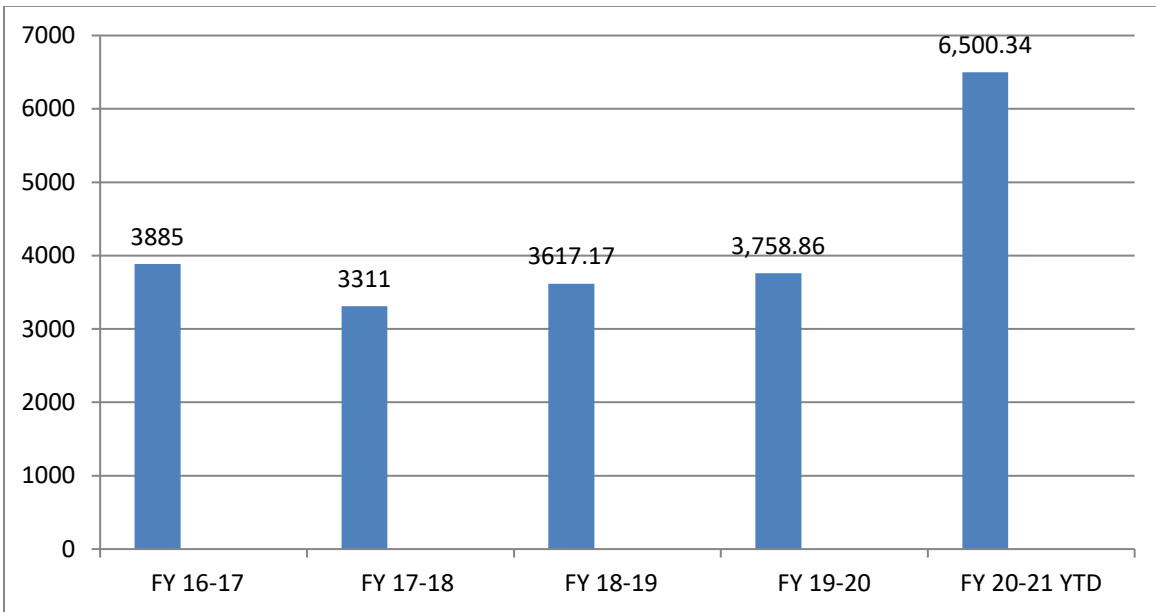
Total Responses FY to Date	1524
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Response by Station

	Month	FY to Date	%
Station #1 (City park)	89	1044	68.50%
Station #2 (Business Park Dr)	45	480	31.49%

Fire Fighter Training

The Department goal is to complete the annual firefighter training of 228 hours for career firefighters. The total hours of 4104 hours of training per year is based on eighteen career firefighters.



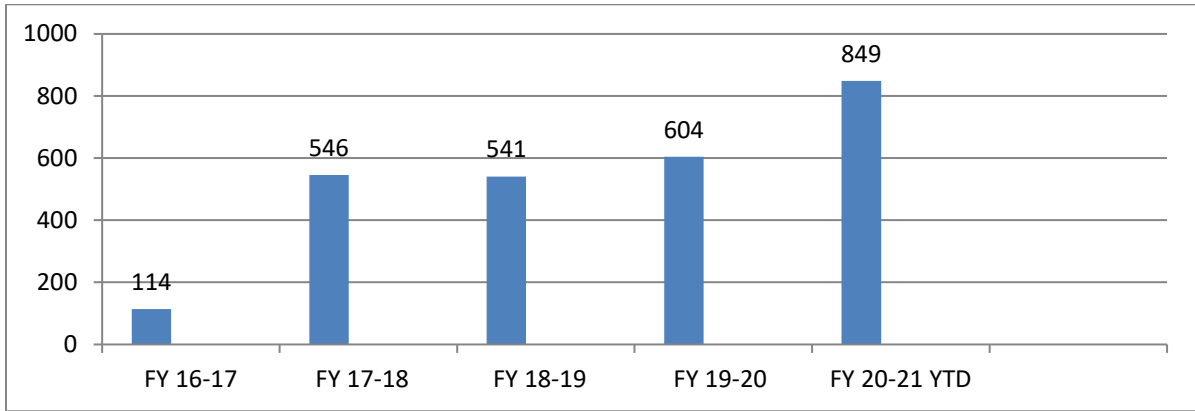
	Month	YTD
Firefighter Training Hours	315.3	6500.34

*Training hours were significantly higher due to COVID-19 postponing several training events from FY 19-20 into FY 20-21.

Fire Inspection

It is part of our fire prevention goals to complete a fire inspection for each business annually.

**Fire Department
June 2021**

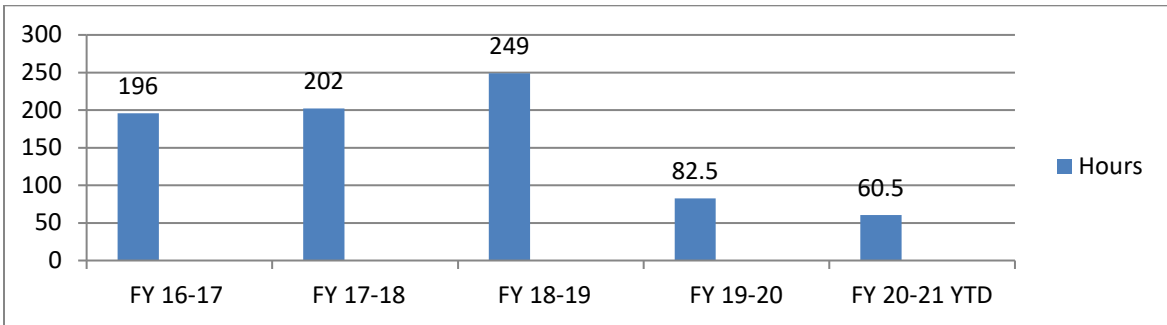
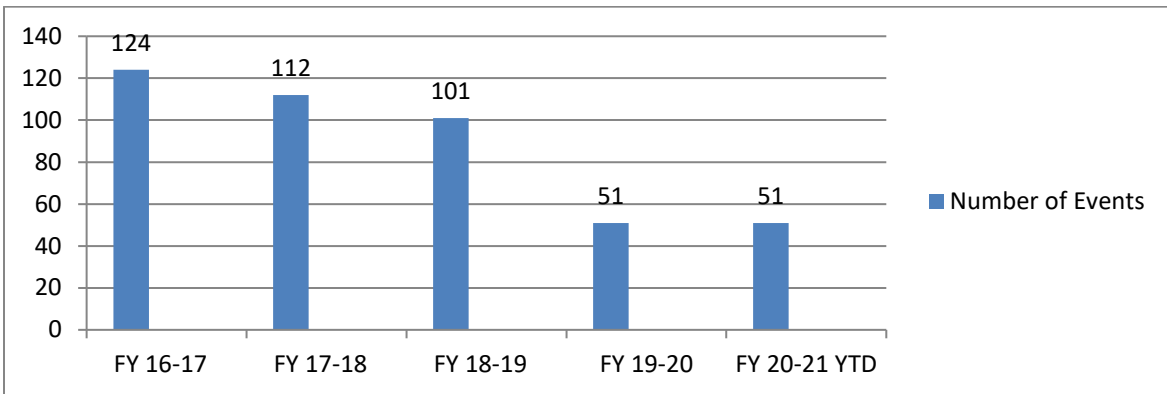
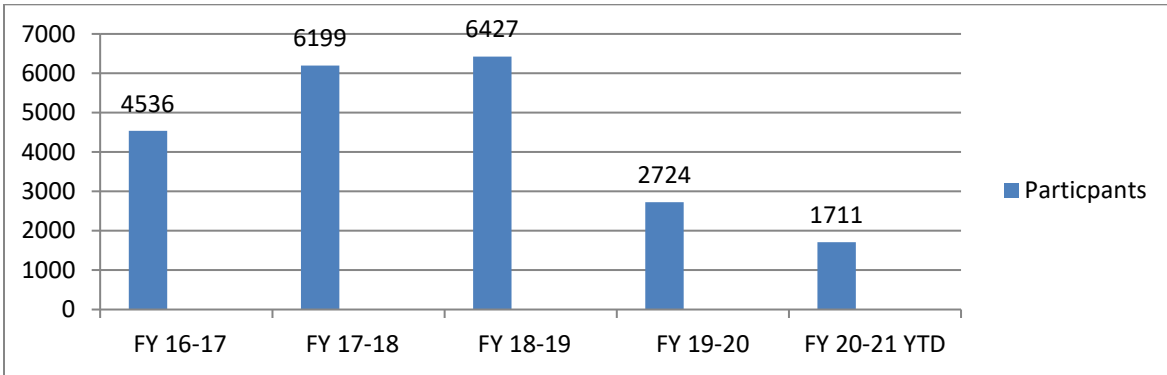


	Month	YTD
June Fire Inspection	98	849
Reinspection	26	186
Code Violation Complaint	5	11
Violations Cleared	23	188
Annual Inspection	22	180
Commercial Burn Pile	1	21
Knox Box	0	16
Fire Alarms	0	11
Measure Fire Hydrant	2	4
Plans Review	1	29
Pre-C/O	0	6
Pre-incident Survey	25	265
Sprinkler Final	1	10
Final/Occupancy	3	18

Public Fire Education

It is a Department goal to exceed our last three years averages in Participants (5720) Number of Events (112) and Contact Hours (215). The following programs are being utilized at this time; Career Day, Station tours, Fire Extinguisher training and Discover WH/Safety Day.

**Fire Department
June 2021**



	Month	YTD
Participants	170	1711
Number of Events	12	51
Education Hrs.	13.5	60.5

*Public education numbers were lower than normal due to COVID-19

Social Media Statistics

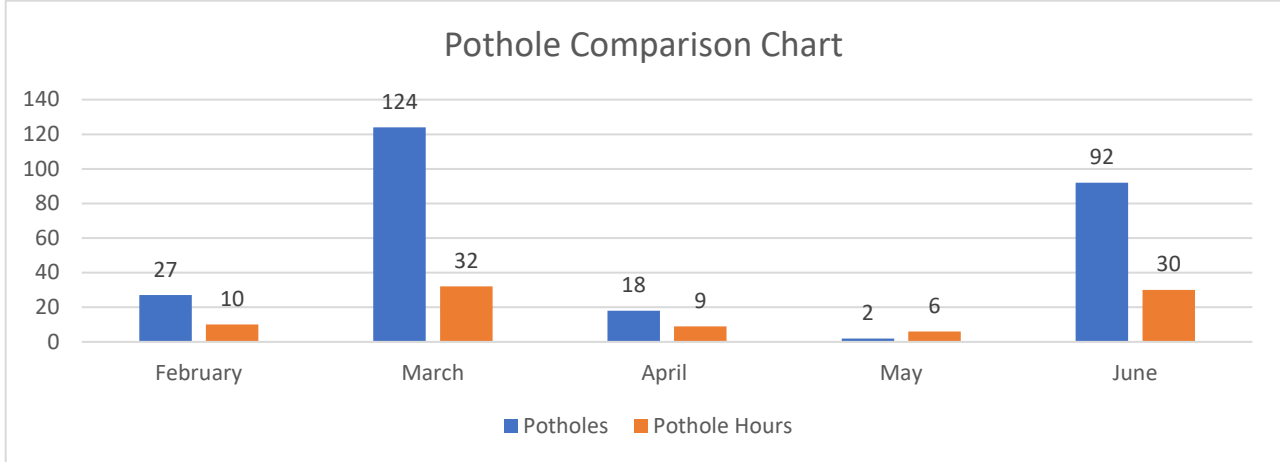
Page Views	1,902
Page Likes	472
Post Reach	28,017

**Public Services Department – Public Works Division
June 2021**

Pothole Comparison

The purpose of this chart is to gauge the amount of time spent repairing potholes and the number of potholes repaired in that time frame. It is also going to be used to show how long it currently takes to repair potholes in comparison to how long it will take when the milling head is used to make repairs.

NOTE: As evident from the statistics below many more potholes are presenting themselves as we get into the Summer of 2021. The number of potholes repaired this month is very low due vehicle break downs, vacation taken by crew members and weather. The Public Works Crew is working diligently the first weeks of June to catch up with pothole repairs.



-The goal for this particular job task is 50 potholes per month. When this chart is completed each month consideration will be given to the size of the potholes that have been repaired that month.

Pothole Complaint Response Time

According to Ordinance the Streets and Roads Department is required to respond to a pothole complaint within 24 business hours from the time the complaint is made until time a satisfactory repair is made.

NOTE: Potholes completed during the month of June were repaired during the “Pothole Patrol” completed by the Public Works Crew.

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
None			

**Public Services Department – Public Works Division
June 2021**

Monthly Work Log

Tuesday 06-01-2021

- RoW Mowing / Checked lights at WWTP / Fleet Maintenance

Wednesday 06-02-2021

- Traffic light repair at 31 and 76 / Fleet Maintenance

Thursday 06-03-2021

- Fleet Maintenance

Friday 06-04-2021

- Fleet Maintenance (Bucket Truck starter replacement)

Monday 06-07-2021

- Pothole repair throughout CoWH / Facility Maintenance /

Tuesday 06-08-2021

- Fleet Maintenance / Evaluated for repair decorative street light on Morgan Trace

Wednesday 06-09-2021

- Removed forms from concrete forms throughout CoWH / Installed new guard rail on Calista Road

Thursday 06-10-2021

- Meeting with GFL / Fleet Maintenance / Limb and tree removal on Autumnwood Drive

Monday 06-14-2021

- Set-up for Emissions Testing / Removed non-compliant sidewalk on Highland Drive / Sign repair on College Street / Evaluated for repair Police and Fire Station Sidewalks

Tuesday 06-15-2021

- Removed and replaced damaged curbing on Louise Drive and Creekwood Drive / Forming of sidewalk at Highland Drive

Wednesday 06-16-2021

- Yard repair at Creekwood Drive and Louise Drive

Thursday 06-17-2021

- Finished forming on Highland Drive / Removed sidewalk on Slate Court to in preparation of ADA Compliant Ramp / RoW Mowing

Monday 06-21-2021

- Target Solutions / RoW Mowing / Installed stone at Highland Drive sidewalk forms / Road closure of Tyree Springs and College Street for Cedar Ridge Services to complete road repair / Children at play sign installation at Fieldstone Drive and Slate Court Intersection / Fleet Maintenance

Tuesday 06-22-2021

- Poured concrete at Highland Drive and Slate Court / Installed “Bump Ahead” Signs at College Street and Tyree Springs

Wednesday 06-23-2021

- Finished pouring concrete at Slate Court / Fleet Maintenance / Facility Maintenance

Thursday 06-24-2021

- Assisted Waste Water Crew remove trees from oxidation ditch / Facility Maintenance

Monday 06-28-2021

- Removed forms from Highland Drive and Slate Court / Sign installation and removal on Tyree Springs / Removed “Bump Ahead” Signs on Tyree / Sidewalk Inspections completed by crew members to cover Isaiah during vacation and for the purpose of training / Target Solutions

Tuesday 06-29-2021

- Target Solutions / Safety Meeting at City Hall (Justin Stradtner) / Facility Maintenance / Repaired 92 potholes City wide

Wednesday 06-30-2021

- RoW Mowing / Sidewalk inspections / Placed sticker on trash can referencing ordinance to have can taken back to the residence within 24 hours of pick up.

**Public Services Department – Public Works Division
June 2021**

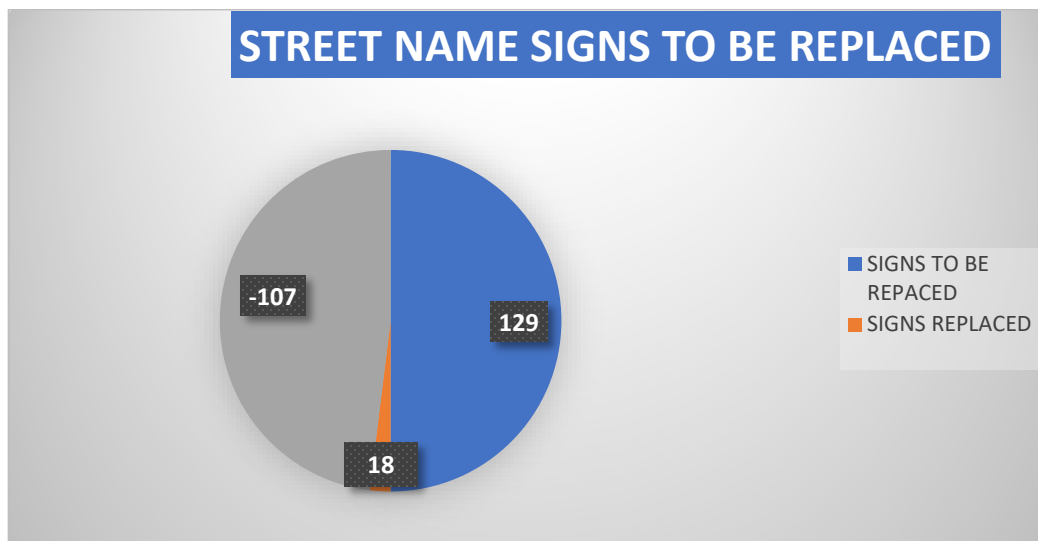
<u>Subdivision Decorative Light LED Retrofit Project</u>			
<u>UPDATED January 26,2021</u>	<u>TOTAL LAMPS</u>	<u>TOTAL RETROFIT COMPLETED</u>	<u>TOTAL RETROFIT TO BE COMPLETED</u>
High Mast Lights – I-65 Ramps	6	6	0
Briarwood Subdivision	5	1	1
Bridle Creek Subdivision	7	3	4
Business Park Drive	7	7	0
Hampton Village Subdivision	24	17	7
Heritage Trace Subdivision	5	5	0
Holly Tree Subdivision	44	44	0
Madeline Way	7	7	0
Magnolia Village Subdivision	27	16	9
Sumner Crossing Subdivision	21	12	9
Villages of Indian Ridge	10	10	0
Spring Brook Blvd	2	2	0
Baylee Ct	2	2	0
Totals:	167	137	30

NOTE: No retrofits were completed during this month.

Street Name Sign MUTCD Compliance List

The purpose of this list is to track the updating and bringing into compliance The City of White House’s Street name signs with the current requirements the Manual on Uniform Traffic Control Devices (MUTCD) Standards. Street name signs can no longer have all letters capitalized on the sign. (Harpers Way and Loves Lane Road Signs were installed in compliance with current MUTCD Standards).

NOTE: The remaining 129 signs have been ordered and delivered (these signs will be installed periodically from now until completion of project).



Public Services Department – Public Works Division
June 2021

Public Works/Streets & Roads Division

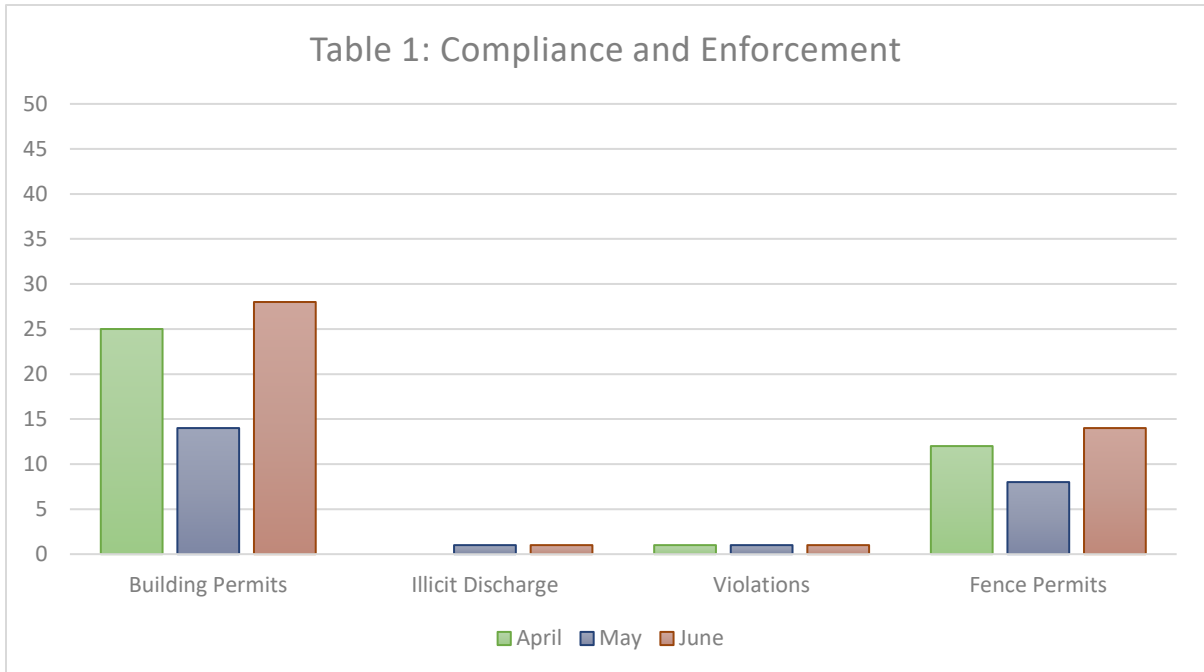
Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-May	21-Jun	YTD 20/21
Street	8,134	9,364	8,741	10,229	9191.25	854	725	8,091
Facility Maintenance	3494	2187	1,227	1,137	887.25	60	57	715.5
Fleet Maintenance	1034	514	282	380	422.5	0	59	336
Meeting/Training	502	510	517	400	457	24	34	297
Leave	1,253	576	613	810	823	140	101	1104.4
Holiday	795	470	385	555	545	50	0	410
Overtime	508.5	488	414	311	152.75	7	5	206
Administrative	385	698	803	867	1153.25	182	144	1,584
Drainage Work (feet)	0	906	2749	10	0	0	0	546
Drainage Man Hours	0	1470	1045	170	14	0	0	587.28
Debris Removed Load	0	100	35	44	0	0	0	0
Sweeping Man Hours	0	18	13	0	0	0	0	0
Mowing Hours	0	22	175	219	221	107	21	447.5
Curb Repair	0	0	0	15	0	15	0	15
Shoulder LF	0	4485	630	5	640	30	0	30
Shoulder Hours	0	155	160	49	176	10	0	10
# of Potholes	0	250	473	346	385	2	92	299
Pothole Hours	0	759	734	1,181	831.5	6	30	303.25
R-O-W Hours	0	2835	2416	4,027	3044.5	263	266	2,394
Sign/Repaired	0	120	91	84	63	10	2	53
Sign Work Hours	0	289	179	234	109	15	13	85.5
Salt Hours	0	10	143	24	76.5	0	0	0
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	6	0	31
Traffic Light Hours	0	0	65	20	158	10	0	64

Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-May	21-Jun	YTD 20/21
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	341	360	3,488
Facility Maintenance	3494	723	446	574	394.5	31	48	331
Fleet Maintenance	1034	488	445	331	294.5	1	9	180
Meeting/Training	502	265	130	135	127.5	6	14	102
Leave	1,253	428	700	476	336	59	18	412
Holiday	795	270	230	230	230	20	0	190
Overtime	508.5	119	4	12	39.5	0	0	8
Administrative	385	167	1	0	72.5	0	1	39
Sweeping Man Hours	0	1	0	0	0	0	0	0
R-O-W Hours	0	166	30	97	170	41	38	368
Salt Hours	0	0	0	0	0	0	0	0
Salt Tons	0	0	0	0	0	0	0	0

Sanitation	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-May	21-Jun	YTD 20/21
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	462	750	5,412
Brush Truck Loads	459	551	522	578	584	57	62	508
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	253	313	4,213
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	103	143	1,140
Litter Pickup Bags	334	507	546	511	456	43	49	378
Litter Pickup Hours	1147	1132	985	957	892	75	83	660

**Public Services Department – Stormwater Division
June 2021**



Directors Notes

- The City received 5 complaints during the month of May. None were related to localized flooding. Work orders scheduled for driveway culvert replacements and redefining swales.
- No workplace incidents.
- Fourteen fence permits were reviewed and granted approval.
- The stormwater and wastewater crews became certified in CPR/AED on June 28th. Training was provided by the American Red Cross Association.
- A new fee schedule is being proposed for land disturbance/grading. Study session scheduled for August 19th with BMA. Additional resources will support the department in upgrading infrastructure and rectifying pre-existing drainage issues.
- One (1) illicit discharge was observed involving improper concrete washout at The Villas of Honey Run Springs. A notice of non-compliance was mailed to Garrott Bros Ready Mix.
- The Stormwater Department has 2 proposed capital improvement projects for infrastructure along Copperfield Drive and Wilkinson Lane. The Springbrook Drainage Improvement is scheduled for bid for the second week of July. The bid number is 22-1079SW.

Public Services Department – Stormwater Division
June 2021

Stormwater Work Orders

Our objective is to establish and maintain a proactive approach to minimize any potential for localized flooding within City limits. This includes but is not limited to ditch maintenance. In addition, a large part of this objective is to respond to citizen complaints in a timely manner.

Below are the work order requests and summaries that have been completed for the month of April:

<i>Address</i>	<i>Scope of Work</i>	<i>Status</i>	<i>Notes</i>
<i>123 Pleasant Lane</i>	Repair discharge washout and headwall. Install rip rap apron to dissipate runoff	Work Order: <u>062921005</u> Complete	
<i>Calista, SCT Dr., Dee Cee Ct.</i>	Right-of-way mowing	Work Order: <u>062421001</u> Complete	

Public Services Department – Stormwater Division
June 2021

**318
Wilkinson
Lane**

Preventative.
Repair voids
in soil and
stabilized
culvert

Work Order:
[062321008](#)
Complete



**403 Rolling
Acres Dr.**

Removed
obstruction
from driveway
to allow
positive
flow/discharge

Work Order:
[062321002](#)
Complete



Public Services Department – Stormwater Division
June 2021

*Legacy
Farms
Advanex
Park Ph. 3*

Assisted PW
with flagging
operations

Work Order:
[062221005](#)
[062221004](#)
Complete



*2732 US
HWY31W*

Dewatered
meter vault at
Christ
Worship
Center

Work Order:
[061421003](#)
Complete



Public Services Department – Stormwater Division
June 2021

Industrial Drive

Culvert or Catch Basin Repair

Work Order: [060821002](#)
Complete



202 Kiowa Ct.

Storm Drain & Litter Clean Up

Work Order: [060221004](#)
Complete



725 Industrial Drive

Post-storm clean-up and facility maintenance

Work Order: [060921001](#)
Complete



**Public Services Department – Stormwater Division
June 2021**

Stormwater Division

Total Hours Worked	FY 15/16	FY 19/20	31-May	30-June	YTD 20/21
Stormwater	5,744	7,204	854	944	11,202
Work Orders	0	69	9	20	158
Overtime	508.5	262	0	0	162
Facility Maintenance	3,494	638	82	72	675
Fleet Maintenance	1,034	314	40	81	759
Administrative	385	1,138	138	133	1,779
Drainage Work (feet)	0	3,988	366	200	5,467
Drainage Man Hours	0	1,371	212	162	3,138
Debris Removed Load	0	188	4	1	190
Sweeping Man Hours	0	309	16	25	402
Mowing Hours	0	102	4	40	65
R-O-W Hours	0	1,506	53	17	254
Shoulder/Curb Hrs.	0	0	0	0	40

SWEEPER LOG

Monthly Report

4 cu.yd hopper/ actual usage- 3.0 cu.yd=4.5 tons

Date	Time	Mileage	Tons	Subdivision / Street
06/03/2021	8	29	4.5	31W North and South
06/14/2021	7	15	7	Cambria, Meadowbrook, Love Ln, Tyree Springs
06/21/2021	7	22	8	Orchard Park, Springbrook
Totals:	22	66	19.5	

**Public Services Department – Stormwater Division
June 2021**

RIGHT-OF-WAY MOWING

Monthly

Work Order #	Type of SCM	Location:	Date:
062421001	Swale	Hobbs Dr & Cliff Garrett	06/24/2021
062421001	Detention Pond	Shady Lane	06/24/2021

CATCH BASIN CLEANING

Monthly

ID:	Neighborhood:	Location:	Date:	Notes:
230	Northwoods	Honeysuckle Dr	June 1 st	Heavy debris/Cleaned
229	Northwoods	Honeysuckle Dr	June 1 st	"
228	Northwoods	Honeysuckle Dr	June 1 st	Inspected-Clean
233	Northwoods	Honeysuckle DR	June 1 st	Inspected-Clean
232	Northwoods	Honeysuckle Dr	June 1 st	Inspected-Clean
231	Northwoods	Honeysuckle Dr	June 1 st	Heavy debris. Cleaned.
159	Northwoods	Honeysuckle Dr	June 1 st	Inspected-Clean. Unknown Beginning of system, holes in yard.

Stormwater Division

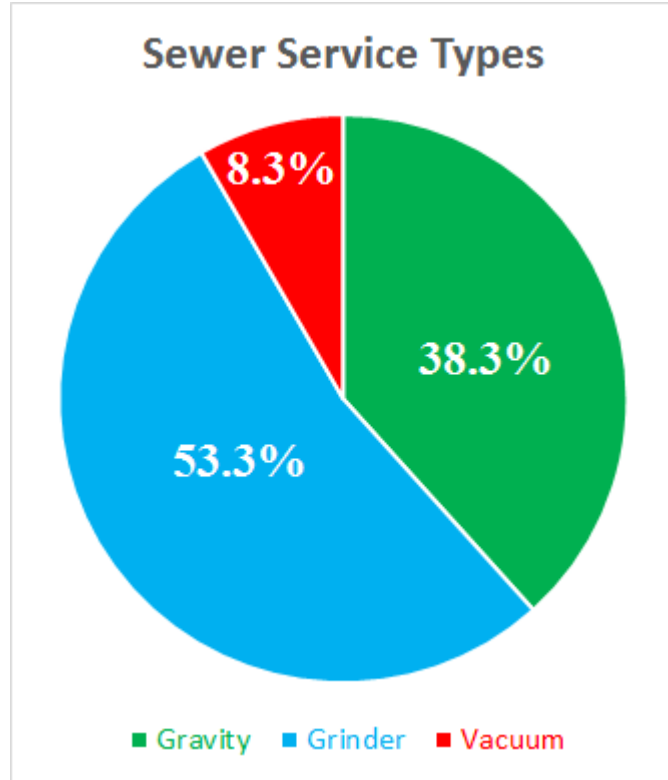
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Sweeping Man Hours	0	309	16	25	402
Mowing Hours	0	102	4	40	65
R-O-W Hours	0	1,506	53	17	254
Shoulder/Curb Hrs	0	0	0	0	40

**Public Services Department - Wastewater Division
June 2021**

Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, and vacuum services. As of June 30th, 2021, City personnel count a total of **5,588** sewer system connections, with **47 new** applications for service in June, 2021. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,142
Low-Pressure Grinder Sewer Connections	2,981
Vacuum Connections	465



The City counts **187** commercial grinder stations, **2,794** residential grinder stations, and 26 major lift stations integrated into our system.

811 Utility Locate Service:

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 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>June 2021</u>	<u>YTD</u>
Tennessee 811	1,691	1,670	1849	2315	2680		456	2,933

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 SCADA system at every lift station will allow the technician to remotely operate the components at the station.

**Public Services Department - Wastewater Division
June 2021**

<u>Lift Station Location</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>June 2021</u>	<u>YTD</u>
North Palmers Chapel	35	22	23	8	3		0	1
Calista Road	24	55	13	4	2		0	1
Wilkinson Lane	0	8	4	1	3		0	1
Portland Road	1	1	4	1	0		0	1
Cope's Crossing	4	17	15	7	8		0	6
Union Road	91	8	17	6	6		0	9
Meadowlark Drive	1	11	6	4	2		0	1
Highway 76 (Springfield)	0	1	0	1	1		0	0
Cambria Drive	1	0	0	1	4		0	3
Sage Road (Hester)	0	7	2	0	1		0	0
Kensington Green	n/a	n/a	n/a	n/a	1		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	n/a		0	n/a
Settler's Ridge	0	0	1	1	1		0	1
Summerlin	0	0	0	2	5		0	22
Heritage High School	0	22	0	2	1		0	0
Loves Truck Stop	n/a	n/a	n/a	n/a	0		0	0
Concord Springs	n/a	n/a	n/a	n/a	0		0	0
Parks Temporary	n/a	n/a	n/a	n/a	0		0	0
Fields at Oakwood	n/a	n/a	n/a	n/a	n/a		0	2
Treatment Plant	0	1	6	4	6		0	3

Alarms:

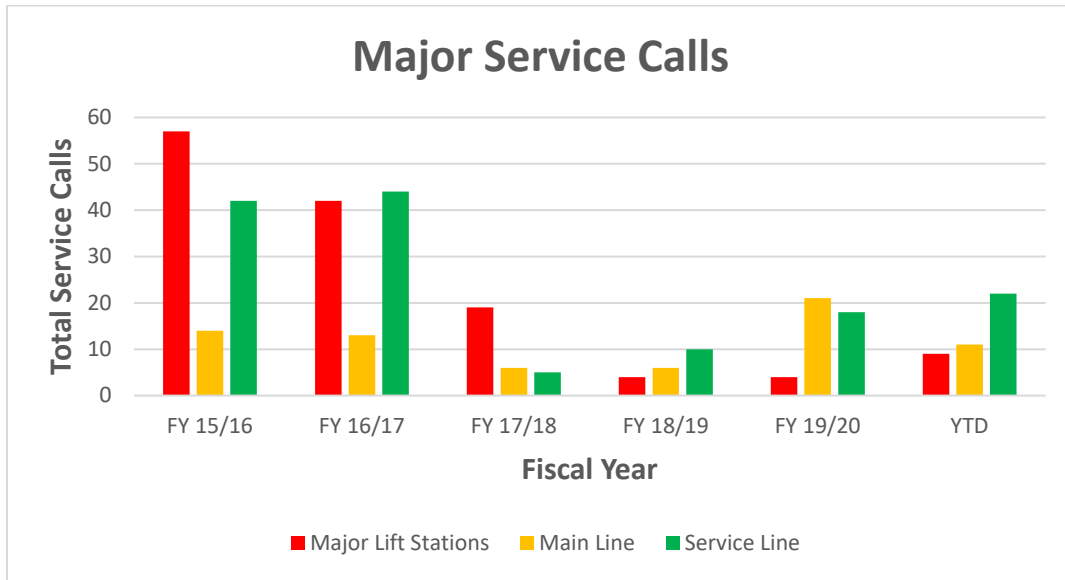
No significant alarms to report.

System Repair Goals:

The goal is to minimize failures with the major lift stations and the mainline gravity, low-pressure and high-pressure force-mains, and the air-vacuum systems. Key personnel have been trained over the last three (3) 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 the lift stations are either at or near their anticipated 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. Under these circumstances the City must make repairs; and if the line break was due to negligence, the responsible party will be billed. In some cases, the breaks are due to weather events or age.

**Public Services Department - Wastewater Division
June 2021**

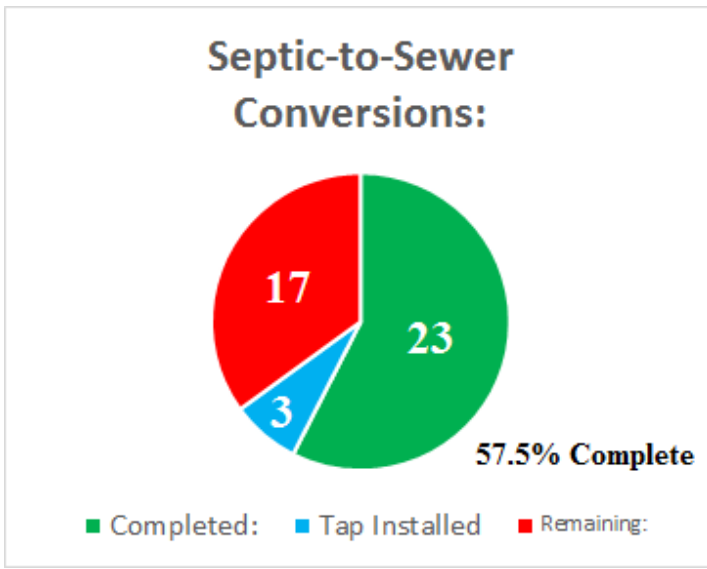
Repairs	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20		June 2021	YTD
Major Lift Stations	57	42	19	4	4		0	9
Main Line	14	13	6	6	21		2	11
Service Line	42	44	5	10	18		0	22



- Settler's Ridge** – In August 2017, just days before Tropical Storm Harvey arrived in White House, a contractor ran over the pump station with a lull. The damage was evaluated the week after Harvey had passed. The tank, rails, and lid were all damaged beyond repair and therefore are on order for replacement. This is a pump station not yet taken over by the City. It shall be repaired and fenced for the City to take it over. **Tank has been delivered to the developer. The corrective action requirements for this station is for the developer and/or contractor to hire a company to patch the damage and supply the City with the replacement tank and a 2-year warranty on the repair, which has not yet been completed.**
- Concord Springs** – Operationally, the station punch list has been completed and the station is working correctly. The Concord Springs lift-station was conditionally accepted by the City on 07-24-2020, with the agreement that the Contractor/Developer would complete installation of the privacy slats in the station fence, as well make satisfactory repairs to the station's access road. **Initial repairs to the access drive were evaluated on 12-03-2020 and deemed inadequate, but the driveway was satisfactorily milled, repaired, and repaved to City standards in June, 2021. The faulty pressure sensor has also been replaced.**
- The Parks** – The “temporary” lift station at the Parks subdivision was also started successfully. This station will allow for about 160 homes to be built while waiting on Gorman & Rupp to deliver the permanent station. **The permanent station is on-site and awaiting installation. The 10” FM is installed and testing should begin soon. Last we heard from Mr. Cook, he is waiting until the 12” WHUD line is also installed (they are nearing completion of this as well) so he can have enough water to fill the 10” for testing.**
- Wilkinson Lane Station** – Station is again running on both pumps. WASCON is working with the City and several different suppliers on installing HDPE piping in the station. The DIP discharge piping is showing severe signs of decay. We anticipate roughly one year of operation before the pipe fails again. This will be the 4th time this station has had to be re-piped, so we have chosen a rigid, yet flexible pipe.

Public Services Department - Wastewater Division
June 2021

5. **Sewer Model Update and Master Plan Update** – The Sewer Model and Master Plan Updates being conducted by Jacobs Engineering are complete and in final review. **Completed Model Update for the Southern Force-Main and Copes Crossing lift-station has revealed that they have exceeded their designed capacity, and will need to be upsized (or have existing flow removed) to accommodate further development on the southern and eastern sides of town. Additionally, the Meadowlark and Union lift stations have reached their wet-weather capacities. Crews have identified sources of infiltration and inflow (“I&I”) and are working to resolve, beginning with Meadowlark station. Jacobs Engineering has compiled the final combined report for both the Sewer Model Update and the Master Plan Update. Plans are in motion to construct a new 18” Southern Force-Main to ease flow restrictions on the existing main, and to reroute a significant volume of flow off the Copes Crossing station and into the proposed Farmstead station set to begin construction this year. The City is currently reviewing Phase-1 plans of the new 18” Southern Force-Main, which is anticipated to go to bid this summer.**
6. **Septic-to-Sewer Conversions** – The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. Four (4) conversions were completed in the 2020/2021 budget year, and three (3) additional taps were pre-emptively installed in anticipation of additional projects. **In recent consultation with Public Works regarding upcoming paving schedules, the department plans to target five (5) conversion projects on Union Rd (requiring three (3) additional taps) in mid to late 2021. The department also plans to target two (2) more conversions/taps on Calista Rd, and four (4) more conversions/taps on Tyree Springs Rd throughout 2022. A total of 23 projects have now been completed on the list of 40.**



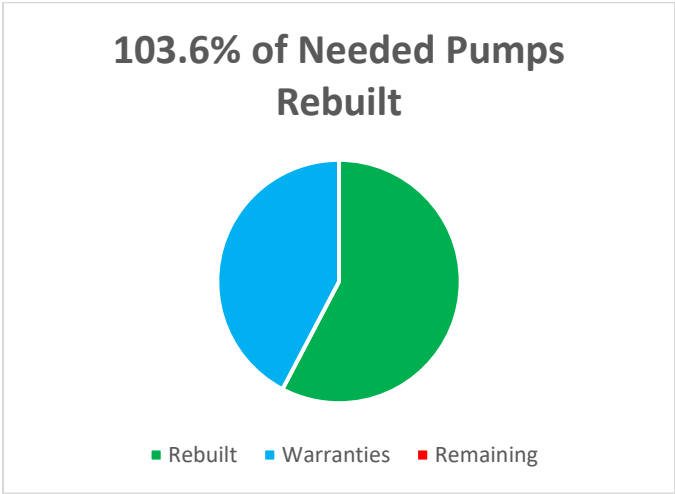
**Public Services Department - Wastewater Division
June 2021**

<u>Work Orders</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>May 2021</u>	<u>YTD</u>
Vacuum System Service Request	87	172	143	112	82		15	78
Gravity Service Request	5	12	0	10	13		3	20
Low Pressure Service Request	530	716	621	728	770		49	702
Total Pumps Replaced	313	338	401	361	449		37	492
Total Pumps Rebuilt	n/a	n/a	n/a	n/a	n/a		30	135
Grinder Tank PM Program	n/a	58	63	358	267		8	219
Inspection for New Service	36	23	54	103	226		64	409
Final Inspection for New Service	37	55	56	62	110		39	248
Sanitary Sewer Overflow (SSO)	6	9	1	3	49		2	19
Odor Complaints	16	17	28	43	43		2	35

Pump Rebuilds:

The capital outlay budget was designed for a total purchase of 275 new E-One grinder pumps for the 2020/2021 Fiscal Year. However, **492** grinder pumps were needed to meet all the service call requests for the year. To supplement the amount of pumps on-hand, the department rebuilt **135** pumps throughout the year, in addition to all warranty-return pumps received.

For the 2021/2022 budget year, the department has budgeted for the purchase of 350 new pumps, and anticipates that 500 pumps will be required throughout the year. To further supplement the number of pumps on-hand, personnel will rebuild an estimated 100 E-One pumps throughout the year. Wascon also rebuilds all pumps that fail prior to expiration of their 5-year and 3-month warranty period.



**Public Services Department - Wastewater Division
June 2021**

Treatment System Activities:

Wastewater Treatment Plant Goals:

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>Parameter</u>	<u>Mar - 21</u>	<u>Apr - 21</u>	<u>May - 21</u>	<u>Jun - 21</u>	
Flow – To Creek	0.784 MGD	0.642 MGD	0.688 MGD	0.486 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.00 MGD	0.00 MGD	0.000 MGD	0.083 MGD	
Total Flow Through Plant	0.784 MGD	0.642 MGD	0.688 MGD	0.569 MGD	
Capacity	1.4 MGD	1.4 MGD	1.4 MGD	1.4 MGD	
% of Plant Throughput	56.0%	45.8%	49.1%	40.6%	(0.569 MGD) / (1.40 MGD)
Actual Capacity	1.12 MGD	1.12 MGD	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	70.0%	57.3%	61.4%	50.8%	(0.569 MGD) / (1.12 MGD)
Rainfall	7.60”	3.69”	5.34”	3.86”	

<u>Effluent</u>	<u>FY 14/15</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>May 2021</u>	<u>YTD</u>
Violations	1	7	7	13	7	12		1	7

1. **Violations:** One violation for Total Phosphorus Rolling Average in pounds per year. This will continue until the new plant is operational. Violations may continue for several months after completion of construction until the annual rolling average can be reduced below the violation limits by the new facility. The City has consulted with vendors to discuss potential chemical treatment options for phosphorous, and have completed jar-testing of potential options. The next step will be determining a feasible injection point for the chemical additive. **We passed all WET testing in the second quarter. Both Robert and Ramboll believe that Nitrate levels are the cause of these failures.**
2. **TDEC Order and Assessment:** On July 15th, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average). An initial payment in the amount of \$12,608 was required within 30 days, with other penalties only being applicable if the provisions of the order and assessment were not met. Two (2) provisions were of concern to City staff: The City must begin to initiate the implementation of the state-approved plans for the WWTP expansion within 90 days; and the City must remain within “significant compliance” of the facility’s permit for a period of two (2) years following completion of construction of the new facility. City personnel spoke with TDEC officials on July 29th, and were able to confirm that the City is already compliant with the 90-day initiation period as a result of the progress made with the SRF Loan process for the facility, and received an extension of the “significant compliance” period to begin one (1) year after completion of construction, to allow for the influence of the old facility’s treatment effectiveness on annual rolling averages to be completely phased out. An estimated approximate timeline of anticipated steps required to complete the SRF process and to move forward with plant bidding/construction has been provided below. **The City received written confirmation of this arrangement from TDEC on August 7th, 2020.**

Public Services Department - Wastewater Division
June 2021

- **10-03-2019:** City of White House submitted WWTP Facilities Plan to TDEC.
 - **02-25-2020:** TDEC/SRF issued Facilities Plan Comment Letter to City of White House.
 - **04-23-2020:** Facilities Plan Addendum submitted.
 - **05-06-2020:** City of White House submitted Fiscal Sustainability Plan Certification Letter to TLDA as part of State Revolving Fund (SRF) Loan requirements needed to finance the project (SRF Loan #2021-449)
 - **05-26-2020:** Financial Sufficiency Review submitted for SRF Loan.
 - **08-04-2020:** Public advertisement for SRF Loan Public Meeting began.
 - **08-10-2020:** TDEC/SRF approved the current City of White House Sewer Use Ordinance.
 - **08-19-2020:** City of White House and Jacobs Engineering hosted SRF Loan Public Meeting.
 - **08-20-2020:** Project Performance Standards submitted to TDEC/SRF.
 - **08-31-2020:** SRF Loan Public Meeting minutes from 08-19 meeting, as well as proof of meeting advertisement submitted to TDEC/SRF.
 - **09-03-2020:** WWTP Expansion Project stamped and approved plans submitted to TDEC/SRF for review.
 - **09-04-2020:** TDEC/SRF formally approved the City of White House WWTP Expansion Project Plan of Operation.
 - **09-09-2020:** TDEC/SRF released Environmental Assessment for the WWTP Expansion Project.
 - **09-17-2020:** TLDA released Finding of No Significant Impact (FNSI) package to City of White House.
 - **10-15-2020:** City of White House Board of Mayor and Aldermen voted to approve Resolution #20-24 to apply for SRF Loan #2021-449 in the amount of \$12,448,000 to fund the WWTP Expansion Project.
 - **10-27-2020:** TDEC/SRF issued Facilities Plan Approval for WWTP Expansion Project.
 - **11-11-2020:** SRF Loan Application package submitted for loan #2021-449.
 - **12-14-2020:** TLDA Board approved the City of White House Loan Application Package for SRF Loan #2021-449.
 - **12-17-2020:** City of White House formally approved “100% Final Plans and Addendums” as designed by Jacobs Engineering for WWTP Expansion Project.
 - **12-23-2020:** Justification for Sole Source Equipment Procurement submitted to TDEC/SRF for WWTP Expansion Project.
 - **01-12-2021:** TDEC/SRF granted final Land Approval for the WWTP Expansion Project.
 - **01-22-2021:** TDEC/SRF approved Plans and Specifications for the WWTP Expansion Project, and cleared City to begin advertisement period for bids.
 - **02-16-2021:** WWTP Expansion Project bid advertisement published in multiple sources.
 - **03-09-2021:** Pre-bid conference for WWTP Expansion Project conducted at 725 Industrial Dr, White House, TN.
 - **03-31-2021:** Bids opened for WWTP Expansion Project.
 - **04-01-2021:** City began review process for Construction Bids for WWTP.
 - **04-12-2021:** City submits request to SRF for review of an \$8,000,000 increase to the SRF loan in response to received bids.
 - **04-15-2021:** City of White House Board of Mayor and Aldermen voted to accept bid by Reeves Young in the amount of \$20,990,00 for the Wastewater Treatment Plant Expansion Project.
 - **04-28-2021:** Complete bid package for WWTP Expansion Project submitted to TDEC/SRF for approval.
 - **04-29-2021:** TDEC/SRF completed Financial Sufficiency Review for City’s \$8,000,000 SRF loan increase request.
 - **05-14-2021:** TDEC/SRF confirms that the City can award the WWTP Expansion Project bid contract without voiding the request for the additional \$8,000,000 SRF loan.
 - **05-14-2021:** TDEC/SRF issued Authority to Award letter to the City for \$20,990,000 bid contract with Reeves Young.
 - **05-18-2021:** City formally awards WWTP Expansion Project bid to Reeves Young for \$20,990,000.
 - **05-24-2021:** Bid bonds returned to Reeves Young and Adams Robinson for WWTP Expansion Project.
 - **06-01-2021:** Executed bid contract received from Reeves Young for WWTP Expansion Project.
 - **06-23-2021:** Pre-Construction Meeting held at 105 College St for City of White House WWTP Expansion Project.
 - **06-24-2021:** SRF Loan application for additional \$8,000,000 SRF loan submitted to TDEC/SRF.
 - **06-28-2021:** City Resolution and additional documentation submitted to TDEC/SRF for additional \$8,000,000 SRF loan to help fund the WWTP Expansion Project.
 - **07-02-2021:** City submitted completed Fiscal Sustainability Plan to TDEC.
 - **07-06-2021:** Executed Notice to Proceed given to Reeves Young by Jacobs Engineering on behalf of the City of White House. Project breaks ground (anticipated early-to-mid July).
3. **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 25 gallons per day at the Union Road lift station and 30 gallons per day at the Old Tyree lift station. We are currently looking at alternative odor scrubber processes for H2S control in this area. With the increasing flows to the Copes Crossing station, ferric sulfate is no longer working as well for odor control.**

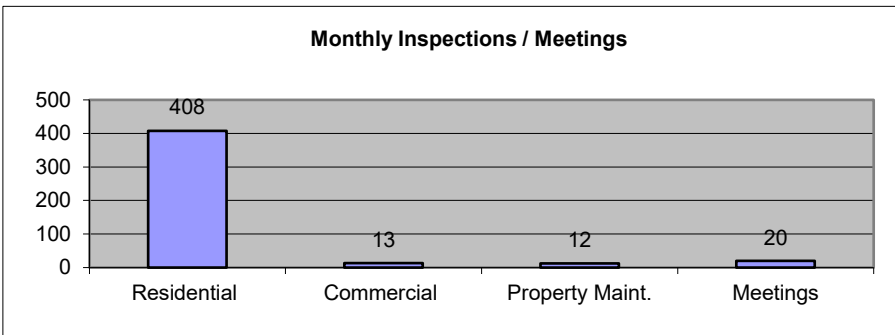
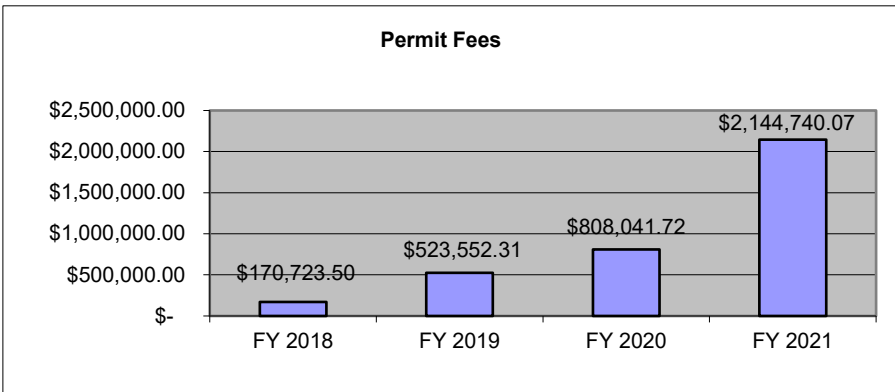
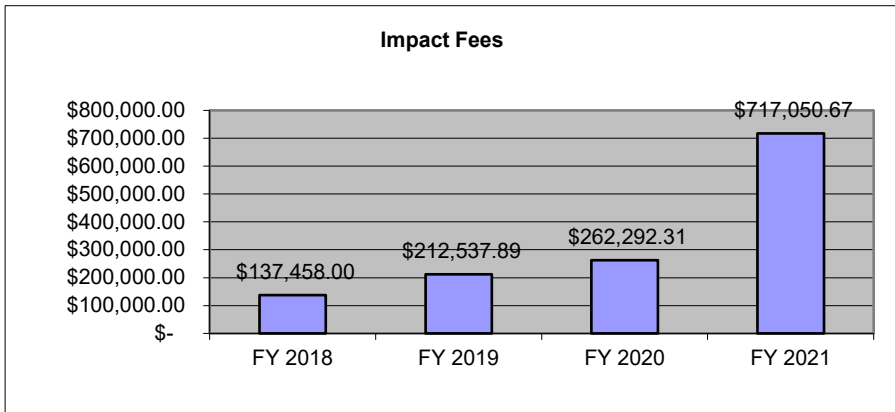
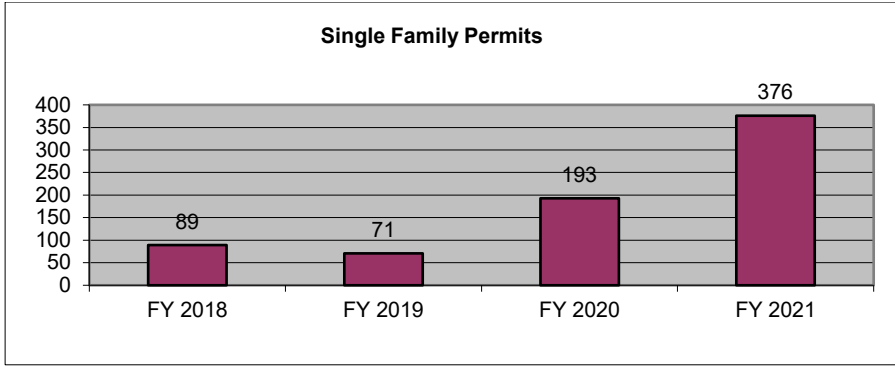
Public Services Department - Wastewater Division
June 2021

4. **Peracetic Acid:** TDEC has approved our use of PAA as the method of disinfection and has modified our NPDES permit accordingly.

The PAA feed rate is operating at a constant **2.50** parts per million (ppm). The average residual was **0.10** PPM with a max residual of **0.27** PPM. *Last month the feed rate was 2.5 ppm.*

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 **941/1000ml**. Our E Coli testing for the month was an average of **19.4 CFU’s** which is well below the limit. *Last month the average was 13.7.*

**Planning and Codes Department
JUNE 2021**



**Planning and Codes Department
JUNE 2021**

	Month	FY2021	FY2020	FY2019	FY2018
MEETING AGENDA ITEMS#					
Planning Commission	8	74	69	66	69
Construction Appeals	0	0	0	0	1
Zoning Appeals	0	4	5	6	7
Tech. Review/Study Session	0	4	2	0	1
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	46	376	193	71	89
Multi-Family Residential	0	22	0	13	5
Other Residential	7	83	91	93	238
New Commercial	0	6	6	3	3
New Industrial	0	2	0	1	0
Other Com/Ind	0	23	23	33	31
Sign	3	17	14	25	24
Occupancy Permits		21	14	25	24
Commercial Certificate of Occupancy-					
120 Hwy 76-Int'l Tea & Coffee					
Land Disturbance Permits 2					
Other	3	11	12	3	14
BUILDING INSPECTIONS					
Residential	408	2637	2858	2411	1112
Hours	42	533	699.58	414.98	383.59
Commercial /Industrial	13	92	110	179	165
Hours	6	36.93	12.83	179	165
CODE ENFORCEMENT					
Total Cases	12	98	330	179	165
Hours	3	35.75	70.24	86.75	75.17
Complaints Received	6	41	116	98	132
MEETINGS					
Administration	12	72	58	68	51
Hours	10	99	38.26	103.67	101
Planning	6	53	76	135	73
Hours	5	59.75	96.58	155.5	86.82
Codes	2	11	28	35	27
Hours	2	9	37.85	40.16	18.67
FEES					
Permit Fees	\$236,564.12	\$ 2,144,740.07	\$ 808,041.72	\$ 523,552.31	\$170,723.50
Board Review Fees	\$2,475.00	\$ 84,775.00		\$ 3,750.00	\$4,683.00
City Impact Fee	\$57,270.00	\$ 717,050.67	\$ 262,292.31	\$ 212,537.89	\$137,458.00
Roads	\$17,526.00	\$ 301,769.60	\$ 77,860.90	\$ 98,885.80	\$112,424.58
Parks	\$18,216.00	\$ 150,326.00	\$ 74,646.00	\$ 23,140.00	\$ 10,163.90
Police	\$12,972.00	\$ 191,431.41	\$ 59,096.30	\$ 11,704.30	\$ 8,971.20
Fire	\$8,556.00	\$ 79,900.66	\$ 36,749.61	\$ 23,344.29	\$ 5,963.72
OTHER ITEMS					
Subdivision Lots	0	0	0	235	51
Commercial/Ind. Sq Ft	0	0	15,216	214,206	27,006
Multi-Family Units	0	375		0	144
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 15	\$ 3,791,061.30	\$3,374,092.67	\$1,633,984.00	\$922,141.63	\$573,840.00
Builders Bonds	0.00	\$ -	\$ 18,000.00	\$ 69,366.43	\$45,366.43
Workings Days in Month	18	17	17	16	15

**Parks, Recreation, & Cultural Arts Department
June 2021**

Summary of Month's Activities

We had another eventful month this month with the splash pad going every day, several programs taking sign-ups, and the Senior Center activities getting back to normal. Next month will be extremely busy for us with the Independence 5K, Americana Celebration, 10U All Star State Baseball Tournament, and 3v3 Soccer Tournament all taking place within the first three weeks of the month. Each of these events are among the largest we host in our parks every year, so there is a lot of work to do to get prepared but we are looking forward to the challenge.

An update on some projects:

The Soccer Complex Renovation project was approved this month, so construction will begin on it once the 3v3 Tournament concludes on July 17th. Again, this involved adding a new field to the soccer complex with LED lighting as well as adding two new poles to Field #3 and converting it to LED as well. We also got word that we received the \$500,000 LPRF Grant we applied for which is for Phase II of this renovation project at the Soccer Complex. It involves adding a large parking area, a pavilion, ADA accessible pathways/sidewalks, and a stormwater area. Once that phase is done, we will have spent over \$2 million on upgrades to the Soccer Complex.

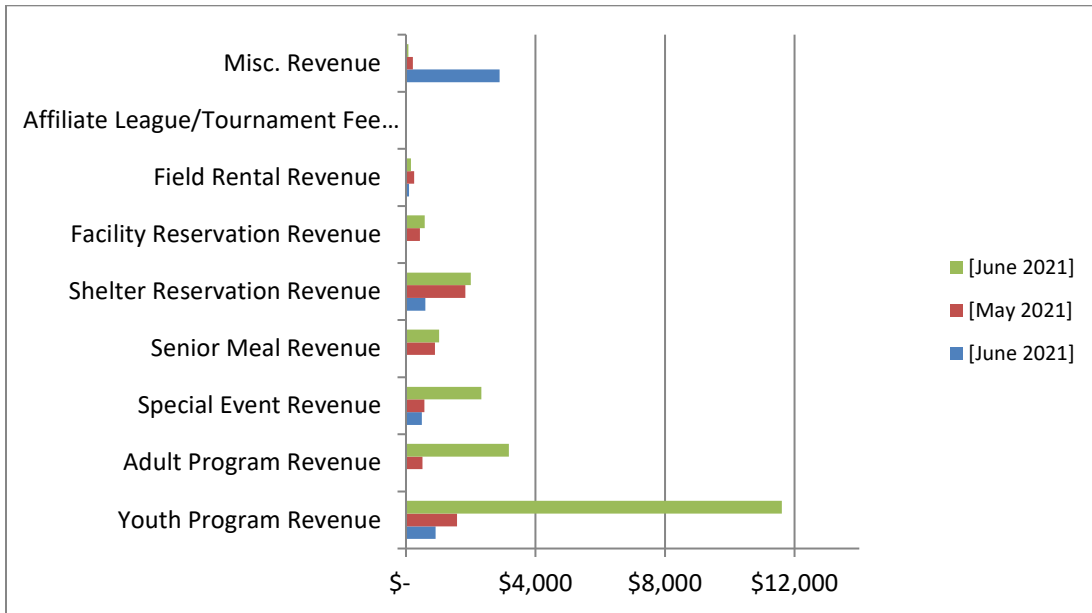
We also finally received the new Columbarium this month. It matches really well with the other one and we should start selling spots in it very soon. We also received two additional benches to be placed on the outside of each Columbarium which should make it a nice looking area for people to come and visit their loved ones.



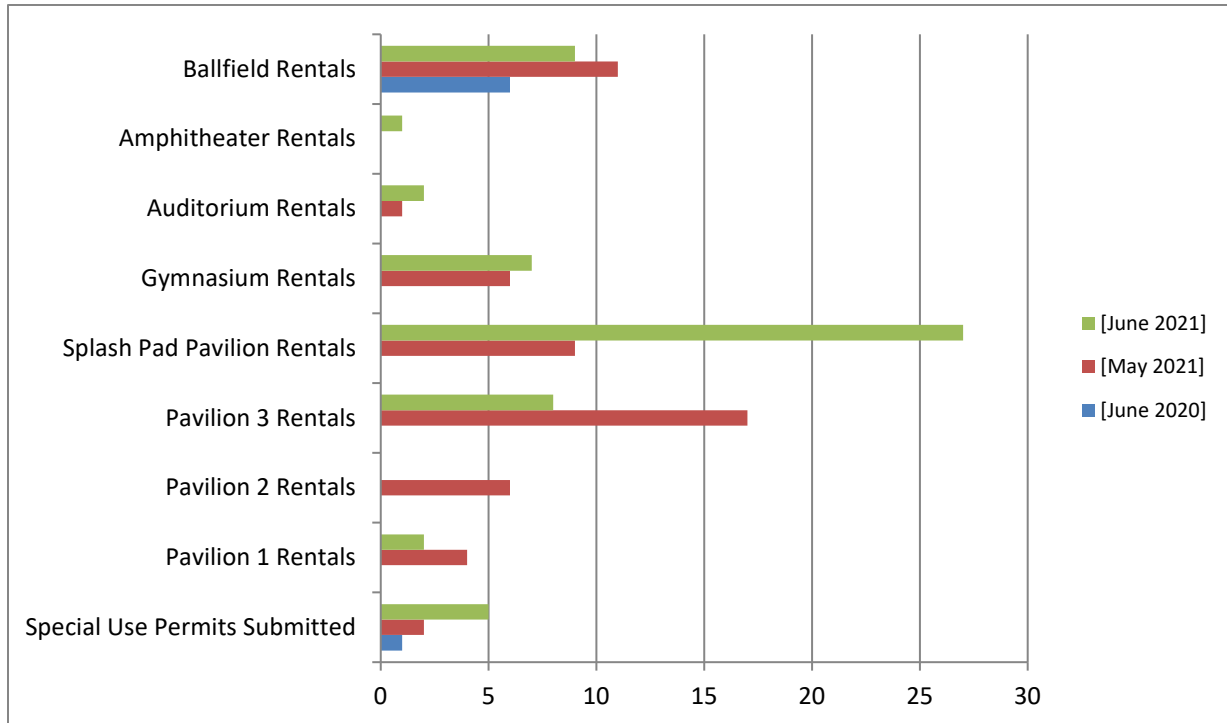
Some projects we have coming up next month when the new budget year begins include: the continuation of the Soccer Complex Phase I renovation project and the Greenway Trailhead clock repair.

**Parks, Recreation, & Cultural Arts Department
June 2021**

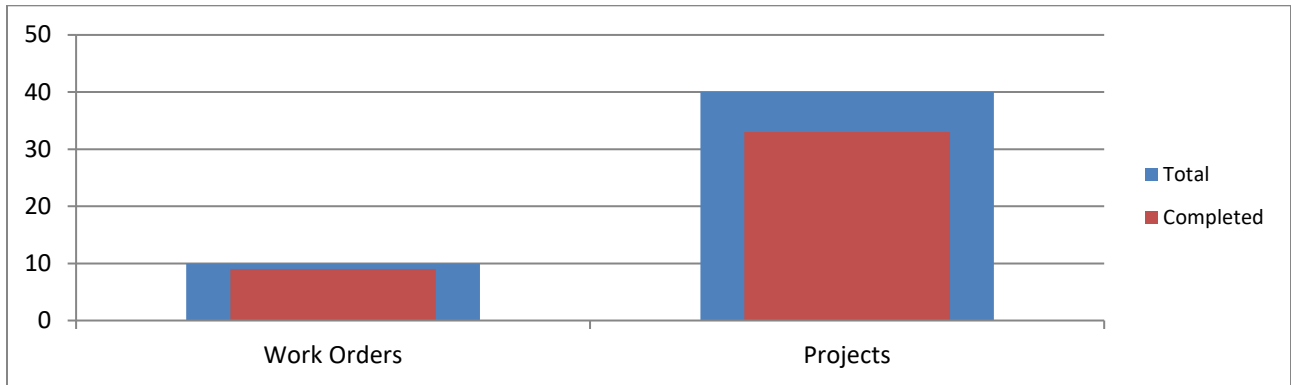
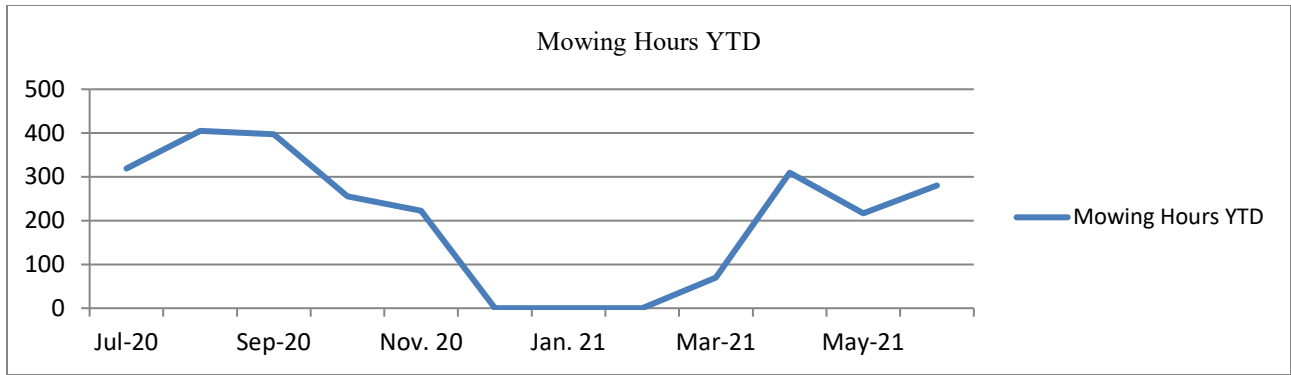
Revenues



Facility Usage



**Parks, Recreation, & Cultural Arts Department
June 2021**



Recreation

5K Race

- Had 99 runners preregister for the 5K race
- Have asked for assistance from Fire Department to provide medical on day of
- Walked the trail on Tuesday morning prior to mark distances/ place mile markers
- T-shirts and Medals are ready to be passed out
- Gift Cards have been purchased for all winners
- Water and Freeze pops will be given out on race day
- Raffle for Yeti cooler and drinkware after the race

Adult Basketball

- 10 teams signed up
- Did two weeks of practices
- Games began 6/28 and will go until September

Fall Baseball/Softball

- 65 players registered
- Signups end on Sunday, July 4th

Fall Volleyball

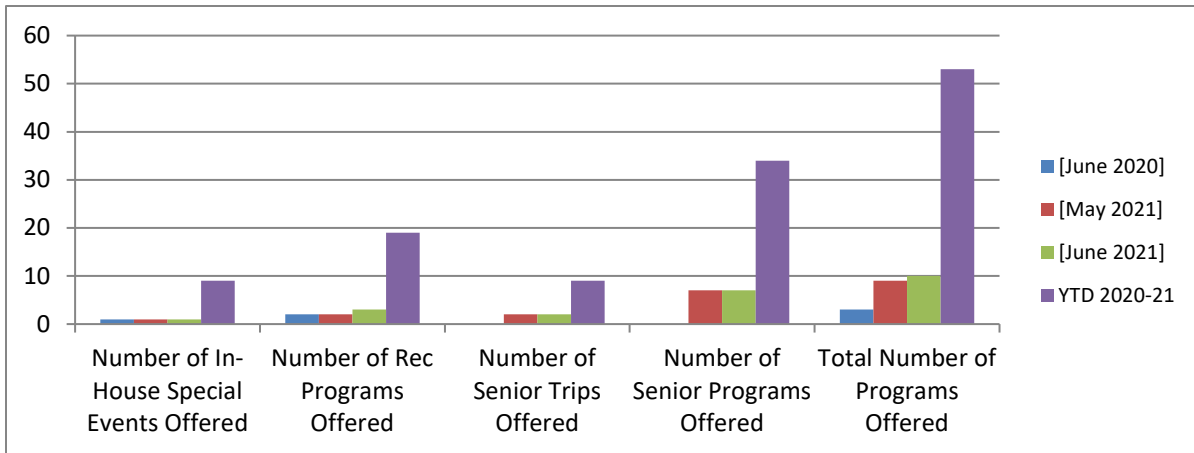
- 6 players have signed up for the fall
- Signups end 7/18

Gym Renovations

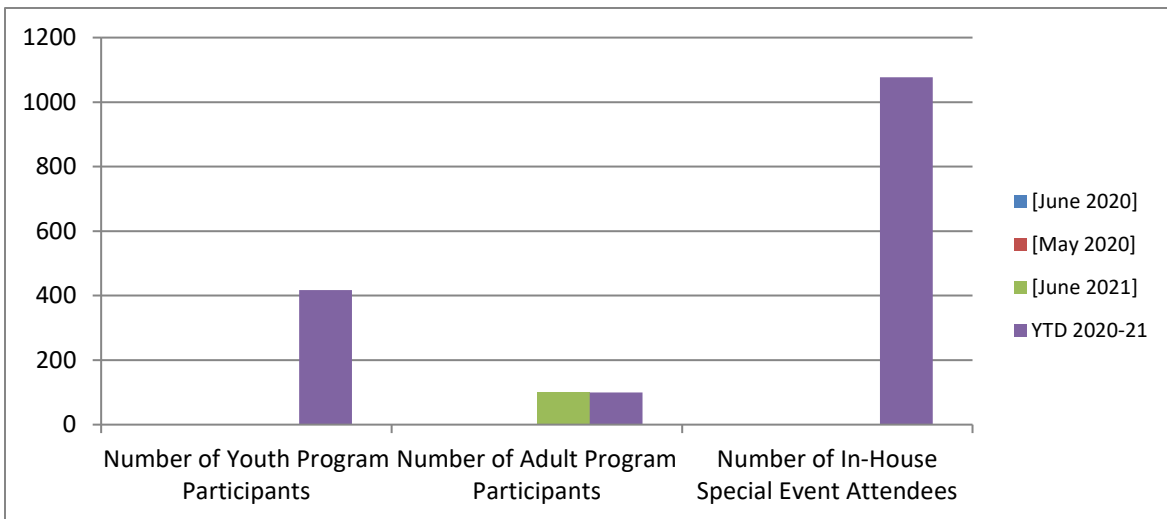
- New LED lights were installed in the gym to replace broken lights
- Will help with electricity usage
- Added more acoustic foam to help with noise reduction in the gym
- Gym floor was resurfaced on 6/18
- Gym has opened back up for use throughout the entire day

**Parks, Recreation, & Cultural Arts Department
June 2021**

Programming Opportunities



Programming Attendance



Museum

Volunteers

The volunteers and I continued interviewing long-time locals (4) in June. These interviews are being recorded for future reference. Volunteer helped with staying up on newspaper clippings and better organizing current clippings for quicker access. New artifacts were also added to the 50th display and the education display. Volunteers worked a total of 22.75 hours for the month of June.

Exhibits



Current exhibit features artifacts and box displays which includes pictures and descriptions from the City's past 50 years. Some additions were made to this display this month.

Parks, Recreation, & Cultural Arts Department June 2021

Two additional box displays for the 50th anniversary were created. These displays show events over the past 50 year. They will debut at Americana.

Social Media Promotion

A Facebook page for the Museum was created at the beginning of June. The page can be found @WhiteHouseInnMuseum.



White House History Wednesday's monthly edition was posted on Wednesday, June 30, 2021 with a new episode about the opening of the first fast-food restaurants in White House. As of today (7/1), this month's episode had 249 views and 5 shares.

Additional Promotion



Two signs were created and are taken over each Wednesday to the Farmers Market to promote that the museum is open. The design is in the style of the opening screen of White House History Wednesday for some recognition.

Loaned Artifacts



Josette Williams loaned the museum a Bolex 16mm Camera which had been used by her husband, Harold Williams, to film the White House High School football games beginning circa 1965. This item has been placed on display.

Tours at Museum

The museum's walk-in traffic increased over last month.

On June 7, the museum was pleased to have the Simpson County Historical Society take a tour.



On June 17, the Highland Rim Historical Society held their monthly meeting at the museum after hours. They began with a quick meeting in the lobby then a trip through the museum.

**Parks, Recreation, & Cultural Arts Department
June 2021**

Events Attended

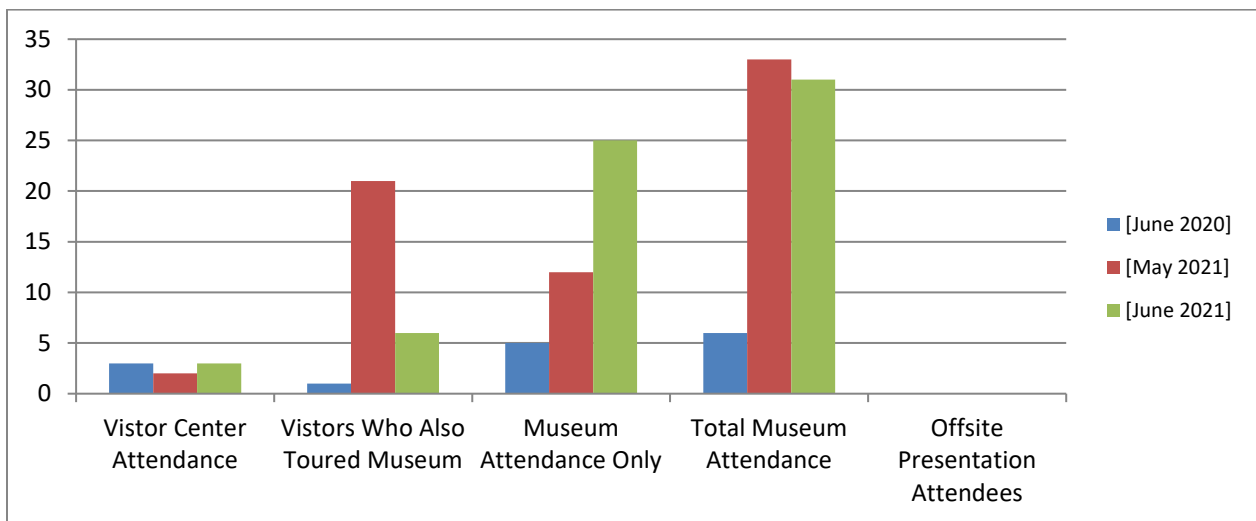
June 24 – Ribbon Cutting at Oxford Comma

June 24 – Music Under the Stars

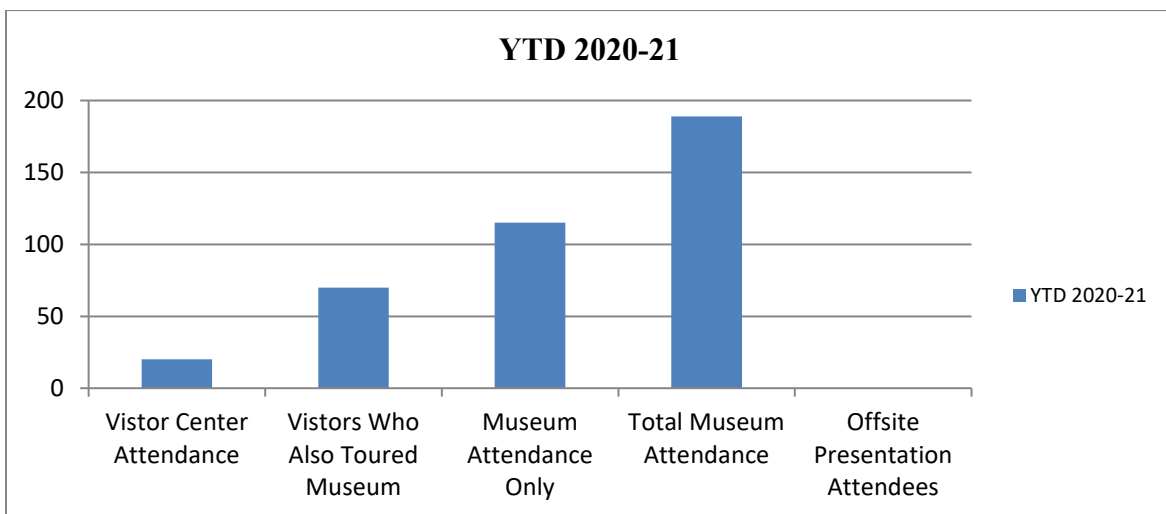
Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
3	6	25	31	0

Museum/Visitor Center Usage



Museum/Visitor Center Usage YTD



**Parks, Recreation, & Cultural Arts Department
June 2021**

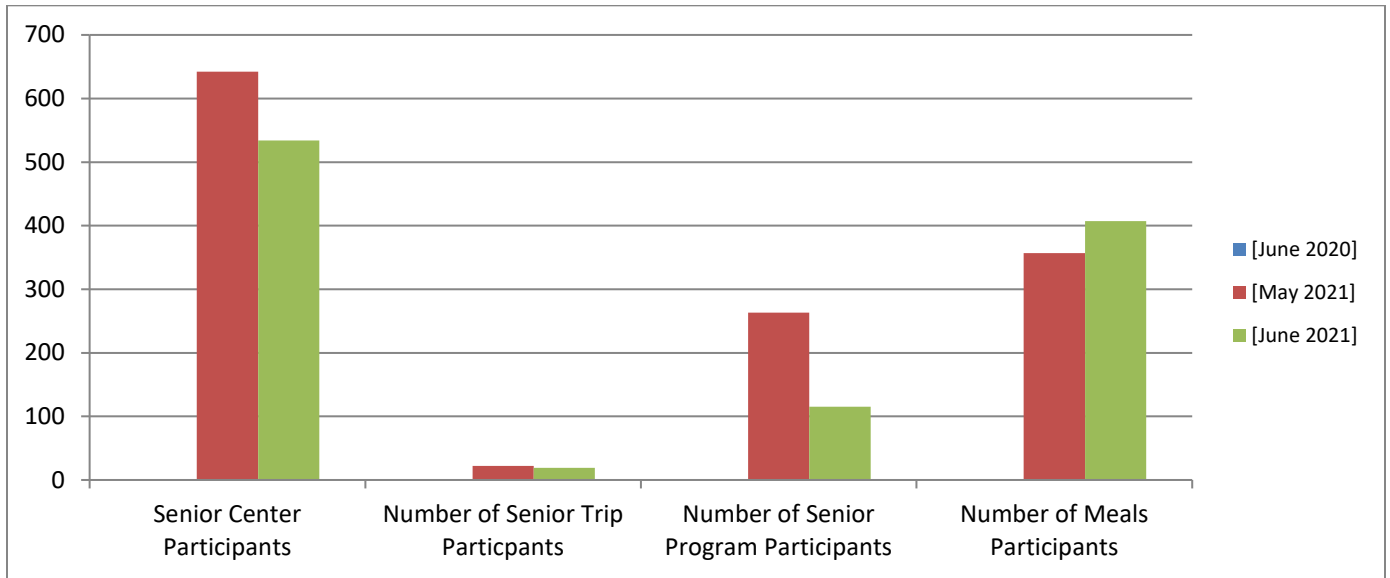
Senior Center

A bit of unfortunate news this month for the Senior Center: Billie, our Senior Center Coordinator, was struck by a vehicle while doing the drive-thru Senior Lunches a few weeks back and broke her knee and top of her tibia. So, she will be out for several months as a result. Please keep her in your thoughts and just to note that things probably won't look the same with that program until she returns. It will just be a collection of our Admin staff and some volunteers from the Senior Program helping out to keep things as normal as possible until she returns.

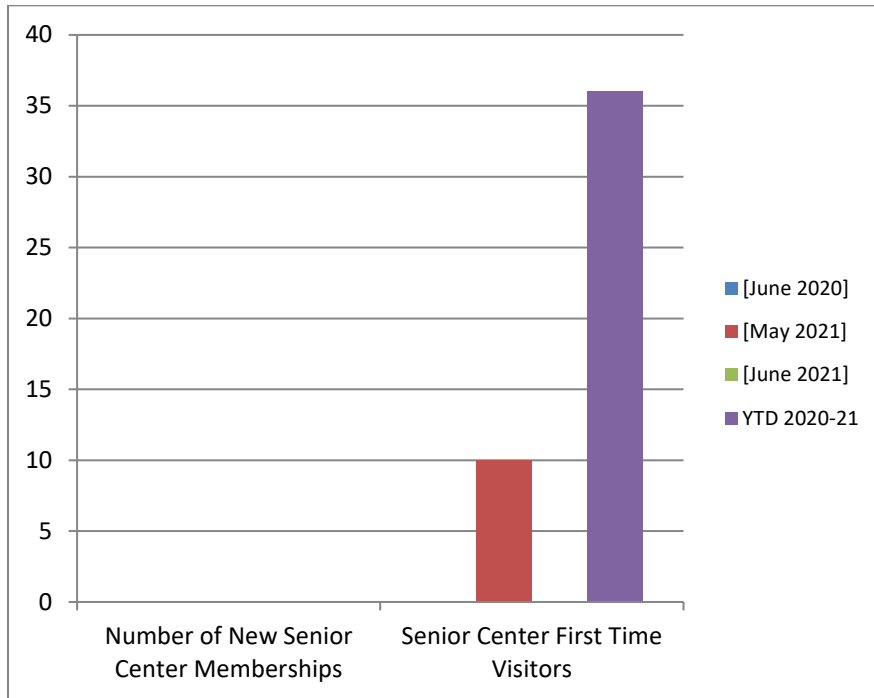
Senior Center Participation - April 2021			
<u>Outings/Events:</u>			
Mystery Lunch	13		
Bowling	6		
Total	19		
		<u>Sr Meals Wednesdays</u>	
		96	
		107	
		104	
		100	
		407	TOTAL
<u>Programs:</u>			
Fittercise	35		
Birthday Potluck	26		
Bunco	7		
Strength Training	17		
BINGO	18		
Yoga	6		
Bible Study	4		
Movie at Center	2		
TOTAL	115		
NEW MEMBERS	0		
FIRST TIME ATTENDEE	0		
TOTAL Sr Center Participants:	465		

**Parks, Recreation, & Cultural Arts Department
June 2021**

Senior Programming/Attendance



New Senior Memberships/First Time Visitors



**Parks, Recreation, Cultural Arts Department
June 2021**

	FYE 2019	FYE 2020	20-Jun	May-21	Jun-21	YTD 20-21
Facility Usage						
Special Use Permits Submitted	13	15	1	2	5	39
Pavilion 1 Rentals	3	7	0	4	2	21
Pavilion 2 Rentals	11	5	0	6	0	13
Pavilion 3 Rentals	106	38	0	17	8	74
Splash Pad Pavilion Rentals	177	106	0	9	27	99
Total Number of Pavilion Rentals	297	156	0	36	37	207
Gymnasium Rentals	130	79	0	6	7	23
Cafeteria Rentals	54	0	0	0	0	0
Auditorium Rentals	4	10	0	1	2	6
Amphitheater Rentals	3	0	0	0	1	1
Total Number of Facility Rentals	196	89	0	7	10	30
Ballfield Rentals	7	45	6	11	9	146
Vistor Center Attendance	6	21	3	2	3	20
Vistors Who Also Toured Museum	14	84	1	21	6	70
Museum Attendance Only	85	668	5	12	25	115
Total Museum Attendance	99	752	6	33	31	189
Programming						
Number of Youth Program Participants	679	578	0	0	0	417
Number of Adult Program Participants	240	76	0	0	100	100
Number of In-House Special Events Offered	8	7	1	1	1	9
Number of In-House Special Event Attendees	2987	2964	0	0	0	1077
Number of Rec Programs Offered	34	18	2	2	3	19
Number of Senior Center Memberships	319	1768	0	200	200	2000
Number of New Senior Center Memberships	16	16	0	0	0	0
Senior Center Participants	14,966	9594	0	642	534	4412
Senior Center First Time Visitors	32	59	0	10	0	36
Number of Senior Trips Offered	54	37	0	2	2	9
Number of Senior Trip Participants	896	613	0	22	19	81
Number of Senior Programs Offered	117	76	0	7	7	34
Number of Senior Program Participants	9,989	6798	0	263	115	1061
Number of Senior Meals Served	54	34	0	4	4	36
Number of Meals Participants	4052	2235	0	357	407	3277
Offsite Presentation Attendees	0	15	0	0	0	0
Total Number of Programs Offered			3	9	10	53
Revenues						
Youth Program Revenue	\$55,825.00	\$41,183.00	\$917.00	\$1,572.00	\$11,606.00	\$44,261.00
Adult Program Revenue	\$ 8,460.00	\$ 3,580.00	\$0.00	\$510.00	\$3,180.00	\$6,230.00
Special Event Revenue	\$ 4,355.00	\$ 2,009.00	\$490.00	\$565.00	\$2,325.00	\$3,495.00
Senior Meal Revenue	\$10,875.00	\$ 5,961.50	\$0.00	\$895.50	\$1,022.50	\$8,222.50
Shelter Reservation Revenue	\$12,135.00	\$ 4,780.00	\$595.00	\$1,830.00	\$2,000.00	\$9,112.50
Facility Reservation Revenue	\$19,305.00	\$ 8,046.88	\$0.00	\$431.25	\$575.00	\$2,956.25
Field Rental Revenue	\$ 2,521.00	\$ 1,203.34	\$95.00	\$255.00	\$155.00	\$5,820.50
Affiliate League/Tournament Fee Revenue			\$0.00	\$0.00	\$0.00	\$0.00
Misc. Revenue	\$25,030.00	\$31,411.74	\$2,888.89	\$215.54	\$70.26	\$9,686.39
Workflow						
Mowing Hours	1,554	2,601	286	216.5	280	2475
Work Orders Received	N/A	8	0	1		9
Work Orders Completed	N/A	8	0	1		9
Number of Projects Started	27	40	2	4	1	40
Number of Projects Completed	18	35	1	4	1	33

White House Library Monthly Report June 2021

Summary of Activities

The library's summer reading program started in June with our Fandomcon kick-off event. The event was a huge success with a bigger crowd than past years. We gave out 429 wrist bands, but estimate that we had more than that number attend. We had an estimated 197 people come by the children's craft table. 77 individuals went through the teen escape room and 74 went through the kids escape room. We had 20 people participate in the costume contest, 21 teens participate in the games, and 20 individuals who attended panel presentations. The vendors, petting zoo, pony rides, balloon twister and sun telescope was also a big hit. The event was very successful with the only major issues being the heat and a sheep escaping from the petting zoo.

The library also had a total of three special children performers in June. These performers included: Runaway puppets, Abe Lincoln, and Sean the Balloon guy. Runaway puppets had to be live stream only because of rain, but the other two performers preformed outside to a crowd.

The library has held kids crafternoons, regular story times, and teen craft/activities days on their regular schedule days. However, we have continued to put out grab and go crafts for all of these age groups, which allows individuals to still participate even if they are not present for the event. Even though grab and go kits are popular, the library will slowly start to phase them out if we are able to continue to hold face-to-face programs.

The library had Science Fiction writer and former history teacher Terry Maggert do a book talk as a special adult summer reading program on June 24th. The group discussed *The Historian* by Elizabeth Kostova and really enjoyed the event. We will have a virtual book talk in July on Marie Kondo's books on organization.

Servpro came and removed the mold on June 16. The room will be painted with a mold resistant paint and then everything will be moved back into the space. The director is also looking at purchasing a dehumidifier to put in the space to help ensure that the mold does not come back.

The new library sign was installed in June. The sign lists the library hours, address, and phone number. This sign is readable from the parking lot, which allows us to meet the state standards of having an hour sign readable from the road. In addition, the unique books and colors helps it stand out and now there should be less confusion on which building is the library and which one is city hall.

The library and the parks department was awarded a storybook grant. This grant will allow us to put book pages along a trail that children can read as they walk with their parents. If this storybook trail is successful, then we may look at adding them to other trails in the city.

The library director was in contact multiple times with TLC and the Stokes Brown Library Director about getting everything worked out for the separation from Sumner County. The goal is to be completely on the cloud before September, which is when the consortia contract with TLC ends.

Department Highlights

The highlights for the month were the success with the Fandomcon, finishing out the CIP project with the new sign, and receiving the story book grant.

**White House Public Library
June 2021
Performance Measures**

Official Service Area Populations

2017	2018	2019	2020	2021
13,833	14,035	14,202	14,363	

Membership

June	2017	2018	2019	2020	2021
New Members	175	167	154	36	111
Updated Members	413	375	420	221	701
Yearly Totals	2017	2018	2019	2020	2021
Total Members	11,893	7,073	8,376	9,496	7,135
% of population with membership	86	51	59	66	50

The library has switched its system so that all new users register online. Patrons without Internet can use one of our computers at the library and receive help from staff should they need assistance.

Total Material Available: 38,183

Estimated Value of Total Materials: \$954,575

Last Month: \$950,125

Total Materials Available Per Capita: 2.64

Last Month: 2.64

State Minimum Standard: 2.00

Materials Added in June

2017	2018	2019	2020	2021
139	521	460	404	276

Yearly Material Added

2017	2018	2019	2020	2021
3,602	3,123	3,004	3,025	1,463

Physical Items Checked Out in June

2017	2018	2019	2020	2021
6,476	7,240	7,397	2,366	6,374

Cumulative Physical Items Check Out

2017	2018	2019	2020	2021
63,421	62,536	65,522	50,042	26,375

Miscellaneous item checkouts

June	2017	2018	2019	2020	2021
Technology Devices	43	89	62	27	66
Study Rooms	54	111	76	0	18
Games and Puzzles	58	84	97	4	135
Seeds	26	47	42	15	36
STEAM Packs	*	*	32	0	34
Cake Pans	*	*	*	10	5

Yearly Totals

2017	2018	2019	2020	2021
585	644	137	381	361
828	1,082	253	305	133
528	743	222	955	617
1,197	586	112	302	752
*	148	61	25	34
*	6	1	28	13

Library Services Usage

June	2017	2018	2019	2020	2021
Lego Table	338	210	203	0	0
Test Proctoring	21	30	37	19	17
Charging Station	8	6	17	0	3
Notary Services	*	*	*	10	14
Library Visits	*	6,612	5,914	1,931	4,577
Website Usage	*	*	1,148	1,194	2,955
Reference Questions	12	7	4	11	2

Yearly Totals

2017	2018	2019	2020	2021
2,643	1,891	553	459	0
56	152	27	74	52
86	90	19	47	19
*	*	16	88	53
*	52,565	55,728	30,007	18,142
*	2,517	16,935	17,977	13,682
115	59	77	60	29

Library Volunteers

June	2018	2019	2020	2021
Library Volunteers	28	39	1	8
Volunteer Hours	280	301	24	135

Yearly Totals

18-19	19-20	20-21
82	36	18
809	1,286	1,204

We have not getting many volunteers as some organizations are not requiring volunteer work at this time due to COVID.

Computer Users

June	2017	2018	2019	2020	2021
Wireless	487	788	629	118	358
Adult Users	330	388	346	202	170
Kids Users	224	238	204	0	60

Yearly Computer Users

2017	2018	2019	2020	2021
8,725	9,535	2,017	3,829	1,720
4,413	4,642	1,103	2,138	1,035
2,209	2,088	556	427	226

White House Public Library

June 2021

Performance Measures

Universal Class Counts

June	
Sign ups	0
Courses started	0
Lessons viewed	8
Class Submissions	1

Yearly Totals

2017	2018	2019	2020	2021
27	24	9	10	6
39	52	16	53	30
273	661	194	1,771	338
258	445	105	800	167

Programs

1,000 books	2018	2019	2020	2021
Monthly Sign-ups	7	2	1	0
Yearly Sign-ups	29	60	81	81

Achievements	2018	2019	2020	2021
100 Mark	2	0	0	7
500 Mark	2	2	0	1
Completion	0	1	2	1

Face-to-face Kids Programs

June	2017	2018	2019	2020	2021
Programs	23	25	19	0	11
Attendees	961	1,416	1,107	0	570
Yearly	2017	2018	2019	2020	2021
Programs	181	146	154	43	24
Attendees	4,268	4,260	4,201	1,185	692

Virtual Kids Programs

June	2020	2021
Videos	4	1
Views	720	29
Yearly	2020	2021
Videos	24	15
Views	4,182	220

Grab & Go Kits

June	2020	2021
Kits	3	5
Taken	47	291
Yearly	2020	2021
Kits	38	33
Taken	1094	1179

In addition to our story times and kids crafternoons, we starting having special Summer Reading performers. The performer days were on Thursday. One had to be moved inside and live streamed because of rain. The children's librarian is holding the same story time on both days instead of having two separate ones. It has been going over well because now parents have more options when working around their personal schedule.

Face-to-face Teen Programs

June	2017	2018	2019	2020	2021
Programs	14	15	14	0	0
Attendees	309	269	240	0	0
Yearly	2017	2018	2019	2020	2021
Programs	47	82	68	13	0
Attendees	481	432	518	81	0

Tween Face-to-Face Programs

May	2020	2021
Programs	0	0
Attendees	0	0
Yearly	2020	2021
Programs	5	0
Attendees	18	0

Combined Face-to-Face

June	2020	2021
Programs	0	5
Attendees	0	134
Yearly	2020	2021
Programs	11	12
Attendees	77	176

Virtual Teen & Tweens

June	2020	2021
Videos	2	0
Views	351	0
Yearly	2020	2021
Videos	12	6
Views	1,591	95

Grab & Go

June	2020	2021
Kits	3	2
Taken	42	26
Yearly	2020	2021
Kits	13	17
Taken	152	188

Since we are having inside face-to-face programs, we are now doing sewing projects that take two days to complete. As such, we did not have as many grab and go kits to put out for teens.

Face-to-face Adult Programs

June	2017	2018	2019	2020	2021
Programs	17	22	17	0	6
Attendees	154	171	163	0	85
Yearly	2017	2018	2019	2020	2021
Programs	145	175	157	42	20
Attendees	689	1,009	1,343	214	179

Virtual

June	2020	2021
Videos	3	0
Views	1,059	0
Yearly	2020	2021
Videos	18	0
Views	4,972	0

Device Advice

Sessions	2019	2020	2021
June	*	0	4
Yearly	125	51	25

Interlibrary Loan Services

June	2017	2018	2019	2020	2021
Borrowed	37	51	72	32	99
Loaned	16	36	38	6	21

Yearly Interlibrary Loan Services

2017	2018	2019	2020	2021
562	690	690	534	352
305	410	410	151	95

June	R.E.A.D.S
Adults	1657
Juvenile	74

Yearly Totals	2017-2018	2018-2019	2019-2020	2020-2021
Adults	15,773	21,138	23,138	19,466
Juvenile	725	1,430	1,189	1,032

The READS statistics come from the state.

CITY COURT REPORT

June 2021

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$8,127.24
TOTAL MONIES COLLECTED YTD	\$52,379.83

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$1,615.81
TOTAL MONIES COLLECTED YTD	\$21,341.82

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$9,743.05</u>
TOTAL REVENUE YTD	\$73,721.65

DISBURSEMENTS

LITIGATION TAX	\$635.12
DOS/DOH FINES & FEES	\$327.75
DOS TITLE & REGISTRATION	\$342.00
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$58.65
CREDIT CARD FEES	\$38.84
WORTHLESS CHECKS	\$0.00
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$1,402.36</u>
TOTAL DISBURSEMENTS YTD	\$9,202.91

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$8,340.69</u>
TOTAL ADJUSTED REVENUE YTD	\$64,518.74

DRUG FUND

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$1,009.37</u>
DRUG FUND DONATIONS YTD	\$9,204.53

Offenses Convicted & Paid For Month	Count	Paid
Parking Prohibited	1	\$0.00
Financial Responsibility Law	16	\$307.50
Registration Law	29	\$1,860.86
Improper Equipment	1	\$128.75
Texting/Hands Free Law	8	\$299.44
Improper Lane/Turn	3	\$280.00
DL Exhibited	4	\$55.00
Red Light	1	\$120.50
Careless Driving	2	\$132.50
Stop Sign	3	\$352.50
Speeding	44	\$3,897.76
Seat Belt	4	\$90.00
Failure To Yield	3	\$235.00
Exercise Due Care	3	\$252.27
Following Too Close	1	\$56.51
Total	123	\$8,068.59