

CITY OF WHITE HOUSE
Board of Mayor and Aldermen
Special Called Meeting
Agenda
July 27, 2023
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer by Community Pastor
3. Pledge by Aldermen
4. Roll Call
5. Adoption of the Agenda
6. Approval of the Minutes from the June 8th Study Session and June 15th Board of Mayor and Aldermen meeting
7. Welcome Visitors
8. Public Comment
9. Public Hearings
 - a. None
10. Communication from Mayor, Aldermen, City Attorney, and City Administrator
11. Acknowledge Reports
 - A. General Government
 - B. Finance
 - C. Human Resources
 - D. Police
 - E. Fire
 - F. Public Services
 - G. Planning & Codes
 - H. Parks & Recreation
 - I. Library
 - J. Municipal Court
12. Consideration of the Following Ordinances:
 - a. **Ordinance 23-12:** An ordinance establishing the tax rate for the tax year 2023. *First Reading.*
13. Purchasing:
 - a. To approve or reject single source requests for FY 2023-2024. The Public Services Director recommends approval.
14. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Minutes
Study Session
June 8, 2023
6:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 6:03 pm.

2. Roll Call

Mayor Corbitt – Present; Ald. Matthews - Present; Ald. Silver – Present; Ald. Spicer– Present; **Quorum – Present.**

3. Adoption of the Agenda

Motion was made by Ald. Spicer, second by Ald. Matthews to adopt the agenda. A voice vote was called for with all members voting aye. **Motion passed.**

4. New Business

a. Interview of Applicants for Ward 4

Mayor Corbitt introduced Human Resources Director Amanda Brewton who would be the facilitator for the interview of each applicant. Applicants were scheduled alphabetically for individual interviews starting with Ms. Jessica Bowman at 6pm. Ms. Brewton greeted, went over the ground rules, and asked interview questions with each applicant. Applicants were given two (2) minutes per question to respond. Applicants were also given two (2) minutes at the end of the interview to provide a closing statement to the Board of Mayor and Aldermen.

The following applicants were present for an interview: Ms. Jessica Bowman, Mr. Mark Carroll, Ms. Catherina Castiglione, Ms. Jennifer Collado, Mr. John Currie, Mr. Robert Urfer, and Mr. Michael Wall.

After Ms. Jennifer Collado's interview, a motion from Ald. Spicer, second by Ald. Matthews for a ten-minute recess. A voice vote was called for with all members voting aye. **Motion for a ten-minute recess was passed at 6:45pm.**

Mayor Corbitt called the meeting to order at 6:57pm after a brief recess and prior to Mr. John Currie's interview. A roll call vote was requested by Mayor Corbitt.

Mayor Corbitt – Present; Ald. Matthews - Present; Ald. Silver – Present; Ald. Spicer– Present; **Quorum – Present.**

Ms. Brewton continued with the interviews. After the interviews were conducted, the Board of Mayor and Aldermen thanked the applicants for taking the time to be interviewed.

Mayor Corbitt announced that the decision for the appointment of the Ward 4 vacancy will be discussed at the regularly scheduled Board of Mayor and Aldermen meeting on June 15, 2023.

5. Adjournment

Meeting was adjourned at 7:16 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
June 15, 2023
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:00 pm.

2. Prayer by Community Pastor

Prayer was led by Fire Department's Chaplain Andreus Boyle.

3. Pledge by Aldermen

The Pledge to the American Flag was led by Mayor Corbitt.

4. Roll Call

Mayor Corbitt – Present; Ald. Matthews - Present; Ald. Silver – Present; Ald. Spicer– Present; **Quorum – Present.**

5. Adoption of the Agenda

Motion was made by Ald. Spicer, second by Ald. Matthews to adopt the agenda. A voice vote was called for with all members voting aye. **Motion passed.**

6. Approval of the Minutes from the May 18th Board of Mayor and Aldermen meeting

Motion was made by Ald. Silver, second by Ald. Spicer to approve the minutes. A voice vote was called for with all members voting aye. **The May 18th Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Proclamation

Mayor Corbitt presented a proclamation to Mr. Hayden Padgett for his successful senior year in track.

9. Public Comment

No one spoke for or against.

10. Public Hearings

- a. **Ordinance 23-08:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024.

No one spoke for or against.

- b. **Ordinance 23-09:** An ordinance to de-annex certain territory within the corporate boundaries of the City of White House located at North Palmers Chapel Road.

No one spoke for or against.

- c. **Ordinance 23-10:** An ordinance amending the Municipal Code Title 18, Chapter 3, Sewer Rates, Fees, and Charges, Section 18-301 and 18-302.

No one spoke for or against.

- d. **Ordinance 23-11:** An ordinance amending the Municipal Code Title 17, Chapter 1, Refuse, Section 17-113.

No one spoke for or against.

11. Communication from Mayor, Aldermen, City Attorney, and City Administrator

City Administrator Gerald Herman thanked everyone for their thoughts and prayers since he has been out on medical leave and working virtually from home. Mr. Herman mentioned that he is hopeful to be fully back into the office within the next couple of weeks. Mayor Corbitt stated that he is glad Mr. Herman is back and doing better.

12. Acknowledge Reports

- | | | |
|-----------------------|-----------------------|--------------------|
| A. General Government | E. Fire | I. Library |
| B. Finance | F. Public Services | J. Municipal Court |
| C. Human Resources | G. Planning & Codes | |
| D. Police | H. Parks & Recreation | |

Motion was made by Ald. Spicer, second by Ald. Matthews to acknowledge reports and order them filed. A voice vote was called for with all members voting aye. **Motion passed.**

13. Consideration of the Following Resolutions:

- a. **Resolution 23-04:** A resolution to renew the joint Inter-local Agreement between Sumner and Robertson Counties for exchanging territory and areas of responsibility served by emergency medical services.

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Matthews to approve. A voice vote was called for with all members voting aye. **Resolution 23-04 was approved.**

- b. **Resolution 23-05:** A resolution amending the schedule of permit and development fees for multiple City departments.

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Silver to approve. A voice vote was called for with all members voting aye. **Resolution 23-05 was approved.**

- c. **Resolution 23-06:** A resolution amending the schedule of fees for Hillcrest Municipal Cemetery.

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Silver, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. **Resolution 23-06 was approved.**

- d. **Resolution 23-07:** A resolution amending the Parks and Recreation schedule of fees for tournaments and establishing open space rental fees for the Michael L. Arnold Municipal Park.

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Matthews to approve. A voice vote was called for with all members voting aye. **Resolution 23-07 was approved.**

- e. **Resolution 23-08:** A resolution authorizing appropriations for financial aid of non-profit organizations.

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Silver, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. **Resolution 23-08 was approved.**

14. Consideration of the Following Ordinances:

- a. **Ordinance 23-08:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024. *Second Reading*

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Silver to approve. A roll call vote was requested by Mayor Corbitt: Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-08 was approved on Second Reading.**

- b. **Ordinance 23-09:** An ordinance to de-annex certain territory within the corporate boundaries of the City of White House located at North Palmers Chapel Road. *Second Reading.*

Motion was made by Ald. Spicer, second by Ald. Matthews to approve. A roll call vote was requested by Mayor Corbitt: Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-09 was approved on Second Reading.**

- c. **Ordinance 23-10:** An ordinance amending the Municipal Code Title 18, Chapter 3, Sewer Rates, Fees, and Charges, Section 18-301 and 18-302. *Second Reading*

Motion was made by Ald. Spicer, second by Ald. Silver to approve. A roll call vote was requested by Mayor Corbitt: Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-10 was approved on Second Reading.**

- d. **Ordinance 23-11:** An ordinance amending the Municipal Code Title 17, Chapter 1, Refuse, Section 17-113. *Second Reading.*

Motion was made by Ald. Spicer, second by Ald. Silver to approve. A roll call vote was requested by Mayor Corbitt: Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-11 was approved on Second Reading.**

15. Purchasing:

- a. To approve or reject City Administrator Gerald Herman to enter into an agreement with CSR Engineering in the amount of \$98,400 for engineering services for the SR76 and Pleasant Grove Road intersection. The City Administrator recommends approval.

Motion was made by Ald. Silver, second by Ald. Spicer to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Silvers to approve. A voice vote was called for by Mayor Corbitt with all members voting aye. **Motion passed.**

16. Other Business:

- a. Appointment of Ward 4 Alderman

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Matthews to appoint Mr. Michael Wall for Ward 4 Alderman. A roll call vote was requested by Mayor Corbitt: Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. **Motion passed.**

17. Discussion Items:

- a. None

18. Other Information:

- a. None

19. Adjournment:

Meeting was adjourned at 7:26 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

REPORTS....

Administrative & Legislative Services Department
June 2023

Administration

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

- June 1:
 - Interviews for Assistant Finance Director
- June 5:
 - Staff Plan Reviews
- June 7:
 - Recreation Center Progress Meeting
- June 8:
 - BMA Study Session: Ward 4 Vacancy Interviews
- June 12:
 - Department Head Staff Meeting
 - Stormwater Advisory Board Meeting
 - Planning Commission
- June 15:
 - Legislative Update 2023
 - Board of Mayor and Alderman Meeting
- June 20:
 - Traffic Coordination Meeting
 - TDOT Meeting
 - Swearing-In Ceremony- Alderman Ward 4
 - Board of Zoning Appeals
- June 21:
 - RTA Board Meeting
 - GNRC Transportation Policy Board
- June 22:
 - Wastewater Progress Meeting
- June 26:
 - Department Head Staff Meeting
- June 27:
 - Mayor Update Meeting
- June 29:
 - GNRC Project Delivery Task Force

**Administrative & Legislative Services Department
June 2023**

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	\$21,589,653	↓18.00
Industrial Development	\$86,000	\$61,536	↓28.00
State Street Aid	\$495,000	\$466,962	↓5.64
Parks Sales Tax	\$2,595,500	\$1,715,971	↓33.86
Solid Waste	\$1,356,081	\$1,118,183	↓17.54
Parks Impact Fees	\$405,744	\$405,744	0.00
Police Impact Fees	\$25,098	\$25,098	0.00
Fire Impact Fees	\$116,554	\$16,554	↓85.79
Road Impact Fees	\$33,909	\$33,909	0.00
Police Drug Fund	\$4,500	\$2,000	↓55.55
Debt Services	\$1,281,600	\$1,273,640	↓0.62
Wastewater	\$20,265,581	\$17,876,640	↓11.78
Dental Care	\$87,500	\$81,400	↓6.97
Stormwater Fund	\$1,972,599	\$1,651,402	↓16.28
Cemetery Fund	\$90,565	\$65,875	↓27.26

*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	104	103	72	78	120	125
December	84	73	71	58	72	104
January	116	117	123	81	122	177
February	111	105	75	93	119	113
March	145	145	106	107	131	142
April	103	105	154	85	138	185
May	138	153	133	82	129	121
June	35	52	47	45	50	52
Total	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	June 2023	FY 2023	FY 2022	FY 2021	Total for FY23	Total for FY22	Total for FY21
Purchase Orders \$0-\$9,999	33	1,448	1,442	1281	\$1,645,212.29	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	1	32	24	29	\$421,438.69	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	1	37	40	45	\$39,313,456.65	\$11,687,700.37	\$11,050,535.17
Total	35	1,517	1,506	1355	\$41,380,107.63	\$13,732,934.80	\$12,367,741.04

**Administrative & Legislative Services Department
June 2023**

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.	54	63	174	56	40	30,449	23,022	7,587	695,971	812,527
Dec.	32	39	13	156	82	27,768	22,904	17,483	847,724	1,055,111
Jan.	53	56	108	67	68	31,686	26,942	17,123	720,531	934,562
Feb.	47	52	135	22	40	28,043	23,253	19,796	N/A	762,985
March	62	57	39	85	61	30,614	30,026	22,930	N/A	879,671
April	72	68	101	43	56	31,817	31,127	20,881	N/A	820,505
May	51	54	38	27	29	35,606	31,335	23,514	5,998	946,897
June	42	674	214	48	123	23,919	34,600	30,909	10,251	901,328
Total	640	609	884	901	801	360,611	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.	11	6	29	13
Dec.	10	10	10	15
Jan.	18	18	11	23
Feb.	10	9	20	70
Mar.	9	14	11	69
April	11	11	7	41
May	3	10	11	29
June	1	10	11	36
Total	114	124	258	369

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

	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.	53	19	20	27
Dec.	70	42	27	20
Jan.	61	41	18	24
Feb.	20	41	72	41
March	41	38	36	34
April	68	26	26	35
May	50	39	48	26
June	47	47	58	28
FY Total	588	495	383	356

**Administrative & Legislative Services Department
June 2023**

White House Farmers Market

	Application Fees # (amount collected)	Booth Payments (\$)
January	2 (\$30)	\$300
February	5(\$75)	\$360
March	4(\$60)	\$600
April	4(\$60)	\$600
May	10(\$150)	\$1,620
June	5(\$75)	\$570
July	0	0
August	0	0
September	0	0
October	0	0
November	0	0
December	0	0
Total	30(\$450)	\$4,050

Building Maintenance Projects

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

Major projects this month include:

	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	12	23	16	7	18	34	12
December	8	17	19	3	8	19	9
January	11	6	11	16	14	16	23
February	10	8	16	18	7	21	6
March	16	14	12	11	7	17	16
April	6	13	17	2	12	25	14
May	34	20	25	11	6	26	27
June	19	14	31	10	9	23	14
Total	187	164	200	98	162	266	201

**Finance Department
June 2023**

Finance Section

During June the Finance Office continued the implementation of the new utility customer application process, and began working through the Assistant Finance Director position vacancy. The total property taxes billed for tax year 2022 is \$5.4 million. As of the end of June, approximately \$5.21 million (96.5%) was collected. Members of the Finance Office also participated in the following events during the month:

June 1: Assistant Finance Director interviews

June 12: Stormwater Advisory Board meeting

June 15: MTAS Legislative Update 2023 training

June 15: Monthly BMA meeting

June 27: Finance staff meeting

Performance Measures

Utility Billing

	June 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	56	307	284	357	171	62
Move Ins (#)	66	926	977	737	649	534
Move Outs (#)	71	831	898	743	602	534
Electronic new customer signups (#)	39	437	410	300	127	104
Electronic new customer signups (%)	32%	35%	33%	27%	15%	17%

Business License Activity

	June 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	5	95	92	76	69	75
Closed (notified by business)	0	9	7	6	10	9

Accounts Payable

	June 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	429	4455	4254	4079	4003	3940

**Finance Department
June 2023**

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	8,028,808	67%
Cemetery Fund	69,355	20,807	247,849	357%
Debt Services	1,112,015	333,605	796,976	72%
Dental Care Fund	38,650	11,595	160,629	416%
Roads Impact Fees	59,190	17,757	558,045	943%
Parks Impact Fees	61,429	18,429	309,723	504%
Police Impact Fees	43,930	13,179	671,312	1528%
Fire Impact Fees	28,875	8,663	443,984	1538%
Industrial Development	120,145	36,044	217,361	181%
Parks Sales Tax	1,207,310	362,193	420,222	35%
Police Drug Fund	5,050	1,515	58,817	1165%
Solid Waste	1,146,400	343,920	687,900	60%
State Street Aid	467,832	140,350	288,492	62%
Stormwater Fund	1,036,000	310,800	961,871	93%
Wastewater	5,011,600	1,503,480	8,627,168	172%

*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	12,830,439	↑ 7.51%
Cemetery Fund	69,355	51,485	↓ 25.77%
Debt Services	1,112,015	1,209,779	↑ 8.79%
Dental Care	38,650	44,382	↑ 14.83%
Roads Impact Fees	59,190	343,363	↑ 480.10%
Parks Impact Fees	61,429	323,677	↑ 426.91%
Police Impact Fees	43,930	342,156	↑ 678.87%
Fire Impact Fees	28,875	225,944	↑ 682.49%
Industrial Development	120,145	197,479	↑ 64.37%
Parks Sales Tax	992,310	1,051,361	↑ 5.95%
Police Drug Fund	5,050	24,011	↑ 375.47%
Solid Waste	1,146,400	1,195,022	↑ 4.24%
State Street Aid	467,832	468,725	↑ 0.19%
Stormwater Fund	1,036,000	1,071,976	↑ 3.47%
Wastewater	5,011,600	7,400,375	↑ 47.66%

*Realized amounts reflect revenues realized from July 1, 2022—June 30, 2023

Human Resources Department
June 2023

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

June 01: Assistant Finance Director Interviews
 June 06: Chamber of Commerce Board Meeting
 June 07: Firefighter Interviews
 June 08: Board of Mayor and Aldermen Study Session - Ward 4 Vacancy Interviews
 June 12: Chamber of Commerce 100 Members in 100 Minutes
 June 13: Wastewater Tech I Interviews
 June 15: Municipal Technical Advisory Service Legislative Updates Class
 Board of Mayor and Aldermen Meeting
 June 27: Part Time Parks Attendant Interview
 June 28: Board of Mayor and Aldermen Meeting

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	1	0	1	0
December	0	0	0	0

Three-year average:

8.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	1	0	1	1
February	0	1	0	3
March	0	0	2	0
April	0	0	1	2
May	0	1	0	1
June	0	1	3	0
Total	6	4	9	8

**Human Resources Department
June 2023**

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	0	1	3	1
December	2	0	0	0

Three-year average: 5.5

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

Current year turnovers that occurred within
90 day probationary period: 5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	0	4	2	2
February	0	2	0	1
March	2	3	0	1
April	0	2	2	0
May	0	2	0	2
June	1	1	3	2
Total	10	19	12	18
Percentage	9.71%	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	0	1 (S)
December	0	0	1 (T)	0

Three-year average: 3.5

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

**Police Department
June 2023**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in May:** White House Rotary Meeting (June 1, 15, 22 & 29), Command Staff Meeting (June 1), Americana Celebration Planning (June 14), Board of Mayor & Alderman Meeting (June 15) and Department Head Staff Meeting (June 26).

➤ **Police Department Administration Performance Measurements**

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

Susan Johnson, Accreditation Manager, is in the 4th edition of our TLEA program into PowerDMS which includes 164 standards. She is working on finishing up 2021, 2022 and 2023 proofs. The goal is to achieve re-accreditation from the Tennessee Law Enforcement Accreditation program this December 2023. She will be attending the 2023 LEACT Fall Conference in Pigeon Forge this August 30- Sept. 1.

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 28 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,120 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	168	0	168
February	0	610	0	610
March	0	652	24	676
April	0	280	0	280
May	0	264	0	264
June	0	144	0	144
Total	0	2,118	24	2,142

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	June 2023	FY 2022-23
Three (3) Officers per Shift	11	559
Four (4) Officers per Shift	49	115

2. ***Acquire and place into service two Police Patrol Vehicles.*** Two new vehicles were approved at the August Board of Mayor & Alderman Meeting. The vehicles have been ordered from Lonnie Cobb Ford.
3. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.***
Fall Compliance Checks – 100% Passed.

**Police Department
June 2023**

4. *Maintain or reduce TBI Group A offenses at the three-year average of 60 per 1,000 population during the calendar year of 2023.*

**** Note: Totals do not include May 2023 Stats due to Tyler Technologies Stats program was not working during this time.**

Group A Offenses	June 2023	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	13	<1	45	3
Crimes Against Property	32	2	104	7
Crimes Against Society	18	1	69	5
Total	63	4	218	15
Arrests	46		118	

**U.S. Census Estimate 7/1/2022 – 14,516*

5. *Maintain a traffic collision rate at or below the three-year average of 405 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2023.*

	June 2023	TOTAL 2023
Traffic Crashes Reported	39	234
Enforce Traffic Laws:		
Written Citations	160	312
Written Warnings	113	404
Verbal Warnings	306	1,229

6. *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 2023.*

COLLISION RATIO				
<u>2023</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
June	39	2 YTD 31	5%	13% YTD 234

Traffic School: There was no Traffic School in the month of June.

Staffing:

- Ofc. Terry Brown (TJ) graduated from the Tennessee Law Enforcement Academy on June 23rd. He has been released from FTO and on the road.
- Ofc. Christopher Sampson and Ofc. Blake McClusky are on FTO. They have been approved for the Tennessee Law Enforcement Training Academy that will start July 9th.
- Ofc. Brent Loveday submitted his resignation. His last day is July 7th. He will be returning to East Tennessee to be closer to family.
- We currently have 2 positions open and are continuing to accept applications.

Sumner County Emergency Response Team:

- Nothing to report at this time.

**Police Department
June 2023**

Support Services Performance Measurements

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2023.*

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.

2023 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
June		

Communications Section

	June	Total 2023
Calls for Service	1,298	6,296
Alarm Calls	54	276

Request for Reports

	June	FY 2022-23
Requests for Reports	20	373
Amount taken in	\$16.50	\$283.55
Tow Bills	\$0.00	\$840.00
Emailed at no charge	27	484
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Sgt. Bagwell attended Network meeting in Gallatin June 16th
- All Purchases with grant funding are in and paperwork currently being submitted for reimbursement.
- Approximately 9,000 of the 25,000 overtime DUI Grant has been used.

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.* D.A.R.E Graduation was May 11th. **Completed.**
2. *Plan and coordinate Public Safety Awareness Day as an annual event.* Discover White House Expo & Safety Day is normally in October.

**Police Department
June 2023**

3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.***
Citizen's Police Academy has been cancelled. We are planning to have several new programs for the public.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - June 3rd – SPEARE class at the Police Department.
 - June 5th – Sgt. Enck attended #NOFILTER meeting.
 - June 6th – Sgt. Enck did a Safety Talk at Small Wonders.
 - June 7th – Sgt. Enck handed out badges and free ice cream coupons at the Farmers Market.
 - June 21st – We participated in the Touch a Truck and Cruiser at the Farmers Market.
 - June 21st – Sgt. Enck handed out badges and free ice cream coupons at the Farmers Market.
 - June 23rd – Sgt. Enck spoke and instructed self-defense at #NOFILTER.
 - June 28th – Sgt. Enck handed out badges and free ice cream coupons at the Farmers Market.

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

- Americana – 6/29 & 6/30 Security at the Carnival.

Upcoming Events:

- July 1st - White House Americana.

2023 Participation in Joint Community Events		
	<u>June</u>	<u>Year to Date</u>
Community Activities	9	42

**Fire Department
June 2023**



Summary of Month's Activities

Fire Operations

The Department responded to 161 requests for service during the month with 108 responses being medical emergencies. The Department also responded to 5 vehicle accidents of which 3 had injuries, and 2 had no injuries. Of the 161 responses in the month of June there were 28 calls that overlapped another call for service that is 17.39% of our responses for the month. That brings the overlapping call volume for FY22-23 to 329 or 17.02% of the call volume.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in June from dispatch to on scene time averaged was, five minutes and twenty-five seconds (5:25). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and two seconds (13:02).

Department Event

- June – 1st Station Tour
- June – 3rd & 4th FF Jackson attended Advanced Vehicle Extrication in Johnson City, TN
- June – 8th Water Day with WH Library
- June 13th Monthly Officer Meeting
- June – 21st "Touch a Truck" at WH Farmers Market
- June – 22nd Fire Truck Committee meeting

Fire Administration

- June – 7th Firefighter recruit interviews
- June – 13th Americana Celebration Planning Meeting
- June – 19th Met with a local land owner concerning Fire Station 3 land
- June – 20th Met with a local land owner concerning Fire Station 3 land

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	36
Rescue & Emergency Services	1321
Hazardous Conditions (No Fire)	60
Service Calls	120
Good Intent Call	137
False Alarms & False Call	194
Calls for The Month	161
Total Responses FY to Date	1887

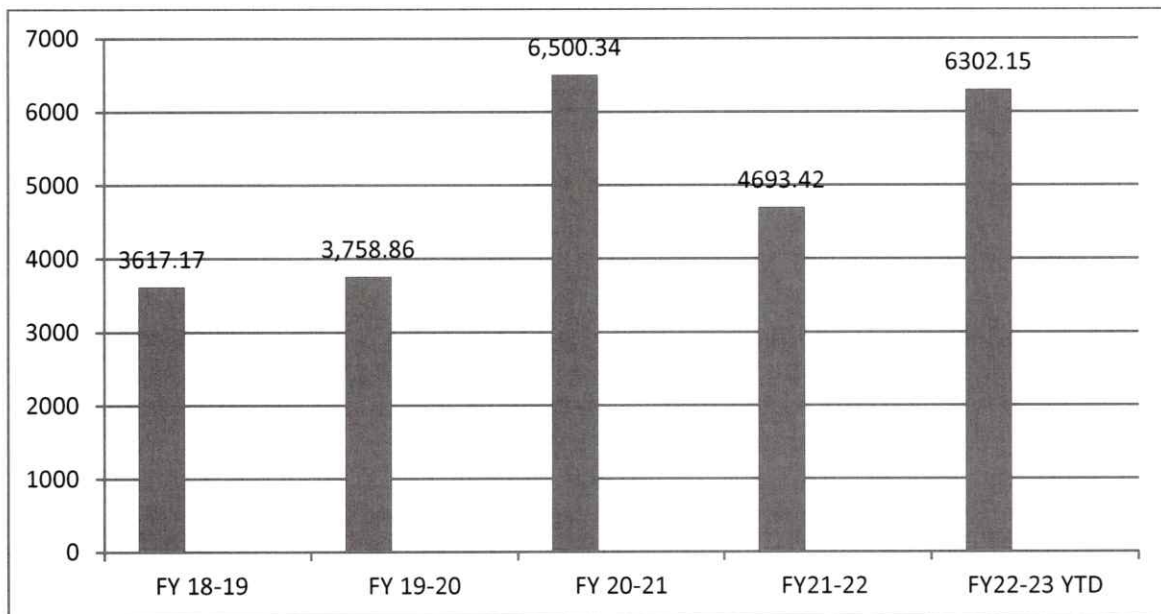
**Fire Department
June 2023**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	103	1223	64.81%
Station #2 (Business Park Dr)	58	664	35.18%

Fire Fighter Training

The Department goal is to complete the annual firefighter training of 228 hours for career firefighters. The total hours of 4560 hours of training per year is based on twenty career firefighters.



	Month	FYTD
Firefighter Training Hours	405.03	6302.15

Training breakdown for ISO and NFPA*

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	42.5	97	36	67.37	8
Total for FY	88.55	2465	684	778.02	494.59

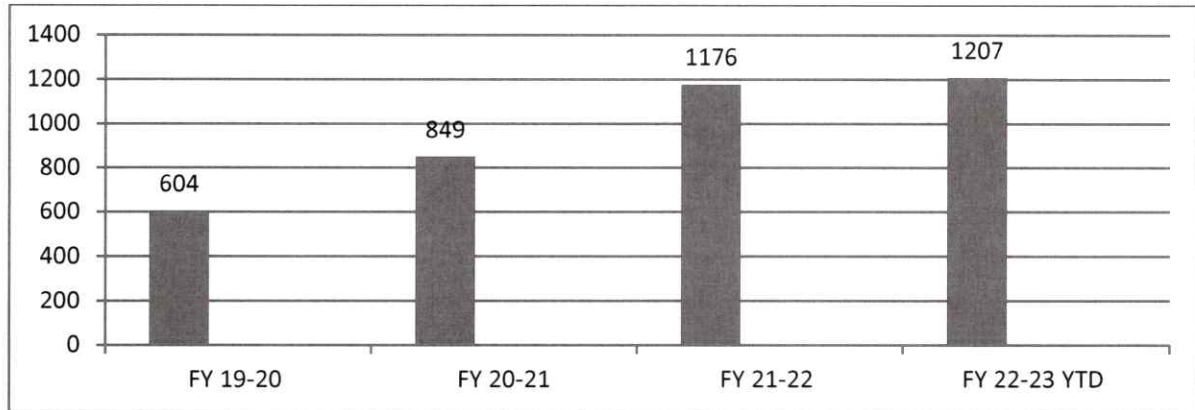
*National Fire Protection Association – The fire service industry standard.

Insurance Service Office – A nationally recognized agency that rates fire departments on their level of readiness. This rating is used by insurance companies to determine insurance rates for their customers.

**Fire Department
June 2023**

Fire Inspection

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

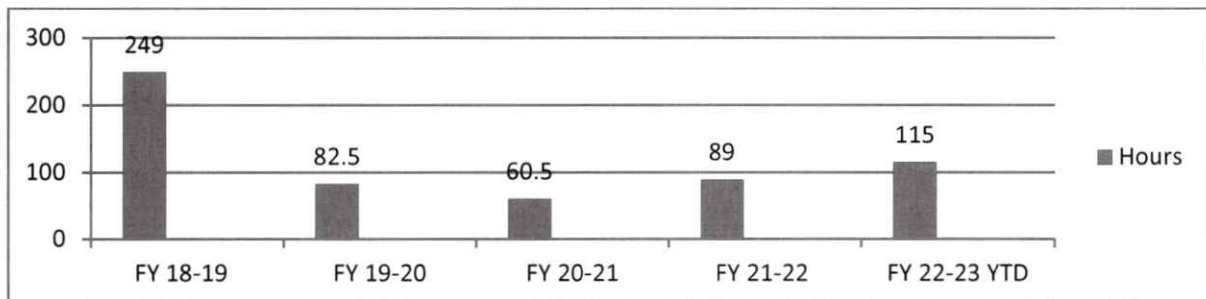
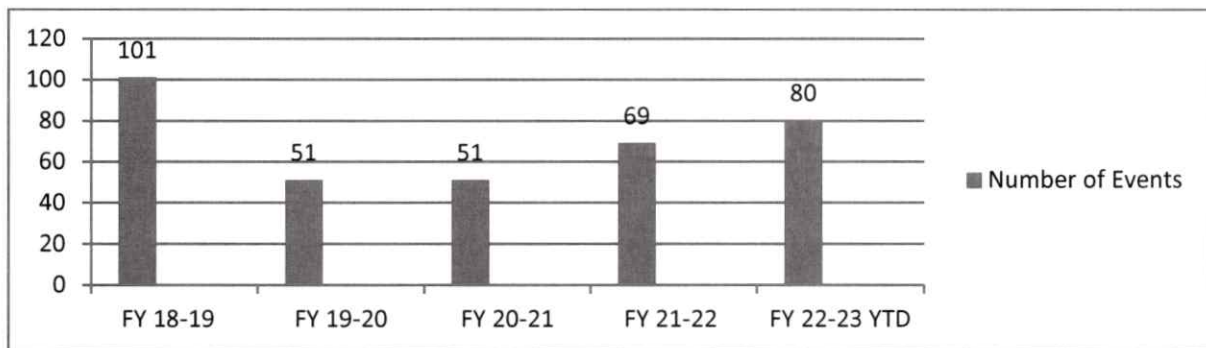
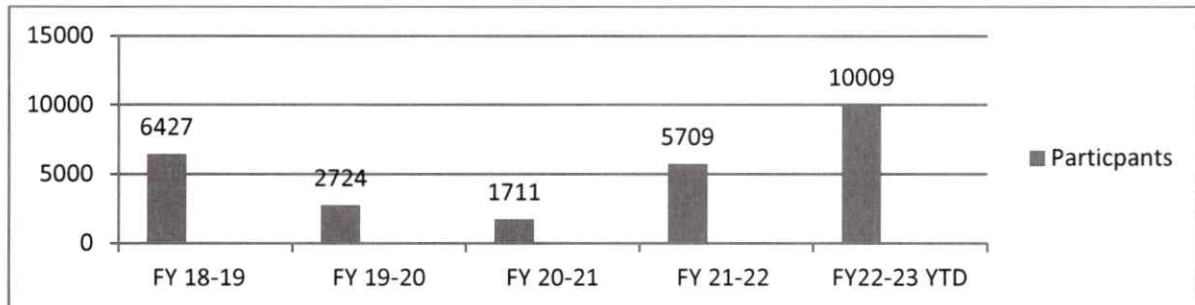


	Month	FYTD
June Fire Inspection	126	1207
Reinspection	15	123
Code Violation Complaint	3	15
Violations Cleared	10	77
Annual Inspection	16	124
Commercial Burn Pile	Discontinued	9
Knox Box	2	31
Fire Alarms	6	38
Measure Fire Hydrant	2	4
Plans Review	13	86
Pre-C/O	1	18
Pre-incident Survey	20	249
Sprinkler Final	1	20
Final/Occupancy	2	24

**Fire Department
June 2023**

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 currently; Career Day, Station tours, Fire Extinguisher training and Discover WH/Safety Day.



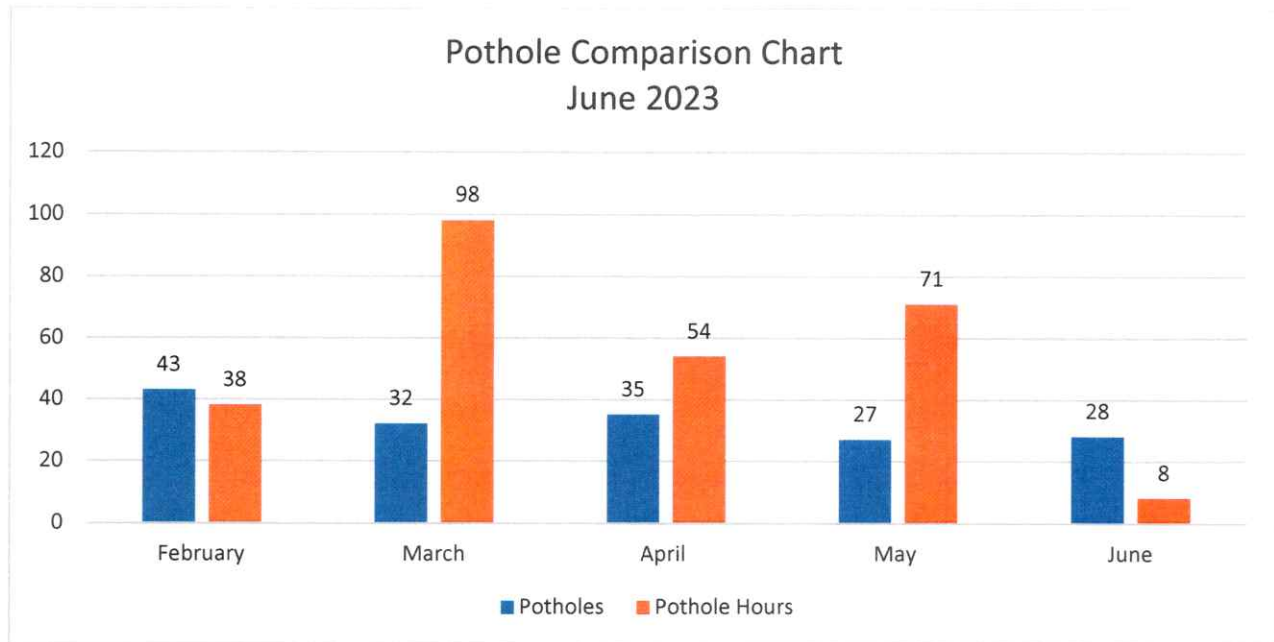
	Month	FYTD
Participants	247	10009
Number of Events	6	80
Education Hrs.	7.5	115

Social Media Statistics for the Month

Post Reach	2121
Post Engagement	558
New Page Followers	14

Public Services Department – Public Works Division
June 2023

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.

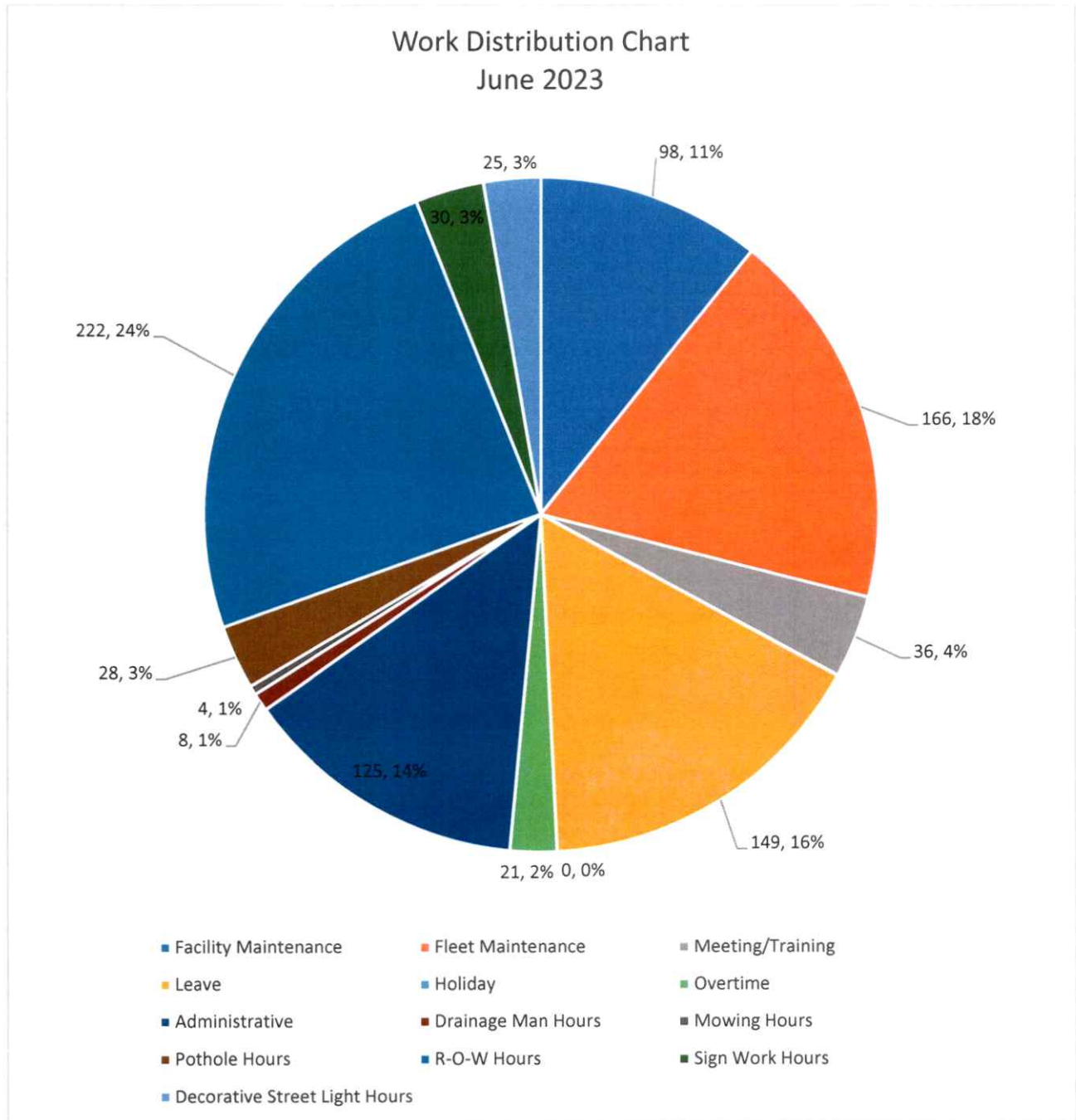
Pothole Complaint Response Time

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
215 Skyline Drive	6-4-2023 at 12:29 PM	6-5-2023 at 3:23 PM	27 hours 54 mins
Kennedy Drive	6-4-2023 at 12:29 PM	6-5-2023 at 3:23 PM	27 hours 54 mins
7878 Melton Road	6-5-2023 at 10:43 AM	6-5-2023 at 3:24 PM	4 hours 41 mins
204 Reidway Drive	6-5-2023 at 11:56 AM	6-5-2023 at 3:45 PM	3 hours 49 mins

**Public Services Department – Public Works Division
June 2023**

Total Hours Worked in The Public Works Department were 876 Hours. The chart below show what percentage of time was spent on each job task.



**Public Services Department – Public Works Division
June 2023**

Monthly Work Log

Thursday 6-1-2023

- Facility and Fleet Maintenance.

Monday 6-5-2023

- Facility and Fleet Maintenance / Repaired Potholes on Skyline Drive, Kennedy Drive, Melton Rd, and Reidway Drive

Tuesday 6-6-2023

- Repaired Gridsmart Camera at Wilkinson Lane and 76 Intersection (Pulled new CAT 5 Cable) / Delivered equipment to Hickerson Lane for Stormwater / Fixed Hickerson Lane Road Sign

Wednesday 6-7-2023

- Delivered Flex-a-Mat erosion control blanket to Hickerson Drive / Picked up barricades from City Hall / Delivered Barricades for Library event / Set up message boards for library event / Made repairs to trailer at shop.

Thursday 6-8-2023

- Went to College Street to drop off barricades from City Hall / Performed Traffic Control while Chris used MowerMax to trim trees on Calista Road / Employee Luncheon / Drilled holes in trailer for new decking boards / Changed message on message boards for Fandom Con Event.

Monday 6-12-2023

- Continued working on new decking boards for trailer / Installed Pug Milled Base Stone on Sage and McCurdy Intersection / Set up message board at Villages Court for Box Culvert Project / Crew Meeting.

Tuesday 6-13-2023

- Removed Pug Milled Base Stone from Sage and McCurdy Intersection due to complaints / Convened for meeting about Americana Fest Celebration / Removed Digital Speed Limit Signs from Eastside Drive and installed them on 31W took capture traffic counts for Chamber of Commerce / Cleaned up chunks of asphalt from dump truck that lost its load on 31W / Re-installed Raymond Hirsch Parkway Sign at Raymond Hirsch and 31W Intersection.

Wednesday 6-14-2023

- Decorative Street Light Repairs on Holly Lane, Willowleaf Lane, Sundance Way, Dorchester Drive, Williamsburg / Installed new CAT 5 Cable at 76 and Byrum Drive / Straightened Stop Sign at 31W North Trailhead.

Thursday 6-15-2023

- Mowed Industrial Drive / Training Meeting at Traffic Signal Cabinet / Changed batteries in Radar Signs on Tyree Springs Road / Evaluated Gridsmart Camera.

Monday 6-19-2023

- Evaluated Gridsmart Camera at 31W and Sage Road / Evaluated Camera at SR76 and 31W / Completed Target Solutions / Worked on Unit 1333 and made repairs to truck / Facility Maintenance.

Tuesday 6-20-2023

- Power Cycled Gridsmart Camera at Byrum Drive and Richard Wilks Intersection / Cleaned Units 1326 and 1332. Picked up additional material from order at Auto Zone / Changed oil in unit 200 / Finished Target Solutions.

Wednesday 6-21-2023

- Replaced Junction Box at Richard Wilks and Wilkinson Lane Intersection / Trained other employees on operations of bucket truck / String Trimmed around Traffic Signal Boxes at 76 NB and SB Ramps / Touch-a-Truck Participation at Farmers Market

Thursday 6-22-2023

- Repaired Decorative Street Lights in Sumner Crossing Subdivision / Inspected and measured electrical box near interstate / Worked on Signal Controller at Richard Wilks and Wilkinson Lane and City Hall / Delivered controller to City Hall location so that TCS Signal Tech could work on it on Friday.

Monday 6-26-2023

- Met with Kevin Whittaker to talk about the dumpsters to be used at Americana Celebration and Soccer Tournament afterwards / Delivered barricades to Soccer Complex for Americana Celebration / Moved dumpster at Soccer Complex / Put belt barricades together for Americana Celebration / Greased skid steers and other equipment.

Tuesday 6-27-2023

- Safety Committee Meeting / Mowed Industrial Drive and Hardee's next to NB Off Ramp / Repaired Stop Sign on Harper's Way and Union Road / Spoke to Black Lion about repairing OneDrive.

Wednesday 6-28-2023

- String trimmed Tison Lane ditch line / Delivered 20 cones to Park Pavilion for Farmers Market / Fixed Meadows Road, road sign / Acquired invoice for pump sprayer so that it could be delivered to Northern Tool to be repaired / Delivered Message Board to Middle School for Americana Celebration.

Thursday 6-29-2023

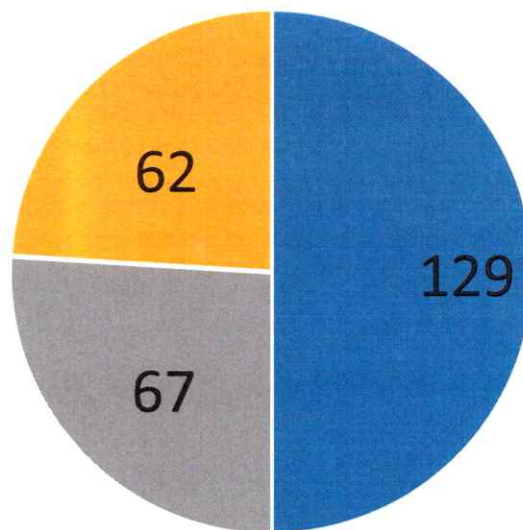
- Picked up barricades, cones, and temporary handicap signs from the park / Set up barricades at Americana Celebration / Setup shuttle bus parking signs / Cut tree and removed from Boyles Road / Went to Chamber of Commerce to help load trailer / Put all cones in the shop on trailer to prep for Americana Celebration.

Public Services Department – Public Works Division
June 2023

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).

Sign Replacement Graph



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

Public Services Department – Public Works Division
June 2023

Public Works/Streets & Roads Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-May	23-Jun	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	686	876	8,290
Facility Maintenance	3494	2187	1,227	1,137	887.25	132	98	1,015
Fleet Maintenance	1034	514	282	380	422.5	36	166	674
Meeting/Training	502	510	517	400	457	50	36	300
Leave	1,253	576	613	810	823	69	149	824.5
Holiday	795	470	385	555	545	0	0	355
Overtime	508.5	488	414	311	152.75	6	21	298
Administrative	385	698	803	867	1153.25	173	125	1,766
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	0	8	93
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	0	4	183.5
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	35	8	324
Pothole Hours	0	759	734	1,181	831.5	54	28	436.5
R-O-W Hours	0	2835	2416	4,027	3044.5	107	222	2,046
Sign/Repaired	0	120	91	84	63	0	15	85
Sign Work Hours	0	289	179	234	109	13	30	215
Salt Hours	0	10	143	24	76.5	0	0	78.5
Salt Tons	0	12	20	23	18	0	0	18
Decorative Street Light Hours	0	57	46	125	133.5	6	25	184
Traffic Light Hours	0	0	65	20	158	0	0	15

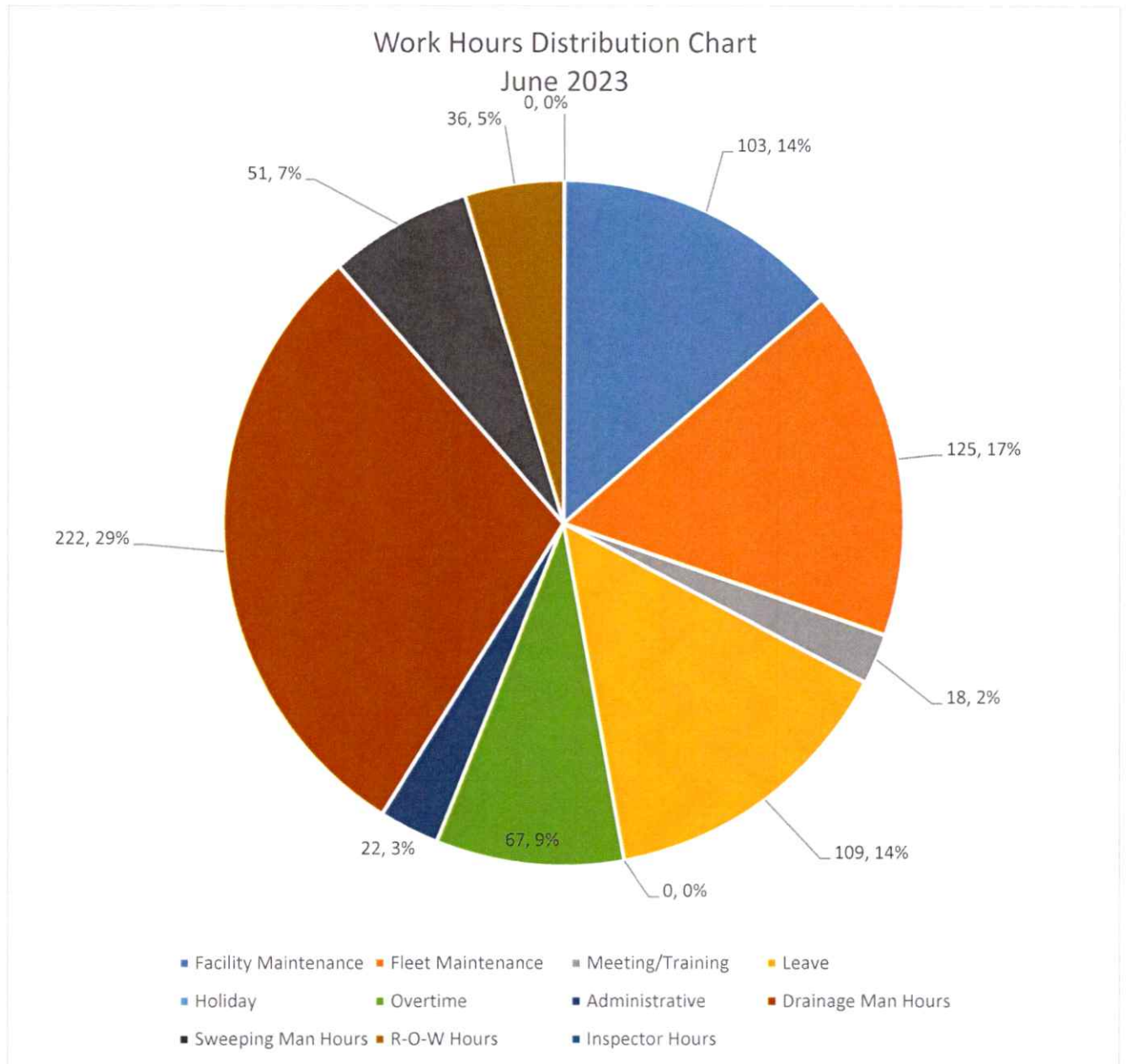
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-May	23-Jun	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	380	340	3,436
Facility Maintenance	3494	723	446	574	394.5	0	37	352
Fleet Maintenance	1034	488	445	331	294.5	50	7	169
Meeting/Training	502	265	130	135	127.5	4	6	113
Leave	1,253	428	700	476	336	30	19	424
Holiday	795	270	230	230	230	20	0	210
Overtime	508.5	119	4	12	39.5	0	0	16
Administrative	385	167	1	0	72.5	5	0	22
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					3	6	45
R-O-W Hours	0	166	30	97	170	2	6	117
Salt Hours	0	0	0	0	0	0	0	79
Salt Tons	0	0	0	0	0	0	0	15

Sanitation	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-May	23-Jun	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	751	775	6,624
Brush Truck Loads	459	551	522	578	584	75	74	660
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	356	356	4,351
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	146	137	1,415
Litter Pickup Bags	334	507	546	511	456	62	58	604
Litter Pickup Hours	1147	1132	985	957	892	119	129	1,139

Public Services Department – Stormwater Division
June 2023

Total Hours Worked in The Stormwater Division were 747 Hours. The chart below show what percentage of time was spent on each job task.



Public Services Department – Stormwater Division
June 2023

Monthly Work Log

06/01/2023 – 06/03/2023

WO060123009 Open trench inspection (behind Kroger's)



WO06012310 Inspection at Jackson Farms



WO060123013 City Wide Mowing



Public Services Department – Stormwater Division
June 2023

06/04/2023 – 06/10/2023

WO060523006 Street Sweeping. Due to a problem with the Waste Management trash truck it dump trash all over 201 Churchlawn Court.



WO060623001 400 Wilkinson Lane. Repair the wash out area and reshaped drainage installed Flex Matting



Public Services Department – Stormwater Division
June 2023



Public Services Department – Stormwater Division
June 2023

WO060623002 Street Sweeping



WO060823003 Street Sweeping



WO060823007 The Mill's inspection



Public Services Department – Stormwater Division
June 2023

WO060823008 Mowing tree line on Calista Road



WO060923001 Mowing wastewater ponds



Public Services Department – Stormwater Division
June 2023

WO061023001 College Street shut down for Fandom Fair and swept parking lot at the shop.



WO061023003 Mowing of the gun range



06/11/2023 – 06/17/2023

WO061223005 941 Tryee Springs Roads. Mrs. Harwood reports that the drainage ditch in the front yard is not draining properly and holds water. After inspection we found the drainage pipe under Tryee Springs Roads had been moved (maybe by a bush hog) contacted State and they inspected the area and advised us that the pipe is ok and also they found a water leak under the road. Contacted WHUD to repair.



Public Services Department – Stormwater Division
June 2023

WO061223012 Due to the heavy trucks on Hobbs Drive it caused the drainage grates to moved. We installed a concrete head wall to help keep them in place.



WO061323001 101 Westchester Drive. The outlet of the drainage system was clogged and we removed and clean out the drainage system.



Public Services Department – Stormwater Division
June 2023

WO061323004 Inspection at the Mill's



06/18/2023 – 06/24/2023

WO061923003 Replace engine door cylinder on MowerMax



WO061923004 Emergency repair on the Street Sweeper lug nuts.



Public Services Department – Stormwater Division
June 2023

WO062023001 Replaced coolant hose on truck 1333



WO062023003 Open ditch inspection at Krogers



WO062023006 Open ditch inspection at the Mill's



Public Services Department – Stormwater Division
June 2023

WO062023007 Firehall #2 drainage clogged area not being maintain.



WO062023008 Open ditch inspection at the Mill's



Public Services Department – Stormwater Division
June 2023

WO062223001 Touch a truck day at the park. (Sunny the Salamander was Brooke Chavalas)



WO062323002 Capital improvement project at Village Court



Public Services Department – Stormwater Division
June 2023

WO062323003 802 Indian Ridge Circle received a called that there is a sinkhole in the street.



06/29/2023 – 06/30/2023

WO062723006 The creek by the gun rage washed out and needed repaired.



Public Services Department – Stormwater Division
June 2023

WO062723008 Mowing for Americana



WO062823001 117 Tison Lane Mowing



WO062823006 Street Sweeper replacement of the brush heads.



Public Services Department – Stormwater Division
June 2023

WO062823008 Street sweeping for Americana



WO052223009 423 Foster Dr. Ms. Smelcer just purchased this home and is experiencing some drainage issues. After inspection there was a waster water leak and standing water in front yard.



**Public Services Department – Stormwater Division
June 2023**

Inspectors Notes

Daily Work Log:

June 1st-June 23rd- FMLA.

June 26th- Form Inspections @ The Parks (412,411,386,409,408). Inspection at Villages Ct. Box Culvert Project.

June 27th- Inspections at Willow Grove (Final 77) (Form 40) Final Road at The Reserve (Lot 2). Open Trench at The Mill. Fence at 100 Cider Mill, 440 Meandering. Pre-Con for the Frey Branch.

June 28th – Proof Roll for The Parks Phase 4b (1st lift of base stone) Open trench at Highland Park. EPSC at Springbrook and Highland Park.

June 29th – Open Trench at The Mill and Highland Park. Final inspection at The Reserve (Lot 2). Inspection at Villages Ct. Box Culvert Project. EPSC Inspection at Dorris Farms Phase 1 and Willow Grove.

EPSC Site Inspections	4
Land Disturbance Permits	35
Open Trench Inspections	5
Fence Inspections	11
Proof Rolls	2
Public Works Inspection	38
Final Storm	40
Final Road	40
Total Inspections for June	175

Inspectors Time:

PTO – 73.39

Hours Worked- 40.5

Overtime: .5 hours

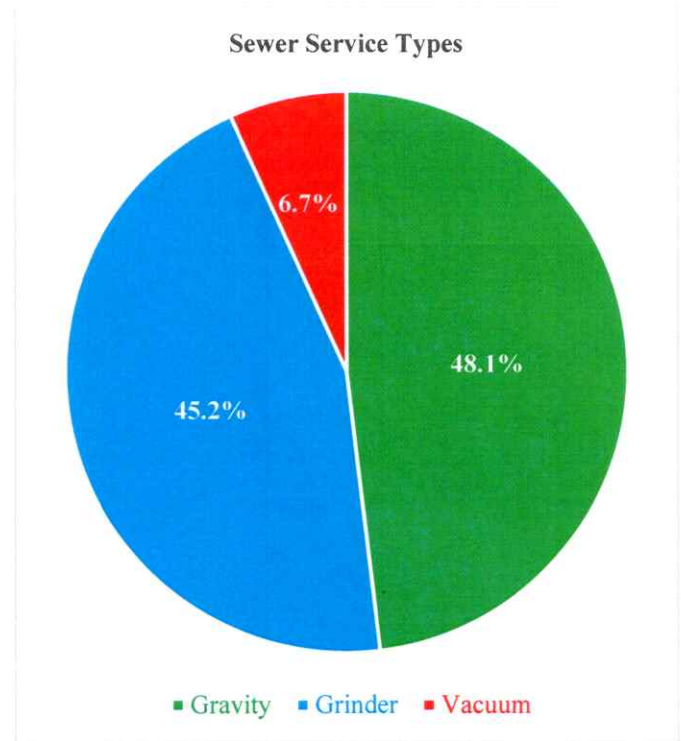
**Public Services Department - Wastewater Division
June 2023**

Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, vacuum services, and various types of lift-stations. As of **June 30th, 2023**, City personnel count a total of **6,603** sewer system connections, with **56 new** applications for service in **June 2023**. Additionally, **430 new apartment units** have been built for the Cardinal Pointe and The Mill developments. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,175
Low-Pressure Grinder Sewer Connections	2,982
Vacuum Sewer Connections	445

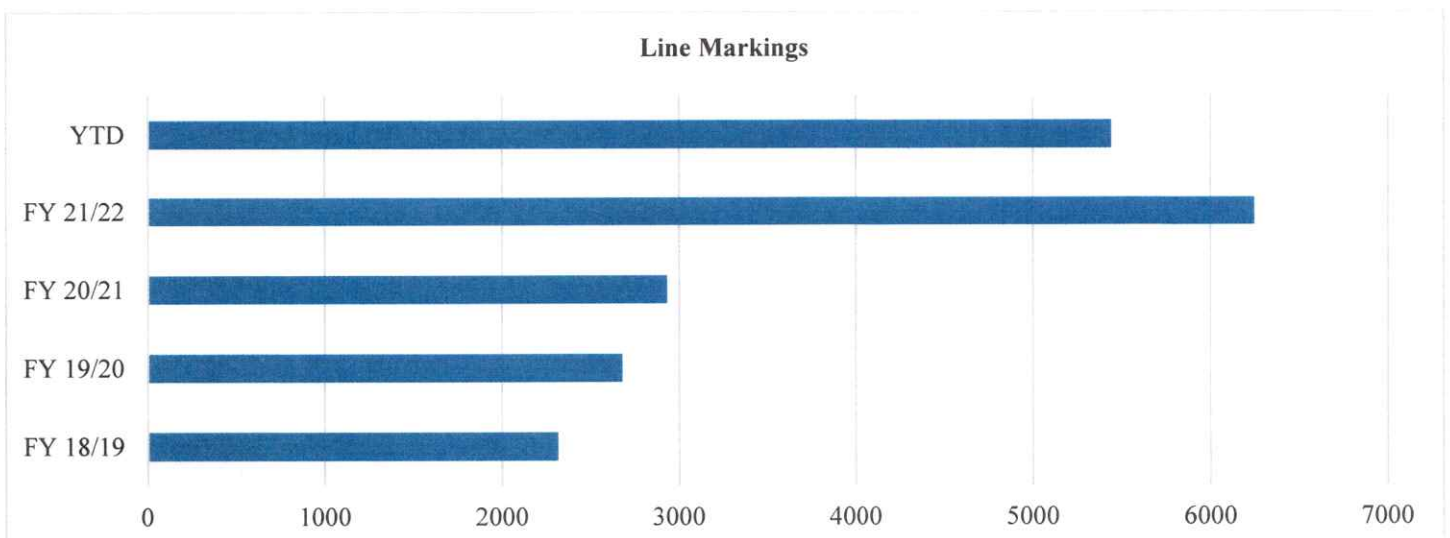
The City counts **187** commercial grinder stations, **2,795** residential grinder stations, and **28** major lift stations integrated into our system.



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. Total requests decreased slightly in the 2022/2023 fiscal year, but remain nearly double 2020/2021 levels.**

Line Markings	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>June 2023</u>	<u>FY 22/23 YTD</u>
Tennessee 811	2315	2680	2933	6245		367	5441



**Public Services Department - Wastewater Division
June 2023**

<u>Lift-Station Repairs</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>June 2023</u>	<u>FY 22/23 YTD</u>
Union Road	6	6	9	0		1	2
Summerlin	2	5	22	0		0	0
Settlers' Ridge	1	1	1	1		0	0
Willow Grove	n/a	n/a	n/a	n/a		0	0
Cope's Crossing	7	8	6	9		0	3
Cambria	1	4	3	4		1	2
Belmont Lodge Apartments	n/a	n/a	n/a	0		0	2
Kensington Green	n/a	1	0	0		0	0
Meadowlark Townhomes	n/a	n/a	n/a	0		0	0
Meadowlark	4	2	1	1		0	2
Sage (aka Hester)	0	1	0	0		0	1
Loves Truck Stop	n/a	0	0	3		0	1
Highway 76 (aka Springfield)	1	1	0	0		0	0
Portland	1	0	1	0		0	1
North Palmers Chapel Vacuum Station	8	3	1	7		0	2
Villas at Honey Run	n/a	n/a	n/a	1		0	3
31W Apartments	n/a	n/a	n/a	0		0	0
Calista Apartments	n/a	n/a	n/a	0		0	0
Calista Vacuum Station	4	2	1	9		0	4
Concord Springs	n/a	0	0	2		0	0
Fields at Oakwood	n/a	n/a	2	2		0	0
Los Jalapenos	n/a	n/a	n/a	0		0	1
Mt. Vernon Apartments	n/a	n/a	n/a	0		0	0
Grove at Kendall	n/a	n/a	n/a	0		0	0
Wilkinson Lane	1	3	1	3		0	2
Heritage High School	2	1	0	0		0	0
Legacy Farms	n/a	n/a	n/a	0		0	0
The Parks #1	n/a	0	0	0		0	0
Treatment Plant	4	6	3	0		0	0

**Public Services Department - Wastewater Division
June 2023**

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:

Cambria: Bearing failure in pump #1 caused damaged to the rotating assembly for this pump. The replacement rotating assembly and belts have been installed, and the station has been returned to normal operation.

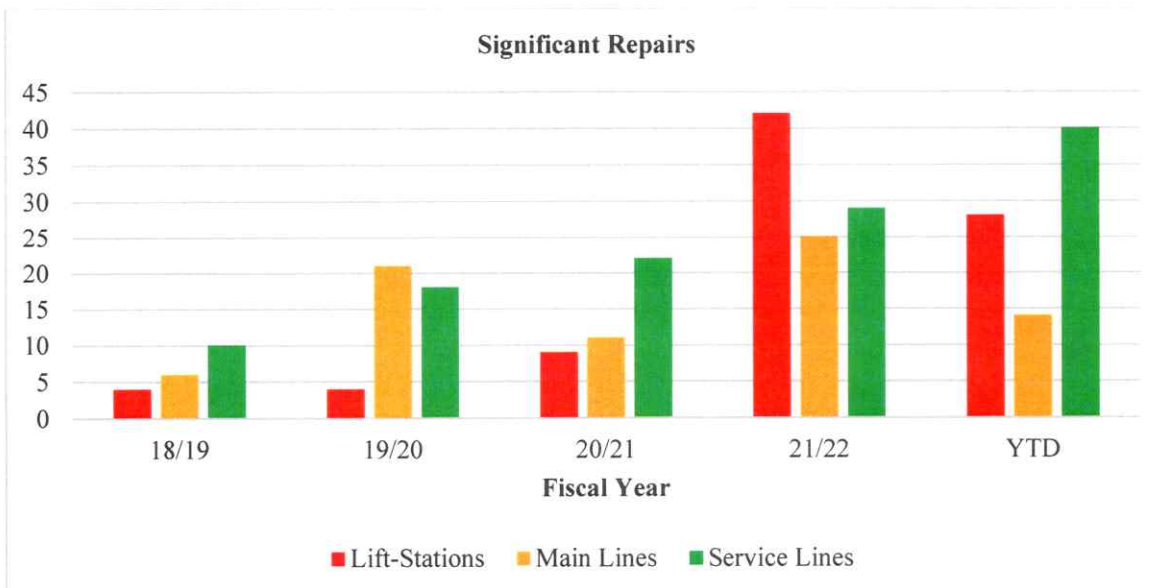
Union: The check-valves in the pressurized discharge line are not seating correctly, and are causing water in the receiving force-main to slowly seep back into the lift-station wet-well. Replacement check-valves have been ordered, and we are awaiting delivery. The station is currently functioning without issue; the pumps simply have to run more frequently.

Heritage: Alarms were received from this station on Friday, June 30th when utility power was lost to most areas of the City. When power was restored, the station continued to alarm as it was not receiving sufficient current from one of the phases. The issue was repaired by CEMC on Monday, July 3rd, and the station is currently operating normally.

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>June 2023</u>	<u>FY 22/23 YTD</u>
Major Stations	4	4	9	42		2	28
Main Line	6	21	11	25		1	14
Service Line	10	18	22	29		4	40

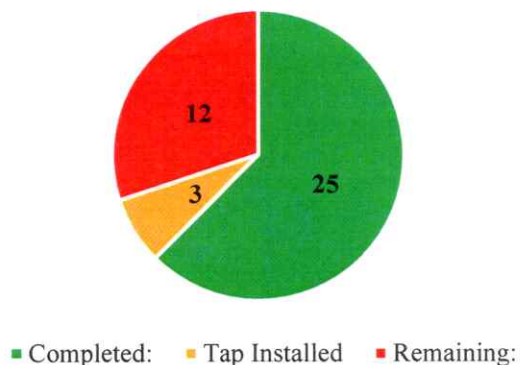


Public Services Department - Wastewater Division
June 2023

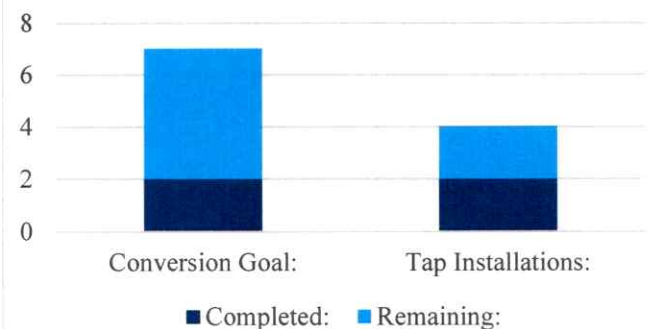
Ongoing Projects:

- 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. **Phase-1 (from the intersection of DeeCee/SCT to the end of Hester Dr) has been fully completed. Phase-2 (Hester Dr to the intersection of Sage/Cardinal) pipe installation and site cleanup is complete, and is only pending final pavement patching of Sage Rd to close out. Phase-3 bids were opened on May 1st, and the bid has been awarded to Twin States. Pipe materials and fittings have been delivered and staged, and we are anticipating work to begin on the project within the coming weeks. Phase-3 will run from the intersection of DeeCee Ct and SCT Dr to the Wastewater Treatment Plant located at the end of Industrial 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 pumps #2 and #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pumps #2 and #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. A second Busch pump has been rebuilt by the manufacturer and installed, and the station is currently operating normally.**
- 3. 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 were planned for the 2022/2023 fiscal year, though ultimately only two full conversions and two additional tap installs could be completed. Additional projects are currently being planned for the FY23/FY24 budget year. **A total of 25 projects have now been completed on the list of 40.**

Total Planned Septic-to-Sewer Conversions:



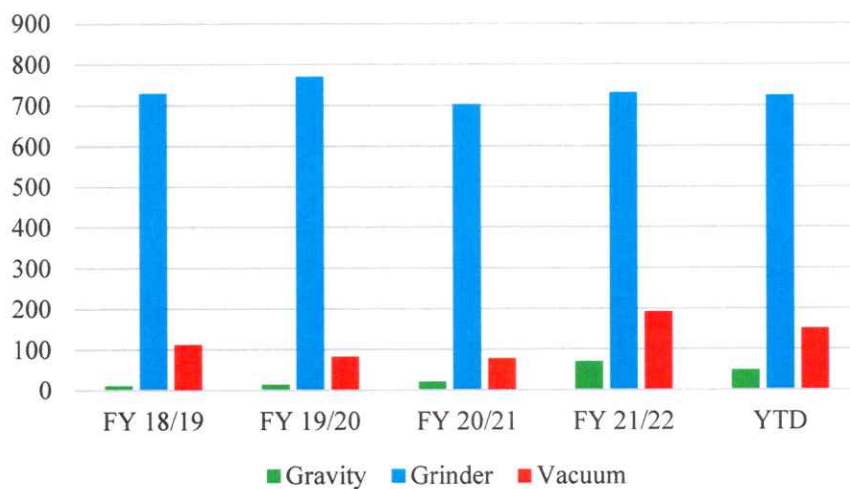
Septic-to-Sewer Conversion Goals
(FY-2022/2023)



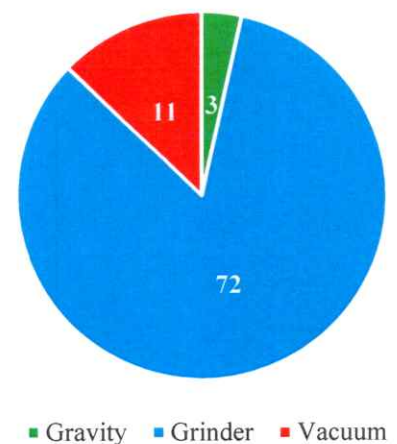
**Public Services Department - Wastewater Division
June 2023**

<u>Work Orders</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>June 2023</u>	<u>FY 22/23 YTD</u>
Vacuum System Service Request	112	82	78	191		11	149
Gravity Service Request	10	13	20	69		3	48
Low Pressure Service Request	728	770	702	730		72	723
Total Pumps Replaced	361	449	492	472		42	459
Total Pumps Rebuilt	n/a	n/a	135	114		0	30
Total Warranty Pumps Returned	n/a	n/a	n/a	129		10	125
Grinder Tank PM Program	358	267	219	117		12	132
Open Trench Inspections	103	226	409	702		55	653
Final Inspection for New Service	62	110	248	405		49	489
Grease Trap Inspections	n/a	n/a	n/a	n/a		24	162
Sanitary Sewer Overflow (SSO)	3	49	19	28		1	14
Odor Complaints	43	43	35	22		3	28

Sewer Service Calls by Connection Type (YTD)



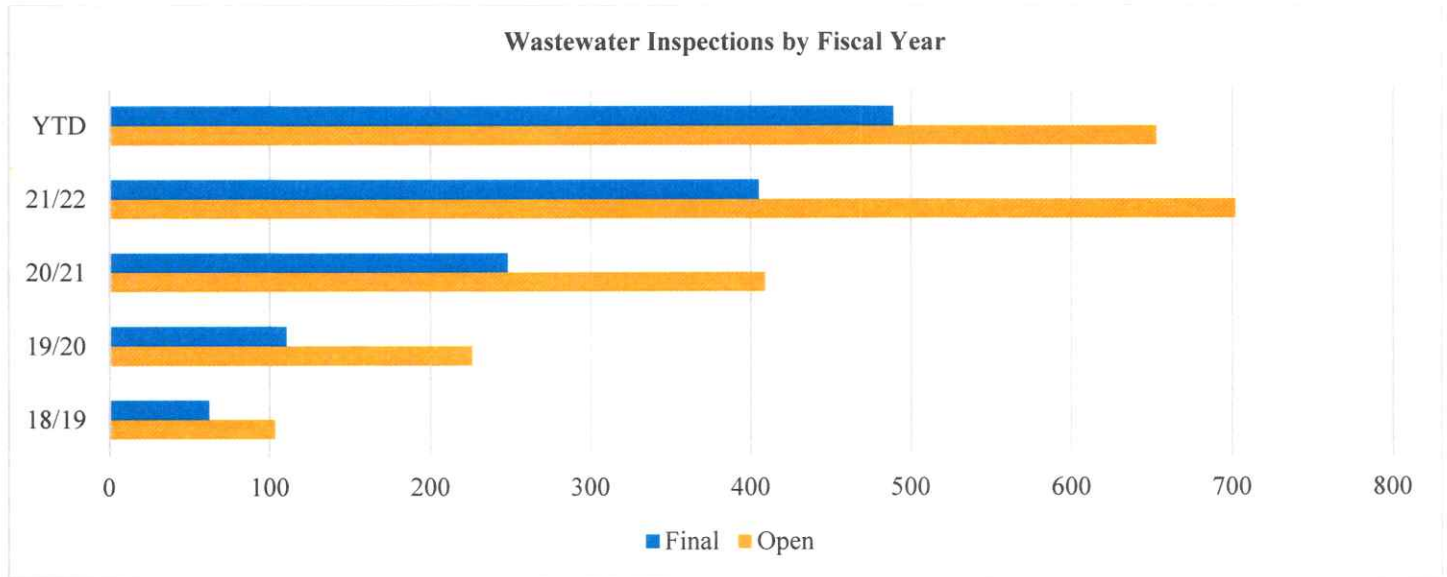
Sewer Service Calls by Connection Type (June 2023)



Public Services Department - Wastewater Division
June 2023

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.

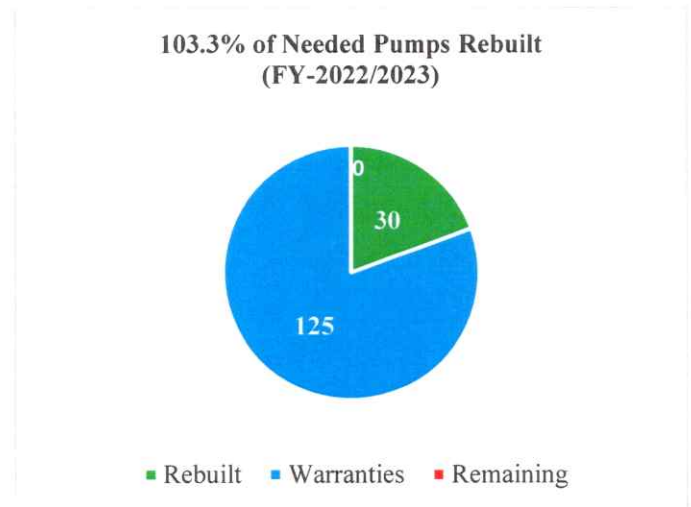


Pump Rebuilds:

The capital outlay budget was designed for a total purchase of 350 new E-One grinder pumps for the 2022/2023 Fiscal Year, though product price increases reduced the total number of anticipated new pumps to approximately 325. However, 459 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 30 pumps throughout the year, in addition to 125 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 2023/2024 fiscal year was again designed for the purchase of approximately 325 new pumps, with an anticipated need for approximately 475 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 have been an abnormally high number of warranty-returns in the last two years caused by a known manufacturing defect in the 2018/2019 E-One models that the manufacturer has since corrected.



**Public Services Department - Wastewater Division
June 2023**

Treatment System Activities:

Wastewater Treatment Plant Goals:

The primary goal for the treatment plant is to provide an effluent quality that meets or exceeds the TDEC required limits as set forth in our NPDES permit. This is measured by a violation occurrence that must be notated on the monthly report. The secondary goal is to provide a high-level operation and maintenance program to ensure the plant runs as designed. This plant was built in 2001 and has been experiencing mechanical failures on components that operate 24/7.

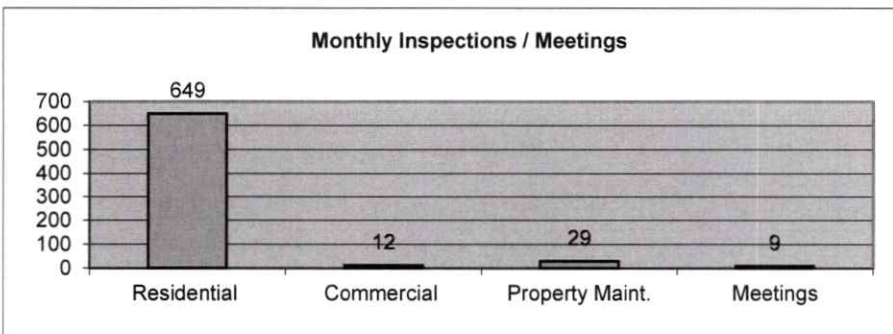
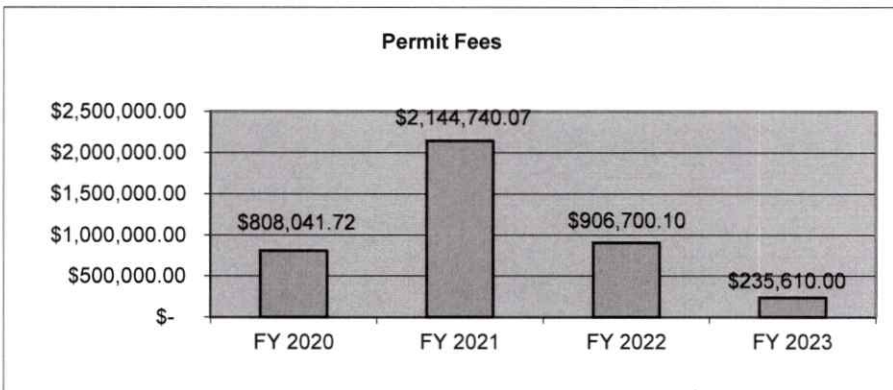
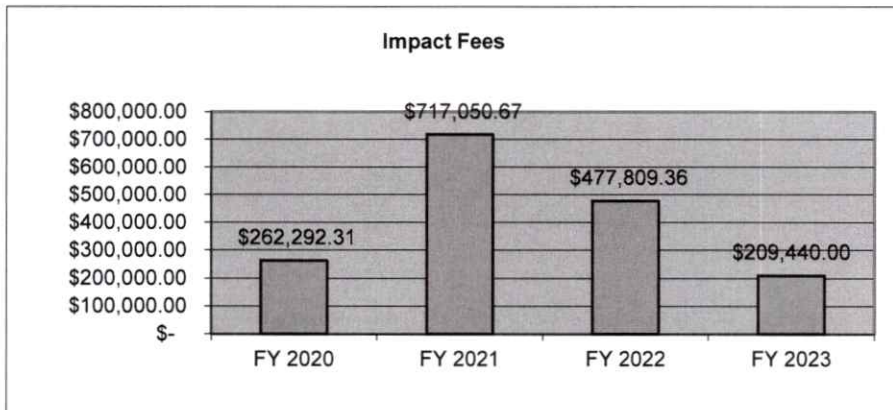
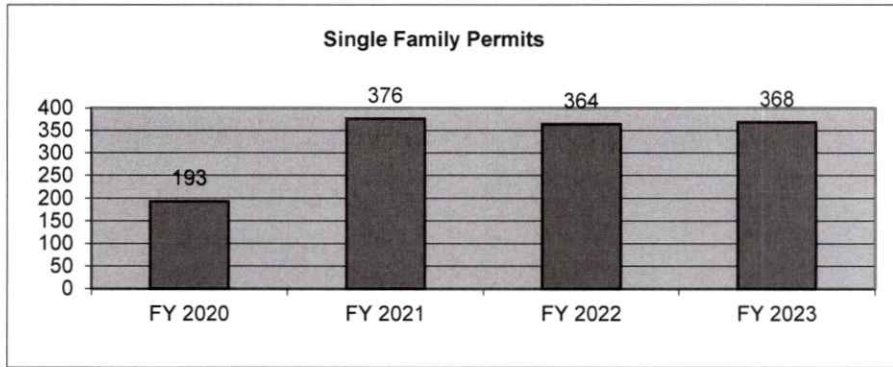
<u>Parameter</u>	<u>Mar - 23</u>	<u>Apr - 23</u>	<u>May - 23</u>	<u>Jun - 23</u>	
Flow – To Creek	0.711 MGD	0.725 MGD	0.449 MGD	0.506 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.711 MGD	0.725 MGD	0.449 MGD	0.506 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	50.8%	51.8%	32.1%	36.1%	(0.506 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	63.5%	64.7%	40.1%	45.2%	(0.506 MGD) / (1.120 MGD)
Rainfall	4.99"	3.31"	7.23"	3.48"	

	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>June 2023</u>	<u>FY 22/23</u> <u>YTD</u>
Effluent Violations	7	12	7	32		1	25

- 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.
- 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. **The City received written confirmation of this arrangement from TDEC on August 7th, 2020.**
- 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 **2.20** parts per million (ppm). The average residual was **0.10** PPM with a max residual of **0.17** PPM. ***Last month the feed rate was 2.30 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 **39.9 CFU's** which is well below the limit. ***Last month the average was 64.0 CFU.***

Planning and Codes Department
June 2023



Planning and Codes Department
June 2023

	Month	FY2023	FY2022	FY2021	FY2020
MEETING AGENDA ITEMS#					
Planning Commission	3	91	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	1	6	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	56	368	340	376	193
Multi-Family Residential	0	226	0	22	13
Other Residential	14	96	89	83	91
New Commercial	0	7	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	9	51	25	23	33
Sign	2	22	11	17	14
Occupancy Permits	35	397	319	400	212
Other	6	31	11	12	3
BUILDING INSPECTIONS					
Residential	649	4885	5452	2621	2858
Hours	324.5	2250.5	1367	533	699
Commercial /Industrial	12	125	139	92	110
Hours	6	72	48	18	12.83
CODE ENFORCEMENT					
Total Cases	29	212	35	98	179
Hours	14.5	120.5	35.75	70.24	86.75
Complaints Received	29	199	55	41	116
MEETINGS					
Administration	3	80	117	72	58
Hours	1.5	86	127	70	38
Planning	5	112	127	53	76
Hours	12.5	116.5	96	50	70
Codes	1	10	8	11	28
Hours	1	13	10	9	37
FEES					
Permit Fees	\$235,610.00	\$ 1,459,119.34	\$ 906,700.10	\$2,144,740.07	\$808,041.72
Board Review Fees	\$1,250.00	\$ 18,050.00	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	\$209,440.00	\$ 1,120,122.89	\$ 477,809.36	\$ 717,050.67	\$262,292.31
Roads	\$64,232.00	\$ 323,964.51	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$66,584.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$47,376.00	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$31,248.00	\$ 169,728.00	\$ 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	216	428	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 34	\$ 19,090,376.04	\$25.00	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	18		17	16	15

**Parks, Recreation, & Cultural Arts Department
June 2023**

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Continued submitting items to TDEC
- Project now out for bid
- Pre-bid set for July 27th
- Bid opening: August 7th at 2pm

Tennis Courts

- Retention ponds have been completed
- Fencing repairs have been completed – just waiting for fabric to be re-installed



Rec Center

- Dirt work continued this month
- Footings are scheduled to start at the beginning of next month
- Parking lot binder was not up to specs – will have it ripped out and replaced and then paved
- Discussed changing the free weight room in the wellness center to an aerobics/warm-up room and changing the flooring to wood.

Splash Pad Maintenance Building

- Construction should begin early next month

Greenway Bridge Restoration

- Complete



BEFORE



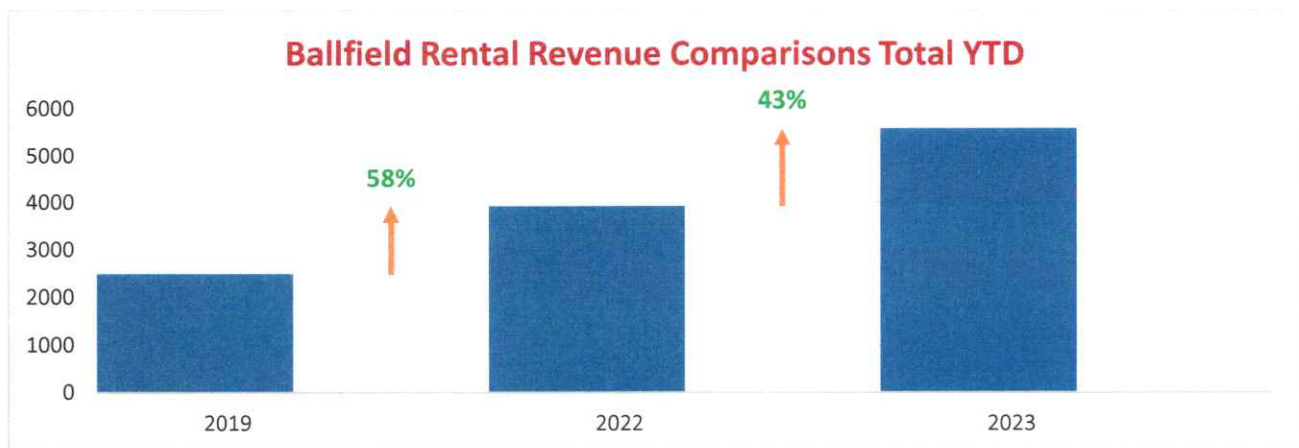
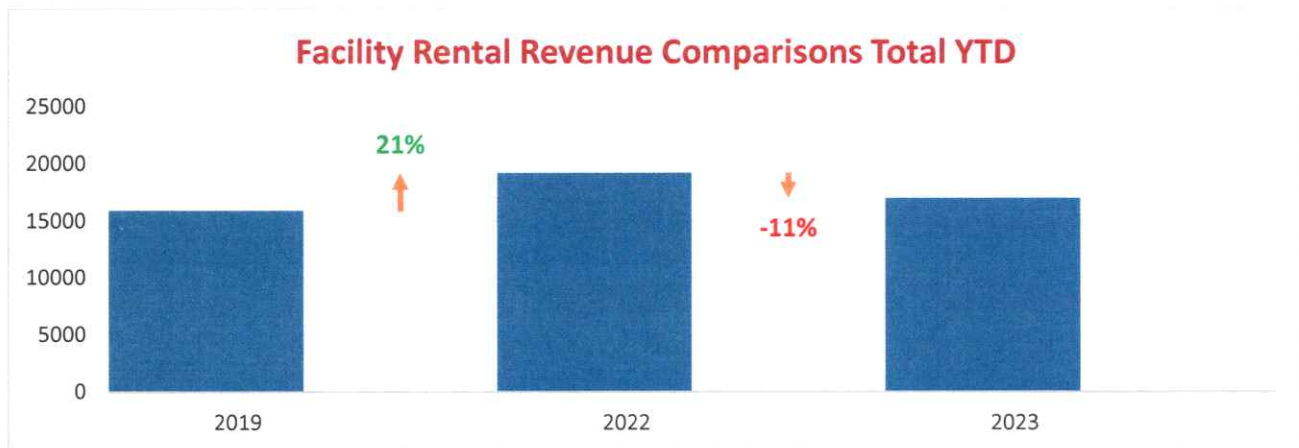
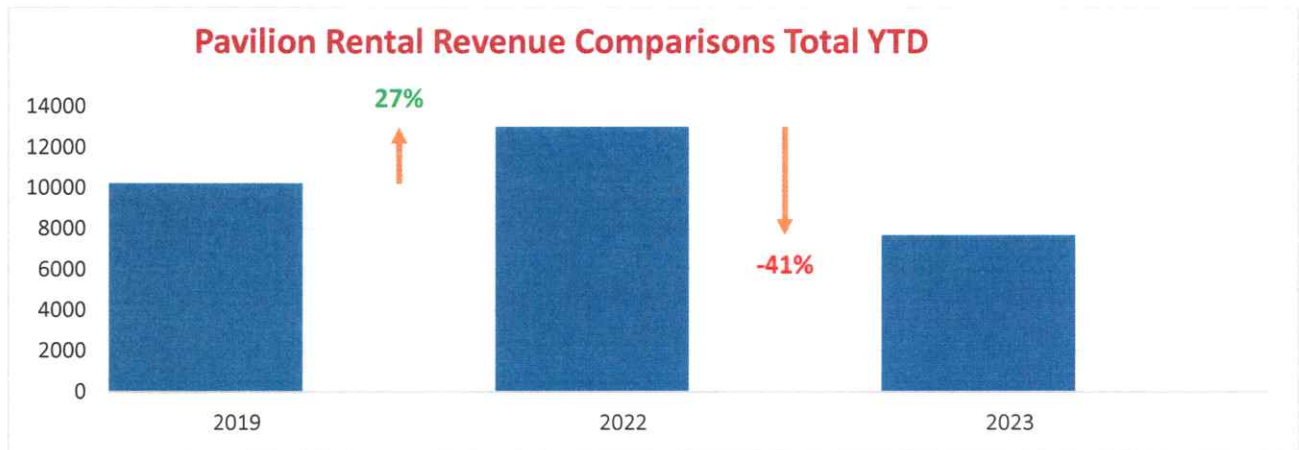
AFTER

Parks, Recreation, & Cultural Arts Department
June 2023

Laser Grading & Top-Dressing Fields

- Laser Grading is complete
- Top dressing of soccer fields complete

Now that we are at the end of the fiscal year, here are some charts comparing previous years to the year we just finished up:



Parks, Recreation, & Cultural Arts Department
June 2023

Recreation- Assistant Director

Special Events

- Independence 5k
 - Online registration closed on June 28th
 - 88 pre-registered

Adult Athletics

- 4v4 Co-ed Sand Volleyball
 - Registration opened June 19th

Youth Athletics

- Challenger Baseball
 - Final game June 3rd- Miracle Field
- Fall Sports registration- Ongoing
 - Fall Baseball
 - Softball
 - Volleyball

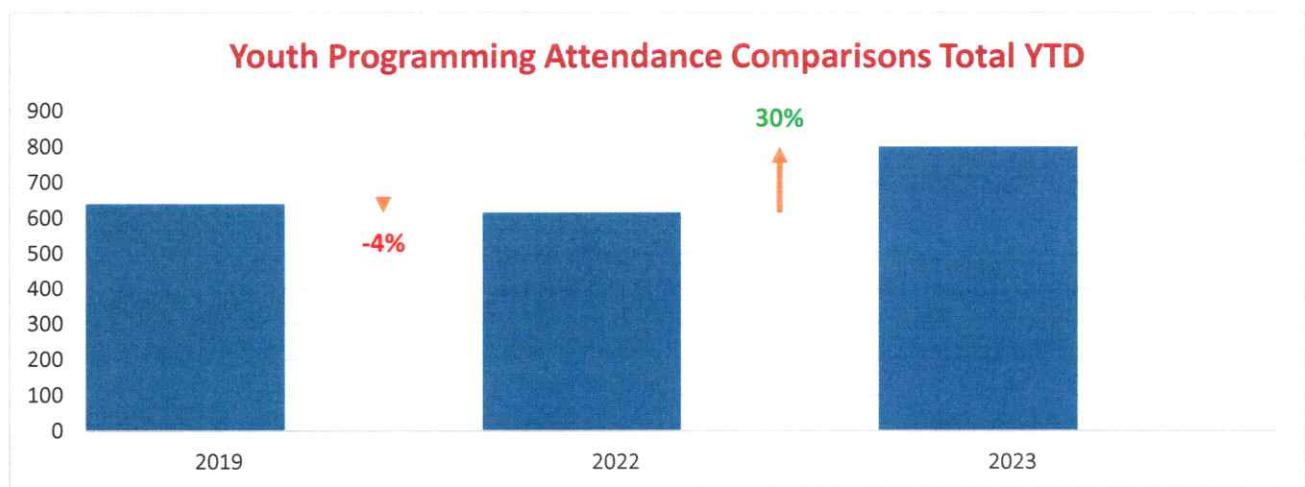
Other

Open gyms: Averaged totals per a day

- Pickle Ball Open Gym
 - Tuesdays- 6
 - Thursdays- 14
- Open Gym Basketball - 14
- Facebook
 - 664 Followers
 - Total posts for June: 23
 - Best Performing Post: Sand Volleyball Registration
 - Reach: 4,400
 - Shares: 3

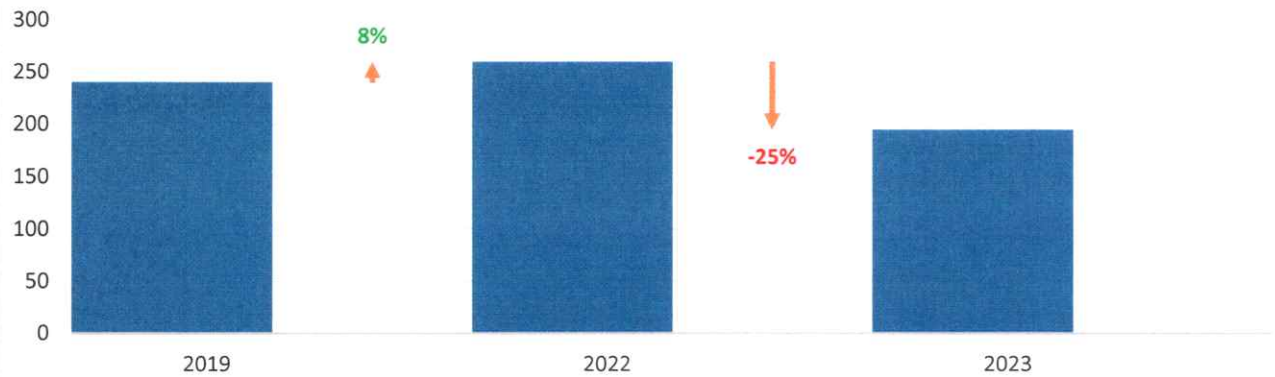


Now that we are at the end of the fiscal year, here are some charts comparing previous years to the year we just finished up:

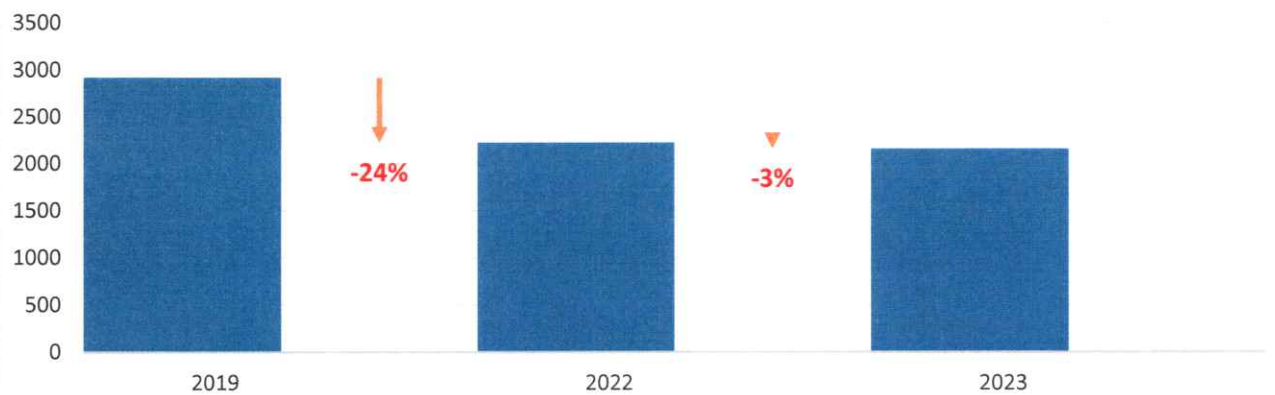


Parks, Recreation, & Cultural Arts Department
June 2023

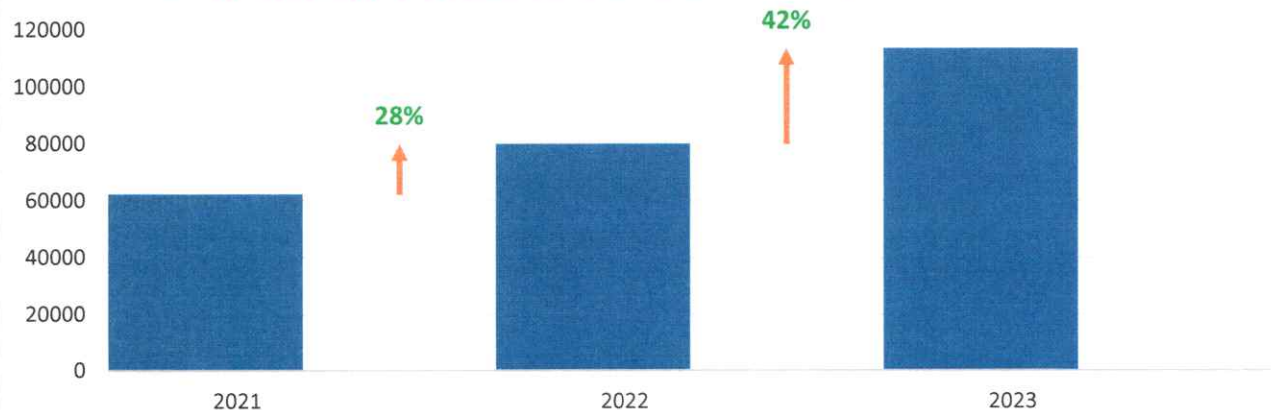
Adult Programming Attendance Comparisons Total YTD



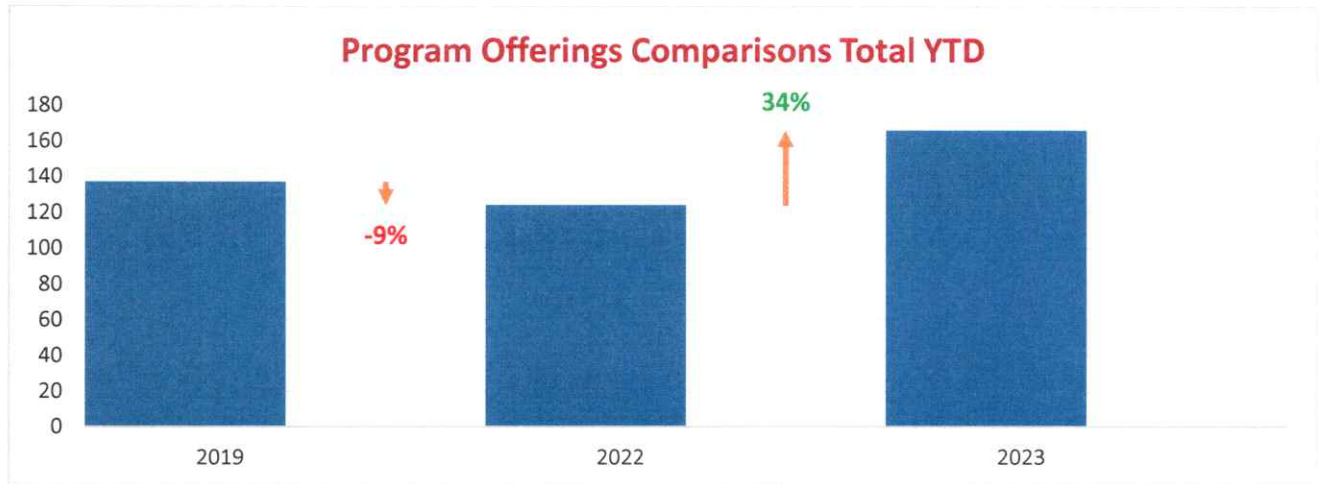
Special Event Attendance Comparisons Total YTD



Programming & Special Event Revenue Comparisons Total YTD



Parks, Recreation, & Cultural Arts Department
June 2023



Maintenance

- We used the top dresser and put out 7 loads of sand on Soccer and Jr. Pro fields.



- We put out fertilizer on fields at the park and soccer. We also aerated the fields.
- We borrowed side arm mower from PW and cleaned up wood lines at the park.



Parks, Recreation, & Cultural Arts Department
June 2023

- We have been doing irrigation repairs at the park and soccer complex.
- We have cut back low limbs along the nature trail and we have started on the greenway. (We have completed the 5k route)



- We cut back low limbs beside the driveway at Byrum Park.

Museum

The museum volunteers have helped add some new artifacts to some current displays. The museum volunteers have provided 5 volunteer hours to the museum.

A Revolutionary War time period saddle was added to the Hamilton's Fort display.



Mrs. Mabel Baggett Rhodes wedding dress was added to the Post Office display since she was Postmaster from 1914 to 1951.



Exhibits

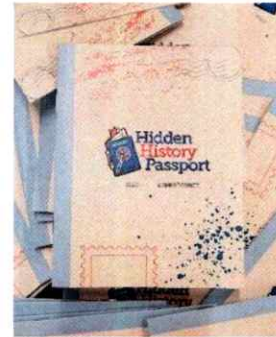
The works of JT Albert are now on display until end of 2023. JT's son loaned the museum several of JT's carvings for the display.



**Parks, Recreation, & Cultural Arts Department
June 2023**

Tours at Museum

Tours were given to walk ins. The museum is also participating in Sumner County Museum's Hidden History Passports. There have been 500 passports distributed. We are so excited to see these new faces from all over Sumner County visit the city's museum, learn White House's history and complete the scavenger hunt at the museum.



Loans Artifacts Received

Received an 8mm German rifle from John Simonsen of which his grandfather brought back after returning from service in WWII.

Building Maintenance

A leak in the roof was repaired.

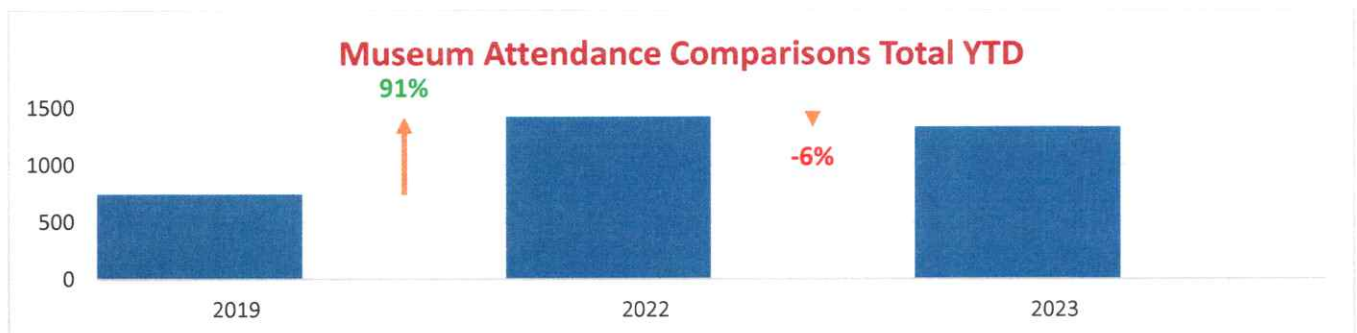
Events and Meetings Assisted with and/or Attended

June 8 – New Member Breakfast at the Chamber
 June 8 – Ribbon Cutting White House Nutrition
 June 9 – Movies Under the Stars
 June 12 – 100 Members in 100 Minutes
 June 13 - #NoFilters Training
 June 15 – Music Under the Stars
 June 20 – Ribbon Cutting for The Magic Dog Bus
 June 22 - #NoFilters Setup
 June 23 - #NoFilters Event
 June 27 – Power Hour at Moringa Tree
 June 27 – White House Youth Soccer after hours use of training room
 June 28 – Ribbon Cutting Stay Positive News
 June 29 – Ribbon Cutting White House Produce and More



Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
1	6	148	154	

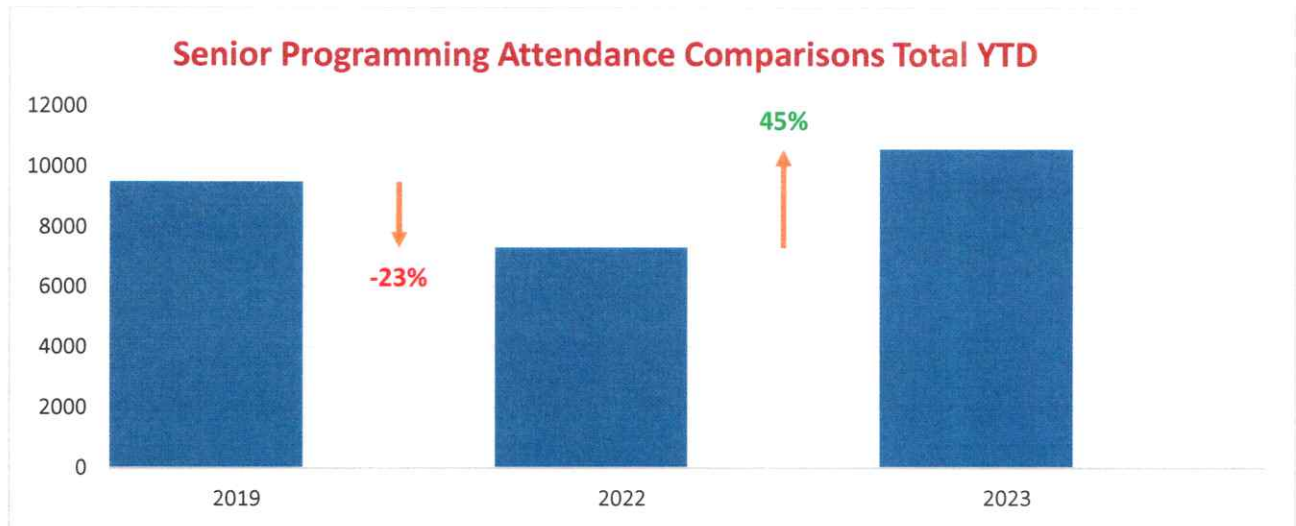


**Parks, Recreation, & Cultural Arts Department
June 2023**

Senior Center Participation - June 2023			
Outings:			
Bowling	11		
Lunch Deja Moo	15		
Amish	27		
Total	53		
Events:			
Picnic Lunch at Park	15		
Show & Tell	12		
Movie at Center	0		
Total	27		
		Sr Meals Wednesdays	
		145	
		127	
		143	
		415	TOTAL
Programs:			
Fittercise-Strength, Yoga	515		
Walk	77		
Bingo	46		
Birthday Potluck	26		
Garden Club	21		
Farmers Rummy	11		
Bunco	10		
Bible Study	5		
Cards, Games,Pool, Puzzles	126		
Pickle Ball	22		
TOTAL	859		
MEMBERS	327	Updated members	as of 6/30
1st time visitors			12
New Members			7
TOTAL Sr Center Participants:	1396	Total	1354

Parks, Recreation, & Cultural Arts Department
June 2023

Now that we are at the end of the fiscal year, here are some charts comparing previous years to the year we just finished up:



	FYE 2020	FYE 2021	FYE 2022	June 2019	Jun-22	June 2023	YTD 22-23
Facility Usage							
Special Use Permits Submitted	15	39	20	3	2	3	23
Pavilion 1 Usage	7	21	16	0	2	0	16
Pavilion 2 Usage	5	13	16	2	3	2	14
Pavilion 3 Usage	38	74	94	16	16	25	137
Splash Pad Pavilion Usage	106	99	165	38	44	2	136
Total Number of Pavilions Usage	156	207	291	56	65	29	303
Gymnasium Rentals	79	23	83	7	7	8	82
Amphitheater Usage	0	1	9	2	7	0	9
Community Room				0	0	9	66
Total Number of Facility Rentals	89	30	92	9	14	17	157
Ballfield Rentals	45	146	134	0	6	9	165
Vistor Center Attendance	21	20	29	3	2	1	30
Vistors Who Also Toured Museum	84	70	303	11	14	6	191
Museum Attendance Only	668	115	1116	23	14	148	1142
Total Museum Attendance	752	185	1419	34	28	154	1333
Programming							
Number of Youth Program Participants	578	417	615	18	0	0	800
Number of Adult Program Participants	76	100	260	0	0	0	195
Number of In-House Special Events Offered	7	9	7	1	1	1	11
Number of In-House Special Event Attendees	2964	1077	2223	98	0	0	2158
Number of Rec Programs Offered	18	19	21	6	3	4	24
Number of Senior Center Memberships	1768	2000	2454	161	205	327	3186
Number of New Senior Center Memberships	16	0	5	3	0	7	38
Senior Center Participants	9594	4412	11605	1,177	1,413	1,354	16821
Senior Center First Time Visitors	59	36	95	10	5	12	115
Number of Senior Trips Offered	37	9	28	5	4	4	46
Number of Senior Trip Participants	613	81	235	89	41	68	617
Number of Senior Programs Offered	76	34	101	8	9	12	142
Number of Senior Program Participants	6798	1061	7304	775	917	871	10566
Number of Senior Meals Served	34	36	47	4	4	3	48
Number of Meals Participants	2235	3277	3965	313	354	415	5658
Offsite Presentation Attendees	15	0	145	0	25	0	435
Total Number of Programs Offered	94	53	124	14	12	16	166
Revenues							
Youth Programs	\$41,183.00	\$44,261.00	\$57,366.00	\$7,617.00	\$9,973.00	\$9,818.40	\$ 79,821.40
Adult Programs	\$ 3,580.00	\$ 6,230.00	\$ 7,925.00	\$1,230.00	\$0.00	\$200.00	\$ 11,780.00
Special Events	\$ 2,009.00	\$ 3,495.00	\$ 3,080.00	\$1,450.00	\$1,290.00	\$1,550.00	\$ 2,940.00
Senior Meals	\$ 5,961.50	\$ 8,222.50	\$11,442.00	\$827.00	\$1,189.50	\$1,370.50	\$ 18,754.00
Shelter Reservations	\$ 4,780.00	\$ 9,112.50	\$12,995.00	\$1,760.00	\$2,240.00	\$410.00	\$ 7,675.00
Facility Reservations	\$ 8,046.88	\$ 2,956.25	\$19,181.75	\$487.50	\$1,487.50	\$1,772.50	\$ 16,978.25
Field Rentals	\$ 1,203.34	\$ 5,820.50	\$ 3,913.00	\$0.00	\$110.00	\$215.00	\$ 5,578.50
Affiliate League/Tournament Fee Revenue	\$16,017.20	\$ -	\$13,666.50	\$0.00	\$0.00	\$1,406.00	\$ 29,825.50
Misc	\$15,394.74	\$ 9,686.39	\$25,818.31	\$500.49	\$54.00	\$2,500.00	\$ 8,763.20
Maintenance							
Mowing Hours	2,601	2,195	1660.25	817	146	271	1548.5
Work Orders Received	8	9	15		2	3	24
Work Orders Completed	8	9	14		2	3	23
Number of Projects Started	40	39	31			1	9
Number of Projects Completed	35	32	29			1	9
Number of ballfield rainouts	NA	NA	156		0	25	321
Bags of Field Dry Used	NA	NA	100			0	42

White House Library
June 2023

Summary of Activities

The library director attended a virtual tech grant meeting on June 5th. At this meeting, the tech grant coordinator explained how to complete the tech grant reports, how to fill out the application for the upcoming tech grant, what items are eligible to put on the tech grant, etc.

The library director met with the individuals volunteering at the Fandom Fair event. The director assigned the volunteers to different positions, gave them instructions on when to arrive, where to park and gave out t-shirts for them to wear at the event.

The library in coordination with the fire department had its first water day for kids. Public Works closed College Street so that the fire department could set up their truck and spray the kids in the field. There were estimated to be 80 kids and 50 adults present at the event. It was a great success, and the next water day is scheduled for July 13th.

The library director picked up signs and other items from the White House Museum to use at the Fandom Fair. While there, the library director saw the wedding dress of Mabel Rhodes had been put on display. The wedding dress had been donated to the library director. It was stained badly and smelt musty/moldy. The library director cleaned and restored the dress before donating it to the White House Museum. The director could not restore the belt of the dress, but all its other pieces are on display.

The library held its 6th annual Fandom Fair event. It was very successful with the largest attendance we have had to date with an estimated 1,028 people. There were also 202 people that went through the escape rooms and lots of positive feedback about the entire event.

The library director attended an Americana meeting on June 13th. At the meeting the director learned details about the event.

On June 15th, the library director attended Title VI survey training. The state requires libraries to show that all of their staff received Title VI training. The webinar went over when verification and the survey was due and how to provide that data to the state.

The library director met with the library board chair to get state papers signed and to discuss the upcoming executive committee meeting. Once the board chair signed the papers, the director was able to turn in the tech grant reports and complete the 2023 tech grant.

The library director attended the Board of Mayor and Alderman (BMA) meeting on June 15th. At the meeting the BMA voted on the second reading of the budget. As such, the library has the full budget it requested.

The library director attended a training at the region on how to speak to public officials. The former State Librarian, Chuck Sherrill, was the speaker. In addition to sharing his knowledge and experience working and speaking with public officials, he also discussed who would handle certain situations, the library director, the library board, or the local government. It was a very helpful meeting that provided the director with a lot of information.

The library executive committee met on June 22nd. The group discussed the long-range plan, the technology plan, and the by-laws. All of these items will be presented at the July board meeting.

The library director attended a webinar on the situation with the Inter Library Loan Courier system on June 23rd. The State Library and Archives in partnership with Tenn-Share, a non-profit organization that helps to provide resources to libraries at a discounted rate, paid for a courier to transfer books requested through Inter Library Loan from one library to another. However, the company providing the courier service stated that cost had risen too much to fulfill its one year contract and stated they would be getting out of the contract in August, 2023. The State Library and

White House Library
June 2023

Tenn-Share were investigating other courier companies, but due to the State's budget being set, it probably would not be able to pay for another system without all the libraries across the state paying a portion as well. The State Librarian stated that it would be a couple of months before they would be able to find another vendor. While the State worked on that process, it was recommended that libraries either send ILLs through the U.S. Post Office or find other creative ways to handle requests such as buying a copy of the item instead of trying to get it through another library. The White House Library Director suggested that libraries with book mobiles delivered ILLs to libraries in their area. The State Librarian really liked that idea and was going to look into this possibility more.

Department Highlights

The highlights for the month was the success of Fandom Fair. It was a great event with lots of happy patrons.

**White House Public Library
June 2023 Performance Measures**

Official Service Area Populations

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

Membership

June	2019	2020	2021	2022	2023
New Members	154	36	111	205	182
Updated Members	420	221	701	456	363
Yearly Totals	2019	2020	2021	2022	2023
Total Members	8,376	9,496	7,027	7,125	7,835
% of population with membership	59	66	49	48	53

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. The library is also sending out notices when a patron's card is expired to help reduce the number of inactive cards.

Total Material Available: 38,483

Estimated Value of Total Materials: \$962,075

Total Materials Available Per Capita: 2.60

Last Month: \$959,600

Last Month: 2.59

State Minimum Standard: 2.00

Materials Added in June

2019	2020	2021	2022	2023
460	404	276	174	166

Yearly Material Added

2019	2020	2021	2022	2023
3,004	3,025	3,035	3,573	1,191

Physical Items Checked Out in June

2019	2020	2021	2022	2023
7,397	2,366	6,374	7,964	7,967

Cumulative Physical Items Check Out

2019	2020	2021	2022	2023
62,522	50,042	59,515	80,653	41,472

Miscellaneous item checkouts

June	2019	2020	2021	2022	2023
Technology Devices	62	27	66	75	62
Study Rooms	76	0	18	64	57
Games and Puzzles	97	4	135	205	148
Seeds	42	15	36	139	77
STEAM Packs	32	0	34	27	20
Cake Pans	*	10	5	3	2
Outdoor Items	*	*	*	*	9
Honor Books	*	*	*	*	3

Yearly Totals

2019	2020	2021	2022	2023
137	381	725	743	370
253	305	395	746	378
222	955	1,263	2,060	853
112	302	878	883	706
61	25	160	234	119
1	28	21	69	14
*	*	*	17	30
*	*	*	19	70

Library Services Usage

June	2019	2020	2021	2022	2023
Test Proctoring	37	19	17	9	12
Charging Station	17	0	3	2	1
Notary Services	*	10	14	11	20
Library Visits	5,914	1,931	4,577	5,863	5,732
Website Usage	1,148	1,194	2,955	3,482	5,205
Reference Questions	4	11	2	5	2

Yearly Totals

2019	2020	2021	2022	2023
27	74	108	61	42
19	47	45	21	10
16	88	144	135	60
55,728	30,007	38,913	48,253	25,680
16,935	17,977	27,907	33,678	25,805
77	60	73	31	20

Computer Users

June	2019	2020	2021	2022	2023
Wireless	629	118	358	476	384
Adult Users	346	202	170	230	179
Kids Users	204	0	60	542	194

Yearly Computer Users

2019	2020	2021	2022	2023
2,017	3,829	3,878	4,544	2,333
1,103	2,138	2,235	2,608	1,191
556	427	957	2,987	1,091

Library Volunteers

June	2019	2020	2021	2022	2023
Library Volunteers	39	1	8	16	24
Volunteer Hours	301	24	135	173	179

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	53
809	1,286	1,204	1,492.5	1,160

**White House Public Library
June 2023 Performance Measures**

Universal Class Counts

June	
Sign ups	3
Courses started	2
Lessons viewed	18
Class Submissions	15

Yearly Totals

2019	2020	2021	2022	2023
9	10	13	18	15
16	53	39	2	6
194	1,771	1,008	876	196
105	800	515	465	249

Programs

1,000 books	2019	2020	2021	2022	2023
Monthly Sign-ups	2	1	0	4	0
total Sign-ups	60	83	84	113	145

Achievements	2019	2020	2021	2022	2023
100 Mark	0	0	22	10	1
500 Mark	2	0	2	5	6
Completion	1	2	4	7	3

Fandom Fair Activity	2021	2022	2023
People Count	429	582	1,028
Panels	13	28	7
Kids Escape Room	71	94	113
Teen Escape Room	77	102	89
Costume Contest participants	20	22	36
Lego building contest	8	27	16

Face-to-face Kids Programs

June	2019	2020	2021	2022	2023
Programs	19	0	11	13	15
Attendees	1,416	0	570	515	722
Yearly	2019	2020	2021	2022	2023
Programs	154	43	91	136	77
Attendees	4,201	1,185	2,167	3,646	2,227

Grab & Go Kits

June	2020	2021	2022	2023
Kits	0	5	0	0
Taken	0	147	0	0
Yearly	2020	2021	2022	2023
Kits	38	44	7	0
Taken	1094	1,699	334	0

Because Summer Reading has started, the library has added performer days, which is why there is a large increase in attendance for children events.

Teen/tween Face-to-Face Programs

June	2020	2021	2022	2023
Programs	0	5	8	9
Attendees	0	134	24	24
Yearly	2020	2021	2022	2023
Programs	11	43	98	61
Attendees	77	370	437	191

Grab & Go

June	2020	2021	2022	2023
Kits	0	3	0	0
Taken	0	25	0	0
Yearly	2020	2021	2022	2023
Kits	13	24	7	0
Taken	152	409	151	0

Since the library has only done combined teen/tween classes for the last year, the director will only record those numbers until the program grows and needs to be divided by age.

Face-to-face Adult Programs

June	2019	2020	2021	2022	2023
Programs	17	0	6	6	8
Attendees	163	0	85	39	35
Yearly	2019	2020	2021	2022	2023
Programs	157	42	63	75	45
Attendees	1,343	214	351	377	215

Device Advice

June	2019	2020	2021	2022	2023
Sessions	*	0	4	10	16
Yearly	125	51	81	131	62
Passive					
June	*	*	0	0	0
Yearly	*	*	0	20	0

Interlibrary Loan Services

June	2019	2020	2021	2022	2023
Borrowed	72	32	99	103	49
Loaned	38	6	21	25	19

Yearly Interlibrary Loan Services

2019	2020	2021	2022	2023
690	534	673	872	336
410	151	226	317	103

June	R.E.A.D.S
Adults	2,430
Juvenile	179

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	25,066
Juvenile	1,430	1,189	1,032	2,013	1,788

The READS statistics come from the state.

CITY COURT REPORT**JUNE 2023****CITATIONS**

TOTAL MONIES COLLECTED FOR THE MONTH \$3,994.50

TOTAL MONIES COLLECTED YTD \$38,288.00**STATE FINES**

TOTAL MONIES COLLECTED FOR MONTH \$1,507.64

TOTAL MONIES COLLECTED YTD \$24,302.64TOTAL REVENUE FOR MONTH \$5,502.14**TOTAL REVENUE YTD \$62,590.64****DISBURSEMENTS**

LITIGATION TAX \$375.85

DOS/DOH FINES & FEES \$155.80

DOS TITLE & REGISTRATION \$152.00

RESTITUTION/REFUNDS \$0.00

ON-LINE CC FEES \$0.00

CREDIT CARD FEES \$0.00

WORTHLESS CHECKS \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$683.65**TOTAL DISBURSEMENTS YTD \$7,425.95**ADJUSTED REVENUE FOR MONTH \$4,818.49**TOTAL ADJUSTED REVENUE YTD \$55,164.69****DRUG FUND**DRUG FUND DONATIONS FOR MONTH \$178.12**DRUG FUND DONATIONS YTD \$7,338.72**

Offenses Convicted & Paid For Month	Count	Paid
Parking	1	\$51.00
Financial Responsibility Law	4	\$195.00
Registration Law	9	\$670.00
Improper Equipment		
Texting/Hands Free Law	2	\$91.00
Codes Violation	1	\$0.00
DL Exhibited		
Red Light	4	\$395.00
Animal Control		
Stop Sign	6	\$705.00
Speeding	14	\$1,617.50
Seat Belt-Child Restraint	3	\$90.00
Improper Passing	3	\$320.00
Exercise Due Care	4	\$225.00
Following Too Close		
Total	51	\$4,359.50

RESOLUTIONS....

ORDINANCES....

ORDINANCE 23-12

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE ESTABLISHING THE TAX RATE FOR THE TAX YEAR 2023.

BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Robertson and Sumner Counties, Tennessee as follows:

There is hereby levied the following tax rate on each one-hundred dollars of assessed valuation of all utilities and all other taxable properties within the corporate limits of the City of White House, Tennessee for the tax year 2023.

Robertson County	\$ 0.8228
Sumner County	\$ 1.3365

This ordinance shall become effective upon final reading, the public welfare requiring it.

First Reading: July 27, 2023

Second Reading: August 17, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

PURCHASING....



**City of White House Public Works
Memo**

To: Public Services Department

From: Andy Cieslak, DPW

Date: July 27th, 2023

Re: Request to Authorize – Sole (Single) Source Vendors

On this date, July 27th, 2023, I am requesting that the Mayor and Board of Alderman authorize the use of the single source vendors as shown below.

This list represents items used by the wastewater department that are only provided for by one vendor, or where only one vendor provides the most appropriate item for the City's use. For this reason, all items on this list are then exempted from the general purchasing guidelines and bidding requirements.

VENDOR	REASON
WASCON Inc.: E-One grinder pumps, Grundfos grinder pumps, and general repair/maintenance.	Source for E-One low pressure grinder pumps/tanks/panels, for Grundfos pumps and control panels, and for lift-station and WWTP repairs and maintenance.
Brann & Whittemore: Zoeller 2hp, 5hp and 7.5hp pumps and control panels	Source for Zoeller grinder pumps and panels we use in commercial applications.
Air-Vac: Controllars, valves and parts for vacuum system	Parts and service for North Palmers Chapel & Calista vacuum stations & systems.
Labtronx: Flow meter sales, parts & service	Calibrate & certify monitoring equipment for NPDES permit.
Southern Sales: Gorman-Rupp Lift Station Parts	Gorman Rupp pumps, parts, and repair items.
Source Technologies: Evergreen Odor Scrubbers	Source for operations, repairs, parts, & Maintenance 1 for Evergreen odor scrubbers at lift stations.
Southern Sales – Tencarva Machinery Company	Tsurumi Pumps, parts, and repair items.

Over the past several years, the wastewater department has been trying to standardize the grinder pumps both in the residential and commercial customer applications.

Should you have any questions regarding this request, please call me at 615-672-3654.

Andy Cieslak
Director of Public Services



June 7, 2023

WASCON, Inc.
910 East Main Street
Livingston, TN 38570

Environment One Corporation (E/One) currently has a sole Distributor representative agreement with WASCON, Inc. in the State of Tennessee. E/One uses Distributors as the primary means to sell grinder pump stations and related equipment to customers and end users throughout the United States. WASCON is the only authorized representative for the sale and service of E/One grinder pump products in Tennessee. There are no other E/One Distributors in this territory to obtain E/One Factory grinder pump stations and related equipment.

Per this agreement the Sales and Service Departments of WASCON have been trained by E/One factory personnel to provide unparalleled, sizing and application assistance, product sales, and after sale support/service on all E/One sewer system products.

WASCON has a complete inventory of E/One grinder pump stations, pumps, panels, and repair parts for E/One sewer system products in their stocking warehouses.

We would like to thank you for your interest in Environment One Sewer System products and extend our sincerest invitation for you to contact us if we can be of further assistance.

Regards,

Marvin Springer

Sales Project Manager | Environment One Corporation – A PCC Company
7701 NW Roberts Road | Kansas City, MO 64152
M: +1 816 719 2501 | E: mspringer@eone.com | www.eone.com



June 16, 2023

Travis Garmon
Wastewater Systems Manager

City of White House
725 Industrial Drive
White House, TN 37188
615-672-3654 Office
615-733-9989 Cell

Subject: Sole Source Representative

Mr Garmon,

Grundfos is the sole manufacturer of its products Grundfos Wastewater products and Pumps including including parts for Yeomans, Morris and Chicago. Grundfos also manufactures Grundfos Packaged Systems, BoosterpaQ, CR Pumps, PACO Pumps, Grundfos Controls, and Grundfos Dosing Pumps and Skid Systems for cleanwater markets. **WASCON INC** is the sole or exclusive representative for all **Grundfos** products within the state of Tennessee for the purchase of new products, OEM repair parts, repairs and maintenance for the Municipal Water Utility Market.

No other representative can sell products, repair/replacement parts, maintenance, repair/replacement services, field services and technical support for Grundfos.

Contact information for WASCON is:

WASCON

910 E Main Street Livingston TN 38570.

Phone contact 931-823-1388

If you have questions regarding this issue, please contact me at the following below.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary Reid".

Gary Reid
District Sales Manager SE
Grundfos Water Utility
gsreid@grundfos.com
205-704-1466

3400 7th Ave. Chattanooga, Tn. 37407
Phone 423-315-3234 Fax 615-377-1001

Brann and Whittemore, Inc.

609 Bradley Court Franklin, Tn. 37067
Phone 615-377-9444 Fax 615-377-1001

July 17, 2023

TO: Travis Garmon
White House Utility

RE: Zoeller

This is verification that Brann & Whittemore is the Sole Rep/Supplier for Zoeller in Tennessee.

Please call (615-377-9444) or email(stephanie@brann-whittemore.com) me if you have any questions.

Stephanie Stevens



Airvac

**Vacuum Technology
Systems**

Airvac, Inc.
4217 N. Old U.S. Highway 31
Rochester, IN 46975

Phone +1 800 AIRVAC9
info@airvac.com
www.airvac.com

6/7/2023

To: City of White House 725 Industrial Dr. White House, TN 37188

RE: AIRVAC SOLE SOURCE AGREEMENT 2023

Dear Madam or Sir,

This letter acknowledges products manufactured and distributed by Airvac, Inc. are proprietary and sole sourced. Thus, these products are manufactured, sold, and distributed exclusively by Airvac, Inc.

As a matter of importance, the Airvac design uses a unique two-phase, plug less vacuum sewerage transport system and certain of its components are protected by various United States patents. The patented Airvac system(s) and product(s) may not be used or sold without authorization by Airvac, Inc. The purchase of products from Airvac, Inc. and their use in accordance with Airvac specifications is an authorized use.

The use of non-Airvac replacement parts have shown to create reliability and dependability problems, as such, it is not recommended. By doing so, all product and other system related warranties will be void.

If you desire additional information, do not hesitate to contact us at anytime or visit our website at www.airvac.com. Thank you for your interest in Airvac and our product(s).

Respectfully,

Clint Hawn
President | CEO

Airvac – A brand of Aqseptence Group
4217 N Old US Highway 31
Rochester, IN 46975
info@airvac.com
www.airvac.com



LABTRONX

Laboratory Equipment Experts

WWW.LABTRONX.COM

501 Metroplex Dr. Ste 109

Nashville TN 37211

(615) 831-2554

June 1, 2023

To whom it may concern,

This letter serves as a statement and verification that LabtronX acts as a single source provider to the flowmeters and associated equipment for the Wastewater System at the City of White House, TN; as well as maintaining the units providing parts and services to them as required.

Our records indicate that we have been doing business with this plant for many years and we look forward to doing so in the future.

If we can provide more information or details please contact us at the above address or phone number.

Thank you,

Shannon Pratt
Office Manager / Quality Manager



June 7, 2023

City of White House
Attn: Mr. Andy Cieslak
Director of Public Services
725 Industrial Drive
White House, TN 37188

Subject: Distributor for Municipal Engineered Systems Water and Wastewater Market

Dear Mr. Andy Cieslak,

The Gorman-Rupp Company is a world leader in the production of pumps and engineered equipment for diversified markets. Our marketing strategy has been to establish a network of factory authorized distributorships trained to apply equipment unique to specific hydraulic applications. Some examples of these are construction, petroleum, industrial, water and wastewater. Our distributors are specialists and very knowledgeable within their defined market area and dedicated to helping you select and maintain the proper equipment for your application.

Please be advised Southern Sales Company is the sole authorized distributor for Municipal Water and Wastewater Pumps, Lift Stations and parts for Robertson County in the State of Tennessee. Southern Sales Company is responsible for supplying all Gorman-Rupp pumps and Gorman-Rupp parts used in municipal water and wastewater lift stations or treatment plants, including individual units installed in municipal collection systems.

Southern Sales Company
2937 Kraft Drive
Nashville, TN 37204
Telephone: 615.254.0066

This letter is valid from this date forward until such time Gorman-Rupp identifies a new Municipal distributor for your location, if the need arises. All previous letters you may have been provided are superseded by this letter.

We thank you for your interest in Gorman-Rupp products and look forward to working with you in any upcoming projects.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Vincent Baldasare', written over a horizontal line.

Vincent Baldasare
Sales Manager
Engineered Systems

VB: dd

GORMAN-RUPP PUMPS

P.O. Box 1217 | Mansfield, Ohio 44901-1217 | Phone: 419-755-1011 | Fax: 419-755-1251 | grsales@gormanrupp.com | www.GRpumps.com



July 12, 2023

Mr. Robert Allen
City of White
House 725
Industrial Dr.
White House, TN 37188

Re: Evergreen ST200 Sole Source Certification

Mr. Allen

Source Technologies LLC (Source) is the sole source supplier of the Evergreen Scrubber technologies. Source provides proprietary chemicals and services for the treatment of odors and corrosion inside municipal wastewater collection systems and reclamation facilities. The patented chemical technology provided in our full-service application of treatments is created using an iron molecule bound to a biological organic group of elements. The Source EVG chemical treatment has the unique ability to perform a REDOX process which will convert sulfides into elemental sulfur while maintaining the ability to combine with an oxygen source to reactivate itself, freeing it to further convert sulfides to elemental sulfur. The Evergreen catalytic process is introduced holding a pH range of 6.5 to 7.5 and will oxidize sulfides upon contact. Our iron-based Evergreen catalyst is designed to be used in the ST200 series scrubbers. These vessels provide contact time for the foul air being exposed to our catalyst to be broken into base non-odorous elements.

Source Technologies LLC maintains Sole Source rights to distribute and apply this advanced oxidation technology throughout the United States. No other company has the authorization or right to sell or promote this product to White House TN.

Kindest Regards,

Suzie Richards
CEO/CFO
Source Technologies LLC



TSURUMI PUMP
TSURUMI (AMERICA), INC.

www.tsurumipump.com • Toward a New High-Tech Tomorrow • info@tsurumiamerica.com

June 8, 2023

Southern Sales – Tencarva Machinery Company
2937 Kraft Drive
Nashville, TN 37204

To whom it may Concern,

Until Further Notice, Southern Sales – Tencarva Machinery Co. is Authorized Municipal Distributor for
Tsurumi Pump America Inc.

Their specific market territory is the State of Tennessee.

All new, and replacement pumps, along with parts orders should be placed directly through
Southern Sales – Tencarva Machinery Co.

Sincerely,

Kevin Boicken
SE Regional Sales Manager
Tsurumi America
1625 Fullerton Ct
Glendale Heights, IL 60139
630-267-0864

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....