



City Administrator Report: August 2021

Administrative & Legislative Services Department
August 2021

Administration

City Administrator Gerald Herman attended the following meetings this month:

- August 01:
 - Grace Park Wastewater Discussion
 - Staff Plan Reviews
- August 03:
 - White House Industrial Park Project Workshop
 - Cigna Insurance Utilization and Claims Review
- August 04:
 - Parks and Recreation Projects Discussion with Wold | HFR Design
 - Forward Sumner Board of Directors Meeting
 - Bid Opening: Holly Tree Sidewalk
- August 05: TNECD Governor's Conference
- August 09:
 - Bid Opening: Springbrook Drainage Improvements
 - Planning Commission Study Session
- August 10:
 - TCMA Regional Meeting
 - Robertson County Economic Development Board Meeting
 - 50th Anniversary Committee Meeting
- August 11:
 - Presented at Springfield Rotary Club
 - Ribbon Cutting: Nine One Eight Arts Studio
- August 16:
 - Interviewed for the annual Community Guide
 - Ribbon Cutting: PDI
- August 17:
 - Attended the Ground Breaking of New Sumner County Courthouse
- August 18:
 - RTA Meeting
 - GNRC Meeting
 - Economic Development Board Meeting
- August 19:
 - Sumner County Joint Economic Development Meeting
 - Board of Mayor and Aldermen Study Session
- August 23:
 - New Recreation Center Meeting with Wold | HFR Design
- August 24:
 - White House Area Chamber of Commerce Luncheon featuring Mike Keith
 - White House Industrial Park Project Utilities Discussion
- August 26:
 - Coffee with a Cop
 - Walkthrough: Community Event Center
 - Progress Meeting: Community Event Center
 - Robertson County COVID-19 Call
- August 31:
 - Robertson County COVID-19 Call

**Administrative & Legislative Services Department
August 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 2021-2022.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$21,144,050	\$ 3,304,652	↓1.04
Industrial Development	\$77,000	\$ 3,879	↓11.63
State Street Aid	\$550,000	\$ 12,185	↓14.45
Parks Sales Tax	\$2,105,361	\$ 860,600	↑24.20
Solid Waste	\$1,175,418	\$ 287,393	↑7.78
Fire Impact Fees	\$125,000	\$ 19,282	↓1.24
Parks Impact Fees	\$16,000	\$ -	↓16.67
Police Impact Fees	\$42,500	\$ 40,508	↓78.64
Road Impact Fees	\$235,000	\$ -	↓16.67
Police Drug Fund	\$4,500	\$ -	↓16.67
Debt Services	\$1,293,500	\$ 1,671	↓16.54
Wastewater	\$16,874,057	\$ 2,115,272	↓4.13
Dental Care	\$70,000	\$ 13,879	↑3.15
Stormwater Fund	\$1,491,663	\$ 506,690	↑17.29
Cemetery Fund	\$78,890	\$ 4,575	↓10.86

*Expended/Encumbered amounts reflect charges from July 1, 2021 – June 30, 2022.

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 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	325	261	269	346	362
August	132	128	106	151	166
September		106	98	126	119
October		79	97	91	147
November		72	78	120	125
December		71	58	72	104
January		123	81	122	177
February		75	93	119	113
March		106	107	131	142
April		154	85	138	185
May		133	82	129	121
June		47	45	50	52
Total	457	1355	1199	1,595	1,813

Purchase Orders by Dollars	Aug 2021	FY 2022	FY 2021	FY 2020	Total for FY22	Total for FY21	Total for FY20
Purchase Orders \$0-\$9,999	128	427	1281	1132	\$581,853.66	\$1,482,989.65	\$1,275,419.16
Purchase Orders \$10,000-\$24,999	3	9	29	34	\$155,525.66	\$417,161.17	\$551,938.89
Purchase Orders over \$25,000	1	21	45	33	\$3,583,862.17	\$5,951,224.30	\$4,035,346.92
Total	132	457	1355	1199	\$4,321,241.49	\$7,851,375.12	\$5,862,704.97

**Administrative & Legislative Services Department
August 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.

	2021-2022 Update Requests	2020-2021 Update Requests	2019-2020 Update Requests	2018-2019 Update Requests	2021-2022 Page Visits	2020-2021 Page Visits	2019-2020 Page Visits	2018-2019 Page Visits
July	54	15	152	61	11,536	11,536	1,164,517	1,080,668
August	66	20	126	133		9,145	752,932	835,519
September		17	43	22		8,335	679,248	214,406
October		10	78	86		8,390	386,735	864,091
November		174	56	40		7,587	695,971	812,527
December		13	156	82		17,483	847,724	1,055,111
January		108	67	68		17,123	720,531	934,562
February		135	22	40		19,796	N/A	762,985
March		39	85	61		22,930	N/A	879,671
April		101	43	56		20,881	N/A	820,505
May		38	27	29		23,514	5,998	946,897
June		214	48	123		30,909	10,251	901,328
Total	54	884	901	801	11,536	197,629	5,263,907	9,053,159

“City of White House, TN” Mobile App

	FY22 New Downloads	FY21 New Downloads	FY20 New Downloads
July	8	45	19
August	9	44	21
September		19	21
October		40	12
November		29	13
December		10	15
January		11	23
February		20	70
March		11	69
April		7	41
May		11	29
June		11	36
Total	17	258	369

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

	FY22 # of Request	FY21 # of Request	FY20 # of Request
July	38	20	36
August	54	27	39
September		16	18
October		15	40
November		20	27
December		27	20
January		18	24
February		72	41
March		36	34
April		26	35
May		48	26
June		58	28
FY Total	92	383	356

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

**Administrative & Legislative Services Department
August 2021**

White House Farmers Market

The market is closed for the season. The reopening of the market will be in May 2022.

	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	0	0
August	0	0
September		
October		
November		
December		
Total	15	\$2,365

Building Maintenance Projects

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

Special Maintenance Projects

- Assist with Senior Center and City Hall HVAC issues
- Investigated source of odor at Museum
- Replace light bulbs in Library
- Jerry Napier’s last day was August 19th
 - Interviews have been conducted and the new Building Maintenance Technician should start September 27th

	2021-2022 Work Order Requests	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
July	19	11	10	22	21	27
August	8	27	10	26	24	28
September		9	13	19	22	13
October		6	7	14	18	12
November		16	7	18	34	12
December		19	3	8	19	9
January		11	16	14	16	23
February		16	18	7	21	6
March		12	11	7	17	16
April		17	2	12	25	14
May		25	11	6	26	27
June		31	10	9	23	14
Total	27	200	98	162	266	201

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

**Finance Department
August 2021**

Finance Section

During August the Finance Office began the FYE 6/30/2021 audit on-site fieldwork, scanning thousands of documents to reduce physical document storage space, and welcomed Cheri Backhurst as the new Customer Service Representative. Members of the Finance Office participated in the following events during the month:

- August 25: introductory meeting with MTAS Finance Consultant, Cassie Wheeler
- August 26: Community Event Center walkthrough
- August 26: American Rescue Plan Act (ARPA) funding request

Performance Measures

Utility Billing

	August 2021	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
New Builds (#)	16	39	357	171	62	102
Move Ins (#)	68	158	737	649	534	553
Move Outs (#)	69	159	743	602	534	576
New customer signup via email (#)	28	68	300	127	104	163
New customer signup via email (%)	33%	35%	27%	15%	17%	25%

Business License Activity

	August 2021	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
Opened	9	15	76	69	75	72
Closed (notified by business)	0	0	6	10	9	18
Closed (uncollectable)	0	0	0	0	0	199

Accounts Payable

	August 2021	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
Total # of Invoices Processed	348	646	4079	4003	3940	4437

**Finance Department
August 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	10,409,165	3,122,750	1,644,183	16%
Cemetery Fund	45,261	13,578	264,640	585%
Debt Services	1,217,528	365,258	763,307	63%
Dental Care Fund	39,361	11,808	223,212	567%
Roads Impact Fees	105,396	31,619	362,556	344%
Parks Impact Fees	109,476	32,843	288,201	263%
Police Impact Fees	77,976	23,393	279,178	358%
Fire Impact Fees	26,904	8,071	186,788	694%
Industrial Development	76,063	22,819	74,002	97%
Parks Sales Tax	988,260	296,478	1,270,676	129%
Police Drug Fund	5,048	1,514	31,973	633%
Solid Waste	1,065,400	319,620	482,037	45%
State Street Aid	418,172	125,452	241,315	58%
Stormwater Fund	964,600	289,380	1,176,270	122%
Wastewater	5,579,100	1,673,730	5,263,586	94%

*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 2021-2022.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	10,409,165	890,898	↓ 8.11%
Cemetery Fund	45,261	9,929	↑ 5.27%
Debt Services	1,217,528	218,361	↑ 1.27%
Dental Care	39,361	6,523	↓ 0.09%
Roads Impact Fees	105,396	14,524	↓ 2.89%
Parks Impact Fees	109,476	15,058	↓ 2.91%
Police Impact Fees	77,976	10,740	↓ 2.89%
Fire Impact Fees	26,904	7,084	↑ 9.66%
Industrial Development	76,063	21,862	↑ 12.08%
Parks Sales Tax	988,260	150,658	↓ 1.42%
Police Drug Fund	5,048	980	↑ 2.75%
Solid Waste	1,065,400	179,367	↑ 0.17%
State Street Aid	418,172	77,322	↑ 1.82%
Stormwater Fund	964,600	164,896	↑ 0.43%
Wastewater	5,579,100	866,519	↓ 1.14%

*Realized amounts reflect revenues realized from July 1, 2021—August 31, 2021

**Human Resources Department
August 2021**

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

- August 01: Public Works Maintenance Worker Interview
- August 03: Ribbon Cutting for Lipstick & Pearls
Chamber of Commerce Board Meeting
- August 09: Public Works Maintenance Worker Interview
- August 10: Municipal Management Academy Level I Class
Farmers Market
- August 12: Parks Maintenance Supervisor Interviews
- August 16: Public Works Maintenance Worker New Hire Orientation
Public Works Maintenance Worker Interviews
- August 17: Public Works Maintenance Worker Interview
- August 18: Wellness Program Session
- August 24: Chamber of Commerce Luncheon
- August 30: Customer Service Representative New Hire Orientation
Facilities Maintenance Technician Interview
Parks Maintenance Supervisor New Hire Orientation

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

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
July	0	0	0	0
August	0	0	0	0
September		1	1	0
October		0	0	0
November		1	0	0
December		0	0	0

Three-year average: 6.67

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January		1	1	1
February		0	3	0
March		2	0	0
April		1	2	0
May		0	1	0
June		3	0	2
Total	0	9	8	3

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

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
July	0	1	1	3
August	1	1	0	0
September		1	0	0
October		1	1	1
November		3	1	0
December		0	0	0

Three-year average: 5.67

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January		0	1	0
February		0	0	0
March		0	0	0
April		0	0	1
May		0	0	1
June		0	0	0
Total	1	7	4	6

**Human Resources Department
August 2021**

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

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
July	1	1	1	0
August	1	1	1	1
September		0	2	2
October		0	3	0
November		1	2	1
December		2	1	0

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January		2	2	1
February		0	1	0
March		0	1	0
April		2	0	0
May		0	2	5
June		3	2	1
Total	2	12	18	11
Percentage	1.94%	11.65%	17.48%	11.34%

Current year turnovers that occurred within 90 day probationary period: 0

Three-year average: 13.49%

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

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
July	0	1 (T)	0	0
August	0	0	2 (S)	0
September		0	0	1 (T)
October		0	0	0
November		0	1 (S)	0
December		1 (T)	0	0

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January		1 (T)	0	1 (T)
February		0	0	0
March		0	0	1 (S)
April		0	0	0
May		0	0	1 (T)
June		0	1 (T)	0
Total	0	3	4	7

Three-year average: 4.67

**Police Department
August 2021**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in August:** White House Rotary (August 5, 12, 19, & 26), Department Head Staff meeting (August 9 & 23), Planning Commission Meeting (August 9), Robertson County Chief's Meeting (August 10), Municipal Management Academy (August 11), Board of Mayor & Alderman Meeting (August 19), Sumner County Drug Task Force Meeting (August 25), Command Staff Meeting (August 26) and Robertson County COVID Conference Call (August 31).

➤ **Police Department Administration Performance Measurements**

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by December 2023.

Susan Johnson, Accreditation Manager, has started our 4th edition of our TLEA program into PowerDMS which includes 164 standards. She has completed 36 proofs of the 164 for this year. LEACT Conference was cancelled for August 31- Sept. 2, 2021 and they hope to have it rescheduled for November 2021.

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
July	24	48	0	72
August	30	141	0	171
Total	54	1,659	72	1,785

Patrol Division Performance Measurements

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 676 shifts during the Fiscal Year 2021-2022. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	August 2021	FY 2021-22
Three (3) Officers per Shift	42	94
Four (4) Officers per Shift	20	30

1. ***Acquire and place into service two Police Patrol Vehicles.*** We have ordered three 2021 Police Interceptors from Lonnie Cobb Ford.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2021-2022.*** Compliance Checks will be conducted in the fall.
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.***
We are unable to provide August information at this present time due to working thru the obstacles of the new Tyler Technology Software.

**Police Department
August 2021**

Group A Offenses	August 2021	Per 1,000 Pop.	Total 2021	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons			80	
Crimes Against Property			100	
Crimes Against Society			255	
<i>Total</i>			435	
Arrests			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.*
We are unable to provide August information at this present time due to working thru the obstacles of the new Tyler Technology Software.

	August 2021	TOTAL 2021
Traffic Crashes Reported	41	253
Enforce Traffic Laws:		
Written Citations		826
Written Warnings		417
Verbal Warnings	452	2,894

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.*
We are unable to provide August information at this present time due to working thru the obstacles of the new Tyler Technology Software.

COLLISION RATIO				
<u>2021</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
August	41	5 YTD 32	12%	13% YTD 253

Traffic School: Ofc Jeremy Sisk instructed Traffic School in August.

Staffing:

- Officer Seth Goodcourage is released off FTO and on the road on his own.
- Ofc. Perry Gerome and Ofc. Caleb Railey are currently on FTO. They will be attending the Academy in October.
- We interviewed one person on August the 10th for one of our two Officer positions. Ofc. Jay Wright was hired and started on August 23rd. He is currently on FTO.
- We currently are accepting applications for one Officer position.

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

**Police Department
August 2021**

Sumner County Emergency Response Team:

- Cpl. David Segerson attended ERT training on August 20th.

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.**

We are unable to provide August information at this present time due to working thru the obstacles of the new Tyler Technology Software.

2021 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
August		

Communications Section

	August	Total 2021
Calls for Service	1,152	8,785
Alarm Calls	30	263

Request for Reports

We are unable to provide July information due to working thru the obstacles of the new Tyler Technology Software.

	August	FY 2021-22
Requests for Reports	15	
Amount taken in	\$11.55	
Tow Bills	\$0.00	
Emailed at no charge	25	
Storage Fees	\$0.00	

Tennessee Highway Safety Office (THSO): Sgt. Brisson attended the THSO Lifesavers Conference in Franklin TN Aug 18-20.

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. for the Fall is still being discussed.
2. **Plan and coordinate Public Safety Awareness Day as an annual event.** Safety Day is in conjunction with Discover White House. The Discover White House Expo & Safety Day presented by The Farmers Bank has been scheduled for October 2, 2021.
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
August 2021**

4. *Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.*
- August 4th - Sgt. Enck gave out badges at the Farmers Market
 - August 17th – Sgt. Enck handed out approximately 30 badges and stickers at the Splash pad and Deja Moo.
 - August 18th – Distributed educational fliers to the Senior Center on Senior Driving tips, Senior Safety Tips and Avoiding Fraud.
 - August 21st – Sgt. Enck instructed a SPEARE class with approximately 20 women of all ages.
 - August 24th – Sgt. Enck attended the Chamber meeting at Colorado Grill to talk about #NoFilter.

Special Events: *WHPD Officers participated in the following events during the month of August:* Coffee with a Cop (8/26) @ Deja Moo

Upcoming Events:

Pumpkin Run (10/2)
Discover White House (Safety Day) 10/2
Harvest Moon Festival 10/9

<i>2021 Participation in Joint Community Events</i>		
	<u>August</u>	<u>Year to Date</u>
Community Activities	8	48

**Fire Department
August 2021**



Summary of Month's Activities

Fire Operations

The Department responded to 162 requests for service during the month with 122 responses being medical emergencies, 1 vehicle fire, and 1 grass fire. The Department also responded to 8 vehicle accidents; 3 accidents reported patients being treated for injuries, and 5 accidents reported with no injuries. Of the 162 responses in the month of August there were 38 calls that overlapped another call for service that is 23.46% 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 August from dispatch to on scene time averaged was, five minutes and fifty-nine seconds (5:59). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and thirty-four seconds (13:34).

Department Event

- August 3rd – Standby for PD agility testing
- August 9th – Blood Drive with Robertson Co. Sheriff @ Fire Station 2
- August 10th – Future Fire Engine open discussion.
- August 16th – Attended Grand Opening of PDI
- August 22nd – Birthday Drive-by Thoroughbred Way

Fire Administration

- August 11th – Municipal Management class
- August 11th – Discover White House planning meeting
- August 23rd – Planning meeting for 9/11 Ceremony @ Robertson Co. Sheriff
- August 31st – Robertson Co COVID-19 conference call

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	6
Rescue & Emergency Services	223
Hazardous Conditions (No Fire)	4
Service Calls	15
Good Intent Call	18
False Alarms & False Call	31
Calls for The Month	162
Total Responses FY to Date	297

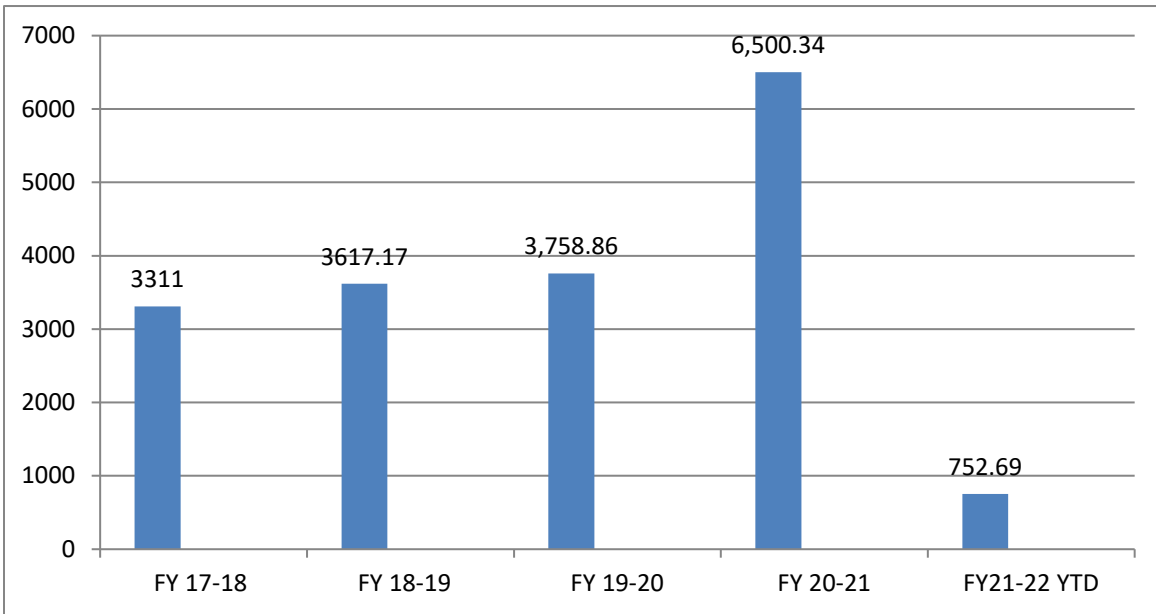
**Fire Department
August 2021**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	102	198	66.66%
Station #2 (Business Park Dr)	60	100	33.67%

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.



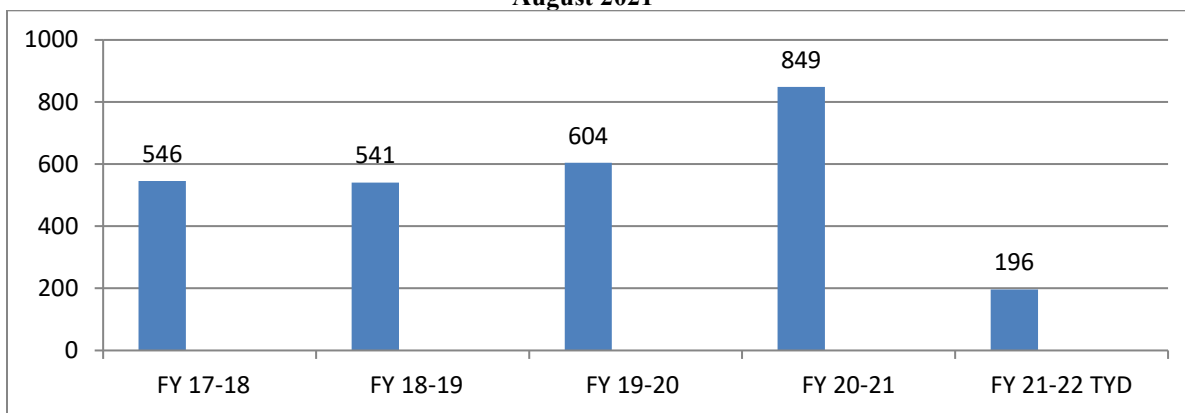
	Month	YTD
Firefighter Training Hours	378.13	752.69

*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
August 2021**

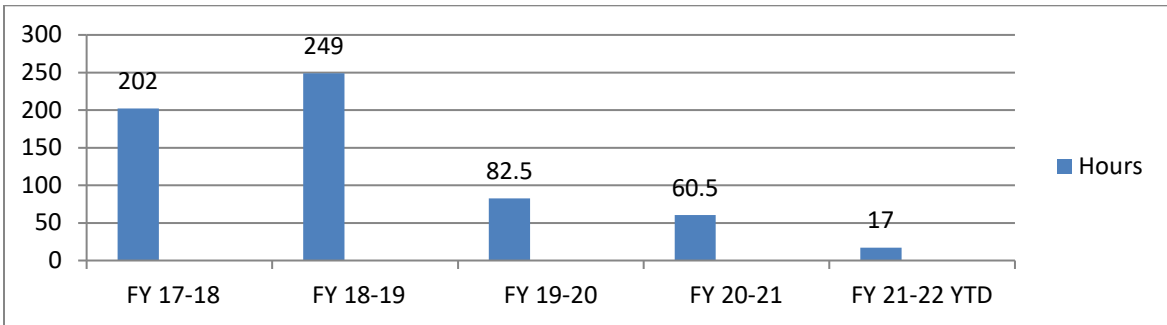
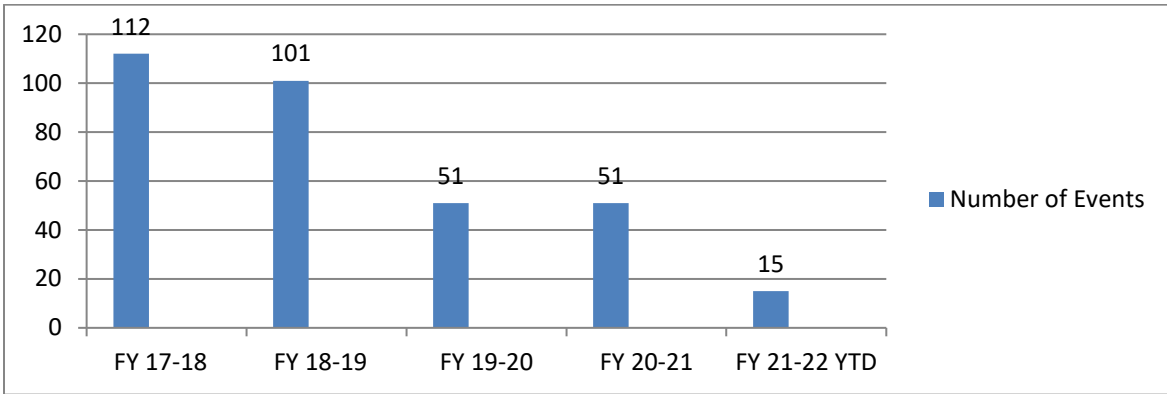
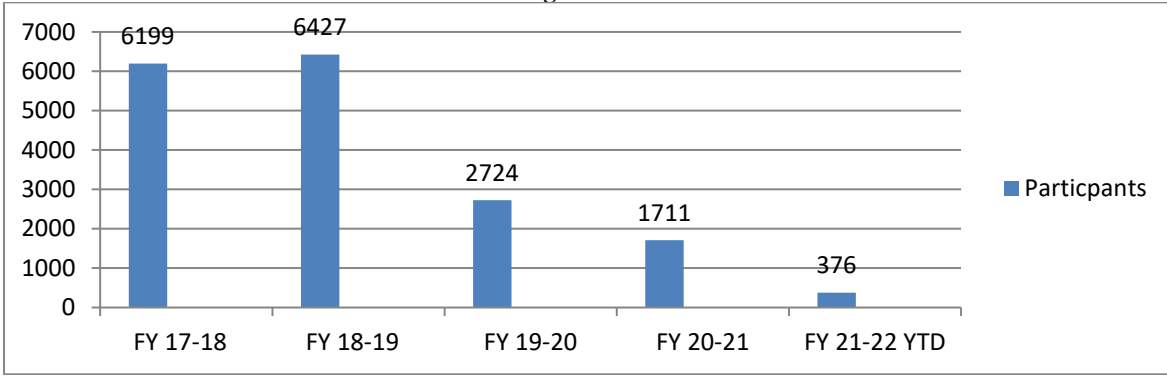


	Month	YTD
August Fire Inspection	99	196
Reinspection	25	42
Code Violation Complaint	0	1
Violations Cleared	22	27
Annual Inspection	3	14
Commercial Burn Pile	4	4
Knox Box	1	8
Fire Alarms	1	6
Measure Fire Hydrant	0	1
Plans Review	5	9
Pre-C/O	2	3
Pre-incident Survey	21	37
Sprinkler Final	1	1
Final/Occupancy	2	11

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
August 2021**



	Month	YTD
Participants	12	376
Number of Events	3	15
Education Hrs.	3.5	17

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

Social Media Statistics

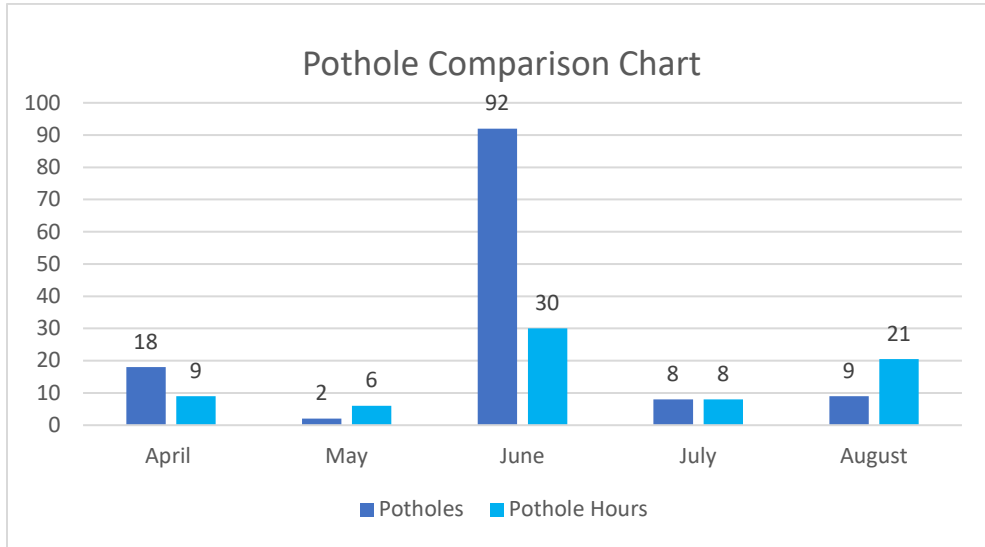
Page Views	300
Page Likes	49
Post Reach	8,562

**Public Services Department – Public Works Division
August 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: In the August report you will see that there were 9 areas of repair and this required 21 hours of work combined between the 2 Public Works crew members that worked on these areas that were primarily located on Larkspur Drive but also extended to nearby areas such as Meadowbrook Lane, Daisy Court, and Patana Drive. As there were large areas that needed to be repaired the milling head was used to make these repairs and this is the reasoning for the low number of potholes compared to the hours used to make repairs. There was approximately 8 tons of asphalt used to make the repairs listed for the month of August.



-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: The period of time that past prior to the 9 areas to be repaired on Larkspur took place due to employees resigning from PW Maintenance Worker 1 positions and crew members from different departments were utilized to assist in these repairs.

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
Larkspur Court	June 21, 2021	August 10, 2021	41 Days

Public Services Department – Public Works Division
August 2021

Monthly Work Log

Monday 08-02-2021

- Replace red bulb at Sage Road and SR-76 Intersection / Repaired decorative street light at 304 Foster Drive / Repaired shoulder on Webster Road and Union Road with left over asphalt from Larkspur Drive

Tuesday 08-03-2021

- Framed and poured concrete on Morgan Trace for damaged decorative streetlight at 109 Morgan Trace / RoW mowing.

Wednesday 08-04-2021

- RoW Mowing Sunnybrooke Drive, Sage Road, Meadowlark Drive, Fire Station #2, Business Park Drive, string trimmed Meadowlark Sidewalks and used zero turn mower to cut Melton Road first 300 feet

Thursday 08-05-2021

- Performed traffic control for brush collection route / seeded and strawed area around sidewalk repair on Hunterwood Drive near park / Facility Maintenance / Performed proof-roll at Fields at Oakwood / Picked up Unit #317 from being repaired.

Monday 08-09-2021

- Milled and filled large patches on Larkspur Drive

Tuesday 08-10-2021

- Milled and filled large patches on Larkspur Drive and Patana Drive as well as patched potholes on Meadowbrook Drive.

Wednesday 08-11-2021

- RoW mowing Industrial Drive, McDonald's sidewalk near SR-76, Hardee's fence line / Cleaned up dumpster drop area at WWTP / Delivered truck to get quote for amber lights at EVS (Emergency Vehicle Services) / Picked up concrete tools and equipment at A & M Sales / Delivered shop fan to Betsy at the Farmers Market due to extreme heat.

Thursday 08-12-2021

- Installed Physically Disabled Signs (3) at Fire Hall #2 / Installed Pug milled base stone in shoulder of Boyles Road as temporary measure of repair / Fleet maintenance (removed bent blade from zero turn mower).

Monday 08-16-2021

- Safety meeting / Re-installed crush hazard signs on main gate to WWTP / Safety initiative cleaning.

Tuesday 08-17-2021

- Continued work on Decorative Street Light on Morgan Trace / Installed more Physically Disable Signs in the Municipal Park as part of the ADA Transition Plan.

Wednesday 08-18-2021

- Completed install of Decorative Street Light on Morgan Trace / Safety Initiative cleaning.

Thursday 08-19-2021

- Weekly vehicle checklist / Delivered backhoe to TUF Solutions for repairs / Reviewed installation instruction and locations of new Radar speed limit signs / Wellness Meeting / Installation of Physically Disabled Signs at City Hall.

Friday 08-20-2021

- Installation of Physically Disabled Signs at Municipal Park in an effort to have them all installed prior to Friday Night Football beginning.

Monday 08-23-2021

- Safety Meeting / Installed fire extinguisher holders on trucks / Assembled storage racks at PW Building / Installed new first aid kits in all vehicles / Installed Physically Disabled Signs in Municipal Park

Tuesday 08-24-2021

- Finished installing Physically Disabled Signs at Municipal Park / Proof Roll of Byrum Drive near Kroger expansion / Cleaned Unit #206 and Unit #1332

Wednesday 08-25-2021

- Safety initiative cleaning at PW Building / Mowed RoW

Thursday 08-26-2021

- Mowed and string trimmed guard rails on North Palmers Chapel and Tyree Springs Road / Meeting / Painted parking spaces at City Hall / Repaired side mount mower deck.

Monday 08-30-2021

- Mowed Pleasant Grove Road and Industrial Drive / Picked up and delivered recycling carts / Safety Initiative cleaning

Tuesday 08-31-2021

- Safety Meeting / Changed oil, spark plugs and wires on Unit #200 / Installed sign post for WHPD for digital Speed Limit Sign / Safety initiative cleaning at PW Building.

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

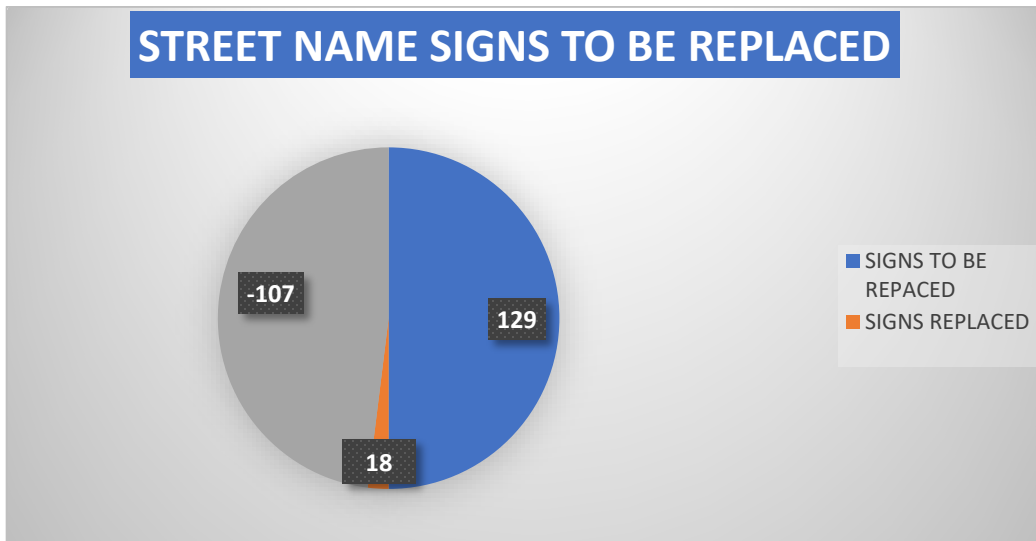
<u>Subdivision Decorative Light LED Retrofit Project</u>			
<u>UPDATED January 26,2021</u>	<u>TOTAL LAMPS</u>	<u>TOTAL RETROFIT COMPLETED</u>	<u>TOTAL RETROFIT TO BE COMPLETED</u>
High Mast Lights – I-65 Ramps	6	6	0
Briarwood Subdivision	5	1	1
Bridle Creek Subdivision	7	3	4
Business Park Drive	7	7	0
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 only minor repairs were completed to already retrofit lights.

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
September 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-Jul	21-Aug	YTD 20/21
Street	8,134	9,364	8,741	10,229	9191.25	609	655	9,355
Facility Maintenance	3494	2187	1,227	1,137	887.25	159	62	935.5
Fleet Maintenance	1034	514	282	380	422.5	18	43	397
Meeting/Training	502	510	517	400	457	8	29	334
Leave	1,253	576	613	810	823	29	73	1205.9
Holiday	795	470	385	555	545	40	0	450
Overtime	508.5	488	414	311	152.75	33	6	244
Administrative	385	698	803	867	1153.25	192	196	1,972
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	53	38	538
Curb Repair	0	0	0	15	0	0	0	15
Shoulder LF	0	4485	630	5	640	0	0	30
Shoulder Hours	0	155	160	49	176	0	0	10
# of Potholes	0	250	473	346	385	8	9	316
Pothole Hours	0	759	734	1,181	831.5	8	21	331.75
R-O-W Hours	0	2835	2416	4,027	3044.5	109	81	2,583
Sign/Repaired	0	120	91	84	63	2	20	75
Sign Work Hours	0	289	179	234	109	2	32	119
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	0	24	55
Traffic Light Hours	0	0	65	20	158	0	2	66

Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-Jul	21-Aug	YTD 20/21
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	360	360	4,208
Facility Maintenance	3494	723	446	574	394.5	44	73	448
Fleet Maintenance	1034	488	445	331	294.5	19	10	209
Meeting/Training	502	265	130	135	127.5	9	17	128
Leave	1,253	428	700	476	336	98	40	550
Holiday	795	270	230	230	230	20	0	210
Overtime	508.5	119	4	12	39.5	0	0	8
Administrative	385	167	1	0	72.5	5	2	46
Sweeping Man Hours	0	1	0	0	0	0	0	0
R-O-W Hours	0	166	30	97	170	11	13	392
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-Jul	21-Aug	YTD 20/21
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	529	518	6,459
Brush Truck Loads	459	551	522	578	584	40	49	597
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	180	349	4,742
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	107	118	1,365
Litter Pickup Bags	334	507	546	511	456	20	52	450
Litter Pickup Hours	1147	1132	985	957	892	47	87	794

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

Directors Notes

- No complaints reported regarding flooding during the 2.5 inches of rainfall from the week of August 26th.
- Bid awarded to Scott and Ritter for the Springbrook Drainage Improvement project. Notice to Commence should be rendered within the next week or so.
- The department issued 8 fence permits during the month of August.
- Infrastructure installed within drainage conveyance at 1015 Piccadilly Drive.
- Overgrown vegetation and limbs obstructed flow were removed from Honey Run Creek.
- Curb inlet at the Soccer Complex was hydro-excavated to remove accumulated sediment and debris and exposed headwall for TDOT to further unclog ditch line.
- TDEC acknowledge receipt of stormwater permits for the WWTP expansion.
- Street Sweeping efforts are continuously being maintained along HWY 31W, HWY 76 and Tyree Springs to remedy track out for construction activity. A notice of violation with a civil penalty was issued to Brad Edwards and Associates for repeat offenses.
- Rehabilitated detention pond at 408 Hunterwood Drive. Endangered species (streamside salamander) sighted and reported to TDEC.
- Word on White House excerpt submitted for publication to provide educational awareness on the purpose and benefits of a stormwater utility fee.
- Upcoming work orders include: Beechbrook Drive, Dorchester Drive, S. Palmers Chapel Rd, and Rolling Acres Drive.
- The Stormwater department completed **11 outstanding work** orders on the project list.

TASK	PRIORITY	START	END	% COMPLETE	EXPENSE	WORK ORDER	HOURS	NOTES
408 Hunterwood Drive	HIGH	7/27/2021	8/17/2021	100%	\$ 6,622	72721002	323.75	installed French drain system to mitigate flooding
1015 Picadilly Drive	MED	8/19/2021	8/23/2021	90%	\$ 1,127	81221005	30	retrofit existing conveyance with infrastructure
114 Cranor Drive	LOW	7/6/2021	8/18/2021	75%	\$ 1,227	70121009	88	installed driveway culvert and rehabilitated conveyance along right-of-way
725 Industrial Drive	MED	8/20/2021	8/22/2021	100%	\$ 192	81921004		mow wastewater ponds at treatment facility

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



2760 US 31W	LOW	8/3/2021	8/26/2021	100%	\$ 1,490	80321001	1	hydro excavate curb inlet to remove blockage of sediment
300 Autumnwood Drive	MED	7/6/2021	7/20/2021	100%	\$ 1,562	70121012	24	excavate excessive buildup in swale to allow positive drainage
Villas at Honey Run Springs	HIGH	8/23/2021	8/23/2021	100%	\$ 969	82321005	3	emergency response to track out at construction site
Springbrook Drainage Improvement (Copperfield Ct)	MED	9/13/2021	10/31/2021	5%	\$ 298,056	CIP		upgrade existing 24" pipe to 30" infrastructure to mitigate localized flooding
210 Beechbrook Court	LOW	8/30/2021	9/13/2021	5%	\$ 18,399	082321003	80	outfit infrastructure (30", 18", and 15") to discharge to creek; repair scour and erosion along channel

**Public Services Department – Stormwater Division
August 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>Honey Run Springs</i>	Street sweeping: NOV issued	Work Order: 082321005 Complete	
<i>725 Industrial Drive</i>	Routine mowing of wastewater ponds	Work Order: 081921004 Complete	

Public Services Department – Stormwater Division
August 2021

<p><i>Honey Run Creek</i></p>	<p>Stream cleanup: removal of overgrown vegetation</p>	<p>Work Order: 081821005 Complete</p>	
<p><i>1015 Piccadilly Drive</i></p>	<p>Install infrastructure in drainage coveyance</p>	<p>Work Order: 081221005 Complete</p>	
<p><i>2760 US-31W</i></p>	<p>Unclogged storm drain @ soccer complex</p>	<p>Work Order: 080321001 Complete</p>	

Public Services Department – Stormwater Division
August 2021

*Mascot -
Stormwater*

Public
education and
outreach

Work Order:
[Not Assigned](#)
Complete



207 S Aztec Ct.

Citizen
request
reimbursement
for post-storm
damage to
fence

Accela:
[10585201](#)
Denied



Vac truck

Demo – 502
Equipment

Work Order:
[Not Assigned](#)
Complete



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

*Parks and
Legacy Farms*

Open trench
inspection

Work Order:
[Not Assigned](#)

Complete



RIGHT-OF-WAY MOWING

Monthly

Work Order #	Type of SCM	Location:	Date:
081921004	Detention Pond	Industrial Drive	08/20/2021

SWEEPER LOGS

Monthly

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

Date	Time	Mileage	Tons	Subdivision / Street
08/02/2021	12	22	6	Highway 76, College St., Loves Ln.
08/03/2021	18	56	6	Holly Tree, Pinson Rd, Magnolia Village
08/23/2021	16	30	6	Briarwood, Heritage Farms, 31W
08/25/2021	11	18	2	Covington Heights
08/30/2021	2	13	1	Soccer Complex
Totals:	59	139	21	

Stormwater Project List FY20-21

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, right of way mowing, and infrastructure

improvements. In addition, a large part of this objective is to respond to citizen complaints in a timely manner.

Please be advised that this is

an operative working list. It is organized to transition based on feasibility and severity. This list is subject to change.

LEGEND

PURPLE	No further issues discovered or owner declined service
GREEN	Work order completed
YELLOW	Proposed capital improvement project
RED	Outstanding or not started
ORANGE	Unidentified scope or on hold pending hydraulic analysis or
BLUE	In progress or scheduled

Address	Scope of Work	Status	Comments / Notes
612 Calista Rd.	Re-channel ditch line to divert water off property with infrastructure	<input checked="" type="checkbox"/> Complete Date: 10/05/20 <input checked="" type="checkbox"/> Photos	WO: 08312005: The team had to remove an existing headwall at the cross drain to connect to the infrastructure and set a junction box to also intercept a newly installed cross drain from the neighborhood of Fields of Oakwood. After the team removed the 24" headwall from Calista's cross drain, we connected 4 feet of 24' RCP and inserted into the junction box. Then the team connected 20' of 15" to the cross drain from fields of Oakwood and inserted it into the junction box. Then 104' of the 24" discharge line was installed to carry the storm water east into the property to discharge off site into a channel that was developed per plans by Land Development for the neighborhood of Fields of Oakwood.
212 Hillwood Dr.	Establish swale off driveway to channel water downstream	<input checked="" type="checkbox"/> Complete Date: 12/14/2020 <input checked="" type="checkbox"/> Photos	Extended existing driveway pipe to divert runoff from property
120 Strassle Dr.	Repair damages in infrastructure; upgrade piping	<input checked="" type="checkbox"/> Complete Date: 12/15/2020 <input checked="" type="checkbox"/> Photos	The team removed the concrete box and a 20' section of the 24" pipe and replaced with 1 24" Nyloplast drop inlet and 17' of 24" HDPE pipe with 3 24" couplers. The team took extra precautions with a soil tight seal at each joint with the couplers

			<p>by installing a section of 6 oz geotextile fabric around the joints to ensure that soil could not enter the infrastructure. The pipe and structure was bedded in 3/4" stone and backfilled with the same sized stone to support the pipe to the spring line/ hunch and then backfilled with soil to existing grade.</p> <p>The team imported 10 tons of 3/4" stone and exported 1.5 loads of excess soil then stabilized with contractor blend seed and mulched with 5 bales of straw and 1 roll of straw matting.</p>
212 Morgan Trace Ct.	Divert inflow to existing drainage system	<input checked="" type="checkbox"/> Complete Date: 08/27/2020 <input checked="" type="checkbox"/> Photos	<p>work order number 082420001</p> <p>The team began their operation by removing thick vegetation and trees to gain access to the conveyance and detention pond. After removing all the undergrowth and trees, the team discovered that there was several rock check dams and silt fence still in place in the conveyance and alongside the detention area from development of the site and was successfully removed in order to allow the watershed to be continuous to the outfall structure. After the team regraded the conveyance, pond banks and the rear property of 212 (behind porch) with imported topsoil, all bare areas were stabilized with seed along with double net straw matting on the slopes and loose straw on the flat areas.</p>
3123 Pleasant Grove Rd	Install 2 turn lanes at intersection of Hwy 76	<input checked="" type="checkbox"/> Complete Date: 08/15 <input checked="" type="checkbox"/> Photos	Curb and gutter to be installed week of 09/30 followed by paving
112 Ravenwood Ct.	Repair damages in infrastructure; address disjoints	<input checked="" type="checkbox"/> Complete Date: 11/24/20 <input checked="" type="checkbox"/> Photos	Alleviate potholes in soil; seal inlet pipe to catch basin
107 Copperfield Dr	Upgrade piping size in infrastructure to better	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Springbrook Subdivision – CCTV line requested; ongoing; scheduled for FY21-22 CIP

	convey runoff		
612 Sage Rd	Remove excess soils in drainage conveyance	<input checked="" type="checkbox"/> Complete Date: 11/10/20 <input checked="" type="checkbox"/> Photos	Up to Hampton Village
2500 HWY 31W	Repair drainage pipe for Super Stop Market	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Owner must order parts. City will perform labor. Several attempts to contact owner and initiate project no response
164 Honeysuckle Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 02/08/2020 <input checked="" type="checkbox"/> Photos	Northwoods Catch basin cleaning Excavated sediment from inlet; verified positive flow (3") between inverts; ditch line rehabilitated and seeded with straw for repair
122 Sycamore Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 05/05/20 <input checked="" type="checkbox"/> Photos	We excavated the buildup material that was restricting the flow that and preventing the full use of volume for the storm drain infrastructure.
209 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
215 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
301 Rolling Acres Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
102 Rolling Forrest Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Northwoods
102-109 Bridlewood Dr.	Re-define swale in back yards	<input checked="" type="checkbox"/> Complete Date: 04/20/21 <input checked="" type="checkbox"/> Photos	ID 042021002 Excavated ditch to appropriate slope from Laura Dr. to Bridlewood. Grade work to move material 16.5 " in 275' and stabilized.
341 Allers Dr	Rehabilitate cross drain/easement	<input checked="" type="checkbox"/> Complete Date: 04/28/2020 <input checked="" type="checkbox"/> Photos	WO:# 042320009 - Regraded ditch line for positive flow fill in and compacting washout locations. all excess soil extracted and reused to create earth berms on either side of ditch line
408 Hunterwood Dr	Rehabilitate detention pond	<input checked="" type="checkbox"/> Complete Date: 08/23/2021 <input checked="" type="checkbox"/> Photos	Restructure detention pond for positive drainage; grade work to allow discharge at outfall

Commented [AJ1]: WILL RESOLVE ONCE CONTACTED BY OWNER

160 Blueberry St	Ditch cleaning	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Orchard Park; offsite improvement for future development; propose to CSR
100 Baylee Ct	Upgrade drainage pipe; improve swale	<input checked="" type="checkbox"/> Complete Date: 04/16/20 <input checked="" type="checkbox"/> Photos	Off of SPC; upgraded 4" to 18" divert to existing infrastructure
125 Brooklawn Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 05/24/21 <input checked="" type="checkbox"/> Photos	Installed earth berm
110 Beechbrook Ct	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Off of SPC; ditch cleaning entire roadway
218 South Palmers Chapel	Install catch basin within ROW	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	SPC; incorporate within Springbrook plan submittal
149 Willowleaf Lane	Improve watershed; flooding from open field behind property	<input checked="" type="checkbox"/> Complete Date: 05/24/21 <input checked="" type="checkbox"/> Photos	ID 052421001 Earth berm to divert in line flow to house from off site to property line drainage easement. Imported 2 loads of topsoil. Graded back of property to divert watershed. Seed and straw to stabilize.
103 Spicer Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 02/09/20201 <input checked="" type="checkbox"/> Photos	Conveyance excavated in ROW to existing invert elevation from culvert to driveway. Excessive buildup and debris removed from cross drain. Homeowner requested soil.
100 Oak Park Ct	Improve rip rap apron by roadway	<input checked="" type="checkbox"/> Complete Date: 02/02/2021 <input checked="" type="checkbox"/> Photos	Bedrock added to culvert and established up to ground level of roadway. Repaired gully erosion at orifice of outlet structure
128 Oak Park Ct	Redefine easement between homes to Strassle Dr	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Off of Meadows Ct. Residents should remove trees in easement
100 – 102 Hobbs Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 03/10/21 <input checked="" type="checkbox"/> Photos	WO# 031121002 - Culverts jetted to remove excess buildup of silt, reshaped ditch line, installed rip rap apron to slow velocity of runoff.
205 Hobbs Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: _____	Ditch cleanout to inlet; Removed reel formation and positive flow to cross drain

Commented [AJ2]: OUTSIDE SCOPE OF WORK FOR CREW

		01/07/2021 <input checked="" type="checkbox"/> Photos	
401 Hobbs Dr	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Box culvert (csr report)
210 Spring St	Re-establish swale	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Install 2 catch basins and 80ft pipe
200 Covington Bend	Ditch cleaning; repair and/or clean out culvert	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	CIP
309 Covington Bend	Re-establish swale; repair and/or cleanout culvert	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	CIP
105 Winchester Ct	Rehabilitate drainage infrastructure to provide positive flow	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	WO#033020004- Extend infrastructure to outfall, negative slope; proposed piping of conveyance series
210-214 Robert Ave	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 03/23/21 <input checked="" type="checkbox"/> Photos	WO #: 030321001 - Removed built up material from culverts and drainage conveyance and installed 4 tons of class A for a rip rap apron, with fabric, at discharge point from the cul-de-sac. 03/23/21 - back-filled exposed fiber line 03/23/21- Jetted culverts as needed.
214 Eastside Dr	Improve drainage and rehabilitate ditch line	<input checked="" type="checkbox"/> Complete Date: 11/18/20 <input checked="" type="checkbox"/> Photos	Installed and Elevated driveway culvert of property to reduce impact of flow from cross drain; concrete driveway replaced
125 Villages Ct	Clean inlet channel and fill in ditch line as necessary	<input checked="" type="checkbox"/> Complete Date: 09/21/20 <input checked="" type="checkbox"/> Photos	Created an open channel for drainage; removed vegetation to allow natural flow of stream
207 S Aztec Dr	Redefining ditch. Remove trees from 211 affecting drainage pathway	<input checked="" type="checkbox"/> Complete Date: 02/03/21 <input checked="" type="checkbox"/> Photos	Work Order # 010721001 The conveyance generates a significant amount of watershed and creates high velocity runoff. The effects of this watershed had eroded the swale creating voids and undermining the properties fencing in the area.

			The conveyance was excavated and Rip rap sized stone installed to control the velocity. The disturbed areas were stabilized with double net straw matting and baled straw with seed.
318 Walnut Ct	Re-establish swale and ditch cleaning	<input checked="" type="checkbox"/> Complete Date: 12/17/2020 <input checked="" type="checkbox"/> Photos	Work Order: 113020006 the pipe downstream from the culvert was undersized and restricting the flow rate causing the back flow. The team began to cut in a swale located on the left of the property from the driveway culvert to the wet weather conveyance, operating in the designated easement associated with this parcel. The Team was able to use the excavated soil from the newly installed conveyance system onsite to assist the homeowner with voids in the rear of the property and to provide the option to the property owner to use the soil as needed.
100 Heritage Dr	Re-establish swale and extend wing wall	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
303 Hillwood Dr	Re-establish swale and apply rip rap to prevent wash outs	<input checked="" type="checkbox"/> Complete Date: _____ <input checked="" type="checkbox"/> Photos	
109 Meadows Ct	Re-establish swale and ditch cleaning	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	Conjunction with hickerson/Wilkinson CIP
302 Valley View Rd	Install ROW drainage pipe between lots to alleviate open ditch	<input checked="" type="checkbox"/> Complete Date: 6/02/20 <input checked="" type="checkbox"/> Photos	The stormwater received a request to install drainage pipe in a conveyance to connect two driveways together and eliminate the open conveyance. Once lines were lowered we installed 36" HDPE drainage pipe and connected it to the existing culverts, backfilled half of the pipe with 1 load ¾" stone and imported 2 loads of Topsoil, graded and seed and straw bare soils. Installed a bag of concrete on damaged area drain grate to

			secure it to the infrastructure.
Wilkinson/ Hickerson Dr	Ditch cleaning; upgrade infrastructure	<input type="checkbox"/> Complete Date: _____ <input type="checkbox"/> Photos	
121 Industrial Dr	Re-establish swale	<input checked="" type="checkbox"/> Complete Date: 04/06/20 <input checked="" type="checkbox"/> Photos	Ease driveway flooding; 4 hours of Labor for 3 employees Dump Truck (removed 2 loads of fill material) Excavator 100' of ditch for double netting straw matting w/ 5 lbs. of contractor blend seed
7016 Indian Ridge Blvd	Create conveyance within ditch to prevent erosion	<input checked="" type="checkbox"/> Complete Date: 11/23/20 <input checked="" type="checkbox"/> Photos	102720001: Displace velocity of runoff; ditch rehabilitated from HW to existing concrete channel to offset erosion. The team began operations by trimming low lying branches from trees in the conveyance and then excavated the ditch line down 18 inches and 4 feet wide, 6-inch sides to anchor the 6 oz geo-textile fabric, and Installed 22 tons of Class A stone to displace the velocity being discharged into the conveyance. The bare soils after installation were seeded and straw
229 Cherry Ln	Repair voids in soil and damaged underground infrastructure	<input checked="" type="checkbox"/> Complete Date: 05/06/21 <input checked="" type="checkbox"/> Photos	ID 090820007 : Excavated pipe and wrapped couplers with 4 oz geotextile fabric to prevent any soils from entering the infrastructure causing the voids in the yard. Pipe was found to have a separation from the coupler installed. Backfilled with the native soil and the team will import topsoil to preform the finish grade work when weather allows.
403 Autumn Wood Dr	Define swale at culvert orifice; backfill sinkholes in front yard	<input checked="" type="checkbox"/> Complete Date: 04/08/21 <input checked="" type="checkbox"/> Photos	ID 040521007 : removed the built up material from the conveyance and placed the excess material in a void in the homeowners yard per their request.stabilized the bare areas with seed a,straw and matting. discovered a 10" pvc pipe placed between the two

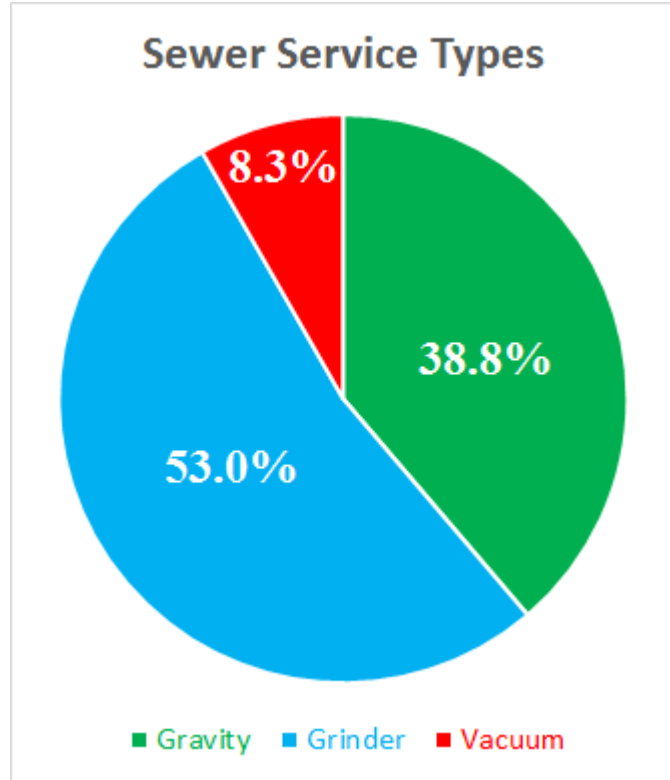
			drives to connect the 15' pipe culverts which was removed; Jetting culverts on 4/06; WHUD found leak on 05/24 and uncovered water meter.
538 NPC Rd.	Eroded embankments of creek impacting integrity of driveway	<input checked="" type="checkbox"/> Complete Date: 01/07/21 <input checked="" type="checkbox"/> Photos	The team removed the tree debris from along the conveyance that had been collecting at or near the culvert invert causing a blockage to the outfall. The blockage resulted in the water beginning redirected to sides of the culvert causing the soil material to become more susceptible to eroding. After the team removed the debris from the conveyance and exported 3 loads of material, the team imported 2 loads of compactable fill material to repair the void above the culvert. The team placed, compact the soil and stabilized the bank with seed and double net straw matting and lose straw.
309 Valley View Dr	Rehabilitate channel	<input checked="" type="checkbox"/> Complete Date: 04/12/21 <input checked="" type="checkbox"/> Photos	ID 041221003 : Removed vegetative and aggregated undergrowth from channel. It is recommended to extend concrete flume.

**Public Services Department - Wastewater Division
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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 August 31st, 2021, City personnel count a total of **5,627** sewer system connections, with **16 new** applications for service in August, 2021. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,181
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 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>		<u>August 2021</u>	<u>YTD</u>
Tennessee 811	1,670	1849	2315	2680	2933		529	1140

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. **We are having Grundfos upgrade the V-cards at four of the station to make them more compatible with the 5G signal. This should be completed within the next week or two.**

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<u>Lift Station Location</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>		<u>Aug 2021</u>	<u>YTD</u>
North Palmers Chapel	22	23	8	3	1		0	0
Calista Road	55	13	4	2	1		0	1
Wilkinson Lane	8	4	1	3	1		0	0
Portland Road	1	4	1	0	1		0	0
Cope's Crossing	17	15	7	8	6		0	0
Union Road	8	17	6	6	9		0	0
Meadowlark Drive	11	6	4	2	1		0	0
Highway 76 (Springfield)	1	0	1	1	0		0	0
Cambria Drive	0	0	1	4	3		0	0
Sage Road (Hester)	7	2	0	1	0		0	0
Kensington Green	n/a	n/a	n/a	1	0		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	n/a		0	0
Settler's Ridge	0	1	1	1	1		0	0
Summerlin	0	0	2	5	22		0	0
Heritage High School	22	0	2	1	0		0	0
Loves Truck Stop	n/a	n/a	n/a	0	0		0	0
Concord Springs	n/a	n/a	n/a	0	0		1	1
Parks Temporary	n/a	n/a	n/a	0	0		0	0
Fields at Oakwood	n/a	n/a	n/a	n/a	2		0	0
Treatment Plant	1	6	4	6	3		0	0

Alarms:

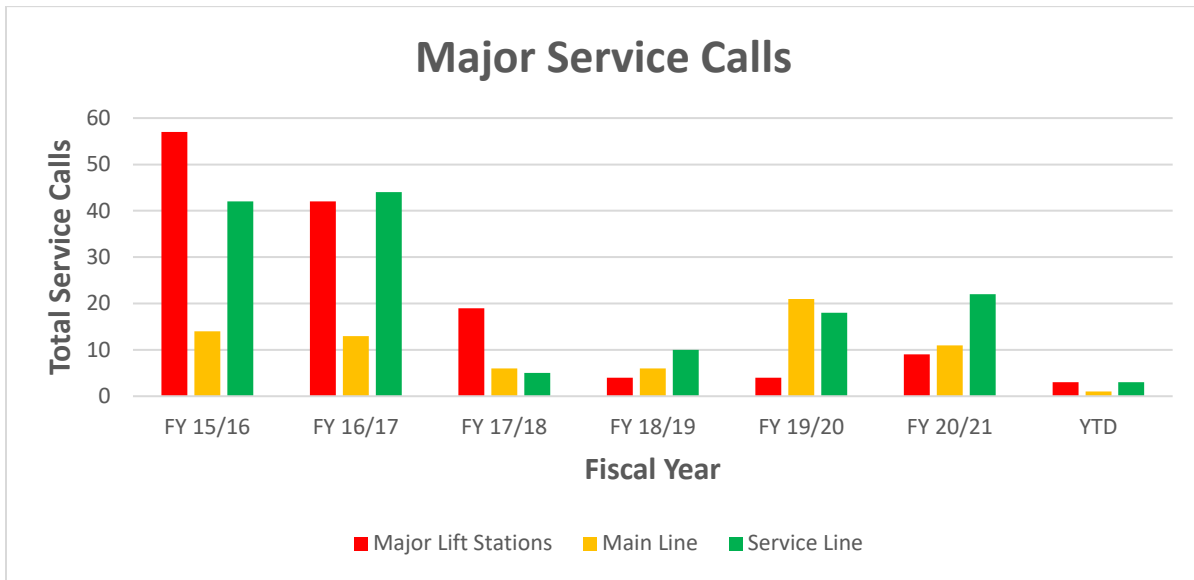
Alarm at Concord was caused by a plumbing test ball being caught in pump number 1. This caused the clutch to lock up on the Auto-start (supplies power to operate 1 rotating assembly and impeller during power failure). Southern Sales and Gorman Rupp are getting the clutch replaced at the expense of Hudson Brothers Plumbing.

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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.

<u>Repairs</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>		<u>Aug 2021</u>	<u>YTD</u>
Major Lift Stations	42	19	4	4	9		1	3
Main Line	13	6	6	21	11		0	1
Service Line	44	5	10	18	22		2	3



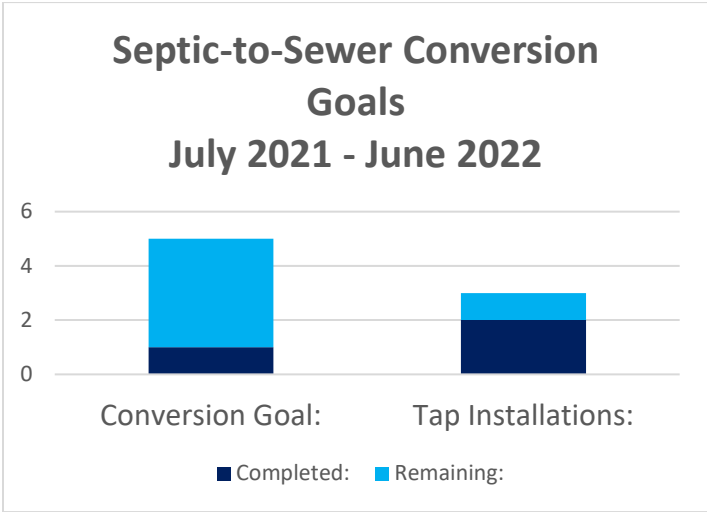
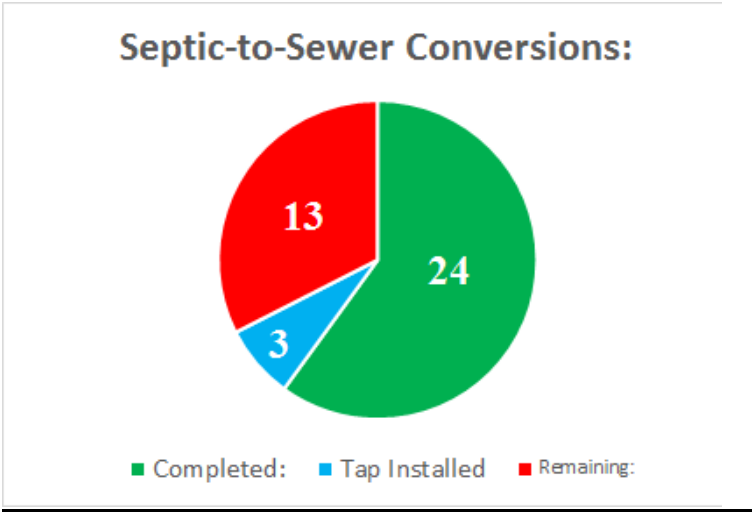
- 1. Settler's Ridge** – In August 2017, just days before Tropical Storm Harvey arrived in White House, a contractor ran over the pump station with a lull. The damage was evaluated the week after Harvey had passed. The tank, rails, and lid were all damaged beyond repair and therefore are on order for 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.**
- 2. 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. **Repairs to the station and access drive have been completed and deemed adequate by City personnel.**
- 3. The Parks** – The lift station at the Parks subdivision was also started successfully. **The 10" sewer line has been completed and tested. The station has been set in place and came online as of September 7th.**
- 4. 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.

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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 has completed their review of the Phase-1 plans of the new 18” Southern Force-Main, which is anticipated to go to bid this summer.**

6. **Vacuum-to-Gravity Conversion Projects:** The North Palmers Chapel vacuum-to-gravity conversion project has begun for the remaining vacuum service customers on North Palmers Chapel Rd and College St Extension from the greenway to Tyree Springs Rd. This project will remove 22 vacuum services from the North Palmers vacuum station, and reroute them to the Copes Crossing station via a new gravity line. **A pre-construction meeting was held with L&G Construction on September 2nd. L&G installed their erosion control and began mobilizing materials to the site on September 3rd. The existing terminal manhole was re-surveyed on September 7th, and L&G crews began stripping soil and setting pipe.**

7. **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 is evaluating bidding out the remaining conversions as a single project. An additional sewer tap has been installed for the storage units. The sewer conversion for 2966 Union Rd has also been completed. A total of 24 projects have now been completed on the list of 40.**



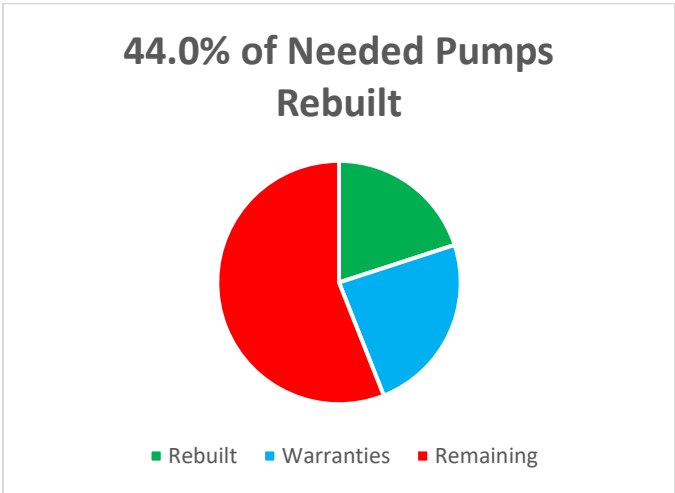
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<u>Work Orders</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>		<u>Aug 2021</u>	<u>YTD</u>
Vacuum System Service Request	172	143	112	82	78		5	14
Gravity Service Request	12	0	10	13	20		6	14
Low Pressure Service Request	716	621	728	770	702		71	144
Total Pumps Replaced	338	401	361	449	492		51	92
Total Pumps Rebuilt	n/a	n/a	n/a	n/a	135		4	30
Total Warranty Pumps Returned	n/a	n/a	n/a	n/a	n/a		18	36
Grinder Tank PM Program	58	63	358	267	219		6	18
Inspection for New Service	23	54	103	226	409		77	133
Final Inspection for New Service	55	56	62	110	248		38	69
Sanitary Sewer Overflow (SSO)	9	1	3	49	19		0	1
Odor Complaints	17	28	43	43	35		2	3

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 approximately 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, and anticipates 50 warranty-returns. Wascon rebuilds all pumps that fail prior to expiration of their 5-year and 3-month warranty period.



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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.

Parameter	May - 21	Jun - 21	July - 21	Aug - 21	
Flow – To Creek	0.688 MGD	0.486 MGD	0.516 MGD	0.459 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.083 MGD	0.147 MGD	0.232 MGD	
Total Flow Through Plant	0.688 MGD	0.569 MGD	0.663 MGD	0.691 MGD	
Capacity	1.4 MGD	1.4 MGD	1.4 MGD	1.4 MGD	
% of Plant Throughput	49.1%	40.6%	45.2%	49.3%	(0.691 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	61.4%	50.8%	56.5%	57.5%	(0.691 MGD) / (1.12 MGD)
Rainfall	5.34”	3.86”	5.95”	4.51”	

Effluent	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21		Aug 2021	YTD
Violations	7	7	13	7	12	7		1	2

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.
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.**
3. **H2S & Ferric Sulfate:** We have moved away from the Ferric Sulfate feed. The City will be employing air scrubbers that pull the H2S through a series of filters. These units will be installed at Cope’s Crossing and Wilkinson Lane stations.

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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 **0.08** PPM with a max residual of **0.13** 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 **25.7 CFU’s** which is well below the limit. *Last month the average was 32.7.*

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WWTP Expansion Project:

Pre-Construction Timeline:

- **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.

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WWTP Expansion Project:

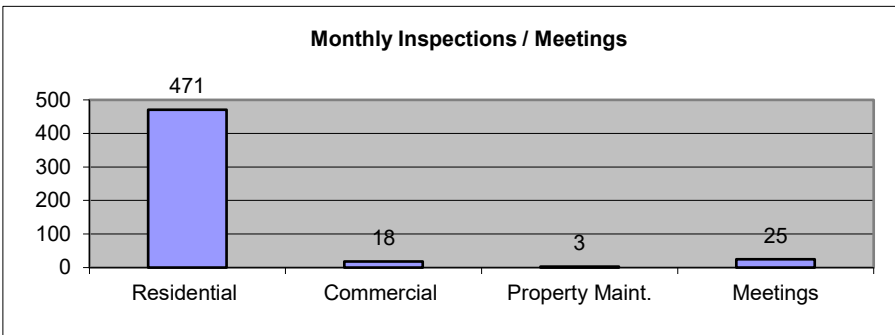
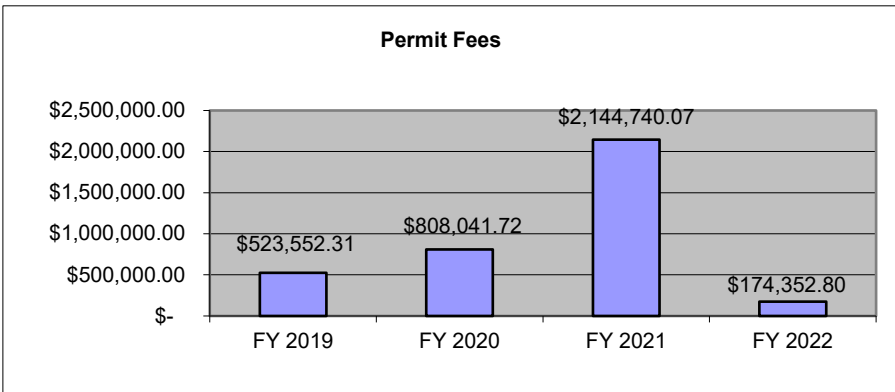
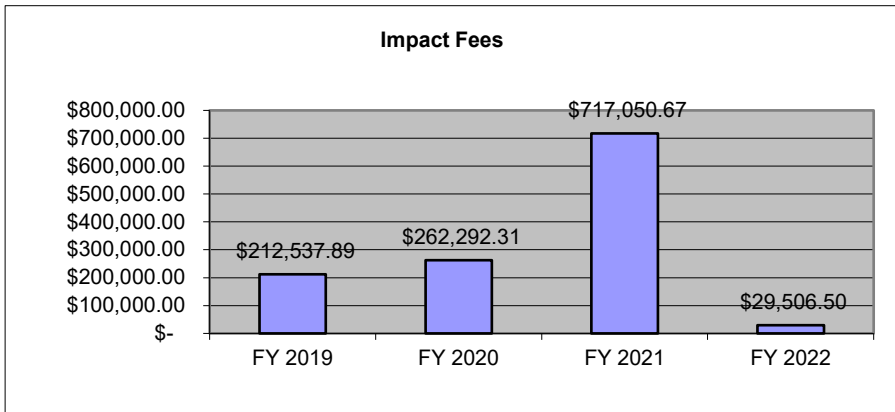
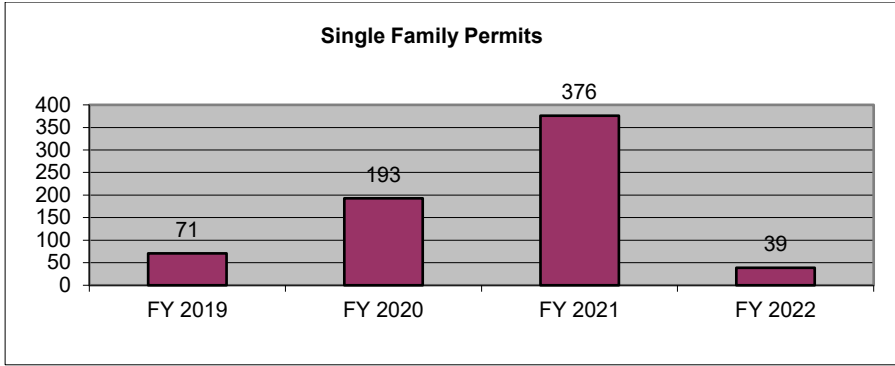
Construction Timeline:

- **07-06-2021:** Executed Notice to Proceed given to Reeves Young by Jacobs Engineering on behalf of the City of White House.
- **07-22-2021:** Construction Trailer and Inspectors Trailer delivered and set in place.
- **07-26-2021:** Power installed for both trailers.
- **07-27-2021:** Water and sewer installed for both trailers. Construction entrance relocated to avoid existing guy-wires and radio tower. Mid-TN began installing silt fence.
- **07-28-2021:** Kickoff meeting held between City of White House, Reeves Young, and Jacobs Engineering. Discussed on-site safety. Discussed subsurface structure supports being changed from mortar/concrete to vibro-compacted stone (this is both a time and cost saving process). Discussed contacting Terracon to see if they do more than concrete testing. Reeves Young to take photos/videos throughout construction process. Mid-TN completes silt fence installation.
- **07-29-2021:** Reeves Young submits City Land Disturbance Permit application to Stormwater Division. Reeves Young working on backfilling around silt fence.
- **07-30-2021:** Reeves Young crew working on installation of Safety/Sign Station, and second set of steps for office trailer.
- **08-02-2021:** Reeves Young completes steps for office trailer. City of White House Stormwater Division inspects and approves silt fence. Waiting for TDEC approval of submitted SWPPP, NOI, and ARAP applications.
- **08-03-2021:** TN Hydrovac on-site at approximately 07:15am to hydroexcavate and spot existing 8" Western Force-Main. Reeves Young completed construction entrance. 10 loads of stone delivered. Dumpster delivered. Additional check-dams installed and silt fence reinforced with stone.
- **08-04-2021:** TN Hydrovac returned to site to hydroexcavate and spot existing water line, and continue to spot-locate existing 8" line. Bioreactor locations staked out.
- **08-05-2021:** Installed additional hydrant on water line at Pump House.
- **08-09-2021:** Fuel tank delivered to construction site, along with fire cabinets.
- **08-10-2021:** Reeves Young management crew on-site, but no laborers. Fuel tank pad completed. Lull delivered. Fire cabinets delivered. Fuel tank delivered.
- **08-11-2021:** On-site GPS receiver positioned. Battery box and solar charger installed for fuel tank. Reeves Young mowed jobsite.
- **08-12-2021:** Conex trailer delivered. Jacobs Engineering continued mowing jobsite.
- **08-13-2021:** No work being done. Management crews on-site.
- **08-16-2021:** Slight shower overnight, but did not disrupt activities on-site. Reeves Young crew on-site at approximately 10:00am, cleaning out Conex trailer. Received 8" C900 pipe and fittings for 8" Western Force-Main relocation. City personnel discussed line stop needs with Reeves Young. A laborer broke a guy-wire for EMS tower while driving a lull. No damaged noted to the tower itself, and no injuries from the incident. Fire Chief came out to inspect. Reeves Young is willing to pay to have it fixed and is filling out a report on their end.
- **08-17-2021:** 0.01" rain yesterday did not impact work. Reeves Young personnel on-site at approximately 10:30; began spotting 8" Western Force-Main at approximately 13:30 at the valve, and left T uncovered/fenced-off for the night.
- **08-18-2021:** Reeves Young crews beginning to lay out Western Force-Main; both connection points exposed. Backfilling and compacting fine stone in trench with roller. Heavy down-pour of 0.09" from 11:30-11:36, during which time Reeves Young personnel broke for lunch. Light rain resumed at 12:20, but did not impact ditch integrity; Reeves Young crew begins assembling 8" line. Heavier rain begins at 16:15 with Reeves Young personnel already off-site.
- **08-19-2021:** Reeves Young continuing to lay 8" force-main. Both hot-taps completed. Reeves Young instructed to backfill under and around valves with #57 stone, mega-lugs and formed kickers being used at bends.
- **08-20-2021:** Reeves Young continuing to lay 8" force-main, and trucking in loads of stone. One water truck delivered.
- **08-23-2021:** Reeves Young continuing to lay 8" force-main.
- **08-24-2021:** Reeves Young continuing to lay 8" force-main, and clearing soil behind Oxidation Ditch.
- **08-25-2021:** Reeves Young continuing to clear soil. One of two test caps installed on new section of 8" line. Line-stop installation delayed due to Consolidated Pipe crew being reassigned to respond to an emergency. Line will be pressure-tested for 2 hours at 100 psi. Bulldozer delivered.
- **08-26-2021:** New 8" line filled and flushed. Second water truck delivered to site, along with track-hoe and sheeps-foot roller. Reeves Young continuing to clear soil for aeration basins. 8" line failed pressure test.
- **08-27-2021:** Reeves Young continuing to clear soil. 8" line retested and passed.
- **08-30-2021:** 8" line-stops installed. New line now live (663.4 linear feet of new line) and backfilled. Reeves Young continuing to move soil, and has begun compacting in previously cleared areas. Heavy rains anticipated overnight.

Public Services Department - Wastewater Division
August 2021

- **08-31-2021:** 0.61” of rain received prior to midnight, another 1.11” recorded as of 06:50am. Reeves Young crew not on-site today due to rains.
- **09-01-2021:** Total of 3.33” of rain from 08-30 to 09-01. Reeves Young crew worked on surveying site.
- **09-02-2021:** TN Hydrovac on-site to recover water from old 8” Western Force-Main as it is cut, capped, and removed. 2-headed pole light at drive entrance to Pump House will have to be removed as pole is in conflict with planned screen/filter pad.
- **09-03-2021:** Reeves Young continuing to clear and shape soil, and backfilling trench of removed old Western Force-Main.

**Planning and Codes Department
AUGUST 2021**



**Planning and Codes Department
AUGUST 2021**

	Month	FY2022	FY2021	FY2020	FY2019
MEETING AGENDA ITEMS#					
Planning Commission	10	10	74	69	66
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	4	5	6
Tech. Review/Study Session	0	1	2	0	1
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	17	39	376	193	71
Multi-Family Residential	0	0	22	0	13
Other Residential	10	18	83	91	93
New Commercial	0	0	6	6	3
New Industrial	0	0	2	0	1
Other Com/Ind	4	7	23	23	33
Sign	1	2	17	14	25
Occupancy Permits	40	123	21	14	25
Commercial Certificate of Occupancy-					
The Oxford Comma-111 Hwy 76					
Other	0	0	11	12	3
BUILDING INSPECTIONS					
Residential	471	871	2621	2858	2411
Hours	130	250	533	699.58	414.98
Commercial /Industrial	18	34	92	110	179
Hours	9	17	36.93	12.83	165
CODE ENFORCEMENT					
Total Cases	3	12	98	330	179
Hours	2	4	35.75	70.24	86.75
Complaints Received	3	12	41	116	98
MEETINGS					
Administration	10	27	72	58	68
Hours	5	19	99	38.26	103.67
Planning	15	21	53	76	135
Hours	8	67.76	96.58	155.5	86.82
Codes	0	4	11	28	35
Hours	0	4	9	37.85	40.16
FEES					
Permit Fees	\$70,210.10	\$ 174,352.80	\$2,144,740.07	\$ 808,041.72	\$523,552.31
Board Review Fees	\$1,100.00	\$ 1,575.00	\$ 84,775.00	\$ 11,000.00	\$3,750.00
City Impact Fee	\$2,116.50	\$ 29,506.50	\$ 717,050.67	\$ 262,292.31	\$212,537.89
Roads	\$647.70	\$ 9,029.70	\$ 301,769.60	\$ 77,860.90	\$98,885.80
Parks	\$6,732.00	\$ 15,444.00	\$ 150,326.00	\$ 74,646.00	\$ 23,140.00
Police	\$4,794.00	\$ 10,998.00	\$ 191,431.41	\$ 59,096.30	\$ 11,704.30
Fire	\$3,162.00	\$ 7,254.00	\$ 79,900.66	\$ 36,749.61	\$ 23,344.29
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	\$ 3,716,328.05	\$3,791,061.30	\$3,374,092.67	\$1,633,984.00	\$922,141.63
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
August 2021**

Summary of Month's Activities

August typically marks a transitional time for us as we go from summer activities to fall activities. Typically there aren't as many events that take place but the fall sports start to practice. This year is no different as all of the fall sports have begun practicing (football, soccer and baseball). We did have a few events this month, however, with the soccer league hosting their annual fall classic tournament, which is typically held later into the season but fell in August this year. We also had the monthly Music Under the Stars event at the amphitheater this month to go along with the Splash Pad being open daily. The fall will continue to get busier and busier as we go on with different events taking place each week.

An update on some projects:

The Soccer Complex Renovation project is ongoing. They are still doing the dirtwork and getting ready to start working on the electrical side of things. Again, we are getting the new field with LED lights and also adding two new poles to Field 3 and converting that lighting over to LED. Additionally, the soccer organization has offered to pay for two additional poles to be set on Field #4 and we will use the old lighting from Field #3 for those poles in order to fully light that field up. So, we will have 5 fully lit fields at the end of this project, two of which will be LED. We will only lack Field #1 being fully lit.

We still have yet to get much of an update on the grant we received for the second phase of this project. The information I have received from them is there would be some workshops for the grant administration portion but I haven't received any word on when that might be yet. There isn't much rush for us though as we probably wouldn't want to start the project until after the Americana next year anyways.

We have ordered the parts needed to repair the Greenway trailhead clock. It will take several weeks to receive them as they have to be made but we are going to attempt to fix it ourselves when we get them. It should make the clock look a little more updated and improve the lighting of it and, of course, it should make it function properly.

We were finally able to finish the barn demolition project we started a while back at Byrum Park. Clif Hutson was gracious enough to help us with putting the debris in the dumpster we had over there and we cleaned up the area and finished it off by putting some seed and straw out.

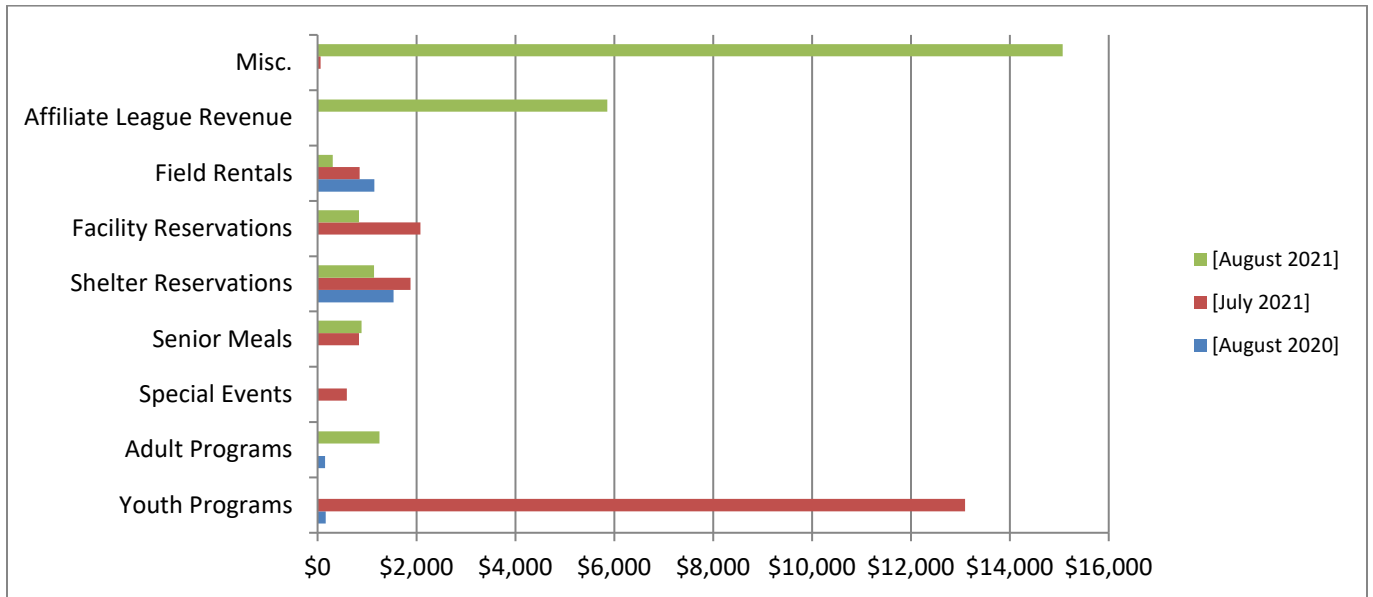


Parks, Recreation, & Cultural Arts Department
August 2021

We were finally able to get the dog waste receptacles installed on the Greenway. They are now at each trailhead location. We would like to keep purchasing a few each year just to have placed throughout the Greenway.

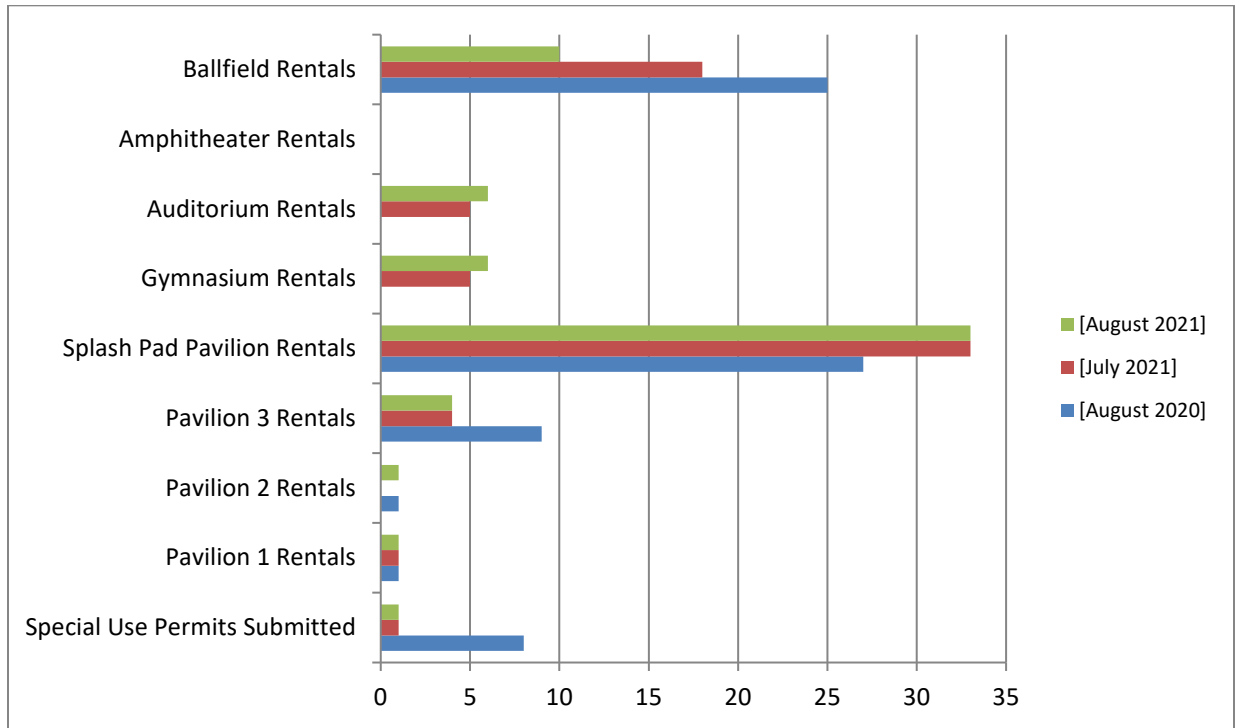


Revenues



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

Facility Usage



Recreation

Fall Baseball

- Practices continued for the month of August with games beginning on the 14th
- Picture Day was Saturday the 28th
- Uniforms were picked up on August 13th
- Season will end on October 2nd pending rain outs
- Trophies have been ordered

Volleyball

- Practices continued for the month of August with games beginning on the 28th
- Picture Day is scheduled for September 18th
- Uniforms were picked up on the 25th
- Trophies have been ordered

Adult Basketball

- 10 teams
- Games on Monday and Tuesday nights
- Tournament begins 8/30 and ends on 9/14
- Winner's plaque has been made and ready to be given to the champions
- Will need to adjust fee for the following season

Covid

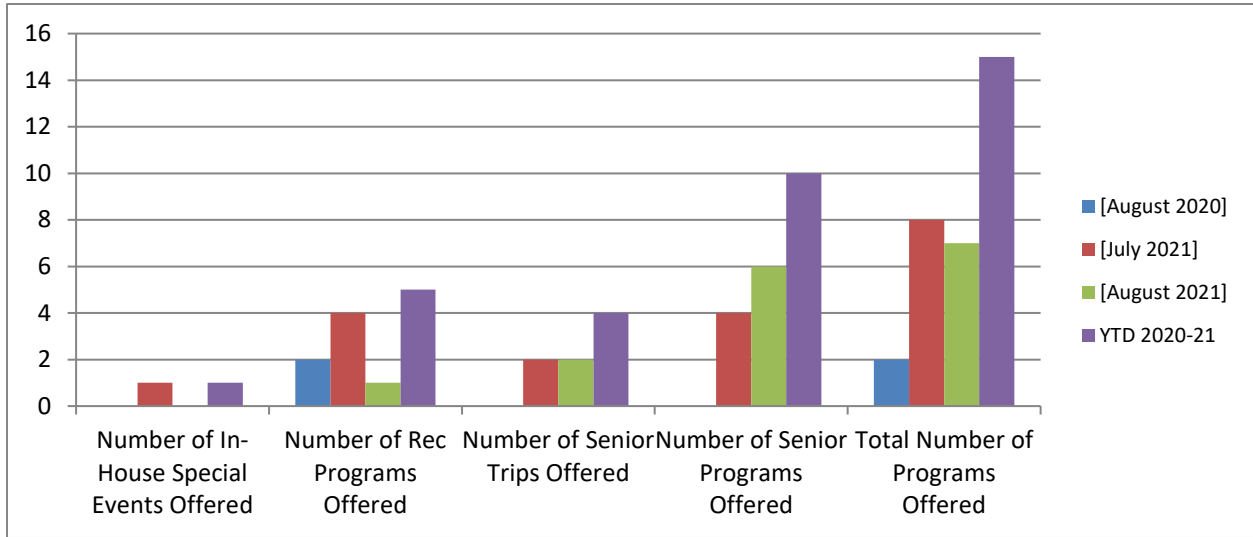
- 4 volleyball teams have had to quarantine for a week so far this season
- 2 baseball teams have had to cancel games

Park Rentals

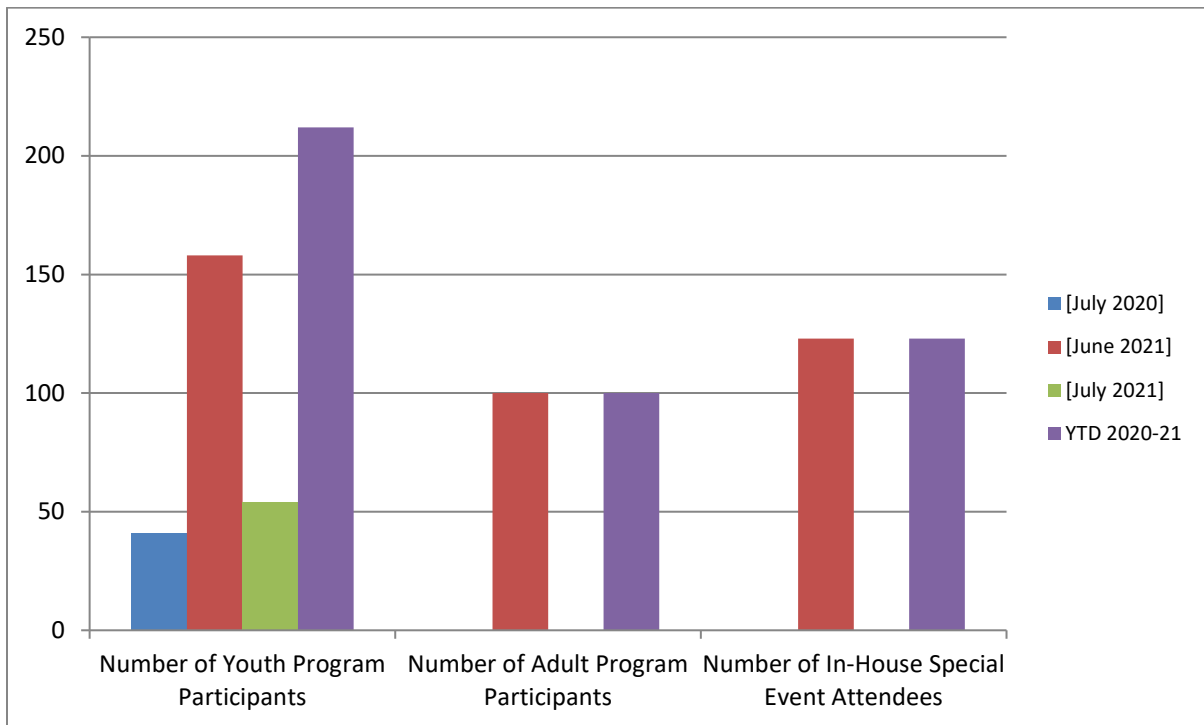
- Consistent baseball field rentals each week
- CCS Softball using Field 5 for month of August
- JR Pro Football using Fields 5,6,7
- Fall Soccer beginning practices/games

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

Programming Opportunities



Programming Attendance



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

Museum

Volunteers

Volunteers met me at Jerry and Barbara Meadows barn to see tools that the Meadows wanted to donate to museum. Volunteers helped with collecting and cleaning new items to put in tool display in museum. Terry Palmer helped with interviewing long-time local resident Ronnie Harper. This interview was recorded for archives.

Exhibits

50th Celebration Exhibit continues.



Social Media Promotion

White House History Wednesday's monthly edition was posted on Wednesday, August 25, 2021, with a new episode discussing the 1997 White House High School State Championship.



Donated Artifacts



Jerry and Barbara Meadows donated over a dozen tools and a coal hearth that were used by Barbara's father, Dude Bornstein and Jerry's father, Walter Meadows.



Josette Williams donated a Walnut Grove shadow box map.

Tours at Museum

Tours were given to walk-ins. We were especially pleased to have J. T. Albert's son and his family visit the museum to take tour.

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

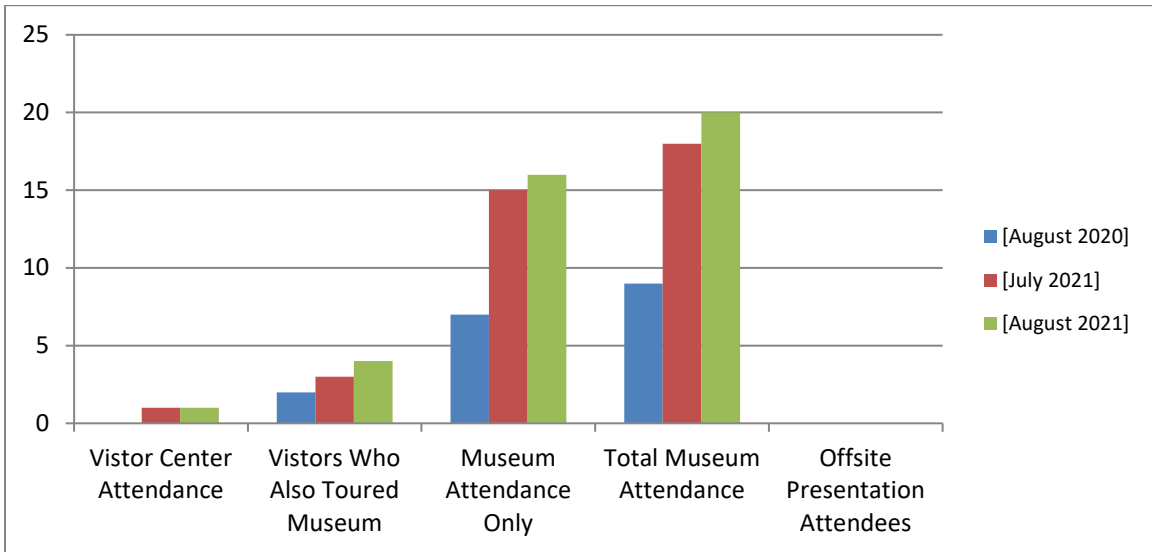
Events and Meetings Assisted with and/or Attended

- August 9 – Called out US Pest to check on crawlspace for standing water.
- August 9 – Met with Charlotte Byrdfeather concerning Harvest Moon and The Gathering
- August 10 – Meeting with 50th Celebration Committee
- August 11 – Attended ribbon cutting at NineOneEight Studio
- August 11 – Attended Discover White House Meeting
- August 12 – Attended Sumner County Tourism quarterly luncheon
- August 18 – Visited the Meadows barn for their donation
- August 24 – Assisted with Chamber Luncheon
- August 26 – Assisted with 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
1	4	16	20	0

Museum/Visitor Center Usage



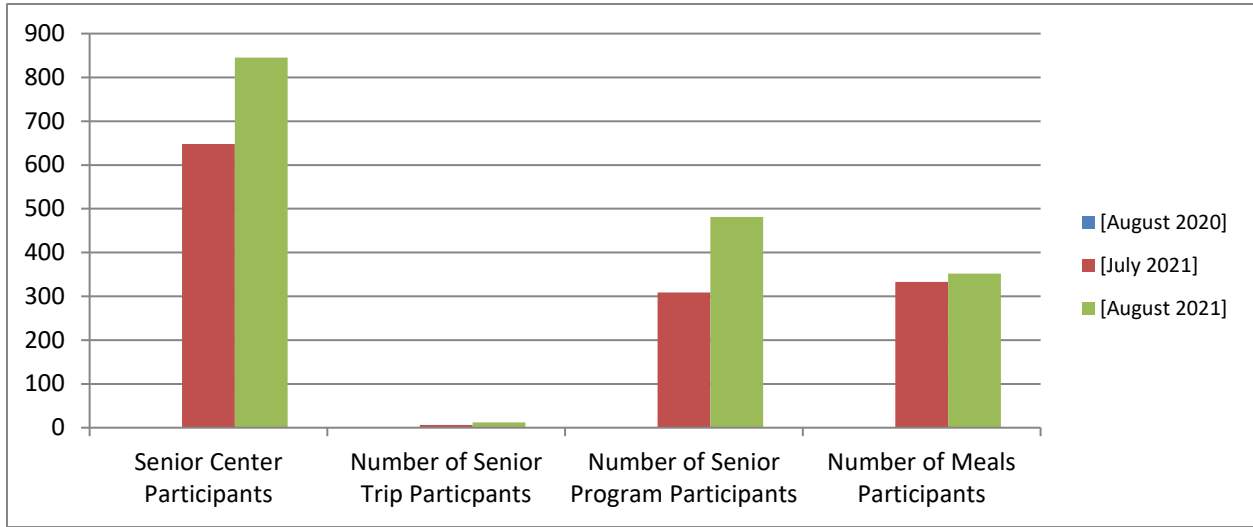
**Parks, Recreation, & Cultural Arts Department
August 2021**

Senior Center

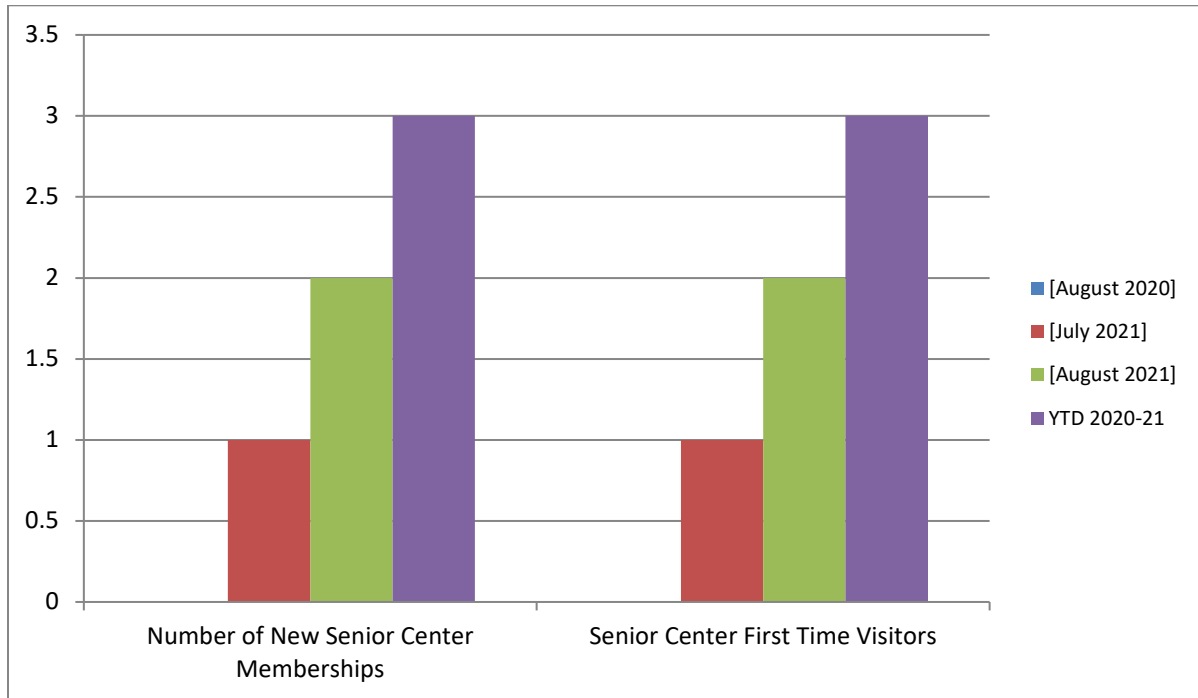
Senior Center Participation - August 2021			
<u>Outings/Events:</u>			
Crafts	3		
Bowling	6		
Lunch (Colorado Grill)	6		
Book Club	1		
Bunco	3		
Bingo	17		
Total	36		
		<u>Sr Meals Wednesdays</u>	
		79	
		92	
		91	
		90	
		352	TOTAL
<u>Programs:</u>			
Fittercise	276		
Walk			
Yoga	181		
TOTAL	457		
NEW MEMBERS	2		
FIRST TIME ATTENDEE	2		
TOTAL Sr Center Participants:	845		

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

Senior Programming/Attendance



New Memberships/First Time Visitors



Parks, Recreation, Cultural Arts Department
August 2021

	FYE 2019	FYE 2020	20-Aug	Jul-21	Aug,21	YTD 20-21
Facility Usage						
Special Use Permits Submitted	13	15	8	1	1	2
Pavilion 1 Rentals	3	7	1	1	1	2
Pavilion 2 Rentals	11	5	1	0	1	1
Pavilion 3 Rentals	106	38	9	4	4	8
Splash Pad Pavilion Rentals	177	106	27	33	33	66
Total Number of Pavilion Rentals	297	156	38	38	39	77
Gymnasium Rentals	130	79	0	5	6	11
Cafteria Rentals	54	0	0	0	0	0
Auditorium Rentals	4	10	0	5	6	11
Amphitheater Rentals	3	0	0	0	0	0
Total Number of Facility Rentals	196	89	0	10	12	22
Ballfield Rentals	7	45	25	18	10	28
Vistor Center Attendance	6	21	0	1	1	2
Vistors Who Also Toured Museum	14	84	2	3	4	7
Museum Attendance Only	85	668	7	15	16	31
Total Museum Attendance	99	752	9	18	20	38
Programming						
Number of Youth Program Participants	679	578	41	158	54	212
Number of Adult Program Participants	240	76	0	100	0	100
Number of In-House Special Events Offered	8	7	0	1	0	1
Number of In-House Special Event Attendees	2987	2964	0	123	0	123
Number of Rec Programs Offered	34	18	2	4	1	5
Number of Senior Center Memberships	319	1768	0	201	203	404
Number of New Senior Center Memberships	16	16	0	1	2	3
Senior Center Participants	14,966	9594	0	648	845	1493
Senior Center First Time Visitors	32	59	0	1	2	3
Number of Senior Trips Offered	54	37	0	2	2	4
Number of Senior Trip Participants	896	613	0	6	12	18
Number of Senior Programs Offered	117	76	0	4	6	10
Number of Senior Program Participants	9,989	6798	0	309	481	790
Number of Senior Meals Served	54	34	0	4	4	8
Number of Meals Participants	4052	2235	0	333	352	685
Offsite Presentation Attendees	0	15	0	0	0	0
Total Number of Programs Offered			2	8	7	15
Revenues						
Youth Programs	\$55,825.00	\$41,183.00	\$165.00	\$13,096.00	\$0.00	\$13,096.00
Adult Programs	\$ 8,460.00	\$ 3,580.00	\$150.00	\$0.00	\$1,250.00	\$1,250.00
Special Events	\$ 4,355.00	\$ 2,009.00	\$0.00	\$595.00	\$0.00	\$595.00
Senior Meals	\$10,875.00	\$ 5,961.50	\$0.00	\$838.50	\$892.00	\$1,730.50
Shelter Reservations	\$12,135.00	\$ 4,780.00	\$1,535.00	\$1,880.00	\$1,145.00	\$3,025.00
Facility Reservations	\$19,305.00	\$ 8,046.88	\$0.00	\$2,081.75	\$837.50	\$2,919.25
Field Rentals	\$ 2,521.00	\$ 1,203.34	\$1,150.00	\$850.00	\$310.00	\$1,160.00
Affiliate League/Tournament Fee Revenue			\$0.00	\$0.00	\$5,861.50	\$5,861.50
Misc.	\$25,030.00	\$31,411.74	\$0.00	\$58.95	\$15,066.23	\$15,125.18
Workflow						
Mowing Hours	1,554	2,601	405	300	400	700
Work Orders Received	N/A	8	1	1	3	4
Work Orders Completed	N/A	8	1	1	3	4
Number of Projects Started	27	40	2	3	0	10
Number of Projects Completed	18	35	3	3	2	5

White House Library Monthly Report August 2021

Summary of Activities

The library started up regular programs the week of August 9th. Based on the success we had during Summer Reading, we are going to do the same story time on both Tuesday and Wednesday. We also got our text messaging software up and running. Now, we can send out text reminders about specific programs to those who are interested.

The friends of the library met on August 10th. They looked at creating a budget for the 2022 year. They also voted to extend the paver sale through October 2nd. The friends also voted to replace the old shelf plaques that were purchased when the library first opened. Since these plaques are more likely to go missing, the friends voted not to sell that item anymore. Most of the plaques have been replaced, but there are a few more that need to be purchased.

The library director and library supervisor attended a Municipal Management Academy Level 1 class. This class is being offered through the city. It will highlight a number of topics on management. It is eight classes that will be spread over the course of 8 months. The director and library supervisor are happy to have this training opportunity.

The library director had the carpets cleaned on August 14. The carpets did not have many stains, but they had not been cleaned since the building opened in 2015 and a lot of dirt was pulled out of them. In addition, the library director purchased a small portable handheld carpet/upholstery cleaner. The director was able to use this to get stains out of some of the chairs and the dirt off the teen couches. This purchase was a great investment since it removed a large amount of dirt from our furniture and can be used multiple times.

The library director had American Marketing & Publishing come in to set up a virtual tour through Google View. The photographer came in and took pictures of the building. The tour should be available in 4 weeks on Google. This will allow individuals to see the inside of the library without coming onsite.

The library director and a number of different staff attended the city's wellness program on August 19. This program is designed to help employees learn about different health related issues in the hope that employees will improve their health.

The library director met with our newest trustee, Cherry Richardson, to go over the role of the library board, the meeting procedures, and governing bodies.

Department Highlights

The highlights for the month were getting the place cleaned, staged and ready for the virtual tour. Getting the text messaging up and running was also good and should be a great asset to the library going forward.

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

Official Service Area Populations

2017	2018	2019	2020	2021
13,833	14,035	14,202	14,363	14,455

Membership

August	2017	2018	2019	2020	2021
New Members	127	130	97	106	100
Updated Members	595	320	334	390	403
Yearly Totals	2017	2018	2019	2020	2021
Total Members	11,893	7,073	8,376	9,496	7,239
% 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: 38,781

Estimated Value of Total Materials: \$969,525

Last Month: \$964,125

Total Materials Available Per Capita: 2.68

Last Month: 2.68

State Minimum Standard: 2.00

Materials Added in August

2017	2018	2019	2020	2021
289	262	214	395	228

Yearly Material Added

2017	2018	2019	2020	2021
3,602	3,123	3,004	3,025	2,112

Physical Items Checked Out in August

2017	2018	2019	2020	2021
6,600	6,502	5,506	4,287	5,845

Cumulative Physical Items Check Out

2017	2018	2019	2020	2021
63,421	62,536	65,522	50,042	38,460

Miscellaneous item checkouts

August	2017	2018	2019	2020	2021
Technology Devices	46	46	35	35	60
Study Rooms	78	78	114	55	38
Games and Puzzles	46	46	79	77	124
Seeds	2	2	9	17	12
STEAM Packs	*	*	16	0	14
Cake Pans	*	*	2	3	3

Yearly Totals

2017	2018	2019	2020	2021
585	644	137	381	471
828	1,082	253	305	189
528	743	222	955	803
1,197	586	112	302	787
*	148	61	25	73
*	6	1	28	20

Library Services Usage

August	2017	2018	2019	2020	2021
Lego Table	125	125	214	0	0
Test Proctoring	1	1	11	8	9
Charging Station	2	2	5	3	2
Notary Services	*	*	*	8	13
Library Visits	*	4,964	4,565	3,004	3,589
Website Usage	*	*	1,863	1,460	2,453
Reference Questions	19	8	5	7	2

Yearly Totals

2017	2018	2019	2020	2021
2,643	1,891	553	459	0
56	152	27	74	94
86	90	19	47	27
*	*	16	88	90
*	52,565	55,728	30,007	25,494
*	2,517	16,935	17,977	18,764
115	59	77	60	39

Library Volunteers

August	2018	2019	2020	2021
Library Volunteers	10	9	6	5
Volunteer Hours	97	85	93	133.5

Yearly Totals

18-19	19-20	20-21	21-22
82	36	20	10
809	1,286	1,204	267

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

Computer Users

August	2017	2018	2019	2020	2021
Wireless	1097	757	643	315	328
Adult Users	388	467	362	238	230
Kids Users	203	178	181	1	121

Yearly Computer Users

2017	2018	2019	2020	2021
8,725	9,535	2,017	3,829	2,304
4,413	4,642	1,103	2,138	1,492
2,209	2,088	556	427	524

White House Public Library

August 2021

Performance Measures

Universal Class Counts

August	
Sign ups	1
Courses started	1
Lessons viewed	31
Class Submissions	22

Yearly Totals

2017	2018	2019	2020	2021
27	24	9	10	7
39	52	16	53	31
273	661	194	1,771	369
258	445	105	800	189

Programs

1,000 books	2018	2019	2020	2021
Monthly Sign-ups	7	2	5	5
Yearly Sign-ups	29	60	81	88

Achievements	2018	2019	2020	2021
100 Mark	2	0	0	14
500 Mark	2	2	0	1
Completion	0	1	2	4

Face-to-face Kids Programs

August	2017	2018	2019	2020	2021
Programs	10	9	9	3	11
Attendees	296	163	214	67	174
Yearly	2017	2018	2019	2020	2021
Programs	181	146	154	43	50
Attendees	4,268	4,260	4,201	1,185	1,433

Virtual Kids Programs

August	2020	2021
Videos	0	0
Views	0	0
Yearly	2020	2021
Videos	24	19
Views	4,182	230

Grab & Go Kits

August	2020	2021
Kits	6	1
Taken	92	48
Yearly	2020	2021
Kits	38	37
Taken	1094	1401

We did not put out as many grab & go kits as we are now having regular face-to-face movie and craft days. In addition, we are not giving out grab & go kits after story time but letting the children make the craft on-site.

Face-to-face Teen Programs

August	2017	2018	2019	2020	2021
Programs	4	6	4	0	0
Attendees	45	25	15	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

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

Combined Face-to-Face

August	2020	2021
Programs	3	4
Attendees	14	23
Yearly	2020	2021
Programs	11	19
Attendees	77	216

Virtual Teen & Tweens

August	2020	2021
Videos	0	0
Views	0	0
Yearly	2020	2021
Videos	12	6
Views	1,591	95

Grab & Go

August	2020	2021
Kits	0	0
Taken	0	0
Yearly	2020	2021
Kits	13	17
Taken	152	188

Since we are having inside face-to-face programs, we have not been putting out grab & go kits. If we get to where we cannot hold face-to-face programs, then we will go back to offering grab & go kits for teens.

Face-to-face Adult Programs

August	2017	2018	2019	2020	2021
Programs	9	15	16	4	7
Attendees	175	51	74	16	29
Yearly	2017	2018	2019	2020	2021
Programs	145	175	157	42	31
Attendees	689	1,009	1,343	214	229

Virtual

August	2020	2021
Videos	0	0
Views	0	20
Yearly	2020	2021
Videos	18	1
Views	4,972	20

Device Advice

Sessions	2019	2020	2021
August	*	0	18
Yearly	125	51	51

Interlibrary Loan Services

August	2017	2018	2019	2020	2021
Borrowed	76	67	121	71	71
Loaned	23	44	47	34	18

Yearly Interlibrary Loan Services

2017	2018	2019	2020	2021
562	690	690	534	469
305	410	410	151	143

August	R.E.A.D.S
Adults	1,844
Juvenile	242

Yearly Totals	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Adults	15,773	21,138	23,138	19,466	3,607
Juvenile	725	1,430	1,189	1,032	364

The READS statistics come from the state.

CITY COURT REPORT

August 2021

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$8,996.09
TOTAL MONIES COLLECTED YTD	\$15,760.96

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$2,257.67
TOTAL MONIES COLLECTED YTD	\$4,377.22

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$11,253.76</u>
TOTAL REVENUE YTD	\$20,138.18

DISBURSEMENTS

LITIGATION TAX	\$619.57
DOS/DOH FINES & FEES	\$256.50
DOS TITLE & REGISTRATION	\$370.50
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$3.09
WORTHLESS CHECKS	\$0.00
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$1,249.66</u>
TOTAL DISBURSEMENTS YTD	\$2,623.38

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$10,004.10</u>
TOTAL ADJUSTED REVENUE YTD	\$17,514.80

DRUG FUND

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$356.25</u>
DRUG FUND DONATIONS YTD	\$902.50

Offenses Convicted & Paid For Month	Count	Paid
Noisy Dogs Prohibited	1	\$0.00
Financial Responsibility Law	18	\$225.00
Registration Law	32	\$1,885.00
Improper Equipment	2	\$10.00
Texting/Hands Free Law	3	\$123.00
Open Container	1	\$118.75
DL Exhibited	3	\$102.50
Red Light	6	\$477.50
General-Miscellaneous	1	\$60.00
Stop Sign	3	\$105.00
Speeding	52	\$4,867.50
Seat Belt-Child Restraint	4	\$168.75
Failure To Yield	3	\$190.00
Exercise Due Care	11	\$527.50
Following Too Close	1	\$132.50
Total	141	\$8,993.00