



City Administrator Report: October 2022

Administrative & Legislative Services Department
October 2022

Administration

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

- October 1:
 - Discover White House Business Expo and Safety Day
- October 5:
 - Fire Department's Annual Community Breakfast
 - Forward Sumner Board of Directors meeting
 - Project Mail Site Visit
- October 11:
 - Cemetery Board meeting
 - Ribbon Cutting: Prescription Shoppe
 - Planning Commission
- October 12:
 - Leadership Sumner County Panel Interview
- October 18:
 - Smart Growth for the 21st Century Workshop
 - White House Chamber of Commerce's Candidate Forum
- October 19:
 - RTA Board Meeting
 - GNRC Transportation Policy Board Meeting
 - Economic Development Team meeting
- October 20:
 - Progress Meeting and Site Visit for Old City Hall Demolition Project
 - Board of Mayor and Alderman Meeting
- October 24:
 - Union Springs Industrial Park Discussion
- October 25:
 - Robertson and Sumner County EMS Services Discussion
 - Robertson County Economic Development Board meeting
- October 26:
 - Bid Opening: Battery UPS Backups for Traffic Signals
- October 27:
 - Ribbon Cutting: Badass Coffee
- October 31:
 - Sage/McCurdy Turn Lane Project Discussion

**Administrative & Legislative Services Department
October 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	\$13,391,950	↑17.5
Industrial Development	\$86,000	\$7,940	↓24.12
State Street Aid	\$495,000	\$306,630	↑28.58
Parks Sales Tax	\$2,526,000	\$1,821,544	↑38.75
Solid Waste	\$1,356,081	\$481,411	↑2.14
Parks Impact Fees	\$55,744	\$11,919	↓11.97
Police Impact Fees	\$25,098	\$0	↓33.36
Fire Impact Fees	\$116,554	\$0	↓33.36
Road Impact Fees	\$33,909	\$0	↓33.36
Police Drug Fund	\$4,500	\$0	↓33.36
Debt Services	\$1,236,600	\$3,298	↓34.09
Wastewater	\$20,265,581	\$13,670,362	↑34.09
Dental Care	\$74,500	\$25,647	↑1.06
Stormwater Fund	\$1,972,599	\$309,399	↓17.67
Cemetery Fund	\$90,565	\$30,229	↑0.01

*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	166	132	128	106	151	166
September	104	98	106	98	126	119
October	98	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	681	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Oct 2022	FY 2023	FY 2022	FY 2021	Total for FY23	Total for FY22	Total for FY21
Purchase Orders \$0-\$9,999	96	645	1,442	1281	\$888,256.37	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	0	13	24	29	\$207,498.01	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	2	23	40	45	\$27,935,987.71	\$11,687,700.37	\$11,050,535.17
Total	104	681	1,506	1355	\$29,031,742.09	\$13,732,934.80	\$12,367,741.04

**Administrative & Legislative Services Department
October 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.	63	66	20	126	133	31,340	25,635	9,145	752,932	835,519
Sept.	65	48	17	43	22	27,594	24,833	8,335	679,248	214,406
Oct.	47	52	10	78	86	29,829	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	227	609	884	901	801	120,709	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.	13	9	44	21
Sept.	9	13	19	21
Oct.	11	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	41	124	258	369

	FY23 # of Request	FY22 # of Request	FY21 # of Request	FY20 # of Request
July	50	38	20	36
Aug.	43	54	27	39
Sept.	40	46	16	18
Oct.	45	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	178	495	383	356

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

**Administrative & Legislative Services Department
October 2022**

White House Farmers Market

	Application Fees # (amount collected)	Booth Payments (\$)
January	0	0
February	3	\$150
March	4	\$350
April	1	\$150
May	6	\$1,000
June	1	\$240
July	2	\$75
August	1	0
September	0	0
October	0	0
November	0	0
December	0	0
Total	18	\$1,965

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	23	8	27	10	26	24	28
September	21	12	9	13	19	22	13
October	13	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	71	164	200	98	162	266	201

**Finance Department
October 2022**

Finance Section

During October the Finance Office continued training / planning for new utility customer application process changes, began fieldwork activities with the City audit firm (KraftCPAs) for FYE 6/30/2022 audit tasks, implemented a new utility/property tax third-party bill printer/mailer, and converted & uploaded data for property taxes as well as processed 2022 (current tax year) property tax notices. The total property taxes billed for tax year 2022 is \$5.4 million. As of the end of October, approximately \$9k (0.2%) was collected. Members of the Finance Office also participated in the following events during the month:

October 11: Cemetery Board meeting

October 24: Finance Staff meeting

October 25-26: CMFO Virtual training

October 26: Growing Tree preschool trick-or-treat

October 27: Construction / Demolition budget meeting

October 28: Small Wonders preschool trick-or-treat

Performance Measures

Utility Billing

	October 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	19	103	284	357	171	62
Move Ins (#)	77	329	977	737	649	534
Move Outs (#)	70	304	898	743	602	534
New customer signup via email (#)	31	135	410	300	127	104
New customer signup via email (%)	32%	31%	33%	27%	15%	17%

Business License Activity

	October 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	12	44	92	76	69	75
Closed (notified by business)	0	2	7	6	10	9

Accounts Payable

	October 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	336	1341	4254	4079	4003	3940

Property Tax Relief Applications

	October 2022	FY 2023 Total	FY 2023 Est.	FY 2022 Total
New Parcels (#)	1	1	30	29
Existing Parcels (#)	6	6	109	99
State Relief Credits (\$)	1,560	1,560	22,472	20,844
City Relief Credits (\$)	1,106	1,106	16,018	10,155
Combined Relief Credits (\$)	2,666	2,666	38,490	30,999

**Finance Department
October 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	3,263,876	27%
Cemetery Fund	69,355	20,807	257,083	371%
Debt Services	1,112,015	333,605	1,229,437	111%
Dental Care Fund	38,650	11,595	186,677	483%
Roads Impact Fees	59,190	17,757	320,696	542%
Parks Impact Fees	61,429	18,429	432,842	705%
Police Impact Fees	43,930	13,179	422,707	962%
Fire Impact Fees	28,875	8,663	279,775	969%
Industrial Development	120,145	36,044	185,150	154%
Parks Sales Tax	1,207,310	362,193	286,371	24%
Police Drug Fund	5,050	1,515	39,571	784%
Solid Waste	1,146,400	343,920	614,227	54%
State Street Aid	467,832	140,350	384,455	82%
Stormwater Fund	1,036,000	310,800	1,335,185	129%
Wastewater	5,011,600	1,503,480	8,823,351	176%

*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 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	2,297,291	↓ 14.08%
Cemetery Fund	69,355	16,289	↓ 9.85%
Debt Services	1,112,015	371,899	↑ 0.11%
Dental Care	38,650	13,907	↑ 2.65%
Roads Impact Fees	59,190	72,105	↑ 88.49%
Parks Impact Fees	61,429	52,971	↑ 52.90%
Police Impact Fees	43,930	68,453	↑ 122.49%
Fire Impact Fees	28,875	45,181	↑ 123.14%
Industrial Development	120,145	102,023	↑ 51.58%
Parks Sales Tax	992,310	331,015	↑ 0.02%
Police Drug Fund	5,050	2,765	↑ 21.42%
Solid Waste	1,146,400	388,160	↑ 0.53%
State Street Aid	467,832	157,604	↑ 0.35%
Stormwater Fund	1,036,000	352,284	↑ 0.67%
Wastewater	5,011,600	2,813,403	↑ 22.80%

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

**Human Resources Department
October 2022**

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

- October 01: Discover White House Expo & Safety Day
- October 03: New Hire Orientation for Youth Services Librarian
New Hire Orientation for Police Officer
- October 04: New Hire Orientation for Police Officer
Captain Shawn Railey Retirement Party
- October 05: Community Breakfast with the Fire Department
- October 11: Flu Shot Clinic
- October 13: Open Records Training
- October 19: Chamber of Commerce Ribbon Cutting for Home Sweet Home
- October 21: Fall Family Block Party
- October 25: Growing Tree - Trick or Treat
- October 27: Small Wonders - Trick or Treat

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	1	0	0	0
September	1	0	1	1
October	2	1	0	0
November		0	1	0
December		0	0	0

	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	4	4	9	8

Three-year average: 8.5

**Human Resources Department
October 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	0	1	1	0
September	0	0	1	0
October	2	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	2	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	1
September	1	2	0	2
October	1	0	0	3
November		0	1	2
December		1	2	1

Current year turnovers that occurred within
90 day probationary period: 2

	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	4	19	12	18
Percentage	3.88%	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	0	2 (S)
September	0	0	0	0
October	1 (S)	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
October 2022**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in October:** White House Rotary Meeting (Oct. 6, 13, and 27), Department Head Staff Meeting (Oct.3 and 31), Planning Commission (Oct. 10), Robertson County Chief's Meeting (Oct. 12), Mayor Candidate Forum (Oct. 18), Sumner County Drug Task Force Meeting (Oct. 19), Command Staff Meeting (Oct. 27), White House Trail of Treats (Oct. 27) and Rotary Cup Football Game (Oct. 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 91 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
August	0	270	30	300
September	0	236	22	258
October	16	256	8	280
Total	91.5	1,424.4	90	1,605.9

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	October 2022	FY 2022-23
Three (3) Officers per Shift	62	226
Four (4) Officers per Shift	0	7

1. ***Acquire and place into service two Police Patrol Vehicles.*** Two new vehicles were approved at the August Board of Mayor & Alderman Meeting. The vehicles will be ordered from Lonnie Cobb Ford.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.*** Compliance Check letters have been sent out. We will be conducting Compliance Checks in the Fall.

**Police Department
October 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.*

- Tyler Technology Reporting System is currently having technical issues. We will not be able to provide stats for this month. We will hopefully be able to include them next month.

Group A Offenses	October 2022	Per 1,000 Pop.	Total 2022	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons			101	
Crimes Against Property			223	
Crimes Against Society			287	
Total			610	
Arrests			415	

*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.*

	October 2022	TOTAL 2022
Traffic Crashes Reported	54	409
Enforce Traffic Laws:		
Written Citations	33	557
Written Warnings	47	383
Verbal Warnings	158	2,174

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>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
October	54	4 YTD 31	7%	8% YTD 409

Traffic School: Jeremy Sisk instructed Traffic School in October for four students.

Staffing:

- Ofc. Terry Brown (TJ) is currently on FTO and has been deployed for eight months.
- Ofc. Triston Twedt and Ofc. Jake Hunter are in the Tennessee Law Enforcement Training Academy. They will graduate in December.
- Ofc. Katie Sizemore is on FTO. She will start the Academy in January.
- Ofc. Kristopher Sykes started on October 3rd. He is on FTO and will start the Academy in January.
- Ofc. Dillon Loafman started on October 4th. He is on FT and will start the Academy in January.
- We currently have 3 positions open and are continuing to accept applications.

Sumner County Emergency Response Team:

- Oct. 21 ERT had their monthly training.

**Police Department
October 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
October		

Communications Section

	October	Total 2022
Calls for Service	809	9,104
Alarm Calls	41	373

Request for Reports

	October	FY 2021-22
Requests for Reports	23	253
Amount taken in	\$17.55	\$181.60
Tow Bills	\$0.00	\$375.00
Emailed at no charge	26	311
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 one public elementary school by the end of each school year.*** Sgt. Enck will be instructing D.A.R.E. classes at White House Elementary School in the Spring.
2. ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House Expo & Safety Day is on 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
October 2022**

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

- October 2nd - SPEARE class at Northridge Church 25 women attended.
- October 18th – The Farmers Bank Luncheon for Police and Fire.
- October 19th - Wheels in Motion CCS.
- October 20th - Wheels in Motion H.B. Williams and Heritage Elementary.
- October 25th – Trick or Treating with The Growing Tree Daycare.
- October 27th – Trick or Treating with Small Wonders.
- October 27th - Bad Ass Coffee ribbon cutting.
- October 29th - DEA Drug Take Back (131 lbs) plus 105 lbs from our drop box.

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

- October 1st - Discover White House and Safety Day. We gave away 4 bikes and 4 helmets.
- October 27th - Trail of Treats.

Upcoming Events:

- December 3rd – Christmas Parade
- December 10th – Shop with a Cop/Fireman

<i>2022 Participation in Joint Community Events</i>		
	<u>September</u>	<u>Year to Date</u>
Community Activities	11	72

**Fire Department
October 2022**



Summary of Month's Activities

Fire Operations

The Department responded to 153 requests for service during the month with 107 responses being medical emergencies. The Department also responded to 11 vehicle accidents 7 of which had injuries, and 4 of which had no injuries. Of the 153 responses in the month of October there were 21 calls that overlapped another call for service that is 13.73% of our responses. That brings the overlapping call volume for FY22-23 to 15.71%.

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 October from dispatch to on scene time averaged was, five minutes and fifty-four seconds (5:54). The average time a fire unit spent on the scene of an emergency call was fifteen minutes (15:00).

Department Event

- October 1st – Discover White House Expo & Safety Day
- October 4th – Retirement Reception for Captain Shawn Railey
- October 5th – Firehall Breakfast
- October 7th – Visit to Summit Preparatory
- October 18th – Farmers Bank Cookout
- October 21st – Fall Family Block Party
- October 25th – Trick or treat at Growing Tree Preschool
- October 27th – Trick or treat at Small Wonders
- October 27th – Trail of Treats

Fire Administration

- October 5th – TOSHA walk through
- October 6th – Rotary Luncheon
- October 11th – Monthly Officer Meeting
- October 18th – Mayoral Candidate Forum
- October 20th – Rotary Golf Scramble
- October 20th – Attended Monthly BMA for vehicle purchase
- October 25th – Met with agencies from Sumner and Robertson concerning EMS territory swap

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.

**Fire Department
October 2022**

Incident Responses FY to Date

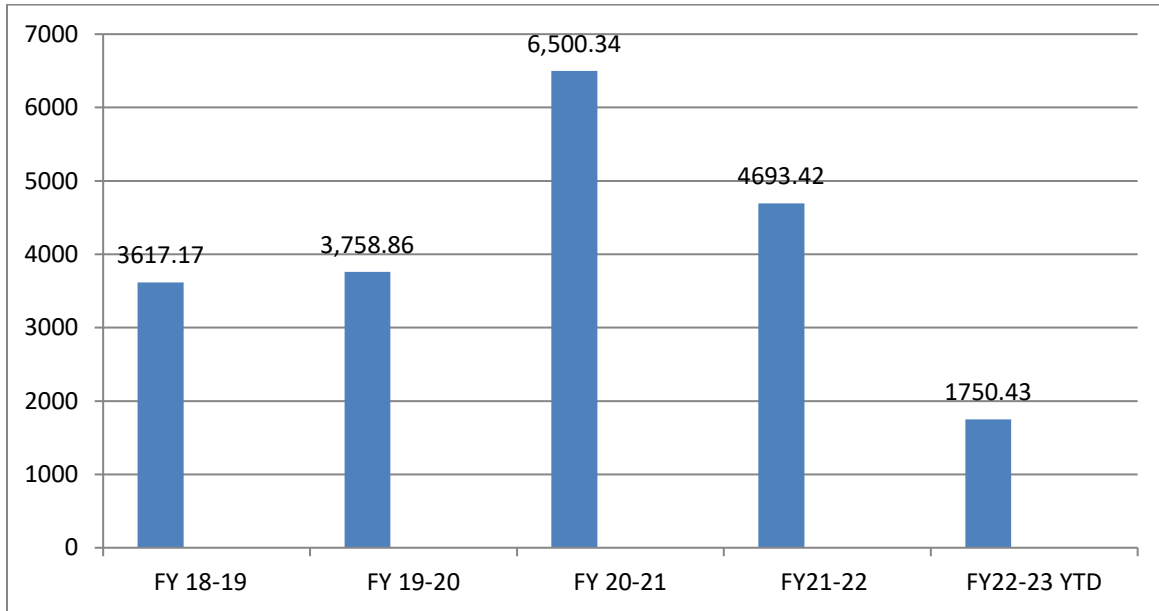
Fires	15
Rescue & Emergency Services	444
Hazardous Conditions (No Fire)	13
Service Calls	32
Good Intent Call	45
False Alarms & False Call	68
Calls for The Month	153
Total Responses FY to Date	620

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	102	397	64.03%
Station #2 (Business Park Dr)	51	223	35.96%

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	397.2	1750.43

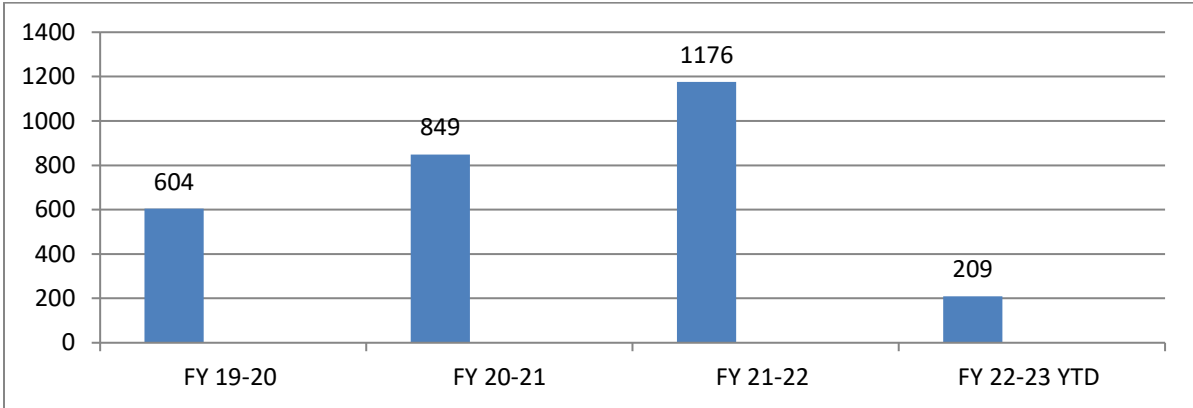
**Fire Department
October 2022**

Training breakdown for ISO and NFPA

	Fire Officer	Company	Facilities	NFPA
Month	24	265.5	18	41.7
Total for FY	146	841.05	215	221.22

Fire Inspection

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

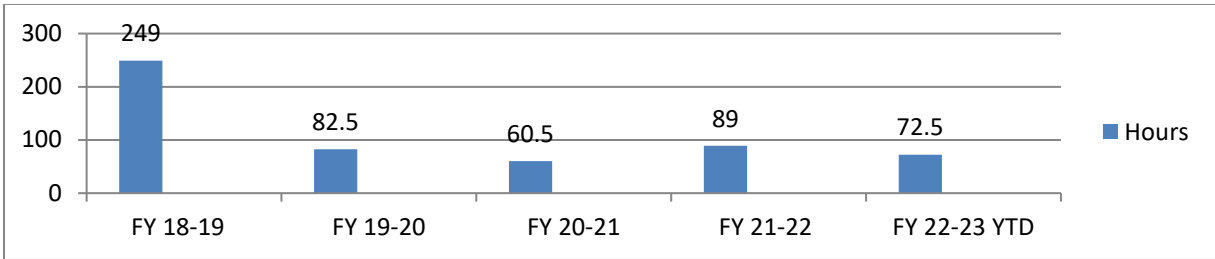
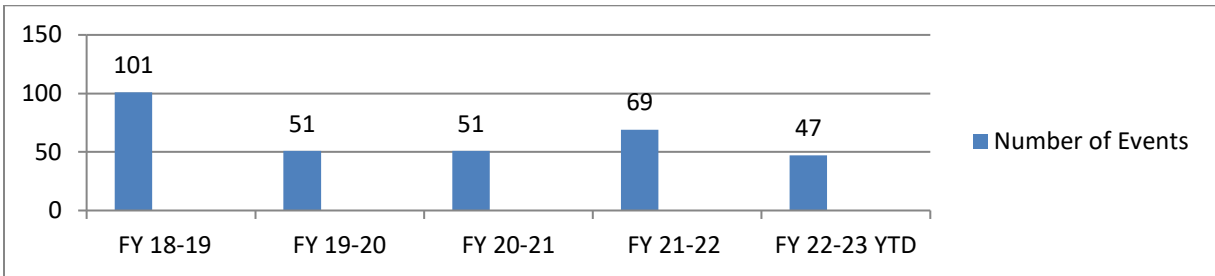
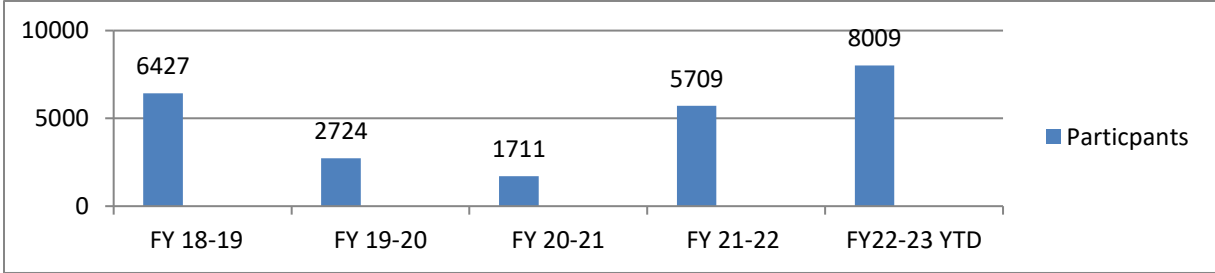


	Month	FYTD
October Fire Inspection	93	405
Reinspection	2	31
Code Violation Complaint	0	0
Violations Cleared	1	29
Annual Inspection	3	34
Commercial Burn Pile	2	4
Knox Box	3	10
Fire Alarms	2	8
Measure Fire Hydrant	0	0
Plans Review	5	21
Pre-C/O	1	5
Pre-incident Survey	21	102
Sprinkler Final	5	14
Final/Occupancy	0	6

**Fire Department
October 2022**

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.



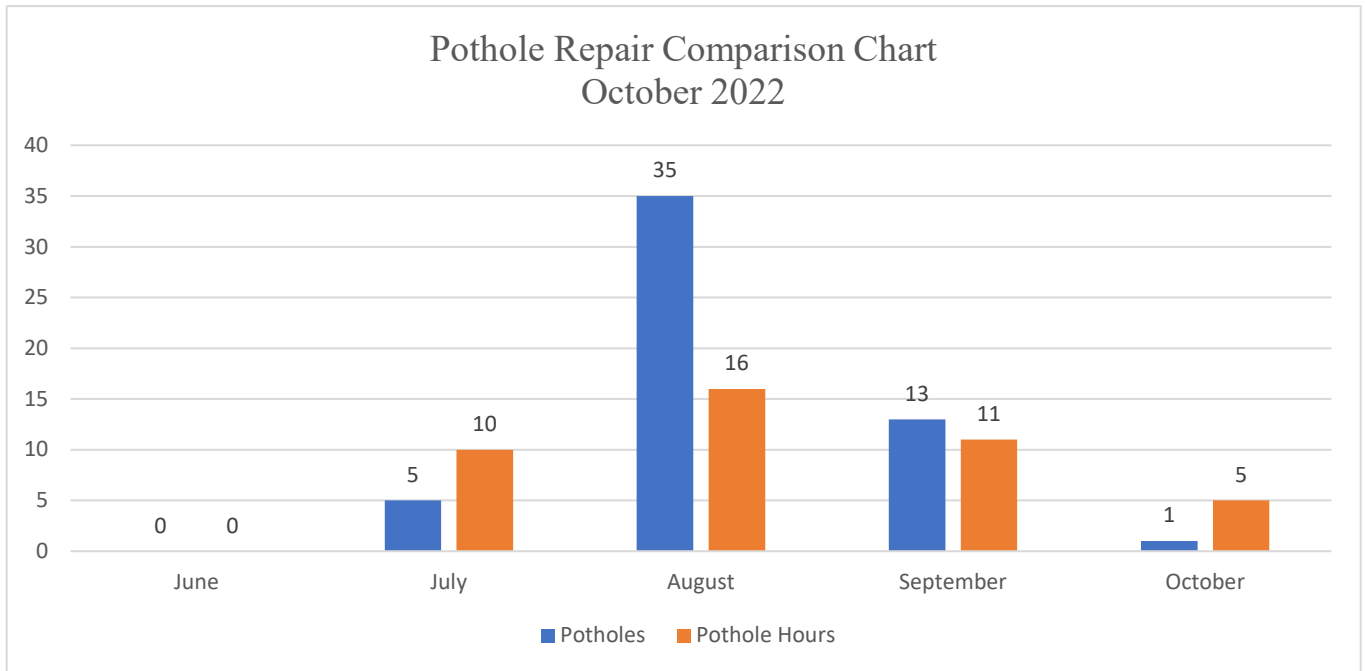
	Month	FYTD
Participants	6806	8009
Number of Events	11	47
Education Hrs.	19	72.5

Social Media Statistics for the Month

Post Reach	5,302
Post Engagement	822
New Page Followers	26

**Public Services Department – Public Works Division
October 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.

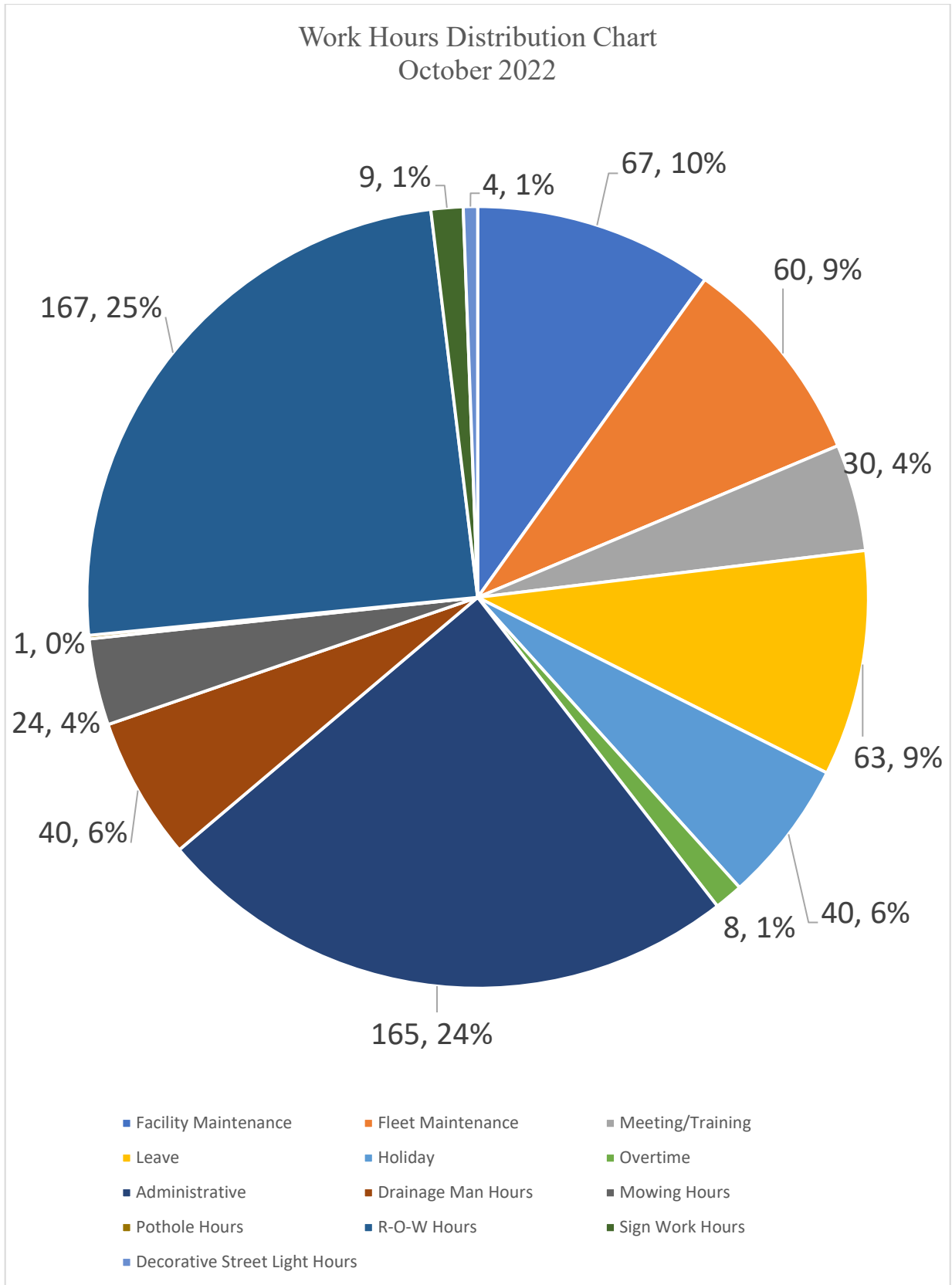
Pothole Complaint Response Time

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
Greenway Trail	September 2022	October 12, 2022	One Month
3035 Union Road	October 12, 2022	October 12, 2022	No elapsed time because repair was made same day

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

Total Hours Worked in The Public Works Department were 766 Hours. The chart below show what percentage of time was spent on each job task.



Public Services Department – Public Works Division
October 2022

Monthly Work Log

Monday 10-3-2022

- Crew Scheduling Meeting / Proof Roll / Fleet Maintenance / Installed Grounding Rod for Gridsmart Camera at SB Ramps / Facility Maintenance

Tuesday 10-4-2022

- Conducted Inspections / RoW Mowing Citywide

Wednesday 10-5-2022

- Gridsmart Configuration at Raymond Hirsch & SR-76 Intersection / Assisted Parks Department with asphalt repairs on Greenway Trails / Changed Air Filters and vacuumed Traffic Signal Cabinets (General Maintenance) / Changed Batteries in Digital Speed Limit Signs.

Thursday 10-6-2022

- Conducted Stormwater and Driveway CO Inspections / Fleet Maintenance / RoW Mowing / Removed Silt Bag from Catch Basin on Tyree Springs Road allow Stormwater to be captured more easily / Finished Vacuuming Traffic Signal Cabinets

Monday 10-10-2022

- Holiday (Columbus and Indigenous Peoples Day)

Tuesday 10-11-2022

- Crew Scheduling Meeting / Prepared to Install New Greenway Crossing Flashing Lights 31W Greenway Crossing / Installed New Pedestrian Push Button and ran wiring for 31W Greenway Crossing Lights

Wednesday 10-12-2022

- Repaired pothole at 3035 Union Road / Repaired asphalt on Greenway / Assisted in moving tree from Greenway

Thursday 10-13-2022

- Assisted with asphalt repairs on Greenway / Installed one half of new Greenway Crossing Lights at 31W

Monday 10-17-2022

- Crew Scheduling Meeting / Met to discuss repair for sprinkler at Library / Installed new road name signs at Williamsburg and Westchester as well as W. Winterberry Trail / Facility and Fleet Maintenance (Winterized equipment with water tanks)

Tuesday 10-18-2022

- Attended virtual (no cost) asphalt maintenance class provided by TTAP / Continued working on 31W Crosswalk Lights

Wednesday 10-19-2022

- Continued work on 31W Crosswalk Lights (waiting on response from manufacturer about issue observed with signs) / Moved equipment from bay in barn to create another Road Salt Storage Bay / Performed maintenance on Salt Boxes and Plows / Delivered 2 Loads of dirt to the Stormwater Crew at Eastside Drive.

Thursday 10-20-2022

- Repaired Decorative Street Light at 228 Chandler Blvd. / Installed Plow and Salt Box on Vehicle 1326 / Delivered pumps to Calista Pond so that it could be pumped down prior to rain events.

Monday 10-24-2022

- Assisted Stormwater Division with Drainage Project at 408 and 412 SR-76

Tuesday 10-25-2022

- Restoration and Clean up work at 408 and 412 SR-76 Drainage Project / Changed batteries on Digital Speed Limit Signs

Wednesday 10-26-2022

- Fleet maintenance / Assisted with removing RCP from 408 and 412 SR-76 Drainage Project / Worked on 31W Greenway Crossing Ped Buttons / Removed Handicap Parking Signs from City Hall after early voting occurred.

Thursday 10-27-2022

- Delivered 4 loads of dirt to Stormwater Division on Eastside Drive and assisted in reshaping the ditch on Eastside Drive

Monday 10-31-2022

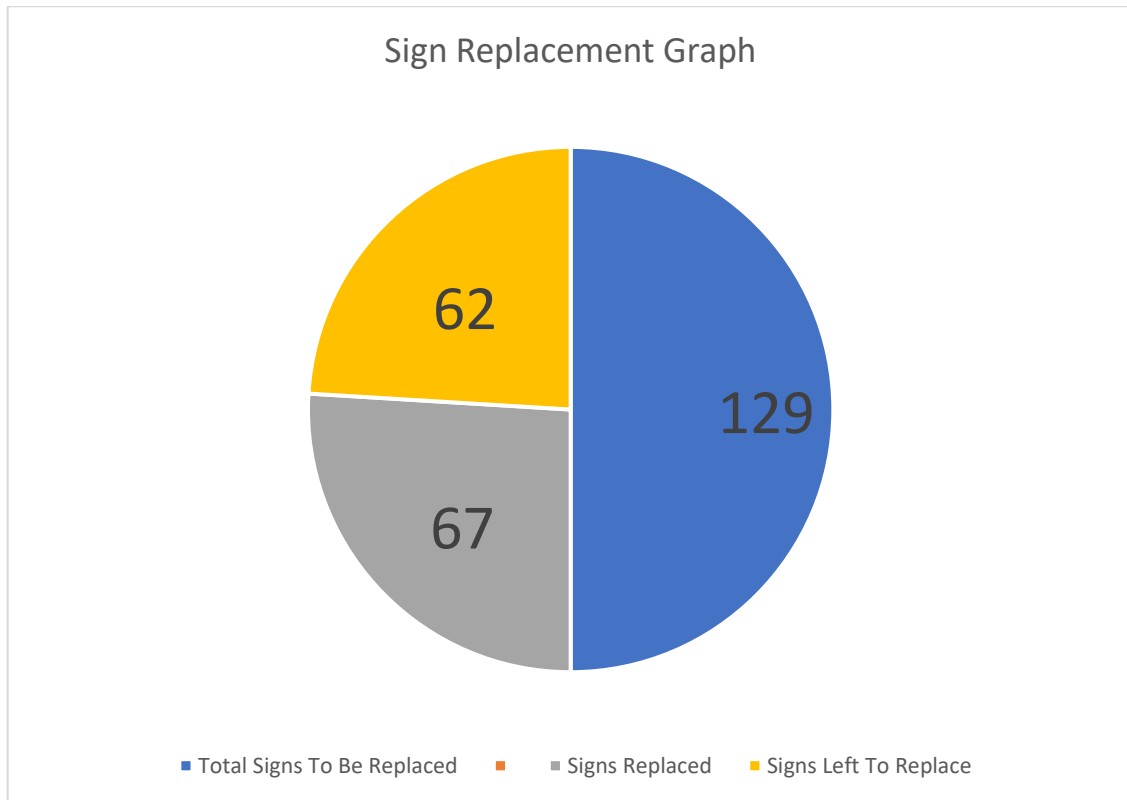
- Crew Scheduling Meeting / Updated 31W Greenway Crossing Lights to V.030 per LaneLight/Item Instruction to correct constant flash issue when signs were initially installed / Re-installed Right on Red Arrow After Stop Sign on SR-76 and NB Ramps / Installed Salt Box in 1326 per ordinance.

**Public Services Department – Public Works Division
October 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: In the Month October the Public Works Division Replaced 3 Road Name Signs (Westchester and Williamsburg Drive, as well as Winterberry Trail W.)



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

Public Works/Streets & Roads Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Sep	22-Oct	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	696	695	2,806
Facility Maintenance	3494	2187	1,227	1,137	887.25	90	67	257
Fleet Maintenance	1034	514	282	380	422.5	7	60	109
Meeting/Training	502	510	517	400	457	31	30	96
Leave	1,253	576	613	810	823	20	63	202.25
Holiday	795	470	385	555	545	30	40	100
Overtime	508.5	488	414	311	152.75	16	8	124
Administrative	385	698	803	867	1153.25	170	165	696
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	0	40	54
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	54	24	199.75
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	13	1	53
Pothole Hours	0	759	734	1,181	831.5	11	1	38
R-O-W Hours	0	2835	2416	4,027	3044.5	194	167	871
Sign/Repaired	0	120	91	84	63	7	6	45
Sign Work Hours	0	289	179	234	109	4	9	40
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	75	4	86
Traffic Light Hours	0	0	65	20	158	0	0	0

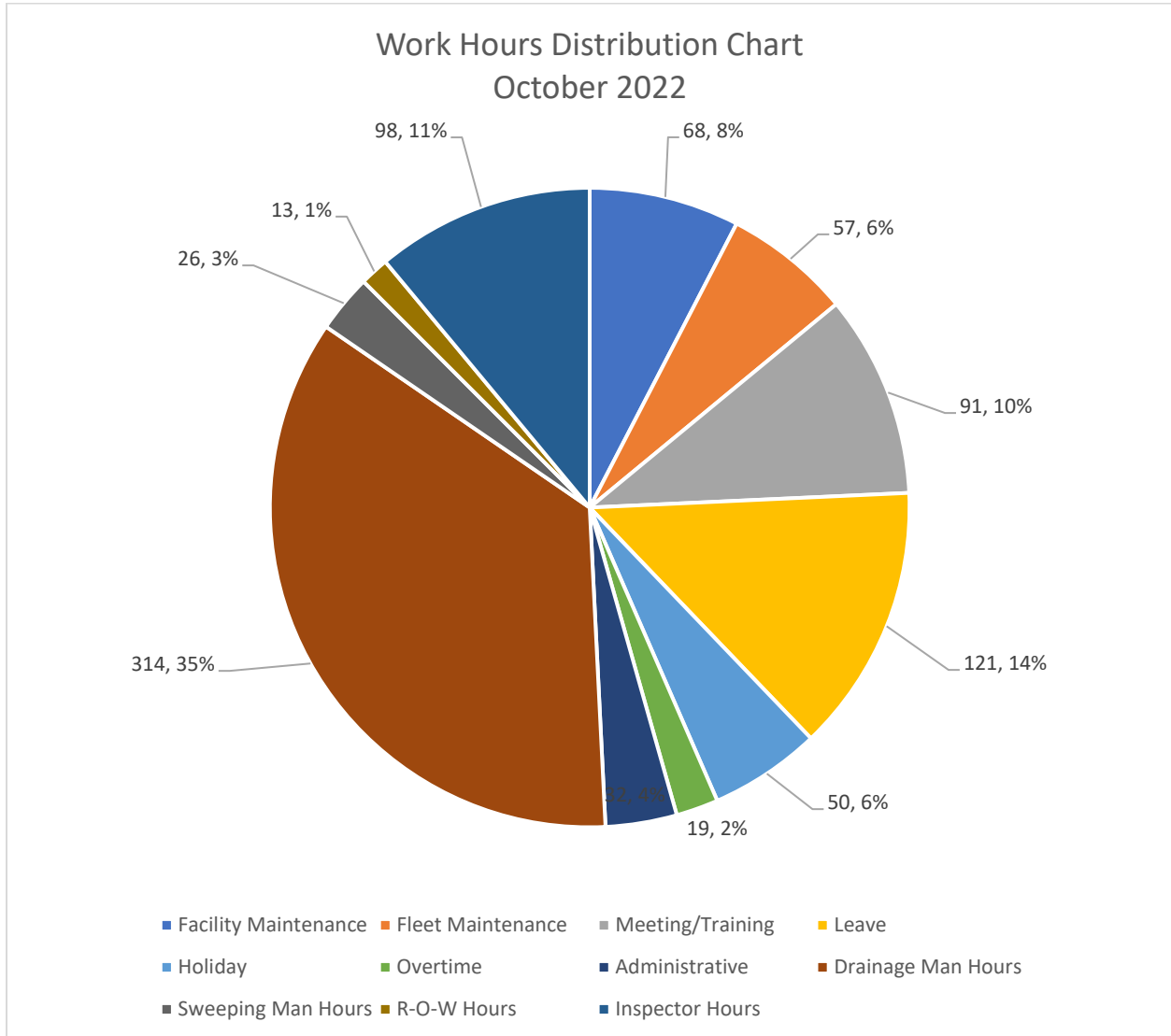
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Sep	22-Oct	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	340	340	1,380
Facility Maintenance	3494	723	446	574	394.5	32	20	106
Fleet Maintenance	1034	488	445	331	294.5	9	22	61
Meeting/Training	502	265	130	135	127.5	10	17	64
Leave	1,253	428	700	476	336	29	13	172
Holiday	795	270	230	230	230	20	20	60
Overtime	508.5	119	4	12	39.5	0	0	0
Administrative	385	167	1	0	72.5	4	4	15
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					3	0	4
R-O-W Hours	0	166	30	97	170	19	19	62
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-Sep	22-Oct	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	592	520	2,270
Brush Truck Loads	459	551	522	578	584	47	52	207
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	224	333	986
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	104	109	445
Litter Pickup Bags	334	507	546	511	456	50	57	171
Litter Pickup Hours	1147	1132	985	957	892	110	116	379

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

Total Hours Worked in The Stormwater Division were 850 Hours. The chart below show what percentage of time was spent on each job task.



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

Monthly Work Log

Monday 10-3-2022

- Crew Scheduling Meeting / Street Sweeping Operation / Fleet Maintenance

Tuesday 10-4-2022

- Cherry Lane Drainage. Move dirt from 217-221 cherry to Blueberry fill holes back to 212-208 cherry reshape drainage 321 feet of repair all washout add Class B Rip Rap.

Wednesday 10-5-2022

- Cherry Lane Drainage and Street Sweeping

Thursday 10/6/2022

- Cherry Lane Drainage and Street Sweeping



Monday 10-10-2022

- Holiday (Columbus / Indigenous Peoples Day)

Tuesday 10-11-2022

- Crew Scheduling Meeting / Inspection / Close out Cherry Lane Project

Wednesday 10-12-2022

- Meadows Court this is part of the capital improvement from Wilkinson Lane project reshape ditch 180 Feet.



Thursday 10-13-2022

- Facility and Fleet Maintenance Oil change on 1329 / Repair belts on 1331 / Brakes and rotors on 1300

Monday 10-17-2022

- 109-111 Springbrook Repair and rebuild area drain

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

Tuesday 10-18-2022

- 712 Hickerson Lane as part of Wilkinson Lane project from 706 to 710 Hickerson Lane drainage needs repair and shaped (Affordable Tree Service will be clearing trees soon).



Wednesday 10-19-2022

- Continue 712 Hickerson and completed 117 Tison Lane City of White House and homeowners agree the City will maintain the drainage (Mowing)



Thursday 10-20-2022

- Facility Maintenance / Fleet Maintenance / Administration

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

Monday 10-24-2022

- Flooding issue at 408 SR-76. Removed RCP (Reinforced Concrete Pipe) in front of 412 SR-76 and re-established ditch to stop flooding issues experienced in this area.



Tuesday 10-25-2022

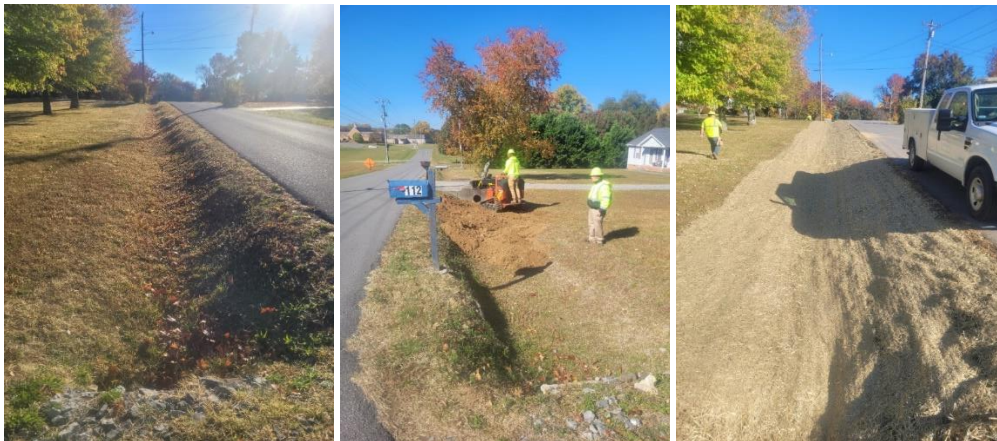
- Completed 408 and 412 SR-76 ditch remediation project.

Wednesday 10-26-2022

- Remove Deer from RoW / Administration / Facility and Fleet Maintenance / Removed excess dirt left behind by Scott and Ritter from 107 Springbrook at homeowners request.

Thursday 10-27-2022

- Homeowners were unhappy with previous ditch as it was not a 3:1 Movable slope per Stormwater Standards. 507 Feet of ditch had dirt imported and re-shaped, seeded and straw matted / Setup and attended Trail of Treats.



Monday 10-31-2022

- BMA Report / Inspection / Target Solutions

**Public Services Department – Stormwater Division
(Inspections)
October 2022**

**Stormwater / Public Works Inspector Notes
October 2022**

Stormwater Inspection Totals	
Inspection Type	Totals
Public Works	Unknown due to software update
Final Stormwater	Unknown due to software update
Final Sidewalk	Unknown due to software update
Proof Roll	0
Fence Permit Inspections	6
Construction Site EP&SC	5
Land Disturbance Permit	Unknown due to software update
Open Ditch Storm Pipe	36

New System Installation Inspections

Monday 10-3-2022

- Open Trench inspection at Sage Rd. Development:



Thursday 10-06-2022

- Open Trench at Legacy Farms:



**Public Services Department – Stormwater Division
(Inspections)
October 2022**

Thursday 10-6-2022

- Open Trench at The Parks Phase 4B:



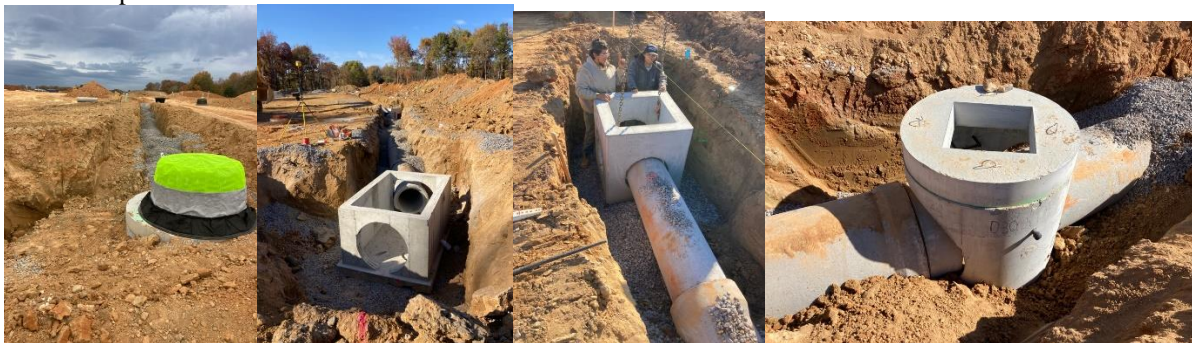
Tuesday 10-11-2022

- Open Trench at Fields of Oakwood Phase 5:



Tuesday 10-11-2022

- Open Trench at Dorris Farms Phase 2



**Public Services Department – Stormwater Division
(Inspections)
October 2022**

Tuesday 10-11-2022

- Open Trench at Copes Crossing Phase 3



Tuesday 10-18-2022

- Land Disturbance Inspection at The Mill



Monday 10-24-2022

- Land Disturbance Permit Inspection



Monday 10-24-2022

- Construction Site / EPSC Inspection: Cardinal Point



Monday 10-24-2022

**Public Services Department – Stormwater Division
(Inspections)
October 2022**

- Illicit Discharge Inspection: 125 Villages Ct.



October 2022

Monday 10-3-2022

- Vacation

Tuesday 10-4-2022

- Vacation

Wednesday 10-5-2022

- Vacation

Thursday 10-6-2022

- Vacation

Monday 10-10-2022

- Holiday (Columbus/Indigenous Peoples Day)

Tuesday 10-11-2022

- Open Trench inspections at Copes Crossing, Sage Rd., and Dorris Farms. Form Inspections at Reserve, Concord, Honey Run, Parks, Fields, and Legacy. LD inspections at Fields, Willow Grove, and 148 Hwy 31W. Final Inspections at The Reserve, Fields at Oakwood, Concord, and Honey Run.

**Public Services Department – Stormwater Division
(Inspections)
October 2022**

Wednesday 10-12-2022

- Open Trench Inspections at The Parks, Legacy Farms, MDK, Sage Rd., Copes Crossing, and Fields. Final inspection at Fields. LD inspection at Fields 81.

Thursday 10-13-2022

- Sick Time. Inspections scheduled for this day were covered by Public Works Manager

Monday 10-17-2022

- Open Trench Inspections at Dorris Farms Phase 2 and Copes Crossing. LD inspections at The Parks. Fence Permit Inspections at 2200 Tate Farm and 8022 Jesse Way. Final Inspections at Honey Run, Summerlin, and Oakwood. Form Inspections at The Parks.

Tuesday 10-18-2022

- LD inspection at the Mill. Open Trench Inspection at Dorris Farms Phase 2. Used 2 hours of PTO.

Wednesday 10-19-2022

- Open Trench Inspections at Copes Crossing, Dorris Farms, Tidal Wave Carwash, Springbrook, Sage Rd. LD inspections at The Parks and Legacy Farms. Form inspections at Reserve and Legacy. Final Inspections at The Parks.

Thursday 10-20-2022

- Open trench Inspections at The Parks Phase 4, Sage Rd., Fields, Spring Brook, Dorris Farms Ph. 2, MDK, and Tidal Wave. Pump Calista Pond. Issued Fence Permits.

Monday 10-24-2022

- Open trench inspections at Dorris Farms Ph.2, The Parks Phase 4, Fields at Oakwood, and Sage Rd. Land Disturbance Inspection at Sage Rd. Storage Units.

Tuesday 10-25-2022

- Open Trench at Sage Rd., Legacy, Dorris, and Springbrook. EP7SC Inspection at Dorris Farms. Final Inspections at The Parks and Concord.

Wednesday 10-26-2022

- LDP Inspections at Summerlin. Final inspections at Concord, Honey Run, Summerlin, and Reserve. Form Inspections at Fields, Summerlin, and Parks. Moved Equipment for Maintenance Crew.

Thursday 10-27-2022

- Open Trench Inspections at Dorris Farms, Sage Rd., Parks, Copes Crossing. Hauled Equipment and operated for finish grade work at Eastside Dr.

Monday 10-31-2022

- Form inspections at Concord, Willow Grove, and Reserve. LD inspection at 148 Old Hwy 31E. Fence Permit inspections at 445 Meandering Way, 309 Winston Dr.

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

Public Works Stormwater Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Sep	22-Oct	YTD 22/23
Stormwater	8,134	9,364	8,741	10,229	9191.25	686	850	3,537
Facility Maintenance	3494	2187	1,227	1,137	887.25	27	68	249
Fleet Maintenance	1034	514	282	380	422.5	36	57	210
Meeting/Training	502	510	517	400	457	51	91	243
Leave	1,253	576	613	810	823	38	121	311.25
Holiday	795	470	385	555	545	40	50	160
Overtime	508.5	488	414	311	152.75	6	19	108
Administrative	385	698	803	867	1153.25	27	32	109
Drainage Work (feet)	0	906	2749	10	0	1,067	1,380	4,693
Drainage Man Hours	0	1470	1045	170	14	363	314	1733
Debris Removed Load	0	100	35	44	0	12	20	60
Sweeping Man Hours	0	18	13	0	0	0	26	44
Mowing Hours	0	22	175	219	221	20	0	109
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	10	0	25
Pothole Hours	0	759	734	1,181	831.5	13	0	32
R-O-W Hours	0	2835	2416	4,027	3044.5	69	13	254
Sign/Repaired	0	120	91	84	63	2	0	6
Sign Work Hours	0	289	179	234	109	2	0	4
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
Inspector Hours						170	98	268

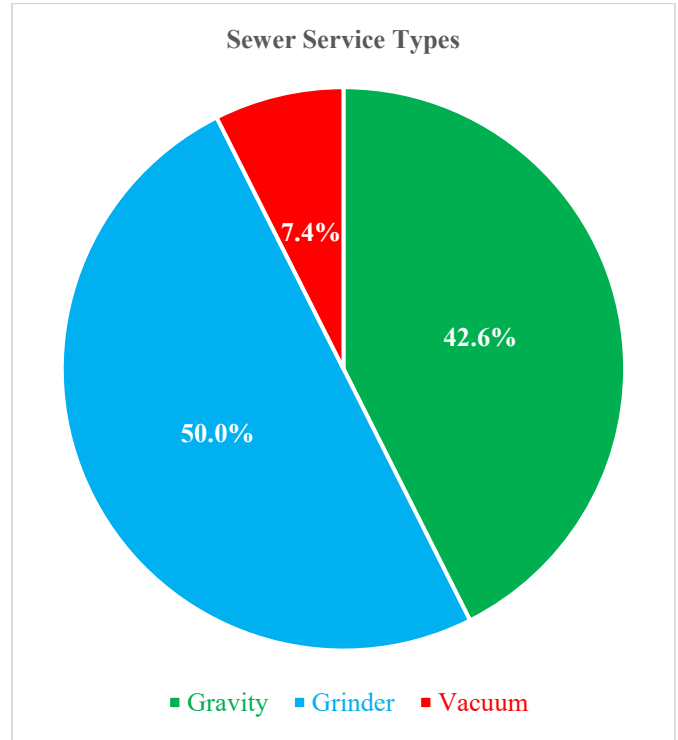
**Public Services Department - Wastewater Division
October 2022**

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 **October 31st, 2022**, City personnel count a total of **5,970** sewer system connections, with **19 new** applications for service in **October, 2022**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,542
Low-Pressure Grinder Sewer Connections	2,984
Vacuum Sewer Connections	444

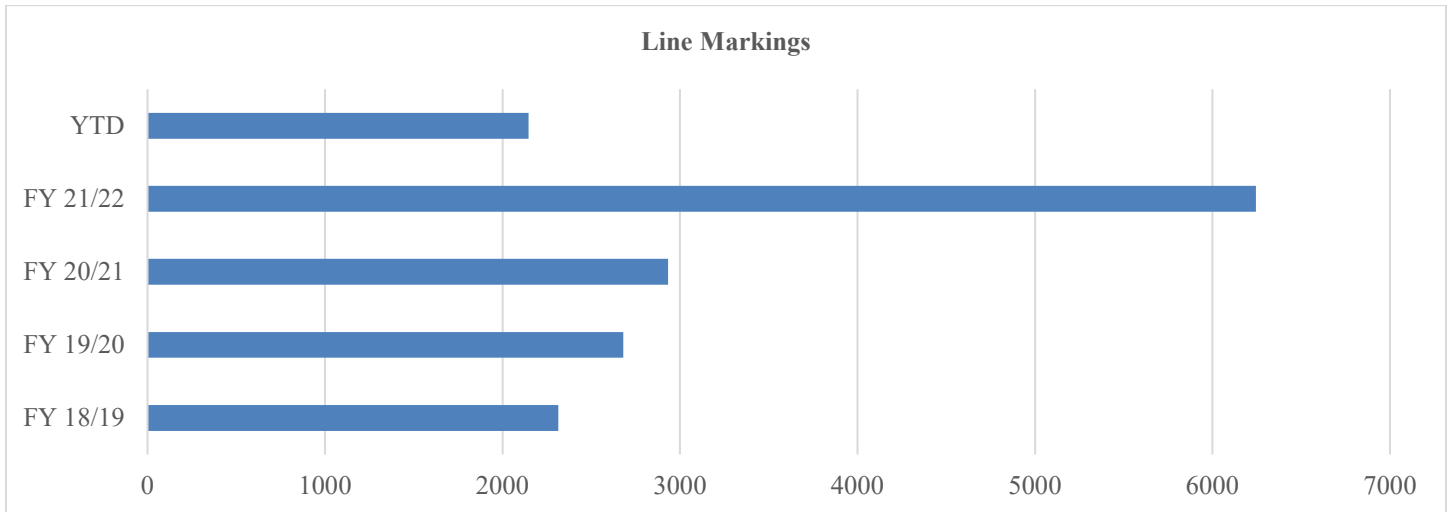
The City counts **187** commercial grinder stations, **2,797** residential grinder stations, and **28** major lift stations integrated into our system.



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 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>October 2022</u>	<u>YTD</u>
Tennessee 811	2315	2680	2933	6245	580	2146



**Public Services Department - Wastewater Division
October 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>Oct 2022</u>	<u>YTD</u>
Union Road	17	6	6	9	0		0	1
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		1	2
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		0	2
Sage (aka Hester)	2	0	1	0	0		0	1
Loves Truck Stop	n/a	n/a	0	0	3		0	1
Highway 76 (aka Springfield)	0	1	1	0	0		0	0
Portland	4	1	0	1	0		1	1
North Palmers Chapel Vacuum Station	23	8	3	1	7		0	1
Villas at Honey Run	n/a	n/a	n/a	n/a	1		1	2
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	2
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
October 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.

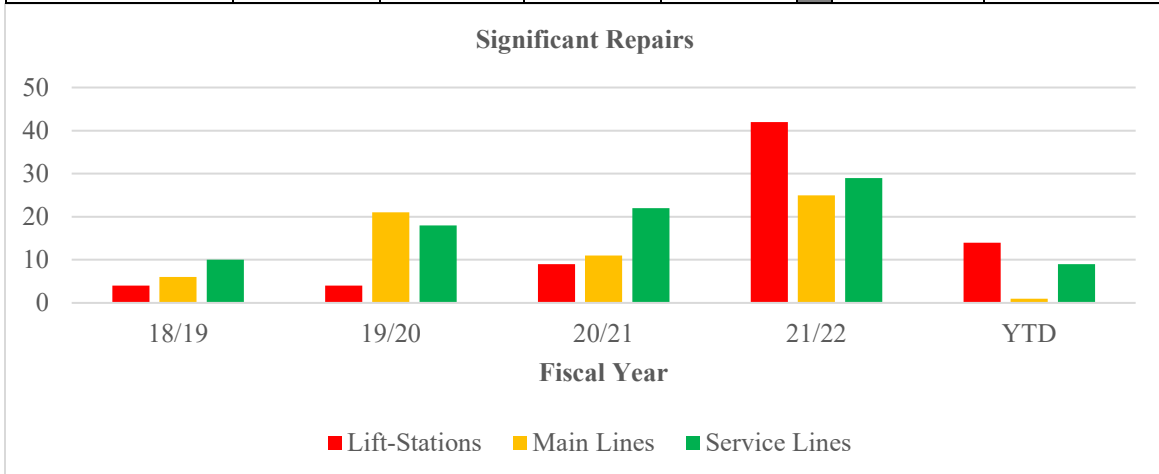
Major Alarms:

- Calista: On 10-05-2022, the Calista vacuum station began having smoking issues. The older Busch pump that has been retrofitted into the station due to one of the Mink pumps being down does use a small amount of oil. When the Busch pumps were originally removed and converted to Minks, the exhaust piping was converted to stainless steel, which gets significantly hotter than the old concrete-lined pipes. Oil residual in the exhaust can smoke under these conditions. We have modified the exhaust with a small weep hole to reduce this likelihood, and also have two of three Mink pumps returned to service (reducing the run time on the Busch).
- Villas at Honey Run: On 10-23-2022, pump #1 went into an alarm state. Upon pulling and inspecting the pump, it was found to be jammed, and the cutter wheel was chipped. The repairs are to be completed by the vendor under warranty.
- Portland Road: On 10-24-2022, the station went into alarm due to a float issue. Upon investigation, a short was discovered in the float wire junction box. The floats were rewired, and the station returned to normal operation.
- Copes Crossing: On 10-28-2022, a faulty telemetry board was pulled, programmed, and 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.

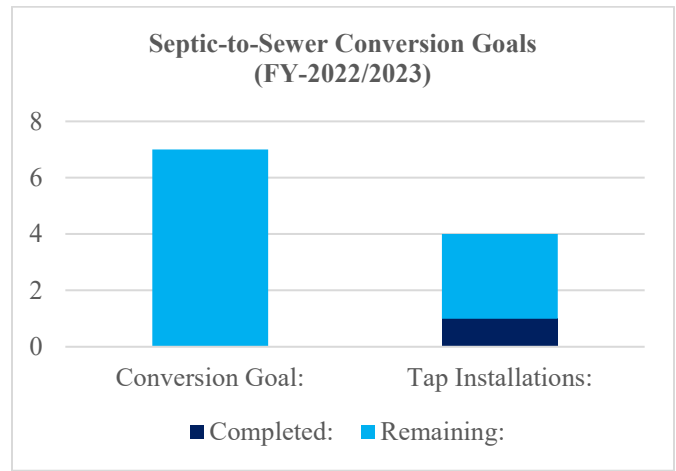
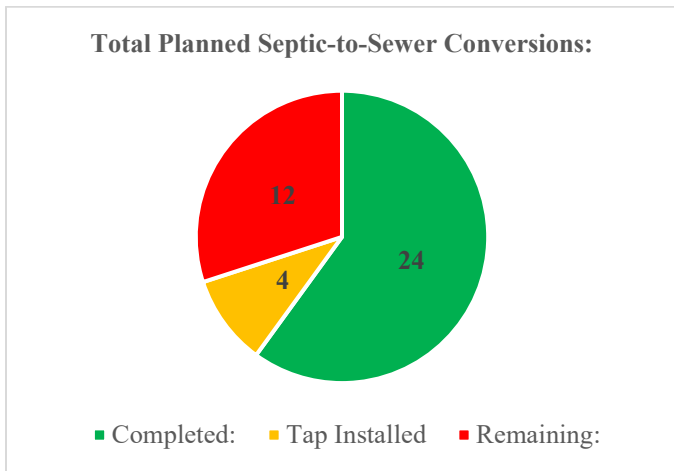
<u>Repairs</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Oct 2022</u>	<u>YTD</u>
Major Lift Stations	4	4	9	42		4	14
Main Line	6	21	11	25		1	1
Service Line	10	18	22	29		0	9



Public Services Department - Wastewater Division
October 2022

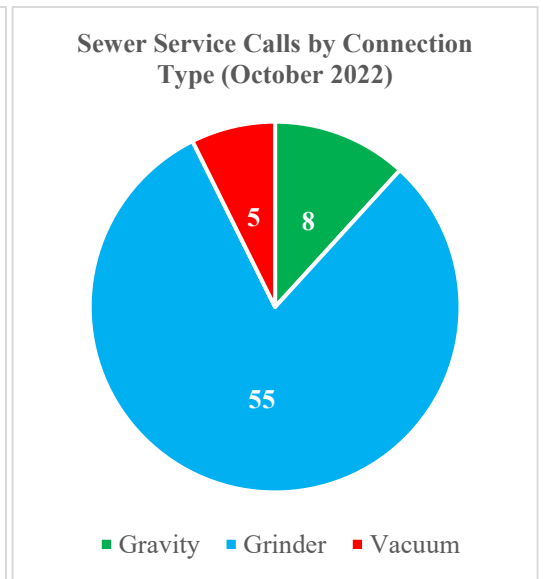
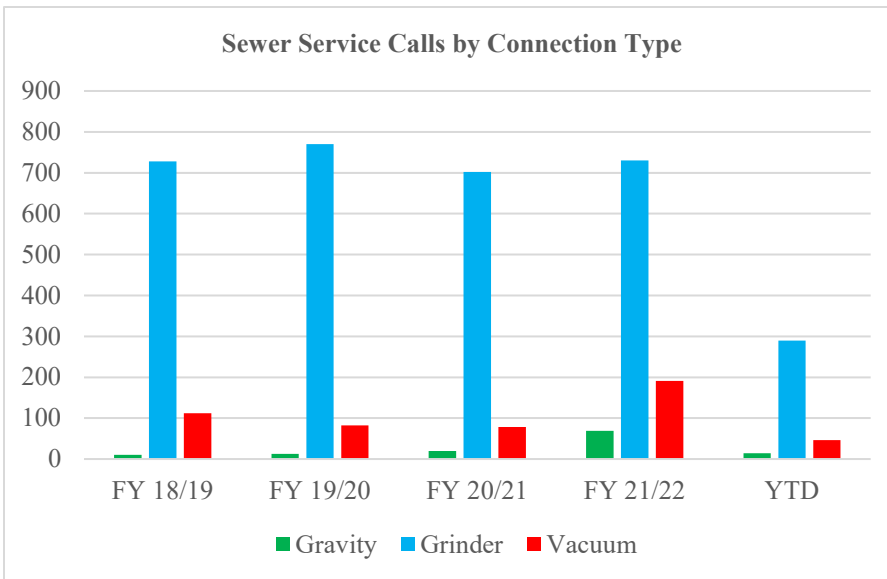
Ongoing Projects:

- 1. 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. **Phase-1 installation is almost complete, pending the installation of one final valve and final site cleanup / road patches. Phase-2 bids have been received, and Twin States awarded the contract for the second phase as well. Phase-2 will run approximately 5,600 ft from Hester Dr to the intersection of Sage Rd and Cardinal Dr.**
- 2. Calista Vacuum Station:** All three of the new Mink vacuum pumps installed in 2019 have failed prematurely, with metal shavings discovered in the oil pan of pump #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pump #3 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. Pumps 1 and 2 have been repaired and are operating normally once again. The exhaust pipes for pump 3 have been modified to reduce smoking from the older Busch pump.**
- 3. Copes Crossing:** One of the submersible pump seals has failed, and the motor has gotten wet. This is the second time this pump has experienced this failure, and it has been sent back to the vendor for diagnostics and repairs to determine and correct the cause of the seal failure. **Repairs are currently underway.**
- 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
October 2022**

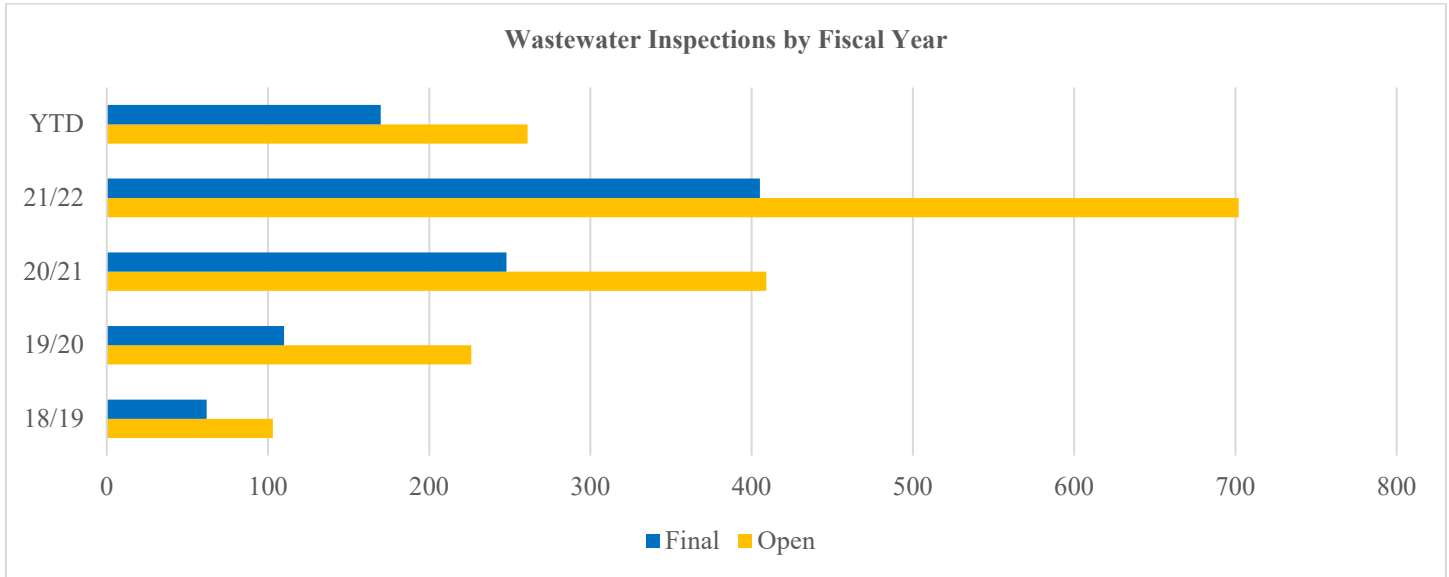
<u>Work Orders</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Oct 2022</u>	<u>YTD</u>
Vacuum System Service Request	143	112	82	78	191	5	46
Gravity Service Request	0	10	13	20	69	8	14
Low Pressure Service Request	621	728	770	702	730	58	290
Total Pumps Replaced	401	361	449	492	472	32	154
Total Pumps Rebuilt	n/a	n/a	n/a	135	114	5	16
Total Warranty Pumps Returned	n/a	n/a	n/a	n/a	129	23	56
Grinder Tank PM Program	63	358	267	219	117	5	43
Open Trench Inspections	54	103	226	409	702	60	261
Final Inspection for New Service	56	62	110	248	405	45	170
Sanitary Sewer Overflow (SSO)	1	3	49	19	28	1	2
Odor Complaints	28	43	43	35	22	4	9



**Public Services Department - Wastewater Division
October 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.

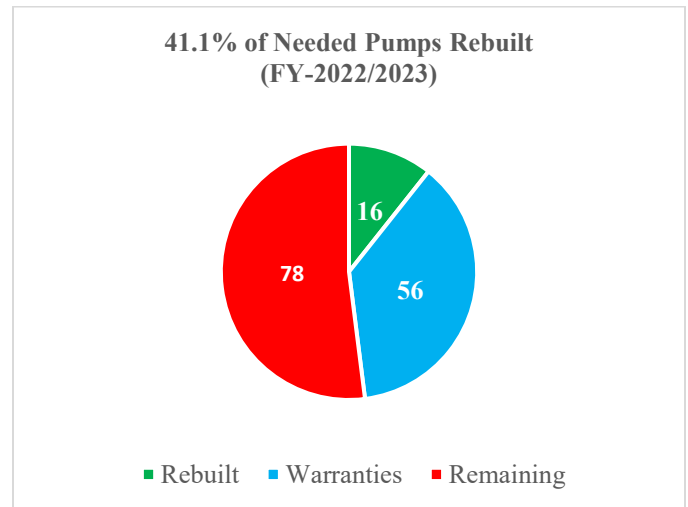


Pump Rebuilds:

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
October 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.

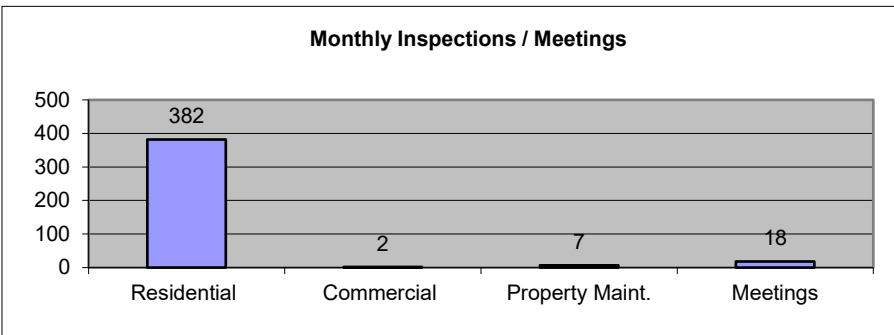
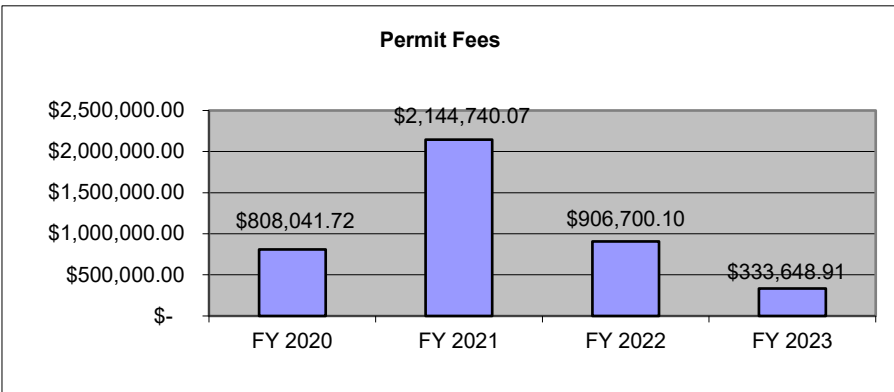
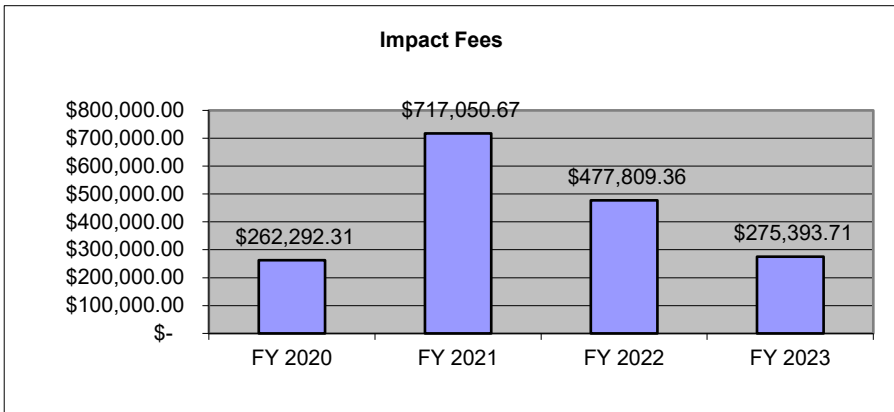
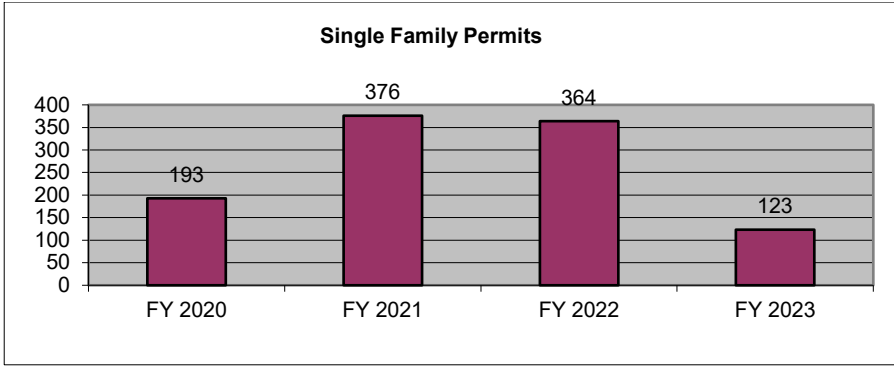
Parameter	Jun - 22	Jul - 22	Aug - 22	Oct - 22	
Flow – To Creek	0.538 MGD	0.661 MGD	0.671 MGD	0.518 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.538 MGD	0.661 MGD	0.671 MGD	0.518 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	38.4%	47.2%	47.9%	37.0%	(0.518 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	48.0%	59.0%	59.9%	46.3%	(0.518 MGD) / (1.120 MGD)
Rainfall	3.83”	5.67”	5.18”	2.13”	

	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22		October 2022	YTD
Effluent Violations	7	13	7	12	7	32		1	4

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 **2.50** parts per million (ppm). The average residual was **0.18** PPM with a max residual of **0.28** PPM. ***Last month the feed rate was 2.00 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 **85.7 CFU’s** which is well below the limit. ***Last month the average was 23.5 CFU.***

**Planning and Codes Department
OCTOBER 2022**



**Planning and Codes Department
OCTOBER 2022**

	Month	FY2023	FY2022	FY2021	FY2020
MEETING AGENDA ITEMS#					
Planning Commission	12	34	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	2	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	22	123	340	376	193
Multi-Family Residential	0	0	0	22	13
Other Residential	10	32	89	83	91
New Commercial	1	5	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	0	5	25	23	33
Sign	1	7	11	17	14
Occupancy Permits	37	124	319	400	212
Other	0	10	11	12	3
BUILDING INSPECTIONS					
Residential	382	2291	5452	2621	2858
Hours	191	941	1367	533	699
Commercial /Industrial	2	36	139	92	110
Hours	2.5	23.5	62.75	18	12.83
CODE ENFORCEMENT					
Total Cases	7	49	35	98	179
Hours	3.5	29	35.75	70.24	86.75
Complaints Received	7	44	55	41	116
MEETINGS					
Administration	8	31	117	72	58
Hours	16	46	127	70	38
Planning	9	34	127	53	76
Hours	33	57	96	50	70
Codes	1	1	8	11	28
Hours	1.5	2.5	10	9	37
FEES					
Permit Fees	\$107,638.11	\$ 333,648.91	\$ 906,700.10	#####	\$808,041.72
Board Review Fees	\$2,550.00	\$ 4,700.00	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	\$79,763.11	\$ 275,393.71	\$ 477,809.36	\$ 717,050.67	\$262,292.31
Roads	\$20,907.40	\$ 63,099.71	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$8,712.00	\$ 39,996.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$30,202.46	\$ 44,821.13	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$19,941.25	\$ 42,780.07	\$ 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	0	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 29	\$ 7,633,419.08	\$7,074,276.17	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	16		17	16	15

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

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Nothing to report this month
- There likely won't be much done until late spring of 2023

Tennis Courts

- Fencing started going up around courts
- Parking lot work continued
- Light poles installed for parking lot
- Concrete pad between two courts was poured



Rec Center

- First Pre-construction meeting set for December
- Civic Center demolition ongoing



Parks, Recreation, & Cultural Arts Department
October 2022

Greenway Bridge Restoration

- This involves repairing the small Greenway bridge along Tyree Springs that is slumping and needs repairs to its foundation
- Working with City Engineer since TDEC will need to be involved
- ARAP submitted to TDEC by CSR

Greenway Lighting

- This involves adding lighting to the area where we normally have Trail of Treats on the Greenway
- Currently out for RFQ
- Quotes due by November 14th
- Project not likely to be done this year, this is more for information gathering to possibly do in the future.

Museum HVAC Replacement

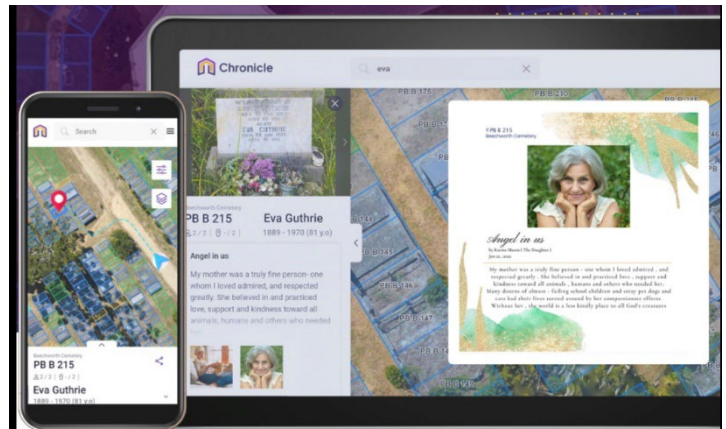
- Complete

Tyler Parks Software

- No update

Cemetery Software

- Collected quotes
- Selected company – Chronicle
- Aerial shot complete
- Working through document processing
- Once complete we will have a new and improved way of keeping up with our records as well as a way for the public to view the map and find loved ones or find open lots they can purchase along with many other possible features we can use to inform/help the public



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

Museum Chimney Restoration

- Collecting quotes

Playground Restoration

- Received updated quote for swing
- Waiting for quote on surfacing
- Will go ahead and order parts for swing while we wait on surfacing



Field 5 Fencing

- This is to hopefully be able to finish the fencing (dugouts and backstop)
- Updating specs
- Will start collecting quotes next month

Maintenance Building Fencing

- This is to hopefully be able to finish the fencing surrounding the maintenance shop (side and back portion)
- Updating specs
- Will start collecting quotes next month

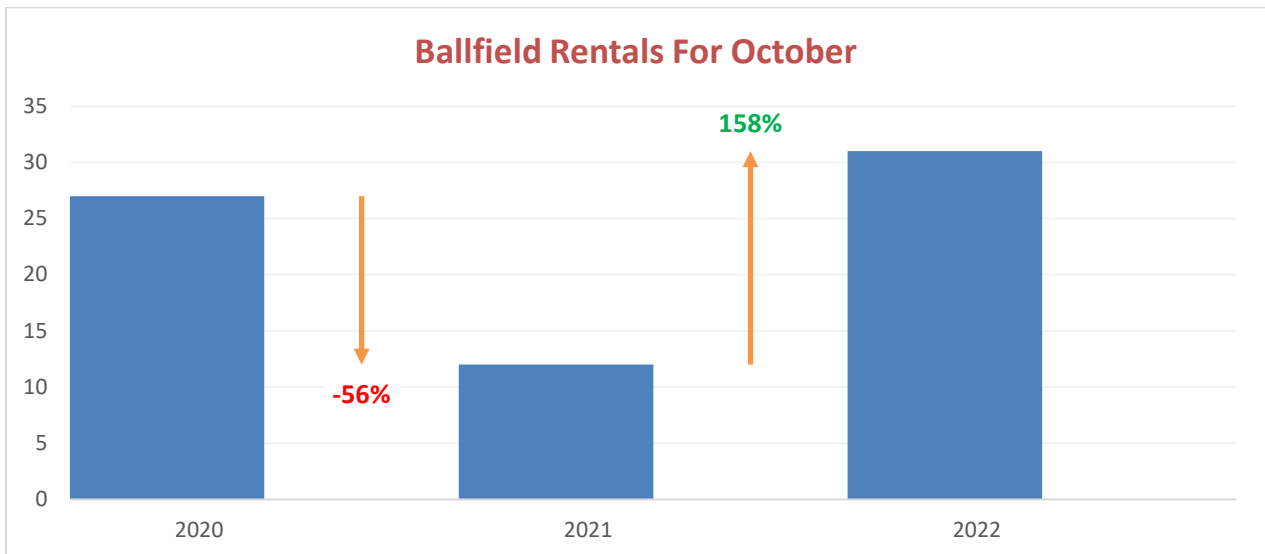
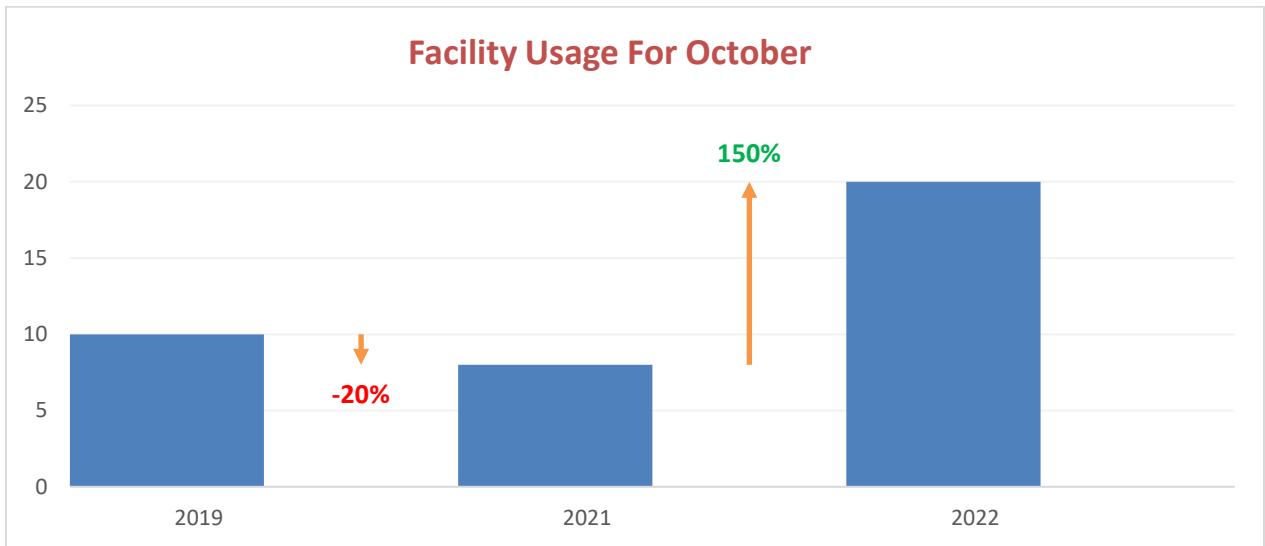
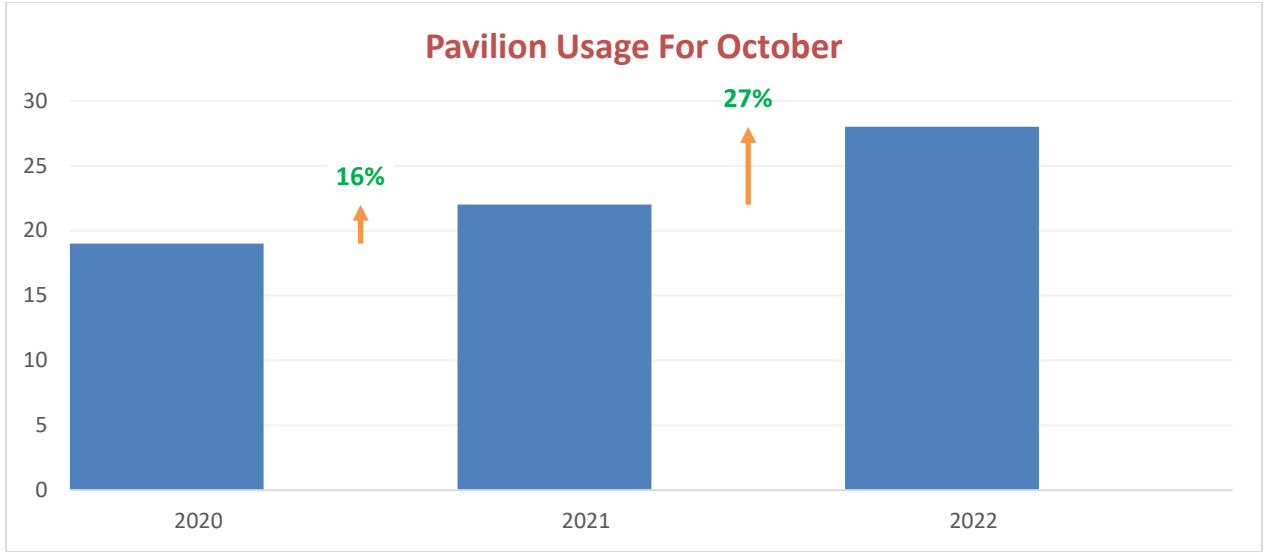
List of upcoming projects yet to begin:

Cemetery Fencing

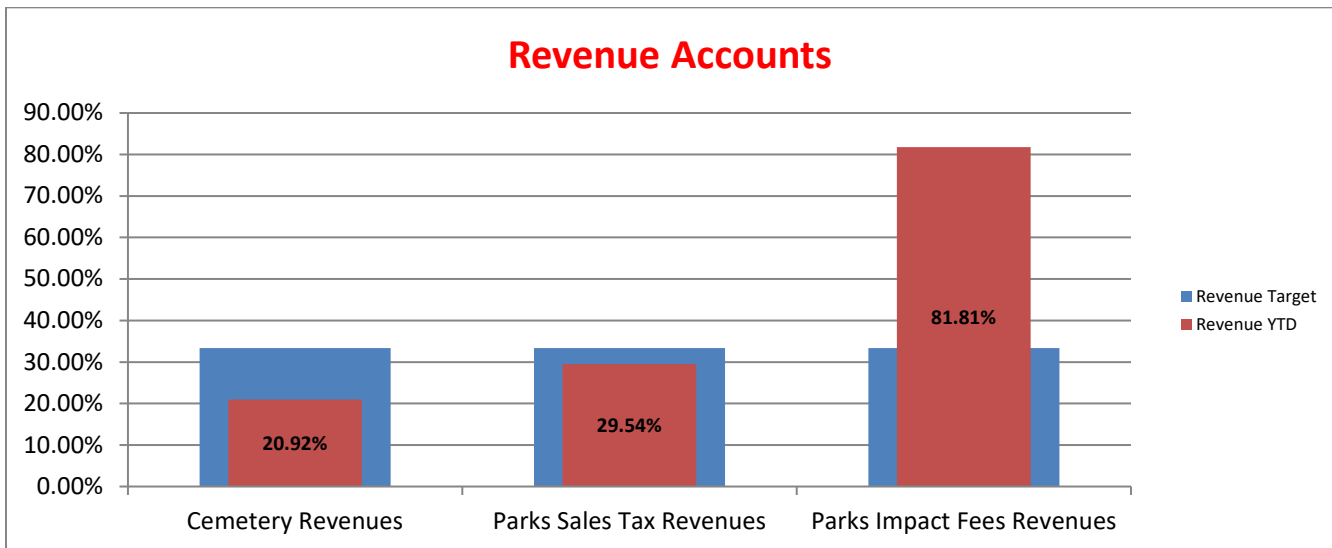
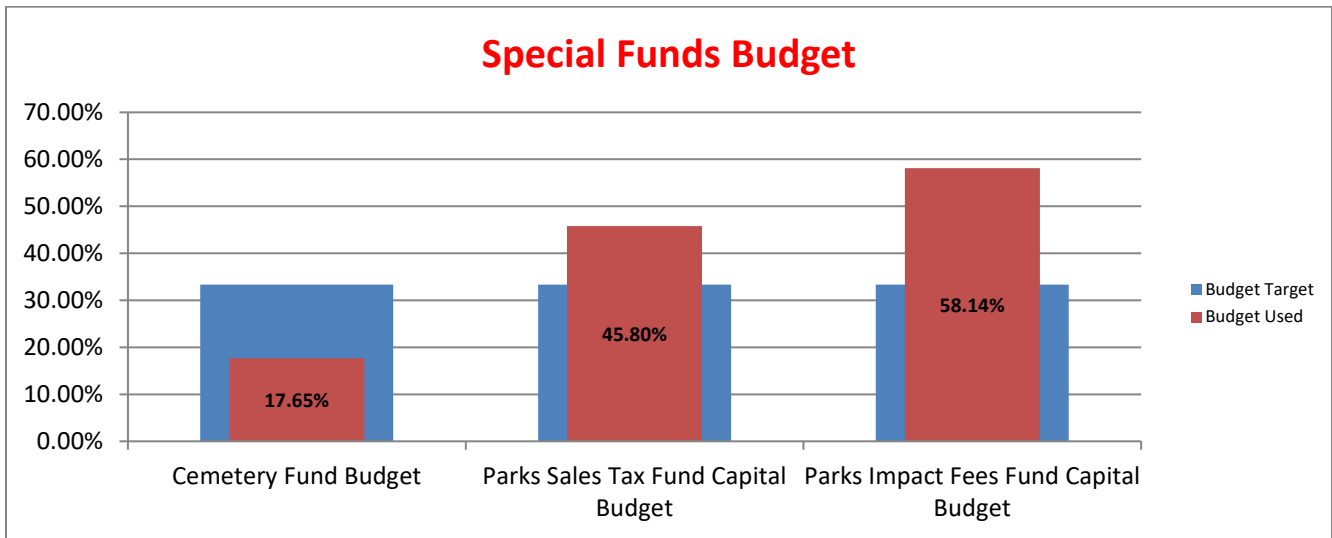
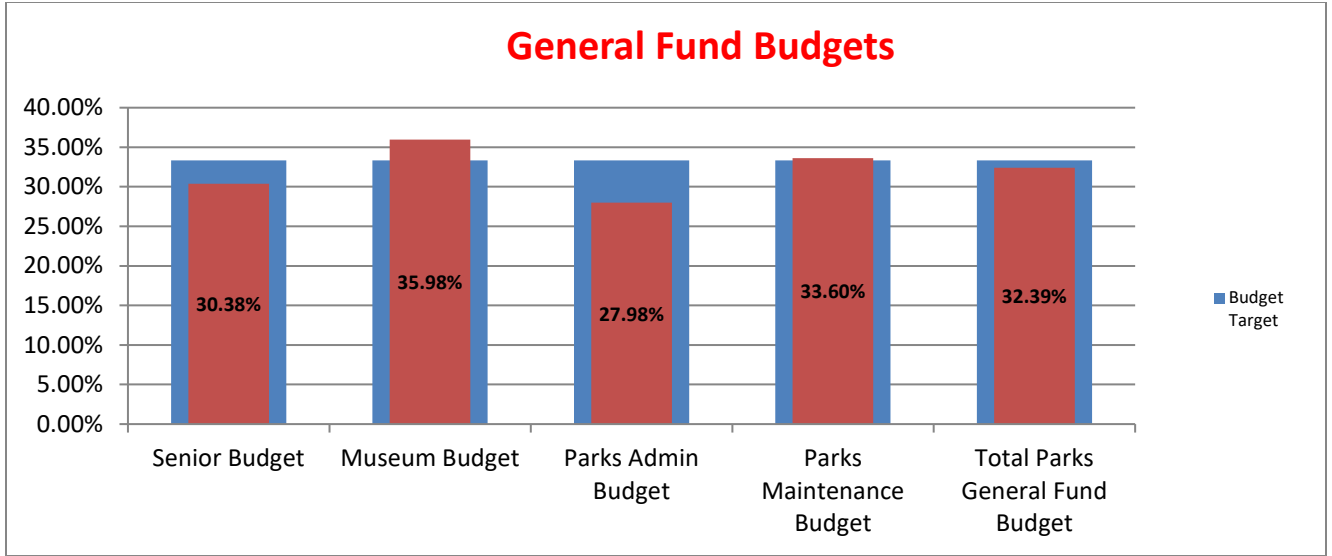
Utility Vehicle

Dog Park Parking lot paving/stripping

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



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



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

Recreation

Special Events:

Bike Parade: October 1st

- 15 participants



Trail of Treats: October 27th at 6:00pm

- 1172 attendees
- 26 Vendors and 28 booths
- Decorators Award- Girl Scouts Service Unit



Adult Athletics

Adult Softball

- Regular Season ended October 31st
- Tournament set to send November 7th

Youth Athletics

Fall baseball

- Final games played October 1st

Youth Basketball

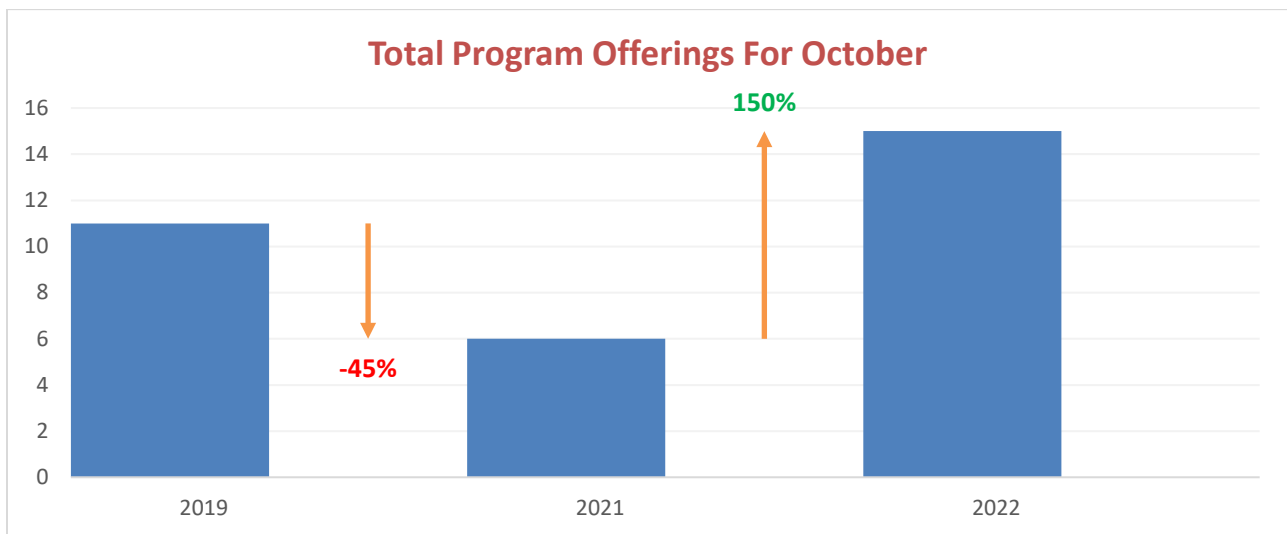
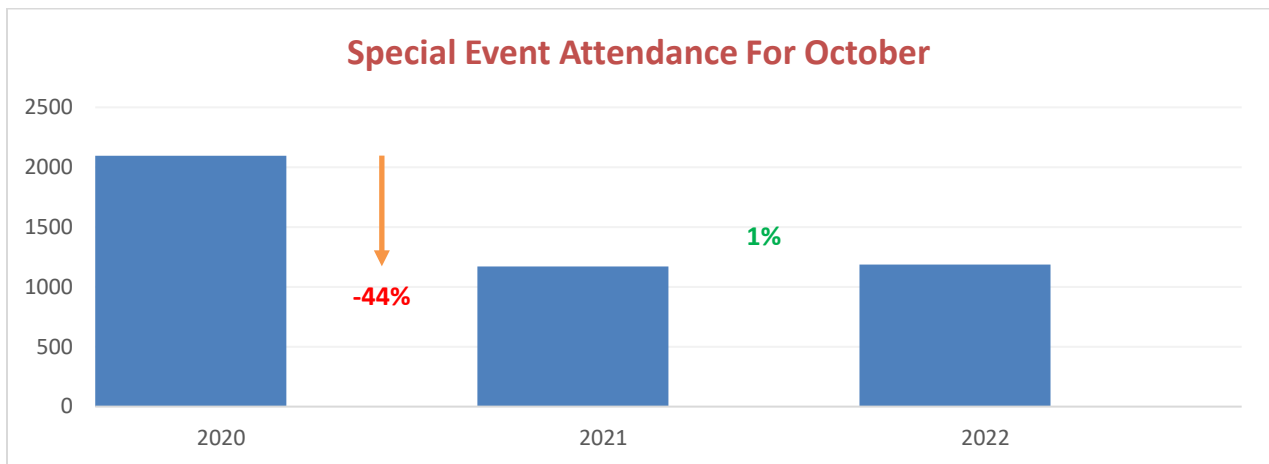
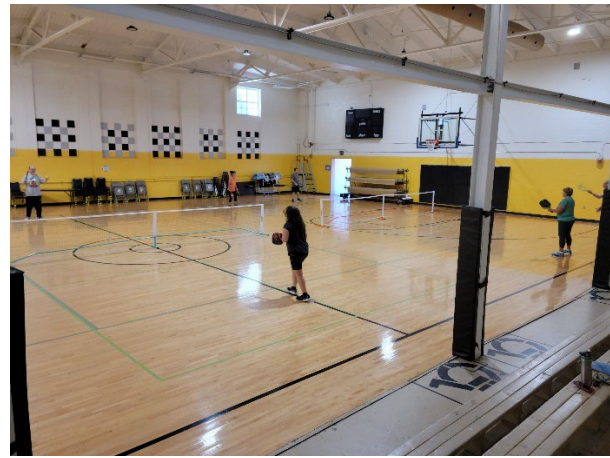
- Registration Ended October 16th
- 360+ kids registered- 48 teams
- Coaches' meetings held October 26th (1st-2nd)
- Other age groups set for Nov. 1 & Nov. 2
- Practices set to start November 5th

Parks, Recreation, & Cultural Arts Department
October 2022

Other

Pickle Ball Open Gym:

- Monday/Wednesdays: averaging 6-8 Seniors
- Tuesday/Thursday: averaging 12-15 all ages



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

Maintenance

- We areated,overseeded with rye and put down fertilizer on all sports fields. We also put down 15 bags of rye at the cemetery.



- We cut out the damaged areas on the Greenway where the tree roots were pushing up the asphalt and creating a tripping hazard. Once we cut out spots we removed the tree roots and added new asphalt.



- We have been trimming low limbs along the Greenway and at the soccer complex. We have pulled up the row of shrubs on the McCurdy side of the complex.
- We have sanded and painted the doors on the soccer complex building.
- We have been mulching leaves at all locations and multiple times at some areas.
- We have started winterizing irrigation. (As of 11/1 all irrigation has been winterized)

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

Museum

Volunteers

The Museum volunteers prepared for a presentation about pioneers for our upcoming school visits with 2nd graders at Beech Elementary, HB Williams Elementary and Madison Creek Elementary. We have been in discussion about the museum's next exhibit in January 2023. The volunteers provided the Museum with 7 hours of service in October.

Exhibits

The exhibit which celebrates the life of Mrs. Evelyn Palmer Guill will remain up until the end of the year.

Social Media Promotion

Posts were made about The Gathering, various artifacts and pictures in the museum and the Discover White House Event.

Donated Artifacts

Mandy Christenson donated an assortment of Dewey Edwards books.



Building Maintenance

One new HVAC was installed as planned for this budget year. Jani King cleaned the carpet throughout the building.

Tours at Museum

Tours were given to walk ins. We were pleased to see several of Mrs. Guill's family members visit to see her exhibit.

Loaned Artifacts

Edward Morris loaned several military artifacts from WWI and the Korean War.



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

Discover White House & Safety Day

On October 1, the museum participated in Discover White House & Safety Day. We brought the museum's large printed traveling pictures, touch table which has artifacts that can be touched and held, Civil War weapons and a three-piece band for period music. The people manning the booth were dressed in period dress.



Fall Family Block Party

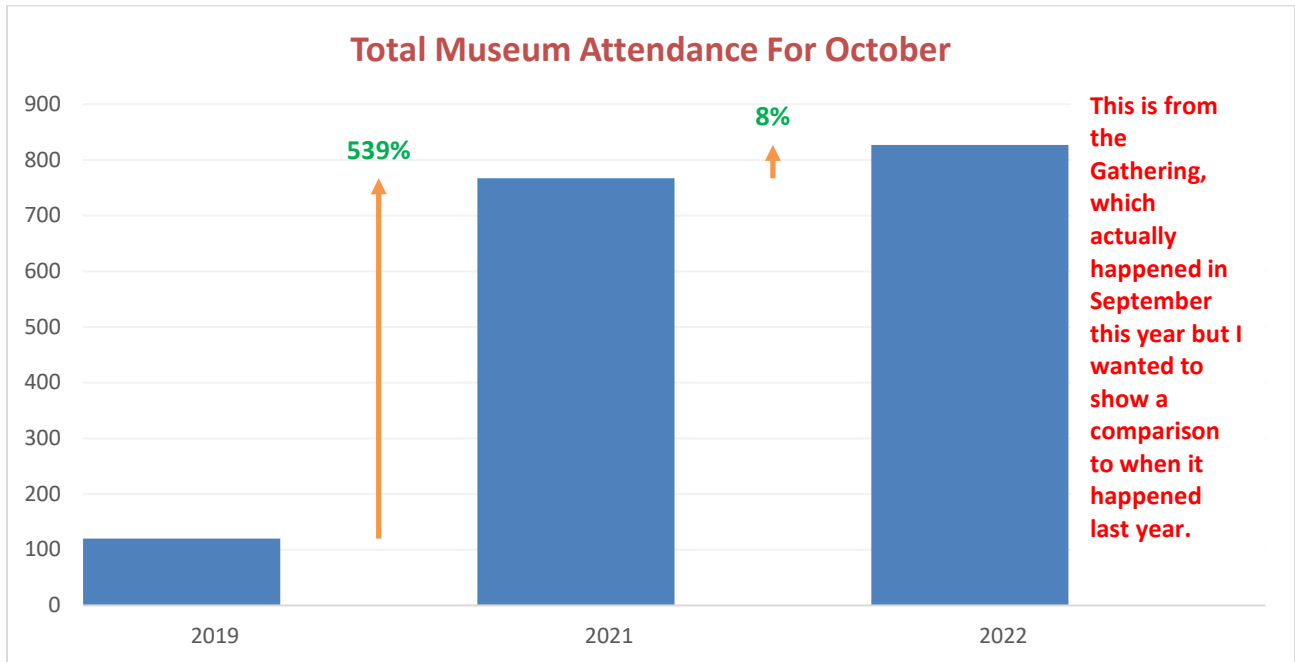
The museum had its annual free pumpkin patch at Fall Family Block Party. There were 275 pumpkins purchased, and they were picked clean in one hour and forty-five minutes. In addition to the pumpkin patch, I dressed in a period costume and handed out candy.



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

Events and Meetings Assisted with and/or Attended

- October 1 – Discover White House & Safety Day
- October 4 – Ribbon Cutting Rojo’s Locos Tacos
- October 5 – Community Breakfast at Firehall 2
- October 11 – Ribbon Cutting The Prescription Shoppe
- October 18 – Smart Growth Luncheon
- October 18 – Mayoral Forum
- October 19 – TN Civil War Trails Membership Meeting, Franklin, TN
- October 21 – Fall Family Block Party
- October 27 – New Member Breakfast
- October 27 – Ribbon Cutting Bad Ass Coffee

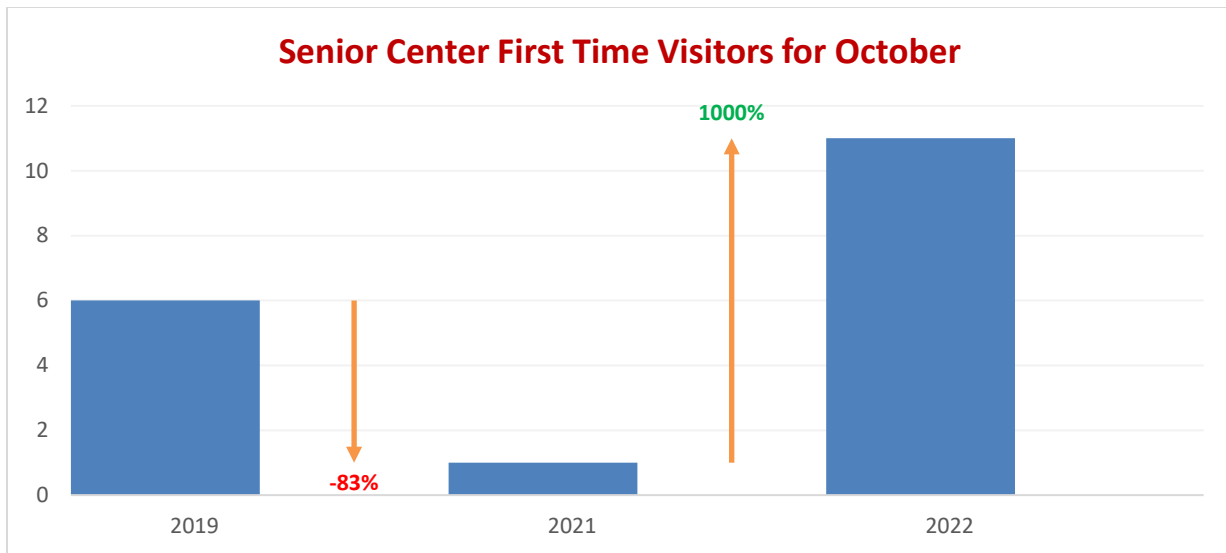
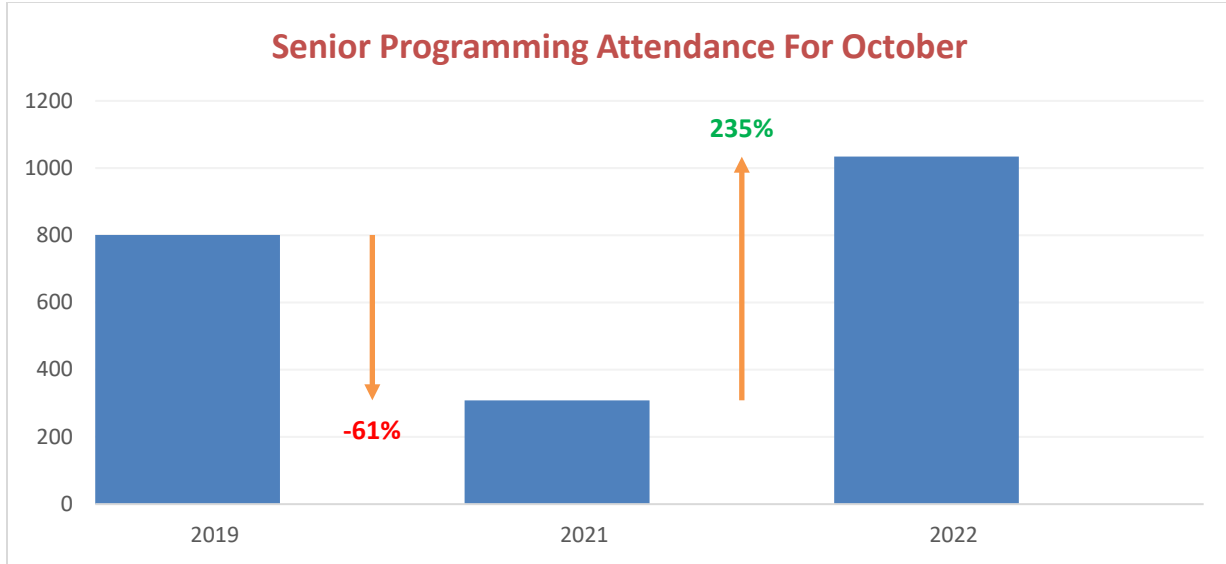


**Parks, Recreation, & Cultural Arts Department
October 2022**

Senior Center

Senior Center Participation - August 2022			
<u>Outings/Events:</u>			
Birthday Lunch	25		
Bowling	11		
Crafts	6		
Flu Shots	25		
WhiteHouse Garden Club	20		
Bunco	8		
Medicare Meeting	32		
Farmers Rummy	8		
Bible Study	2		
Donoho Hotel	31		
Granville	16		
Halloween Party	23		
Bowling Green Mall	13		
Total	220		
		Sr Meals Wednesdays	
		107	
		111	
		71	
		110	
		399	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	471		
Walk	194		
Bingo	65		
Cards, Games,Pool	98		
Pickle Ball	57		
TOTAL	885		
NEW MEMBERS			
FIRST TIME ATTENDEE	11		
TOTAL Sr Center Participants:	1413	Total	1504

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



	FYE 2019	FYE 2020	FYE 2021
Facility Usage			
Special Use Permits Submitted	13	15	39
Pavilion 1 Usage	3	7	21
Pavilion 2 Usage	11	5	13
Pavilion 3 Usage	106	38	74
Splash Pad Pavilion Usage	177	106	99
Total Number of Pavilions Usage	297	156	207
Gymnasium Rentals	130	79	23
Amphitheater Usage	3	0	1
Community Room			
Total Number of Facility Rentals	196	89	30
Ballfield Rentals	7	45	146
Vistor Center Attendance	6	21	20
Vistors Who Also Toured Museum	14	84	70
Museum Attendance Only	85	668	115
Total Museum Attendance	99	752	189

Programming

Number of Youth Program Participants	679	578	417
Number of Adult Program Participants	240	76	100
Number of In-House Special Events Offered	8	7	9
Number of In-House Special Event Attendees	2987	2964	1077
Number of Rec Programs Offered	34	18	19
Number of Senior Center Memberships	319	1768	2000
Number of New Senior Center Memberships	16	16	0
Senior Center Participants	14,966	9594	4412
Senior Center First Time Visitors	32	59	36
Number of Senior Trips Offered	54	37	9
Number of Senior Trip Participants	896	613	81
Number of Senior Programs Offered	117	76	34
Number of Senior Program Participants	9,989	6798	1061
Number of Senior Meals Served	54	34	36
Number of Meals Participants	4052	2235	3277
Offsite Presentation Attendees	0	15	0
Total Number of Programs Offered			53

Revenues

Youth Programs	\$55,825.00	\$41,183.00	\$44,261.00
Adult Programs	\$ 8,460.00	\$ 3,580.00	\$ 6,230.00
Special Events	\$ 4,355.00	\$ 2,009.00	\$ 3,495.00
Senior Meals	\$10,875.00	\$ 5,961.50	\$ 8,222.50
Shelter Reservations	\$12,135.00	\$ 4,780.00	\$ 9,112.50
Facility Reservations	\$19,305.00	\$ 8,046.88	\$ 2,956.25
Field Rentals	\$ 2,521.00	\$ 1,203.34	\$ 5,820.50
Affiliate League/Tournament Fee Revenue	\$13,286.00	\$16,017.20	\$ -
Misc	\$11,744.00	\$15,394.74	\$ 9,686.39

Maintenance

Mowing Hours	1,554	2,601	2,195
Work Orders Received	N/A	8	9
Work Orders Completed	N/A	8	9
Number of Projects Started	27	40	39
Number of Projects Completed	18	35	32
Number of ballfield rainouts	NA	NA	NA
Bags of Field Dry Used	NA	NA	NA

Oct. 2019	Oct. 2020	Oct. 2021	Oct. 2022	YTD 22-23
0	1	2	0	5
0	4	4	2	7
2	1	3	1	5
8	12	12	17	65
5	2	3	8	121
15	19	22	28	198
10	0	8	16	55
0	0	0	1	7
			3	3
10	0	8	20	62
18	27	12	31	90
3	1	3	3	11
0	3	1	17	39
120	13	766	10	898
120	16	767	27	937

0	0	10	0	290
0	0	0	0	69
2	2	1	2	5
2,097	530	1,100	1,187	1250
2	1	1	1	9
200	200	205	205	818
2	0	0	0	0
1,186	393	641	1,504	5267
6	0	0	11	58
6	2	1	4	19
113	21	1	71	245
9	2	5	14	45
801	33	309	1034	3507
5	4	4	4	16
272	339	331	399	1515
	0	0	0	0
11	3	6	15	54

\$15,445.00	\$20,388.00	\$17,708.00	\$26,590.00	\$ 58,838.00
\$390.00	\$0.00	\$0.00	\$0.00	\$ 4,205.00
\$190.00	\$0.00	\$130.00	\$140.00	\$ 780.00
\$719.00	\$850.00	\$834.00	\$1,301.50	\$ 5,052.00
\$205.00	\$195.00	\$470.00	\$165.00	\$ 3,630.00
\$675.00	\$275.00	\$1,268.75	\$2,783.75	\$ 5,890.00
\$605.00	\$570.00	\$285.00	\$950.00	\$ 2,595.00
		\$834.00	\$0.00	\$ 15,272.50
\$134.92	\$55.46	\$2,607.23	\$642.53	\$ 1,094.54

120	255.5	167.25	75	796.5
3	1	1	1	9
3	1	1	1	8
4	4	3	1	2
6	2	2	3	3
NA	NA	NA	2	25
NA	NA	NA	0	3

White House Library October 2022

Summary of Activities

The library had a booth at Discover White House. Staff passed out fliers about the Winter Reading Challenge, the library services and programs, and the Friends of the Library paver sale.

The new Youth Services Librarian started on October 3rd. Her name is Audrey Frazee. She has done a great job learning the library system, the teen programs and has helped a great deal in preparing for the winter reading challenge. She is very art oriented and might even paint a mural in the library. The library director is happy to have her on the team.

The library supervisor finished the last of her 4-week training on connecting with your community. This training was put on by the regional library and will count towards state training.

The adult services librarian attended a circulation roundtable. This was a roundtable for those that work the circulation desk. They discussed customer service tips and experiences.

The library director along with library trustee Carter Beck attended the Trustee Workshop at the Brentwood Public Library. At the event, the group learned about working with different individuals in the different generations, different ways library board's function, and new trends in the library world.

The library director attended a Lions Club meeting on October 12th. The library director expressed interest in holding free eye exams at the library and the group said they would look into that possibility.

The library supervisor attended the Board of Mayor and Aldermen meeting since the library director was sick. She presented the library board request to add a disconnect and reconnect fee if a hot spot must be disconnected in order for a patron to bring it back.

The library continued to hold the genealogy classes. These classes are going well with about 4 to 7 in attendance. In addition to the genealogy class, the library has started up a sewing class for adults. This class has about 3 to 4 in attendance but is expected to grow.

The library director, children's librarian, and youth services librarian have been working on getting ready for the winter reading challenge by creating grab and go kits and getting the reading signup site ready.

Department Highlights

The highlight for the month was hiring a youth services librarian. That position had been open for 3 months and the library director is happy to have found someone so talented for the position.

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

Official Service Area Populations

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

Membership

October	2018	2019	2020	2021	2022
New Members	92	94	81	64	94
Updated Members	270	267	295	298	186
Yearly Totals	2018	2019	2020	2021	2022
Total Members	7,073	8,376	9,496	7,027	7056
% of population with membership	51	59	66	49	49

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. The library just did one to update our records, which is why there is a drop in users.

Total Material Available: 39,130

Estimated Value of Total Materials: \$978,250

Total Materials Available Per Capita: 2.70

Last Month: \$971,225

Last Month: 2.62

State Minimum Standard: 2.00

Materials Added in October

2018	2019	2020	2021	2022
263	480	233	126	329

Yearly Material Added

2018	2019	2020	2021	2022
3,123	3,004	3,025	3,035	3351

Physical Items Checked Out in October

2018	2019	2020	2021	2022
6,360	5,499	5,001	5,618	7,189

Cumulative Physical Items Check Out

2018	2019	2020	2021	2022
62,536	62,522	50,042	59,515	69,221

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

Miscellaneous item checkouts

October	2018	2019	2020	2021	2022
Technology Devices	56	46	35	82	58
Study Rooms	106	86	17	51	74
Games and Puzzles	65	55	110	97	179
Seeds	0	10	10	16	31
STEAM Packs	46	36	0	23	19
Cake Pans	*	1	17	1	12
Outdoor Items	*	*	*	*	1
Honor Books	*	*	*	*	14

Yearly Totals

2018	2019	2020	2021	2022
644	137	381	725	618
1,082	253	305	395	635
743	222	955	1,263	1,722
586	112	302	878	879
148	61	25	160	209
6	1	28	21	54
*	*	*	*	11
*	*	*	*	14

Library Services Usage

October	2018	2019	2020	2021	2022
Lego Table	52	165	0	0	0
Test Proctoring	2	7	1	2	4
Charging Station	6	6	7	6	2
Notary Services	*	5	8	12	9
Library Visits	4,627	4,735	3,283	3,522	3,976
Website Usage	1,054	1,630	1,452	2,996	2,940
Reference Questions	3	11	8	7	2

Yearly Totals

2018	2019	2020	2021	2022
1,891	553	459	0	0
152	27	74	108	55
90	19	47	45	15
*	16	88	144	119
52,565	55,728	30,007	38,913	41,306
2,517	16,935	17,977	27,907	27,846
59	77	60	73	29

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

Computer Users

October	2018	2019	2020	2021	2022
Wireless	780	633	416	512	404
Adult Users	412	385	256	237	245
Kids Users	148	171	11	97	217

Yearly Computer Users

2018	2019	2020	2021	2022
9,535	2,017	3,829	3,878	3,917
4,642	1,103	2,138	2,235	2,259
2,088	556	427	957	2,574

Library Volunteers

October	2018	2019	2020	2021	2022
Library Volunteers	14	16	6	11	8
Volunteer Hours	115	149	91.5	145	112

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	20
809	1,286	1,204	1,492.5	503

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

Universal Class Counts

October	
Sign ups	1
Courses started	1
Lessons viewed	28
Class Submissions	36

Yearly Totals

2018	2019	2020	2021	2022
24	9	10	13	13
52	16	53	39	43
661	194	1,771	1,008	701
445	105	800	515	276

Programs

1,000 books	2018	2019	2020	2021	2022
Monthly Sign-ups	7	2	3	1	0
total Sign-ups	163	214	67	174	132

Achievements	2018	2019	2020	2021	2022
100 Mark	2	0	0	22	10
500 Mark	2	2	0	2	5
Completion	0	1	2	4	7

Face-to-face Kids Programs

October	2018	2019	2020	2021	2022
Programs	17	13	3	11	13
Attendees	404	334	127	244	315
Yearly	2018	2019	2020	2021	2022
Programs	146	154	43	91	120
Attendees	4,260	4,201	1,185	2,167	3,301

Virtual Kids Programs

October	2020	2021	2022
Videos	0	0	0
Views	0	0	0
Yearly	2020	2021	2022
Videos	24	19	0
Views	4,182	230	0

Grab & Go Kits

October	2020	2021	2022
Kits	9	0	0
Taken	177	0	0
Yearly	2020	2021	2022
Kits	38	44	0
Taken	1094	1,699	0

The library added a reading dog session in the months of September and October. The session went over well and the library hopes the individual with the dog will be able to continue to do more sessions.

Face-to-face Teen Programs

October	2018	2019	2020	2021	2022
Programs	6	7	0	0	0
Attendees	22	33	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

October	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

October	2020	2021	2022
Programs	4	8	11
Attendees	29	44	58
Yearly	2020	2021	2022
Programs	11	43	87
Attendees	77	370	381

Virtual Teen & Tweens

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

Grab & Go

October	2020	2021	2022
Kits	0	0	0
Taken	0	0	0
Yearly	2020	2021	2022
Kits	13	24	0
Taken	152	409	0

The tween/teen sewing class has become so successful that the program had to be broken down into two different groups with two different meeting times in order to have enough machines and staff to work with the students. We will add an activity night for the sewing group that is not meeting.

Face-to-face Adult Programs

October	2018	2019	2020	2021	2022
Programs	12	8	2	9	8
Attendees	51	47	17	23	39
Yearly	2018	2019	2020	2021	2022
Programs	175	157	42	63	68
Attendees	1,009	1,343	214	351	340

Virtual

October	2020	2021	2022
Videos	0	0	0
Views	0	20	0
Yearly	2020	2021	2022
Videos	18	1	0
Views	4,972	20	0

Device Advice

October	2019	2020	2021	2022
Sessions	*	0	5	17
Yearly	125	51	81	121
Passive				
October	*	*	0	7
Yearly	*	*	0	20

Interlibrary Loan Services

October	2018	2019	2020	2021	2022
Borrowed	48	74	65	55	59
Loaned	17	35	23	20	10

Yearly Interlibrary Loan Services

2018	2019	2020	2021	2022
690	690	534	673	745
410	410	151	226	292

October	R.E.A.D.S
Adults	2,016
Juvenile	117

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	8,118
Juvenile	1,430	1,189	1,032	2,013	563

The READS statistics come from the state.

CITY COURT REPORT

October 2022

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$2,852.50
TOTAL MONIES COLLECTED YTD	\$17,667.00

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$1,582.91
TOTAL MONIES COLLECTED YTD	\$9,104.26

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$4,435.41</u>
TOTAL REVENUE YTD	\$26,771.26

DISBURSEMENTS

LITIGATION TAX	\$206.79
DOS/DOH FINES & FEES	\$71.25
DOS TITLE & REGISTRATION	\$80.75
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>\$358.79</u>
TOTAL DISBURSEMENTS YTD	\$3,827.54

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$4,076.62</u>
TOTAL ADJUSTED REVENUE YTD	\$22,943.72

DRUG FUND

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$490.76</u>
DRUG FUND DONATIONS YTD	\$2,485.75

Offenses Convicted & Paid For Month	Count	Paid
Improper Passing		
Financial Responsibility Law	9	\$277.50
Registration Law	8	\$590.00
Improper Equipment		
Texting/Hands Free Law	1	\$0.00
Codes Violation	1	\$55.00
DL Exhibited	1	\$102.50
Red Light	1	\$50.00
Animal Control		
Stop Sign	2	\$235.00
Speeding	15	\$1,412.50
Seat Belt-Child Restraint		
Failure To Yield	1	\$55.00
Exercise Due Care	4	\$220.00
Following Too Close		
Total	43	\$2,997.50