

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
October 19, 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 September 21st Board of Mayor and Aldermen meeting.
7. Welcome Visitors
8. Proclamation
9. Public Comment
10. Public Hearings
 - a. **Ordinance 23-14:** An ordinance amending the Municipal Code Title 12, Chapter 5 Housing Code and Chapter 6 International Energy Code.
 - b. **Ordinance 23-15:** An ordinance to amend the Zoning Map and re-subdivide land from R-20 Low Density Residential and C-1 Central Business to CPUD Commercial Planned Unit Development on Raymond Hirsch Parkway.
 - c. **Ordinance 23-16:** An ordinance amending the fiscal budget for the period ending June 30, 2024.
11. Communication from Mayor, Aldermen, City Attorney, and City Administrator
12. 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
13. Consideration of the Following Resolutions:
 - a. None
14. Consideration of the Following Ordinances:
 - a. **Ordinance 23-14:** An ordinance amending the Municipal Code Title 12, Chapter 5 Housing Code and Chapter 6 International Energy Code. *Second Reading*.

- b. **Ordinance 23-15:** An ordinance to amend the Zoning Map and re-subdivide land from R-20 Low Density Residential and C-1 Central Business to CPUD Commercial Planned Unit Development on Raymond Hirsch Parkway. *Second Reading.*
- c. **Ordinance 23-16:** An ordinance amending the fiscal budget for the period ending June 30, 2024. *Second Reading.*
- d. **Ordinance 23-17:** An ordinance amending the fiscal budget for the period ending June 30, 2024. *First Reading.*
- e. **Ordinance 23-18:** An ordinance amending the Municipal Code Title 16, Chapter 2 Street, Sidewalk and Drainage Design Standards Section 16-220. *First Reading.*

15. Purchasing:

- a. To approve or reject the proposal from Clarke Power Services and allow City Administrator Gerald Herman to enter into a three-year agreement with an optional two-year extension for preventative maintenance services of all City generators. The Administrative Services Director recommends approval.
- b. To approve or reject the purchase of a vac-trailer from Ditch Witch of Tennessee off the Sourcewell cooperative contract #110421-CMW in the amount of \$107,681.51. The Public Services Director recommends approval.
- c. To approve or reject the purchase of four (4) 2025 Ford Police Interceptor Utility Vehicles from Lonnie Cobb Ford off the State contract #80355 in the total amount of \$178,404. The Police Chief recommends approval.

16. Other Business:

- a. None

17. Discussion Items:

- a. Adjusting/discontinuing late-night flash operations at signalized intersections.

18. Other Information:

- a. None

19. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
September 21, 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 Pastor Maury Davis of Stone Chapel Church.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of the Minutes from the August 14th Joint Study Session and August 17th Special Called Board of Mayor and Aldermen meeting.

Motion was made by Ald. Spicer, second by Ald. Wall to approve the minutes with a correction to the Joint Study Session and no changes to the Special Called meeting. A voice vote was called for with all members voting aye. **The August 14th Joint Study Session with correction and the August 17th Special Called Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Proclamation

Mayor Corbitt presented to the members of the local Charlotte Reeves Robertson and General Jethro Sumner Chapters of the National Society Daughters of the American Revolution a proclamation declaring September 17th – 23rd, 2023 as Constitution Week in the City of White House.

9. Public Comment

Ms. Linda Fore of White House spoke regarding the Board to change the name of the Michael L. Arnold Park. Ms. Fore recommended that the Board change the name to someone who can be looked up to.

Ms. Kathy Clough of White House spoke against allowing chickens for properties under an acre. Ms. Clough discussed an increase in Salmonella and predators when there is an increase in chickens. Ms. Clough is for allowing chickens, but regulations should be for properties an acre and above.

Ms. Nicole Taylor of the White House area read a statement from Ms. Tracy Herdman of White House regarding changing the name of the Michael L. Arnold Park.

Ms. Debbie Martin of White House spoke regarding changing the name of the Michael L. Arnold Park. Ms. Martin also discussed the need for outdoor pickleball courts.

10. Public Hearings

- a. **Ordinance 23-13:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board, Section 2-201.

No one spoke for or against.

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

City Attorney Valerie Webb stated that she has an update for the Board regarding the Days Inn property maintenance lawsuit, but the information was client-attorney privilege. Attorney Webb suggested the Board move into executive session for the update. Motion was made by Ald. Silver, second by Ald. Wall to move into executive session. A voice vote was called for with all members voting aye. **Executive Session started at 7:10 pm.**

After the Executive Session, a motion was made by Ald. Silver, second by Ald. Wall to resume the meeting. A voice vote was called for with all members voting aye. **Mayor Corbitt called the meeting back to order at 7:13pm.** A roll call was called for.

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

City Administrator Gerald Herman updated the Board on the progress of the Wastewater Treatment Plant expansion project. Mr. Herman noted that substantial completion should be made by January 31, 2024.

City Administrator Gerald Herman stated that phase 3 of 5 on the Southern Force Main collection line project is in progress. Mr. Herman continued that the pipe is in the ground from SCT Drive at Dee Cee Road to the treatment plant. Mr. Herman mentioned that connections at both ends and repaving SCT Drive and Industrial Drive are still needed to finish the project.

City Administrator Gerald Herman discussed that the development behind Kroger has connected a water line to Stadium Drive at Indian Ridge Blvd. Mr. Herman continued that they have started to cut the road in that will connect Indian Ridge Blvd. to Byrum Drive. Mr. Herman noted that the ribbon cutting and dedication is scheduled for October 16th at 4:00 pm for the new tennis courts complex that was relocated due to this road connection.

City Administrator Gerald Herman showed recent pictures of the progress on the Recreation Center construction. Mr. Herman mentioned that rain has caused construction delays, but the recent weather has been dry for work to continue.

City Administrator Gerald Herman discussed the bids for the Soccer Complex Parking Lot Expansion project came in very high. Mr. Herman continued that the projected cost for the project was approximately \$1.3 million; however, the lowest bid came in just under \$3 million. Mr. Herman mentioned that TDEC, which was initially funding half the project, reached out and offered three possible solutions. Mr. Herman stated that the first option was to see if TDEC could get additional funding to cover half the overage cost. Mr. Herman said that the second option was to reduce the size of the scope of the project. Mr. Herman stated that the third option was to cancel the project all together. Mr. Herman discussed that the City is pursuing the first option and that Mayor Corbitt has signed a letter to TDEC requesting additional funding. Mr. Herman continued that if the additional funding gets approved by TDEC, the City will still need to fund the other half of the project. Mr. Herman noted that he is looking at the funds in both Parks Sales Tax and Parks Impact Fee to see if they can provide the extra funding. Mr. Herman mentioned that more information regarding any budget amendments will be available at the October Board meeting. Mr. Herman commented that there is still time to get funding in place since the grant is good until 2025. Mr. Herman continued that the lowest bidder was notified about the situation and to hold their price until funding was secured.

City Administrator Gerald Herman mentioned that the City is hosting the Sumner County Council of Governments Awards banquet on Wednesday, September 27th at 6:00pm. Mr. Herman noted that staff is working hard to prepare for the event.

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. Silver, second by Ald. Wall 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 23-11: A resolution to adopt the property tax freeze program as provided in the 2007 Public Chapter 581, as amended.

Motion was made by Ald. Silver, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. Motion passed. **Resolution 23-11 was approved.**

14. Consideration of the Following Ordinances:

- a. **Ordinance 23-13:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board, Section 2-201. *Second Reading.*

Motion was made by Ald. Silver, second by Ald. Spicer to discuss. After discussion, motion was made by Ald. Wall, second by Ald. Silver to approve. A roll call vote was requested by Mayor Corbitt; Ald. Silver – aye; Ald. Spicer – aye; Ald. Wall – aye; Mayor Corbitt - aye. Motion passed. **Ordinance 23-13 was approved on Second Reading.**

- b. **Ordinance 23-14:** An ordinance amending the Municipal Code Title 12, Chapter 5 Housing Code and Chapter 6 International Energy Code. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, a motion was made by Ald. Spicer, second by Ald. Wall to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 23-14 was approved on First Reading.**

- c. **Ordinance 23-15:** An ordinance to amend the Zoning Map and re-subdivide land from R-20 Low Density Residential and C-1 Central Business to CPUD Commercial Planned Unit Development on Raymond Hirsch Parkway. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, a motion was made by Ald. Spicer, second by Ald. Silver to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 23-15 was approved on First Reading.**

- d. **Ordinance 23-16:** An ordinance amending the fiscal budget for the period ending June 30, 2024. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, a motion was made by Ald. Silver, second by Ald. Wall to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 23-16 was approved on First Reading.**

15. Purchasing:

- a. To approve or reject the bid from Rogers Group and allow City Administrator Gerald Herman to enter into a five-year agreement for Paving and Milling Services. The Public Services Director recommends approval.

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

- b. To approve or reject the purchase of a 2023 Nissan Frontier truck from Alan Jay Automotive off State Contract #76657 in the amount of \$35,575. The Public Services Director recommends approval.

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

- c. To approve or reject the purchase of a 2023 Ford Maverick AWD SuperCrew truck from Lonnie Cobb Ford off State Contract #75347 in the amount of \$27,212. The Planning and Codes Director recommends approval.

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

- d. To approve or reject the purchase of a 34-foot Christmas Tree with a star tree topper and various sized ornaments from Season Lights Design in the total amount of \$34,605. The Administrative Services Director recommends approval.

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

- e. To approve or reject the proposal from Kimley-Horn and allow City Administrator Gerald Herman to enter into an agreement for design and consulting services for the Parks Master Plan project. The Parks and Recreation Director recommends approval.

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

- f. To approve or reject the bid from Rogers Group and allow City Administrator Gerald Herman to enter into an agreement for the Sage Road Widening project in the amount of \$892,287.20. City Administrator Gerald Herman recommends approval.

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

16. Other Business:

- a. To approve or reject subdivision infrastructures and street acceptance for Concord Springs Phase 1. The Planning and Codes Director recommends approval.

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

- b. To approve or reject subdivision infrastructures and street acceptance for The Parks Phases 1, 2, and 3. The Planning and Codes Director recommends approval.

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

- c. To approve or reject appointment of Mr. Daniel Whited to serve on the Planning Commission to fill vacancy.

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

17. Discussion Items:

- a. Changing the name of the Michael L. Arnold Municipal Park.

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. Alderman Spicer stated that she has had several citizens contact her regarding the name of the park and wanted to have the item on the agenda to have open discussion. Alderman Wall stated that he has also gotten several emails from citizens requesting to change the name. Alderman Silver mentioned that she also received emails with name suggestions such as Jim Varney and Wilkes. Ald. Silver continued that she is not opposed to the changing the name, but the name should not be from someone who is still alive unless there is a substantial donation to fund the purchase of the property or construction of a building. City Administrator Gerald Herman noted that the dedication was through the proclamation of the Mayor process which is easier to change than ordinances and resolutions. Mr. Herman continued that land may have stipulations during the purchasing process that require a specific name such as the Byrum Family Park on N. Palmers Chapel. Mayor Corbitt mentioned that the communications he has received has been for changing the name, but he thinks some people could be so impactful enough to have a building named after them while still alive such as the old City Hall and new Community Center buildings being named after Dr. Billy S. Hobbs. After discussion, a motion was made by Ald. Spicer, second by Ald. Wall to change the name of the park. A voice vote was called for by Mayor Corbitt with all members voting aye. **Motion passed.** A study session will be scheduled in October to discuss potential names for the park.

18. Other Information:

- a. None

19. Adjournment:

Meeting was adjourned at 7:52 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

REPORTS....

Administrative & Legislative Services Department
September 2023

Administration

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

- September 6:
 - White House Recreation Center Meeting
 - Bid Opening for Paving
 - Ribbon Cutting for White House Florist
- September 7:
 - Project Committee Meeting
 - Leisure Services Board
- September 11:
 - Compensation Study Meetings
 - Bid Opening for Sage Road Widening
 - Stormwater Advisory Board Meeting
 - Planning Commission
- September 12:
 - TDEC-RRD Meeting
 - Committee Review for Parks Master Plan
- September 14:
 - Library Board
- September 18:
 - Department Head Staff Meeting
- September 19:
 - Mayor Update Meeting
 - State of Sumner County Luncheon
 - Sergeant Interviews
- September 20:
 - RTA Board Meeting
 - 2023 GNRC Partnership Luncheon
- September 21:
 - Corporal Interviews
 - After Hours at Insurance with Kellye/Ribbon Cutting
 - Board of Mayor and Alderman Meeting
- September 23:
 - The Gathering
- September 25:
 - Police Chief Interviews for Millersville Police Department
 - Christmas Parade and Christmas on Main Planning Meeting
- September 26:
 - Power Hour at EJ's
 - Economic Development Meeting
- September 27:
 - RFCSP Banking Services Committee Review
 - Annual Awards Dinner- Sumner County Council of Governments
- September 28:
 - Coffee with a Cop
 - Library Garden Ribbon Cutting
 - Monthly Progress Meeting

**Administrative & Legislative Services Department
September 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 2023-2024.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$34,221,901	\$11,300,909	↑7.99
Industrial Development	\$136,600	\$1,144	↓24.19
State Street Aid	\$505,000	\$73,975	↓10.38
Parks Sales Tax	\$1,526,000	\$62,994	↓20.90
Solid Waste	\$1,657,227	\$1,076,617	↑39.93
Parks Impact Fees	\$55,000	\$0	↓25.03
Police Impact Fees	\$110,000	\$0	↓25.03
Fire Impact Fees	\$274,000	\$8,184	↓22.04
Road Impact Fees	\$500,000	\$0	↓25.03
Police Drug Fund	\$25,000	\$18,425	↑48.67
Debt Services	\$2,512,200	\$	↓24.95
Wastewater	\$15,952,225	\$5,835,567	↑11.55
Dental Care	\$100,000	\$17,369	↓7.66
Stormwater Fund	\$1,672,625	\$800,107	↑22.80
Cemetery Fund	\$42,690	\$21,858	↑26.17

*Expended/Encumbered amounts reflect charges from July 1, 2023 – June 30, 2024.

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 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	341	313	325	261	269	346	362
August	161	166	132	128	106	151	166
September	108	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	610	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Sept 2023	FY 2024	FY 2023	FY 2021	Total for FY24	Total for FY23	Total for FY22
YffPurchase Orders \$0-\$9,999	106	578	1,448	1281	\$875,082.24	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	0	14	32	29	\$233,741.45	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	2	28	37	45	\$4,470,992.30	\$39,313,456.65	\$11,687,700.37
Total	108	620	1,517	1355	\$5,579,815.99	\$41,380,107.63	\$13,732,934.80

**Administrative & Legislative Services Department
September 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.

	2023- 2024 Update Request s	2022- 2023 Update Requests	2021- 2022 Update Requests	2020- 2021 Update Requests	2019- 2020 Update Requests	2023- 2024 Page Visits	2022- 2023 Page Visits	2021- 2022 Page Visits	2020- 2021 Page Visits	2019- 2020 Page Visits
July	51	52	54	15	152	34,294	31,946	32,401	11,536	1,164,517
Aug.	44	63	66	20	126	38,060	31,340	25,635	9,145	752,932
Sept.	48	65	48	17	43	31,899	27,594	24,833	8,335	679,248
Oct.		47	52	10	78		29,829	23,816	8,390	386,735
Nov.		54	63	174	56		30,449	23,022	7,587	695,971
Dec.		32	39	13	156		27,768	22,904	17,483	847,724
Jan.		53	56	108	67		31,686	26,942	17,123	720,531
Feb.		47	52	135	22		28,043	23,253	19,796	N/A
March		62	57	39	85		30,614	30,026	22,930	N/A
April		72	68	101	43		31,817	31,127	20,881	N/A
May		51	54	38	27		35,606	31,335	23,514	5,998
June		42	674	214	48		23,919	34,600	30,909	10,251
Total	143	640	609	884	901	104,253	360,611	329,885	197,629	5,263,907

“City of White House, TN” Mobile App

	FY 24 New Downloads	FY 23 New Downloads	FY22 New Downloads	FY21 New Downloads
July	9	8	8	45
Aug.	4	13	9	44
Sept.	4	9	13	19
Oct.		11	6	40
Nov.		11	6	29
Dec.		10	10	10
Jan.		18	18	11
Feb.		10	9	20
Mar.		9	14	11
April		11	11	7
May		3	10	11
June		1	10	11
Total	17	114	124	258

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

	FY24 # of Requ est	FY23 # of Request	FY22 # of Request	FY21 # of Request
July	55	50	38	20
Aug.	46	43	54	27
Sept.	52	40	46	16
Oct.		45	64	15
Nov.		53	19	20
Dec.		70	42	27
Jan.		61	41	18
Feb.		20	41	72
March		41	38	36
April		68	26	26
May		50	39	48
June		47	47	58
FY Total	153	588	495	383

**Administrative & Legislative Services Department
September 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	2(\$30)	\$120
August	0	0
September	0	0
October	0	0
November	0	0
December	0	0
Total	32(\$480)	\$4,170

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	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
July	18	14	19	11	10	22	21
August	23	23	8	27	10	26	24
September	13	21	12	9	13	19	22
October		13	10	6	7	14	18
November		12	23	16	7	18	34
December		8	17	19	3	8	19
January		11	6	11	16	14	16
February		10	8	16	18	7	21
March		16	14	12	11	7	17
April		6	13	17	2	12	25
May		34	20	25	11	6	26
June		19	14	31	10	9	23
Total	54	187	164	200	98	162	266

**Finance Department
September 2023**

Finance Section

During September the Finance Office continued preparing for the FYE 6/30/2023 audit, began preparing for the employee compensation study, and reviewed property tax data provided by the counties and state. Also, the Finance Office welcomed 2 new Customer Service Representatives (Tammy Gipson and Christa Elliott). Members of the Finance Office also participated in the following events during the month:

September 11: Compensation study meetings with Evergreen Solutions, LLC

September 11: Stormwater Advisory Board meeting

September 19: Assistant Finance Director attended and passed CMFO "Cash & Grants Management" course

September 20: Individual TCRS error correction meeting with HR and City Administrator

September 26: Finance staff meeting

September 27: RFCSP Banking Services Committee review meeting

Performance Measures

Utility Billing

	Sept 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
New Builds (#)	41	94	307	284	357	171
Move Ins (#)	91	258	926	977	737	649
Move Outs (#)	12	109	831	898	743	602
Electronic new customer signups (#)	79	209	476	410	300	127
Electronic new customer signups (%)	60%	59%	39%	33%	27%	15%

Business License Activity

	Sept 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Opened	2	17	95	92	76	69
Closed (notified by business)	2	4	9	7	6	10

Accounts Payable

	Sept 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Total # of Invoices Processed	362	1249	4455	4254	4079	4003

**Finance Department
September 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	12,575,765	3,772,730	6,307,065	50%
Cemetery Fund	55,450	16,635	250,928	453%
Debt Services	2,530,300	759,090	1,466,745	58%
Dental Care Fund	78,300	23,490	163,046	208%
Roads Impact Fees	421,800	126,540	910,263	216%
Parks Impact Fees	440,484	132,145	450,125	102%
Police Impact Fees	315,200	94,560	953,660	303%
Fire Impact Fees	208,200	62,460	630,483	303%
Economic Development	141,900	42,570	216,130	152%
Parks Sales Tax	1,093,500	328,050	653,287	60%
Police Drug Fund	5,250	1,575	61,313	1168%
Solid Waste	1,577,500	473,250	801,853	51%
State Street Aid	456,800	137,040	388,048	85%
Stormwater Fund	1,100,750	330,225	1,080,087	98%
Wastewater	6,293,000	1,887,900	9,886,841	157%

*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 2023-2024.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	12,575,765	1,634,960	↓ 12.00%
Cemetery Fund	55,450	8,344	↓ 9.95%
Debt Services	2,530,300	671,612	↑ 1.54%
Dental Care	78,300	21,960	↑ 3.05%
Roads Impact Fees	421,800	352,218	↑ 58.50%
Parks Impact Fees	440,484	140,402	↑ 6.87%
Police Impact Fees	315,200	282,348	↑ 64.58%
Fire Impact Fees	208,200	186,500	↑ 64.58%
Economic Development	141,900	2,765	↓ 23.05%
Parks Sales Tax	1,093,500	291,500	↑ 1.66%
Police Drug Fund	5,250	2,496	↑ 22.54%
Solid Waste	1,577,500	396,701	↑ 0.15%
State Street Aid	456,800	120,829	↑ 1.45%
Stormwater Fund	1,100,750	300,993	↑ 2.34%
Wastewater	6,293,000	1,778,884	↑ 3.27%

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

**Human Resources Department
September 2023**

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

September 05: Chamber of Commerce Board Meeting

September 06: Ribbon Cutting for White House Florist

September 11: Evergreen Solutions Compensation Study Orientation & Focus Group Meetings

September 12: Customer Service Representative New Hire Orientation

September 18: Police Sergeant Testing
Police Corporal Testing

September 19: Chamber of Commerce Monthly Luncheon
Police Sergeant Interview

September 20: 20 Mile Group - Smyrna - Human Resources Luncheon

September 21: Police Corporal Interviews

September 25: Customer Service Representative New Hire Orientation
Firefighter New Hire Orientation
Records Clerk II New Hire Orientation

September 27: Sumner County Council of Governments Annual Banquet

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
July	0	0	0	0
August	0	1	0	0
September	0	1	0	1
October		2	1	0
November		1	0	1
December		0	0	0

Three-year average: 6.33

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January		1	0	1
February		0	1	0
March		0	0	2
April		0	0	1
May		0	1	0
June		0	1	3
Total	0	6	4	9

**Human Resources Department
September 2023**

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
July	0	0	0	1
August	0	0	1	1
September	0	0	0	1
October		2	1	1
November		0	1	3
December		2	0	0

Three-year average: 5.33

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January		0	0	0
February		0	0	0
March		0	1	0
April		0	1	0
May		0	0	0
June		0	0	0
Total	0	4	5	7

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
July	2	1	1	1
August	3	1	1	1
September	1	1	2	0
October		1	0	0
November		2	0	1
December		1	1	2

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January		0	4	2
February		0	2	0
March		2	3	0
April		0	2	2
May		0	2	0
June		1	1	3
Total	6	10	19	12
Percentage	4.72%	8.40%	16.52%	10.91%

Three-year average: 11.94%

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
July	0	0	0	1 (T)
August	1 (T)	0	0	0
September	0	0	0	0
October		1 (S)	0	0
November		0	0	0
December		0	0	1 (T)

Three-year average: 1.667

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January		0	1 (T)	1 (T)
February		0	0	0
March		1 (T)	0	0
April		0	0	0
May		0	0	0
June		0	0	0
Total	0	1	1	3

**Police Department
September 2023**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in September:** White House Rotary (Sept. 14, 21, & 28), Department Head Staff Meeting (Sept. 18), New Sergeant Interview (Sept. 19), Sumner County Drug Task Force (Sept. 20), New Corporal Interviews (Sept. 21), Command Staff Meeting (Sept. 21), Board of Mayor & Alderman Meeting (Sept. 21), Christmas Parade Planning (Sept. 25) and Coffee with a Cop (Sept. 28).

➤ **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.

We hope to Achieve our 4th re-accreditation from the Tennessee Law Enforcement Accreditation program this December 2023.

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
July	0	308	0	308
August	24	434	16.5	474.5
September	0	208	39	247
Total	24	3,068	79.5	3,147.5

Patrol Division Performance Measurements

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 570 shifts during the Fiscal Year 2023-2024. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	September 2023	FY 2023-24
Three (3) Officers per Shift	16	44
Four (4) Officers per Shift	40	126

*Two Officer Minimum staffing was put in place due to staff shortage. In the month of July, 10 shifts had only 2 Officers on shift.

2. ***Acquire and place into service two Police Patrol Vehicles.*** Two new vehicles were ordered from Lonnie Cobb Ford in August 2022 for the 2022-23 Budget Year. We have carried those vehicles over to this budget year because we have not received them. We have received the new contract prices for Police Vehicles for the 2023-2024 budget. We will submit a Memo to the Board of Mayor and Alderman for approval in September.

**Police Department
September 2023**

3. Conduct two underage alcohol compliance checks during the Fiscal Year 2023-2024.

Fall Compliance letters will be sent to Business Owner in October.

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: September stats are still unable to be obtained from Tyler Technologies.**

Group A Offenses	September 2023	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons			56	
Crimes Against Property			148	
Crimes Against Society			98	
Total			302	
Arrests			207	

***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.

	September 2023	TOTAL 2023
Traffic Crashes Reported	45	358
Enforce Traffic Laws:		
Written Citations	**	411
Written Warnings	**	462
Verbal Warnings	266	2,169

****Numbers Unavailable for the month of September 2023.**

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				
2023	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
September	45	7 YTD 42	16%	12% YTD 358

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

Staffing:

- Ofc. Christopher Sampson started the Tennessee Law Enforcement Academy on July 9th. He will graduate September 29th.
- Ofc. Blake McClusky is currently in FTO.
- Kira Rittman was hired as the new Records Clerk. She started on September 25th.
- Cpl. Brandon Waller was promoted to Sergeant.
- Ofc. Tristan Twedt was promoted to Corporal.
- We currently have 4 positions open and are continuing to accept applications.

**Police Department
September 2023**

Sumner County Emergency Response Team:

- On 15 Sep 2023, ERT conducted breaching training with Gallatin FD and Sumner Co EMA. ERT members were trained to use various tools to include rams, pry bars, quick saws, and chainsaws to breach standard residential doors as well as metal fire-rated doors.
- On 22 Sep 2023, ERT executed a high-risk arrest warrant on two addresses in Gallatin. The suspect was wanted in connection with an attempted homicide that occurred on 19 Sep 2023 in Gallatin. The suspect was apprehended at the second location without incident.

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
September		

Communications Section

	September	Total 2023
Calls for Service	993	9,703
Alarm Calls	43	422

Request for Reports

	September	FY 2023-24
Requests for Reports	25	57
Amount taken in	\$22.65	\$54.55
Tow Bills	\$0.00	\$0.00
Emailed at no charge	28	65
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Nothing to Report currently.

Volunteer Police Explorers: Nothing to report currently.

Item(s) sold on Govdeals: Nothing to report currently.

**Police Department
September 2023**

Crime Prevention/Community Relations Performance Measurements

- ***Teach D.A.R.E. Classes (10 Week Program) to one public elementary school by the end of each school year.*** Sgt Enck began D.A.R.E. August 28th, to 5th graders at White House Middle School. There are approximately 150 kids.
- ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House Expo & Safety Day is October 7th.
- ***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.
- ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - 9/01- Sgt. Enck assisted H.B. Williams with Active shooter lockdown drill.
 - 9/13- Community Christian School - First Responder Appreciation /Touch a Truck.
 - 9/13 - Community Christian School - Wheels in Motion.
 - 9/14 - H.B. Williams wheels in Motion.
 - 9/17 – Sgt. Enck had a Safety talk at White House First United Methodist Church with the pre-teens.
 - 9/21- Sgt Enck – White House Middle School opioid addiction and social media addiction talk with 8th grade.
 - 9/21 Heritage Elementary wheels in motion.
 - 9/22 Deja Moo CCS homecoming after-game party
 - 9/27 Pizza party for 5th grade teachers WHMS.
 - 9/28 Temple Town touch a cruiser.

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

- 9/8 – White House High School Homecoming Parade.
- 9/22 - Community Christian School Homecoming parade.
- 9/28 - Coffee with a cop.

Upcoming Events:

- Christmas Parade.
- Shop with a Cop/Fireman.

2023 Participation in Joint Community Events		
	<u>August</u>	<u>Year to Date</u>
Community Activities	13	67

**Fire Department
September 2023**



Summary of Month's Activities

Fire Operations

The Department responded to 138 requests for service during the month with 107 responses being medical emergencies. The Department also responded to 9 vehicle accidents of which 5 had injuries, 3 had no injuries, and one vehicle vs. pedestrian. Of the 138 responses in the month of September there were 28 calls that overlapped another call for service that is 20.74% of our responses for the month. That brings the overlapping call volume for FY23-24 to 84 or 19.4% 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 July from dispatch to on scene time averaged was, five minutes and thirty-nine seconds (5:39). The average time a fire unit spent on the scene of an emergency call was sixteen minutes and twenty-seven seconds (16:27).

Department Event

- September 11th – Pay Study Orientation and Focus Group meetings
- September 12th – Monthly Officer meeting
- September 14th – Visited Christian Community School
- September 22nd – Hydrostatic testing of all air cylinders

Fire Administration

- September 1st – Active Shooter drill at HB Williams
- September 11th – Pay Study and Focus Group meetings
- September 18th – Discover WH/Safety Day preplan
- September 21st – Middle TN Fire Chiefs Luncheon
- September 26th – Monthly Safety Committee meeting

Emergency Calls Breakdown

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

Incident Responses FY to Date

Fires	8
Rescue & Emergency Services	302
Hazardous Conditions (No Fire)	9
Service Calls	36
Good Intent Call	36
False Alarms & False Call	42
Calls for The Month	138
Total Responses FY to Date	436

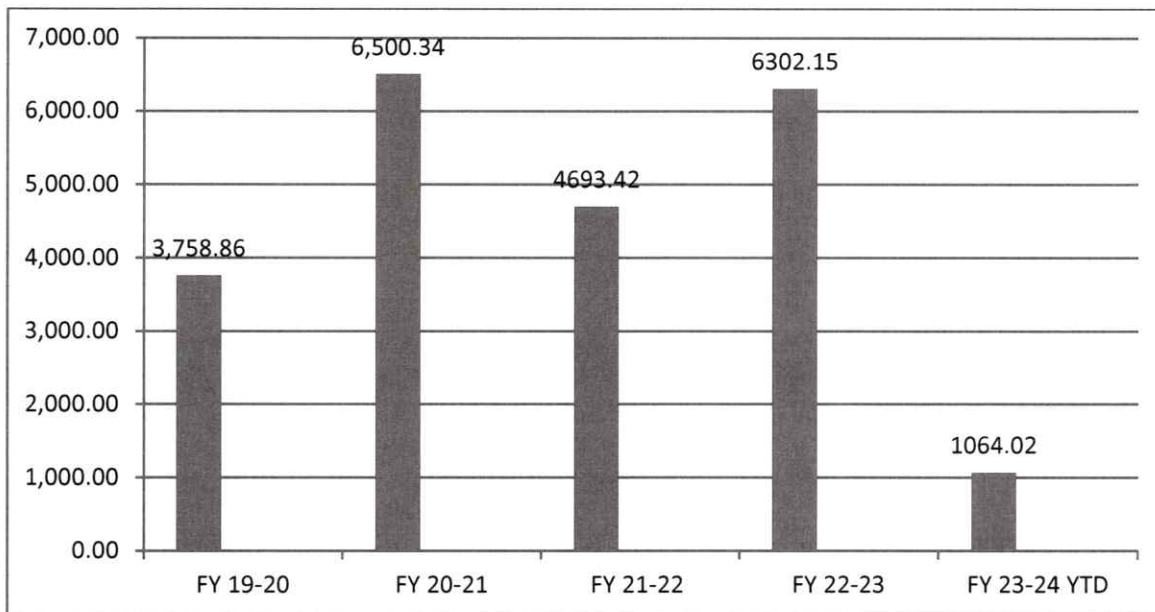
**Fire Department
September 2023**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	85	267	61.80%
Station #2 (Business Park Dr)	49	165	38.19%

Fire Fighter Training

The Department goal is to complete the annual firefighter training of 228 hours for career firefighters. The total hours of 4788 hours of training per year is based on twenty-one career firefighters.



	Month	FYTD
Firefighter Training Hours	346.86	1064.02

Training breakdown for ISO and NFPA*

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	26	128.5	12	42.9	137.46
Total for FY	83	899	81	262.3	319.62

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

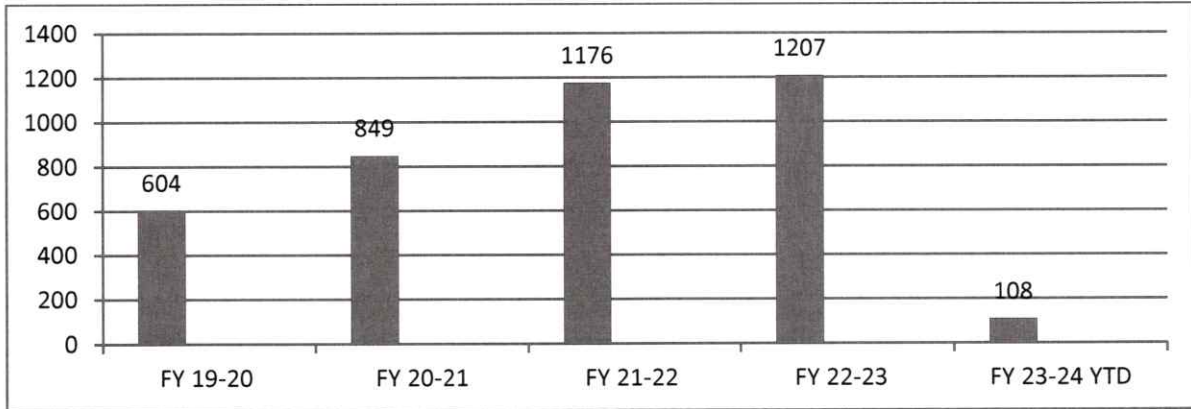
Insurance Service Office – A nationally recognized agency that rates fire departments on their level of readiness. This rating is used by insurance companies to determine insurance rates for their customers.

**Fire Department
September 2023**

Fire Inspection

NOTE: Fire Inspection data was not available for this report as the web-based reporting system has been unavailable for almost 2 weeks. Updated numbers will be in next month's report.

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

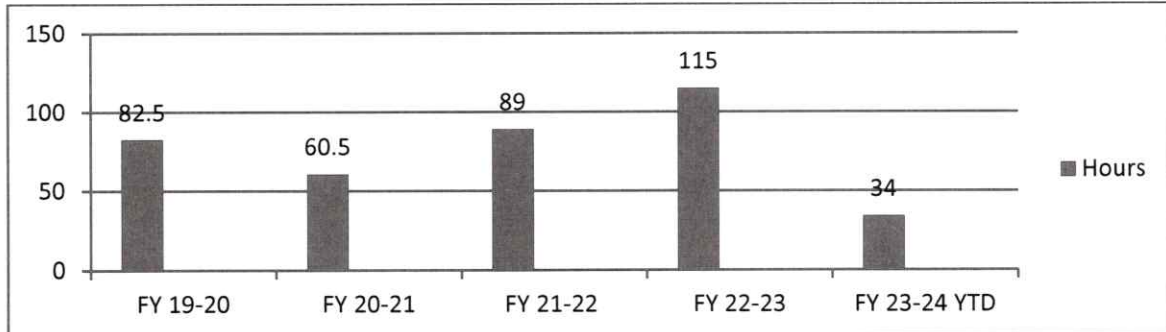
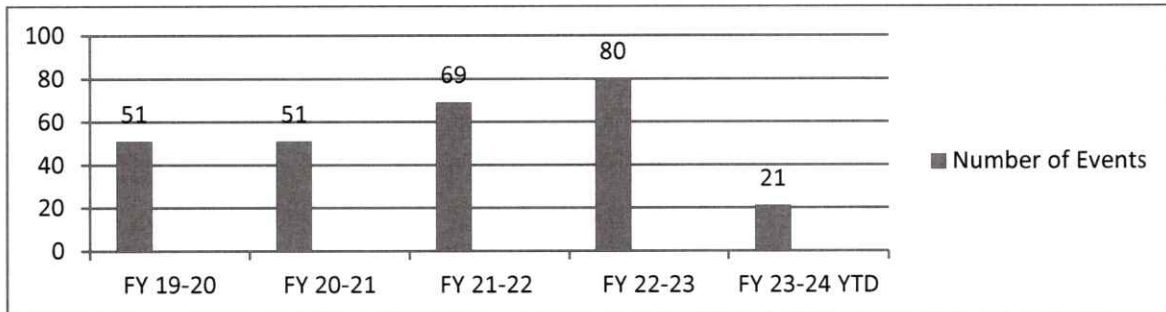
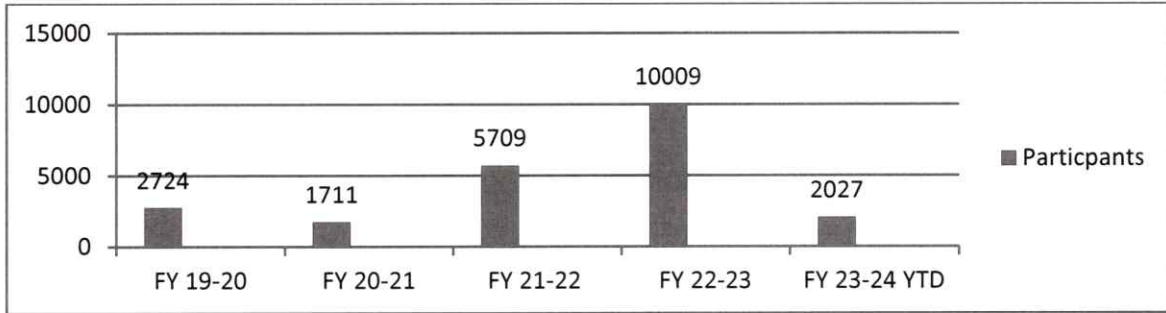


	Month	FYTD
August Fire Inspection	118	226
Reinspection	17	30
Code Violation Complaint	1	1
Violations Cleared	3	10
Annual Inspection	10	38
Knox Box	2	8
Fire Alarms	11	14
Measure Fire Hydrant	0	1
Plans Review	3	5
Pre-C/O	5	6
Pre-incident Survey	25	56
Sprinkler Final	1	1
Final/Occupancy	3	7

**Fire Department
September 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.



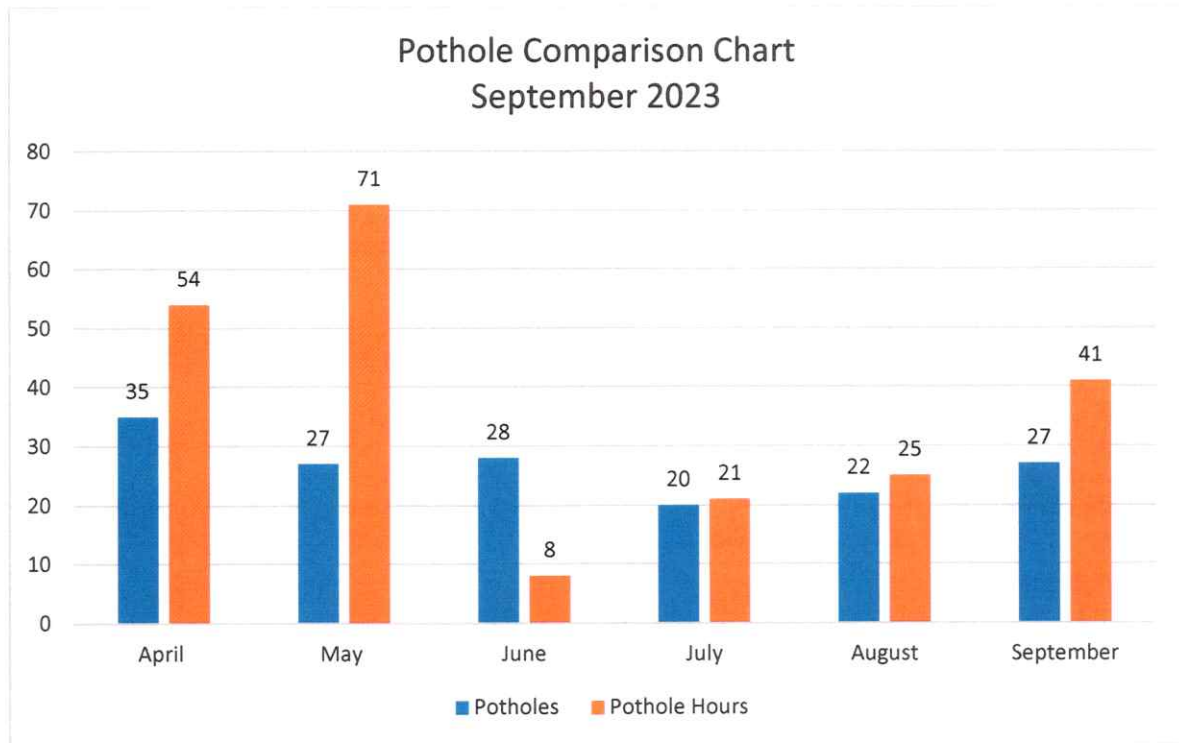
	Month	FYTD
Participants	28	2027
Number of Events	3	21
Education Hrs.	3	34

Social Media Statistics for the Month

Post Reach	6,796
Post Engagement	1,363
New Page Followers	36

Public Services Department – Public Works Division
September 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.

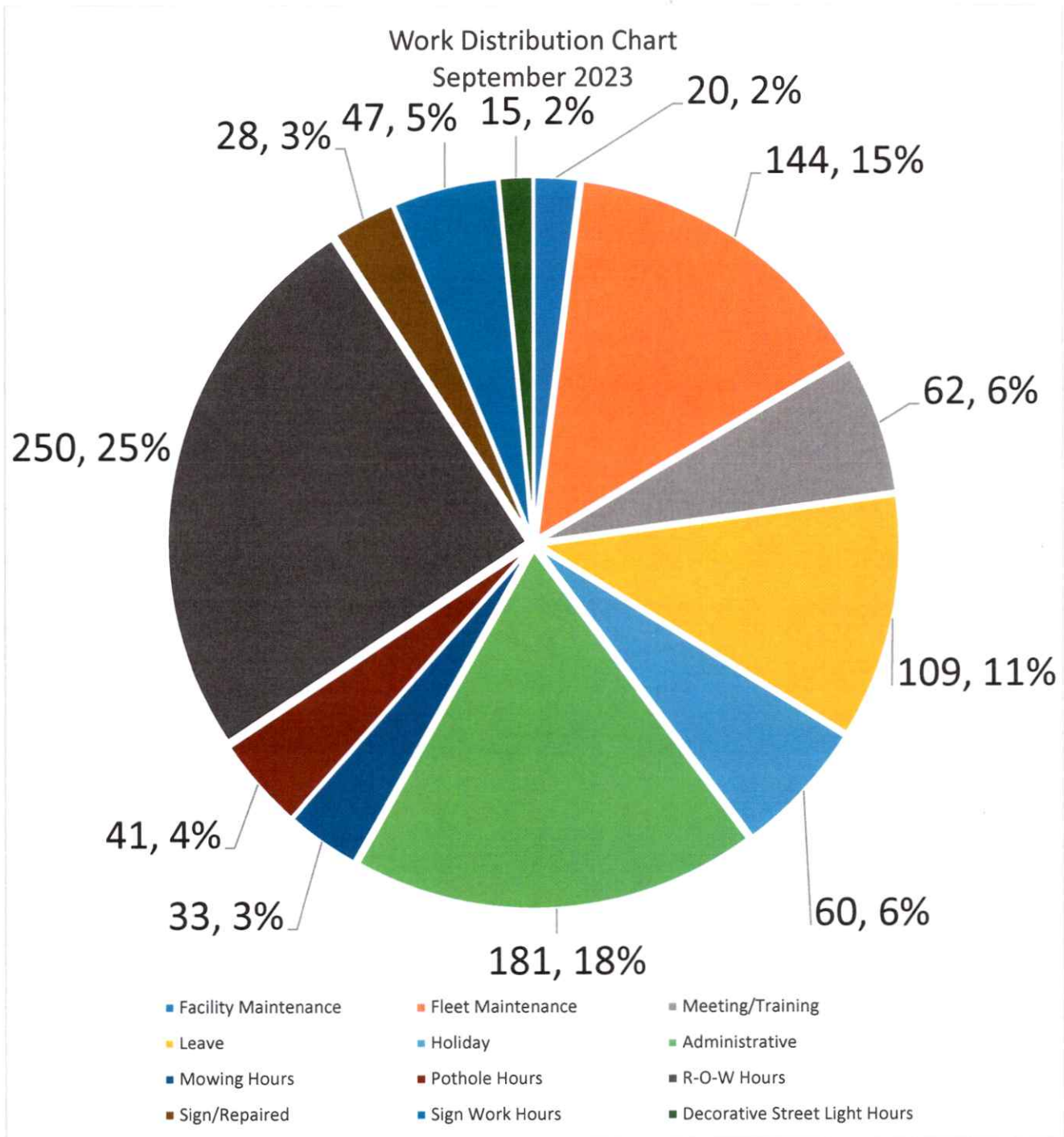
Pothole Complaint Response Time

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
Ben Albert Road	09/06/2023 (Identified by City Staff)	09/07/2023	1 Day
Meadowlark Drive	09/06/2023	09/07/2023	1 Day
Cardinal Drive	09/06/2023	09/07/2023	1 Day
Pleasant Grove Road	09/28/2023	09/29/2023	1 Day

Public Services Department – Public Works Division
September 2023

Work Distribution Chart
September 2023



Total Hours Worked in The Public Works Department were 960 Hours. The chart below show what percentage of time was spent on each job task.

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

Monthly Work Log

Note: Friday is logged now because of Tuesday – Friday Employee Schedule.

Friday 9-1-2023

- Picked up Digital Message Boards after South Palmers Chapel Road repair / Inspection of driveway repair / Mowed ROW around TDOT Cul-De-Sac, Meadowlark, Melton, Calista Lift Station, SR-76 at Farmers Bank

Monday 9-4-2023

- Holiday, Labor Day

Tuesday 9-5-2023

- Started road repair on South Palmers Chapel Road / Cut tree on Villages Court / Evaluated recycling cart issue at 549 North Palmers Chapel Road

Wednesday 9-6-2023

- Installed light bar on Vehicles 1333 and 200 / Cintas uniform meeting / Facility and Fleet Maintenance

Thursday 9-7-2023

- Finished road repair on South Palmers Chapel Road / Cut and removed tree on Heritage Drive / Repaired potholes on Ben Albert Road, Meadowlark Drive, and Cardinal Drive

Friday 9-8-2023

- Mowed Shady Lane detention pond / Mowed NB off ramp / Delivered trash carts to 115 Oakland Court / Sprayed median in front of Speedway / Mowed Meadowlark and Melton Road / Mowed McDonalds / Safety Walk Through

Monday 9-11-2023

- Performed maintenance on Mower Max side mount mower / ROW Mowing near new school road and Pinson Lane / ROW Mowing on Boyles Road / Compensation focus group / Marked road for repair on Christian Drive / Washed Mower Max / Organized Snow Flakes and Wreaths / Cleaned up trash from SR-76

Tuesday 9-12-2023

- Cintas meeting / Review traffic control and road construction plan for Christian Drive road repair / Picked up skid steer from South Palmers Chapel Road project / Cut Christian Drive in preparation for road repair / Removed trash from SR-76 / Lane Light Troubleshooting on SR-76 near Fire Station 1 / Changed bucket on backhoe and greased the backhoe

Wednesday 9-13-2023

- Crew meeting to discuss roadwork about Christian Drive / Delivered backhoe and roller to Christian Drive and commenced roadwork on Christian Drive / Repaired damaged pedestrian button at Wendy's as well as tightened loose pedestrian pole in front of Tidal Wave Car Wash.

Thursday 9-14-2023

- Backfilled road excavation on Christian Drive and dug up the other damaged area on Christian Drive to continue repair on this section of failed roadway.

Friday 9-15-2023

- Changed out street signs to MUTCD Compliant Signs / Fleet maintenance / Unloaded Road sign stands

Monday 9-18-2023

- Delivered barricades to SR-76, Union Road and Pleasant Grove Road to close the road due to downed power lines from tri-axle turning over / Continued Christian Drive Road repair / Began JAT Survey.

Tuesday 9-19-2023

- Continued Christian Drive Road repair / ROW mowing Shady Lane Detention Pond / Picked up flashing Chevron Signs from Tyree Springs Road accident / Installed new LED lights on vehicle 1333

Wednesday 9-20-2023

- Facility and Fleet Maintenance / Finished Christian Drive Road repair / ROW mowing at Meadowlark Drive and SR-76 (near Farmers Bank) / ROW Mowing Hester and Melton Road.

Thursday 9-21-2023

- Stored road barricades / Mowed near new school road and Pinson Lane / Bought 6 cans of semi-gloss paint for parade trailer / Worked on parade trailer / Took calipers and brakes off of vehicle 1333 for repair

Friday 9-22-2023

- ROW mowing Industrial Drive and TDOT cul-de-sac / Went to perform proof roll at Springbrook Subdivision but it was cancelled by the developer / Performed site inspection with Benchmark Construction at Sage Farms / Final inspections at Willow Grove / Installed sign to slow traffic on Sage Road during road construction / Changed out 6 road signs / Delivered new recycling cart to 113 Dakota Drive / Went to O'Reilly's to pick up new brakes for vehicle 1333

Monday 9-25-2023

- Picked up wire to repair LaneLights at Winsupply / Dropped off asphalt hotbox for repairs / Picked up trailer tires from BJ's Trailers / Changed tires on 16' trailer / Installed motors and mounts for new shop fans / Picked up handicap parking signs and fan at the Park.

Tuesday 9-26-2023

- Safety Committee Meeting and Inspection of the Library / Helped Stormwater perform repair on street sweeper. Repaired Decorative street lights on Beach Way, Scotlyn Way, Rosewood Drive, Knox Lane and Simmental Lane / Performed traffic control for brush collection on Tyree Spring Road.

Public Services Department – Public Works Division
September 2023

Wednesday 9-27-2023

- Decorative street lights on Rosewood Drive, Knox Lane, Owens Lane, Titan Lane, Simmental Lane / JAT Survey / Installed new trailer wiring on 20' equipment trailer.

Thursday 9-28-2023

- Went to O'Reilly's and Ace to purchase parts for parade float / Grinded and painted parade float trailer

Friday 9-29-2023

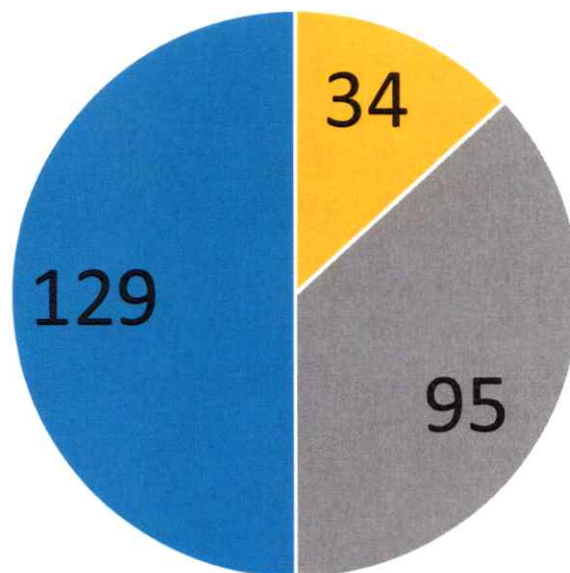
- Meeting with representative for Shell Gas Station on sidewalks and concrete drive entrance on 31W / Repaired 2 potholes on Pleasant Grove Road / Installed Stop Here On Red Sign at McDonald's on Charles Drive / Installed 7 Street signs.

Street Name Sign MUTCD Compliance List

The purpose of this list is to track the updating and bringing into compliance The City of White House's Street name signs with the current requirements the Manual on Uniform Traffic Control Devices (MUTCD) Standards. Street name signs can no longer have all letters capitalized on the sign. (Harpers Way and Loves Lane Road Signs were installed in compliance with current MUTCD Standards).

Note: A total of 28 Signs were replaced and made MUTCD Compliant in the month of September.

Street Sign Replacement Tracker



■ Signs left to replace ■ Signs replaced ■ Total Signs to Be Replaced

Public Services Department – Public Works Division
September 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-Aug	23-Sep	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	985	960	11,085
Facility Maintenance	3494	2187	1,227	1,137	887.25	71	20	144
Fleet Maintenance	1034	514	282	380	422.5	114	144	945
Meeting/Training	502	510	517	400	457	38	62	422
Leave	1,253	576	613	810	823	83	109	1063.5
Holiday	795	470	385	555	545	0	60	465
Overtime	508.5	488	414	311	152.75	4	0	301
Administrative	385	698	803	867	1153.25	203	181	2,377
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	0	0	102
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	62	33	308.5
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	22	27	393
Pothole Hours	0	759	734	1,181	831.5	25	41	523.5
R-O-W Hours	0	2835	2416	4,027	3044.5	268	250	2,759
Sign/Repaired	0	120	91	84	63	14	28	137
Sign Work Hours	0	289	179	234	109	32	47	317.25
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	25	15	265.5
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	23-Aug	23-Sep	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	380	320	4,476
Facility Maintenance	3494	723	446	574	394.5	54	36	461
Fleet Maintenance	1034	488	445	331	294.5	19	12	208
Meeting/Training	502	265	130	135	127.5	3	3	122
Leave	1,253	428	700	476	336	35	35	584
Holiday	795	270	230	230	230	0	20	250
Overtime	508.5	119	4	12	39.5	0	0	16
Administrative	385	167	1	0	72.5	1	3	28
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					17	5	67
R-O-W Hours	0	166	30	97	170	1	26	151
Salt Hours	0	0	0	0	0	0	0	79
Salt Tons	0	0	0	0	0	0	0	15

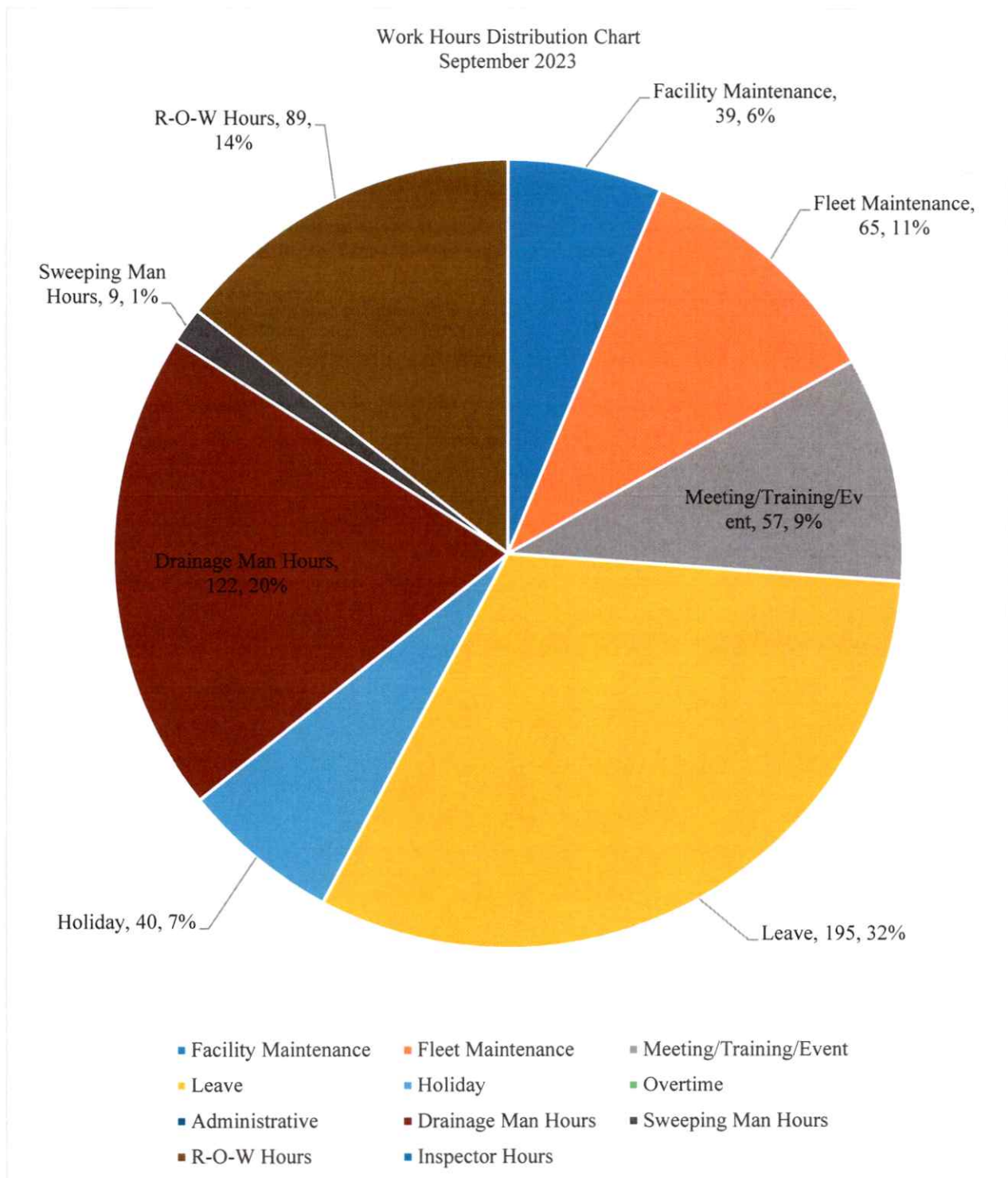
Sanitation	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-Aug	23-Sep	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	715	518	8,568
Brush Truck Loads	459	551	522	578	584	63	45	833
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	200	207	4,950
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	132	104	1,782
Litter Pickup Bags	334	507	546	511	456	57	39	720
Litter Pickup Hours	1147	1132	985	957	892	109	76	1,384

Public Services Department – Public Works Division
September 2023

Public Works Inspector							23-Sep	YTD 22/23
Initial Form Inspection							18	18
Final Form Inspection							23	23
EPSC (Erosion Prevention and Sediment Control) Inspection							13	13
Final Stormwater Inspection							25	25
Proof Roll							2	2

Public Services Department – Stormwater Division September 2023

Total Hours Worked in The Stormwater Division were 640 hours. The chart below shows percentage of time spent on each task.



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

Monthly Work Log

WO090523003, 193 S. Palmers Chapel – Assist Public Works with road repairs.



WO090523004 - 007, 427 Industrial Dr. – vehicle inspections and equipment repairs. Check hot spots after rain.



WO091323003, 100 Brook Ct. – Flooding complaint due to adjacent construction at Frey Branch Cottages. No flooding observed. TDEC is investigating this same complaint with comments on invert elevation of temporary crossing. City will coordinate with TDEC.

Public Services Department – Stormwater Division
September 2023

WO090523003, 193 S. Palmers Chapel – Assist Public Works with new asphalt.



WO091123008, 107 Copperfield Ct. – clean debris around SCM



WO091423002, Hot spot monitoring - Cleaned storms drains around city. Holly Tree subdivision, Indian Ridge subdivision, Hillwood Dr., Kennedy Dr., Calista Rd., Briarwood subdivision, N Palmers area.



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

WO091823003, 129 Oak Park Ct. – ditch maintenance.



WO091823005, 307 Tyree Springs Rd. – ditch maintenance.



WO091823012, 427 Industrial Dr. - Repaired pick-up heads on street sweeper.

WO092123003, 427 Industrial Dr. - Added new Public Services logos to vehicles.

WO092123004, 132 W Main St, Gallatin - CoRE-EX Program, 811 pipeline training

Public Services Department – Stormwater Division
September 2023

WO092523003, 421 Wilkinson Ln. – culvert inspection. Scheduled maintenance 4 weeks out.



WO092723001, Morgan Trace Ct. at N. Palmers Chapel Rd. – Inspect options for removal of valley gutter.



Public Services Department – Stormwater Division
September 2023

WO092823003, City hot spots – flooding issues

212 Hillwood Dr. (The Mills)

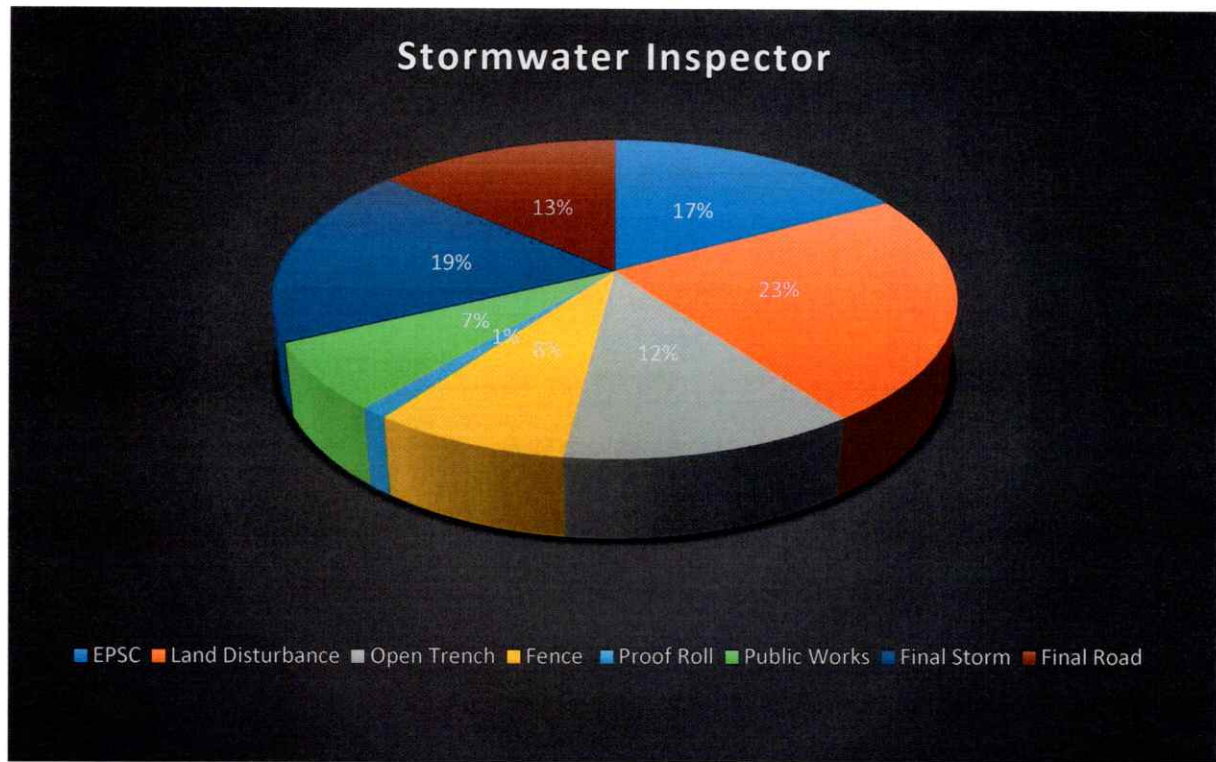


400 Valley View Dr. (Copes Crossing)



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

Stormwater Inspector Notes



EPSC Site Inspections	30
Land Disturbance	41
Open Trench Inspections	21
Fence Inspections	14
Proof Rolls	2
Public Works Inspection	12
Final Storm	33
Final Road	24
Total Inspections Performed for the Month	177

Daily Work Activities:

Sept. 4 – **Labor Day**

Sept. 5 – Composed BMA Notes, updated work orders, and work log, prepared weekly schedule, worked on ADA research, and updated fence permit information. Final inspections at 755 N. Palmers Chapel Rd. Form Inspections at Legacy Farms and Summerlin. LD inspection at Exotic Marble.

Public Services Department – Stormwater Division
September 2023

Sept. 6 – Springbrook Subgrade Proof Roll, training Public Works Inspector. Provide correspondence regarding land disturbance applications and Long-term Maintenance Agreements. Reviewed Fence Permit applications.

Sept. 7 – Proof Roll at The Reserve at Palmers Crossing marking curbing and sidewalk repairs. Phone conversation regarding updates with Tyler Tech Software Updates. Met with Development Team to review issues at Dorris Farms Phase 2. Land Disturbance Inspections at Legacy Farms. Final Inspections at Willow Grove and Legacy Farms. Reviewed Fence Permit applications.

Sept. 11 – Meeting at City Hall for Compensation Study. EPSC Inspections at Jackson Farms, Legacy Farms, Frey Branch Cottages, Fields at Oakwood, and Calista Farms.

Sept. 12 – Updated records, permits, and work orders. Reviewed CCTV Footage for Summerlin. Open Trench Inspections at CORE5 and Legacy Farms Phase 3. Reviewed Fence Permit applications.

Sept. 13 – Reviewed CCTV Footage for Caliber Collison. Updated LTMAP information. Reviewed Specifications on Stormwater Infrastructure. Worked on Target Solutions. Discussions with Greg for training purposes. EPSC Inspections at Shell Fuel Station.

Sept. 14 – EPSC Inspections at Marlin Pointe, Review of violations with Developers at Dorris Phase 1&2. Land Disturbance Inspection for The Parks Phase 5.

Sept. 18 – Inspections at Box Culvert CIP, EPSC Inspections at Highland Park, Rec. Center, and The Mill. Reviewed Fence Permit applications.

Total Hours:

Hours Worked: 120.0

Overtime: 0.5

PTO: 8.0

Holiday: 10.0

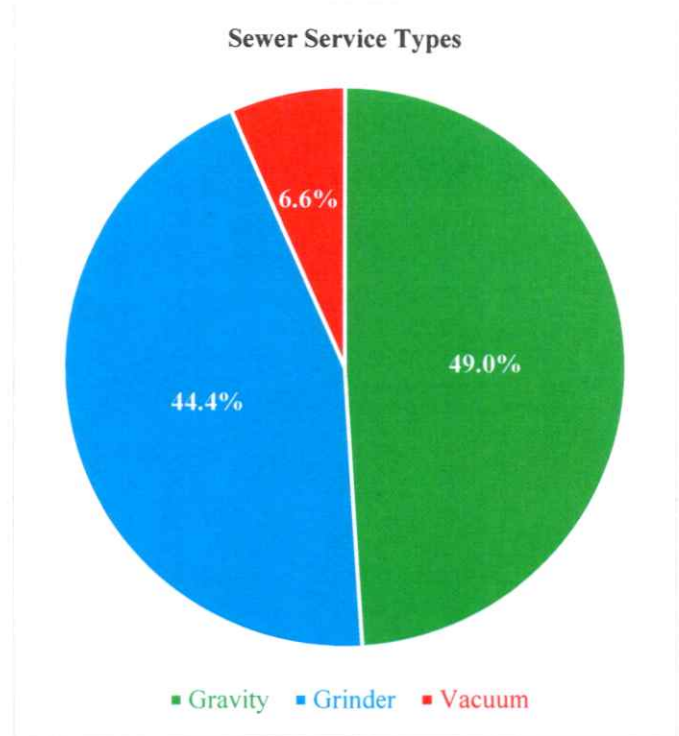
**Public Services Department - Wastewater Division
September 2023**

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 **September 30th, 2023**, City personnel count a total of **6,728** sewer system connections, with **71 new** applications for service in **September 2023**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,297
Low-Pressure Grinder Sewer Connections	2,986
Vacuum Sewer Connections	445

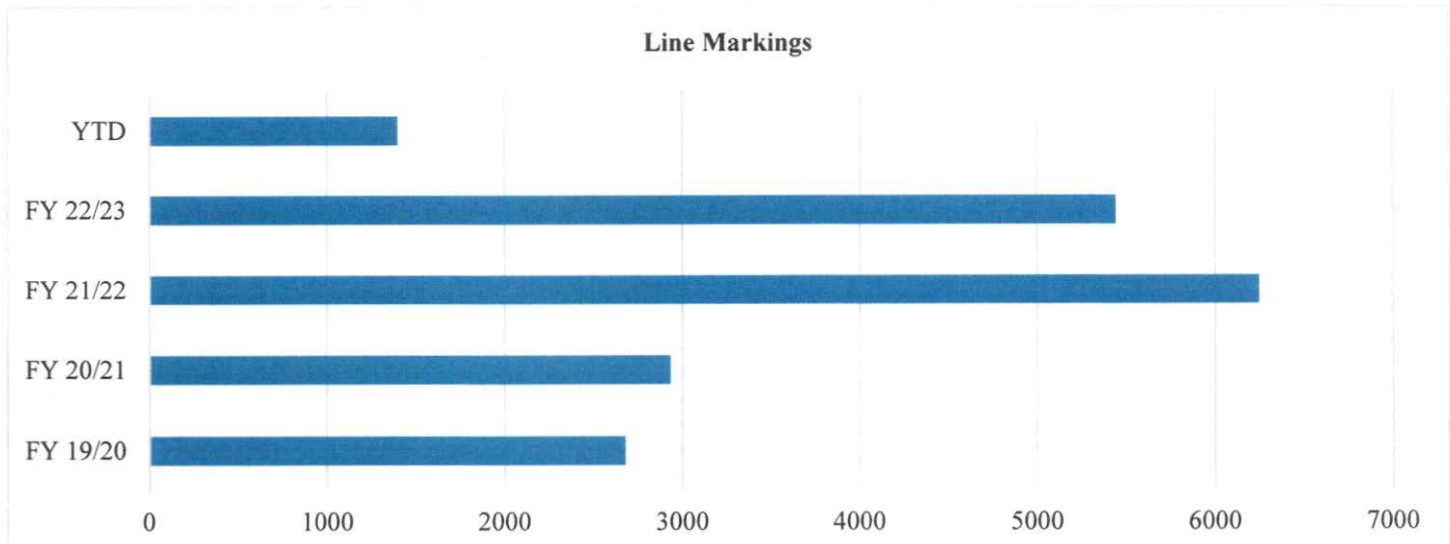
The City counts **189** commercial grinder stations, **2,795** residential grinder stations, and **29** major lift stations integrated into our system.



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 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>September 2023</u>	<u>FY 23/24 YTD</u>
Tennessee 811	2680	2933	6245	5441	433	1397



Public Services Department - Wastewater Division
September 2023

<u>Lift-Station Repairs</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Sep 2023</u>	<u>FY 23/24 YTD</u>
Union Road	6	9	0	0		1	1
Summerlin	5	22	0	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	8	6	9	9		0	0
Cambria	4	3	4	4		1	1
Belmont Lodge Apartments	n/a	n/a	0	0		0	0
Kensington Green	1	0	0	0		0	0
Meadowlark Townhomes	n/a	n/a	0	0		0	0
Meadowlark	2	1	1	1		0	0
Sage Farms	n/a	n/a	n/a	n/a		0	0
Sage Road (aka Hester)	1	0	0	0		0	0
Loves Truck Stop	0	0	3	3		0	0
Highway 76 (aka Springfield)	1	0	0	0		0	0
Portland	0	1	0	0		0	0
North Palmers Chapel Vacuum Station	3	1	7	7		0	0
Villas at Honey Run	n/a	n/a	1	1		0	0
31W Apartments	n/a	n/a	0	0		0	0
Calista Apartments	n/a	n/a	0	0		0	0
Calista Vacuum Station	2	1	9	9		0	1
Concord Springs	0	0	2	2		0	0
Fields at Oakwood	n/a	2	2	2		0	0
Los Jalapenos	n/a	n/a	0	0		0	0
Mt. Vernon Apartments	n/a	n/a	0	0		0	0
Grove at Kendall	n/a	n/a	0	0		0	0
Wilkinson Lane	3	1	3	3		0	0
Heritage High School	1	0	0	0		0	0
Legacy Farms	n/a	n/a	0	0		0	0
The Parks #1	0	0	0	0		0	0
Treatment Plant	6	3	0	0		0	0

**Public Services Department - Wastewater Division
September 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: No major station alarms occurred during the month of September, 2023. Two repairs were completed on existing stations.

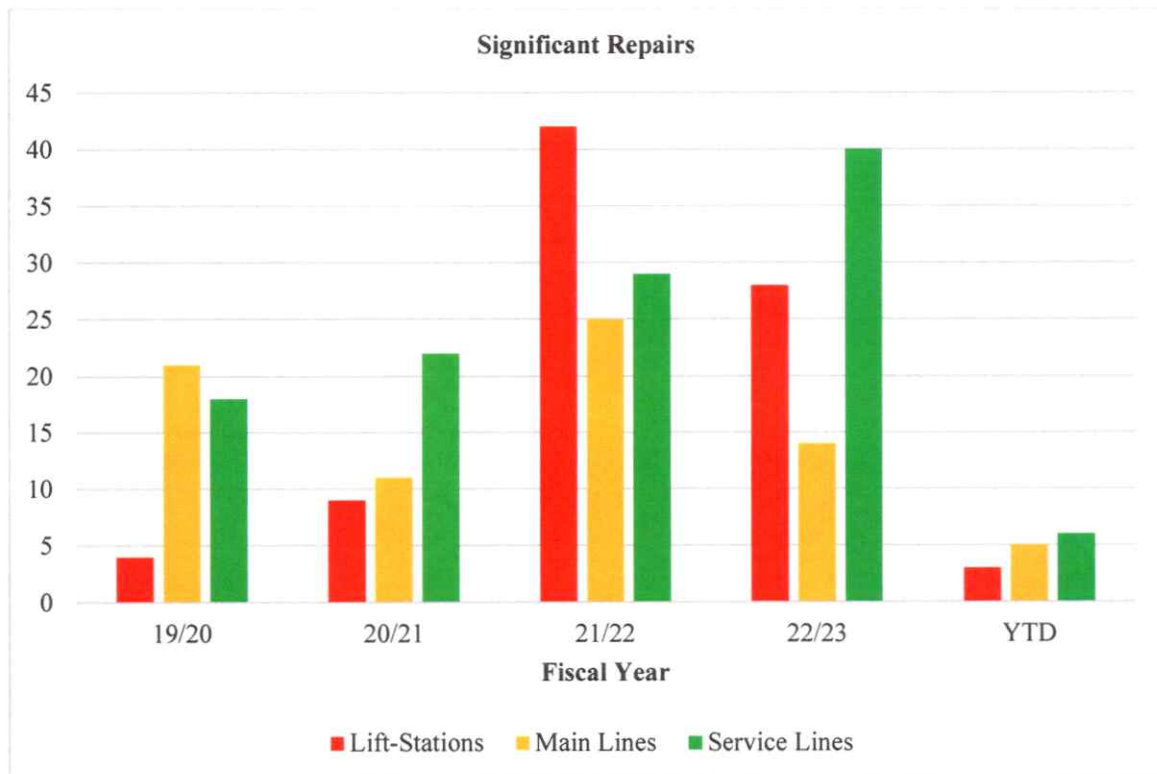
Cambria Lift-Station: The rotating assembly has been replaced on pump #2, and the station has been returned to normal operation.

Union Road Lift-Station: The check-valve on pump #2 has been replaced and returned to normal operation.

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 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Sep 2023</u>	<u>FY 23/24 YTD</u>
Major Stations	4	9	42	28		2	3
Main Line	21	11	25	14		1	5
Service Line	18	22	29	40		4	6

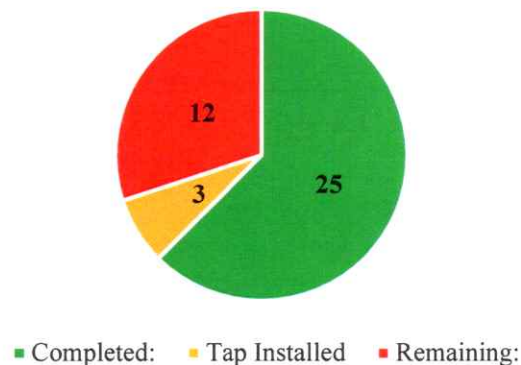


Public Services Department - Wastewater Division
September 2023

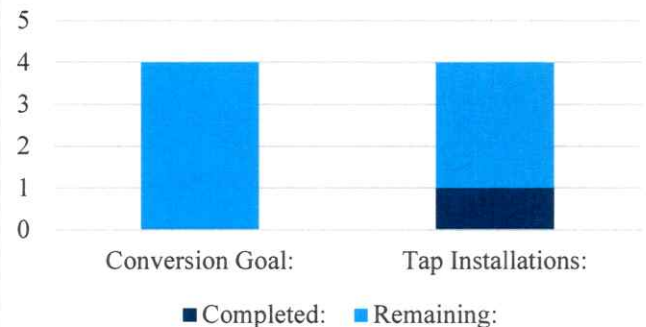
Ongoing Projects:

- 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. The piping for Ph3 has been installed and passed testing, with final tie-ins at either end remaining, along with service line relocations along Industrial Dr and road repaving.**
- 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. Four (4) full conversions are planned for the FY23/24 fiscal year, with one of the conversions already having a tap installed. **A total of 25 projects have now been completed on the list of 40.**
- 4. Apache Trail Vacuum Line Relocation:** An existing 4-inch PVC vacuum sewer line is in conflict with the Stormwater box-culvert replacement project on Apache Trail. Parts are on order for a temporary connection until the new culverts are installed, and then a permanent hard-line will be installed above the new culverts once the culverts are in place.

Total Planned Septic-to-Sewer Conversions:



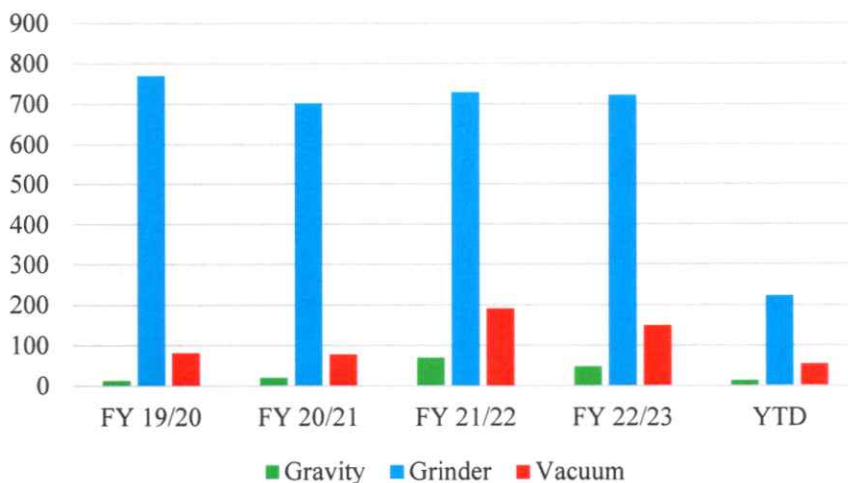
**Septic-to-Sewer Conversion Goals
(FY-2023/2024)**



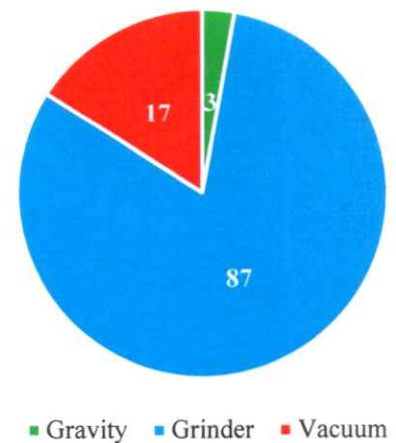
**Public Services Department - Wastewater Division
September 2023**

<u>Work Orders</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Sep 2023</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149		17	54
Gravity Service Request	13	20	69	48		3	13
Low Pressure Service Request	770	702	730	723		87	223
Total Pumps Replaced	449	492	472	459		50	128
Total Pumps Rebuilt	n/a	135	114	30		0	15
Total Warranty Pumps Returned	n/a	n/a	129	125		6	23
Grinder Tank PM Program	267	219	117	132		16	41
Open Trench Inspections	226	409	702	653		66	226
Final Inspection for New Service	110	248	405	489		61	162
Grease Trap Inspections	n/a	n/a	n/a	162		20	59
Sanitary Sewer Overflow (SSO)	49	19	28	14		1	6
Odor Complaints	43	35	22	28		3	13

Sewer Service Calls by Connection Type (YTD)



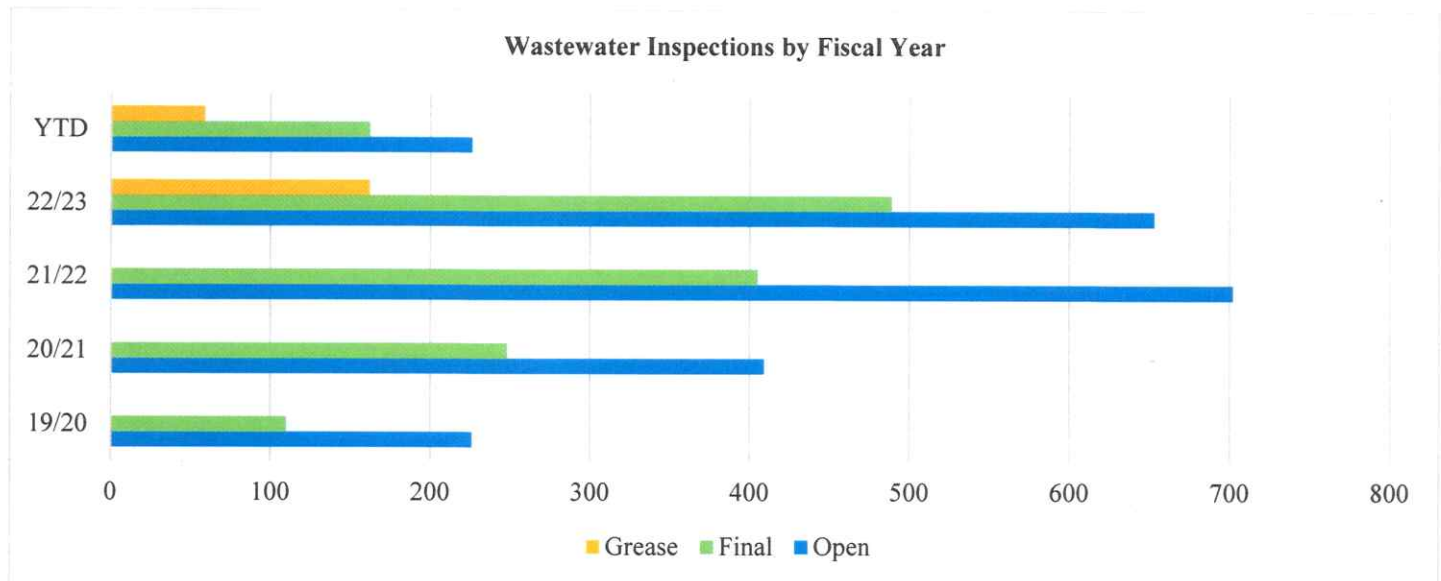
Sewer Service Calls by Connection Type (September 2023)



Public Services Department - Wastewater Division
September 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.

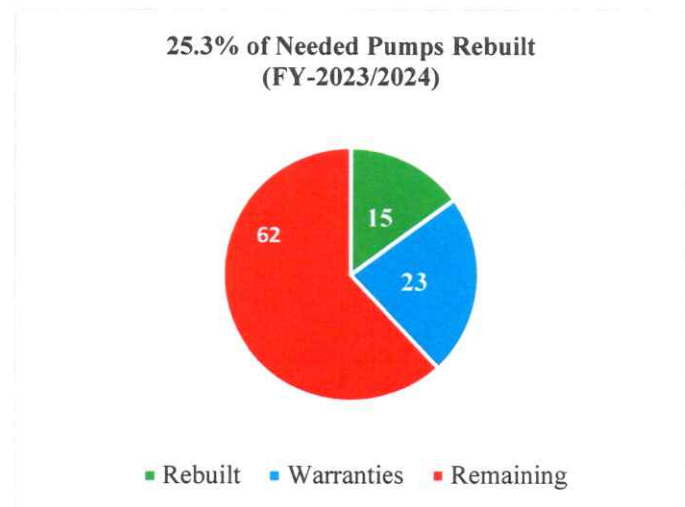


Pump Rebuilds:

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, though the City was able to secure better pricing for a brief window to enable the purchase of 400 pumps, with an anticipated need for approximately 475 pumps throughout the year (to be supplemented by in-house rebuilds and warranty-return pumps). As such, the City is targeting to rebuild a minimum of 100 pumps throughout the year for buffer.

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 three 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
September 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>Jun - 23</u>	<u>Jul - 23</u>	<u>Aug - 23</u>	<u>Sep - 23</u>	
Flow – To Creek	0.506 MGD	0.619 MGD	0.571 MGD	0.587 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	0.506 MGD	0.619 MGD	0.571 MGD	0.587 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	36.1%	44.2%	40.8%	41.9%	(0.587 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	45.2%	55.3%	51.0%	52.4%	(0.587 MGD) / (1.120 MGD)
Rainfall	3.48"	5.64"	5.45"	3.37"	

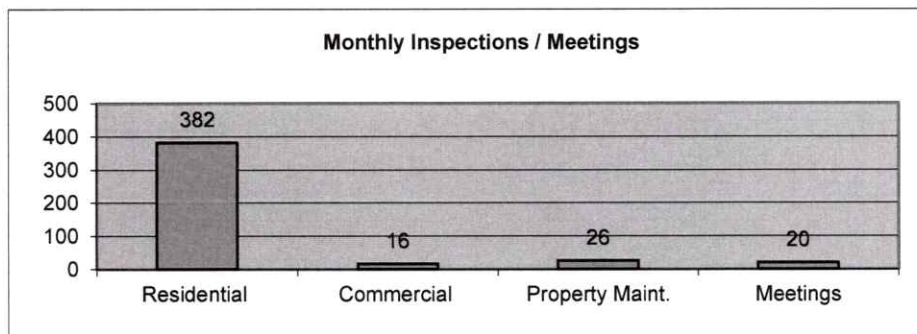
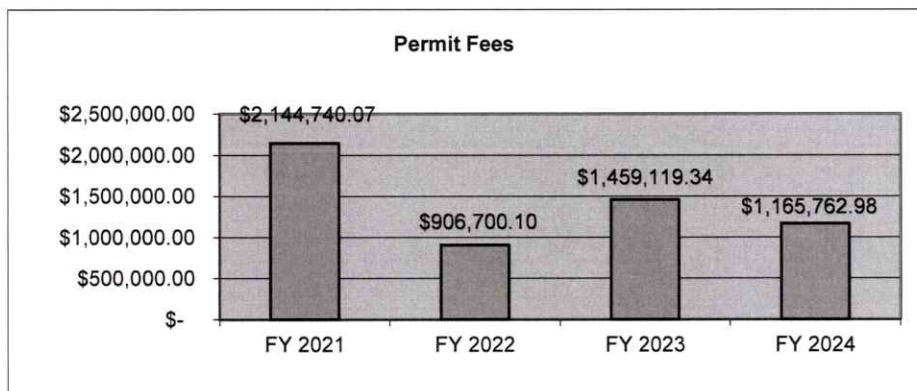
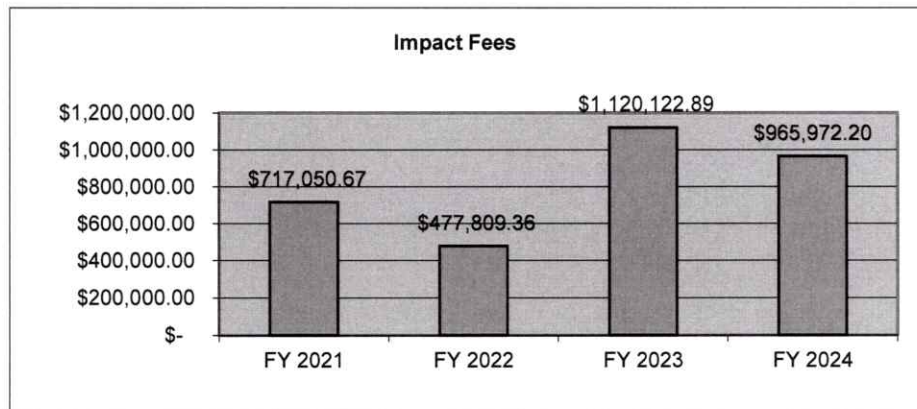
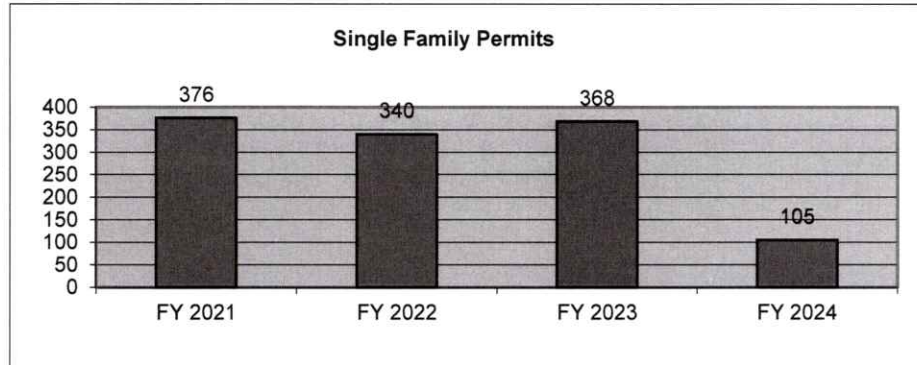
	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Sep 2023</u>	<u>FY 23/24</u> <u>YTD</u>
Effluent Violations	12	7	32	25		1	3

- 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 **2.10** parts per million (ppm). The average residual was **0.10** ppm with a max residual of **0.27** ppm. ***Last month the feed rate was 2.20 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 **21.60 CFU's**, which is well below the limit. ***Last month the average was 22.59 CFU.***

- WWTP Repairs:** Multiple repairs have been completed to the existing Wastewater Treatment Plant. Both the Headworks PLC and Thermal Overload Switch have been replaced and are once again operating normally. The Phase Monitor for the Irrigation Pumping System has also been replaced and returned to normal service.

Planning and Codes Department
SEPTEMBER 2023



**Planning and Codes Department
SEPTEMBER 2023**

	Month	FY2024	FY2023	FY2022	FY2021
MEETING AGENDA ITEMS#					
Planning Commission	7	24	91	67	74
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	6	5	4
Tech. Review/Study Session	0	0	0	5	2
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	39	105	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	8	29	96	89	83
New Commercial	2	6	7	7	6
New Industrial	1	1	0	0	0
Other Com/Ind	6	10	51	25	23
Sign	2	2	22	11	17
Occupancy Permits	34	91	397	319	400
Other	0	1	31	11	12
BUILDING INSPECTIONS					
Residential	382	1337	4885	5452	2621
Hours	191	533.5	2250.5	1367	533
Commercial /Industrial	16	35	125	139	92
Hours	8	15.25	125	139	92
CODE ENFORCEMENT					
Total Cases	26	65	35	98	179
Hours	6.5	20.5	35.75	70.24	86.75
Complaints Received	26	65	199	55	41
MEETINGS					
Administration	7	20	80	117	72
Hours	3.5	8.25	86	127	70
Planning	10	37	112	127	53
Hours	7	17	116.5	96	50
Codes	3	9	10	8	11
Hours	1.5	7.5	13	10	9
FEES					
Permit Fees	\$691,878.00	\$ 1,165,762.98	\$ 1,459,119.34	\$ 906,700.10	\$2,144,740.07
Board Review Fees	\$1,150.00	\$ 1,950.00	\$ 18,050.00	\$ 14,100.00	\$84,775.00
City Impact Fee	\$627,313.00	\$ 965,972.20	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
Roads	\$240,965.20	\$ 316,667.20	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$46,371.00	\$ 124,845.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$204,702.30	\$ 315,829.90	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41
Fire	\$135,274.50	\$ 208,630.10	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
OTHER ITEMS					
Subdivision Lots	0	0	0	0	235
Commercial/Ind. Sq Ft	311,999	0	0	15,216	214,206
Multi-Family Units	0	0	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 35	\$ 18,881,755.74		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	15		17	16	15

Parks, Recreation, & Cultural Arts Department
September 2023

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Reached out to TDEC to see about options for funding this project
- Met with TDEC and they offered the option to pay for half the cost of the lowest bid if we committed to the 50/50 match.
- Sent letter to TDEC requesting this option
- Still have not heard back yet on if it has been officially accepted
- If accepted we will take to Board for approval along with a budget amendment as we will have to take from other funds to get this done.
- If all goes according to plan, they could get started on this project by November or early December

Tennis Courts

- Surfacing has been repaired
- Ribbon Cutting date set for October 16th at 4pm
- The road that is going to go through the back of the park (Indian Ridge Blvd.) has started construction

Splash Pad Maintenance Building

- Work continued this month with block work being completed and trusses and part of roof installed
- This project should be done by the end of the year.



Rec Center

- Retaining walls have started going up
- Rebar has been installed in several places
- Fiber line moved
- Steel work should start soon and will continue for several months
- North parking lot is supposed to be fixed by the end of next month



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

Master Plan

- Selection Committee selected Kimley Horn
- Board of Mayor & Alderman approved at September meeting
- Project should get started early next month

List of upcoming projects yet to begin:

Parks Truck

- This may have to wait as it is set to come out of Parks Impact Fee money and we may need to use all of it to fund the Soccer project. Also waiting for more trucks to become available if we do end up doing it.

Municipal Park Sign Renovation

- On hold until we have an official name for the park

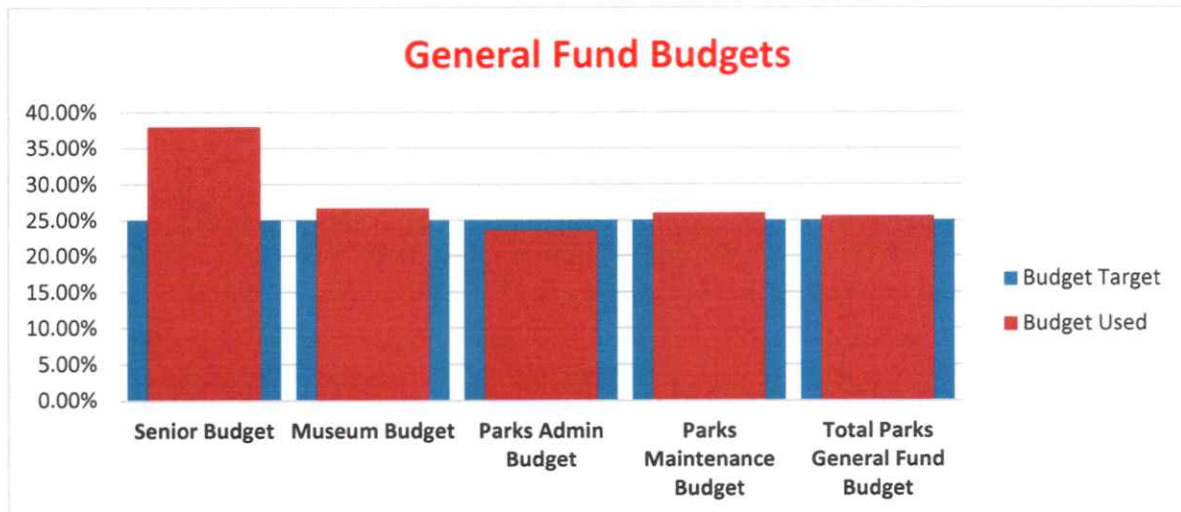
Maintenance Building Lean-To

- Started collecting quotes
- Should have a vendor selected early next month and have everything on order
- Project will likely take 8 – 10 weeks based on reported turnaround times

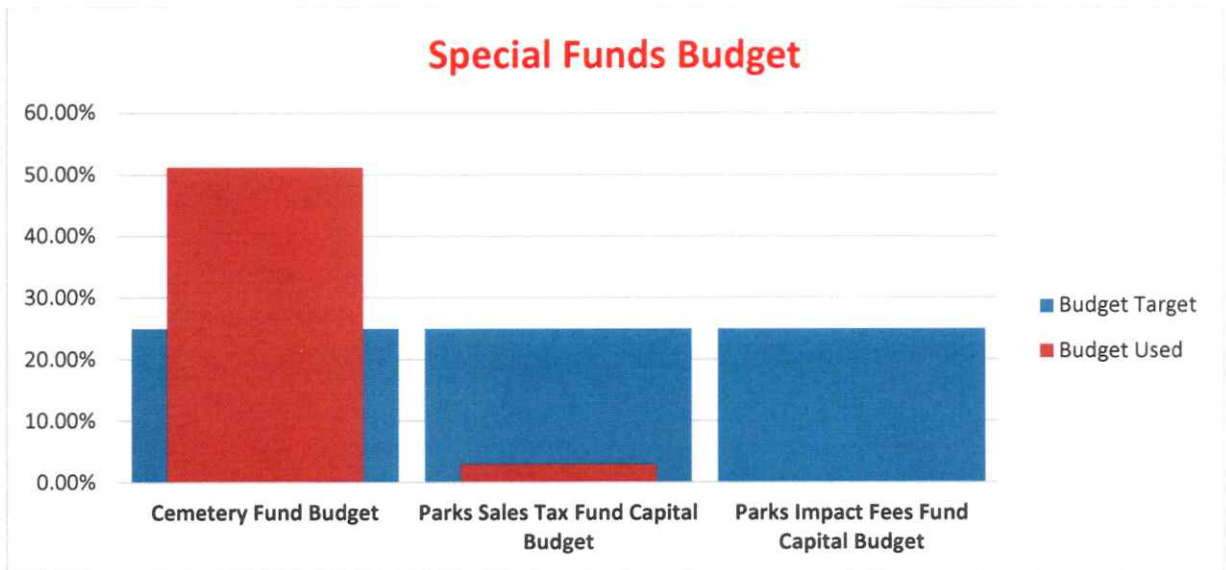
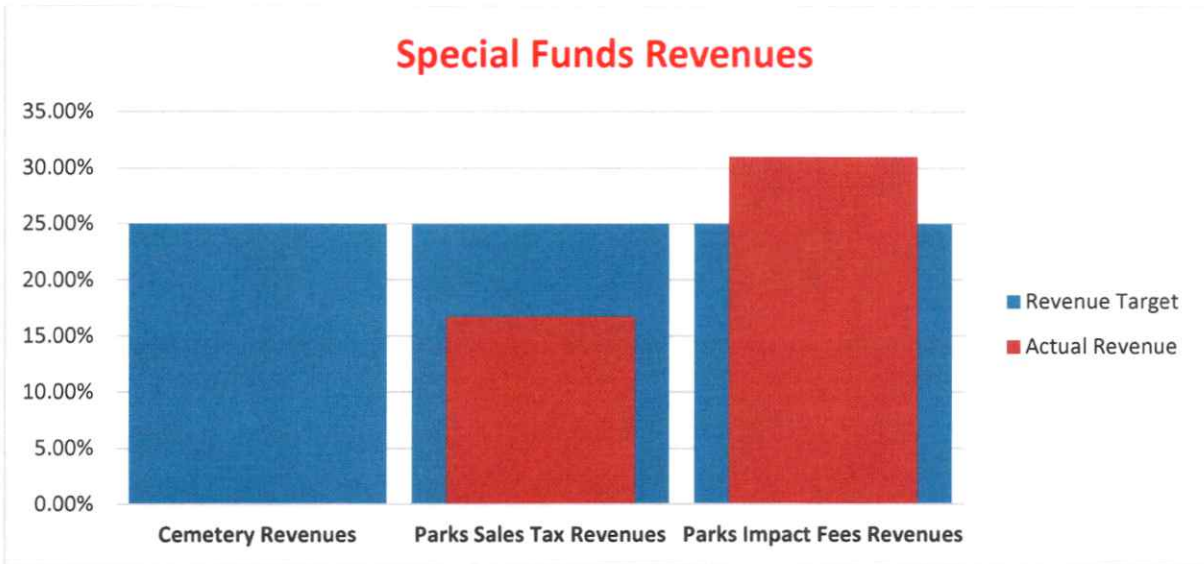
Dirt for Laser Grading & Sand for Top Dressing

HVAC Unit for Museum

(2) Zero-Turn Mowers



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



Recreation- Assistant Director

Adult Athletics

4v4 Co-ed Sand Volleyball

- On-going
- 4 Teams- 33 Participants

Adult Softball: Registration ongoing

- Games began: 09/12
- Games nights: Tuesday & Thursday
- 6 Teams- 97 Participants

Parks, Recreation, & Cultural Arts Department
September 2023

Youth Athletics

Volleyball:

- Last games played 09/30



Baseball

- Last games played 09/30



Youth Basketball

- Registration opened 09/04

Special Events

Bike Parade- October 7th 10:30am at Municipal Park

- Registration opened: 08/20

Trail of Treats- October 26th 6:00pm

- Vendor registration opened: 09/01
- Location change- Municipal Park
- Additions
 - Hay Ride & food trucks

Christmas Parade:

- First meeting: 09/25- Changed staging area to Raymond Hirsch

Other

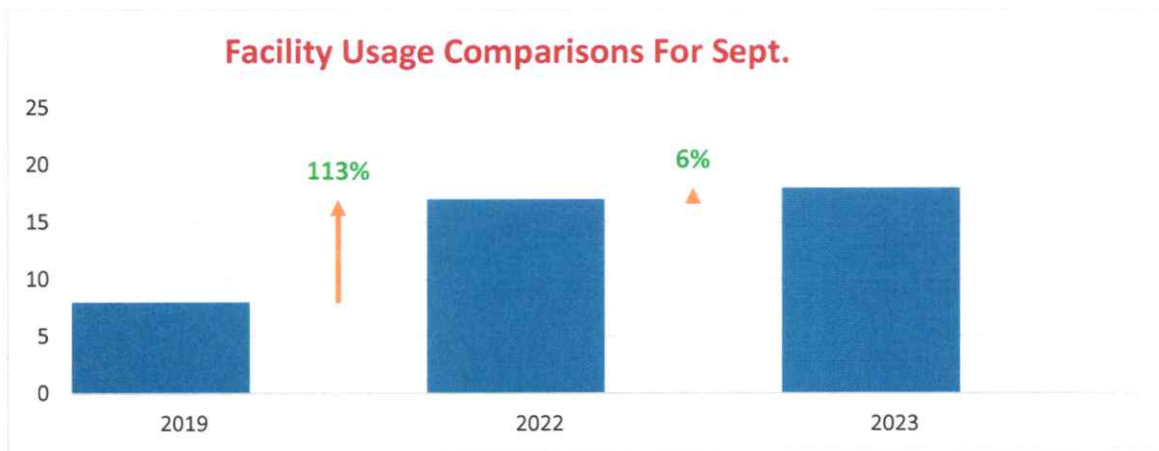
Open gyms: Averaged totals per a day

- Pickle Ball Open Gym
 - Tuesdays- 14
 - Thursdays- 14
- Open Gym Basketball - 6

Parks, Recreation, & Cultural Arts Department
September 2023

Social Media & Website

- Facebook
 - 780 Followers
 - Reach: 7,524
 - Total posts for September: 17
 - Best Performing Post: 09/20 Trail of Treats (4,000 reach & 23 Shares)



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

Maintenance

- Put down 3,925 pounds of fertilizer on all sports fields (Park/Soccer).
- Aerated all sports fields at the park to get ready for rye.
- Put down 3,250 pounds of rye on all sports fields at the park.



- Put down Landscape stone in the beds at quad parking lot and circle bed at HS Trailhead.



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

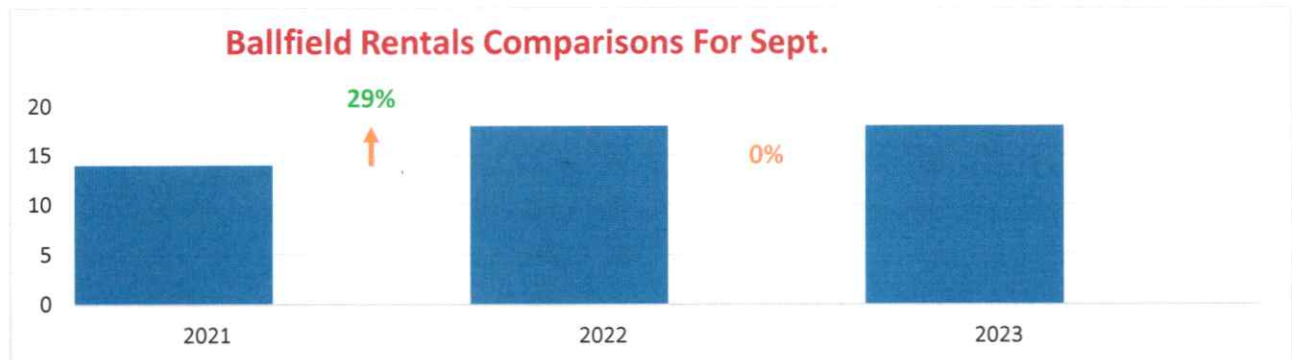
- Planted shrubs in the beds next to quad restrooms.



- Added more dirt and gravel to the building pad at shop.



- Installed a new ratchet for net at Tennis courts.



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

Museum

Volunteers

The museum volunteers have been preparing for The Gathering at the White House Inn. We have also been preparing for a second event, Discover White House Business Expo & Safety Day. The volunteers provided the museum with 11.5 volunteer hours.

Exhibits

The works of JT Albert are now on display until end of 2023.

Tours at Museum

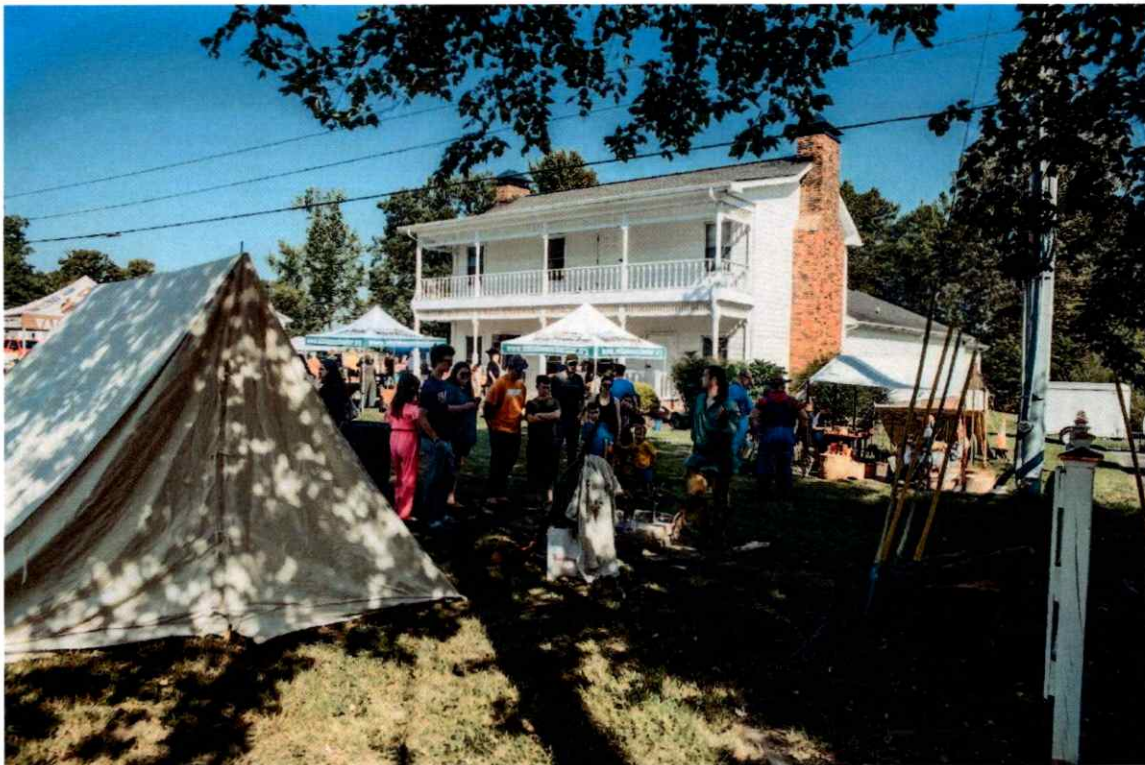
Tours were given to walk ins.

Building Maintenance

Upstairs air conditioning drainage was repaired as well as the drywall on ceiling and walls. Additional repairs will be made to subfloor.

The Third Annual Gathering at the White House Inn

On September 23, the museum had its Third Annual Gathering at the White House Inn. There were over 10 living history stations set up with demonstrators in period costume. This year more live performances were scheduled such as clogging and square dancing. Estimated attendance was over 700.



Parks, Recreation, & Cultural Arts Department
September 2023



Parks, Recreation, & Cultural Arts Department
September 2023



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

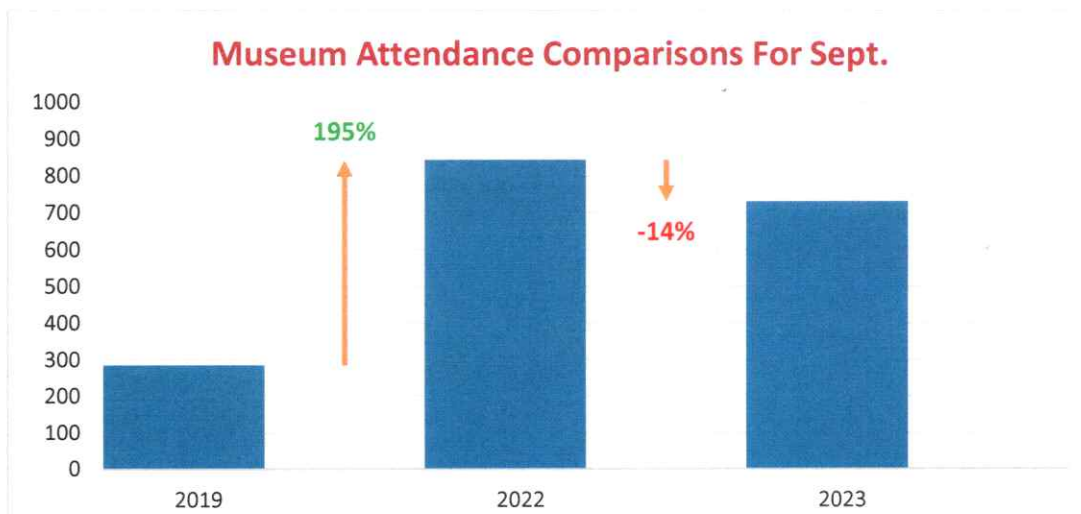
Events and Meetings Assisted with and/or Attended

September 6 – Ribbon Cutting at White House Florist
 September 7 - Meeting for Stage Coach Committee
 September 7 – Mugs & Mugshots in museum
 September 10-12 – Yearly Planning Retreat
 September 12 – Ribbon Cutting Dreamweavers Balloons
 September 13 – Discover White House Meeting
 September 14 - Bunco
 September 19 – State of Sumner County Luncheon
 September 20 – Ribbon Cutting at M2 Tools & Rental
 September 21 – After Hours at Insurance with Kellye
 September 23 – The Third Annual Gathering at the White House Inn



Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
4	5	725	730	

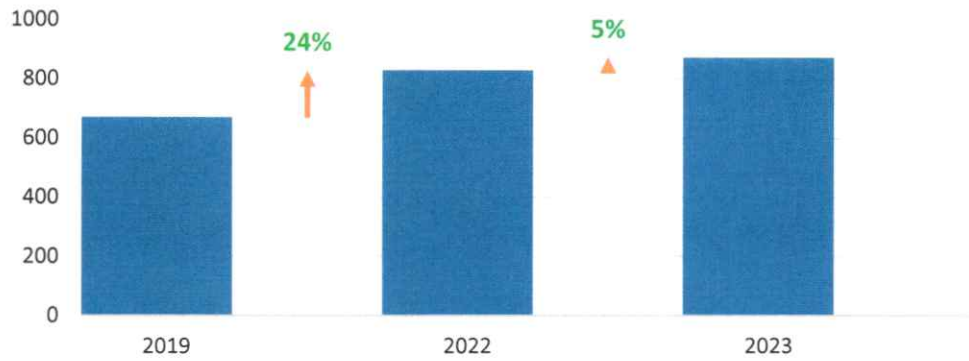


**Parks, Recreation, & Cultural Arts Department
September 2023**

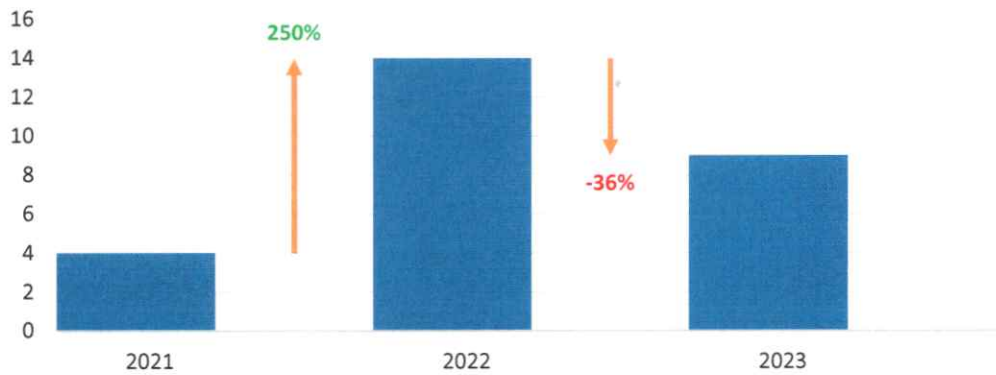
Senior Center Participation - September 2023			
<u>Outings:</u>			
Bowling	11		
Larry Restaurant	17		
Riverview Restaurant	15		
Top Golf	10		
Total	53		
		<u>Sr Meals Wednesdays</u>	
		149	
		159	
		164	
		160	
		632	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	308	no exercise for a week	
Walk	33		
Bingo	54		
Birthday Potluck	32		
Ballroom & Country Western Dance Lessons	9		
Garden Club	23		
Facials	6		
Fall Craft	19		
Farmers Rummy	12		
Quilting	4		
Meals on Wheels	166		
Bunco	26		
Bible Study	5		
Cards, Games,Pool, Puzzles	109		
Pickle Ball	68		
TOTAL	874		
MEMBERS	363	Updated members	as of 8/31
1st time visitors			9
New Members			5
TOTAL Sr Center Participants:	1396	Total	1559

Parks, Recreation, & Cultural Arts Department
September 2023

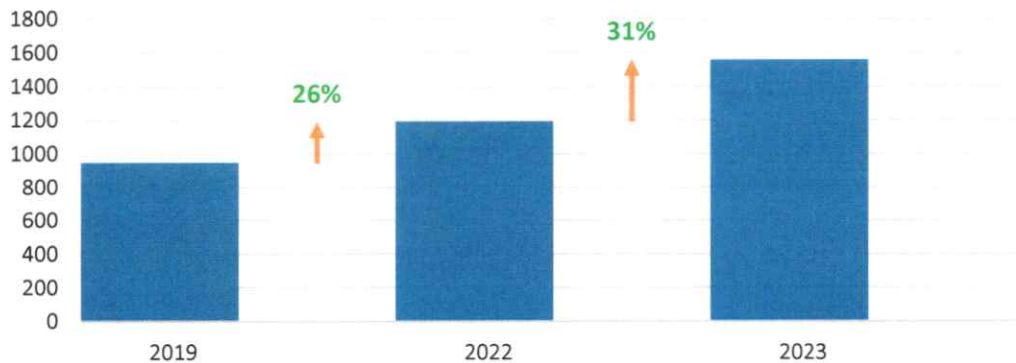
Senior Programming Attendance Comparisons For Sept.



Senior Center First Time Visitors Comparisons For Sept.



Total Senior Center Participants Comparisons For Sept.



	FYE 2021	FYE 2022	FYE 2023	Sep-19	Sep-22	September 2023	YTD 23-24
Facility Usage							
Special Use Permits Submitted	39	20	23	0	1	2	6
Pavilion 1 Usage	21	16	16	3	0	3	7
Pavilion 2 Usage	13	16	14	3	0	1	5
Pavilion 3 Usage	74	94	137	13	16	25	54
Splash Pad Pavilion Usage	99	165	136	24	22	7	11
Total Number of Pavilions Usage	207	291	303	43	38	36	77
Gymnasium Rentals	23	83	82	8	12	0	5
Amphitheater Usage	1	9	9	0	0	1	1
Community Room			66	0	5	17	37
Total Number of Facility Rentals	30	92	157	8	17	18	43
Ballfield Rentals	146	134	165	14	18	18	39
Vistor Center Attendance	20	29	30	4	2	4	9
Vistors Who Also Toured Museum	70	303	191	4	10	5	16
Museum Attendance Only	115	1116	1142	282	834	725	979
Total Museum Attendance	185	1419	1333	286	844	730	995
Programming							
Number of Youth Program Participants	417	615	800	0	0	0	266
Number of Adult Program Participants	100	260	195	0	69	96	132
Number of In-House Special Events Offered	9	7	11	1	2	2	4
Number of In-House Special Event Attendees	1077	2223	2158	17	0	0	113
Number of Rec Programs Offered	19	21	24	1	3	1	6
Number of Senior Center Memberships	2000	2454	3186	200	203	363	358
Number of New Senior Center Memberships	0	5	38	5	0	5	38
Senior Center Participants	4412	11605	16,821	948	1,191	1,559	4325
Senior Center First Time Visitors	36	95	115	4	14	9	21
Number of Senior Trips Offered	9	28	46	5	5	4	11
Number of Senior Trip Participants	81	235	617	61	62	53	103
Number of Senior Programs Offered	34	101	142	8	11	15	37
Number of Senior Program Participants	1061	7304	10,566	669	829	874	2941
Number of Senior Meals Served	36	47	48	4	3	4	13
Number of Meals Participants	3277	3965	5658	218	300	632	1912
Offsite Presentation Attendees	0	145	435	0	0	0	0
Total Number of Programs Offered	53	124	166	9	14	16	43
Revenues							
Youth Programs	\$44,261.00	\$57,366.00	\$ 79,821.40	\$5,863.00	\$12,396.00	\$10,380.00	\$ 27,578.00
Adult Programs	\$ 6,230.00	\$ 7,925.00	\$ 11,780.00	\$0.00	\$1,250.00	\$0.00	\$ 4,160.00
Special Events	\$ 3,495.00	\$ 3,080.00	\$ 2,940.00	\$150.00	\$120.00	\$140.00	\$ 685.00
Senior Meals	\$ 8,222.50	\$11,442.00	\$ 18,754.00	\$580.50	\$997.50	\$2,106.00	\$ 6,391.00
Shelter Reservations	\$ 9,112.50	\$12,995.00	\$ 7,675.00	\$635.00	\$345.00	\$650.00	\$ 1,807.50
Facility Reservations	\$ 2,956.25	\$19,181.75	\$ 16,978.25	\$1,518.75	\$250.00	\$1,487.50	\$ 4,500.00
Field Rentals	\$ 5,820.50	\$ 3,913.00	\$ 5,578.50	\$338.34	\$455.00	\$400.00	\$ 950.00
Affiliate League/Tournament Fee Revenue	\$ -	\$13,666.50	\$ 29,825.50	\$0.00	\$0.00	\$7,746.50	\$ 8,946.50
Misc	\$ 9,686.39	\$25,818.31	\$ 8,763.20	\$320.00	\$336.64	\$1,564.80	\$ 4,365.61
Maintenance							
Mowing Hours	2,195	1660.25	1548.5	321	237.5	247	804
Work Orders Received	9	15	24	0	3	1	5
Work Orders Completed	9	14	23	0	3	1	5
Number of Projects Started	39	31	8	3		1	3
Number of Projects Completed	32	29	8	2		1	3
Number of ballfield rainouts	NA	156	321	NA	0	15	137
Bags of Field Dry Used	NA	100	42	NA	3	10	14

White House Library September Monthly Report

Summary of Activities

The director attended a regional library director's check-in on September 11th. At this check-in the regional library gives updates on different state related functions. At this meeting, the group learned about the Library of Accessible Books and Media and Interlibrary loans.

The library director finished up her quarterly meetings with her staff on September 11th. The director will meet quarterly one-on-one with each of her staff to discuss progress on their yearly goals, updates to the library and any issues they might be having.

The library director attended the orientation session about the salary survey that the city is conducting. At this meeting, the group learned how the survey would work and how long they would have to complete it. The director will go in and review all the library staff's work descriptions after the staff complete their forms.

The director then attended a department head session with Evergreen to discuss what cities to compare positions.

The library director attended a library board meeting on September 14. At this meeting the board voted to update a number of policies including reconsideration of material, reconsideration of material form, circulation of computers, WI-FI usage policy, Internet Safety Policy, Adult Borrowers, Juvenile Borrowers, and Juvenile Borrowers Permission Form.

The library director attended the Chamber of Commerce luncheon on September 19th. The topic of this luncheon was the State of Sumner County. The director heard a presentation from County Mayor John Isbel and Director of Schools Scott Langford.

The library held their colorblindness event on Thursday, September 21st. At this event, the library had posters of pictures showing the different view that people see when they are color blind, a laptop set up to allow individuals to take a color blindness test, and color correction glasses for patrons to try. The Community Initiative of the Art brought paintings to display for participants to view. The library also brought in Sean the Balloon Guy to make balloon animals and Kona Ice to sell snow cones. The library took pictures and videos of the three individuals trying on their free pair of color correction glasses. One individual commented that without the glasses on, he could not see the green leaves on the painting, but with them on, he could now tell they were there. In addition, a total of 5 more individuals took the color blindness test and tried out the glasses. All were amazed at how much more color they could see.

The library director attended a chamber event in which they invite women in the area to meet with representatives from Diana Health to talk about what health services this company offers for women and the possibility of getting an office opened in White House.

The library director attended the Sumner County Council of Government Award ceremony on September 27th. At this banquet, awards were given to different County and Municipal members for outstanding work.

The library closed on September 27 for staff development day. The staff did a virtual escape room for a team building exercise. The group completed the room with 16 minutes to spare. The group did not talk over each other and worked together to get out of the room. After the event, the group did a debriefing to go over who participated the most, who took the lead on certain clues, what they liked, what they didn't like, what advice they would give someone else doing this event, etc.

The Friends of the Library, in conjunction with the Chamber of Commerce, had a ribbon cutting for the new Sherry Eden Reading Garden on September 28. The friends and Master Gardeners of Robertson County redesigned the nook area in-between the library patio and stairs to make it a reading garden in honor of all the work Sherry Eden has done for the library over the years.

Department Highlights

The highlights for the month were the color blindness event and the ribbon cutting. Though the color blindness event had a smaller attendance, it was by far one of the most impactful events the library has ever done as it helped individuals in a very personal way. In addition, the reading garden was another highlighted event because the friends had been working on the garden for over a year as they felt honoring Sherry was important.

White House Public Library
September 2023 Performance Measures

Official Service Area Populations

2019	2020	2021	2022	2023
14,202	14,363	14,455	14,820	15,094

Membership

September	2019	2020	2021	2022	2023
New Members	173	108	100	125	128
Updated Members	598	481	343	238	294
Yearly Totals	2019	2020	2021	2022	2023
Total Members	8,376	9,496	7,027	7,125	8,223
% of population with membership	59	66	49	48	54

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: 38,933

Estimated Value of Total Materials: \$973,325

Total Materials Available Per Capita: 2.58

Last Month: \$970,800

Last Month: 2.57

State Minimum Standard: 2.00

Materials Added in September

2019	2020	2021	2022	2023
410	348	175	78	111

Yearly Material Added

2019	2020	2021	2022	2023
3,004	3,025	3,035	3,573	1,829

Physical Items Checked Out in September

2019	2020	2021	2022	2023
5,099	5,147	6,049	7,531	6,835

Cumulative Physical Items Check Out

2019	2020	2021	2022	2023
62,522	50,042	59,515	80,653	63,704

Miscellaneous item checkouts

September	2019	2020	2021	2022	2023
Technology Devices	33	31	61	62	67
Study Rooms	90	25	52	85	115
Games and Puzzles	63	96	116	191	154
Seeds	8	13	10	60	10
STEAM Packs	20	0	27	24	51
Cake Pans	0	3	0	7	0
Outdoor Items	*	*	*	*	7
Honor Books	*	*	*	*	5

Yearly Totals

2019	2020	2021	2022	2023
137	381	725	743	590
253	305	395	746	634
222	955	1,263	2,060	1,342
112	302	878	883	749
61	25	160	234	230
1	28	21	69	23
*	*	*	17	50
*	*	*	19	101

Library Services Usage

September	2019	2020	2021	2022	2023
Test Proctoring	9	9	5	1	2
Charging Station	1	8	1	1	2
Notary Services	*	19	17	11	7
Library Visits	4,173	3,106	3,288	4,340	3,596
Website Usage	1,591	1,353	2,086	2,086	784
Reference Questions	5	8	10	1	5

Yearly Totals

2019	2020	2021	2022	2023
27	74	108	61	53
19	47	45	21	13
16	88	144	135	126
55,728	30,007	38,913	48,253	37,017
16,935	17,977	27,907	33,678	34,594
77	60	73	31	32

Computer Users

September	2019	2020	2021	2022	2023
Wireless	623	352	333	417	351
Adult Users	354	274	189	227	178
Kids Users	139	7	150	165	178

Yearly Computer Users

2019	2020	2021	2022	2023
2,017	3,829	3,878	4,544	3,461
1,103	2,138	2,235	2,608	1,801
556	427	957	2,987	1,687

Library Volunteers

September	2019	2020	2021	2022	2023
Library Volunteers	13	4	8	7	7
Volunteer Hours	132	74	138	121	49

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	56
809	1,286	1,204	1,492.5	1,338

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

Universal Class Counts

September	
Sign ups	1
Courses started	5
Lessons viewed	18
Class Submissions	6

Yearly Totals

2019	2020	2021	2022	2023
9	10	13	18	18
16	53	39	2	17
194	1,771	1,008	876	366
105	800	515	465	543

Kanopy

September	Sessions	Pages	Plays	Accounts
Monthly	375	505	68	45
Yearly	375	505	68	45

Programs

1,000 books	2019	2020	2021	2022	2023
Monthly Sign-ups	2	5	3	4	1
total Sign-ups	60	83	84	113	151

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	7

Face-to-face Kids Programs

September	2019	2020	2021	2022	2023
Programs	12	4	12	11	10
Attendees	244	109	171	294	268
Yearly	2019	2020	2021	2022	2023
Programs	154	43	91	136	107
Attendees	4,201	1,185	2,167	3,646	3,278

Grab & Go Kits

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

Teen/tween Face-to-Face Programs

September	2020	2021	2022	2023
Programs	4	4	9	9
Attendees	34	25	55	34
Yearly	2020	2021	2022	2023
Programs	11	43	98	91
Attendees	77	370	437	305

Grab & Go

September	2020	2021	2022	2023
Kits	0	0	0	0
Taken	0	0	0	0
Yearly	2020	2021	2022	2023
Kits	13	24	7	2
Taken	152	409	151	19

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

September	2019	2020	2021	2022	2023
Programs	14	3	8	7	14
Attendees	38	15	41	39	61
Yearly	2019	2020	2021	2022	2023
Programs	157	42	63	75	81
Attendees	1,343	214	351	377	407

Device Advice

September	2019	2020	2021	2022	2023
Sessions	*	0	0	9	7
Yearly	125	51	81	131	107
Passive					
September	*	*	0	0	0
Yearly	*	*	0	20	0

Interlibrary Loan Services

September	2019	2020	2021	2022	2023
Borrowed	97	58	57	72	56
Loaned	35	7	20	25	11

Yearly Interlibrary Loan Services

2019	2020	2021	2022	2023
690	534	673	872	486
410	151	226	317	151

September	R.E.A.D.S
Adults	2,397
Juvenile	183

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	32,599
Juvenile	1,430	1,189	1,032	2,013	2,350

The READS statistics come from the state.

CITY COURT REPORT
SEPTEMBER 2023

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$6,709.00	
TOTAL MONIES COLLECTED YTD		\$22,307.75

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$2,527.94	
TOTAL MONIES COLLECTED YTD		\$7,570.24

TOTAL REVENUE FOR MONTH	\$9,236.94	
TOTAL REVENUE YTD		\$29,877.99

DISBURSEMENTS

LITIGATION TAX	\$451.92	
DOS/DOH FINES & FEES	\$424.65	
DOS TITLE & REGISTRATION	\$199.50	
RESTITUTION/REFUNDS	\$0.00	
ON-LINE CC FEES	\$0.00	
CREDIT CARD FEES	\$0.00	
WORTHLESS CHECKS	\$0.00	
TOTAL DISBURSEMENTS FOR MONTH	\$1,076.07	
TOTAL DISBURSEMENTS YTD		\$3,590.72

ADJUSTED REVENUE FOR MONTH	\$8,160.87	
TOTAL ADJUSTED REVENUE YTD		\$26,287.27

DRUG FUND

DRUG FUND DONATIONS FOR MONTH	\$648.58	
DRUG FUND DONATIONS YTD		\$1,708.30

Offenses Convicted & Paid For Month	Count	Paid
Financial Responsibility Law	12	\$450.00
Registration Law	23	\$1,337.50
Improper Equipment	2	\$10.00
Texting/Hands Free Law	7	\$304.00
Codes Violation	5	\$220.00
DL Exhibited		
Red Light	7	\$522.50
Animal Control		
Stop Sign	10	\$527.50
Speeding	33	\$2,975.00
Seat Belt-Child Restraint	3	\$110.00
Improper Passing		
Exercise Due Care	4	\$282.50
Careless Driving	2	\$160.00
Total	108	\$6,899.00

RESOLUTIONS....

ORDINANCES....

ORDINANCE 23-14

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 12, CHAPTER 5 HOUSING CODE AND CHAPTER 6 INTERNATIONAL ENERGY CODE.

WHEREAS, the City of White House has adopted and enforces a systematic program of building codes known as the International Building Code;

WHEREAS, the various code-setting organizations have combined to form a single set of codes across the United States;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the following sections of the White House Municipal Code are amended as follows to adopt the new International Codes:

TITLE 12: BUILDING, UTILITY ETC. CODES
CHAPTER 5: HOUSING CODE
SECTIONS: 12-501 AND 12-502

**Amends are made in bold, italics, and underlined text.*

Section 12-501. Residential code adopted. Pursuant to authority granted by Tennessee Code Annotated, §§ 6-54-501 through 6-54-506, and for the purpose of securing the public safety, health, and general welfare through structural strength, stability, sanitation, adequate light, and ventilation in dwellings, apartment houses, rooming houses, and buildings, structures, or premises used as such, the International Residential Code, 2012- 2018 edition, including Appendix G, Swimming Pools, Spas, and Hot Tubs. Excluding chapter 11 Energy Efficiency and replacing International Residential Code 2009 edition, chapter 11 Energy Efficiency as prepared and adopted by the International Code Council, is hereby adopted and incorporated by reference as a part of this code and is hereinafter referred to as the housing code.

12-502. Modifications. (1) Wherever the housing code refers to the "Building Official" it shall mean the person appointed or designated by the board of mayor and aldermen to administer and enforce the provisions of the housing code. Wherever the "Department of Law" is referred to it shall mean the city attorney. Wherever the "Chief Appointing Authority" is referred to it shall mean the board of mayor and aldermen. Section 108 of the housing code is deleted.

(2) The 2012 International Residential Code adoption does not include the following chapters. The electrical code shall be the State of Tennessee's current adopted electrical code. 2012 International Residential Code, Part VIII Electrical, Chapter 34, General Requirements, Chapter 35 Electrical Definitions, Chapter 36 Services, Chapter 37 Branch Circuit and Feeder Requirements, Chapter 38 Wiring Methods, Chapter 39 Power and Lighting Distribution, Chapter 40 Devices and Luminaries, Chapter 41 Appliance Installation, Chapter 42 Swimming Pools, and Chapter 43 Remote-Control Signaling and Power-Limited Circuits.

3)-2009 International Residential Code Part IV Energy Conservation, Chapter 11 Energy Efficiency, Section N1102.2.9 Crawl Space walls shall be amended as follows: N1102.2.9 Crawl Space walls. As an alternative to insulating floors over crawl space, insulation of crawl space walls when the crawl space is vented or not vented to the outside are permitted alternatives. International Energy Conservation Code (IECC), 2018 edition, published by the ICC, except that:

- a. Section R402.4.1.2 Testing is deleted and replaced with Section 402.4.2.1 Testing Option and Section 402.4.2.2 Visual Inspection Option from 2009 IECC.

- b. *Section R403.3.3 Duct Testing (Mandatory) and Section R403.3.4 Duct Leakage (Prescriptive) are optional.*
- c. *Table 402.1.2 Insulation and Fenestration Requirements by Component and Table R402.1.4 Equivalent U-Factors are deleted and replaced with Table 402.1.4 Insulation and Fenestration Requirements by Component and Table 402.1.3 Equivalent U-Factors 2009 IECC.*

TITLE 12: BUILDING, UTILITY ETC. CODES
CHAPTER 6: INTERNATIONAL ENERGY CODE
SECTION: 12-601

**Amends are made in bold, italics, and underlined text.*

Section 12-601. Adoption of code. The International Energy Conservation Code, 2009 2018 edition including the appendix is hereby adopted by reference as though it was copied herein ~~fully~~: *except that:*

- a. *Section R402.4.1.2 Testing is deleted and replaced with Section 402.4.2.1 Testing Option and Section 402.4.2.2 Visual Inspection Option from 2009 IECC.*
- b. *Section R403.3.3 Duct Testing (Mandatory) and Section R403.3.4 Duct Leakage (Prescriptive) are optional.*
- c. *Table 402.1.2 Insulation and Fenestration Requirements by Component and Table R402.1.4 Equivalent U-Factors are deleted and replaced with Table 402.1.4 Insulation and Fenestration Requirements by Component and Table 402.1.3 Equivalent U-Factors 2009 IECC.*

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: September 14, 2023 PASSED

Second Reading: October 12, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE NO. 23-15

AN ORDINANCE TO AMEND THE ZONING MAP AND RESUBDIVIDE LAND FROM R-20 LOW DENSITY RESIDENTIAL AND C-1 CENTRAL BUSINESS TO CPUD COMMERCIAL PLANNED UNIT DEVELOPMENT ON RAYMOND HIRSCH PKWY

WHEREAS, the City's Zoning Ordinance intent and purpose includes but is not limited to dividing the city into zones and districts restricting and regulating therein the location, construction, reconstruction, alteration, and use of buildings, structures, and land for residential, business, commercial uses; and,

WHEREAS, the City's Comprehensive Plan defines the area as a transitional place between existing uses and development patterns. The intent of this Character Area is to be flexible and accommodating to development, while fitting new development into the City's overall character.; and,

WHEREAS, The City of White House Regional Planning Commission on Monday August 14, 2023, reviewed and provided a recommendation to approve rezoning; and,

NOW, THEREFORE, BE IT ORDNANIED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE THAT THE FOLLOWING APPLY:

SECTION 1. That the City of White House Zoning Map amend from C-1, Central Business and R-20, Low Density Residential to CPUD, Commercial Planned Unit Development for the property included in "EXHIBIT A" and described as follows:

22.83 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 107I , PARCELS 75, 76 and 77.

SECTION 2. That the Board of Mayor and Aldermen of the City of White House, Tennessee, hereby certify that this Ordinance has been submitted to the Planning Commission of the City of White House for a recommendation, and a notice of hearing thereon has been ordered after at least fifteen (15) days' notice of the time and place of said meeting has been published in a newspaper circulated in the City of White House, Tennessee. This Ordinance shall take effect fifteen (15) days from the date of its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare demanding it.

SECTION 3. If any section, clause, provision, or portion of this Ordinance is for any reason declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, provision or portion of this Ordinance which is not itself invalid or unconstitutional.

SECTION 4. In case of conflict between this Ordinance or any part thereof and the whole or part of any existing or future Ordinance of the City of White House, the most restrictive shall in all cases apply.

First Reading: September 21, 2023 PASSED

Second Reading: October 19, 2023

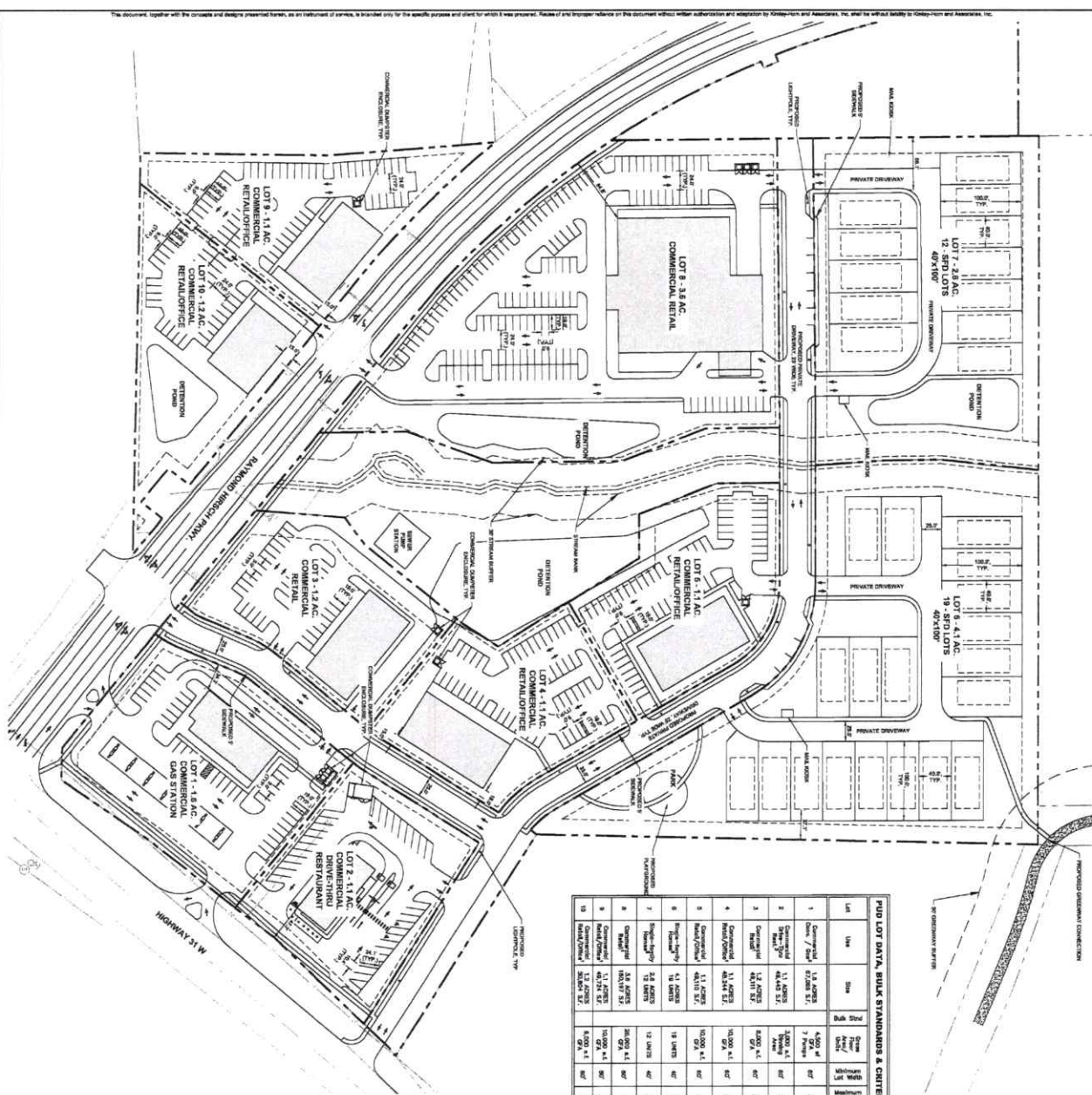
John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 23-15
"EXHIBIT A"





7500 COT 50%V, BULK STANDARDS & CRITERIA												
Lab	Unit	Test Rule	Crane Model	Crane Type	Minimum Weight Lbs/ft ²	Maximum Weight Lbs/ft ²	Setback Feet	Min Setback Feet	Max Setback Feet	Min Setback Feet	Min Setback Feet	Min Setback Feet
1	Concrete 1.1. 0.025	4.500 x 4.5	607	307	307	307	5'	5'	10'			
2	Concrete 1.1. 0.025	7.500 x 4.5	607	307	307	307	5'	5'	10'			
3	Concrete 1.1. 0.025	4.500 x 3.5	607	307	307	307	5'	5'	10'			
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115	Concrete 1.											

GENERAL LAYOUT NOTES

LAYOUT NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY/STATE REGULATIONS AND CODES AND O.B.N.A. STANDARDS.
2. ALL DIMENSIONS AND MATERIALS TO THE FACE OF CURB SHALL BE SHOWN UNLESS OTHERWISE NOTED.

PRELIMINARY PLANS



DATE: 11/01/2001
C2-00

C2-00

[illegible]

DRAFT		PRELIMINARY PLANS		FOR REVIEW ONLY.	
BY	DATE	REVISIONS			
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RAYMOND HIRSCH PKWY
COMMERCIAL P.U.D REZONING
SHRIHARI LLC
WHITE HOUSE, TN

Kimley»»Horn
10 Lee Avenue, Suite 400, Nashville, TN 37210
Main: 615.564.2701 | www.kimley-horn.com
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See document together with the sample of design completed before, in an instrument of service, a written copy for the specific purpose of a court for which it was prepared. Issues of a knowledge release of the document without written authorization of the person or administrator. The goal is to avoid liability in design plans and documents for



Kimley»»Horn
10 Lea Avenue, Suite 400, Nashville, TN 37210

RAYMOND HIRSCH PKWY
COMMERCIAL P.U.D REZONING
SHRIHARI LLC
WHITE HOUSE, TN

DRAFT
PRELIMINARY
PLANS
FOR REVIEW ONLY

[illegible]

September 13, 2023

M E M O R A N D U M

To: Board of Mayor and Aldermen
From: Jason Barnes, Finance Director
CC: Gerald Herman, City Administrator
Re: Fiscal Year 2024, Budget Amendment I (9/21/2023)

The following budget amendment is recommended for approval.

The only item on this budget amendment is for the Sage Road Widening Project (Madeline to Cardinal). The lowest and best bid for this project is \$892,288. Total budgeted for this project was \$750,000 (\$250,000 from General Fund Engineering and \$500,000 from Road Impact Fees Fund). This bid would cause projected expenditures to exceed appropriations by \$142,288 (rounded to \$150,000). The city is not allowed to expend funds before they have been appropriated (budgeted). This amendment would allow the city to remain compliant with state laws pertaining to municipal appropriations. The city plans to request \$76,929 from HRP Residential (the developer of the Cardinal Point apartment complex) to help offset some of these costs. When these funds are received, we will record them as revenues for the Road Impact Fees Fund.

Should you have any questions related to this budget amendment, please let me know.

Jason Barnes
Finance Director
615-672-4350 x *2103
JBarnes@WhiteHouseTN.gov

ORDINANCE 23-16

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2024.

WHEREAS, it has become necessary to amend the current year's annual budget;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2023 is hereby amended as part of the attached exhibit.

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

First Reading: September 21, 2023 PASSED

Second Reading: October 19, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

City of White House
Budget Amendment I
September 21, 2023

				<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
128	27100	Road Impact Fee Fund	Fund Balance (ending)	539,282	389,282	(150,000)
128	51010 900	Road Impact Fee Fund	Capital Outlay	500,000	650,000	150,000

1. *To amend current 2023-2024 budget to recognize unbudgeted costs related to the Sage Road Widening Project (Madeline to Cardinal) during the current fiscal year.*

October 5, 2023

MEMORANDUM

To: Board of Mayor and Aldermen
From: Jason Barnes, Finance Director
CC: Gerald Herman, City Administrator
Re: Fiscal Year 2024, Budget Amendment II (10/19/2023)

The following budget amendment is recommended for approval.

The first item on this budget amendment is for the replacement of a significantly damaged traffic pole at the intersection of Hester Drive and State Route 76. This damage occurred because of a collision with a privately owned truck of which the City was not at fault and the insurance proceeds were received after the current fiscal year budget was finalized. Insurance recoveries revenues for this incident totaled \$37,168.

The second item on this budget amendment is for the Soccer Complex Renovation Phase 2 construction project overages. Original budget for the current fiscal year is \$1,300,000 (with the lesser of 50% or \$625,000 to be reimbursed by the LPRF grant revenues). The revised projected cost of this project is now \$3,070,000 (with the lesser of 50% or \$1,470,000 to be reimbursed by the LPRF grant revenues). With this amendment, this project will ultimately cost the Parks Sales Tax Fund \$1,100,000 after grant revenues and cost the Parks Impact Fees Fund \$500,000.

Should you have any questions related to this budget amendment, please let me know.

Jason Barnes
Finance Director
615-672-4350 x *2103
JBarnes@WhiteHouseTN.gov

ORDINANCE 23-17

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2024.

WHEREAS, it has become necessary to amend the current year's annual budget;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2023 is hereby amended as part of the attached exhibit.

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

First Reading: October 19, 2023

Second Reading: November 16, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

				Current Budget	Proposed Budget	Amendment
110	27100	General Fund	Fund Balance (ending)	3,238,118	3,198,118	(40,000)
110	43000 900	General Fund	Public Works - Capital Outlay	205,999	245,999	40,000
1. To amend current 2023-2024 budget to recognize unbudgeted costs related to replacing a significantly damaged traffic pole at the Hester Drive / SR76 intersection during the current fiscal year.						
122	27100	Parks Sales Tax Fund	Fund Balance (ending)	573,828	148,828	(425,000)
122	33100	Parks Sales Tax Fund	Federal Grants (Revenue)	625,000	970,000	345,000
122	44400 900	Parks Sales Tax Fund	Capital Outlay	1,300,000	2,070,000	770,000
125	27100	Parks Impact Fees Fund	Fund Balance (ending)	627,531	127,531	(500,000)
125	33100	Parks Impact Fees Fund	Federal Grants (Revenue)	0	500,000	500,000
125	51020 900	Parks Impact Fees Fund	Capital Outlay	55,000	1,055,000	1,000,000
2. To amend current 2023-2024 budget to recognize unbudgeted costs related to the Soccer Complex Renovation Phase 2 construction project during the current fiscal year.						

ORDINANCE 23-18

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 16, STREETS AND SIDEWALKS, ETC., CHAPTER 2 STREET, SIDEWALK AND DRAINAGE DESIGN STANDARDS SECTION 16-220.

WHEREAS, for the purpose of keeping up with the current details and specifications for the city's infrastructure improvements and additions.

WHEREAS, this document describes transportation design requirements that present a comprehensive approach to designing new and modified streets within the City of White House, Tennessee.

WHEREAS, the Public Services Director and the City Administrator have determined after full review that these changes are beneficial to the city for current and future development.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Tennessee that the following sections of the White House Municipal Code are amended as follows:

TITLE 16: STREETS AND SIDEWALKS, ETC.
CHAPTER 2: STREET, SIDEWALK, AND DRAINAGE DESIGN STANDARDS
SECTION: 16-220
**Amends are made in bold, italics, and underlined text.*

16-220. Pavement structure components. *At the discretion of the Public Services Director, or designee, density testing may be requested with the following requirements within this section.* (1) Sub-base. The layer(s) of specified or selected material of designed thickness placed on a subgrade to support a base course, surface course, or both. A minimum of one (1) boring shall be obtained for any roadway segment. The distance between borings shall not exceed two hundred fifty feet (250'). A second boring shall be required in the trench of any installed utilities. Therefore, where utility trenches exist, the contractor shall be required to do two (2) borings per ~~locations~~ location, one boring in the trench and one in compacted subgrade. Multiple samples shall be taken alternately among lanes and shall be evenly spaced. The public services director may require more frequent testing to ensure that the subbase meets the adequacies presented in the design report. However, if borings have already been completed by the underground utility contractor, then additional utility borings shall not be required.

(2) Sub-base proof-roll. ~~Prior to scheduling a sub grade proof roll,~~ *When applicable,* the public services department must be in receipt of all density testing data required to be completed at this stage of construction (sub grade should have been tested every two hundred fifty feet (250'), alternating lanes testing to be completed on cut or fill). It is the responsibility of the contractor to provide independent density verification prior to proof-rolling, and at no cost to the city.

After fine grading of sub grade, but prior to placing base material, the sub grade must be proof rolled with a loaded tandem axle dump truck or pan. The contractor shall schedule this inspection. The geotechnical engineer, public services department and contractor shall be represented. The public services department reserves the right to conduct or require additional testing at any time. The minimum acceptable sub grade density is ninety-five percent (95%) of maximum proctor density.

No base course material or curbs should be placed prior to written approval of the sub grade from the public service's department office.

NOTE: Any completed and approved sub grade left exposed for over two (2) weeks or damaged by inclement weather must be re-inspected and approved by the public service's department. This may include another proof roll if necessary in the judgment of the public service's department. Any excavation within a tested and city approved sub grade shall be treated as new excavation and complete density testing *if required* and proof-rolling requirements must be met.

(3) Base course. The mineral aggregate base (stone base) shall be crushed stone as manufactured by local quarries in accordance with current TDOT Standard Specifications. The composite gradation of aggregate for the mineral aggregate base and for surface courses shall be Class A, Grading D, Pug Mill Mix, as specified in the current edition of TDOT Standard Specifications for Road and Bridge Construction. Placement of base course material is only permitted on a city approved sub grade. All base course materials are to be density tested every two hundred fifty feet (250') in alternating lanes with a minimum of two (2) tests on any road no matter the length. Thickness of base course material must be verified at each density test location. The following compaction requirements must be met: Graded aggregate base course (ninety-eight percent (98%) of modified proctor density). It is the responsibility of the contractor to provide independent density verification at no cost to the city.

This ordinance shall become effective upon its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare requiring it.

First Reading: October 19, 2023

Second Reading: November 16, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

PURCHASING....

October 11, 2023

MEMORANDUM

To: Board of Mayor and Aldermen
Gerald Herman, City Administrator

From: Derek Watson, Administrative Services Director

Re: Generator Preventative Maintenance Agreement

According to several department directors, the service with Cummins Crosspoint has deteriorated over the past year or two. It was determined to bid the service out to see what other companies would be willing to provide routine preventative maintenance for all City-owned generators. A Committee was formed with the Building Maintenance Technician, Purchasing Coordinator, Police Chief, Public Services Director, Fire Chief, and Fire Inspector to come up with the specifications requested for the services and review the submitted proposals from interested parties. A total of eight (8) companies submitted proposals. The Committee reviewed and evaluated all submissions. Attached to this memo is the evaluation scores tabulation.

I would like to request your approval of accepting Clarke Power Services proposal based on the recommendation of the Committee for a total cost of \$53,565.00 over a three-year term with an optional two-year extension agreement and allow City Administrator Gerald Herman to execute the contract.

Please do not hesitate to contact me if you have any questions at 672-4350, option 4.



CITY OF WHITE HOUSE
EVALUATION SCORES
REQUEST FOR PROPOSALS
PLANNED MAINTENANCE OF EMERGENCY GENERATORS

PROPOSAL						
	Total Available Points	Clarke	Cummins	ESSE	Taylor	Nixon
Complete response to all required standard forms.	20	20	12	5	16	4
Ability to meet service requirements	20	20	14	7	16	9
Precision and clarity of proposal	20	20	15	7	15	8
Costs pertaining to services provided in proposal	20	19	9	5	16	11
Total Score	80	79	50	24	63	32
	100%	98.75%	62.50%	30.00%	78.75%	40.00%

CONCLUSION						
	Total Available Points	Clarke	Cummins	ESSE	Taylor	Nixon
Overall qualifications and likelihood to succeed in your opinion	20	19	13	8	16	9
Total Score	20	19	13	8	16	9
	100%	95.0%	65.0%	40.0%	80.0%	45.0%

OVERALL						
	Total Available Points	Clarke	Cummins	ESSE	Taylor	Nixon
Total Score	100	98	63	32	79	41
	100%	98.0%	63.0%	32.0%	79.0%	41.0%
PRICE		\$53,565.00	\$61,804.34	\$89,145.00	\$63,574.00	\$65,232.00

CLARKE

Power Services

To: City of White House, TN

September 1, 2023

From: Thomas J Greenwood, Director of Government Business
Clarke Power Service, Inc.

Re.: Bid Submission for Planned Maintenance of Emergency Generators

Thank you for allowing Clarke Power Services to make a submission on the above-referenced bid. The goal of this proposal is to explain how Clarke Power is expertly qualified to deliver unmatched value to the City of White House, while performing critical generator maintenance functions as established by the City of White House.

The best place to learn about Clarke Power is our website. www.clarkeww.com. Please also feel welcome to direct any questions concerning this proposal to myself at tgreenwood@clarkepsi.com or 414-218-2715. If for any reason during the term of an agreement, you have an unusual question or request, I am available 24/7 to respond to your concerns. I will appoint a local Account Manager/Technician and all day-to-day communication will flow through him.

Thank you again for the opportunity to quote on your business!



Thomas Greenwood, Clarke Power Services, Inc.
414-218-2715 (M)
tgreenwood@clarkepsi.com



Executive Summary

Clarke Power Services is honored to submit the following proposal for the PLANNED MAINTENANCE OF EMERGENCY GENERATORS to the City of White House, TN. Clarke is expertly qualified to perform the work as detailed in the Scope of Work. A summary of qualifications includes the following facts.

- Clarke Power Services has been in business and working on generators since 1964.
- The best place to learn about Clarke Power Services is on the Clarke website.
www.clarkeww.com
- Clarke PowerGen is the Clarke division which will be performing the work.
- ClarkeGen operates in 9 states and has headquarters near Greensboro, NC.
- Clarke delivers value to its customers by being the highest quality provider available in the marketplace and delivers this service at competitive pricing.
- Clarke generator techs are strategically located in the markets served by Clarke PowerGen. In this case, we have a Generator Technician domiciled about twenty minutes away so emergency response time should be minimal in the event of an emergency call out.
- Clarke PowerGen also has the support of many technicians working at a brick-and-mortar facility located in Antioch, TN. This labor and intellectual resource can be tapped into if a job requires it.
- Clarke targets government customers. Clarke trains their technicians to work on "ALL MAKES, ALL MODELS" of generators because most government fleets consist of many different OEM generators.
- Clarke has two ASE Certified Trainers on staff. Clarke also has a Safety Director on staff. This commitment to our technicians ensures Clarke technicians are the best in the industry and allows us to deliver our value promise.
- Clarke believes in a team approach. Accounts are given multiple contacts. This includes assigning a dedicated Account Manager/ Technician. If awarded, Clarke would likely assign Christina Barrett to your account. Tina is a dedicated generator technician with over 15 years of experience working on generators. More information on Tina will be included in this proposal. John Moore, the ClarkeGen General Manager based out of Greensboro would be assigned to your account, as well. Finally, Thomas Greenwood would be your Corporate Contact available 24/7 in a customer service role.

Example of desired scheduling and billing

YEAR	MONTH OF SERVICE	SERVICE TYPE	QTY	PRICE
1	DECEMBER 2023	4HR LOAD BANK	1	\$7,200.00
1	APRIL 2024	MINOR(INSP)PM	1	\$4,050.00
1	AUGUST 2024	MAJOR(COMP)PM	1	\$6,605.00
2	DECEMBER 2024	4HR LOAD BANK	1	\$7,200.00
2	APRIL 2025	MINOR(INSP)PM	1	\$4,050.00
2	AUGUST 2025	MAJOR(COMP)PM	1	\$6,605.00
3	DECEMBER 2025	4HR LOAD BANK	1	\$7,200.00
3	APRIL 2026	MINOR(INSP)PM	1	\$4,050.00
3	AUGUST 2026	MAJOR(COMP)PM	1	\$6,605.00

As stated previously, at the end of the (3) three-year period of the contract a review will be performed to determine potential of a (2) two-year extension.

The term of this Agreement will begin as of the Effective Date and shall continue thereafter for a period of three (3) years. If both parties agree, the agreement shall be reviewed and extended for a period of one year not to exceed two additional years.

Generator Make	Model	Serial #	Location Name	Address	4 Hr Load Bank	Major PM	Minor Pm	Total
Cummins Power Gen.	DGBB	K020437049	Public Works	725 Industrial Drive	\$800.00	\$605.00	\$450.00	\$1,855.00
Kohler	ROZJ	0723131	Police Dept.	303 N. Palmers Chapel	\$800.00	\$670.00	\$450.00	\$1,920.00
Cummins Power Gen.	DGDK	K020437050	WWTP Office	725 Industrial Drive	\$800.00	\$690.00	\$450.00	\$1,940.00
Cummins Power Gen.	DSHAD	D130489770	N. Palmers Chapel	108 Brookview Drive	\$800.00	\$820.00	\$450.00	\$2,070.00
Kohler	250REOZJE	SGM32G3WR	Calista Rd.	349 Calista Road	\$800.00	\$760.00	\$450.00	\$2,010.00
Cummins Power Gen.	DSGAB	F080188685	Fire Station #2	120 Business Park Drive	\$800.00	\$745.00	\$450.00	\$1,995.00
Cummins Power Gen.	DGHDA	D140661748	Fire Station #1	416 Hwy 76	\$800.00	\$755.00	\$450.00	\$2,005.00
Kohler	100REOZJF	SGM32BR5V	Hester Lift Station	Entrance to Lowes Mill Works	\$800.00	\$700.00	\$450.00	\$1,950.00
Kohler	360REOZDD	2291684	Copes Lift Station	Trailhead at WHHS	\$800.00	\$860.00	\$450.00	\$2,110.00
Total					\$7,200.00	\$6,605.00	\$4,050.00	\$17,855.00



City of White House Public Works

Memo

To: Public Services Department
From: Andy Cieslak, DPW
Date: August 17th, 2023
Re: Request to Authorize – Purchase a new portable VAC-Trailer

On this date, September 19th, 2023, I am requesting that the Mayor and Board of Alderman approve the purchase of a Vac- Trailer for the Collections Division.

The quotation from Ditch Witch of Tennessee is for \$107,681.51. The quote for the purchase is attached for your review and consideration. This will be purchased using the Sourcewell Contract #110421-CMW. The updated quote from Sourcewell is \$107,681.51. The budgeted amount in the CIP is \$175,000.00.

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

Andy Cieslak
Director of Public Services



The Charles Machine Works
1959 West Fir Avenue
P.O.Box PO BOX 66
Perry, OK 73077
Phone No : 1-800-654-6481
Fax No : 580 336 0617
Email : global@ditchwitch.com

Sold-to Party Address

CITY OF WHITE HOUSE
SOURCEWELL MEMBER 30789
105 COLLEGE STREET
WHITE HOUSE TN 37188

Quotation

Information

Quotation No. 20185331
Document Date 09/14/2023
Customer No. 511892
Dealership DITCH WITCH OF TENNESSEE
LA VERGNE
PO _____
Created by Todd Miller

Global Account Price Quote Quote Valid until : 10/13/2023

TAXES ARE AN ESTIMATE AT TIME OF QUOTATION-ACTUAL TAX WILL BE CALCULATED AT TIME OF INVOICING. IF TAXES ARE QUOTED AND THIS IS A TAX EXEMPT TRANSACTION, PLEASE PROVIDE TAX EXEMPT CERTIFICATE OR LEASING DETAILS WITH YOUR PURCHASE ORDER.

FOR MODEL SPECIFICATIONS OR OTHER INFORMATION, VISIT OUR WEBSITE AT WWW.DITCHWITCH.COM

Page 1 of 3

Quotation Details

Qty	Material Description	Unit Price	Discount	Amount
1EA	<p>SOURCEWELL CONTRACT 110421-CMW *****</p> <p>PER SOURCEWELL CONTRACT PLEASE ISSUE PURCHASE ORDER TO: CHARLES MACHINE WORKS 1959 W FIR AVENUE PERRY, OK 73077 *****</p> <p>Please be advised that due to the current production backlog our factory is not accepting new orders at this time. Any order received as a result of this quote must be filled through current or incoming local dealer inventory. Additionally, this quote is only valid through the validity date on the quote. Any machine that is delivered to the customer after the #Quote Valid Until# date on the quote will be subject to additional price changes that may occur in that time frame. Please make sure to counsel your customer accordingly. Each government entity will handle the new pricing differently please work with your customer at the time of the original quote to make sure they understand the potential that a revised price may be required at the time of delivery. Please advise your customer accordingly. *****</p> <p>HX50A - HX50A With the following configuration: Debris Tank 800 Gallon Water Tank 400 Gallons Controls Right Hand Traffic</p>			84,113.85

Confidentiality Notice:

This quote may contain confidential information. The information is intended only for the individual or entity named. If you are not the intended recipient, please immediately notify us at 1-800-654-6481 to arrange for return of the document.



The Charles Machine Works
1959 West Fir Avenue
P.O.Box PO BOX 66
Perry, OK 73077
Phone No : 1-800-654-6481
Fax No : 580 336 0617
Email : global@ditchwitch.com

Sold-to Party Address

CITY OF WHITE HOUSE
SOURCEWELL MEMBER 30789
105 COLLEGE STREET
WHITE HOUSE TN 37188

Quotation

Information

Quotation No. 20185331
Document Date 09/14/2023
Customer No. 511892
Dealership DITCH WITCH OF TENNESSEE
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FOR MODEL SPECIFICATIONS OR OTHER INFORMATION, VISIT OUR WEBSITE AT WWW.DITCHWITCH.COM

Page 2 of 3

Quotation Details

Qty	Material Description	Unit Price	Discount	Amount
1EA	Reverse Flow Yes Hose and Tooling 4 Inch Filter Cyclonic Separator HX Boom Jib Water Heater No Options Prospector Digging Lance Options Rear Work Lights Options Traffic Cone Storage Options Spare Tire Options Spare Tire Mount Options Trailer Tongue Tool Box Options Water Air Gap Quiet Option Yes Prospector Digging Lance Yes Water Air Gap Yes Traffic Cone Storage Yes Trailer Tongue Tool Box Yes Hydraulic Oil Standard Color Standard Trailer Jack Hydraulic 205-0017 - T/W (235/75R-17.5)			551.73

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The Charles Machine Works
1959 West Fir Avenue
P.O.Box PO BOX 66
Perry, OK 73077
Phone No : 1-800-654-6481
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Email : global@ditchwitch.com

Sold-to Party Address

CITY OF WHITE HOUSE
SOURCEWELL MEMBER 30789
105 COLLEGE STREET
WHITE HOUSE TN 37188

Quotation

Information

Quotation No. 20185331
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Customer No. 511892
Dealership DITCH WITCH OF TENNESSEE
LA VERGNE
PO _____
Created by Todd Miller

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FOR MODEL SPECIFICATIONS OR OTHER INFORMATION, VISIT OUR WEBSITE AT WWW.DITCHWITCH.COM

Page 3 of 3

Quotation Details

Qty	Material Description	Unit Price	Discount	Amount
1EA	HX50A-PREP - HX50A Vacuum Excavator Prep Ass embly			
1EA	190-2804 - REAR WORK LIGHTS			158.84
1EA	350-3197 - SPARE TIRE CARRIER			357.17
1EA	025-1034 - VT24 800 GAL HEAVY TRAILER			20,500.92
		Corporate Account Price		105,682.51
		Total Freight		1,439.00
		Installation Charge		560.00
		Total Amount		\$ 107,681.51

Confidentiality Notice:

This quote may contain confidential information. The information is intended only for the individual or entity named. If you are not the intended recipient, please immediately notify us at 1-800-654-6481 to arrange for return of the document.

White House Police Department

John W. Decker Police Facility

303 North Palmers Chapel Rd.
White House, Tennessee 37188
615-672-4903
Fax 615-672-4915

Michael Arnold
Mayor

Patrick M. Brady
Chief of Police

Gerald O. Herman
City Administrator

MEMORANDUM



To: The Board of Mayor and Alderman
From: Patrick Brady, Chief of Police
Date: October 5, 2023
Re: Purchase of Four (4) Patrol Vehicles

The White House Police Department is requesting the purchase of four 2025 Ford Police Interceptor Utility Vehicles from Lonnie Cobb Ford for the State Contract price of \$44,601.00 each. All four vehicles will be placed into the Patrol Fleet.

Two of the Police Vehicles will come out of the Capital Outlay fund (\$89,202.00). The other two vehicles will come from the Impact Fees fund (\$89,202.00).

Thank you for your attention to this matter.

If there are any questions, please feel free to call me.

SWC 209
Lonnie Cobb Ford Contract # 80355

Vehicle will be a 2025 year model

~~2023~~ Police Interceptor Utility AWD Base (K8A)

Price Level: 350



Client Proposal

Prepared by:
STEVEN BLACKSTOCK
Office: 731-989-2121
Date: 09/14/2023



Lonnie Cobb Ford | 1618 Highway 45 North, Henderson, Tennessee, 383404005
Office: 731-989-2121 | Fax: 731-989-3502



Prepared by: STEVEN BLACKSTOCK

09/14/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Warranty

Standard Warranty

Basic Warranty

Basic warranty	36 months/36,000 miles
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Powertrain Warranty

Powertrain warranty	60 months/100,000 miles
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Corrosion Perforation

Corrosion perforation warranty	60 months/unlimited
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Roadside Assistance Warranty

Roadside warranty	60 months/60,000 miles
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Hybrid/Electric Components Warranty

Hybrid/electric components warranty	96 months/100,000 miles
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Prepared by: STEVEN BLACKSTOCK

09/14/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

As Configured Vehicle

Code	Description	MSRP
K8A	Base Vehicle Price (K8A)	\$47,165.00
500A	Order Code 500A <i>Includes:</i> - 3.73 Axle Ratio - GVWR: 6,840 lbs (3,103 kgs) - Tires: 255/60R18 AS BSW - Wheels: 18" x 8" 5-Spoke Painted Black Steel Includes polished stainless steel hub cover and center caps. - Unique HD Cloth Front Bucket Seats w/Vinyl Rear Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks. - Radio: AM/FM/MP3 Capable Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.	N/C
99B	Engine: 3.3L V6 Direct-Injection (FFV) <i>(136-MPH top speed). Note: Deletes regenerative braking and lithium-ion battery pack; adds 250-Amp alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon.</i>	-\$2,830.00
44U	Transmission: 10-Speed Automatic (44U)	N/C
STDAX	3.73 Axle Ratio	Included
STDGV	GVWR: 6,840 lbs (3,103 kgs)	Included
STDTR	Tires: 255/60R18 AS BSW	Included
STDWL	Wheels: 18" x 8" 5-Spoke Painted Black Steel <i>Includes polished stainless steel hub cover and center caps.</i>	Included
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear <i>Includes reduced bolsters, driver 6-way power track (fore/aft. up/down, tilt with manual recline, 2-way manual lumbar), passenger 2-way manual track (fore/aft. with manual recline) and built-in steel intrusion plates in both driver/passenger seatbacks.</i>	Included
PAINT	Monotone Paint Application	STD
119WB	119" Wheelbase	STD
STDRD	Radio: AM/FM/MP3 Capable <i>Includes clock, 4-speakers, Bluetooth interface with hands-free voice command support (compatible with most Bluetooth connected mobile devices), 1 USB port and 4.2" color LCD screen center stack smart display.</i>	Included
153	Front License Plate Bracket	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: STEVEN BLACKSTOCK

09/14/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

As Configured Vehicle (cont'd)

Code	Description	MSRP
43D	Dark Car Feature <i>Courtesy lamps disabled when any door is opened.</i>	\$25.00
17T	Switchable Red/White Lighting in Cargo Area <i>Deletes 3rd row overhead map light.</i>	\$50.00
60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$50.00
51R	Driver Only LED Spot Lamp (Unity)	\$395.00
68G	Rear-Door Controls Inoperable <i>Locks, handles and windows. Note: Can manually remove window or door disable plate with special tool. Note: Locks/windows operable from driver's door switches.</i>	\$75.00
55F	Remote Keyless Entry Key Fob w/o Key Pad <i>Does not include PATS. Includes 4-key fobs. Key fobs are not fobbed alike when ordered with keyed-alike.</i>	\$340.00
60R	Noise Suppression Bonds (Ground Straps)	\$100.00
425	50 State Emission System Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles equipped with the 3.3L V6 Direct-Injection engine.	STD
YZ_01	Oxford White	N/C
96_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	N/C
SUBTOTAL		\$45,370.00
Destination Charge		\$1,595.00
TOTAL		\$46,965.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: STEVEN BLACKSTOCK

09/14/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 350

Pricing Summary - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$47,165.00
Options	-\$1,795.00
Colors	\$0.00
Upfitting	\$0.00
Fleet Discount	\$0.00
Fuel Charge	\$0.00
Destination Charge	\$1,595.00
Subtotal	\$46,965.00

Pre-Tax Adjustments

Code	Description	MSRP
fleet discount	fleet discount	-\$2,364.00
Total		\$44,601.00

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....