



City Administrator Report: July 2022

Administrative & Legislative Services Department
July 2022

Administration

City Administrator Gerald Herman attended the following meetings and events this month:

- July 5:
 - Staff Plan Reviews
 - Mayor Update Meeting
- July 7:
 - TDEC American Rescue Plan Meeting
 - Leisure Services Board
- July 9:
 - Americana Celebration
- July 11:
 - Planning Commission
- July 14:
 - Library Board Meeting
- July 18:
 - Mayor Update Meeting
 - Board of Mayor and Alderman Study Session
- July 20:
 - FSEP BOD Meeting
 - Robertson County Growth Plan Meeting
 - Economic Development Team Meeting
- July 21:
 - Contractors/DIY Ribbon Cutting
 - Board of Mayor and Alderman Meeting
- July 25:
 - Department Head Staff Meeting
- July 26:
 - Fire Captain Interviews
- July 27:
 - Kroger Expansion Ribbon Cutting
- July 28:
 - Fire Lieutenant Interviews

**Administrative & Legislative Services Department
July 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 2022-2023.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$26,329,432	\$ 1,341,412	↓3.24
Industrial Development	\$86,000	\$ 6,065	↓1.28
State Street Aid	\$495,000	\$ 304,000	↑53.07
Parks Sales Tax	\$2,526,000	\$ 1,767,818	↑61.64
Solid Waste	\$1,356,081	\$ 413,472	↑22.15
Parks Impact Fees	\$55,744	\$ 11,919	↑13.04
Police Impact Fees	\$25,098	\$ 0	↓8.34
Fire Impact Fees	\$116,554	\$ 0	↓8.34
Road Impact Fees	\$33,909	\$ 0	↓8.34
Police Drug Fund	\$4,500	\$ 0	↓8.34
Debt Services	\$1,236,600	\$ 1,671	↓8.20
Wastewater	\$20,265,581	\$ 1,891,783	↑0.99
Dental Care	\$74,500	\$ 7,406	↑1.60
Stormwater Fund	\$1,972,599	\$ 154,920	↓0.48
Cemetery Fund	\$90,565	\$ 21,162	↑15.02

*Expended/Encumbered amounts reflect charges from July 1, 2022 – June 30, 2023.

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 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	313	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	313	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	July 2022	FY 2023	FY 2022	FY 2021	Total for FY23	Total for FY22	Total for FY21
Purchase Orders \$0-\$9,999	291	291	1,442	1281	\$463,830.99	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	6	6	24	29	\$102,575.75	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	15	15	40	45	\$4,307,810.99	\$11,687,700.37	\$11,050,535.17
Total	313	313	1,506	1355	\$4,874,217.73	\$13,732,934.80	\$12,367,741.04

**Administrative & Legislative Services Department
July 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.

	2022-2023 Update Requests	2021-2022 Update Requests	2020-2021 Update Requests	2019-2020 Update Requests	2018-2019 Update Requests	2022-2023 Page Visits	2021-2022 Page Visits	2020-2021 Page Visits	2019-2020 Page Visits	2018-2019 Page Visits
July	52	54	15	152	61	31,946	32,401	11,536	1,164,517	1,080,668
Aug.		66	20	126	133		25,635	9,145	752,932	835,519
Sept.		48	17	43	22		24,833	8,335	679,248	214,406
Oct.		52	10	78	86		23,816	8,390	386,735	864,091
Nov.		63	174	56	40		23,022	7,587	695,971	812,527
Dec.		39	13	156	82		22,904	17,483	847,724	1,055,111
Jan.		56	108	67	68		26,942	17,123	720,531	934,562
Feb.		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	52	609	884	901	801	31,946	329,885	197,629	5,263,907	9,053,159

“City of White House, TN” Mobile App

	FY 23 New Downloads	FY22 New Downloads	FY21 New Downloads	FY20 New Downloads
July	8	8	45	19
Aug.		9	44	21
Sept.		13	19	21
Oct.		6	40	12
Nov.		6	29	13
Dec.		10	10	15
Jan.		18	11	23
Feb.		9	20	70
March		14	11	69
April		11	7	41
May		10	11	29
June		10	11	36
Total	8	124	258	369

	FY23 # of Request	FY22 # of Request	FY21 # of Request	FY20 # of Request
July	50	38	20	36
Aug.		54	27	39
Sept.		46	16	18
Oct.		64	15	40
Nov.		19	20	27
Dec.		42	27	20
Jan.		41	18	24
Feb.		41	72	41
March		38	36	34
April		26	26	35
May		39	48	26
June		47	58	28
FY Total	50	495	383	356

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

**Administrative & Legislative Services Department
July 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.

	2022-2023 Work Order Requests	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	14	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	14	164	200	98	162	266	201

**Finance Department
July 2022**

Finance Section

During July the Finance Office continued scanning thousands of documents to reduce physical document storage space, training / planning for new utility customer application process changes, setting up the new office fixtures, and preparing for fiscal year end audit tasks. Members of the Finance Office participated in the following events during the month:

- July 7: MTAS training “Business Tax 2022”
- July 18: BMA study session (C-PACER Program)
- July 19: TN Comptroller Division of Property Assessments - tax relief training
- July 20: Training on new Sharp copiers / printers
- July 21: Virtual meeting with Wold / HFR regarding Community Center retainage
- July 21: Wastewater road paving meeting with Finance, Admin, Public Services, and Kraft CPAs
- July 26: Finance staff meeting
- July 27: Farmers Bank ACH / Online Banking annual review call
- July 28: EnerGov workflow meeting with Finance, Planning & Codes, and Public Services

Performance Measures

Utility Billing

	July 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	10	10	284	357	171	62
Move Ins (#)	74	74	977	737	649	534
Move Outs (#)	71	71	898	743	602	534
New customer signup via email (#)	36	36	410	300	127	104
New customer signup via email (%)	43%	43%	33%	27%	15%	17%

Business License Activity

	July 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	6	6	92	76	69	75
Closed (notified by business)	0	0	7	6	10	9
Closed (uncollectable)	0	0	0	0	0	0

Accounts Payable

	July 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	307	307	4254	4079	4003	3940

**Finance Department
July 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	11,933,868	3,580,160	4,055,580	34%
Cemetery Fund	69,355	20,807	257,643	371%
Debt Services	1,112,015	333,605	954,432	86%
Dental Care Fund	38,650	11,595	190,450	493%
Roads Impact Fees	59,190	17,757	264,579	447%
Parks Impact Fees	61,429	18,429	402,546	655%
Police Impact Fees	43,930	13,179	365,548	832%
Fire Impact Fees	28,875	8,663	242,046	838%
Industrial Development	120,145	36,044	138,468	115%
Parks Sales Tax	1,207,310	362,193	878,460	73%
Police Drug Fund	5,050	1,515	37,205	737%
Solid Waste	1,146,400	343,920	645,873	56%
State Street Aid	467,832	140,350	271,437	58%
Stormwater Fund	1,036,000	310,800	1,214,615	117%
Wastewater	5,011,600	1,503,480	4,921,722	98%

*Balances do **not** reflect encumbrances not yet expended.*

The Finance Department’s goal is to meet or exceed each fund’s total operating revenues as proposed in the approved budget as set by the Board of Mayor and Aldermen by the end of the fiscal year 2022-2023.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	11,933,868	547,856	↓ 3.74%
Cemetery Fund	69,355	1,542	↓ 6.11%
Debt Services	1,112,015	95,267	↑ 0.23%
Dental Care	38,650	2,051	↓ 3.03%
Roads Impact Fees	59,190	15,988	↑ 18.68%
Parks Impact Fees	61,429	10,756	↑ 9.18%
Police Impact Fees	43,930	11,295	↑ 17.38%
Fire Impact Fees	28,875	7,452	↑ 17.47%
Industrial Development	120,145	64,050	↑ 44.98%
Parks Sales Tax	1,207,310	84,737	↓ 1.31%
Police Drug Fund	5,050	399	↓ 0.43%
Solid Waste	1,146,400	96,444	↑ 0.08%
State Street Aid	467,832	40,208	↑ 0.26%
Stormwater Fund	1,036,000	86,698	↑ 0.04%
Wastewater	5,011,600	449,563	↑ 0.64%

*Realized amounts reflect revenues realized from July 1, 2022—July 31, 2022

**Human Resources Department
July 2022**

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

- July 07: Public Works Maintenance Worker Interviews
Stormwater Maintenance Worker Interviews
- July 09: Americana Celebration
- July 11: Southern Force Main Bid Opening
New Hire Orientation for Assistant Park & Recreation Director
- July 13: Pre-Bid Meeting for Recreation Center
Police Officer Oral Board
Police Officer Chief's Interview
- July 14: New Hire Orientation for Firefighter
- July 19: Testing for Fire Captain
- July 20: New Hire Orientation for Public Works Maintenance Worker
Testing for Fire Lieutenant
- July 21: Part-Time Parks Attendant Interviews
Ribbon Cutting for Contractors Group & DIY Cabinets
- July 26: Job Fair & Career Expo
Interviews for Fire Captain
- July 27: Ribbon Cutting for Kroger Expansion
- July 28: Interviews for Fire Lieutenant

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	0	0
August		0	0	0
September		0	1	1
October		1	0	0
November		0	1	0
December		0	0	0

Three-year average:

8.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		0	1	1
February		1	0	3
March		0	2	0
April		0	1	2
May		1	0	1
June		1	3	0
Total	0	4	9	8

**Human Resources Department
July 2022**

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	1	1
August		1	1	0
September		0	1	0
October		1	1	1
November		1	3	1
December		0	0	0

Three-year average: 5.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		0	0	1
February		0	0	0
March		1	0	0
April		1	0	0
May		0	0	0
June		0	0	0
Total	0	5	7	4

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	1	1	1	1
August		1	1	1
September		2	0	2
October		0	0	3
November		0	1	2
December		1	2	1

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		4	2	2
February		2	0	1
March		3	0	1
April		2	2	0
May		2	0	2
June		1	3	2
Total	1	19	12	18
Percentage	0.97%	18.45%	11.65%	17.48%

Three-year average: 14.56%

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	1 (T)	0
August		0	0	2 (S)
September		0	0	0
October		0	0	0
November		0	0	1 (S)
December		0	1 (T)	0

Three-year average: 3.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		1 (T)	1 (T)	0
February		0	0	0
March		0	0	0
April		0	0	0
May		0	0	0
June		0	0	1 (T)
Total	0	1	3	4

**Police Department
July 2022**

Meetings/Civic Organizations

➤ **Chief Brady attended the following meetings in July:** White House Rotary Club Meeting (July 7, 14, and 28th), Planning Commission (July 11th), Robertson County Chief's Meeting (July 13th), BMA Study Session (July 18th), Tennessee Chief of Police Conference (Chattanooga) (July 19 – 23), Department Head Staff Meeting (July 25) and WHPD Command Staff Meeting (July 28th).

➤ **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 already completed 72 proofs for 2022.

Our 3-year cycle will end in Dec. 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
July	24.5	0	0	24.5
Total	75.5	662.4	30	767.9

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 2022-2023. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	JULY 2022	FY 2022-23
Three (3) Officers per Shift	55	55
Four (4) Officers per Shift	7	7

1. ***Acquire and place into service two Police Patrol Vehicles.*** We will be submitting a memo to the BMA to purchase two vehicles under state contract from Lonnie Cobb.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.***
We will be conducting Compliance Checks 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 2022.***

**Police Department
July 2022**

Group A Offenses	July 2022	Per 1,000 Pop.	Total 2022	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	17	1	93	7
Crimes Against Property	39	3	186	14
Crimes Against Society	37	3	258	20
Total	93	7	537	41
Arrests	68		366	

**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.*

	July 2022	TOTAL 2022
Traffic Crashes Reported	29	268
Enforce Traffic Laws:		
Written Citations	13	481
Written Warnings	77	228
Verbal Warnings	73	1,564

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 2022.*

COLLISION RATIO				
<u>2022</u>	<u>COLLISIONS</u>	<u>INJURIES</u>	<u>MONTHLY RATIO</u>	<u>YEAR TO DATE</u>
July	29	3 YTD 21	10%	8% YTD 268

Traffic School: There was no Traffic School in July.

Staffing:

- Ofc. Terry Brown (TJ) is currently on FTO and has been deployed for eight months.
- Ofc. Austin Frye resigned due to personal reasons.
- Ofc. Brandon Mantor is currently on FTO until he can attend the academy in October.
- Ofc. Jason Ghee was pulled from the Sumner County Drug Task Force to help cover shifts.
- We currently have 4 positions open and are continuing to accept applications.

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

**Police Department
July 2022**

Sumner County Emergency Response Team:

- On July 7th, ERT executed a narcotics search warrant in Gallatin. They got 9 grams of Fentanyl, Xanax Pills, Soma Pills, Ecstasy Pills, assorted Drug Paraphernalia and approximately \$400.00 in cash.
- July 15th, ERT assisted ATF agents with a search warrant in Gallatin.
- Two days of ERT Training were: July 15 & 16, ERT trained with members of the FBI Hostage Rescue Team at a location in Murfreesboro.

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>July</i>		

Communications Section

	July	Total 2022
Calls for Service	842	6,642
Alarm Calls	37	258

Request for Reports

	July	FY 2021-22
Requests for Reports	15	198
Amount taken in	\$11.70	\$136.50
Tow Bills	\$0.00	\$375.00
Emailed at no charge	15	227
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- July 12th, Sgt. Brisson had my desk audits for both of our THSO grants. We passed the audits without any issues.
- July 23rd, Sgt. Brisson helped THSO, THP and SCSSO with Rule of the Road event at Long Hollow Baptist Church. Sgt. Brisson ran the seatbelt Convincer.

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 one public elementary school by the end of each school year.*** Sgt. Enck will be instructing D.A.R.E. classes at White House Middle School in the Spring.
2. ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House Expo & Safety Day will be October 1st.

**Police Department
July 2022**

3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.***
2022 Citizen's Police Academy was cancelled.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - July 11th, Sgt. Enck instructed a S.P.E.A.R.E. class at Portland High School with 20 girls attending.
 - July 14th, 19th & 20th, Sgt. Enck handed out badges at Deja Moo.
 - July 20th, Sgt. Enck and Det. Anglin gave out over 30 popsicles at the Splash Pad.
 - July 26th, Sgt. Enck worked a Booth at the Job Fair.

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

- Americana (July 9th)
- July 23rd, Sgt. Brisson helped THSO, THP and SCSO with Rule of the Road event at Long Hollow Baptist Church. Sgt. Brisson ran the seatbelt Convincer.

Upcoming Events:

- WHPD Dunkin Booth – Hot dogs at Farmers Market. (Aug. 3rd).
- Thrive WH Chambers Event– Sgt. Enck.
- Aug. 16th – Cyberbullying – Det. Sgt. Dan Hunter.
- Aug. 29th – Drug Take Back.
- Sept. 18th – S.P.E.A.R.E. – North Ridge Church.
- Oct. 1st – Safety Day.

<i>2022 Participation in Joint Community Events</i>		
	<u>July</u>	<u>Year to Date</u>
Community Activities	8	44

**Fire Department
July 2022**



Summary of Month's Activities

Fire Operations

The Department responded to 144 requests for service during the month with 99 responses being medical emergencies. The Department also responded to 4 vehicle accidents all with injuries; 1 patient had to be extricated from wreckage. Of the 144 responses in the month of July there were 14 calls that overlapped another call for service that is 9.72% of our responses. That brings the overlapping call volume for FY22-23 to 9.72%.

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 July from dispatch to on scene time averaged was, five minutes and twenty seconds (5:20). The average time a fire unit spent on the scene of an emergency call was twelve minutes and twenty-two seconds (12:22).

Department Event

- July 9th – Americana Celebration
- July 12th – Monthly Officer meeting
- July 14th – New Hire Brian Jackson started on C Shift
- July 20th – Water Day at the Farmers Market
- July 22nd – Water Day with White House HS Band camp
- July 26th – Job Fair and Career Expo

Fire Administration

- July 9th – Americana Celebration
- July 19th Officer promotional testing
- July 25th – Met about Music City RV Park and possible annexation
- July 26th – Captain promotion interviews
- July 28th – Lieutenant promotion interviews

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	99
Hazardous Conditions (No Fire)	6
Service Calls	12
Good Intent Call	8
False Alarms & False Call	13
Calls for The Month	144
Total Responses FY to Date	144

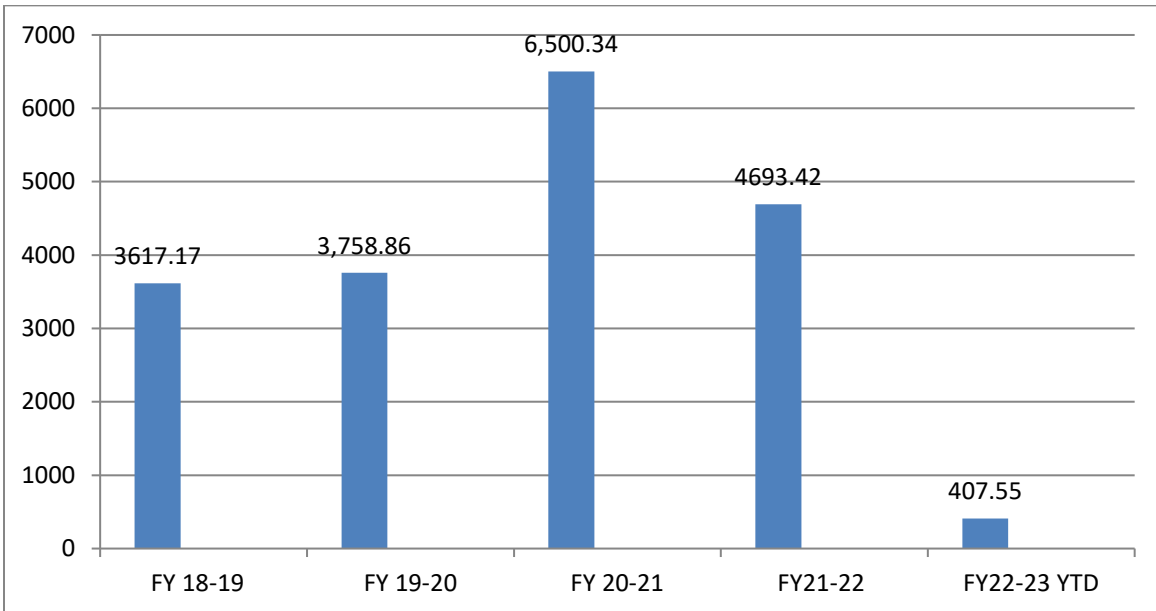
**Fire Department
July 2022**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	83	83	57.63%
Station #2 (Business Park Dr)	61	61	42.36%

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	FYTD
Firefighter Training Hours	407.55	407.55

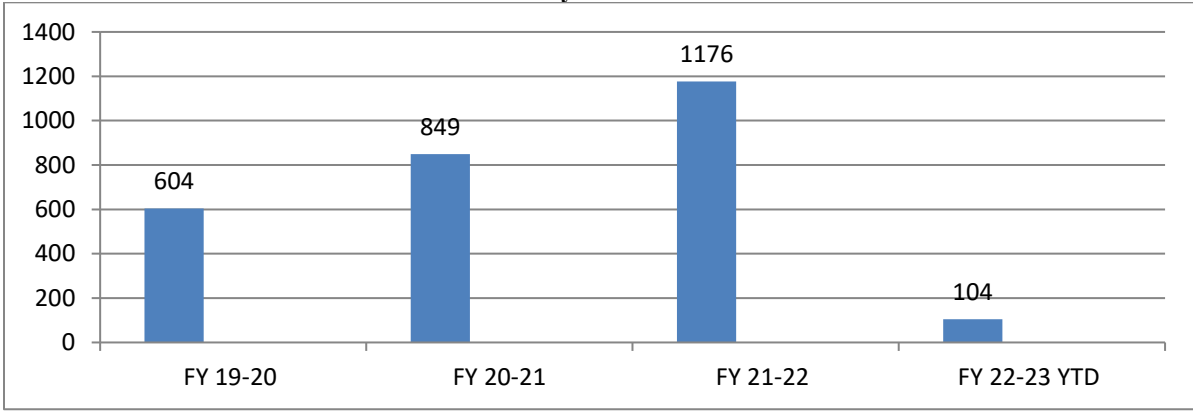
Training breakdown for ISO and NFPA

	Fire Officer	Company	Facilities	NFPA
Month	59	150	51	70.73
Total for FY	59	150	6	70.73

Fire Inspection

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

**Fire Department
July 2022**

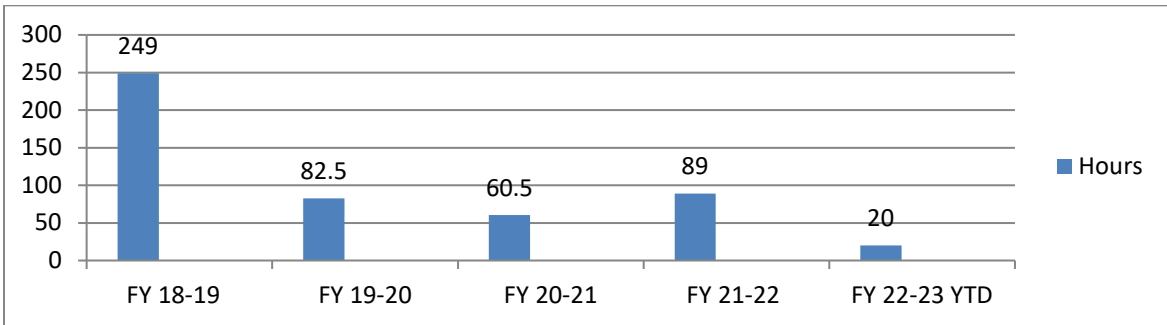
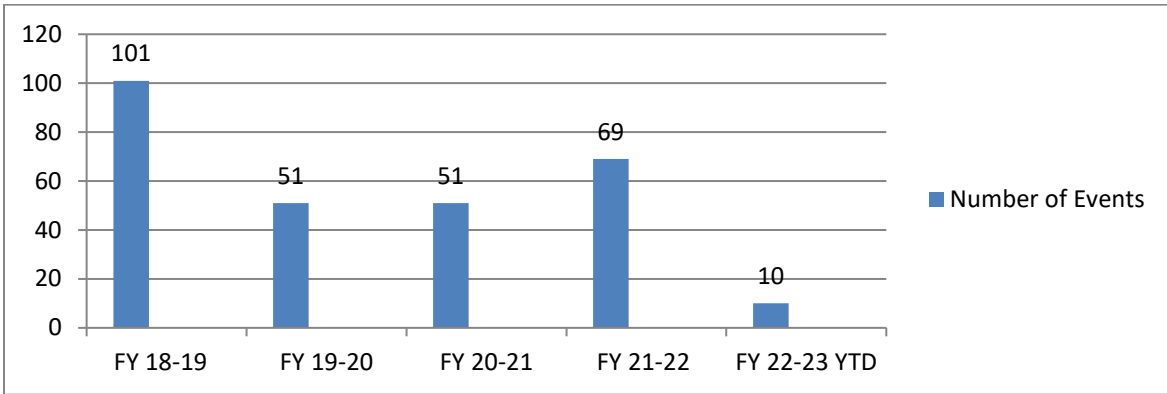
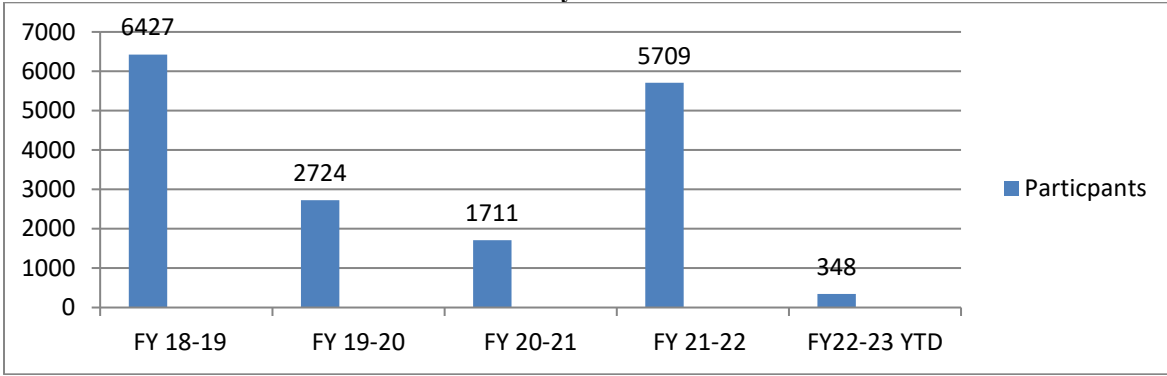


	Month	FYTD
July Fire Inspection	104	104
Reinspection	9	9
Code Violation Complaint	0	0
Violations Cleared	10	10
Annual Inspection	4	4
Commercial Burn Pile	0	0
Knox Box	2	2
Fire Alarms	3	3
Measure Fire Hydrant	0	0
Plans Review	6	6
Pre-C/O	1	1
Pre-incident Survey	23	23
Sprinkler Final	0	0
Final/Occupancy	2	2

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
July 2022**



	Month	FYTD
Participants	348	348
Number of Events	10	10
Education Hrs.	20	20

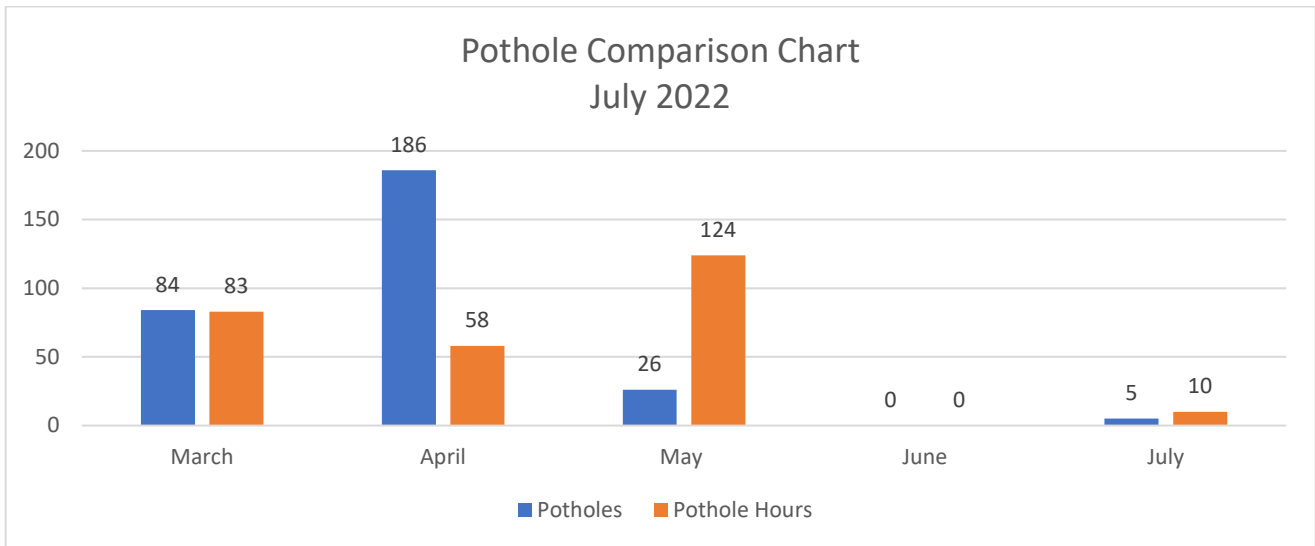
*Public education numbers were lower than normal due to COVID-19

Social Media Statistics for the Month

Post Reach	1862
Post Engagement	379
New Page Followers	16

**Public Services Department – Public Works Division
July 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.

-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.

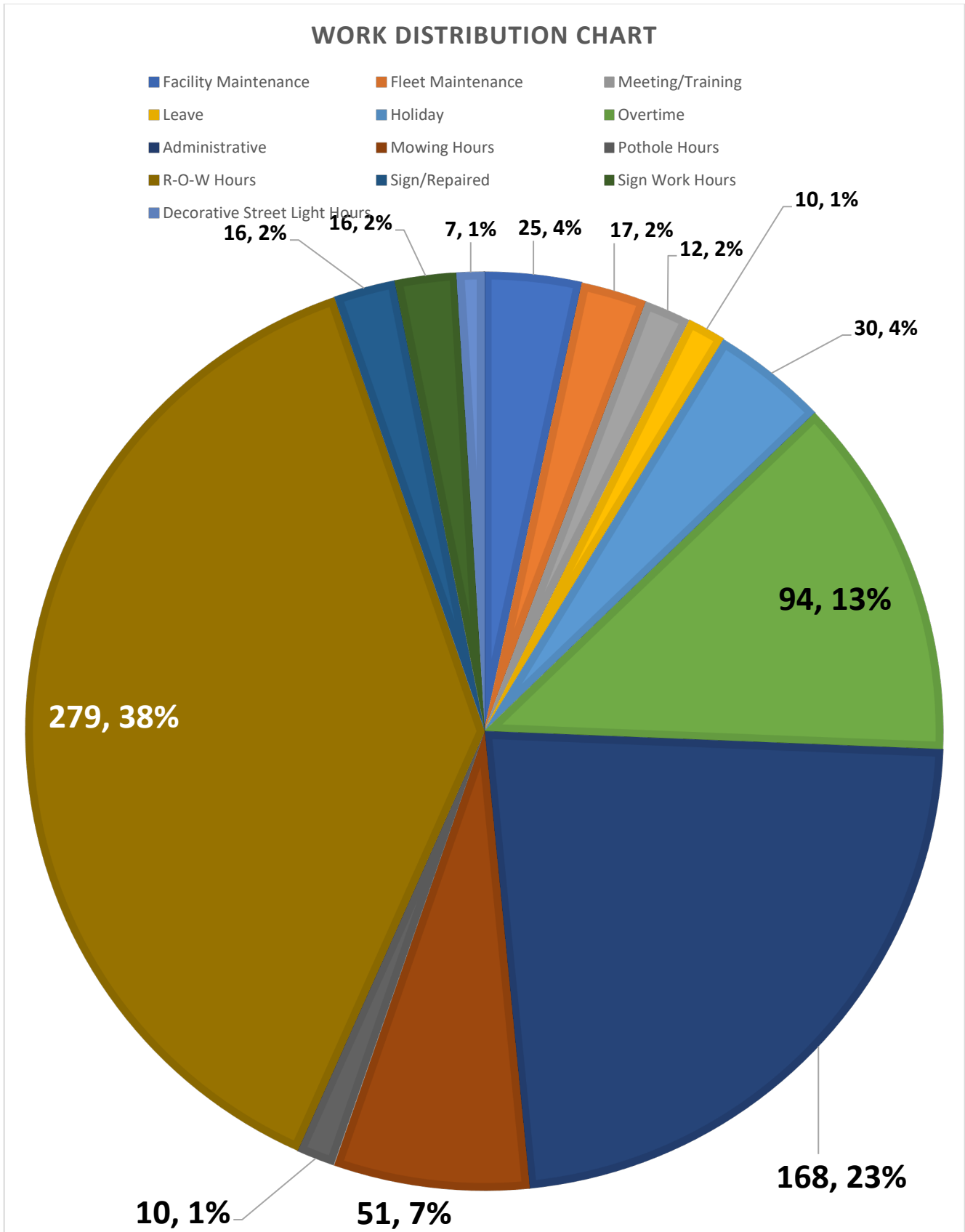
Pothole Complaint Response Time

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
White Haven Court	Identified by PW Crew on Wednesday July 6, 2022	Repaired Wednesday July 6, 2022	No elapsed time because it was identified and repaired on the same day
McCurdy Road	Identified by PW Crew on Thursday July 7, 2022	Repaired Thursday July 7, 2022	No elapsed time because it was identified and repaired on the same day.
404 South Aztec Drive	Identified by PW Crew on Tuesday July 12, 2022	Repaired Tuesday July 12, 2022	No elapsed time because it was identified and repaired on the same day
116 Ben Albert Road	Reported June 8, 2022	Repaired July 14, 2022	21 days
Mohawk Court	Identified by PW Crew on Thursday July 14, 2022	Repaired Thursday July 14, 2022	No elapsed time because it was identified and repaired on the same day.

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

Total Hours Worked in The Public Works Department were 649.25 Hours. The chart below show what percentage of time was spent on each job task.



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

Monthly Work Log

Mondy 7-4-2022

- Fourth of July (Holiday)

Tuesday 7-5-2022

- Sidewalk Inspections / RoW Mowing Industrial Drive, RoW area behind Hardee's / SR-76 On-off Ramps / Meadowlark/ Melton and Pleasant Grove Road.

Wednesday 7-6-2022

- Installed Speed Limit Sign on Hobbs Drive / Re-installed Curve Ahead Sign on S. Palmer's Chapel Road / Installed asphalt on Hobbs Drive after Drainage Project / Cut trees on White Haven so that emergency vehicles can pass more easily / Repaired Pothole on White Haven Court.

Thursday 7-7-2022

- Performed PW Sidewalk Inspections and Sanitation Brush Piles Inspections / Preparation meeting for Americana Fest / Repaired Pothole on McCurdy Road / Fleet Maintenance

Saturday 7-9-2022

- Americana Celebration. Set-up 0700-1100. Working the event 1530-2330.

Monday 7-11-2022

- Crew Meeting / Picked up cones, barricades, etc. from Soccer Complex from Americana Fest / Repaired 3 Decorative Street Lights on Sundance Way, Cut tree away from Decorative Street Light at 105 Sundance Way / Installed Speed Limit Sign on Meadowlark Drive.

Tuesday 7-12-2022

- Removed large brush pile at 405 Meadowbrook Court / Installed new Radar Speed Limit Signs on Calista Road / Fleet Maintenance / Repaired pothole at 404 S. Aztec Drive.

Wednesday 7-13-2022

- Crew meeting / String trimmed around signs on Pleasant Grove Road and Union Road, RoW Mowing on Union Road guard rails and Calista lift station / Traffic control for downed tree on Calista Road / Cut tree from sidewalk on Indian Ridge Blvd, and Lone Oak Drive.

Thursday 7-14-2022

- Repaired pothole on Ben Albert Road and Mohawk Court / Wilkinson Lane Drainage Project

Monday 7-18-2022

- Evaluated road drainage issue at 124 Sundance Way / Changed Yield Signs to Stop Signs at Navajo Court, Mohawk Court, and Cherokeawa Court / Installed Dead End Sign on Volunteer Drive / Evaluation of Decorative Street Light at 422 W. Winterberry Trail / Facility Maintenance / Changed batteries in Radar Signs on Calista Road (Rechargeable) / Updated message on digital message boards for Wilkinson Shady Lane Project

Tuesday 7-19-2022

- Diagnosed issue with hotbox and infrared machine / Installed Road plate on / Proofroll Phase 1 and 2 The Parks Development / Wilkinson Drainage Project

Wednesday 7-20-2022

- Wilkinson Lane Drainage Project / Moved Pipe from Wilkinson Lane to Shady Lane for Phase 2 over drainage project/ Delivered Truck 1328 to shop for repairs /

Thursday 7-21-2022

- Wilkinson Lane Drainage Project

Friday 7-22-2022

- Wilkinson Lane Drainage Project

Saturday 7-23-2022

- Wilkinson Lane Drainage Project

Monday 7-25-2022

- Installed Yield Sign on SB Off-Ramp WHPD request after witnessing safety issue with semis ignoring the existing / Yield Sign / Installed 2 more No Parking Signs on EB SR-76 at request of WHPD so that tickets can be issued to semis parking in the shoulder / No Parking Signs Installed at Highland Drive at WHPD request due to resident complaint of vehicles parking on should and no room to pass / Removed topsoil from Copperfield Court after drainage project / Fleet maintenance

Wednesday 7-26-2022

- City Staff Safety Meeting / Cut trees from ditch on Apache Trail / Wilkinson Lane Drainage Project.

Thursday 7-28-2022

- Phase 2 of Wilkinson and Shady Lane Project, construction began on Shady Lane Project.

Friday 7-29-2022

- Phase 2 of Wilkinson and Shady Lane Project, construction continued on Shady Lane Project.

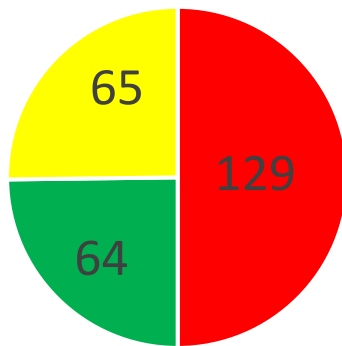
**Public Services Department – Public Works Division
July 2022**

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 July.

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-Jun	22-Jul	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	562	649	649
Facility Maintenance	3494	2187	1,227	1,137	887.25	76	25	25
Fleet Maintenance	1034	514	282	380	422.5	14	17	17
Meeting/Training	502	510	517	400	457	25	12	12
Leave	1,253	576	613	810	823	120	10	10
Holiday	795	470	385	555	545	0	30	30
Overtime	508.5	488	414	311	152.75	11	94	94
Administrative	385	698	803	867	1153.25	150	168	168
Drainage Work (feet)	0	906	2749	10	0	216	0	0
Drainage Man Hours	0	1470	1045	170	14	85	0	0
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	10	51	50.5
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640		0	0
Shoulder Hours	0	155	160	49	176	0	0	0
# of Potholes	0	250	473	346	385	0	4	4
Pothole Hours	0	759	734	1,181	831.5	0	10	10
R-O-W Hours	0	2835	2416	4,027	3044.5	73	279	279
Sign/Repaired	0	120	91	84	63	2	16	16
Sign Work Hours	0	289	179	234	109	3	16	16
Salt Hours	0	10	143	24	76.5	0	0	0
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	6	7	7
Traffic Light Hours	0	0	65	20	158	0	0	0

Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Jun	22-Jul	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	360	320	320
Facility Maintenance	3494	723	446	574	394.5	41	7	7
Fleet Maintenance	1034	488	445	331	294.5	7	17	17
Meeting/Training	502	265	130	135	127.5	15	7	7
Leave	1,253	428	700	476	336	10	85	85
Holiday	795	270	230	230	230	0	20	20
Overtime	508.5	119	4	12	39.5	0	0	0
Administrative	385	167	1	0	72.5	16	0	0
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					0	0	0
R-O-W Hours	0	166	30	97	170	29	7	7
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-Jun	22-Jul	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	847	604	604
Brush Truck Loads	459	551	522	578	584	64	58	58
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	386	169	169
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	143	122	122
Litter Pickup Bags	334	507	546	511	456	41	23	23
Litter Pickup Hours	1147	1132	985	957	892	99	55	55

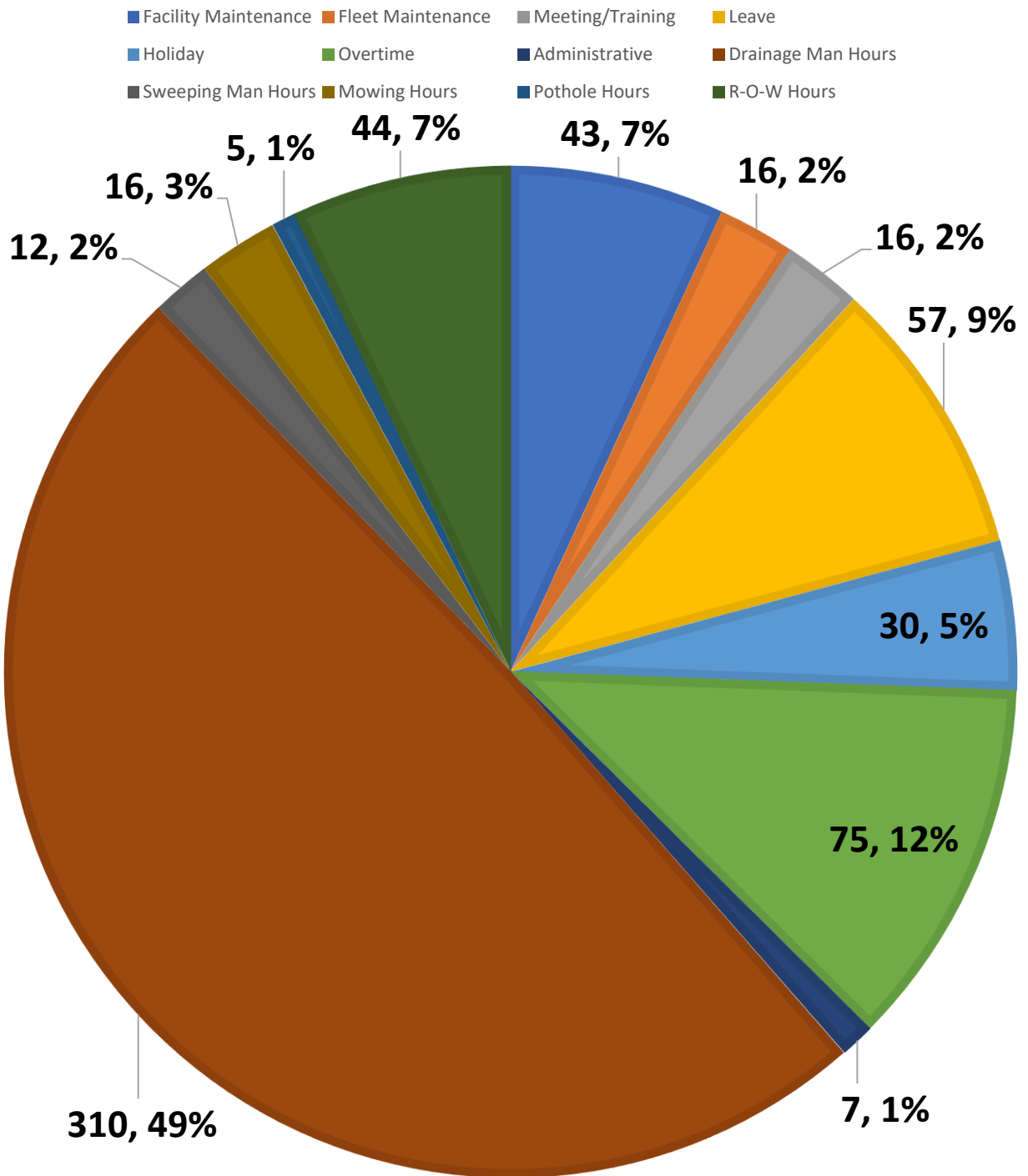
Public Services Department – Public Works Division
January 2021

Public Works Stormwater Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Jun	22-Jul	YTD 22/23
Stormwater	8,134	9,364	8,741	10,229	9191.25	0	555	555
Facility Maintenance	3494	2187	1,227	1,137	887.25	0	43	43
Fleet Maintenance	1034	514	282	380	422.5	0	16	16
Meeting/Training	502	510	517	400	457	0	16	16
Leave	1,253	576	613	810	823	0	57	56.5
Holiday	795	470	385	555	545	0	30	30
Overtime	508.5	488	414	311	152.75	0	75	75
Administrative	385	698	803	867	1153.25	0	7	7
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	0	310	309.5
Debris Removed Load	0	100	35	44	0	0	0	0
Sweeping Man Hours	0	18	13	0	0	0	12	12
Mowing Hours	0	22	175	219	221	0	16	16
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640	0	0	0
Shoulder Hours	0	155	160	49	176	0	0	0
# of Potholes	0	250	473	346	385	0	4	4
Pothole Hours	0	759	734	1,181	831.5	0	5	5
R-O-W Hours	0	2835	2416	4,027	3044.5	0	44	44
Sign/Repaired	0	120	91	84	63	0	0	0
Sign Work Hours	0	289	179	234	109	0	0	0
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	0	0
Traffic Light Hours	0	0	65	20	158	0	0	0

Public Services Department – Stormwater Division
July 2022

WORK DISTRIBUTION CHART



Public Services Department – Stormwater Division
July 2022

Administrative Notes

Inspections Performed in July:

Initial Sidewalk and Driveway Inspections – 25

Final Stormwater – 15

Final Sidewalk and Driveway – 12

Land Disturbance – 28

Fence Permit – 3

Open Trench – 5

Construction Site – 3

Stormwater Concerns and Calls.

WILKINSON LANE DRAINAGE PROJECT – Structure 3 to Headwall 1



Public Services Department – Stormwater Division
July 2022

WO 072922005 SHADY LANE: We had to move the headwall to the North side due to sewer line in way. Homeowner allowed us to move her mailbox.



WO 051122003 07/07/2022 403 Autumnwood: Ditch work was completed approximately one year ago. Talked to homeowner's work was done without his knowledge. We have come to a mutual agreement to fix one section between driveway. Will need 12" pipe coupler. 7/7/22 started work on adding pipe and filling with dirt.

COMPLETED



WO 071222001 07/11/2022 110 Highland Dr: Received a service call from Robert Redmond with a description of the drainage ditch is blocked with limbs and what looks like a roll of Fencing. Myself and Chris Keith inspection of the site this will be almost a week worth of work to clean out. **ON HOLD DUE TO WILKINSON/SHADY**

PROJECT



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

07/11/2022 408 HWY 76. Business owner is having drainage issue we completed an inspection and turned over the information to **WORKING WITH TDOT ON THIS PROJECT (NO RESPONSE FROM TDOT)**

07/13/2022 Union Road: During mowing operation on Union Road, we discovered a rock in the creek was causing the road to wash out. Public Works and Stormwater worked together to remove it and fix the road. **COMPLETED**



07/14/2022 Indian Ridge Blvd: The bushes at the intersection of Indian Ridge Blvd and Stadium Dr are a hazard to foot traffic and car traffic. The visibility here is so bad I've witnessed a handful of close calls here with pedestrians and almost hit a vehicle myself. Please have these cut back or cut down. **Turned over to Codes**

WO 072022003 07/20/2022 Hester Drive: This issue is due to trailer truck parking at top of Hester Drive and running over the curb. We installed a road plate and project is currently **ON HOLD DUE TO WILKINSON/SHADY PROJECT**



07/20/2022 302 Indian ridge Circle: Ms. Pam Greer Circle called because at one point there were big rocks placed in a culvert behind her house to help with stormwater flow, but during the last big rain it washed them down, and she was wondering if it was possible to have more placed there. Myself and Chris Keith did the inspection and this was a project about six months ago and everything is looking good there is a section that the homeowner had placed concrete in the system and the Rip Rap was just moving down in that section. System is working fine all of the homeowner question were answer and no further action required. **COMPLETED**

Public Services Department – Stormwater Division
July 2022

WO 072522003 07/25/2022 **103 Copperfield:** After Springbrook project 103 having drainage problems two loan of dirt grass seed plant food and roll of straw matting. **ON HOLD DUE TO WILKINSON/SHADY PROJECT**



WO 072822003 07/28/2022 **213 Peachtree Street:** inspection completed with homeowners will need to chop saw curb to get it back in place beside drainage. Will also need baby dump of dirt, seed straw matting to correct the drainage inlet. **ON HOLD DUE TO WILKINSON/SHADY PROJECT**



WO 071222002 **499 Marlin Rd.:** Online submission: Would it be possible to evaluate a drainage area from the 499 Marlin Rd driveway to Tyree Springs Rd (+-200 ft)? During prolonged/heavy rain, water ponds on either side of my driveway and eventually seeps into the ground under my drive entrance. A raised section in the middle keeps the water from draining down to the Tyree Springs culvert. **The team contacted the resident and scheduled to provide relief to the property.** **ON HOLD DUE TO WILKINSON/SHADY PROJECT**

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

Monthly Work Log

Monday 7-4-2022

- Fourth of July (Holiday)

Tuesday 7-5-2022

- Fleet maintenance / ROW Mowing

Wednesday 7-6-2022

- ROW Mowing and Pleasant Grove Road / Inspections in Legacy Farms

Thursday 7-7-2022

- Eastside Drive drainage and Asphalt repair / White Haven Court pothole repair / Fleet maintenance

Saturday 7-9-2022

- Americana Celebration. Set-up 0700-1100. Working the event 1530-2330.

Monday 7-11-2022

- Crew meeting / Wilkinson Lane Project / ROW Mowing Wilkinson Lane and Pleasant Grove Road

Tuesday 7-12-2022

- Street sweeping SR-76 and 31W, Hester Drive and Knight Circle / Seed and Straw Wilkinson Lane

Wednesday 7-13-2022

- ROW Mowing / Union Road repair / Cut tree away from sidewalk on Indian Ridge Blvd. / Cut Union Road Guard Rails

Thursday 7-14-2022

- Meeting with Cintas about uniforms / Wilkinson Lane Project

Monday 7-18-2022

- Wilkinson Lane Drainage Project / Hester Drive and Knight Circle catch basin issue (installed road plate) / Facility Maintenance

Tuesday 7-19-2022

- Wilkinson Lane Drainage Project

Wednesday 7-20-2022

- Wilkinson Lane Drainage Project

Thursday 7-21-2022

- Wilkinson Lane Drainage Project

Friday 7-22-2022

- Wilkinson Lane Drainage Project

Saturday 7-23-2022

- Wilkinson Lane Drainage Project

Monday 7-25-2022

- Meeting on Copperfield Drive / Fleet Maintenance

Wednesday 7-26-2022

- Wilkinson Lane Drainage Project / Safety Committee Meeting

Thursday 7-28-2022

- Wilkinson and Shady Lane Drainage Project

Friday 7-29-2022

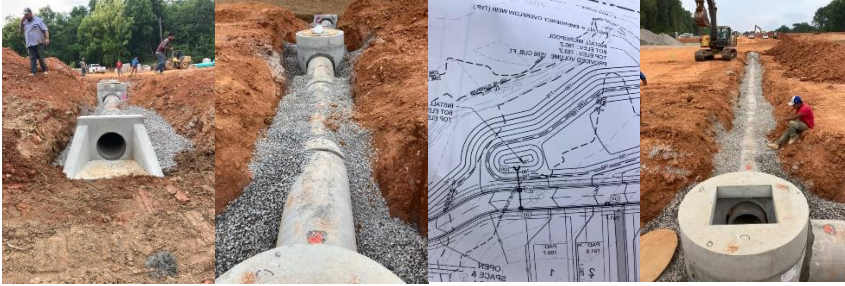
- Shady Lane Drainage Project / Citizen Complaint at 219 Peachtree Drive

Public Services Department – Stormwater Division
July 2022

Inspections Notes

Copes Crossing Open Trench Pipe Inspection:

071222014: D3 to D0.



071422009: D4 to D3:

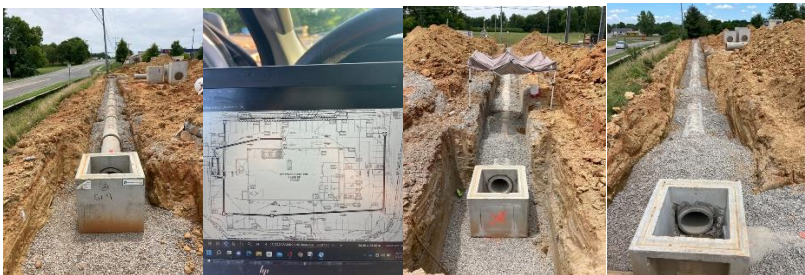


071922001: F0 to F1:



Caliber Collision:

071322002: Structures 10-8



Summerlin

Phase 5: 072522007: Water Quality Installation:



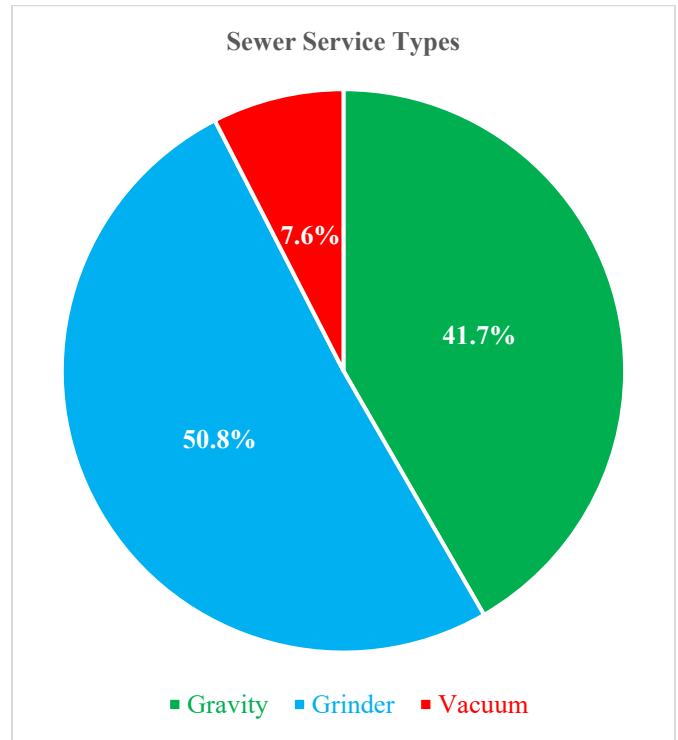
**Public Services Department - Wastewater Division
July 2022**

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 **July 31st, 2022**, City personnel count a total of **5,878** sewer system connections, with **10 new** applications for service in **July, 2022**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,450
Low-Pressure Grinder Sewer Connections	2,984
Vacuum Sewer Connections	444

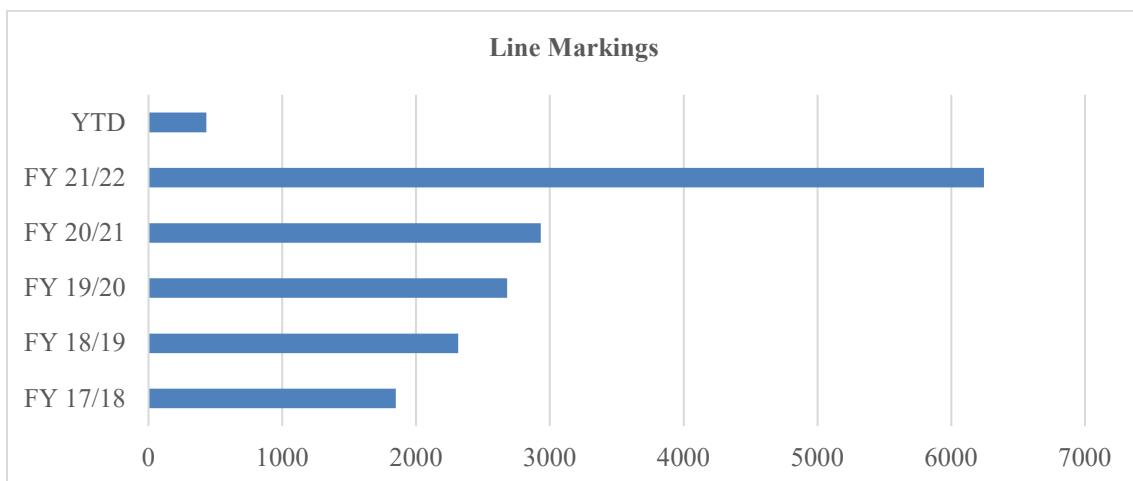
The City counts **187** commercial grinder stations, **2,797** residential grinder stations, and **28** major lift stations integrated into our system.



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 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>June 2022</u>	<u>YTD</u>
Tennessee 811	1849	2315	2680	2933	6245	433	433



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

<u>Lift Station Location</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Jul 2022</u>	<u>YTD</u>
Union Road	17	6	6	9	0		0	0
Summerlin	0	2	5	22	0		0	0
Settlers' Ridge	1	1	1	1	1		0	0
Cope's Crossing	15	7	8	6	9		0	0
Cambria	0	1	4	3	4		0	0
Belmont Lodge Apartments	n/a	n/a	n/a	n/a	0		0	0
Kensington Green	n/a	n/a	1	0	0		0	0
Meadowlark Townhomes	n/a	n/a	n/a	n/a	0		0	0
Meadowlark	6	4	2	1	1		1	1
Sage (aka Hester)	2	0	1	0	0		0	0
Loves Truck Stop	n/a	n/a	0	0	3		0	0
Highway 76 (aka Springfield)	0	1	1	0	0		0	0
Portland	4	1	0	1	0		0	0
North Palmers Chapel Vacuum Station	23	8	3	1	7		0	0
Villas at Honey Run	n/a	n/a	n/a	n/a	1		0	0
31W Apartments	n/a	n/a	n/a	n/a	0		0	0
Calista Apartments	n/a	n/a	n/a	n/a	0		0	0
Calista Vacuum Station	13	4	2	1	9		1	1
Concord Springs	n/a	n/a	0	0	2		0	0
Fields at Oakwood	n/a	n/a	n/a	2	2		0	0
Los Jalapenos	n/a	n/a	n/a	n/a	0		0	0
Mt. Vernon Apartments	n/a	n/a	n/a	n/a	0		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	0		0	0
Wilkinson Lane	4	1	3	1	3		0	0
Heritage High School	0	2	1	0	0		0	0
Legacy Farms	n/a	n/a	n/a	n/a	0		0	0
The Parks #1	n/a	n/a	0	0	0		0	0
Treatment Plant	6	4	6	3	0		0	0

**Public Services Department - Wastewater Division
July 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.

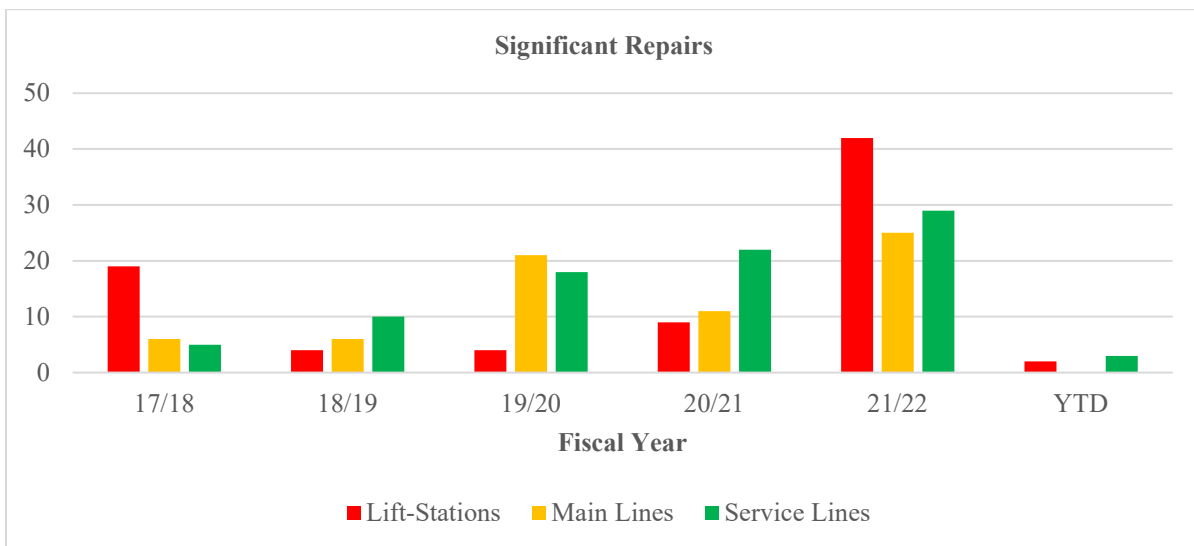
Major Alarms:

- Calista: The Calista vacuum station pump #3 was replaced with an older spare model pump while the new vacuum pump is down for repairs. This pump swap required rewiring the soft-starter, which was successfully completed. The replacement pump operated for several days, then experienced an electrical issue and shut down. This wiring issue has been repaired, and the pump has been returned to normal operation.
- Meadowlark: The Meadowlark station experienced dry-run issues. The transducer was pulled, cleaned, and returned to normal service. The dry-run float was replaced.

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.

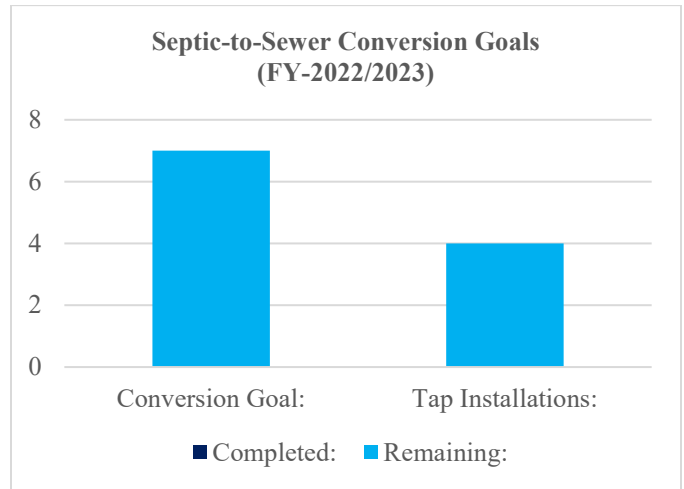
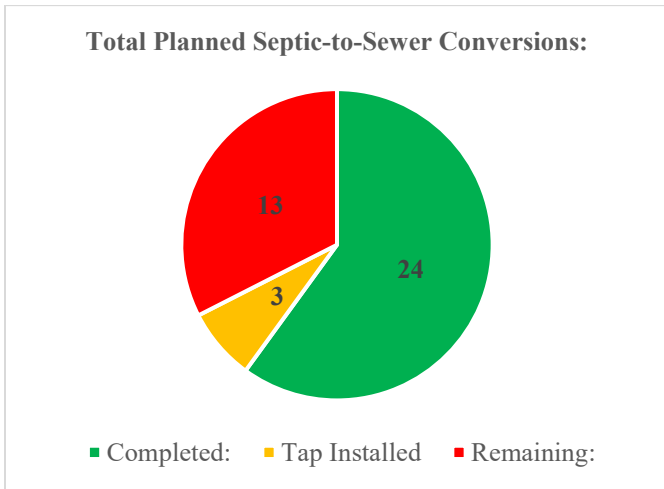
<u>Repairs</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Jul 2022</u>	<u>YTD</u>
Major Lift Stations	19	4	4	9	42		2	2
Main Line	6	6	21	11	25		0	0
Service Line	5	10	18	22	29		3	3



Public Services Department - Wastewater Division
July 2022

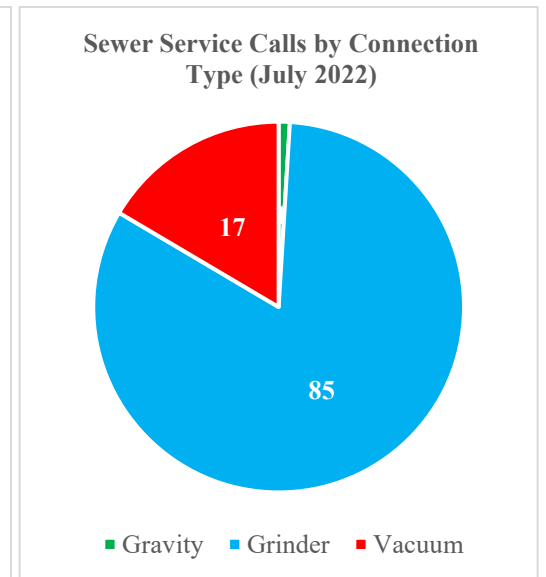
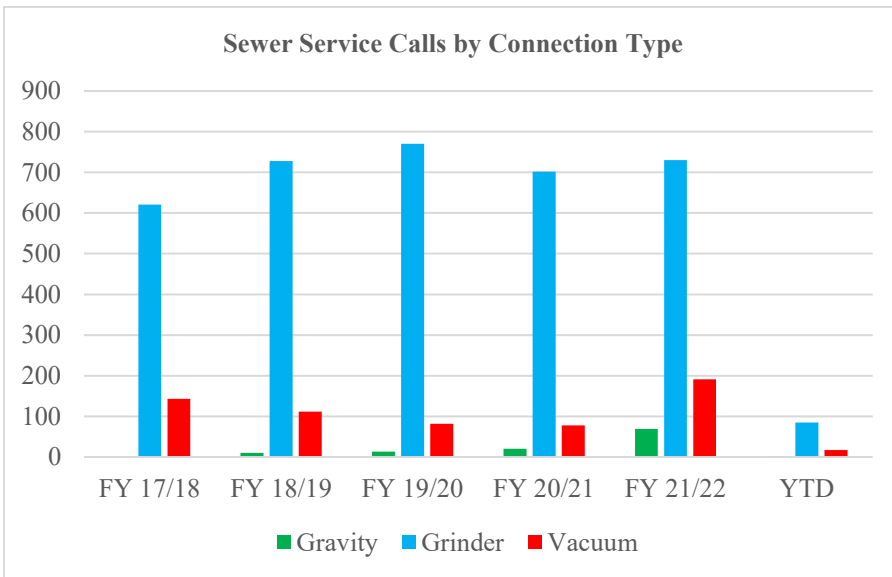
Ongoing Projects:

- 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. 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. **The majority of the Phase-1 pipe has been installed, and Twin States is currently preparing for the tie-ins at both ends. The bids for Phase-2 have been received, and Twin States will be awarded the contract for this phase as well.**
- 3. 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.**
- 4. 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.**



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

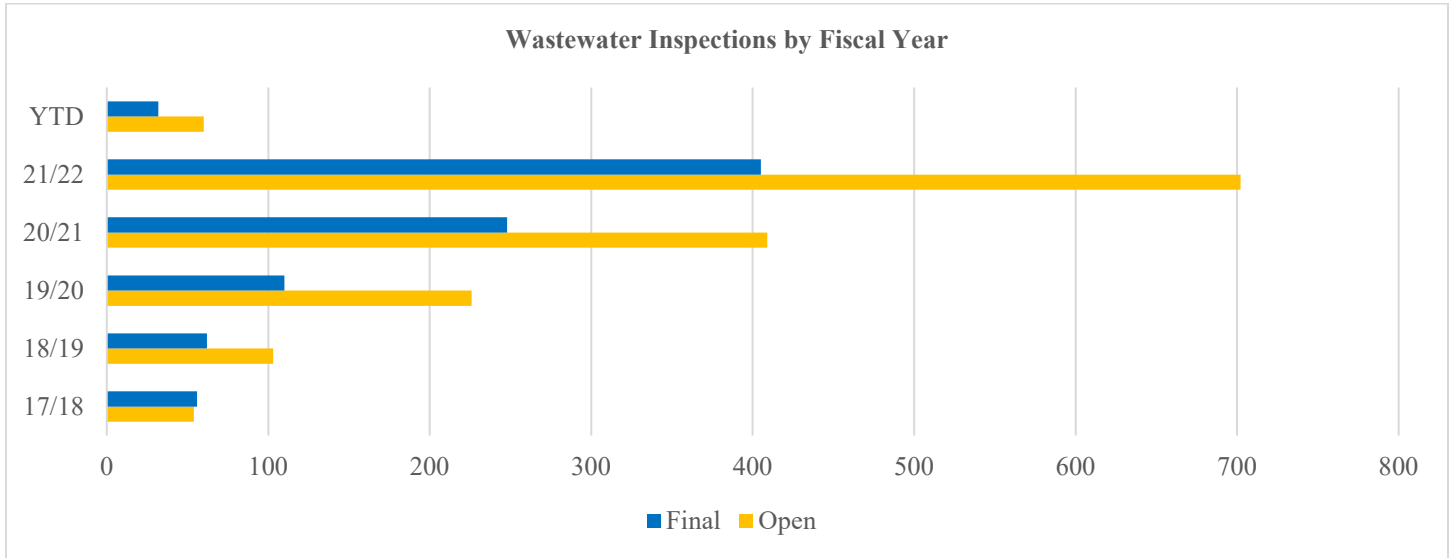
<u>Work Orders</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Jul 2022</u>	<u>YTD</u>
Vacuum System Service Request	143	112	82	78	191	17	17
Gravity Service Request	0	10	13	20	69	1	1
Low Pressure Service Request	621	728	770	702	730	85	85
Total Pumps Replaced	401	361	449	492	472	57	57
Total Pumps Rebuilt	n/a	n/a	n/a	135	114	6	6
Total Warranty Pumps Returned	n/a	n/a	n/a	n/a	129	0	0
Grinder Tank PM Program	63	358	267	219	117	13	13
Open Trench Inspections	54	103	226	409	702	60	60
Final Inspection for New Service	56	62	110	248	405	32	32
Sanitary Sewer Overflow (SSO)	1	3	49	19	28	0	0
Odor Complaints	28	43	43	35	22	1	1



Public Services Department - Wastewater Division
July 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.

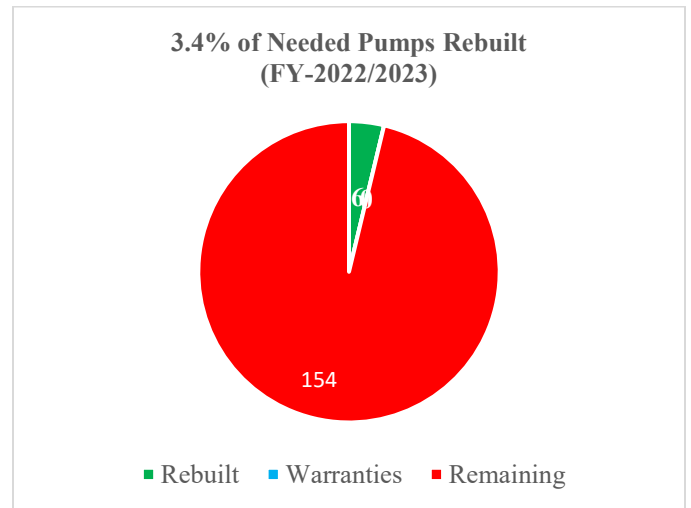


Pump Rebuilds:

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
July 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.

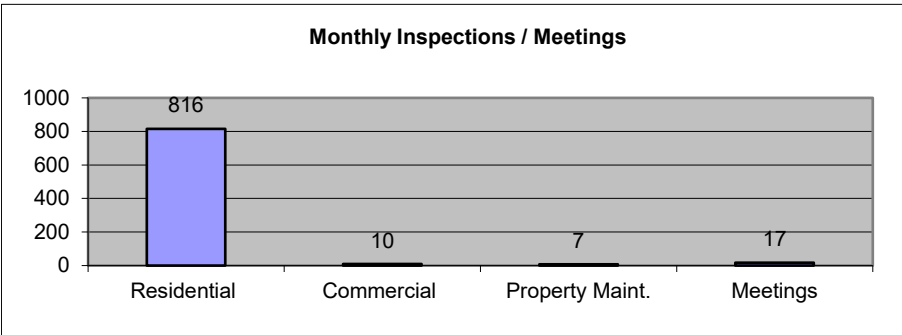
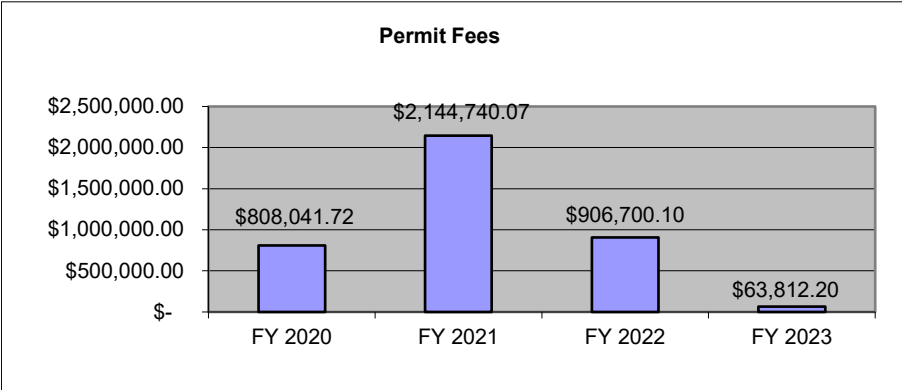
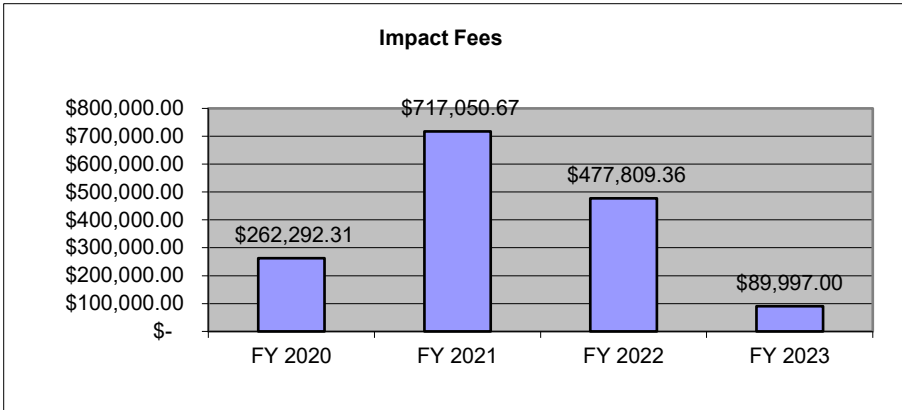
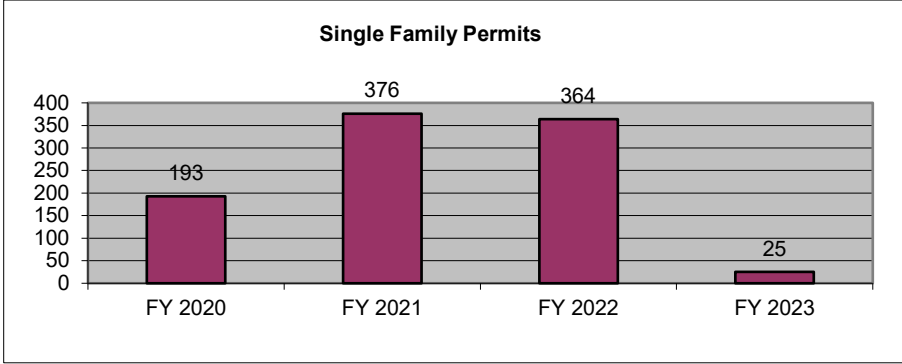
Parameter	Apr - 22	May - 22	Jun - 22	Jul - 22	
Flow – To Creek	0.767 MGD	0.668 MGD	0.595 MGD	0.538 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.767 MGD	0.668 MGD	0.595 MGD	0.538 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	54.8%	47.7%	42.5%	38.4%	(0.538 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	68.5%	59.6%	53.1%	48.0%	(0.538 MGD) / (1.120 MGD)
Rainfall	5.86"	2.89"	2.39"	3.83"	

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22		July 2022	YTD
Effluent Violations	7	13	7	12	7	32		1	1

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 **2.00** parts per million (ppm). The average residual was **0.11** PPM with a max residual of **0.21** 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 **26.1 CFU’s** which is well below the limit. ***Last month the average was 23.0 CFU.***

**Planning and Codes Department
JULY 2022**



**Planning and Codes Department
JULY 2022**

	Month	FY2023	FY2022	FY2021	FY2020
MEETING AGENDA ITEMS#					
Planning Commission	4	4	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	25	25	340	376	193
Multi-Family Residential	0	0	0	22	13
Other Residential	6	6	89	83	91
New Commercial	2	2	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	0	0	25	23	33
Sign	2	2	11	17	14
Occupancy Permits	13	13	319	400	212
Jersey Mike's -615 Hwy 76					
Patel Market- 107 Business Park Drive					
Other	3	10	11	12	3
BUILDING INSPECTIONS					
Residential	816	816	5452	2621	2858
Hours	204	204	1367	533	699
Commercial /Industrial	10	10	139	92	110
Hours	9	9	62.75	18	12.83
CODE ENFORCEMENT					
Total Cases	7	7	35	98	179
Hours	3	3	35.75	70.24	86.75
Complaints Received	7	7	55	41	116
MEETINGS					
Administration	9	9	117	72	58
Hours	9	9	127	70	38
Planning	8	8	127	53	76
Hours	6	6	96	50	70
Codes	0	0	8	11	28
Hours	0	0	10	9	37
FEES					
Permit Fees	\$63,812.20	\$ 63,812.20	\$ 906,700.10	\$ 2,144,740.07	\$808,041.72
Board Review Fees	\$0.00	\$ -	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	\$89,997.00	\$ 89,997.00	\$ 477,809.36	\$ 717,050.67	\$262,292.31
Roads	\$9,525.00	\$ 9,525.00	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$9,900.00	\$ 9,900.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$10,596.40	\$ 10,596.40	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$6,990.80	\$ 6,990.80	\$ 76,498.26	\$ 79,900.66	\$ 36,749.61
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: 24	\$ 7,074,276.17	\$7,074,276.17	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	15		17	16	15

**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Contract almost 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

Tennis Courts

- Construction is ongoing
- Have 210 days to complete, which would come out to January 9th



Rec Center

- Design complete
- Currently out for bid – Bid opening August 11th
- City Hall demolition project is ongoing

Top Dresser

- Ordered new top dresser this month
- Should be in by mid-to-late August
- Will immediately use to top dress several fields

Update on Upcoming Projects:

Greenway Bridge Restoration

- This involves repairing the small Greenway bridge along Tyree Springs that is slumping and needs repairs to its foundation
- Trying to get with TDEC in order to get project started since this involves a creek
- Anticipate this project lasting a while considering TDEC involvement

Parks, Recreation, & Cultural Arts Department Monthly Report July 2022

Greenway Lighting

- This involves adding lighting to the area where we normally have Trail of Treats on the Greenway
- Will need to work with City Engineer to figure out the logistics of this project

Museum HVAC Replacement

- This is to replace one of the HVAC units at the Museum that has been giving us trouble lately and needs to be replaced due to its age
- Currently collecting quotes

Tyler Parks Software

- The hope was to get the parks module offering of the same software that many other departments in the city use. However, they have recently done away with it after multiple complaints about it.
- They hope to have an update at the beginning of the year on the new software
- So, we will continue to use RecDesk until that is resolved

List of upcoming projects yet to begin:

Cemetery Software

Splash Pad Maintenance Building

Museum Chimney Restoration

Playground Restoration

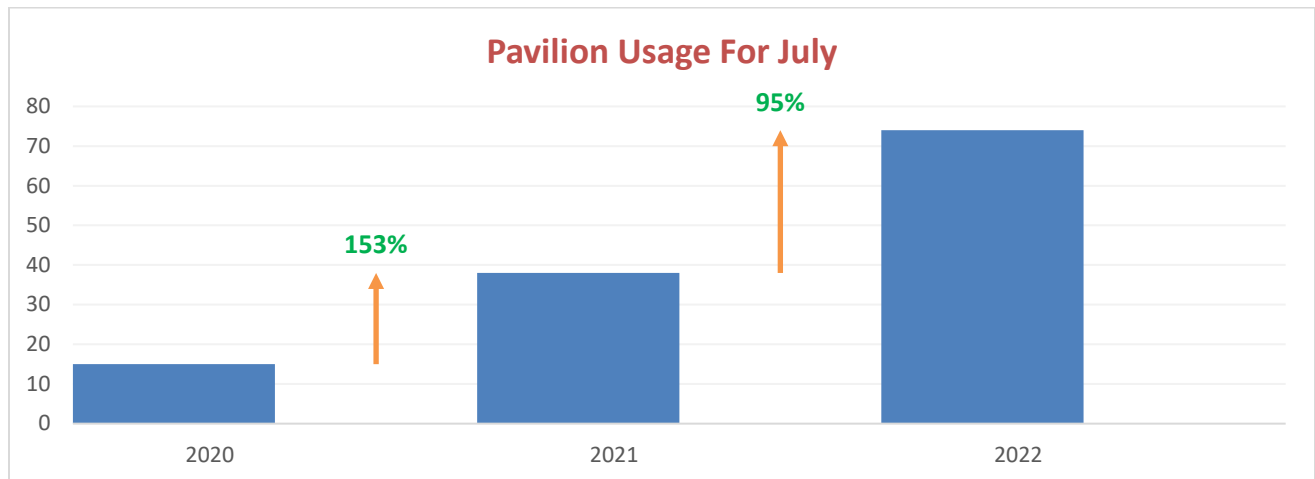
Field 5 Fencing

Maintenance Building Fencing

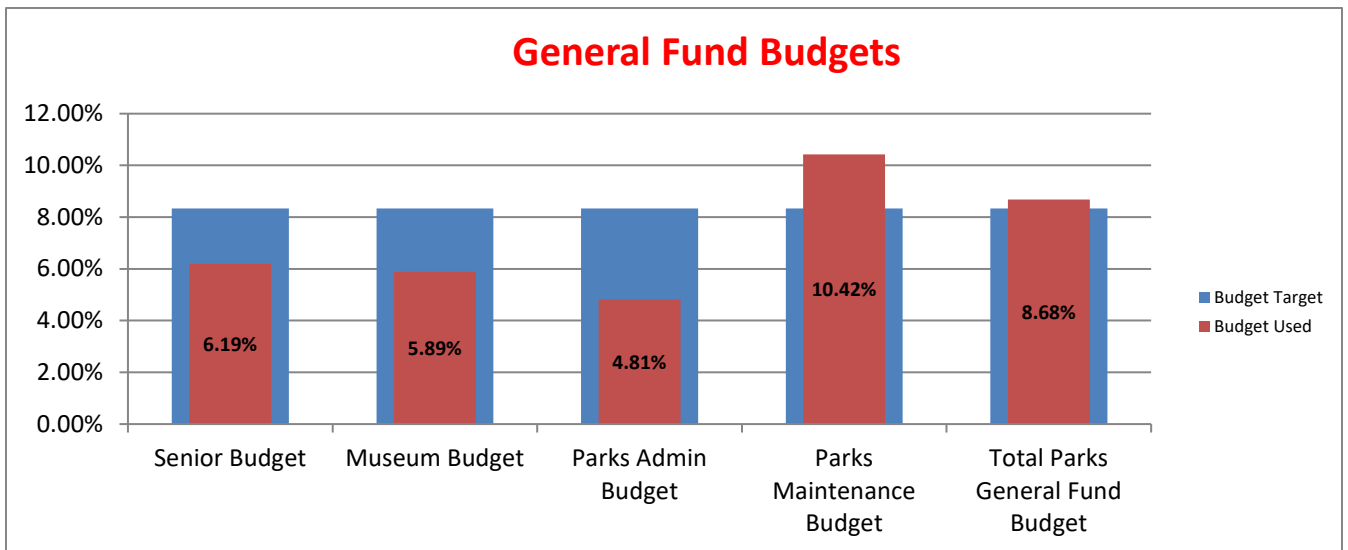
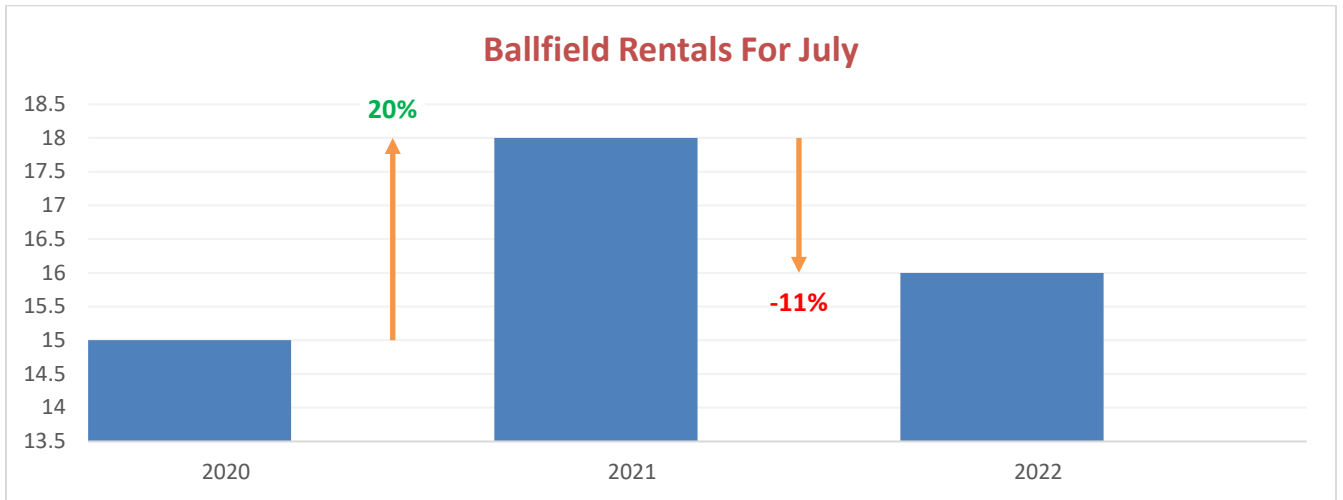
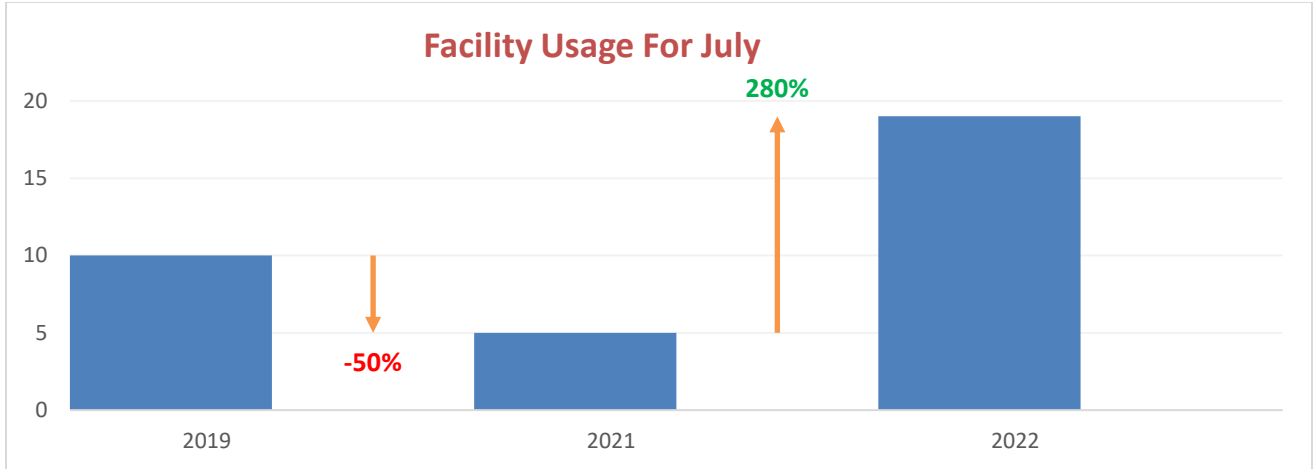
Cemetery Fencing

Utility Vehicle

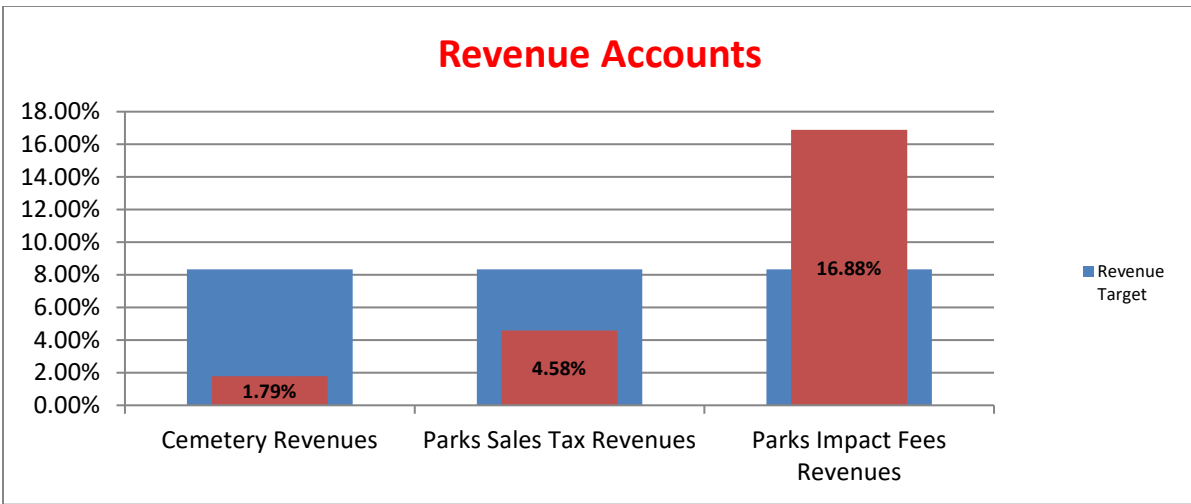
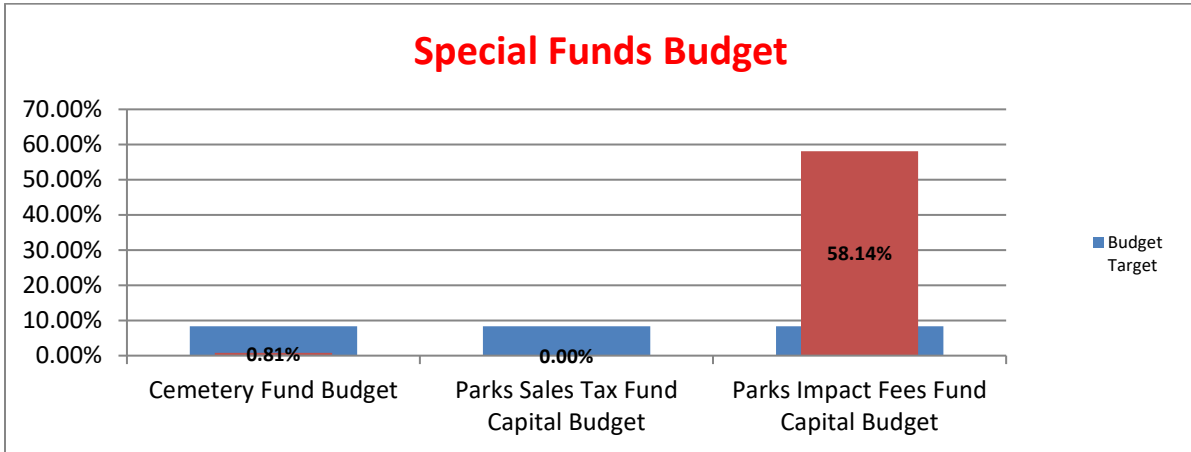
Dog Park Parking lot paving/stripping



**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



Recreation

Special Events

Independence 5k

- July 2nd on greenway behind High School
- Start Time 8:00am
- 63 total participants
- Overall Male & Female Winners: Jacob Carrigan & Audrey Brown
- Masters Over 40 Winners: Russ Hurd & Donna England



Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022

Adult Athletics

Adult Basketball

- Season ongoing
- 11 Team league
- Games on Monday / Wednesday nights
- Regular Season set to end August 3rd
- Season Tournament set for August 3rd- 15th

Adult Softball

- Registration opened July 25th
- Registration set to close August 28th

Youth Athletics

Fall Girls Volleyball

- Registration closed July 10th
- 84 total registered
- 3rd- 5th grade
 - 36 total registered
 - 4 teams
- 6th – 8th grade
 - 48 registered
 - 6 teams
- Practices started July 23rd
 - Tuesday, Thursday, Fridays, and Saturdays
- Games set to start august 20th

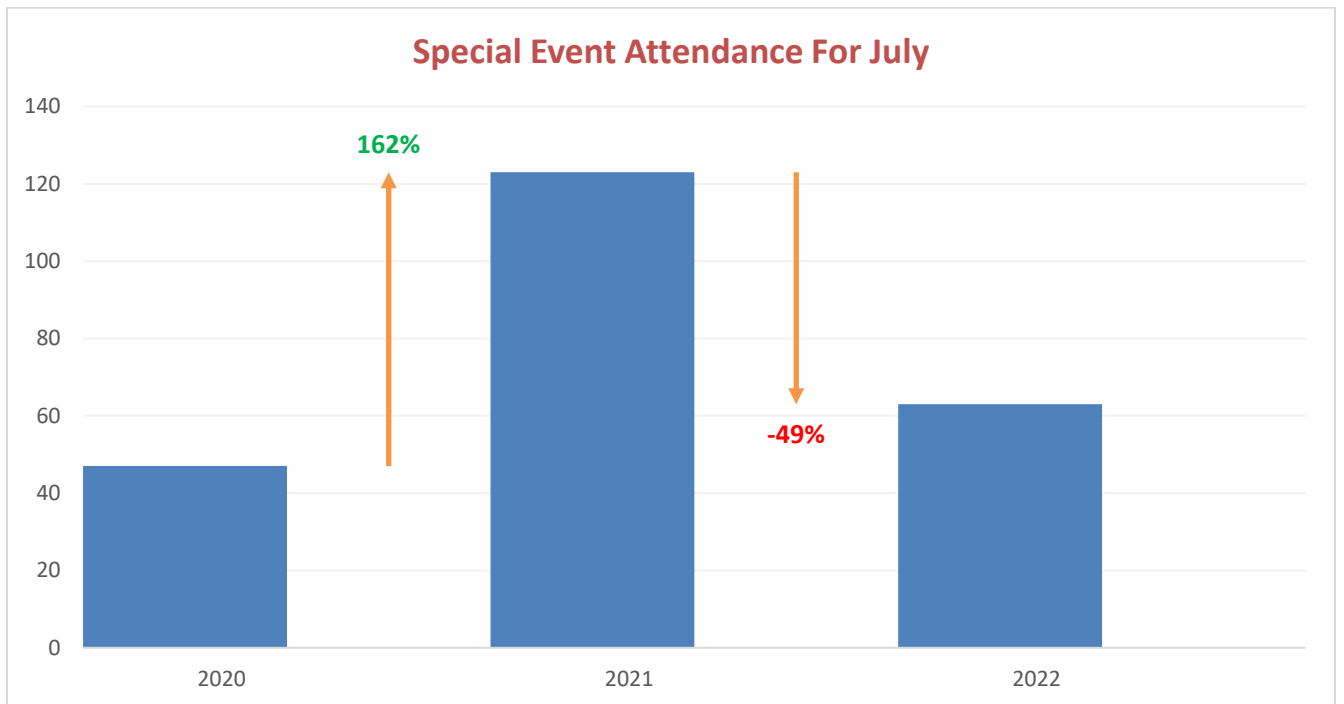
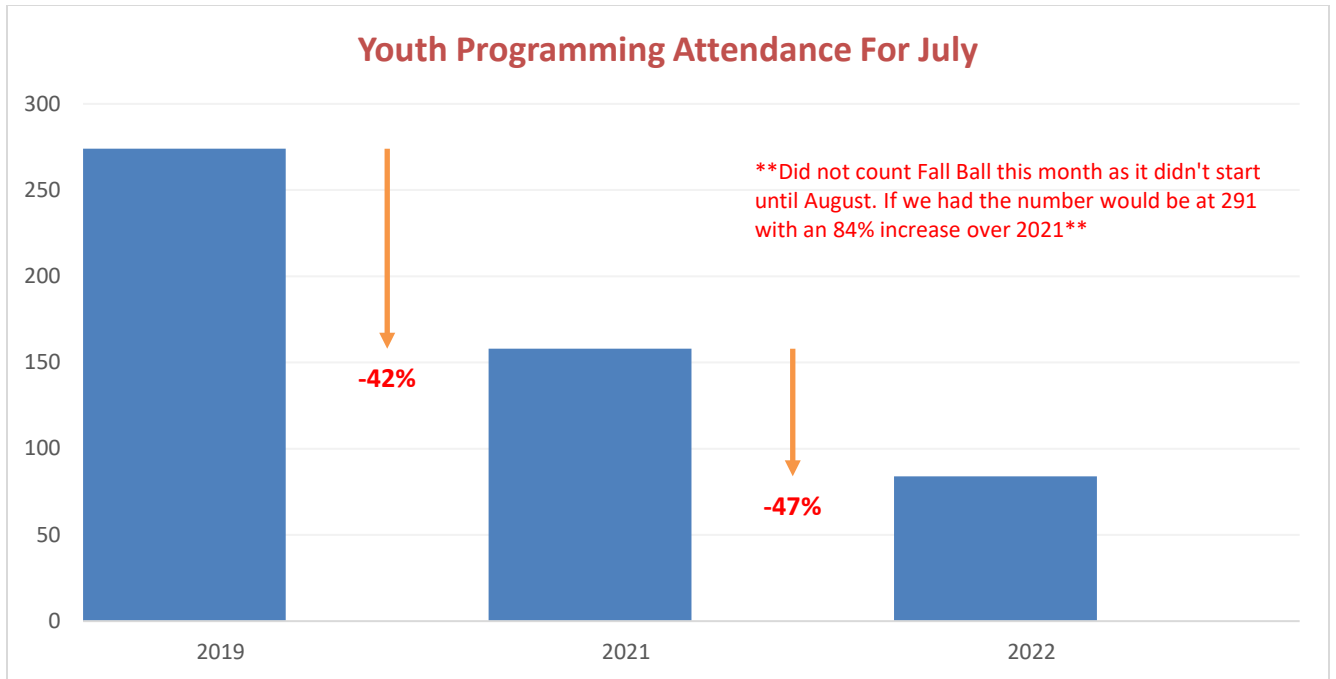
Fall Youth Softball

- Registration Closed July 10th
- 34 total registered
- Unable to make due to low registration numbers
 - 4 girls moved to baseball to play in 4-5-6 league

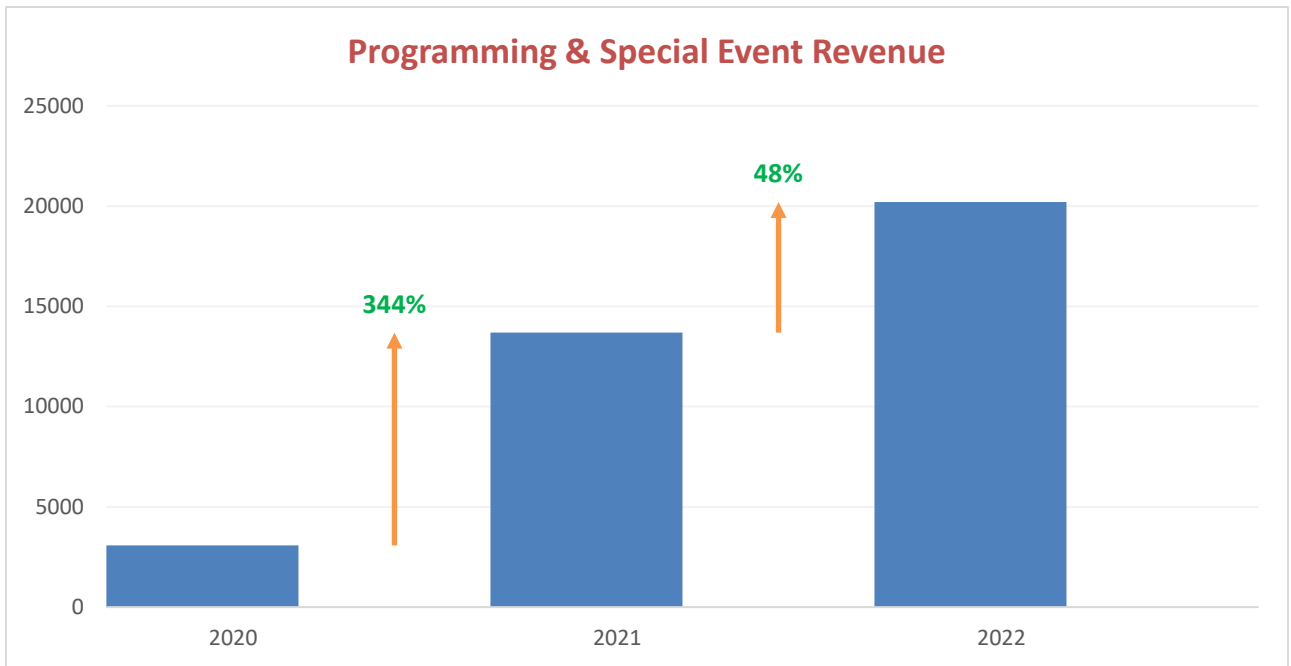
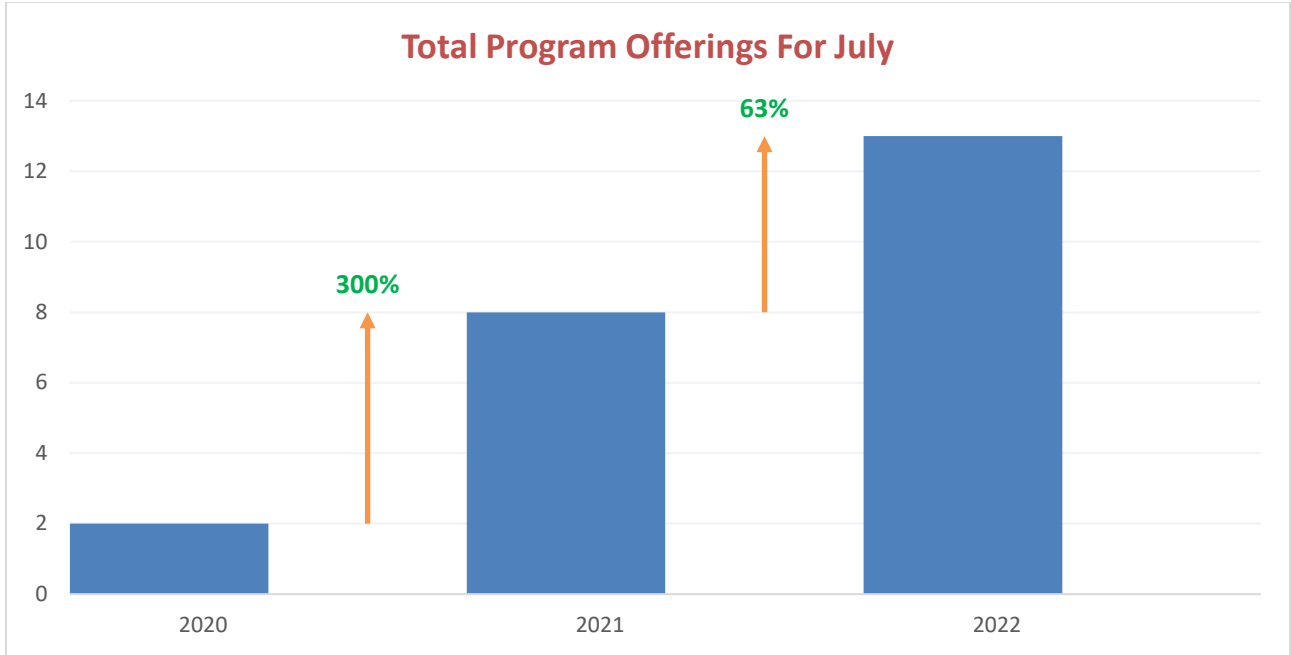
Fall Youth baseball

- Registration closed July 10th
- 207 total registered across age groups
- Practices set to start August 1st
 - Monday, Tuesdays, Thursdays, Saturdays
- 4-5-6-year-old League
 - 108 registered
 - 10 teams
- 7-8-year-old league
 - 46 registered
 - 4 teams
- 9-10- year-old league
 - 30 registered
 - 3 teams
- 11-12- year-old League
 - 21 registered
 - 2 teams

**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**

Maintenance

- Sprayed soccer fields with growth regulator/sedge hammer/iron
- Started bush hogging overgrown spots at new park property
- Have been spraying a lot of round up in beds ,along fences,curbs and sidewalks
- Cut up fallen tree on spur trail
- Since mid July mowing is back to normal
- Bermuda fields are getting mowed with reel mower every other day
- Dug and poured several foundations at the cemetery
- Fixed/replaced 20 irrigation heads at the soccer complex
- We had the 5k race on 7/2
- We had a baseball tournament on 7/2,7/3
- Painted parking spots at soccer complex for the Americana event
- Covered up graffiti that was spray painted on bridges and asphalt along the Greenway
- We had a 3v3 soccer tournament 7/16

Museum

Volunteers

The Museum volunteers completed setting up the exhibit in celebration of Mrs. Evelyn Palmer Guill. We are also preparing for the museum's annual event, The Gathering at the White House Inn on September 10. The volunteers provided the Museum with 7 hours of service in July.

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.

Preparations have been made for an exhibit to celebrate Mrs. Evelyn Guill beginning in her birth month, August. This new exhibit will debut the beginning of August.

**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**

Social Media Promotion

Posts have been made during the month about various artifacts in the museum.

Donated Artifacts



Cindy Williams brought in a picture to scan into archives on the first volunteer EMTs in the White House area. She is currently working on getting the names of the people in the photo.

Tours at Museum

Tours were given to walk ins. The walk ins have increased over the past months.

Marketing

Signage out at Farmers' Market each Wednesday.

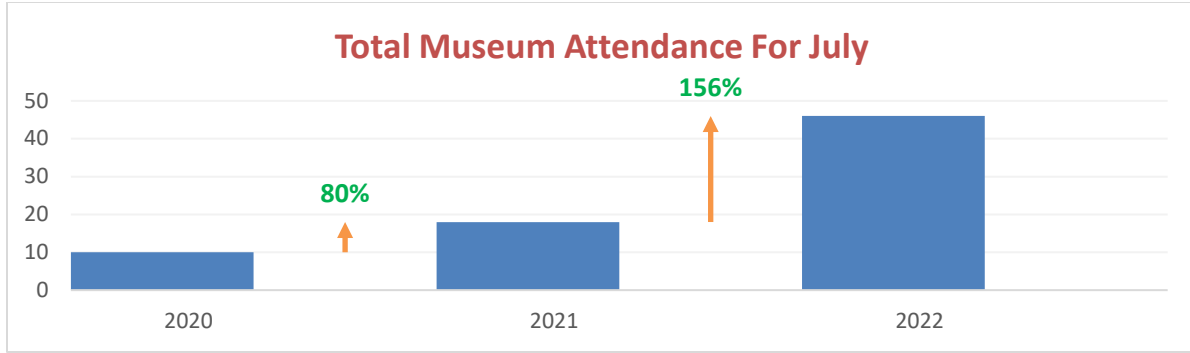
Events and Meetings Assisted with and/or Attended



- July 9 - Americana
- July 21 – Ribbon Cutting for reopening of Contractors Group/DIY
- July 26 – Thrive Committee Meeting
- July 27 – Experience Robertson County Meeting
- July 28 – Music Under the Stars Set Up
- July 28 – Soccer Draft held in training room

Visitors' Center and Museum Attendance	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
Visitors' Center Only 3	7	39	46	0

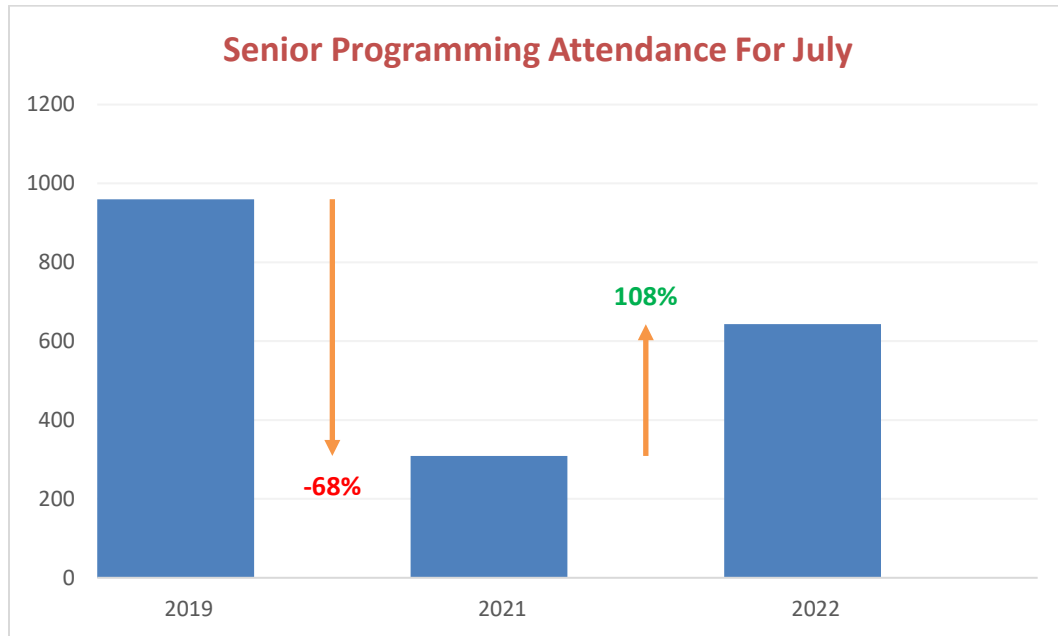
**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



Senior Center

Senior Center Participation - July 2022			
<u>Outings/Events:</u>			
Birthday Potluck	6		
Bowling	8		
Crafts	7		
Bunco	0		
Nails	6		
Deju Moo	12		
White House Garden	15		
Bible Study	3		
Lunch/ice cream	6		
Bright antique/lunch	11		
Total	74		
		<u>Sr Meals Wednesdays</u>	
		89	
		85	
		90	
		97	
		361	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	398		
Walk	109		
Bingo	34		
Cards, Games,Pool	80		
TOTAL	621		
NEW MEMBERS			
FIRST TIME ATTENDEE	14		
TOTAL Sr Center Participants:	1413	Total	1056

**Parks, Recreation, & Cultural Arts Department
Monthly Report July 2022**



	FYE 2019	FYE 2020	FYE 2021	July 2019	July 2020	July 2021	July 2022	YTD 21-22
Facility Usage								
Special Use Permits Submitted	13	15	39	1	2	1	2	2
Pavilion 1 Usage	3	7	21	1	0	1	2	2
Pavilion 2 Usage	11	5	13	0	0	0	1	1
Pavilion 3 Usage	106	38	74	4	2	4	15	15
Splash Pad Pavilion Usage	177	106	99	34	13	33	56	56
Total Number of Pavilions Usage	297	156	207	39	15	38	74	74
Gymnasium Rentals	130	79	23	10	0	5	16	16
Amphitheater Usage	3	0	1	0	0	0	3	3
Total Number of Facility Rentals	196	89	30	10	0	5	19	19
Ballfield Rentals	7	45	146	3	15	18	16	16
Vistor Center Attendance	6	21	20	2	1	1	3	3
Vistors Who Also Toured Museum	14	84	70	8	9	3	7	7
Museum Attendance Only	85	668	115	51	0	15	39	39
Total Museum Attendance	99	752	189	59	10	18	46	46
Programming								
Number of Youth Program Participants	679	578	417	274	0	158	84	84
Number of Adult Program Participants	240	76	100	0	0	100	0	0
Number of In-House Special Events Offered	8	7	9	0	1	1	1	1
Number of In-House Special Event Attendees	2987	2964	1077	0	47	123	63	63
Number of Rec Programs Offered	34	18	19	3	2	4	4	4
Number of Senior Center Memberships	319	1768	2000	162	0	201	205	205
Number of New Senior Center Memberships	16	16	0	0	0	1	0	0
Senior Center Participants	14,966	9594	4412	1,199	0	648	1,056	1056
Senior Center First Time Visitors	32	59	36	0	0	1	14	14
Number of Senior Trips Offered	54	37	9	6	0	2	5	5
Number of Senior Trip Participants	896	613	81	93	0	6	52	52
Number of Senior Programs Offered	117	76	34	6	0	4	9	9
Number of Senior Program Participants	9,989	6798	1061	960	0	309	643	643
Number of Senior Meals Served	54	34	36	4	0	4	4	4
Number of Meals Participants	4052	2235	3277	256	0	333	361	361
Offsite Presentation Attendees	0	15	0		0	0	0	0
Total Number of Programs Offered			53	9	2	8	13	13
Revenues								
Youth Programs	\$55,825.00	\$41,183.00	\$44,261.00	\$13,386.00	\$1,976.00	\$13,096.00	\$19,622.00	\$ 19,622.00
Adult Programs	\$ 8,460.00	\$ 3,580.00	\$ 6,230.00	\$0.00	\$500.00	\$0.00	\$65.00	\$ 65.00
Special Events	\$ 4,355.00	\$ 2,009.00	\$ 3,495.00	\$1,149.00	\$605.00	\$595.00	\$520.00	\$ 520.00
Senior Meals	\$10,875.00	\$ 5,961.50	\$ 8,222.50	\$695.00	\$0.00	\$838.50	\$1,212.50	\$ 1,212.50
Shelter Reservations	\$12,135.00	\$ 4,780.00	\$ 9,112.50	\$1,135.00	\$1,075.00	\$1,880.00	\$1,505.00	\$ 1,505.00
Facility Reservations	\$19,305.00	\$ 8,046.88	\$ 2,956.25	\$1,640.63	\$0.00	\$2,081.75	\$1,743.75	\$ 1,743.75
Field Rentals	\$ 2,521.00	\$ 1,203.34	\$ 5,820.50	\$65.00	\$390.00	\$850.00	\$595.00	\$ 595.00
Affiliate League/Tournament Fee Revenue	\$13,286.00	\$16,017.20	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$ -
Misc	\$11,744.00	\$15,394.74	\$ 9,686.39	\$137.93	\$100.00	\$58.95	\$115.37	\$ 115.37
Workflow								
Mowing Hours	1,554	2,601	2,195	782	319	300	219	219
Work Orders Received	N/A	8	9	1	2	1	2	2
Work Orders Completed	N/A	8	9	1	2	1	2	2
Number of Projects Started	27	40	39	3	7	3	0	0
Number of Projects Completed	18	35	32	2	2	3	0	0
Number of ballfield rainouts	NA	NA	NA				4	4
Bags of Field Dry Used	NA	NA	NA				0	0

White House Library July 2022 Monthly Report

Summary of Activities

The library director and library supervisor met with the director and assistant director at the Stokes Brown Public Library. The group discussed promoting the Imagination Library in Robertson County since the Stokes Brown Friends group is now going to manage the funding for the program. Next, the group discussed the library circulation system, TLC, per the memorandum of understanding. Both were happy with using TLC and wanted to continue to use it. They decided that when they update the MOU in September, they would update it to state that the MOU would be good for 2 years, instead of 1. The group still needs to discuss doing an update with TLC, but at a later date. Lastly, the group toured the Stokes Brown Library and got to meet their mascot, Dewey the tortoise. The group discussed possibly doing a mascot battle between the two libraries.

The library director and library supervisor attended a director's check-in with the region. At this meeting the two learned about updates in regional material purchases, the standard survey, 2022-2023 training calendar, technology plan, and other news from the region. The library director will use the training calendar to help coordinate which staff member will attend each training. In addition, the updates on purchasing material was helpful to the library supervisor as she handles those orders.

The library board met on July 14 at the new city hall building. The group voted on new officers and committee members as well as to update the long range plan, technology plan, and to do a purge of expired library card holders. They also reviewed state standards, post fandomcon numbers, and the budget.

The library had a processor stolen out of one of its computers. The library director filed a police report and reviewed the library security cameras, but they could not identify who stole the processor. The library director took the computer to the repair shop in town. The owner put a new processor in the computer, however, some of the pins in the motherboard were damaged in the theft. As such, the entire computer is damaged and cannot be fixed. The computer shop owner mentioned a lock system that would make it very difficult for patrons to open the computer to steal parts, or to steal the entire tower. The library director ordered locks and will get them on the computers when they arrive, hopefully preventing future theft.

The library director submitted the tech grant application with the state on July 15, 2022. The library is not asking for as much as it did last year because unlike the ARPA grant, the tech grant is a 50/50 matching grant and the library does not need as much technology since a large amount was purchased last year.

The library director attended the ribbon cutting on July 27 for the grand re-opening of Kroger's.

The staff held a going away part for both the state tech who was leaving as well as for the library circulation clerk who will be leaving for college. Both will be missed at the library.

Summer reading wrapped at the end of July. The numbers of participants compared to last year are on the statistic report.

Department Highlights

The highlights for the month were the meeting the Stokes Brown director and assistant director, the library board updates, and finishing up Summer Reading.

**White House Public Library
July 2022 Performance Measures**

Official Service Area Populations

2018	2019	2020	2021	2022
14,035	14,202	14,363	14,455	14,820

Membership

July	2018	2019	2020	2021	2022
New Members	126	127	48	91	171
Updated Members	289	343	270	490	339
Yearly Totals	2018	2019	2020	2021	2022
Total Members	7,073	8,376	9,496	7,027	6,754
% of population with membership	51	59	66	49	45

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. However, due to COVID, the library held off on doing a purge. The library just did one to better update their records, which is why there is a drop in users.

Total Material Available: 39,517

Estimated Value of Total Materials: \$987,925

Last Month: \$1,019,075

Total Materials Available Per Capita: 266

Last Month: 2.82

State Minimum Standard: 2.00

Materials Added in July

2018	2019	2020	2021	2022
160	402	325	421	194

Yearly Material Added

2018	2019	2020	2021	2022
3,123	3,004	3,025	3,035	2,501

Physical Items Checked Out in July

2018	2019	2020	2021	2022
6,952	6,892	3,350	6,240	7,476

Cumulative Physical Items Check Out

2018	2019	2020	2021	2022
62,536	62,522	50,042	59,515	46,005

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

Miscellaneous item checkouts

July	2018	2019	2020	2021	2022
Technology Devices	89	31	25	50	55
Study Rooms	103	108	0	18	62
Games and Puzzles	80	71	24	62	193
Seeds	36	30	22	23	85
STEAM Packs	*	24	0	25	27
Cake Pans	*	*	3	4	8

Yearly Totals

2018	2019	2020	2021	2022
644	137	381	725	435
1,082	253	305	395	398
743	222	955	1,263	1,141
586	112	302	878	717
148	61	25	160	140
6	1	28	21	30

Library Services Usage

July	2018	2019	2020	2021	2022
Lego Table	180	198	0	0	0
Test Proctoring	23	13	11	33	5
Charging Station	9	14	0	6	1
Notary Services	*	*	3	24	13
Library Visits	5,291	5,595	2,193	3,763	4,248
Website Usage	*	2,182	1,156	2,629	3,413
Reference Questions	3	3	17	8	3

Yearly Totals

2018	2019	2020	2021	2022
1,891	553	459	0	0
152	27	74	108	46
90	19	47	45	11
*	16	88	144	78
52,565	55,728	30,007	38,913	28,092
2,517	16,935	17,977	27,907	18,616
59	77	60	73	25

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

Library Volunteers

July	2018	2019	2020	2021	2022
Library Volunteers	13	14	2	10	11
Volunteer Hours	140	154	81.5	133.5	132

Yearly Totals

18-19	19-20	20-21	21-22
82	36	20	49
809	1,286	1,204	1,624.5

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.

**White House Public Library
July 2022 Performance Measures**

Computer Users

July	2018	2019	2020	2021	2022
Wireless	791	811	154	256	361
Adult Users	427	368	221	227	207
Kids Users	216	207	5	177	286

Yearly Computer Users

2018	2019	2020	2021	2022
9,535	2,017	3,829	3,878	2,584
4,642	1,103	2,138	2,235	1,533
2,088	556	427	957	1,982

Universal Class Counts

July	
Sign ups	1
Courses started	5
Lessons viewed	54
Class Submissions	69

Yearly Totals

2018	2019	2020	2021	2022
24	9	10	13	10
52	16	53	39	23
661	194	1,771	1,008	426
445	105	800	515	198

Programs

1,000 books	2018	2019	2020	2021	2022
Monthly Sign-ups	7	2	11	2	2
total Sign-ups	29	60	83	84	122

Achievements	2018	2019	2020	2021	2022
100 Mark	2	0	0	22	57
500 Mark	2	2	0	2	5
Completion	0	1	2	4	5

Face-to-face Kids Programs

July	2018	2019	2020	2021	2022
Programs	11	9	2	15	13
Attendees	576	395	188	567	430
Yearly	2018	2019	2020	2021	2022
Programs	146	154	43	91	84
Attendees	4,260	4,201	1,185	2,167	2,425

Virtual Kids Programs

July	2020	2021	2022
Videos	1	4	0
Views	168	10	0
Yearly	2020	2021	2022
Videos	24	19	0
Views	4,182	230	0

Grab & Go Kits

July	2020	2021	2022
Kits	5	3	0
Taken	112	174	0
Yearly	2020	2021	2022
Kits	38	44	0
Taken	1094	1,699	0

This was the first year we held our summer reading performers at the City Hall. It went well and staff believe patrons did enjoy the space. As we hold more programs there, patrons will have a better idea of where to go for programs.

Face-to-face Teen Programs

July	2018	2019	2020	2021	2022
Programs	4	4	0	0	0
Attendees	3	11	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

July	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

July	2020	2021	2022
Programs	0	3	8
Attendees	0	17	37
Yearly	2020	2021	2022
Programs	11	43	58
Attendees	77	370	268

Virtual Teen & Tweens

July	2020	2021	2022
Videos	1	0	0
Views	186	0	0
Yearly	2020	2021	2022
Videos	12	6	0
Views	1,591	95	0

Grab & Go

July	2020	2021	2022
Kits	4	0	0
Taken	50	0	0
Yearly	2020	2021	2022
Kits	13	24	0
Taken	152	409	0

Face-to-face Adult Programs

July	2018	2019	2020	2021	2022
Programs	22	13	0	4	6
Attendees	43	73	0	21	22
Yearly	2018	2019	2020	2021	2022
Programs	175	157	42	63	47
Attendees	1,009	1,343	214	351	231

Virtual

July	2020	2021	2022
Videos	2	1	0
Views	1,238	20	0
Yearly	2020	2021	2022
Videos	18	1	0
Views	4,972	20	0

Device Advice

July	2019	2020	2021	2022
Sessions	*	0	8	20
Yearly	125	51	81	74
Passive				
July	*	*	0	2
Yearly	*	*	0	13

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

Interlibrary Loan Services

July	2018	2019	2020	2021	2022
Borrowed	22	13	0	4	65
Loaned	43	73	0	21	20

Yearly Interlibrary Loan Services

2018	2019	2020	2021	2022
690	690	534	673	514
410	410	151	226	229

**White House Public Library
July 2022 Performance Measures**

Summer Reading Participants	Listeners	Readers	Tweens	Teens	Adults
2017	35	62	*	7	12
2018	32	83	*	13	18
2019	47	96	*	16	21
2020	11	14	*	3	13
2021	19	24	*	4	13
2022	33	33	20	7	20

Benchmarks	1	2	3	4	5	6	7	8	9	Grand Prizes
2021										
Tots	19	13	13	12	10	9	9	9	8	4
Kids	24	19	17	17	17	17	15	13	13	6
Teens	4	4	3	2	2	2	2	2	2	1
Adults										13
2022										
Tots	33	23	20	20	18	16	15	14	13	5
Kids	33	25	22	20	18	13	13	13	11	5
Tweens	20	18	15	15	11	8	7	6	6	3
Teens	7	4	2	2	2	1	0	0	0	1
Adults										20

July	R.E.A.D.S
Adults	1,985
Juvenile	188

Yearly Totals	2018-2019	2018-2019	2019-2020	2020-2021	2021-2022
Adults	15,773	21,138	23,138	19,466	23,095
Juvenile	725	1,430	1,189	1,032	2,201

The READS statistics come from the state.

CITY COURT REPORT

July 2022

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$5,063.00
TOTAL MONIES COLLECTED YTD	\$5,063.00

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$2,650.24
TOTAL MONIES COLLECTED YTD	\$2,650.24

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$7,713.24</u>
TOTAL REVENUE YTD	\$7,713.24

DISBURSEMENTS

LITIGATION TAX	\$383.25
DOS/DOH FINES & FEES	\$659.30
DOS TITLE & REGISTRATION	\$228.00
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>\$1,270.55</u>
TOTAL DISBURSEMENTS YTD	\$1,270.55

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$6,442.69</u>
TOTAL ADJUSTED REVENUE YTD	\$6,442.69

DRUG FUND

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

Offenses Convicted & Paid For Month	Count	Paid
Anti-Noise Regulations	1	\$55.00
Financial Responsibility Law	15	\$390.00
Registration Law	20	\$1,455.00
Improper Equipment		
Texting/Hands Free Law	13	\$542.00
Codes Violation	1	\$55.00
DL Exhibited		
Red Light	5	\$345.00
Animal Control		
Stop Sign	4	\$297.50
Speeding	16	\$1,667.50
Seat Belt-Child Restraint	3	\$90.00
Failure To Yield		
Exercise Due Care	2	\$110.00
Following Too Close		
Total	80	\$5,007.00