



City Administrator Report: June 2022

Administrative & Legislative Services Department
June 2022

Administration

City Administrator Gerald Herman attended the following meetings this month:

- June 1:
 - Click Law Ribbon Cutting
 - Mayor Update Meeting
- June 6:
 - Bid Opening for NPC Widening
 - Staff Plan Reviews
- June 7:
 - White House Future Projects Meeting
- June 8:
 - Meat Sweats Ribbon Cutting
- June 9:
 - Robertson County JECDB
- June 13:
 - Planning Commission
- June 14:
 - MTAS Legislative Update
 - Robertson County Economic Development Board
- June 15:
 - RTA Board Meeting
 - GNRC Transportation Policy Board
- June 16:
 - Billy S. Hobbs Community Center Ribbon Cutting and Dedication
 - Board of Mayor and Alderman Meeting
- June 18:
 - If these walls could talk event/ Auction
- June 20:
 - Assistant Parks Director Interviews
- June 21:
 - Assistant Parks Director Interviews
 - Chamber Luncheon featuring Vol State President
 - Board of Zoning Appeals
- June 22:
 - Meeting with Peter Stratton for Economic Development Video
 - Ribbon Cutting for NP Clinic's New Space
 - Assistant Parks Director Interviews
- June 23:
 - Mayor Update Meeting
 - White House Progress Meeting
- June 27:
 - Department Head Staff Meeting
 - Americana Meeting #4
 - State of the City Meeting
- June 28:
 - TDEC Sewer Grant Discussion
 - CEI Local Government Training
- June 30:
 - State of the City Meeting

**Administrative & Legislative Services Department
June 2022**

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	\$21,172,626	\$ 18,466,854	↓12.77
Industrial Development	\$77,000	\$ 74,292	↓3.51
State Street Aid	\$550,000	\$ 498,896	↓9.29
Parks Sales Tax	\$2,105,361	\$ 1,425,873	↓32.27
Solid Waste	\$1,175,418	\$ 1,099,677	↓6.44
Parks Impact Fees	\$16,000	\$ 16,000	0.00
Police Impact Fees	\$42,500	\$ 40,494	↓4.77
Fire Impact Fees	\$125,000	\$ 22,069	↓82.34
Road Impact Fees	\$235,000	\$ 235,000	0.00
Police Drug Fund	\$4,500	\$ 2,000	↓55.55
Debt Services	\$1,293,500	\$ 111,574	↓14.06
Wastewater	\$20,374,057	\$ 16,989,444	↓16.61
Dental Care	\$72,500	\$ 71,765	↓1.01
Stormwater Fund	\$1,491,663	\$ 1,041,992	↓30.14
Cemetery Fund	\$78,890	\$ 78,997	↑1.35

*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	98	106	98	126	119
October	98	79	97	91	147
November	103	72	78	120	125
December	73	71	58	72	104
January	117	123	81	122	177
February	105	75	93	119	113
March	145	106	107	131	142
April	105	154	85	138	185
May	153	133	82	129	121
June	52	47	45	50	52
Total	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	June 2022	FY 2022	FY 2021	FY 2020	Total for FY22	Total for FY21	Total for FY20
Purchase Orders \$0-\$9,999	52	1,442	1281	1132	\$1,640,827.83	\$1,482,989.65	\$1,275,419.16
Purchase Orders \$10,000-\$24,999	0	24	29	34	\$404,406.65	\$417,161.17	\$551,938.89
Purchase Orders over \$25,000	0	40	45	33	\$11,687,700.37	\$11,050,535.17	\$4,035,346.92
Total	52	1,506	1355	1199	\$13,732,934.80	\$12,367,741.04	\$5,862,704.97

**Administrative & Legislative Services Department
June 2022**

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	32,401	11,536	1,164,517	1,080,668
August	66	20	126	133	25,635	9,145	752,932	835,519
September	48	17	43	22	24,833	8,335	679,248	214,406
October	52	10	78	86	23,816	8,390	386,735	864,091
November	63	174	56	40	23,022	7,587	695,971	812,527
December	39	13	156	82	22,904	17,483	847,724	1,055,111
January	56	108	67	68	26,942	17,123	720,531	934,562
February	52	135	22	40	23,253	19,796	N/A	762,985
March	57	39	85	61	30,026	22,930	N/A	879,671
April	68	101	43	56	31,127	20,881	N/A	820,505
May	54	38	27	29	31,335	23,514	5,998	946,897
June	674	214	48	123	34,600	30,909	10,251	901,328
Total	609	884	901	801	329,885	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	13	19	21
October	6	40	12
November	6	29	13
December	10	10	15
January	18	11	23
February	9	20	70
March	14	11	69
April	11	7	41
May	10	11	29
June	10	11	36
Total	124	258	369

	FY22 # of Request	FY21 # of Request	FY20 # of Request
July	38	20	36
August	54	27	39
September	46	16	18
October	64	15	40
November	19	20	27
December	42	27	20
January	41	18	24
February	41	72	41
March	38	36	34
April	26	26	35
May	39	48	26
June	47	58	28
FY Total	495	383	356

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

**Administrative & Legislative Services Department
June 2022**

White House Farmers Market

	Application Fees # (amount collected)	Booth Payments (\$)
January	0	0
February	4	\$150
March	3	\$360
April	5	\$1,260
May	2	\$60
June	1	\$90
July	0	0
August	0	0
September	0	0
October	0	0
November	0	0
December	0	0
Total	15	\$1,920

Building Maintenance Projects

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

	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	12	9	13	19	22	13
October	10	6	7	14	18	12
November	23	16	7	18	34	12
December	17	19	3	8	19	9
January	6	11	16	14	16	23
February	8	16	18	7	21	6
March	14	12	11	7	17	16
April	13	17	2	12	25	14
May	20	25	11	6	26	27
June	14	31	10	9	23	14
Total	164	200	98	162	266	201

**Finance Department
June 2022**

Finance Section

During June the Finance Office continued scanning thousands of documents to reduce physical document storage space, continued collecting the current year property taxes, continued training / planning for new utility customer application process changes, moved into the new office, and began preparing for fiscal year end tasks. The cumulative total of real estate and personal property taxes for the 2021 tax year billed is approximately \$5 million. As of June 30th, approximately \$4.93 million (98.6%) of the 2021 property taxes were collected. Members of the Finance Office participated in the following events during the month:

- June 9: CTAS online training “Plan for Effective Fiscal Year-End Closing”
- June 13-16: Moving office items from old building to new building
- June 14: MTAS online training “Legislative Update 2022”
- June 15: CTAS online training “TN Comptroller - New Debt Manual”
- June 16: New Billy S. Hobbs Community Center Ribbon Cutting, Dedication & Open House
- June 16: Monthly BMA meeting
- June 27: State of the City Address
- June 28: TDEC Sewer Grant meeting
- June 28: Finance staff meeting
- June 29: TN Comptroller Local Government Finance Analyst (Steve Osborne) call

Performance Measures

Utility Billing

	June 2022	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
New Builds (#)	42	284	357	171	62	102
Move Ins (#)	96	977	737	649	534	553
Move Outs (#)	80	898	743	602	534	576
New customer signup via email (#)	40	410	300	127	104	163
New customer signup via email (%)	29%	33%	27%	15%	17%	25%

Business License Activity

	June 2022	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
Opened	6	92	76	69	75	72
Closed (notified by business)	1	7	6	10	9	18
Closed (uncollectable)	0	0	0	0	0	199

Accounts Payable

	June 2022	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
Total # of Invoices Processed	416	4254	4079	4003	3940	4437

**Finance Department
June 2022**

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	4,745,235	46%
Cemetery Fund	45,261	13,578	295,330	653%
Debt Services	1,217,528	365,258	860,837	71%
Dental Care Fund	39,361	11,808	192,888	490%
Roads Impact Fees	105,396	31,619	285,326	271%
Parks Impact Fees	109,476	32,843	391,790	358%
Police Impact Fees	77,976	23,393	354,254	454%
Fire Impact Fees	26,904	8,071	234,594	872%
Industrial Development	76,063	22,819	80,705	106%
Parks Sales Tax	988,260	296,478	816,377	83%
Police Drug Fund	5,048	1,514	36,806	729%
Solid Waste	1,065,400	319,620	583,853	55%
State Street Aid	418,172	125,452	307,953	74%
Stormwater Fund	964,600	289,380	1,210,722	126%
Wastewater	5,579,100	1,673,730	6,259,360	112%

*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	11,155,344	↑ 7.17%
Cemetery Fund	45,261	75,508	↑ 66.83%
Debt Services	1,217,528	1,425,794	↑ 17.11%
Dental Care	39,361	36,642	↓ 6.91%
Roads Impact Fees	105,396	160,449	↑ 52.23%
Parks Impact Fees	109,476	134,646	↑ 22.99%
Police Impact Fees	77,976	126,285	↑ 61.95%
Fire Impact Fees	26,904	76,959	↑ 186.05%
Industrial Development	76,063	96,901	↑ 27.40%
Parks Sales Tax	988,260	933,623	↓ 5.53%
Police Drug Fund	5,048	7,813	↑ 54.77%
Solid Waste	1,065,400	1,109,631	↑ 4.15%
State Street Aid	418,172	450,009	↑ 7.61%
Stormwater Fund	964,600	1,019,158	↑ 5.66%
Wastewater	5,579,100	6,029,345	↑ 8.07%

*Realized amounts reflect revenues realized from July 1, 2021—June 30, 2022

**Human Resources Department
June 2022**

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

- June 01: Chamber of Commerce Ribbon Cutting for Click Law Office
- June 07: Chamber of Commerce Board Meeting
- June 08: Chamber of Commerce Ribbon Cutting for Meat Sweats BBQ
Assistant Parks and Recreation Director Applicant Testing
- June 16: Chamber of Commerce Ribbon Cutting for Billy S. Hobbs Community Center
Board of Mayor and Aldermen Meeting
- June 18: If These Walls Could Talk / Auction
- June 20: Assistant Parks and Recreation Director Interviews
- June 21: Assistant Parks and Recreation Director Interviews
Chamber of Commerce Luncheon - Vol State President
- June 22: Assistant Parks and Recreation Director Interviews
- June 27: New Hire Orientation for Police Officer
State of the City Meeting
- June 30: State of the City Meeting

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	0	1	1	0
October	1	0	0	0
November	0	1	0	0
December	0	0	0	0

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January	0	1	1	1
February	1	0	3	0
March	0	2	0	0
April	0	1	2	0
May	1	0	1	0
June	1	3	0	2
Total	4	9	8	3

Three-year average: 6.67

**Human Resources Department
June 2022**

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	0	1	0	0
October	1	1	1	1
November	1	3	1	0
December	0	0	0	0

Three-year average: 5.67

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January	0	0	1	0
February	0	0	0	0
March	1	0	0	0
April	1	0	0	1
May	0	0	0	1
June	0	0	0	0
Total	5	7	4	6

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	2	0	2	2
October	0	0	3	0
November	0	1	2	1
December	1	2	1	0

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

	FYE 2022	FYE 2021	FYE 2020	FYE 2019
January	4	2	2	1
February	2	0	1	0
March	3	0	1	0
April	2	2	0	0
May	2	0	2	5
June	1	3	2	1
Total	19	12	18	11
Percentage	18.45%	11.65%	17.48%	11.34%

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	0	1 (T)
October	0	0	0	0
November	0	0	1 (S)	0
December	0	1 (T)	0	0

Three-year average: 4.66666667

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

**Police Department
Monthly Report
June 2022**

Meetings/Civic Organizations

➤ **Chief Brady attended the following meetings in June:** White House Rotary Club Meeting (June 2, 9, 16, 23 and 30), Robertson County Chief's Meeting (June 8), Board of Mayor & Alderman Meeting (June 16), Cool off with a Cop (June 22), Command Staff Meeting (June 23), Department Head Meeting (June 27), State of the City Address (June 27) and Active Shooter Meeting (June 28).

➤ **Police Department Administration Performance Measurements**

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

Susan Johnson, Accreditation Manager, is working on our 4th edition of our TLEA program into PowerDMS which includes 164 standards. Susan is still getting a few more proofs for 2021 and has done 55 proofs for 2022.

Our 3-year cycle will end in December 2023, which means our onsite should be in December 2023. This will be our 4th award for our accreditation.

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	105	0	105
February	0	49	16	65
March	15	41.4	0	56.4
April	3	222	14	239
May	4	45	0	49
June	29	200	0	229
Total	51	662.4	30	743.4

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	JUNE 2022	FY 2021-22
Three (3) Officers per Shift	50	580
Four (4) Officers per Shift	10	152

1. ***Acquire and place into service two Police Patrol Vehicles.*** We ordered three 2021 Police Interceptors from Lonnie Cobb Ford. We have received two of the new cars. Both cars have been equipped and Striped and are in service. We have one car still at Truckers Lighthouse getting equipped.

2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2021-2022.*** Compliance Checks were conducted in March. We had four businesses fail: Colorado Grill, Tavern 76, Love's Truck Stop and Cracker Barrel. **Complete.**

**Police Department
Monthly Report
June 2022**

3. *Maintain or reduce TBI Group A offenses at the three-year average of 70 per 1,000 population during the calendar year of 2022.*

Group A Offenses	June 2022	Per 1,000 Pop.	Total 2022	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	14	1	76	6
Crimes Against Property	25	2	147	11
Crimes Against Society	38	3	221	17
Total	77	6	444	34
Arrests	41		298	

*U.S. Census Estimate 4/1/2020 – 12,982

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 2022.*

	JUNE 2022	TOTAL 2022
Traffic Crashes Reported	40	239
Enforce Traffic Laws:		
Written Citations	37	468
Written Warnings	12	151
Verbal Warnings	232	1,491

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

COLLISION RATIO				
<u>2022</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
JUNE	40	3 YTD 18	8%	8% YTD 239

Traffic School: There was no Traffic School in June.

Staffing:

- Ofc. Terry Brown (TJ) is currently on FTO and has been deployed for eight months.
- Ofc. Austin Frye is on FTO until he can attend the Academy.
- Ofc. Brandon Mantor started on June 27th. He will remain on FTO until he can attend the Academy.
- We currently have 3 positions open and are continuing to accept applications.

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

Sumner County Emergency Response Team:

- On June 17, 2022, ERT conducted a marksmanship training at the Sumner County range.
- ERT had no callouts or warrant services in June.

**Police Department
Monthly Report
June 2022**

Support Services Performance Measurements

1. **Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2022.**

We are unable to provide the above stats at the present time. Tyler Technologies will be providing this capability to our new software in the future.

2022 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
<i>June</i>		

Communications Section

	June	Total 2022
Calls for Service	917	5,800
Alarm Calls	29	221

Request for Reports

	June	FY 2021-22
Requests for Reports	19	183
Amount taken in	\$13.95	\$124.80
Tow Bills	\$0.00	\$375.00
Emailed at no charge	25	212
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO): Nothing to report at this time.

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.** Sgt. Enck is instructing 7 D.A.R.E. classes at White House Middle School with approximately 155 students. Graduation took place May 5th, 2022. **Complete.**
2. **Plan and coordinate Public Safety Awareness Day as an annual event.** Discover White House Expo & Safety Day will be October 1st.
3. **Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.** 2022 Citizen's Police Academy was cancelled.

**Police Department
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4. Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.

- June 13th, Sgt. Enck handed out approximately 35 badges at the Splash Pad.
- June 15th, Sgt. Enck handed out approximately 40 popsicles at the Splash Pad.
- June 17th, Sgt. Enck participated as an instructor in the Second Annual #NoFilter Young Women's Event. The had approximately 105 young girls attend.
- June 20th, Sgt. Enck did bike patrol on the Greenway, Splash Pad, Kroger and Walmart. During this time, he gave out 30 badges, 40 ice cream coupons and 25 sticker badges.
- On June 21st, Sgt. Enck instructed a S.P.E.A.R.E. class for Farmers Bank for 20 ladies.
- On June 22nd, Sgt. Enck instructed a Bike Safety Class at CCS for their Vacation Bible School Group. There were 25 kids.
- On June 22nd, Sgt. Enck instructed a S.P.E.A.R.E. class for Farmers Bank with 25 ladies in attendance.

Special Events: WHPD Officers participated in the following events during the month of June:

- Cool off with a Cop

Upcoming Events:

- Americana (July 9th)
- WHPD Dunkin Booth – Hot dogs at the Farmers Market.

<i>2022 Participation in Joint Community Events</i>		
	<u>June</u>	<u>Year to Date</u>
Community Activities	8	36

**Fire Department
June 2022**



Summary of Month's Activities

Fire Operations

The Department responded to 161 requests for service during the month with 114 responses being medical emergencies. 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 161 responses in the month of June there were 17 calls that overlapped another call for service that is 10.56% of our responses. That brings the overlapping call volume for FY21-22 to 16.25%.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in June from dispatch to on scene time averaged was, five minutes and ten seconds (5:10). The average time a fire unit spent on the scene of an emergency call was eleven minutes and fifty-three seconds (11:53).

Department Event

- June 15th – Tal Plumlee Steak Lunch for Emergency services
- June 16th – Billy S. Hobbs Municipal Building ribbon cutting
- June 20th – Girl Scouts Station tour
- June 28th – CPR training
- June 27th & 30th – State of the City Address

Fire Administration

- June 17th – Robertson County 2-way radio project meeting
- June 18th – If These Walls Could Talk
- June 27th – Americana Meeting
- June 29th – Sumner County schools active shooter/aggressor meeting

Emergency Calls Breakdown

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

Incident Responses FY to Date

Fires	40
Rescue & Emergency Services	1306
Hazardous Conditions (No Fire)	41
Service Calls	77
Good Intent Call	107
False Alarms & False Call	173
Calls for The Month	161
Total Responses FY to Date	1754

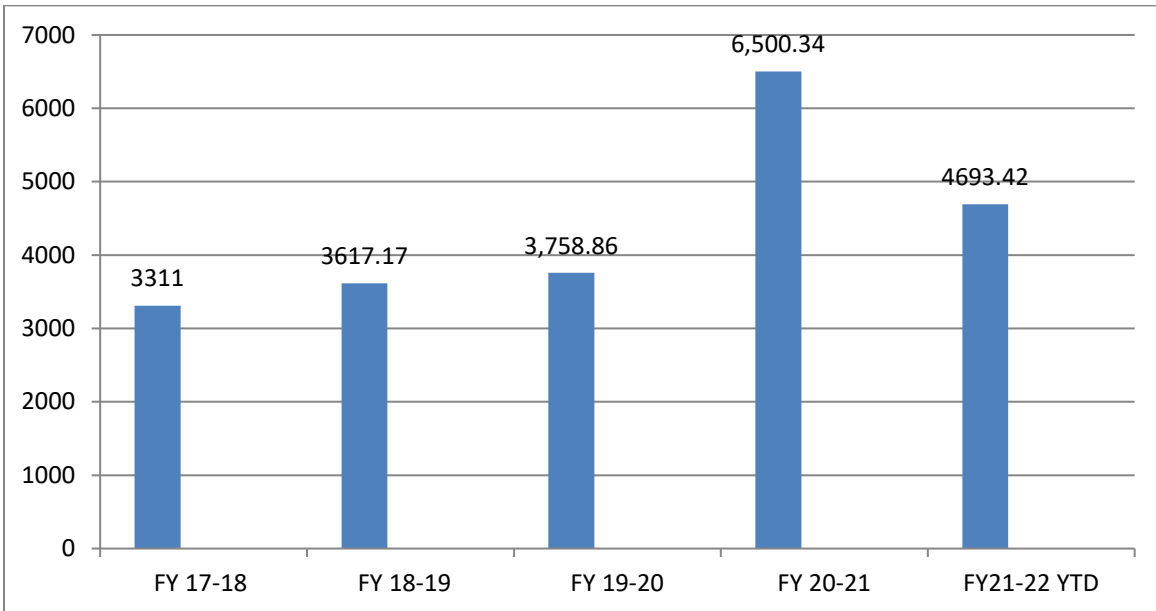
**Fire Department
June 2022**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	106	1213	69.31%
Station #2 (Business Park Dr)	55	537	30.68%

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	203.21	4693.42

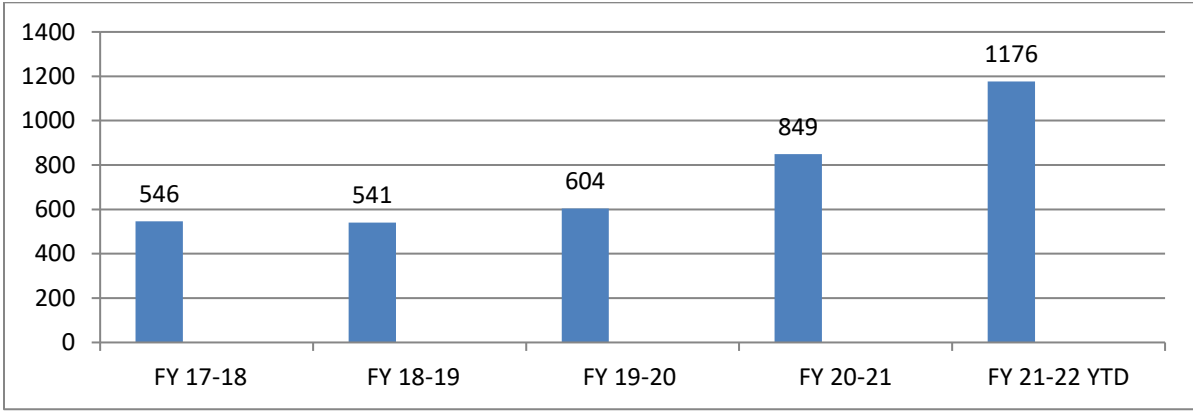
Training breakdown for ISO and NFPA

	Fire Officer	Company	Facilities	NFPA
Month	1.5	58	14	44.71
Total for FY	426	1563.75	561	1425.57

Fire Inspection

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

**Fire Department
June 2022**

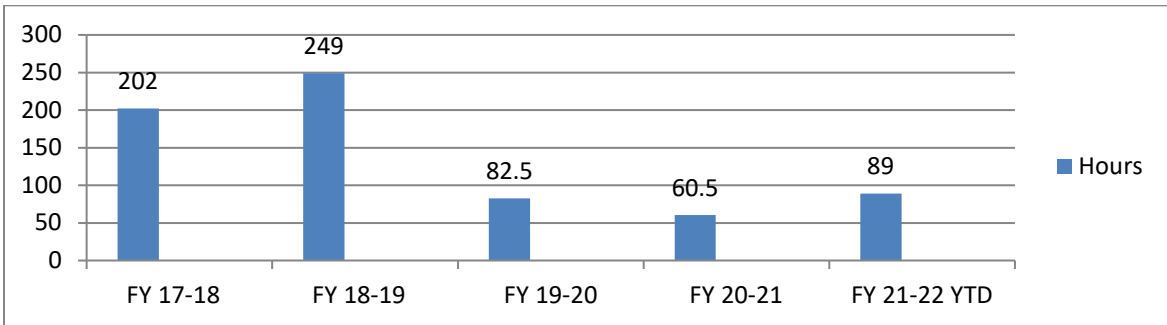
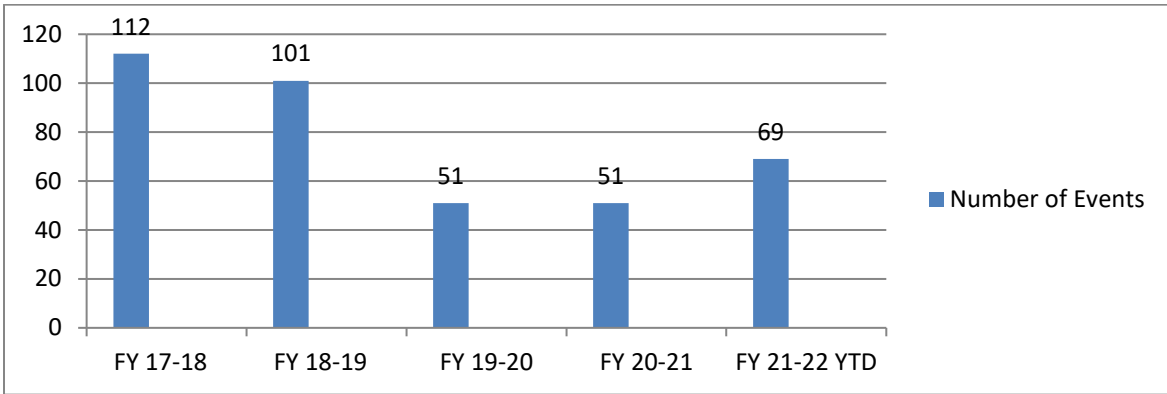
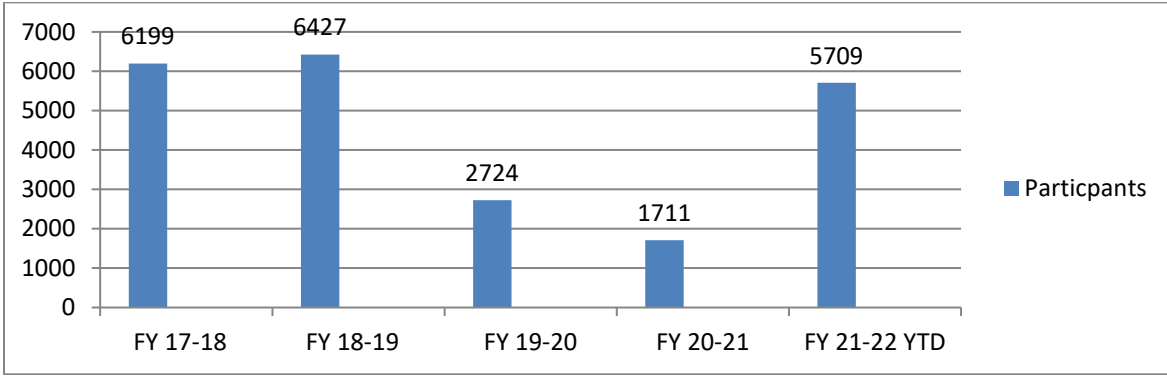


	Month	YTD
June Fire Inspection	77	1176
Reinspection	30	204
Code Violation Complaint	0	10
Violations Cleared	33	180
Annual Inspection	3	223
Commercial Burn Pile	2	13
Knox Box	2	24
Fire Alarms	7	23
Measure Fire Hydrant	0	5
Plans Review	3	49
Pre-C/O	6	26
Pre-incident Survey	7	309
Sprinkler Final	0	26
Final/Occupancy	2	33

Public Fire Education

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

**Fire Department
June 2022**



	Month	YTD
Participants	30	5709
Number of Events	5	69
Education Hrs.	6.5	89

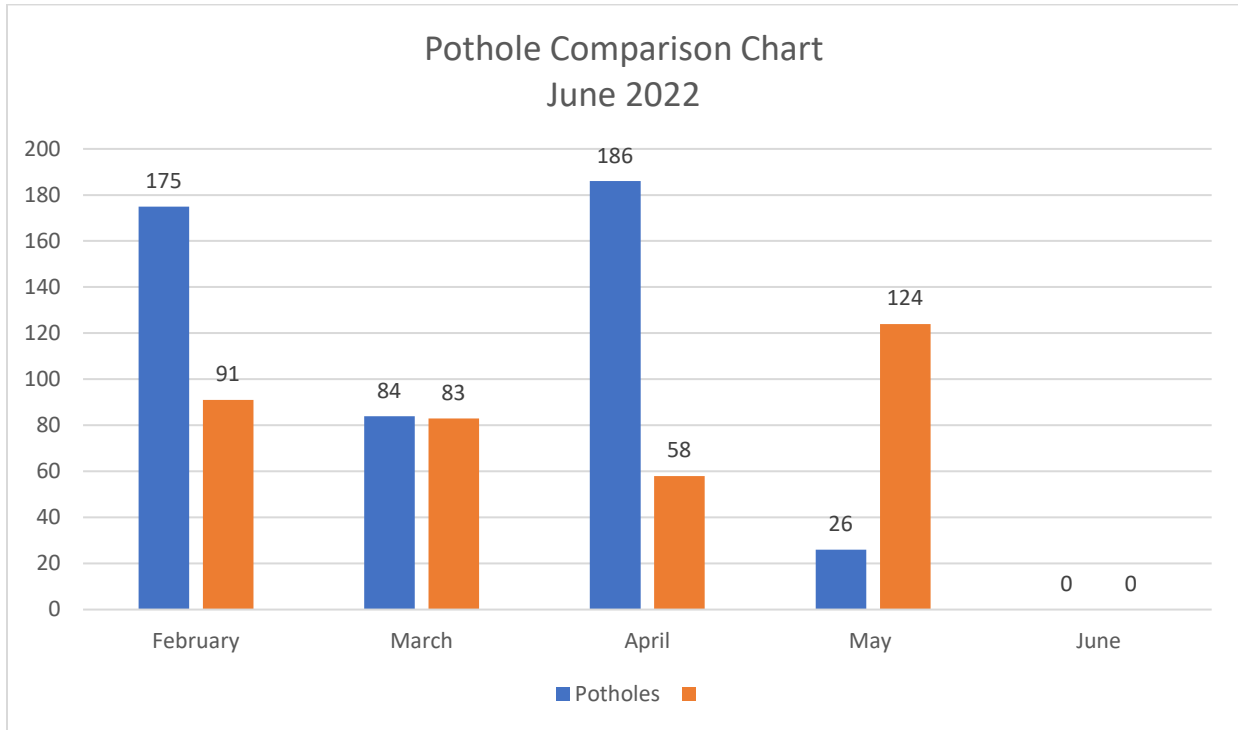
*Public education numbers were lower than normal due to COVID-19

Social Media Statistics for the Month

Post Reach	4655
Post Engagement	539
New Page Followers	34

**Public Services Department – Public Works Division
June 2022**

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: No potholes were repaired in the month of June 2022.

-The goal for this 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.

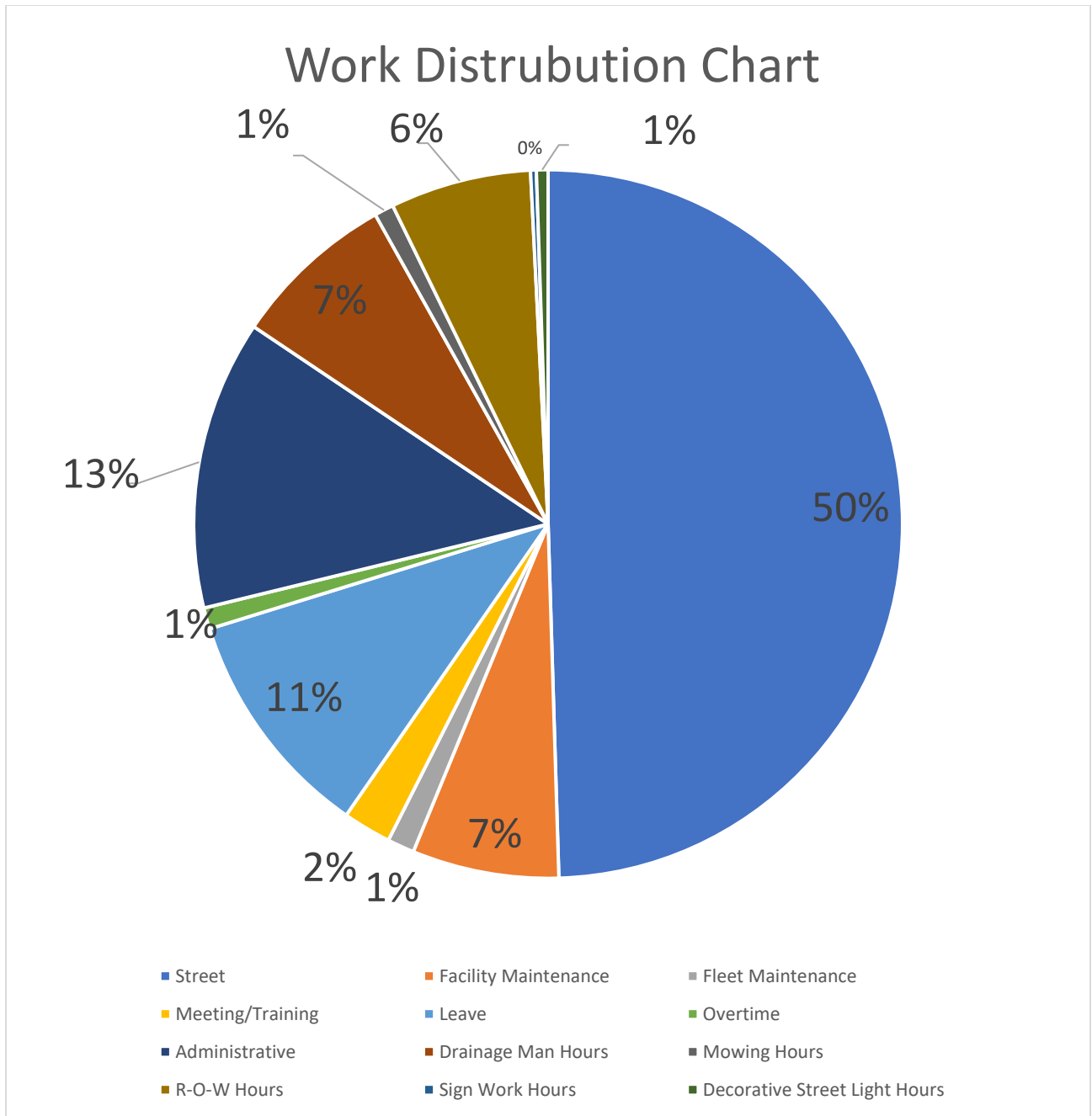
Pothole Complaint Response Time

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.

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE

**Public Services Department – Public Works Division
June 2022**

Total Hours Worked in The Public Works Department were 562 Hours. The chart below show what percentage of time was spent on each job task.



**Public Services Department – Public Works Division
June 2022**

Monthly Work Log

Wednesday 6-1-2022

- Traffic control performed for Stormwater project on South Palmers Chapel Drive / Cut back trees on Marlin Road to uncover Speed Limit Sign / Picked up drive belt for zero turn mowers

Thursday 6-2-2022

- Weed control operations performed at WWTP / Fleet maintenance / Installed Pug Milled Base Stone for failing section of road on Sundance Way / ROW Mowing on Calista Road.

Monday 6-6-2022

- ROW Mowing Pleasant Grove Road / Crew Meeting / Unloaded RCP for Wilkinson/Shady Lane Drainage Project / Evaluated for repair lights on Sundance Way / Adjusted water valve box that was in conflict of ADA Compliant Project at Willowleaf and Holly Lane Intersection

Tuesday 6-7-2022

- Unloaded more RCP (Reinforced Concrete Pipe) for Wilkinson Shady Lane Drainage Project / Cut and removed fallen tree at 505 Calista Road / Used vac-trailer to remove stone from time capsule hole at City Hall.

Wednesday 6-8-2022

- Picked up granite capstone for time capsule / Made adjustments to the time capsule hole so that the capstone would fit snugly / Went to Home Depot and Lowes to pick up parts and necessary materials.

Thursday 6-9-2022

- Reshaped ditch at 124 Calista Road / Re-installed road plate on SR-76 at Love's, Dee Cee Intersection due to semi-truck moving it from its pinned down location / Poured concrete for time capsule at City Hall

Monday 6-13-2022

- Helped City Hall Administration Staff move from previous City Hall Building to the New City Hall Building / Evaluated tree to be removed on Villages Court / Fleet Maintenance.

Tuesday 6-14-2022

- Helped move City Hall Administration Staff / More adjustments to time capsule / Fleet Maintenance

Wednesday 6-15-2022

- Safety and Pre-Construction for Wilkinson / Shady Lane Drainage Project / Debriefing

Thursday 6-16-2022

- Installed signs for Wilkinson Lane Drainage Project / Installed 32' of RCP at Wilkinson Drainage Project.

Monday 6-20-2022

- Repaired Red Light at Raymond Hirsch and SR-76 / Wilkinson Lane Project

Tuesday 6-21-2022

- Delivered fan for Farmers Market workers / Adjusted granite capstone / Fleet Maintenance / Delivered pipe and signs for open cut of road and old damaged pipe removal

Wednesday 6-22-2022

- Pleasant Grove Road Project / Prepared and cut road, dug out and removed damage CMP (corrugated metal pipe) and installed new HDPE pipe.

Thursday 6-23-2022

- Traffic Control for Brush Collection operations / RoW Mowing and sprayed weed killer on planting on SR-76 in front of Speedway.

Monday 6-27-2022

- Closed Pleasant Grove Road to allow Rogers Group to Binder patch the road after new drainage pipe was installed.

Tuesday 6-28-2022

- Wilkinson Lane Project / Calista Pond Drainage / Facility and Fleet Maintenance

Wednesday 6-29-2022

- Wilkinson Lane Project / Calista Pond / White Haven Court tree trimming

Thursday 6-30-2022

- White Haven tree trimming / 31W Street Sweeping.

**Public Services Department – Public Works Division
June 2022**

June 6 – Intersection of Willowleaf Lane and Holly Lane - An ADA Compliance issue was identified by CSR Engineering during the ADA Audit in 2019. The City of White House Public Service Department contracted Milliken Corporation to make these repairs and bring the sidewalk into compliance.

Before



After



June 7 - A City of White House employee reported an excess amount of water being discharged onto her property as well onto neighboring properties. Public Works Manager and Director of Public Services arrived on-site to evaluate the issue. The developer was contacted but nothing was done. As of 6/23/2022 there has still been no progress to mitigate this issue.



**Public Services Department – Public Works Division
June 2022**

June 8 – 711 SR-76 -The new owner called the Public Services Department concerned that water from rain events sheet flows off of SR-76 into her place of business and floods her office. The Stormwater and PW Crews arrived on-site after the Public Services Director, Public Works Manager, and Public Works Crew Leader spoke to the business owner about the issue. The crew members removed asphalt from the culvert in an attempt to more immediately rectify this issue. Additionally, TDOT was contacted about this issue and are have plans to remedy the situation by creating a swale with rip-rap in order to eliminate this sheet flow of water.



June 8 – SR-76 Road Bore for Southern Force Main Project - Twin States Construction dug a hole in SR-76 nearest the Loves Intersection in order to expose a main gas line that runs through this area. As a temporary measure a steel road plate was put over top of the whole in order to protect motorists from the exposed line. The road plate had been knocked off by a semi-truck and re-installed with 1/2” all-thread pins that were welded to the road plate to keep it from moving but was still knocked off of the hole. The Public Services Department assisted in re-installing the road plate until Twin States arrived to make the more permanent repair. WHPD was contacted to direct traffic in the middle of the signalized intersection for motorists safety while the Public Works Division set the traffic signal to flash so that there was no conflicting direction given to motorists as to eliminate the chance of accidents. Sgt. Enck and Ofc. Raily did an exceptional job directing traffic while the work was being performed.



**Public Services Department – Public Works Division
June 2022**

June 9 - The road plate was once again shifted off of the hole on SR-76. Due to the fact that this issue occurred on back-to-back days, City of White House Public Services Department contacted a TDOT representative and made the decision to back fill the hole with pug-milled base. Then the plate was re-installed until Twin States was able to install cold-patch asphalt.



June 9 – The single battery back-up system that was ordered finally arrived and was added to VueWorks as part of our asset management. Installation of the battery back-up occurred Thursday June 16th at 11:00PM as to not interrupt the flow of daily traffic because the intersections are already in flash at this time of night. This was the safest operation for the contractor that performed the install as well as for the safety of motorists and citizens of White House. WHPD, Sgt. Brisson, was on site to perform traffic control and blue lights if necessary.

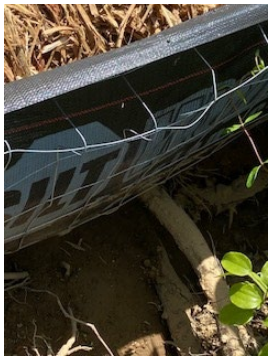


**Public Services Department – Public Works Division
June 2022**

June 9 Continued – Lot 17 at Legacy Farms - A manhole for the stormwater infrastructure in this area fell within the driveway apron. This should not have happened but the builder decided to put the driveway on the opposite side of the house than was designed causing the issue. This situation was discussed between the Public Works Manager and the developer. It was decided that the impact on what will eventually be City infrastructure will be too great to move the box completely out of the driveway apron. So, the developer has agreed to lower the manhole casting in order to make in flush with the concrete so that it does not remain a trip hazard and does not negatively impact vehicles that travel in and out of this driveway. The work has not been completed which is why there are no after pictures.



June 10 – Copes Crossing Development – Womble Construction let mud and silt escape from their job site at the Valley View Entrance. The Public Works Manager and Director of Public Services arrived on site to evaluate and speak to Womble Construction and asked them to clean up any mess and repair the silt fence that has been undermined allowing the discharge to take place.

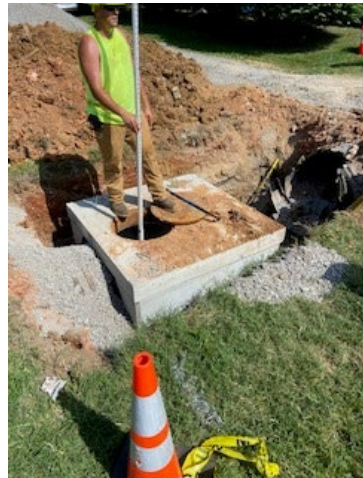


**Public Services Department – Public Works Division
June 2022**

June 15 – The Stormwater and Public Works Crews started on the Wilkinson and Shady Lane Drainage Project. Structure #3 Installed.



323 Wilkinson Project
STR #3



June 16 – HDPE Pipe being removed, and RCP being installed.

**Public Services Department – Public Works Division
June 2022**



June 16– Battery Back-up installation. SR-76 and Hwy 31W



June 17 – Flower bed in front of Speedway had weeds pulled and sprayed with round-up and is being sprayed periodically to keeps weeds down until Wades takes over maintenance and Sponsorship

**Public Services Department – Public Works Division
June 2022**

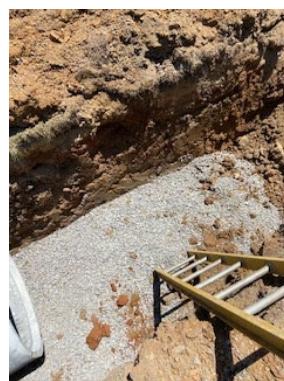
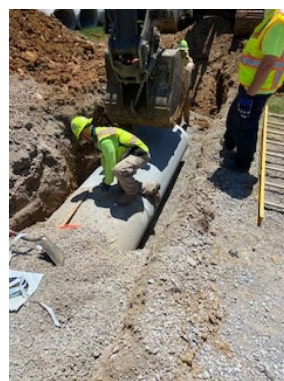
Before



After



June 20 – Wilkinson Drainage Project



June 21 – Stagecoach Development – Sage Road Development – Developer and contractor are unable to control dust generated from the jobsite so they were shut down on Monday, Tuesday and Wednesday of this week. They will remain shut down until a water truck is onsite and watering the jobsite on a consistent basis abiding by the

**Public Services Department – Public Works Division
June 2022**

guidelines of the CGP (Construction General Permint) and Article 4-102.603 Erosion and Sediment Control as outlined in our subdivision regualtations.



June 22 – Wilkinson Project 1 ½” grinder service line move and cover in order to get the Stormwater pipe reinstalled and back on grade.



June 23 – 3311 Pleasant Grove Road. Road was failing due to rusted out CMP (Corrugated Metal Pipe) that failed under the road. This pipe was removed and replace with HDPE 18” (50 feet) the road was shut down completely

**Public Services Department – Public Works Division
June 2022**

and is now backfilled with Pug Milled Base Stone. Rogers Group will be in the City of White House on Monday June 27th to pave this area.



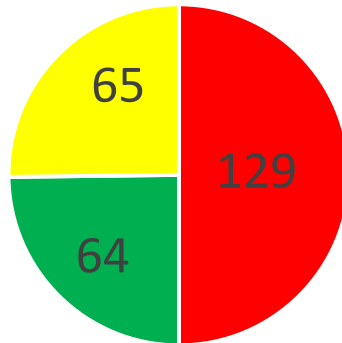
**Public Services Department – Public Works Division
June 2022**

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: No Street Signs were replaced in the month of June.

Street Name Sign Replacement



■ Total Signs To Be Replaced ■ Signs Replaced ■ Signs Left To Replace

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

Public Works/Streets & Roads Division

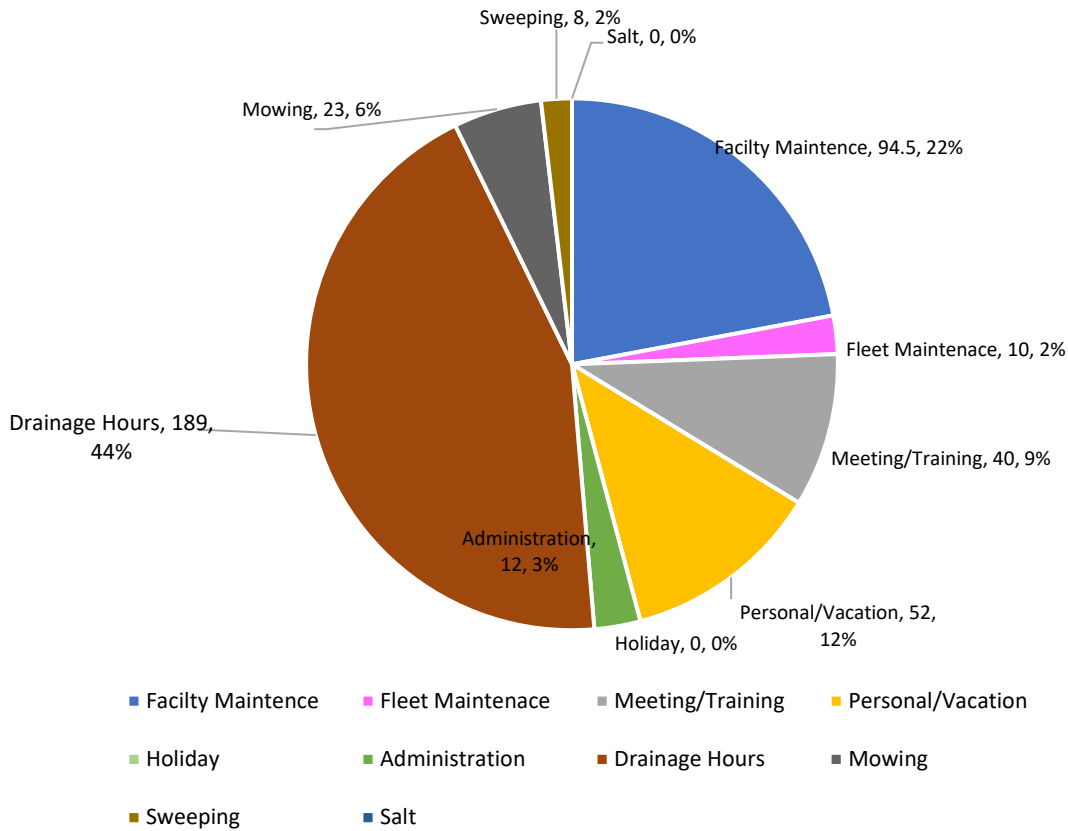
Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-May	22-Jun	YTD 21/22
Street	8,134	9,364	8,741	10,229	9191.25	564	562	14,071
Facility Maintenance	3494	2187	1,227	1,137	887.25	36	76	1451.25
Fleet Maintenance	1034	514	282	380	422.5	3	14	782
Meeting/Training	502	510	517	400	457	35	25	513
Leave	1,253	576	613	810	823	81	120	1717.15
Holiday	795	470	385	555	545	30	0	602
Overtime	508.5	488	414	311	152.75	14	11	520
Administrative	385	698	803	867	1153.25	193	150	2,968
Drainage Work (feet)	0	906	2749	10	0	0	216	762
Drainage Man Hours	0	1470	1045	170	14	37	85	672.28
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	45	10	687.5
Curb Repair	0	0	0	15	0	1	0	15
Shoulder LF	0	4485	630	5	640	0		30
Shoulder Hours	0	155	160	49	176	0	0	10
# of Potholes	0	250	473	346	385	124	0	679
Pothole Hours	0	759	734	1,181	831.5	26	0	816.25
R-O-W Hours	0	2835	2416	4,027	3044.5	68	73	3,243
Sign/Repaired	0	120	91	84	63	0	2	139
Sign Work Hours	0	289	179	234	109	0	3	307
Salt Hours	0	10	143	24	76.5	0	0	172.5
Salt Tons	0	12	20	23	18	0	0	66.69
Decorative Street Light Hours	0	57	46	125	133.5	8	6	78
Traffic Light Hours	0	0	65	20	158	0	0	81

Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-May	22-Jun	YTD 21/22
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	360	360	6,588
Facility Maintenance	3494	723	446	574	394.5	23	41	802
Fleet Maintenance	1034	488	445	331	294.5	3	7	310
Meeting/Training	502	265	130	135	127.5	25	15	228
Leave	1,253	428	700	476	336	54.5	10	853
Holiday	795	270	230	230	230	20	0	330
Overtime	508.5	119	4	12	39.5	0	0	8
Administrative	385	167	1	0	72.5	3	16	74
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					14.5	0	55
R-O-W Hours	0	166	30	97	170	13.5	29	563
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	22-May	22-Jun	YTD 21/22
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	646	847	9,454
Brush Truck Loads	459	551	522	578	584	46	64	832
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	379	386	6,341
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	113	143	1,920
Litter Pickup Bags	334	507	546	511	456	43	41	587
Litter Pickup Hours	1147	1132	985	957	892	83	99	1,071

Stormwater Work Hours Distribution Chart



Administrative Notes

1. Public Works and the Stormwater Division completed the time capsule resting area at city hall.
2. Infrastructure upgrade to the Wilkinson Stormwater Mitigation Project is underway. The project started on June 15th and is being completed by the Public Services Department – All divisions have contributed.
3. McCurdy Stormwater Mitigation Project – Elkin Brothers completed this project.
4. Three Fence Permits were issued in the month of June.
5. Thirty Land Disturbance Permits were issued
6. “Calista Pond” has been receding from the dry weather. We have been pumping the additional water out to inspect the bottom of the pond and to remove algae and additional soil.
7. Several verbal requests have been made to developers / site contractors to have water trucks on-site while earth is being moved. Most complaints have been from Sage and Tyree.
8. The box culvert capital project plans are under review by the Public Services and CSR.

Stormwater Complaints/Concerns

- **108 East Winterberry Trail:** Called and said that ever since the neighborhood was repaved, they have been experiencing a lot of flooding directly into their garage from the road any time it rains. They stated that a lot of other neighbors were experiencing similar issues, and they wondered if someone would be able to go and inspect the area and see if anything can be done to prevent future flooding. **Pending**
- **200 Longview Drive:** They stated that not long ago the Stormwater division dug out a containment pond at the residence. The pond has since started being covered over in algae “and other gunk.” Mr. Murphy wondered if we’d send someone to fill the pond with something that would clear the algae but not hurt the birds that try to drink out of it. **Pending**
- **Meadowbrook Ln:** states that they have had problems with flooding in the past, but now that there is all of the construction on Tyree, they are worried it will get worse. **Reached out and left a voicemail. In my opinion, the development of Willow Springs Phase 2 will actually provide some relief to the Meadowbrook Lane residents by decreasing the sheet flows and high concentrate volume that previously flowed through this area. With construction providing drainage plans to redirect all flows to a controlled outfall, this will create a maximum control volume to be allowed to be discharged from the site. They returned my phone call and after I explained my thoughts he seemed to understand and was relieved after hearing my explanation.**
- Stormwater division has been inundated with dust complaints. We have been strenuously trying to inform the developers to have water trucks constantly running to meet our MS4 permit and General Construction Permit.

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 some work order requests and summaries that have been addressed for the Month of June:

<i>Address</i>	<i>Scope of Work</i>	<i>Status</i>	<i>Notes</i>
<i>S Palmers Chapel</i>	Ditch Remediation	Work Order: 060122002 Complete	

**Public Services Department – Stormwater Division
June 2022**

<p><i>Calista Rd</i></p> <p>Ditch Remediation</p>	<p>Work Order: 0609220022</p> <p>Complete</p>	
<p><i>Parks Phase 4</i></p> <p>Open Ditch Inspection</p>	<p>Work Order: 060122007</p> <p>Complete</p>	
<p><i>Temple</i></p> <p>Temple Baptist Open Ditch Inspection</p>	<p>Work Order: 060222005</p> <p>Complete</p>	
<p><i>200 Bedrock</i></p> <p>Catch Basin Maintenance</p>	<p>Work Order: 0623220011</p> <p>Completed</p>	
<p><i>Wilkinson / Shady Lane</i></p> <p>Drainage Mitigation</p>	<p>Work Order: 061422003</p> <p>In Progress</p>	

**Public Services Department – Stormwater Division
June 2022**

***Summerlin
Phase 8***

Open Ditch
Inspection

Work Order:
061422016

Complete



***Patel Gas
Station***

Land
Disturbance
Inspection

Work Order:
063022005

Complete



***McCurdy Rd
Stormwater
Infrastructure
Installation***

Capital
Project

Contracted Out

Complete



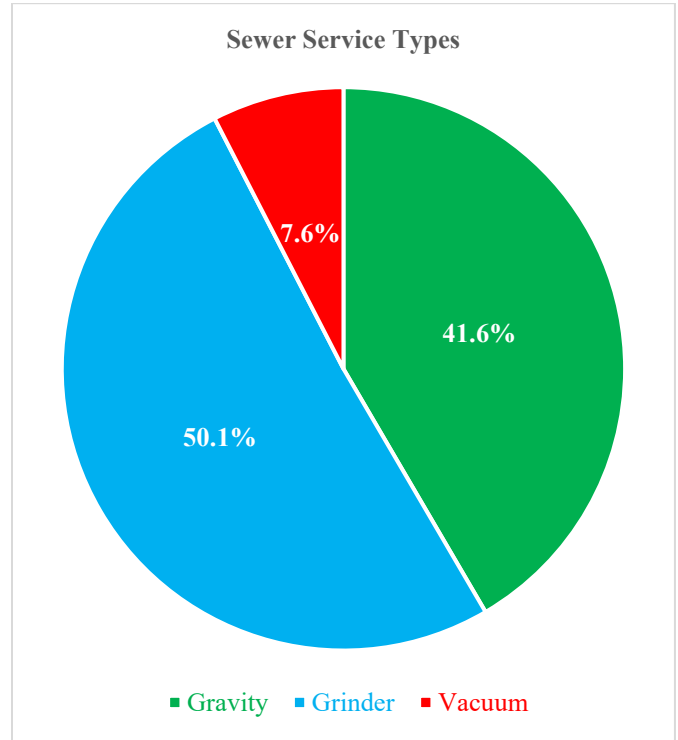
**Public Services Department - Wastewater Division
June 2022**

Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, vacuum services, and various types of lift-stations. As of **June 30th, 2022**, City personnel count a total of **5,868** sewer system connections, with **41 new** applications for service in **June, 2022**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,440
Low-Pressure Grinder Sewer Connections	2,984
Vacuum Sewer Connections	444

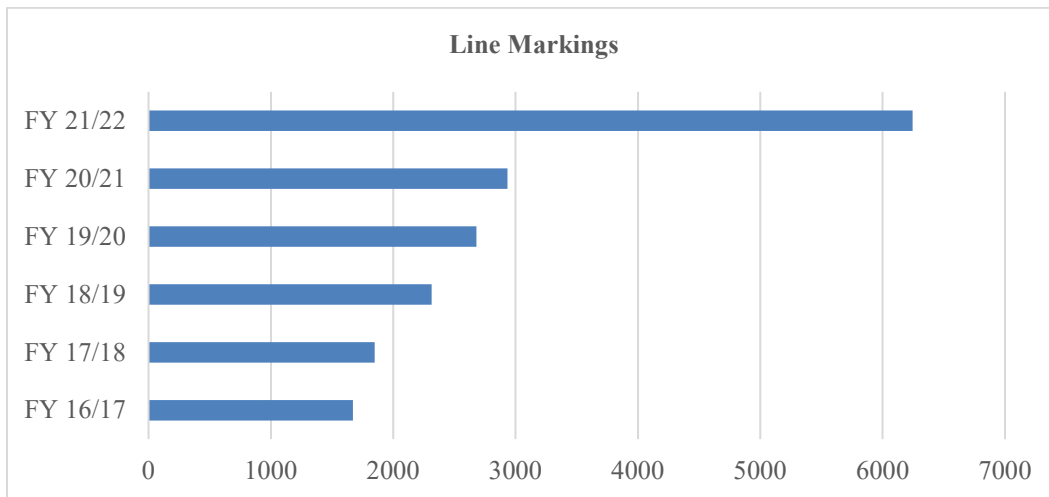
The City counts **187** commercial grinder stations, **2,797** residential grinder stations, and **28** major lift stations integrated into our system.



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. **Wastewater personnel received 213% more line-marking in the 2021/2022 fiscal year than in the 2020/2021 fiscal year, largely due to new construction and utility boring activities.**

Line Markings	<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>June 2022</u>	<u>YTD</u>
Tennessee 811	1,670	1849	2315	2680	2933	536	6245



**Public Services Department - Wastewater Division
June 2022**

<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>Jun 2022</u>	<u>YTD</u>
Union Road	8	17	6	6	9		0	0
Summerlin	0	0	2	5	22		0	0
Settlers' Ridge	0	1	1	1	1		1	1
Cope's Crossing	17	15	7	8	6		1	9
Cambria	0	0	1	4	3		0	4
Belmont Lodge Apartments	n/a	n/a	n/a	n/a	n/a		0	0
Kensington Green	n/a	n/a	n/a	1	0		0	0
Meadowlark Townhomes	n/a	n/a	n/a	n/a	n/a		0	0
Meadowlark	11	6	4	2	1		0	1
Sage (aka Hester)	7	2	0	1	0		0	0
Loves Truck Stop	n/a	n/a	n/a	0	0		0	3
Highway 76 (aka Springfield)	1	0	1	1	0		0	0
Portland	1	4	1	0	1		0	0
North Palmers Chapel Vacuum Station	22	23	8	3	1		0	7
Villas at Honey Run	n/a	n/a	n/a	n/a	n/a		1	1
31W Apartments	n/a	n/a	n/a	n/a	n/a		0	0
Calista Apartments	n/a	n/a	n/a	n/a	n/a		0	0
Calista Vacuum Station	55	13	4	2	1		0	9
Concord Springs	n/a	n/a	n/a	0	0		0	2
Fields at Oakwood	n/a	n/a	n/a	n/a	2		0	2
Los Jalapenos	n/a	n/a	n/a	n/a	n/a		0	0
Mt. Vernon Apartments	n/a	n/a	n/a	n/a	n/a		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	n/a		0	0
Wilkinson Lane	8	4	1	3	1		0	3
Heritage High School	22	0	2	1	0		0	0
Legacy Farms	n/a	n/a	n/a	n/a	n/a		0	0
The Parks #1	n/a	n/a	n/a	0	0		0	0
Treatment Plant	1	6	4	6	3		0	0

**Public Services Department - Wastewater Division
June 2022**

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 have upgraded the V-cards at four of the stations to make them more compatible with the 5G signal.**

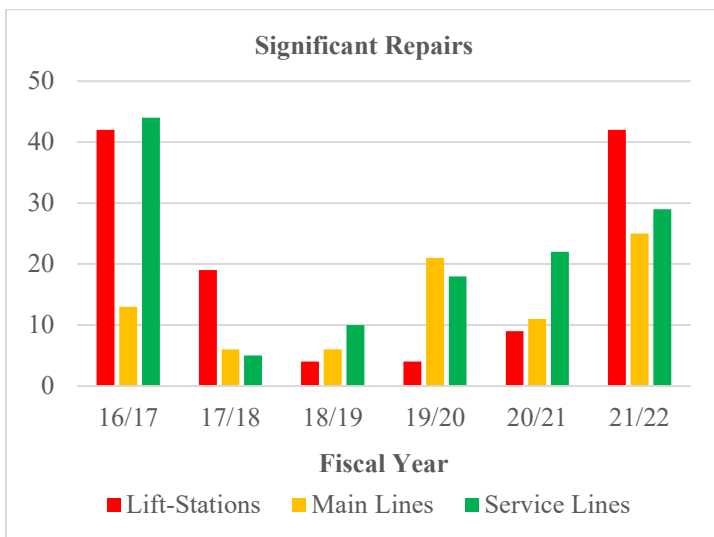
Major Alarms:

- Villas at Honey Run: On 06-03-2022, both pumps at the Honey Run station were found to be jammed. The pumps were pulled, unjammed, and reinstalled; and the station was returned to normal operation.
- Settlers' Ridge: On 06-11-2022, power fluctuations caused a phase fault on both Variable Frequency Drives (VFD's) at the Settlers' Ridge station. Personnel cleared the faults, found no damage or additional issues, and the station was returned to normal operation.
- Copes Crossing: On 06-19-2022, the Copes Crossing station control panel was found to be over temperature. Upon investigation, a cooling fan was discovered to have failed and been damaged by excessive heat. The fan was replaced, and the station was returned to normal operation. The Copes Crossing control panel is slated for replacement as a capital project in the 2022/2023 fiscal year.

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 four (4) 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>Jun 2022</u>	<u>YTD</u>
Major Lift Stations	42	19	4	4	9		1	42
Main Line	13	6	6	21	11		0	25
Service Line	44	5	10	18	22		1	29



Compared to recent years, we have seen a large increase in the number of recorded lift-station alarms in the 2021/2022 fiscal year due to a number of factors. Primarily, we have increased the total number of lift-stations integrated into our system, and have begun seeing increased strain on stations integrated into the Southern Force-Main network due to the high pressures in the main (the Southern Force-Main is currently undergoing replacement with a larger line to reduce pressures). Increased line breaks have primarily been caused by a large uptick in utility borings over the past year, as well as higher pressures in the expanding systems stressing existing lines.

**Public Services Department - Wastewater Division
June 2022**

Ongoing Projects:

- 1. Settlers' 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. 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.

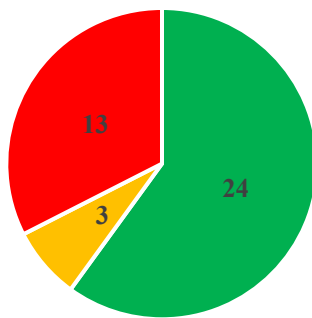
- 3. Vacuum-to-Gravity Conversion Projects:** The North Palmers Chapel vacuum-to-gravity conversion project has begun for the remaining vacuum service customers on North Palmers Chapel Rd and College St Extension from the greenway to Tyree Springs Rd. This project will remove 22 vacuum services from 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. All services have now been removed from the vacuum network. Final site cleanup remains to be completed by the contractor.**

- 4. New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City's sewer flows. Replacement of the existing main will require running a new upsized line approximately four (4) miles from the Wastewater Treatment Plant at the end of Industrial Drive to the new Dorris Farm development on Tyree Springs Road. The first phase of the project has been bid out to Twin States, and consists of installing approximately 4,500 ft of 20" DR11 HDPE pipe, including a 490 ft bore under I-65, and running pipe from Hester Dr to the intersection of DeeCee CT and SCT Dr.

- 5. Calista Vacuum Station:** One of the new Mink vacuum pumps installed in 2019 has failed prematurely, and metal shavings have been discovered in the oil pan of the pump. We are sending it back to the manufacturer to discover the cause of the failure, and for a quote on repairs. The replacement cost for a new pump is approximately \$30,000. One of the older model Busch pumps previously removed from the station has been retrofitted as a replacement until the Mink pump can either be repaired or replaced.

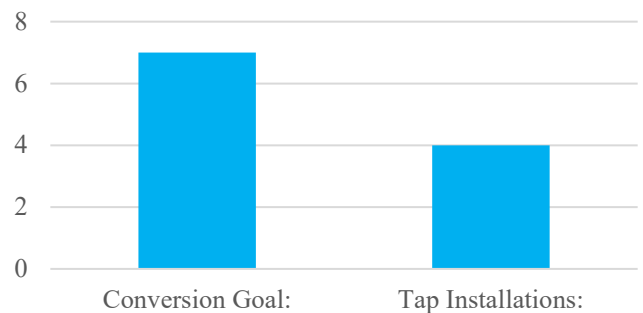
- 6. Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. Seven (7) conversion projects are planned for the 2022/2023 fiscal year. **A total of 24 projects have now been completed on the list of 40.**

Total Planned Septic-to-Sewer Conversions:



■ Completed: ■ Tap Installed ■ Remaining:

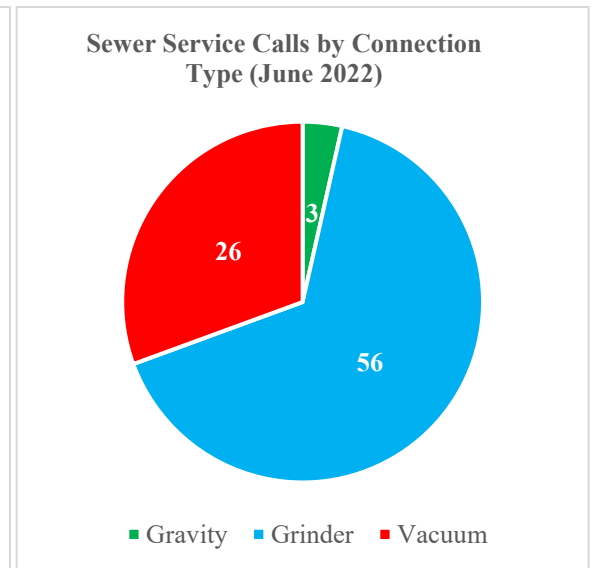
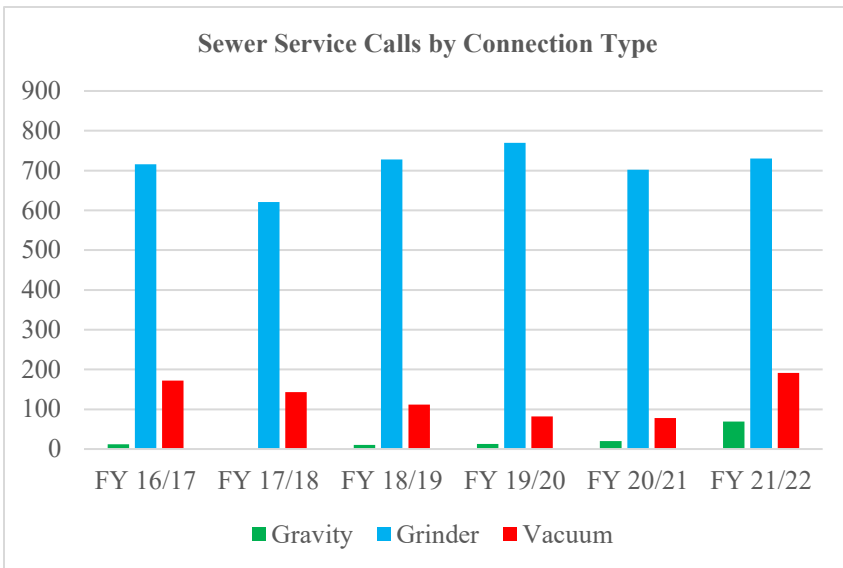
**Septic-to-Sewer Conversion Goals
(FY-2022/2023)**



■ Completed: ■ Remaining:

**Public Services Department - Wastewater Division
June 2022**

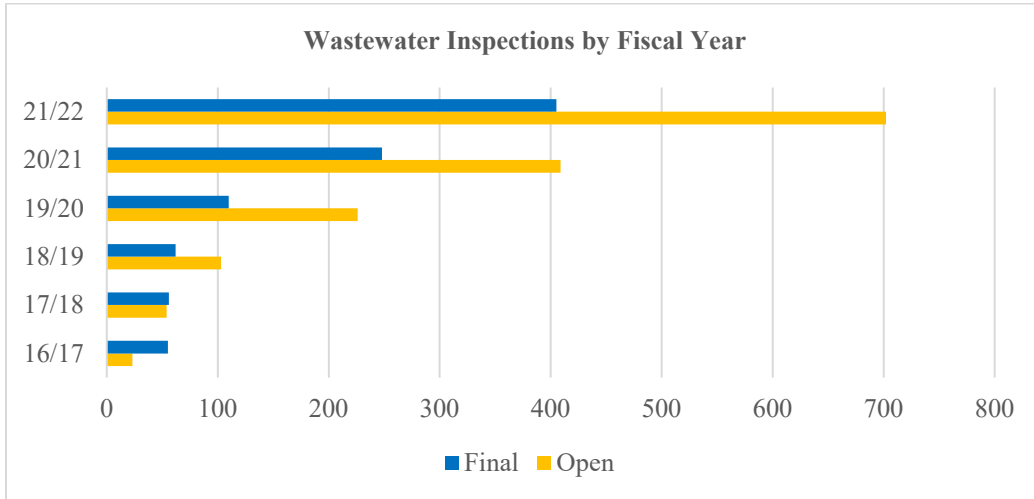
<u>Work Orders</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>		<u>Jun 2022</u>	<u>YTD</u>
Vacuum System Service Request	172	143	112	82	78		26	191
Gravity Service Request	12	0	10	13	20		3	69
Low Pressure Service Request	716	621	728	770	702		56	730
Total Pumps Replaced	338	401	361	449	492		30	472
Total Pumps Rebuilt	n/a	n/a	n/a	n/a	135		5	114
Total Warranty Pumps Returned	n/a	n/a	n/a	n/a	n/a		8	129
Grinder Tank PM Program	58	63	358	267	219		11	117
Open Trench Inspections	23	54	103	226	409		77	702
Final Inspection for New Service	55	56	62	110	248		27	405
Sanitary Sewer Overflow (SSO)	9	1	3	49	19		0	28
Odor Complaints	17	28	43	43	35		3	22



**Public Services Department - Wastewater Division
June 2022**

New Constructions and Inspections:

Wastewater inspectors perform open-trench inspections for all sewer infrastructure installed within our Collections System, as well as final inspections on all new construction buildings. New constructions throughout the City, both commercial and residential, have drastically increased the frequency of both inspection activities. We have seen an approximate doubling in the number of inspections every year for the last 5 years.

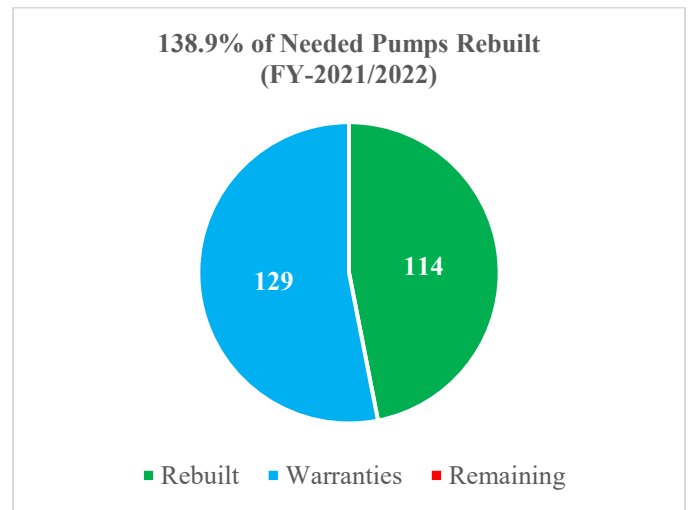


Pump Rebuilds:

The capital outlay budget was designed for a total purchase of 350 new E-One grinder pumps for the 2021/2022 Fiscal Year. However, **472** grinder pumps were needed to meet all the service call requests for the year, and supply-chain issues led to long delays in receiving new pumps that were on order. To supplement the amount of pumps on-hand, the department rebuilt **114** pumps throughout the year, in addition to **129** warranty-return pumps received. Wascon rebuilds all pumps that fail prior to expiration of their 5-year and 3-month warranty period. The capital outlay budget for the 2022/2023 fiscal year was again designed for the purchase of approximately 350 new pumps, with an anticipated need for approximately 500 pumps throughout the year (to be supplemented by in-house rebuilds and warranty-return pumps).

New pumps are anticipated to have an average operating lifespan of approximately 7-10 years. Rebuilt pumps are anticipated to have an average operating lifespan of approximately 2-3 years.

There was an abnormally high number of warranty-returns in the 2021/2022 fiscal year caused by a known manufacturing defect in the 2018/2019 E-One models that the manufacturer has since corrected.



**Public Services Department - Wastewater Division
June 2022**

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	Mar - 22	Apr - 22	May - 22	Jun - 22	
Flow – To Creek	0.736 MGD	0.767 MGD	0.668 MGD	0.595 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.736 MGD	0.767 MGD	0.668 MGD	0.595 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	52.6%	54.8%	47.7%	42.5%	(0.595 MGD) / (1.400 MGD)
Actual Capacity	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
% of Allocated Capacity	65.7%	68.5%	59.6%	53.1%	(0.595 MGD) / (1.120 MGD)
Rainfall	4.48”	5.86”	2.89”	2.39”	

	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21		June 2022	YTD
Effluent Violations	7	7	13	7	12	7		1	32

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. **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 **1.90** parts per million (ppm). The average residual was **0.11** PPM with a max residual of **0.27** PPM. ***Last month the feed rate was 1.90 ppm.***

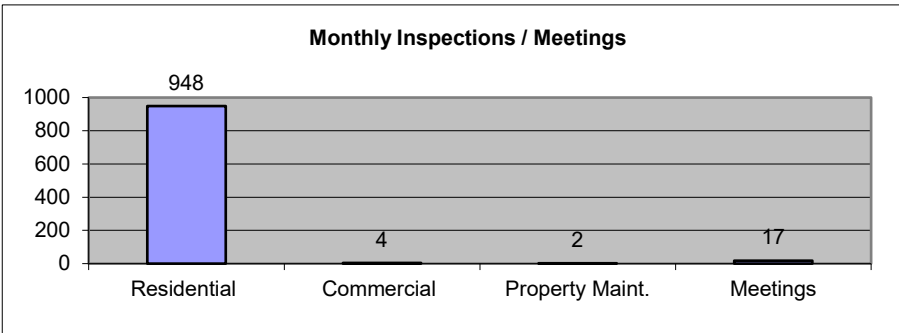
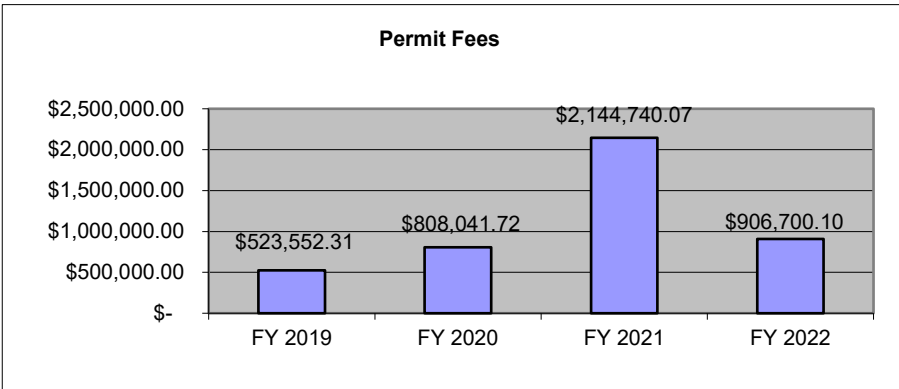
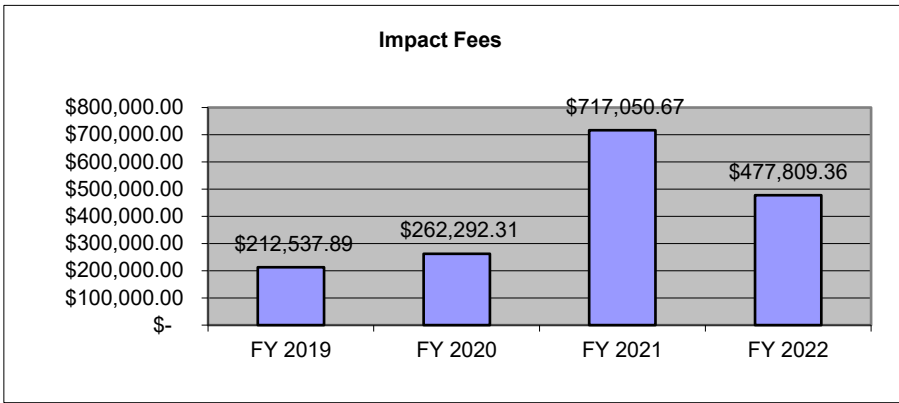
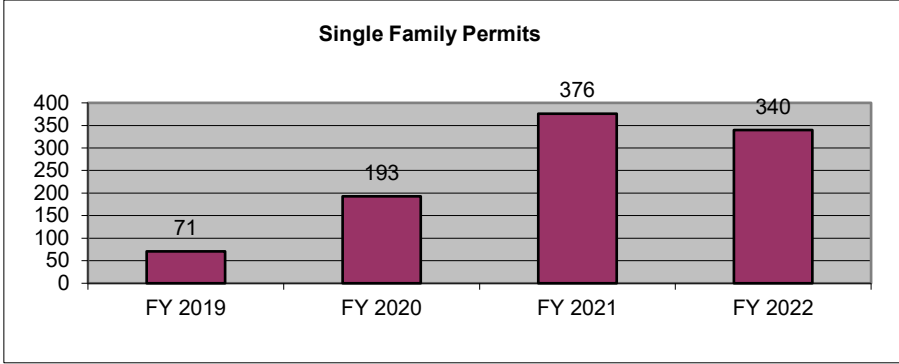
Our TDEC permit states in part that, “The concentration of the E. Coli group after disinfection shall not exceed **126 CFU’s** (colony forming units) per 100 ml.” Additionally, our **daily maximum** concentration limit is **941/1000ml**. Our E Coli testing for the month was an average of **23.0 CFU’s** which is well below the limit. ***Last month the average was 14.8 CFU.***

Public Services Department - Wastewater Division
June 2022

4. **Month Recap:**

- On 06-18-2022, the motor controlling Return Sludge Pump #3 failed. A replacement pump was able to be sourced locally, and was installed and returned to service on 06-20-2022. Influent waters were able to be diverted to the equalization pond during this time, and no violations occurred during this incident.
- On 06-28-2022, Reeves Young broke a 2" scum line on clarifier #2 during construction activities. The damaged line was repaired by Wastewater Plant personnel, and returned to normal operation. No violations occurred due to this incident.
- On 06-30-2022, Reeves Young broke the electrical control wires feeding aerators #1 and #2 in the oxidation ditch during construction activities. Reeves Young and White Electrical repaired the damaged electrical lines, and the aerators were returned to normal operation. No violations occurred due to this incident, though the plant sludge quality was observed to have been impacted.

**Planning and Codes Department
JUNE 2022**



**Planning and Codes Department
JUNE 2022**

	Month	FY2022	FY2021	FY2020	FY2019
MEETING AGENDA ITEMS#					
Planning Commission	11	78	74	69	66
Construction Appeals	0	0	0	0	0
Zoning Appeals	2	7	4	5	6
Tech. Review/Study Session	0	5	2	0	1
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	50	340	376	193	71
Multi-Family Residential	0	0	22	0	13
Other Residential	11	100	83	91	93
New Commercial	2	9	6	6	3
New Industrial	0	0	2	0	1
Other Com/Ind	2	27	23	23	33
Sign	3	14	17	14	25
Occupancy Permits	25	344	21	14	25
ReTool- 412 Industrial Dr					
Other	3	10	11	12	3
BUILDING INSPECTIONS					
Residential	948	5452	2621	2858	2411
Hours	200	1367.53	533	699.58	414.98
Commercial /Industrial	4	139	92	110	179
Hours	4	62.75	18	12.83	165
CODE ENFORCEMENT					
Total Cases	2	35	98	330	179
Hours	1.5	2.3	35.75	70.24	86.75
Complaints Received	2	55	41	116	98
MEETINGS					
Administration	4	117	72	58	68
Hours	8	127	99	38.26	103.67
Planning	12	127	53	76	135
Hours	6	189.5	96.58	155.5	86.82
Codes	1	8	11	28	35
Hours	1	10	9	37.85	40.16
FEES					
Permit Fees	\$128,305.00	\$ 906,700.10	\$2,144,740.07	\$ 808,041.72	\$523,552.31
Board Review Fees	\$1,800.00	\$ 14,100.00	\$ 84,775.00	\$ 11,000.00	\$3,750.00
City Impact Fee	\$77,040.00	\$ 477,809.36	\$ 717,050.67	\$ 262,292.31	\$212,537.89
Roads	\$27,968.40	\$ 664,873.68	\$ 301,769.60	\$ 77,860.90	\$98,885.80
Parks	\$19,800.00	\$ 133,914.00	\$ 150,326.00	\$ 74,646.00	\$ 23,140.00
Police	\$17,690.40	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30	\$ 11,704.30
Fire	\$11,671.20	\$ 76,498.26	\$ 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: 20	\$ 3,764,385.30	\$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	16	15

**Parks, Recreation, & Cultural Arts Department
June 2022**

Update on ongoing projects:

Greenway Trailhead Clock Repair

- Topper completed and installed this month
- Now complete



Soccer Complex Renovation

- Received final invoice this month
- New field will get its first use for 3v3 Tournament July 16th

Soccer Complex Renovation Phase II

- Contract ready for us to sign
- Have until August 2025 to complete this project so we will take our time while we build up enough funding
- Meanwhile we will continue to work on the land portion of the grant requirements and design and then submit plans to planning commission for review and approval

Design Work – Splash Pad Maintenance Building & Municipal Park Concession Stand

- Complete

Grading

- Field 7 work is complete
- Only able to do the new soccer field but it is complete

Fencing – Maintenance Shop, Field 5, Cemetery

- Maintenance Shop
 - Complete
- Field 5
 - Complete

**Parks, Recreation, & Cultural Arts Department
June 2022**

- Cemetery
 - Completed this month
 - Plan to do remaining property next budget year



Greenway paving

- Completed this month



Tennis Courts

- Construction began June 13th
- Have 210 days to complete, which would come out to January 9th



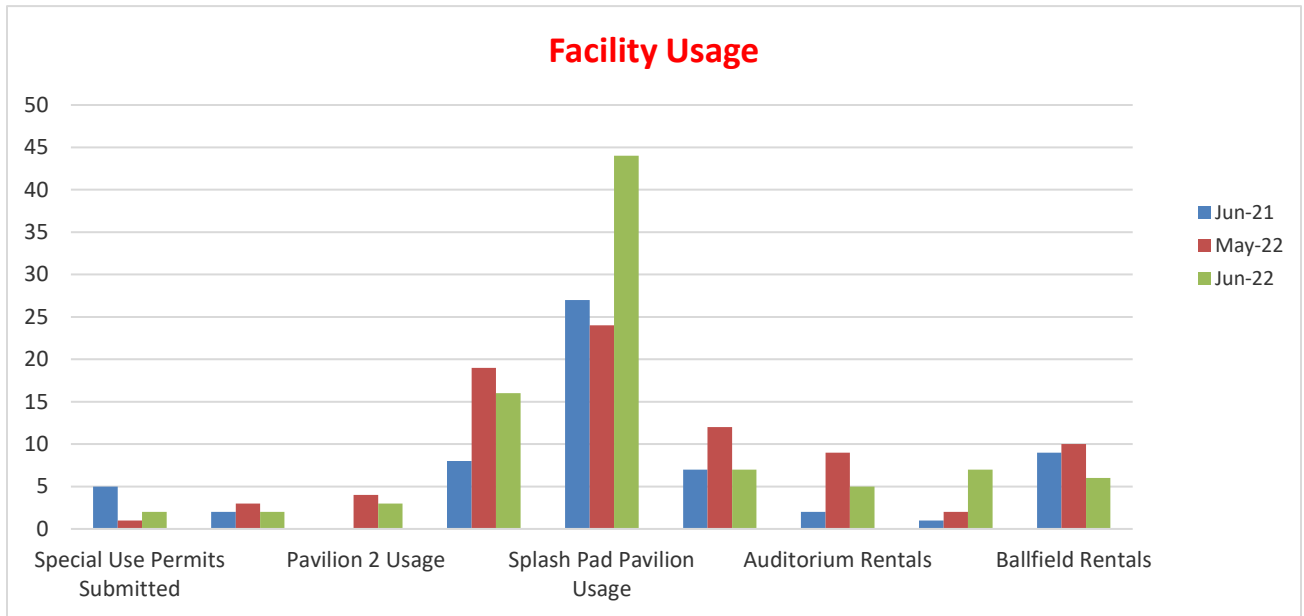
**Parks, Recreation, & Cultural Arts Department
June 2022**

Rec Center

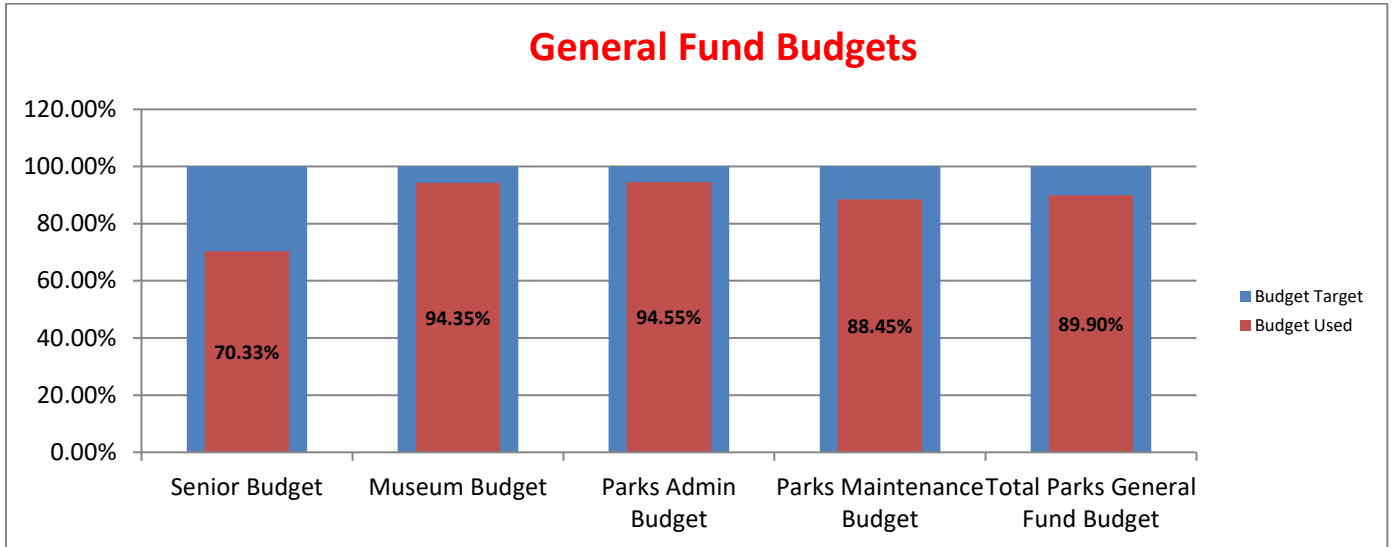
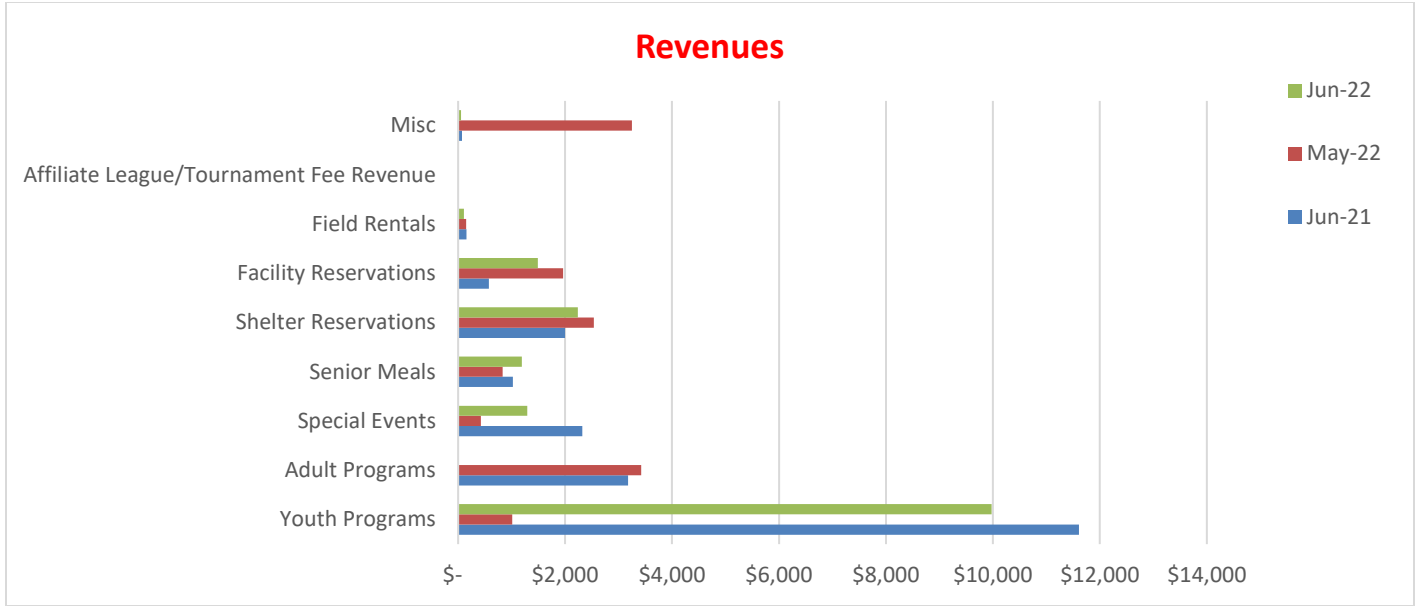
- Design complete
- Currently out for bid – Bid opening August 9th

List of upcoming projects yet to begin:

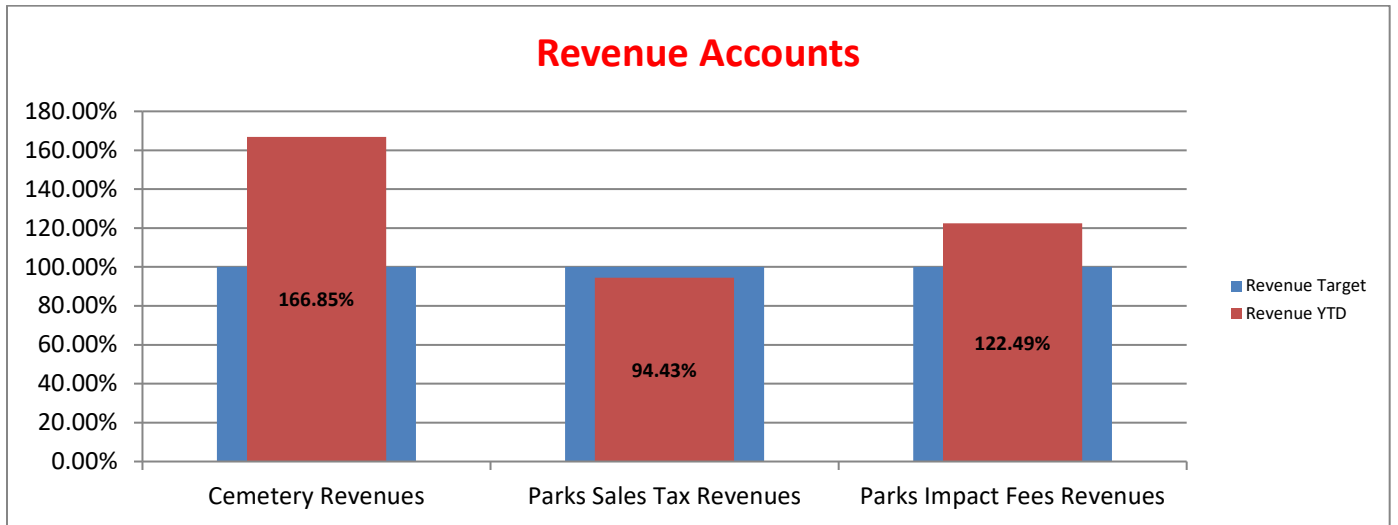
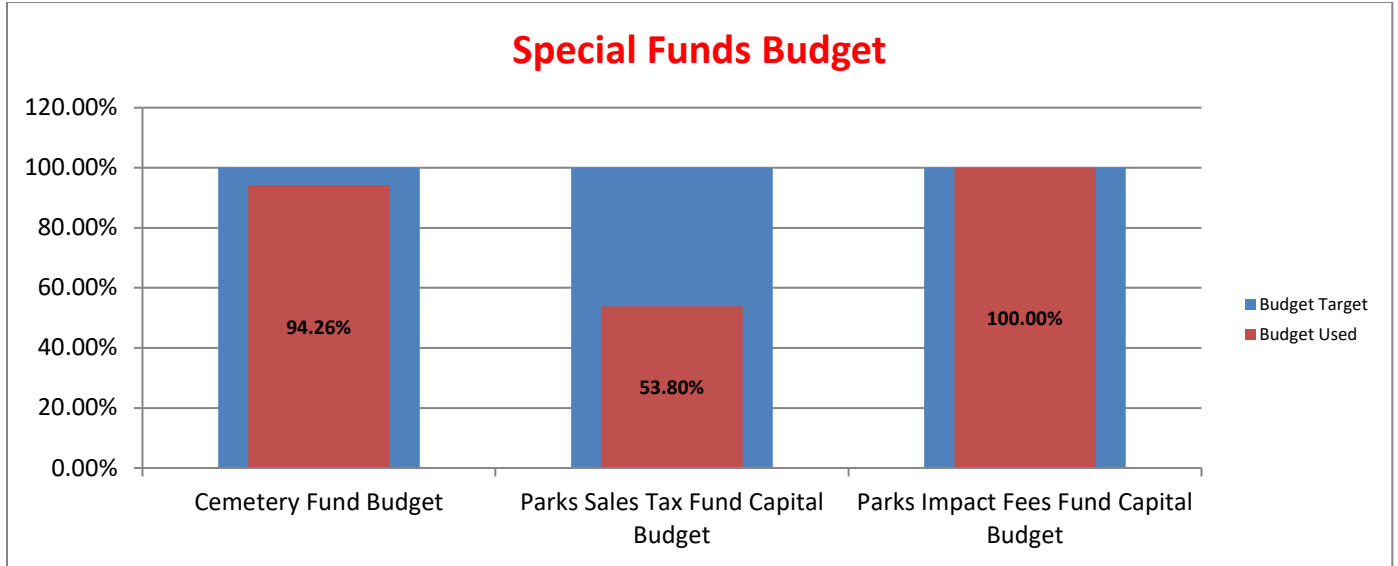
- Greenway Bridge Restoration*
- Greenway Lighting*
- Museum HVAC Replacement*
- Top Dresser*
- Top Dressing Fields*
- Tyler Parks Software*
- Cemetery Software*
- Splash Pad Maintenance Building*
- Museum Chimney Restoration*
- Playground Restoration*
- Field 5 Fencing*
- Maintenance Building Fencing*
- Cemetery Fencing*
- Utility Vehicle*
- Dog Park Parking lot paving/stripping*



**Parks, Recreation, & Cultural Arts Department
June 2022**



**Parks, Recreation, & Cultural Arts Department
June 2022**



Recreation

Adult Basketball

- Season ongoing
- 11 Team league
- Games on Monday / Wednesday nights
- Season set to end August 3rd

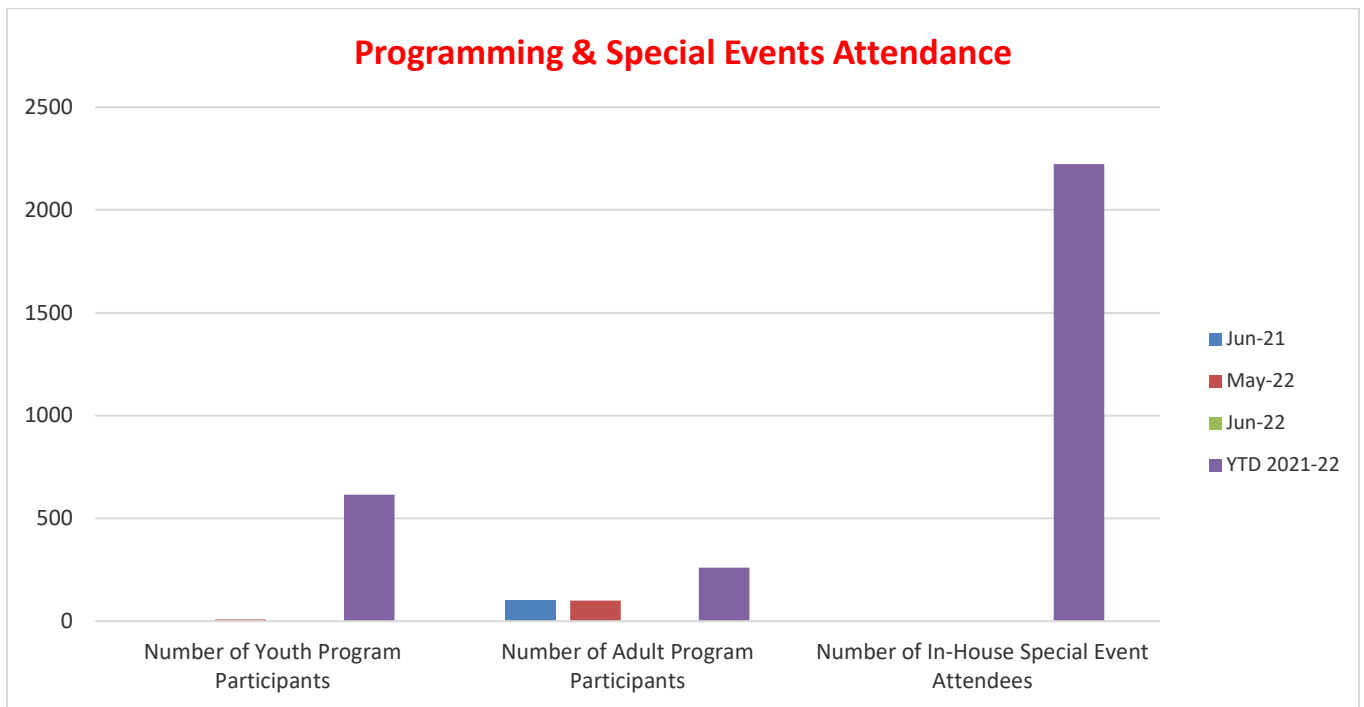
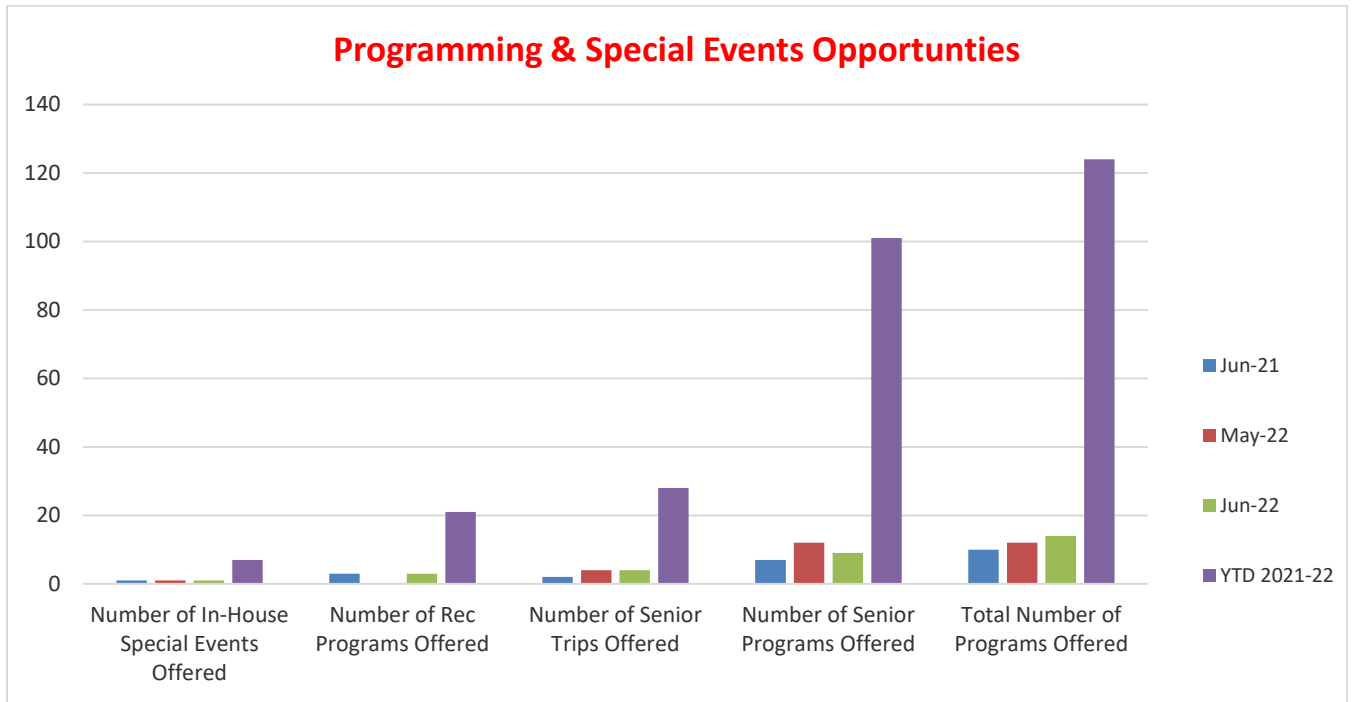
Challenger Baseball

- Season ended in June
- End of the year party held June 25th
- 7 players total

Fall Ball / Girls Volleyball

- Sign-ups ongoing
- In-person registration ends July 7th / Online registration ends July 10th

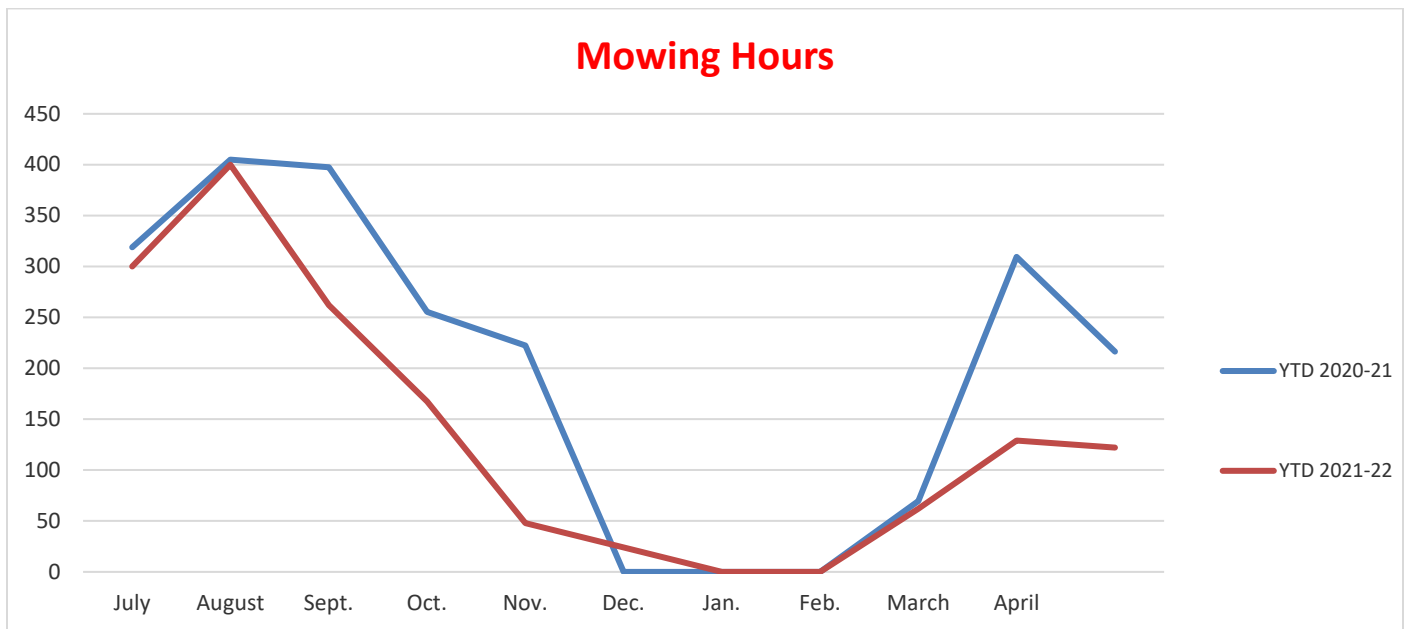
**Parks, Recreation, & Cultural Arts Department
June 2022**



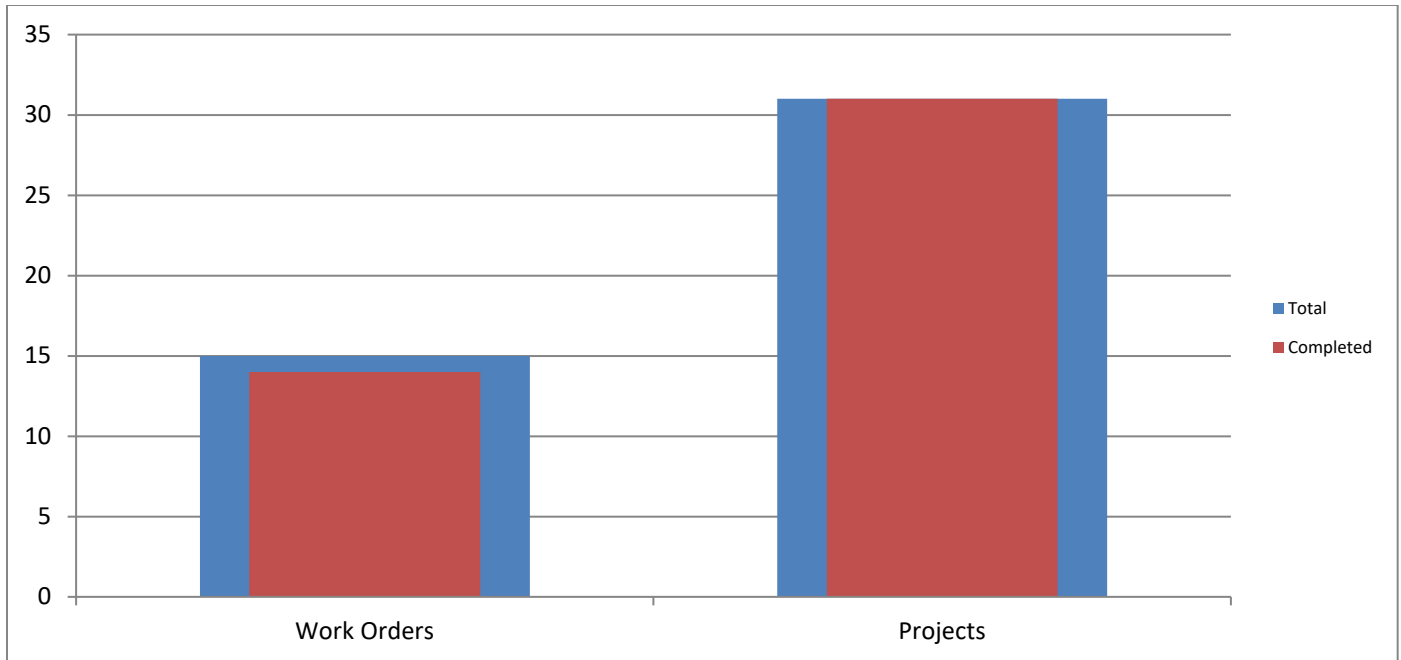
**Parks, Recreation, & Cultural Arts Department
June 2022**

Maintenance

- We had very little rain this month, so our mowing hours were less than usual with only 146.
- Finished clearing out the back of cemetery for the new fence.
- Put out another round of fertilizer on all sports fields. 3150 pounds was used.
- We put down 50 pounds of seed
- Changed/adjusted irrigation heads trying to keep up with the hot/dry weather conditions.
- Loaded sand so Pure Green could top dress the new soccer field. 4 loads of sand were used.
- Fixed dog park fence damage from a storm. Also bush hogged and trimmed tree limbs around the outside of dog park.
- Spot sprayed round up to help with weed eating.
- Bush hogged overgrown areas at the soccer complex.
- Trimmed shrubs/trees at Sonic Trailhead, Veterans memorial Trailhead and beds around concession stand at complex.



**Parks, Recreation, & Cultural Arts Department
June 2022**



Museum

Volunteers

Museum volunteer, Terry Palmer helped us with a few events outside the museum for the month of June. Our first event was at Red Cedar Glen Senior Living in Hendersonville, TN, where we presented the history of White House discussing Hamilton's Fort, Tyree Springs and the White House. We brought several large display photos and artifacts. We each spoke for 30 minutes and answered questions.



Our second event was at old City Hall's "If These Walls Could Talk" where we asked attendees that went to high school in the building to provide a quick video story about their adventures there. Meagan Waller was contracted to do the videos, and we recruited storytellers at the event. We collected 18 videos. The volunteers provided the Museum with 8 hours of service in June.

Exhibits

The rotating exhibit area continues to portray Hamilton's Fort and shows the type of items that those settlers would have used during that period in time.

Parks, Recreation, & Cultural Arts Department
June 2022

Donated Artifacts

The museum received a few donations in June:

- Marguerite Roberts which included a Crafton School print by JT Albert, house plans for the original Whitaker home in 1988, a tatting kit, tatted handkerchiefs.
- Leah Lemmons donated White House High School printed 1985 football roster against East Robertson High School and 1978 Junior Pro Football Schedule Booklet.
- LeeAnn Chambers emailed several pictures of Cole and Garrett in the beginning.



- Dr. Billy Hobbs donated his plaques and awards over the years and a JT Albert painting.



Tours at Museum

Tours were given to walk ins.

Marketing

Signage out at Farmers' Market each Wednesday.

Two new tents with the White House Inn Museum wording on them have been added for events/marketing purposes.

**Parks, Recreation, & Cultural Arts Department
June 2022**



Events and Meetings Assisted with and/or Attended

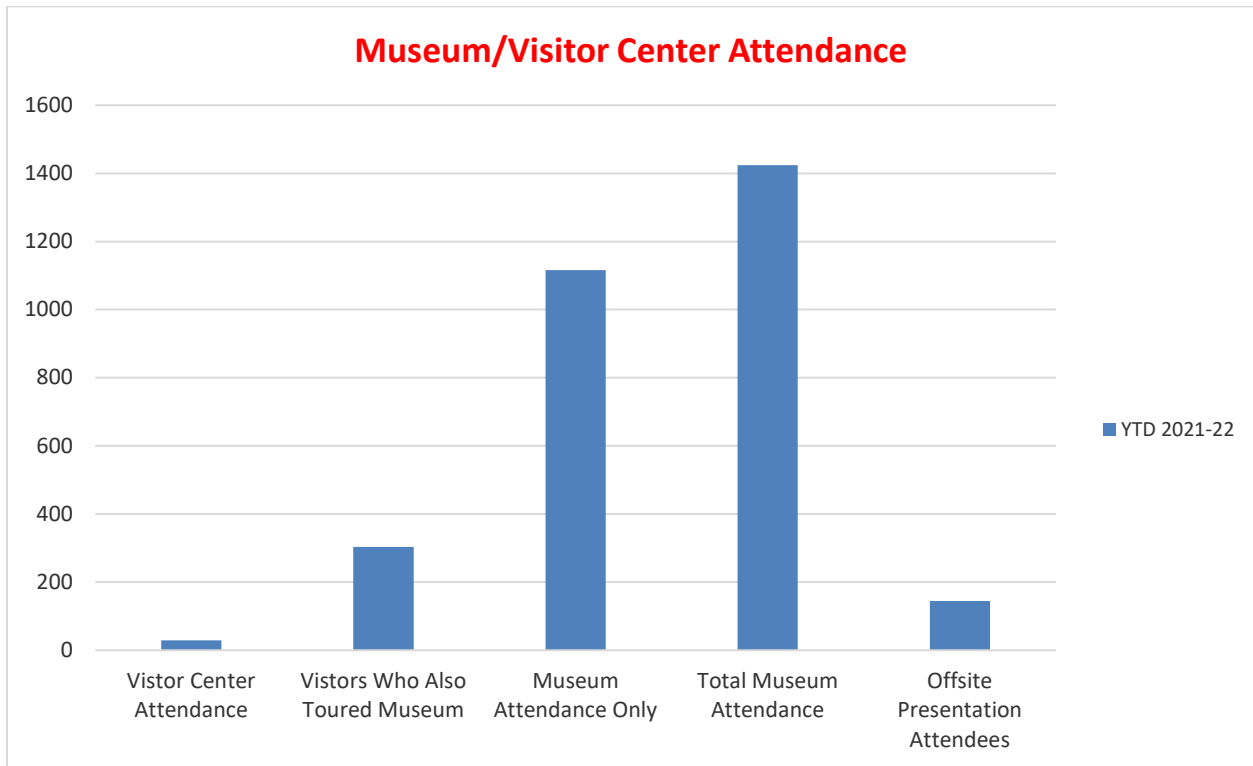
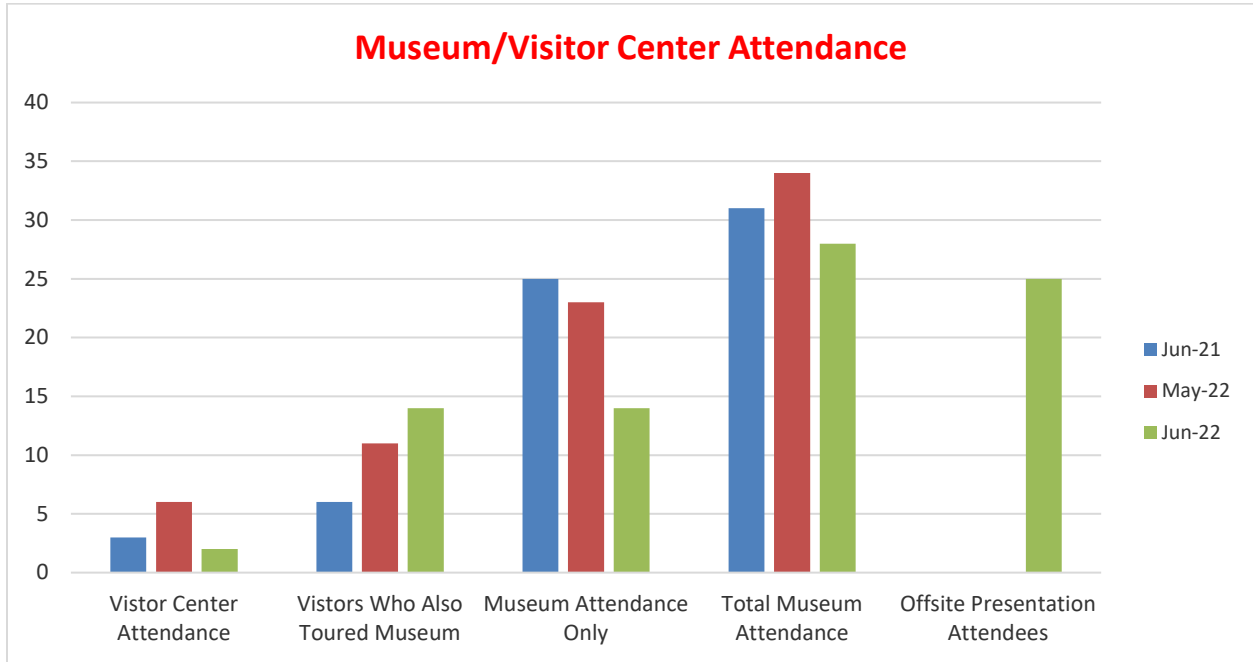
- June 1 – Ribbon Cutting for Click Law
- June 2 – Wilkinson Insurance Bunco Tournament
- June 8 – Ribbon Cutting for Meat Sweats
- June 9 – Ribbon Cutting UPS Store
- June 9 - #NoFilters volunteer meeting
- June 14 – Off-site Presentation at Red Cedar Glen Senior Living in Hendersonville, TN
- June 15 – Hanging of Mayor Billy S. Hobbs portrait
- June 16 – Set up for #NoFilters
- June 16 – Ribbon Cutting for City Hall



- June 17 - #NoFilters
- June 18 – If These Walls Could Talk
- June 21 – Chamber Luncheon
- June 22 – Experience Robertson County Meeting at Robertson County Chamber of Commerce
- June 23 – Music Under the Stars

**Parks, Recreation, & Cultural Arts Department
June 2022**

Visitors' Center and Museum Attendance	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
Center Only 2	14	14	28	25

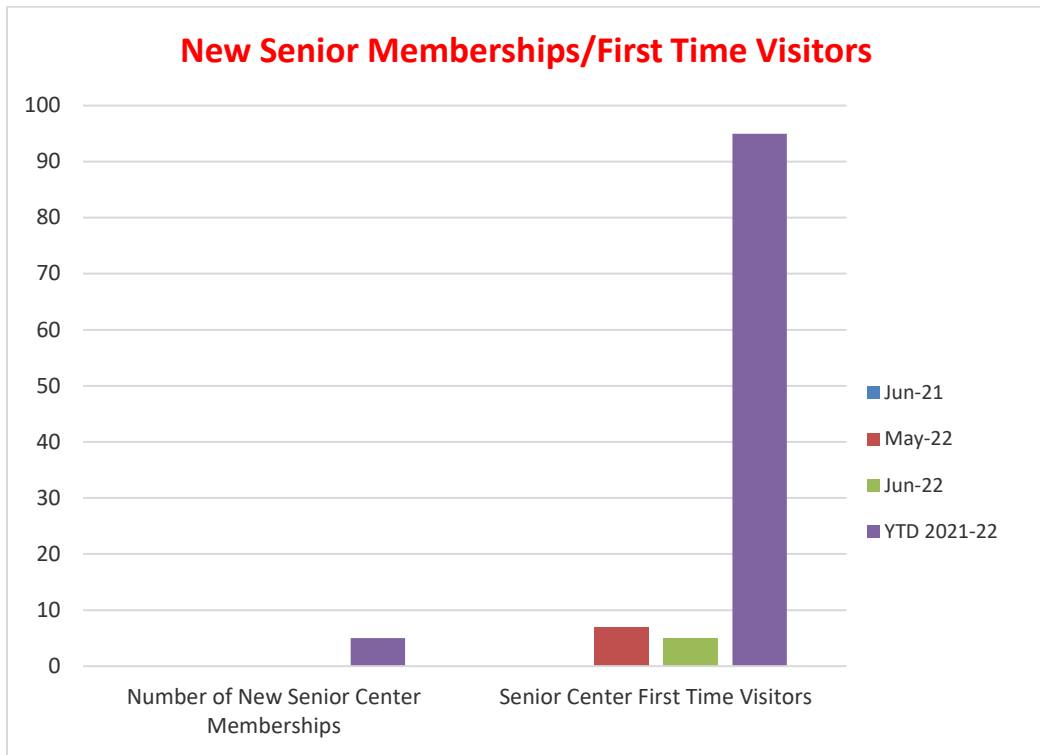
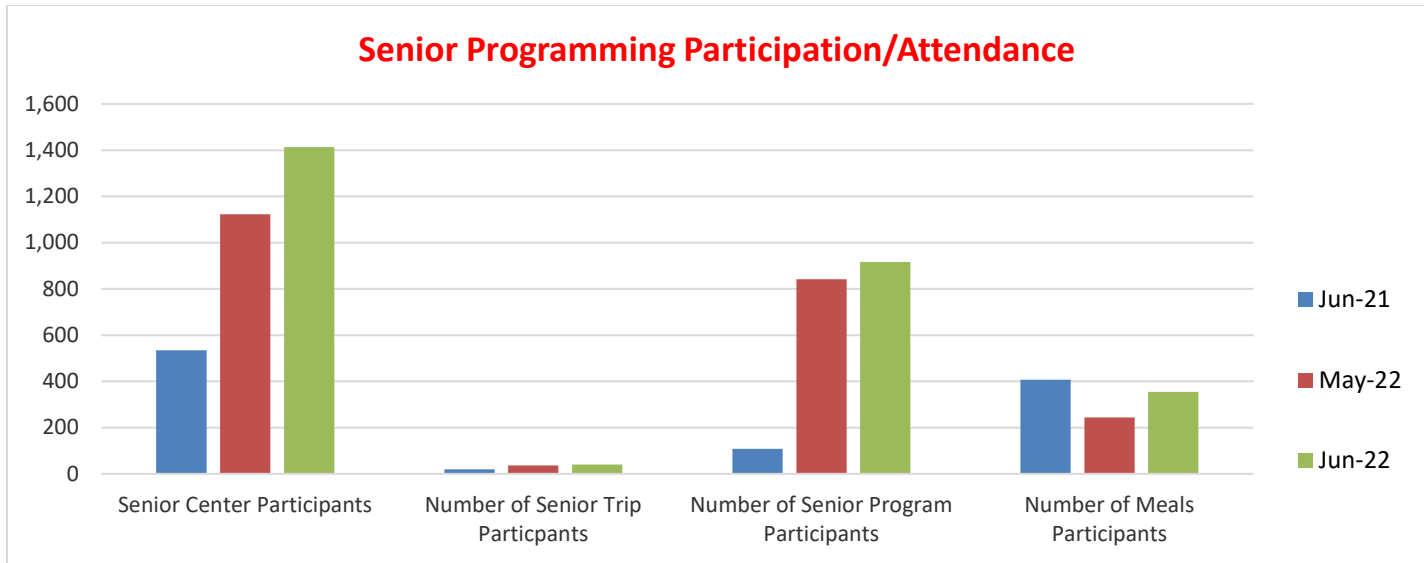


**Parks, Recreation, & Cultural Arts Department
June 2022**

Senior Center

Senior Center Participation - June 2022			
<u>Outings/Events:</u>			
Birthday Potluck	10		
Bowling	7		
Crafts	3		
Bunco	0		
Robertson Co Band	32		
Movies	7		
White House Garden	15		
Bible Study	5		
Farmers Rummy	10		
Amish	12		
Total	101		
		<u>Sr Meals Wednesdays</u>	
		94	
		80	
		87	
		93	
		354	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	535		
Walk	202		
Bingo	28		
Cards, Games,Pool	92		
TOTAL	857		
NEW MEMBERS			
FIRST TIME ATTENDEE	5		
TOTAL Sr Center Participants:	1413	Total	1413

**Parks, Recreation, & Cultural Arts Department
June 2022**



	FYE 2018	FYE 2019	FYE 2020	FYE 2021	21-Jun	May-22	Jun-22	YTD 21-22
Facility Usage								
Special Use Permits Submitted		13	15	39	5	1	2	20
Pavilion 1 Usage		3	7	21	2	3	2	16
Pavilion 2 Usage		11	5	13	0	4	3	16
Pavilion 3 Usage		106	38	74	8	19	16	94
Splash Pad Pavilion Usage		177	106	99	27	24	44	165
Total Number of Pavilions Usage		297	156	207	37	50	67	293
Gymnasium Rentals		130	79	23	7	12	7	83
Cafeteria Rentals		54	0	0	0	0	0	0
Auditorium Rentals		4	10	6	2	9	5	67
Amphitheater Usage		3	0	1	1	2	7	9
Total Number of Facility Rentals		196	89	30	10	23	19	159
Ballfield Rentals		7	45	146	9	10	6	134
Vistor Center Attendance		6	21	20	3	6	2	29
Vistors Who Also Toured Museum		14	84	70	6	11	14	303
Museum Attendance Only		85	668	115	25	23	14	1116
Total Museum Attendance		99	752	189	31	34	28	1424

	FYE 2018	FYE 2019	FYE 2020	FYE 2021	21-Jun	May-22	Jun-22	YTD 21-22
Programming								
Number of Youth Program Participants		679	578	417	0	8	0	615
Number of Adult Program Participants		240	76	100	100	100	0	260
Number of In-House Special Events Offered		8	7	9	1	1	1	7
Number of In-House Special Event Attendees		2987	2964	1077	0	0	0	2223
Number of Rec Programs Offered		34	18	19	3	0	3	21
Number of Senior Center Memberships		319	1768	2000	200	205	205	2454
Number of New Senior Center Memberships		16	16	0	0	0	0	5
Senior Center Participants		14,966	9594	4412	534	1,122	1,413	11605
Senior Center First Time Visitors		32	59	36	0	7	5	95
Number of Senior Trips Offered		54	37	9	2	4	4	28
Number of Senior Trip Participants		896	613	81	19	36	41	235
Number of Senior Programs Offered		117	76	34	7	12	9	101
Number of Senior Program Participants		9,989	6798	1061	108	842	917	7304
Number of Senior Meals Served		54	34	36	4	3	4	47
Number of Meals Participants		4052	2235	3277	407	244	354	3965
Offsite Presentation Attendees		0	15	0	0		25	145
Total Number of Programs Offered				53	10	12	14	124

	FYE 2018	FYE 2019	FYE 2020	FYE 2021	21-Jun	May-22	Jun-22	YTD 21-22
Revenues								
Youth Programs		\$55,825.00	\$41,183.00	\$44,261.00	\$11,606.00	\$1,014.00	\$9,973.00	\$57,366.00
Adult Programs		\$ 8,460.00	\$ 3,580.00	\$ 6,230.00	\$3,180.00	\$3,425.00	\$0.00	\$7,925.00
Special Events		\$ 4,355.00	\$ 2,009.00	\$ 3,495.00	\$2,325.00	\$425.00	\$1,290.00	\$3,080.00
Senior Meals		\$10,875.00	\$ 5,961.50	\$ 8,222.50	\$1,022.50	\$830.50	\$1,189.50	\$11,442.00
Shelter Reservations		\$12,135.00	\$ 4,780.00	\$ 9,112.50	\$2,000.00	\$2,535.00	\$2,240.00	\$12,995.00
Facility Reservations		\$19,305.00	\$ 8,046.88	\$ 2,956.25	\$575.00	\$1,962.50	\$1,487.50	\$19,181.75
Field Rentals		\$ 2,521.00	\$ 1,203.34	\$ 5,820.50	\$155.00	\$148.00	\$110.00	\$3,913.00
Affiliate League/Tournament Fee Revenue		\$13,286.00	\$16,017.20	\$ -	\$0.00	\$0.00	\$0.00	\$13,666.50
Misc		\$11,744.00	\$15,394.74	\$ 9,686.39	\$70.26	\$3,250.00	\$54.00	\$25,818.31

	FYE 2018	FYE 2019	FYE 2020	FYE 2021	21-Jun	May-22	Jun-22	YTD 21-22
Workflow								
Mowing Hours		1,554	2,601	2,195	280	122	146	1660.25
Work Orders Received		N/A	8	9	0	3	2	15
Work Orders Completed		N/A	8	9	0	3	2	14
Number of Projects Started		27	40	39	1	2	0	31
Number of Projects Completed		18	35	32	1	2	2	31
Number of ballfield rainouts		NA	NA	NA	0	5	0	156
Bags of Field Dry Used		NA	NA	NA	0	82	0	100

White House Library
June 2022 Monthly Report
Submitted by Elizabeth Kozlowski

Summary of Activities

The White House Library Director attended the retirement party for Martha Hendricks, the Clarksville Library Director, on June 4. Martha was the mentor for the director and a great friend as well. The director will miss having Martha as a mentor.

The friends of the library met on June 7. They voted to move forward with making an outdoor reading/garden space to honor Sherry and Don Eden. This space will go in the nook between the outdoor patio and the stairs leading up to the building.

The library's Fandomcon event was held on June 11. The event was very successful with more attendance and participation than last year. Below are the comparison numbers. On top of those numbers, we also had our first LARP quest that had 20 participants, as well as 18 participants in our teen Jewelry making class.

Years	2021	2022
Wristbands	429	582
Panels	13	28
Kids Escape Room	71	94
Teen Escape Room	77	102
Costume Contest participants	20	22
Lego building contest	8	27

The library director attended two ribbon cuttings, one for Sweat Meats BBQ and one for NP Clinic.

The library director and staff attended the state of the city address from the city administrator Gerald Herman. During this address, the city administrator discussed everything happening within the city.

The library director met with Wade's Lawn Service to discuss getting a quote to do the garden space in honor of the Edens. They gave the friends a quote which was accepted. Work on that project should start soon.

The library director met with Andy, Public Services Director, about the library sprinkler system. They found that two pipes were completely broken. He suspects that another pipe is also broken, but he could not find a third pipe. The library director sent over the information on who installed the system to see if they could track down where the pipe was run. At the moment, this system has still not been repaired and the group is looking at other solutions to fix the problem such as possibly running a new pipe instead of trying to fix the broken ones.

The library director met with each of the new library trustees that were appointed in June by the BMA for trustee orientation. Doreen Brown and Martha Montgomery will take over for Joyce Partain and Linda Silver who had to come off the board due to reaching their 2 term limit.

Department Highlights

The highlight for the month was the success with the Fandomcon. That is an event that we spend many months planning and the library staff is happy to see it be so successful and continue to grow.

White House Public Library June 2022 Performance Measures

Official Service Area Populations

2018	2019	2020	2021
14,035	14,202	14,363	14,455

Membership

June	2018	2019	2020	2021	2022
New Members	167	154	36	111	205
Updated Members	375	420	221	701	456
Yearly Totals	2018	2019	2020	2021	2022
Total Members	7,073	8,376	9,496	7,027	8,126
% of population with membership	51	59	66	49	56

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: 40,763

Estimated Value of Total Materials: \$1,019,075

Last Month: \$1,015,100

Total Materials Available Per Capita: 2.82

Last Month: 2.80

State Minimum Standard: 2.00

Materials Added in June

2018	2019	2020	2021	2022
521	460	404	276	174

Yearly Material Added

2018	2019	2020	2021	2022
3,123	3,004	3,025	3,035	2,307

Physical Items Checked Out in June

2018	2019	2020	2021	2022
7,240	7,397	2,366	6,374	7,964

Cumulative Physical Items Check Out

2018	2019	2020	2021	2022
62,536	62,522	50,042	59,515	38,529

The library is happy that our checkout numbers have to exceed pre-covid checkouts.

Miscellaneous item checkouts

June	2018	2019	2020	2021	2022
Technology Devices	89	62	27	66	75
Study Rooms	111	76	0	18	64
Games and Puzzles	84	97	4	135	205
Seeds	47	42	15	36	139
STEAM Packs	*	32	0	34	27
Cake Pans	*	*	10	5	3

Yearly Totals

2018	2019	2020	2021	2022
644	137	381	725	380
1,082	253	305	395	336
743	222	955	1,263	948
586	112	302	878	632
148	61	25	160	113
6	1	28	21	22

Library Services Usage

June	2018	2019	2020	2021	2022
Lego Table	210	203	0	0	0
Test Proctoring	30	37	19	17	9
Charging Station	6	17	0	3	2
Notary Services	*	*	10	14	11
Library Visits	6,612	5,914	1,931	4,577	5,863
Website Usage	*	1,148	1,194	2,955	3,482
Reference Questions	7	4	11	2	5

Yearly Totals

2018	2019	2020	2021	2022
1,891	553	459	0	0
152	27	74	108	41
90	19	47	45	10
*	16	88	144	65
52,565	55,728	30,007	38,913	23,844
2,517	16,935	17,977	27,907	15,203
59	77	60	73	21

Our library visits are very close to our pre-covid numbers. The library hopes that this number will continue to increase.

Library Volunteers

June	2018	2019	2020	2021	2022
Library Volunteers	28	39	1	8	16
Volunteer Hours	280	301	24	135	173

Yearly Totals

18-19	19-20	20-21	21-22
82	36	20	48
809	1,286	1,204	1,492.5

Since some clubs are requiring service hours again, the number of volunteer hours has gone up slightly, but we are not at pre-covid numbers.

Computer Users

June	2018	2019	2020	2021	2022
Wireless	788	629	118	358	476
Adult Users	388	346	202	170	230
Kids Users	238	204	0	60	542

Yearly Computer Users

2018	2019	2020	2021	2022
9,535	2,017	3,829	3,878	2,223
4,642	1,103	2,138	2,235	1,326
2,088	556	427	957	1,696

Universal Class Counts

June	
Sign ups	0
Courses started	3
Lessons viewed	7
Class Submissions	3

Yearly Totals

2018	2019	2020	2021	2022
24	9	10	13	9
52	16	53	39	18
661	194	1,771	1,008	372
445	105	800	515	129

Programs

1,000 books	2018	2019	2020	2021	2022
Monthly Sign-ups	7	2	1	0	4
total Sign-ups	29	60	83	84	120

Achievements	2018	2019	2020	2021	2022
100 Mark	2	0	0	22	48
500 Mark	2	2	0	2	5
Completion	0	1	2	4	5

Fandomcon

Activity	2021	2022
Wristbands handed out	429	582
Panels	13	28
Kids Escape Room	71	94
Teen Escape Room	77	102
Costume Contest participants	20	22
Lego building contest	8	27

Face-to-face Kids Programs

June	2018	2019	2020	2021	2022
Programs	25	19	0	11	13
Attendees	1,416	1,416	0	570	515
Yearly	2018	2019	2020	2021	2022
Programs	146	154	43	91	71
Attendees	4,260	4,201	1,185	2,167	1,995

Virtual Kids Programs

June	2020	2021	2022
Videos	7	2	0
Views	1,352	9	0
Yearly	2020	2021	2022
Videos	24	19	0
Views	4,182	230	0

Grab & Go Kits

June	2020	2021	2022
Kits	0	5	0
Taken	0	147	0
Yearly	2020	2021	2022
Kits	38	44	0
Taken	1094	1,699	0

I did not include Fandomcon number in our kids program totals because instead of having individual activities, most of them were come and go. The few that were scheduled have been included in its own separate category above.

Face-to-face Teen Programs

June	2018	2019	2020	2021	2022
Programs	5	3	0	0	0
Attendees	10	5	0	0	0
Yearly	2018	2019	2020	2021	2022
Programs	47	82	68	13	0
Attendees	481	432	518	81	0

Tween Face-to-Face Programs

June	2020	2021	2022
Programs	0	0	0
Attendees	0	0	0
Yearly	2020	2021	2022
Programs	5	0	0
Attendees	18	0	0

Combined Face-to-Face

June	2020	2021	2022
Programs	0	5	8
Attendees	0	134	24
Yearly	2020	2021	2022
Programs	11	43	50
Attendees	77	370	231

Virtual Teen & Tweens

June	2020	2021	2022
Videos	3	0	0
Views	577	0	0
Yearly	2020	2021	2022
Videos	12	6	0
Views	1,591	95	0

Grab & Go

June	2020	2021	2022
Kits	0	3	0
Taken	0	25	0
Yearly	2020	2021	2022
Kits	13	24	0
Taken	152	409	0

Face-to-face Adult Programs

June	2018	2019	2020	2021	2022
Programs	22	17	0	6	6
Attendees	171	163	0	85	39
Yearly	2018	2019	2020	2021	2022
Programs	175	157	42	63	41
Attendees	1,009	1,343	214	351	209

Virtual

June	2020	2021	2022
Videos	2	0	0
Views	48	0	0
Yearly	2020	2021	2022
Videos	18	1	0
Views	4,972	20	0

Device Advice

June	2019	2020	2021	2022
Sessions	*	0	4	10
Yearly	2020	2021	2022	
125	51	81	54	
Grab & Go				
May	*	*	0	0
Yearly				
*	*	0	0	

The library has added an adult creative writing class and a craft day. Both new programs are doing well.

Interlibrary Loan Services

June	2018	2019	2020	2021	2022
Borrowed	51	72	32	99	103
Loaned	36	38	6	21	25

Yearly Interlibrary Loan Services

2018	2019	2020	2021	2022
690	690	534	673	449
410	410	151	226	209

June	R.E.A.D.S	Yearly Totals	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022
Adults	1,816	Adults	15,773	21,138	23,138	19,466	21,110
Juvenile	121	Juvenile	725	1,430	1,189	1,032	2,013

The READS statistics come from the state.

CITY COURT REPORT

June 2022

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$1,733.00
TOTAL MONIES COLLECTED YTD	\$75,095.26

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$845.21
TOTAL MONIES COLLECTED YTD	\$25,151.85

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$2,578.21</u>
<u>TOTAL REVENUE YTD</u>	<u>\$100,247.11</u>

DISBURSEMENTS

LITIGATION TAX	\$204.80
DOS/DOH FINES & FEES	\$251.75
DOS TITLE & REGISTRATION	\$85.50
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$542.05</u>
<u>TOTAL DISBURSEMENTS YTD</u>	<u>\$13,837.74</u>

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$2,036.16</u>
<u>TOTAL ADJUSTED REVENUE YTD</u>	<u>\$86,409.37</u>

DRUG FUND

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$396.15</u>
<u>DRUG FUND DONATIONS YTD</u>	<u>\$7,662.21</u>

Offenses Convicted & Paid For Month	Count	Paid
Careless Driving	0	\$0.00
Financial Responsibility Law	6	\$390.00
Registration Law	7	\$392.50
Improper Equipment	0	\$0.00
Texting/Hands Free Law	2	\$149.50
Codes Violation	0	\$0.00
DL Exhibited	0	\$0.00
Red Light	0	\$0.00
Animal Control	0	\$0.00
Stop Sign	1	\$117.50
Speeding	1	\$112.50
Seat Belt-Child Restraint	1	\$50.00
Failure To Yield	1	\$117.50
Exercise Due Care	2	\$225.00
Following Too Close	1	\$117.50
Total	22	\$1,672.00