



City Administrator Report: >i `m'202'

Administrative & Legislative Services Department
July 2023

Administration

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

- July 3:
 - Staff Plan Reviews

- July 6:
 - Leisure Services Board

- July 10:
 - Department Head Staff Meeting
 - Alderman Wall Meet and Greet
 - Planning Commission

- July 11:
 - Contractor Meeting (Recreation Center)
 - Mayor Update Meeting

- July 12:
 - Transportation Planning Meeting

- July 13:
 - Library Board Meeting

- July 19:
 - Americana Debrief
 - GNRC Transportation Policy Board

- July 20:
 - Economic Development Meeting

- July 27:
 - Monthly Progress Meeting for the Rec Center

**Administrative & Legislative Services Department
July 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	\$8,910,549	↑17.66
Industrial Development	\$136,600	\$125	↓8.27
State Street Aid	\$505,000	\$52,889	↑2.10
Parks Sales Tax	\$1,526,000	\$76,109	↓3.38
Solid Waste	\$1,657,227	\$941,247	↑48.42
Parks Impact Fees	\$55,000	\$0	↓8.37
Police Impact Fees	\$110,000	\$0	↓8.37
Fire Impact Fees	\$274,000	\$8,184	↓5.38
Road Impact Fees	\$500,000	\$0	↓8.37
Police Drug Fund	\$25,000	\$0	↓8.37
Debt Services	\$2,512,200	\$0	↓8.37
Wastewater	\$15,952,225	\$4,586,840	↑20.38
Dental Care	\$100,000	\$5,745	↓2.62
Stormwater Fund	\$1,672,625	\$348,470	↑12.46
Cemetery Fund	\$42,690	\$19,236	↑36.69

*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
July	341	313	325	261	269
August		166	132	128	106
September		104	98	106	98
October		98	98	79	97
November		104	103	72	78
December		84	73	71	58
January		116	117	123	81
February		111	105	75	93
March		145	145	106	107
April		103	105	154	85
May		138	153	133	82
June		35	52	47	45
Total	341	1,517	1,506	1,355	1,199

Purchase Orders by Dollars	July 2023	FY 2024	FY 2023	FY 2022	Total for FY24	Total for FY23	Total for FY22
Purchase Orders \$0-\$9,999	321	321	1,448	1281	\$544,950.38	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	9	9	32	29	\$145,750.45	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	11	11	37	45	\$3,832,165.56	\$39,313,456.65	\$11,687,700.37
Total	341	341	1,517	1355	\$4,522,866.39	\$41,380,107.63	\$13,732,934.80

**Administrative & Legislative Services Department
July 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 Requests	2022-2023 Update Requests	2021-2022 Update Requests	2020-2021 Update Requests	2023-2024 Page Visits	2022-2023 Page Visits	2021-2022 Page Visits	2020-2021 Page Visits
July	51	52	54	15	34,294	31,946	32,401	11,536
Aug.		63	66	20		31,340	25,635	9,145
Sept.		65	48	17		27,594	24,833	8,335
Oct.		47	52	10		29,829	23,816	8,390
Nov.		54	63	174		30,449	23,022	7,587
Dec.		32	39	13		27,768	22,904	17,483
Jan.		53	56	108		31,686	26,942	17,123
Feb.		47	52	135		28,043	23,253	19,796
March		62	57	39		30,614	30,026	22,930
April		72	68	101		31,817	31,127	20,881
May		51	54	38		35,606	31,335	23,514
June		42	674	214		23,919	34,600	30,909
Total	51	640	609	884	34,294	360,611	329,885	197,629

“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.		13	9	44
Sept.		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	9	114	124	258

	FY24 # of Request	FY23 # of Request	FY22 # of Request	FY21 # of Request
July	55	50	38	20
Aug.		43	54	27
Sept.		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	55	588	495	383

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

**Administrative & Legislative Services Department
July 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:

- Storybook Trail Repairs
- HVAC Issues at City Hall and Library
- Generator and Electrical Issues at City Hall

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

**Finance Department
July 2023**

Finance Section

During July the Finance Office continued the implementation of the new utility customer application process, continued working through the Assistant Finance Director position vacancy responsibilities, and began preparing for the FYE 6/30/2023 audit. Members of the Finance Office also participated in the following events during the month:

- July 10: Alderman Michael Wall Meet & Greet
- July 13: Payroll Deduction Correction Refund meeting with HR
- July 25: Finance staff meeting
- July 27: Special Called BMA meeting

Performance Measures

Utility Billing

	July 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
New Builds (#)	33	33	307	284	357	171
Move Ins (#)	90	90	926	977	737	649
Move Outs (#)	81	81	831	898	743	602
Electronic new customer signups (#)	67	67	476	410	300	127
Electronic new customer signups (%)	54%	54%	39%	33%	27%	15%

Business License Activity

	July 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Opened	4	4	95	92	76	69
Closed (notified by business)	1	1	9	7	6	10

Accounts Payable

	July 2023	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Total # of Invoices Processed	367	367	4455	4254	4079	4003

**Finance Department
July 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	7,057,485	56%
Cemetery Fund	55,450	16,635	249,242	449%
Debt Services	2,530,300	759,090	1,017,132	40%
Dental Care Fund	78,300	23,490	162,430	207%
Roads Impact Fees	421,800	126,540	639,962	152%
Parks Impact Fees	440,484	132,145	357,519	81%
Police Impact Fees	315,200	94,560	719,021	228%
Fire Impact Fees	208,200	62,460	475,462	228%
Economic Development	141,900	42,570	215,426	152%
Parks Sales Tax	1,093,500	328,050	515,353	47%
Police Drug Fund	5,250	1,575	59,621	1136%
Solid Waste	1,577,500	473,250	735,923	47%
State Street Aid	456,800	137,040	324,740	71%
Stormwater Fund	1,100,750	330,225	1,019,346	93%
Wastewater	6,293,000	1,887,900	9,419,306	150%

*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	499,154	↓ 4.36%
Cemetery Fund	55,450	3,634	↓ 1.78%
Debt Services	2,530,300	220,156	↑ 0.37%
Dental Care	78,300	7,233	↑ 0.90%
Roads Impact Fees	421,800	81,917	↑ 11.09%
Parks Impact Fees	440,484	47,796	↑ 2.52%
Police Impact Fees	315,200	47,709	↑ 6.80%
Fire Impact Fees	208,200	31,478	↑ 6.79%
Economic Development	141,900	916	↓ 7.69%
Parks Sales Tax	1,093,500	95,131	↑ 0.37%
Police Drug Fund	5,250	804	↑ 6.98%
Solid Waste	1,577,500	127,510	↓ 0.25%
State Street Aid	456,800	40,997	↑ 0.64%
Stormwater Fund	1,100,750	97,841	↑ 0.56%
Wastewater	6,293,000	519,864	↓ 0.07%

*Realized amounts reflect revenues realized from July 1, 2023—July 31, 2023

**Human Resources Department
July 2023**

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

- July 01: Americana Celebration
- July 11: New Hire Orientation for Firefighter
- July 13: Ribbon Cutting for Roaden Reception Hall
Library Board Meeting
- July 18: Wastewater Tech I Interviews
- July 19: New Hire Orientation for Firefighter
- July 20: Parks Program & Events Coordinator Interviews
- July 26: Sumner County Council of Governments Meeting
- July 31: New Hire Orientation for Wastewater Tech I
New Hire Orientation for Parks Program & Events Coordinator

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		1	0	0
September		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
July 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	1	1
September		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		1	1	1
September		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	2	10	19	12
Percentage	1.94%	9.71%	18.45%	11.65%

Three-year average: 13.27%

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		0	0	0
September		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
JULY 2023**

Meetings/Civic Organizations

➤ **Chief Brady attended the following meetings in July:** White House Rotary Club Meeting (July 6th, 13th, 20th & 27th), Department Head Staff Meeting (July 10th), Planning Commission Meeting (July 10th), Robertson County Chief's Meeting (July 12th), Americana Debrief Meeting (July 19th), Cool off with a Cop (July 19th) and White House Board of Mayor and Alderman Meeting (July 27th).

➤ **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.

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

She will be attending the 2023 LEACT Fall Conference in Pigeon Forge this August 30- Sept. 1.

1. Our department training goal is that each police employee receives 40 hours of in-service training each year. The White House Police Department has 28 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,120 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	168	0	168
February	0	610	0	610
March	0	652	24	676
April	0	280	0	280
May	0	264	0	264
June	0	144	0	144
July	0	308	0	308
Total	0	2,426	24	2,450

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	July 2023	FY 2023-24
Three (3) Officers per Shift	19	19
Four (4) Officers per Shift	33	33

*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.

1. ***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 are waiting on the new contract prices for Police Vehicles so we can start the ordering process for the four vehicles approved in the 2023-2024 budget.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2023-2024.***
Fall Compliance Checks will take place, normally, in October or November.

**Police Department
JULY 2023**

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

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

Group A Offenses	July 2023	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	11	1	56	4
Crimes Against Property	44	3	148	10
Crimes Against Society	29	2	98	7
Total	84	6	302	21
Arrests	89		207	

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

4. *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.*

	July 2023	TOTAL 2023
Traffic Crashes Reported	31	265
Enforce Traffic Laws:		
Written Citations	99	411
Written Warnings	58	462
Verbal Warnings	295	1,524

5. *Maintain an injury to collision ratio of not more than the three-year average of 11% by selective traffic enforcement and education during the calendar year 2023.*

COLLISION RATIO				
2023	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
July	31	2 YTD 33	6%	12% YTD 265

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

Staffing:

- Ofc. Brent Loveday's last day was July 7th.
- Ofc. Christopher Sampson and Ofc. Blake McClusky started the Tennessee Law Enforcement Academy on July 9th.
- We currently have 3 positions open and are continuing to accept applications.

**Police Department
JULY 2023**

Sumner County Emergency Response Team:

Sgt. David Segerson has been on Medical Leave and/or Light Duty for the month of July.
The Sumner County Emergency Response Team had the following activity in the month of July:

- **04 July 2023** – ERT executed a high-risk arrest warrant in Trousdale County. The suspect was wanted for an attempted homicide in Gallatin. The suspect had made additional threats toward law enforcement officers. He was located hiding inside a vehicle on the property and was taken into custody without incident.
- **12 July 2023** – ERT executed a narcotics search warrant in Gallatin. Investigators seized more than 100 Fentanyl pills, an undisclosed amount of money, and evidence of other related crimes.
- **14 July 2023** – ERT executed a search warrant on a residence in Gallatin that was related to an overdose death that occurred in White House. Investigators recovered a small amount of narcotics, a firearm, an undisclosed amount of money, and evidence linking the resident to the sale of the narcotics that resulted in the overdose death.
- **21 July 2023** – ERT held monthly training at the Sumner Co range. ERT operators conducted training on marksmanship.
- **23 July – 27 July 2023** – 5 new ERT members completed a Basic SWAT Course hosted by Lebanon PD.
- **28 July 2023** – ERT executed a narcotics search warrant in Gallatin which resulted in the seizure of more than a quarter pound of marijuana, a firearm, \$2000 cash, and a vehicle.

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
July		

Communications Section

	July	Total 2023
Calls for Service	1,167	7,463
Alarm Calls	52	328

Request for Reports

	July	FY 2023-24
Requests for Reports	25	25
Amount taken in	\$26.80	\$26.80
Tow Bills	\$0.00	\$0.00
Emailed at no charge	11	11
Storage Fees	\$0.00	\$0.00

**Police Department
JULY 2023**

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.

Crime Prevention/Community Relations Performance Measurements

1. **Teach D.A.R.E. Classes (10 Week Program) to one public elementary school by the end of each school year.** Sgt Enck will be teaching D.A.R.E. this Fall to 5th graders at White House Middle School.
2. **Plan and coordinate Public Safety Awareness Day as an annual event.** Discover White House Expo & Safety Day is normally in October.
3. **Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.** Citizen's Police Academy has been cancelled. We are planning to have several new programs for the public.
4. **Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.**
 - July 5th – Sgt. Enck handed out 30 Badges at the White House Farmer's Market.
 - July 12th - Sgt. Enck handed out 25 Badges at the White House Farmer's Market.
 - July 13th – Sgt. Enck handed out 20 Badges at DejaMoo.
 - July 26th – Sgt. Enck handed out Badges at the White House Farmer's Market.

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

- Americana – July 1st – Officers provided security and traffic detail.
- Cool off with a Cop – July 19th.

Upcoming Events:

2023 Participation in Joint Community Events		
	<u>July</u>	<u>Year to Date</u>
Community Activities	6	48

**Fire Department
July 2023**



Summary of Month's Activities

Fire Operations

The Department responded to 146 requests for service during the month with 93 responses being medical emergencies. The Department also responded to 9 vehicle accidents of which 2 had injuries, 6 had no injuries and 1 vehicle vs pedestrian with injuries. Of the 146 responses in the month of July there were 24 calls that overlapped another call for service that is 16.44% of our responses for the month. That brings the overlapping call volume for FY23-24 to 24 or 16.44% 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, six minutes and four seconds (6:04). The average time a fire unit spent on the scene of an emergency call was fifteen minutes and twenty-seven seconds (15:27).

Department Event

- July 1st – Americana Celebration
- July 2nd – Northridge Church 4th of July celebration
- July 11th – Monthly Officer meeting
- July 12th – Truck purchase committee meeting
- July 12th – Farmers market water day
- July 13th – Library water day
- July 31st – Annual Service of Hydraulic rescue tools

Fire Administration

- July 10th – Meet and Greet with Alderman Mike Wall
- July 11th – ESO Emergency reporting webinar
- July 18th – ISO Information class
- July 19th – Americana debrief
- July 24th – Discover WH & Safety Day 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	4
Rescue & Emergency Services	93
Hazardous Conditions (No Fire)	5
Service Calls	19
Good Intent Call	13
False Alarms & False Call	12
Calls for The Month	146
Total Responses FY to Date	146

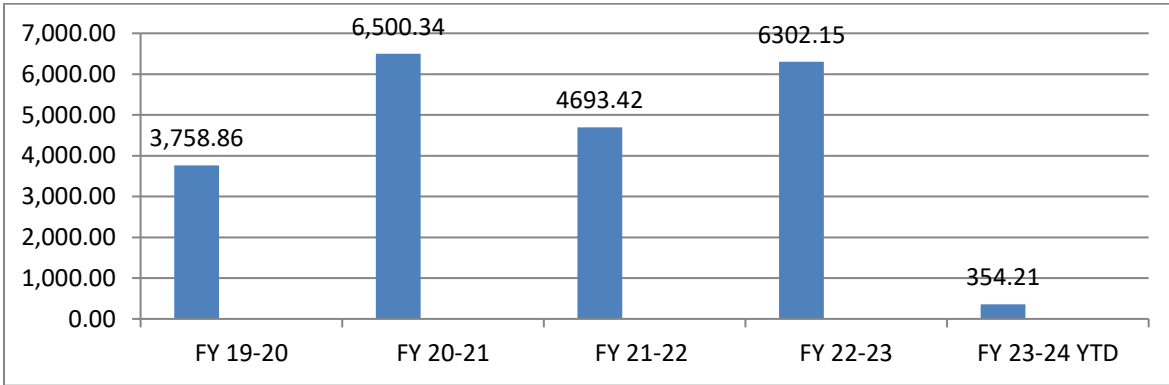
**Fire Department
July 2023**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	87	87	59.58%
Station #2 (Business Park Dr)	59	59	40.41%

Fire Fighter Training

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



	Month	FYTD
Firefighter Training Hours	354.21	354.21

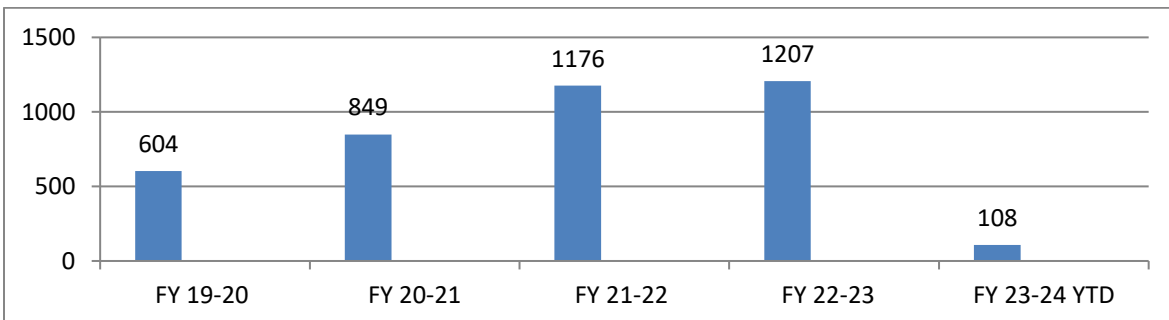
Training breakdown for ISO and NFPA*

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	28	64.5	7	148.1	107
Total for FY	28	64.5	7	148.1	107

*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 Inspection

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

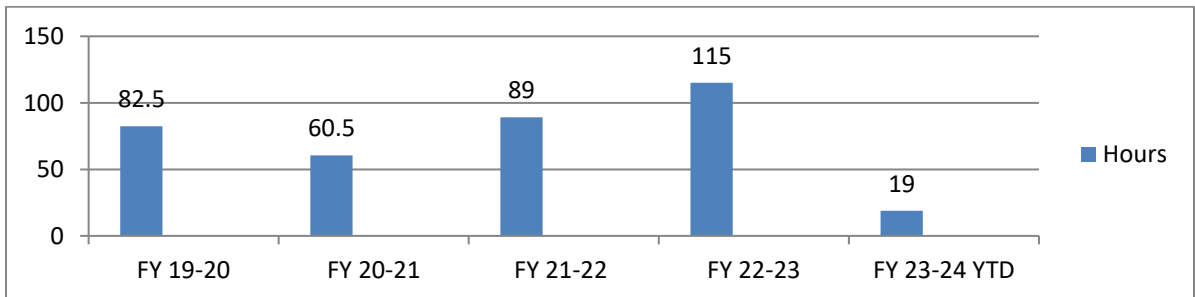
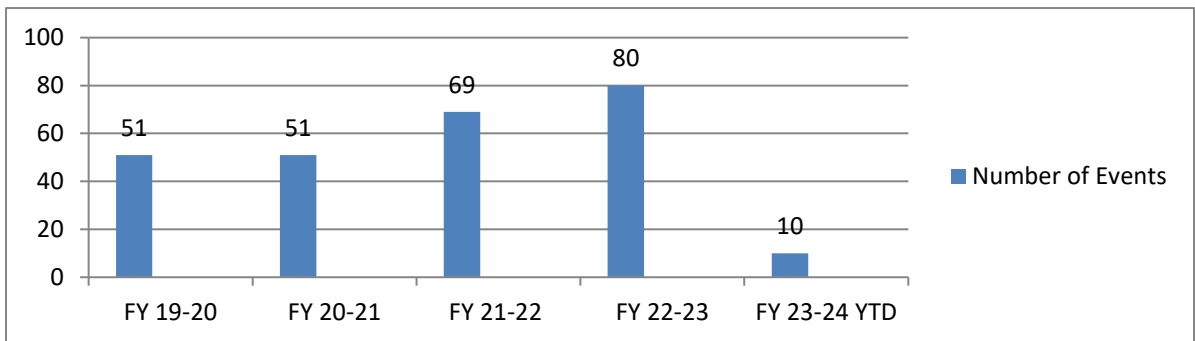
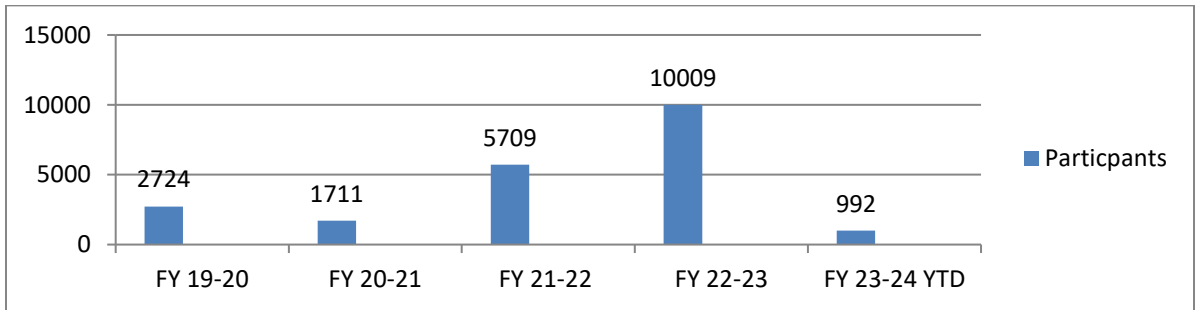


**Fire Department
July 2023**

	Month	FYTD
July Fire Inspection	108	108
Reinspection	13	13
Code Violation Complaint	0	0
Violations Cleared	7	7
Annual Inspection	28	28
Knox Box	6	6
Fire Alarms	3	3
Measure Fire Hydrant	1	1
Plans Review	2	2
Pre-C/O	1	1
Pre-incident Survey	31	31
Sprinkler Final	0	0
Final/Occupancy	4	4

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.



**Fire Department
July 2023**

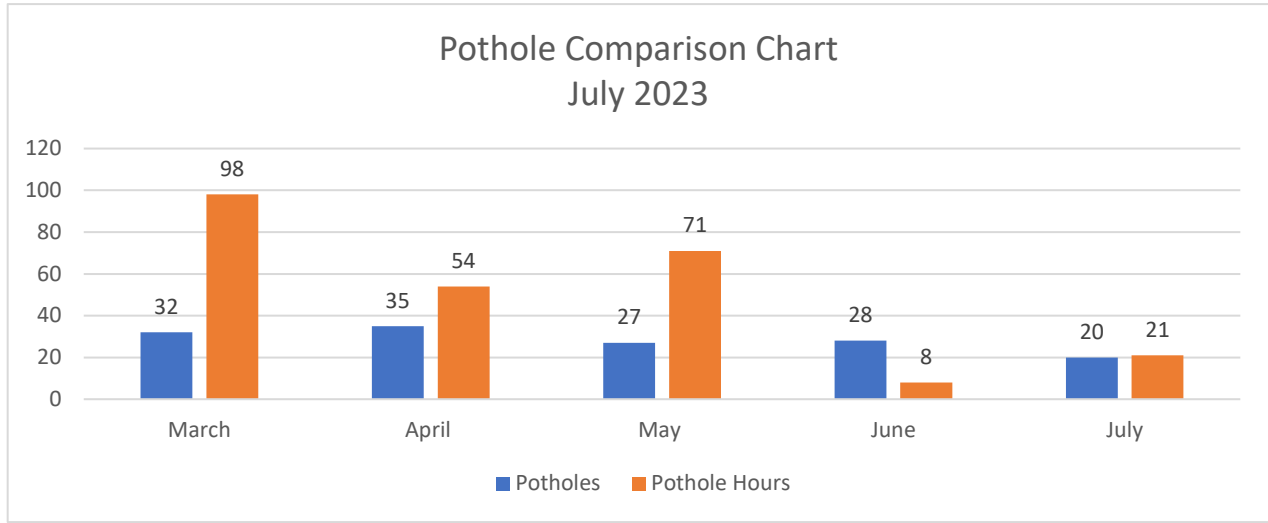
	Month	FYTD
Participants	992	992
Number of Events	10	10
Education Hrs.	19	19

Social Media Statistics for the Month

Post Reach	1053
Post Engagement	81
New Page Followers	27

**Public Services Department – Public Works Division
July 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

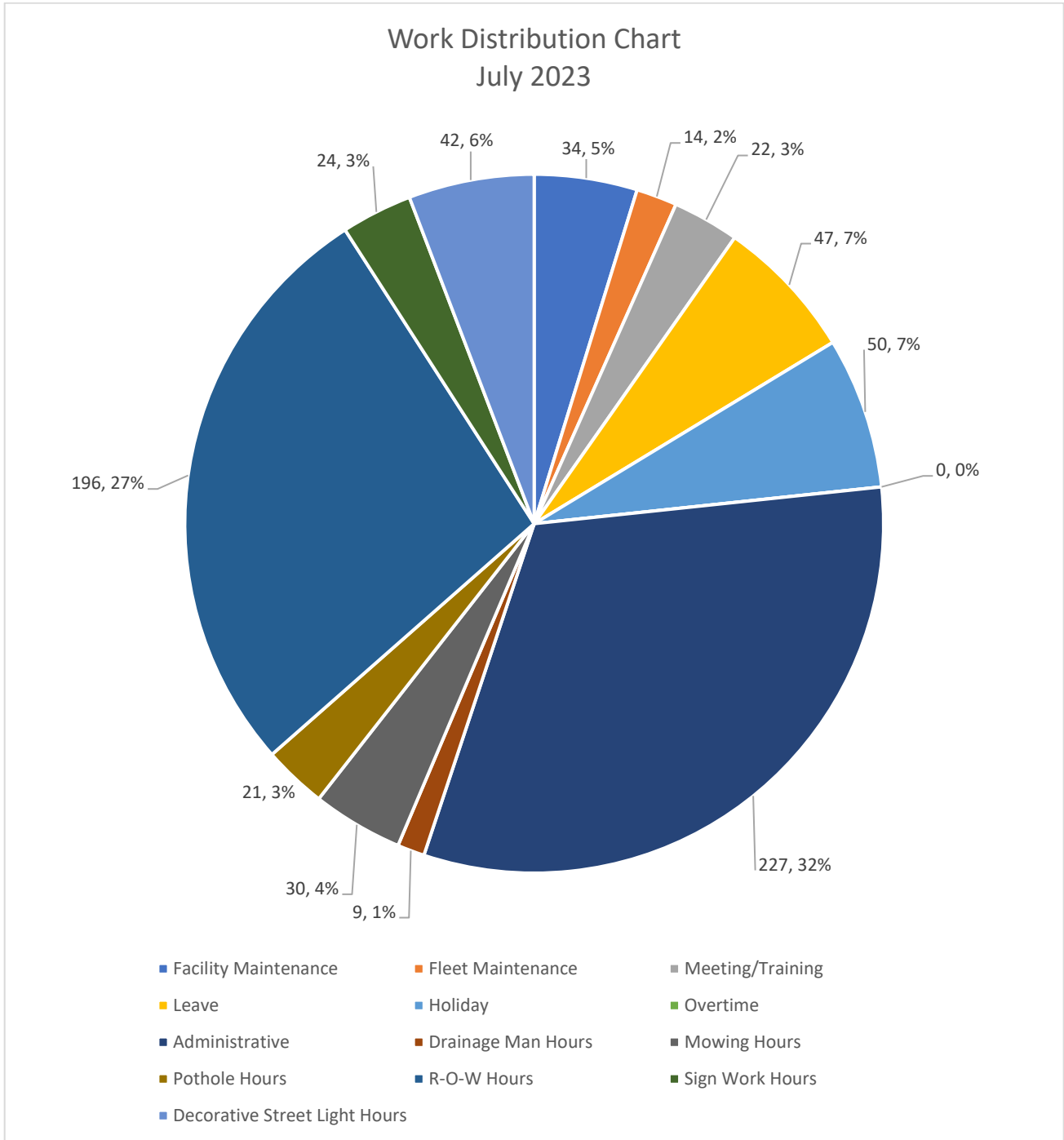
According to Ordinance the Streets and Roads Department is required to respond to a pothole complaint within 24 business hours from the time the complaint is made until time a satisfactory repair is made.

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
207 Stephanie Drive	7-22-2023, 10:30 PM	7-24-2023, 11:30 AM	2 Days (Reported on a weekend)
Wilkinson Lane (Multiple Locations)	7-22-2023, 5:09 PM	7-24-2023, 1:30 PM and 2:15 PM	2 Days (Reported on a weekend)
Union Road	7-24-2023	7-24-2023	Identified by PW Crew and repaired same day
Villages of Indian Ridge (Patch)	6-23-2023	7-24-2023	Allowed time for settling to be sure the sink hole was fully stabilized before asphalt installation
Calista Road	7-20-2023	7-20-2023	Identified by PW Crew and repaired same day
Rachel Court	7-31-2023	7-31-2023	Identified by PW and repaired same day

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

Work Distribution Chart

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



Public Services Department – Public Works Division
July 2023

Monthly Work Log

Monday 7-3-2023

- Picked up barricades from Americana Fest / Delivered handicap parking signs at the park for Farmers Market / Re-delivered cones and barricades back to the Park for Farmers Market / Restacked cones at the shop / Made new office in PW Building in preparation for new PW Inspector

Tuesday 7-4-2023

- Holiday / Independence Day

Wednesday 7-5-2023

- String trimmed median near Speedway / Removed rocks and debris from drainage ditch on Kennedy Drive / Installed Skyline Drive Street Sign / Checked Lane Lights near WHHS / Help compact dirt on Kennedy Drive with Stormwater Crew.

Thursday 7-6-2023

- Installed new GS2 Processor at SB Ramps / Mowed Shady Lane Detention Pond / Picked up Trash Cart on Robert Ave / Picked up digital message board from WHMS after Americana Fest / Power cycled GS2 at SR-76 and Raymond Hirsch Intersection.

Monday 7-10-2023

- Closed out any outstanding Work Orders in VueWorks and Accela / Restabilized yard at 211 Dorchester Drive after making electrical repair to decorative street light / Painted concrete median in front of Zaxby's on SR-76.

Tuesday 7-11-2023

- Decorative street light repair at 205 Dorchester Drive / Repaired street sign on Meadows Road and Oak Park Court / Delivered Trash and Recycle cart to 3390 Calista Road.

Wednesday 7-12-2023

- ROW Mowing on City Wide / Washed and performed maintenance on MowerMax side mount mower

Thursday 7-13-2023

- Delivered barricades to College Street for Water Day / Went to Red Wing to purchase boots / Cut tree on Magnolia Blvd and 31W due to line of site issue.

Monday 7-17-2023

- Began demolition of failed flag of sidewalk at 128 Larkspur Drive / Loaded pallet of concrete and concrete mixer then went back to 128 Larkspur Drive to pour new flag of sidewalk.

Tuesday 7-18-2023

- Crew meeting to discuss new attachments for skidsteer / Performed maintenance on 16 gallon weed sprayer / Attempted new transfer method for weed killing chemicals / Charged batteries for digital speed limit signs / Pulled sign posts from ROW where they were no longer needed / Checked all chainsaws to be sure they were ready to go in case of bad weather

Wednesday 7-19-2023

- Crew meeting to discuss future projects and jobs that need to be completed / Americana Debrief Meeting / Fleet maintenance on vehicle 309 Dump Truck / Assembled new tarp arms for dump bed / Replaced electrical terminal block so that arms would operate.

Thursday 7-20-2022

- Finished working on vehicle 309 Dump Truck / Safety Committee Meeting / Tree fell on College Street and was cleaned up promptly after it fell by PW Crew / Installed crusher run on construction access road on Calista Road and Villages Court / Removed dangerous limb stuck in tree on Calista Road / Installed more crusher run on the banks of the box culvert project on Villages Court as they were being washed out due to rain.

Monday 7-24-2023

- String trimmed fence on Apache Trail where sidewalk is closed / Cut limbs from sidewalk on Indian Ridge Blvd for line of sight / Repaired potholes on Wilkinson Lane, Union Road and repaired open cut in Villages of Indian Ridge / Repaired wash outs at shop with remaining asphalt / Worked on camera at Raymond Hirsch and SR-76.

Tuesday 7-25-2023

- Installed flashing Wrong Way sign at Sage and 31W Intersection / Unboxed and organized new laptops and equipment at PW Building / Moved new traffic signal training and back up traffic signal cabinet in a safe spot in the Public Works Building / Made and zip tied new drip loop for camera at SR-76 and Wilkinson Lane / Installed new exhaust on vehicle 309 / Cut curbing at Fieldstone Drive so that it would sit flush with driveway and curbing.

Wednesday 7-26-2023

- Evaluated and discussed new projects while driving throughout the City / Sprayed weeds at Hardees and throughout the City of White House on the sidewalks on SR-76

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

Thursday 7-27-2023

- Cut grass in the ROW of Pinson Lane where new school road intersects Pinson Lane so that line of sight is clear / Ordered parts for vehicles 1326 and 1333 / Cut more limbs off of tree at Magnolia Blvd and 31W intersection / Repaired Decorative Street lights in Magnolia Village and The Parks Subdivision.

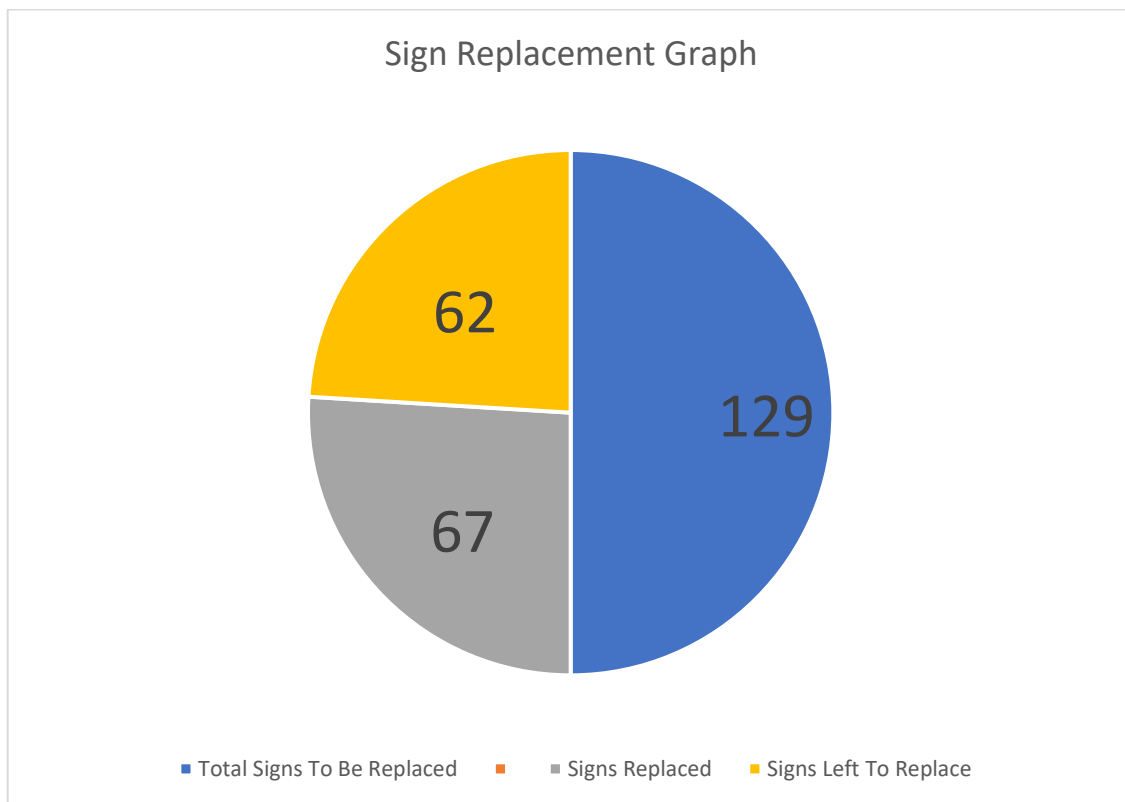
Monday 7-31-2023

- Went to Firehall 2 with MowerMax to cut trees out of the way for line of sight for Fire Department to enter 31W / Changed spark plugs and wires on vehicle 1326 / Changed brakes, rotors and calipers on vehicle 1333.

Street Name Sign MUTCD Compliance List

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

NOTE: No Signs were installed in the month of April. Only signs in need of repair were replaced in the month of April.



Public Services Department – Public Works Division
July 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-Jun	23-Jul	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	876	850	9,140
Facility Maintenance	3494	2187	1,227	1,137	887.25	98	34	1,049
Fleet Maintenance	1034	514	282	380	422.5	166	14	688
Meeting/Training	502	510	517	400	457	36	22	322
Leave	1,253	576	613	810	823	149	47	871.5
Holiday	795	470	385	555	545	0	50	405
Overtime	508.5	488	414	311	152.75	21	0	298
Administrative	385	698	803	867	1153.25	125	227	1,993
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	8	9	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	4	30	213.5
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	8	20	344
Pothole Hours	0	759	734	1,181	831.5	28	21	457.5
R-O-W Hours	0	2835	2416	4,027	3044.5	222	196	2,241
Sign/Repaired	0	120	91	84	63	15	10	95
Sign Work Hours	0	289	179	234	109	30	24	238.5
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	42	225.5
Traffic Light Hours	0	0	65	20	158	0	0	15

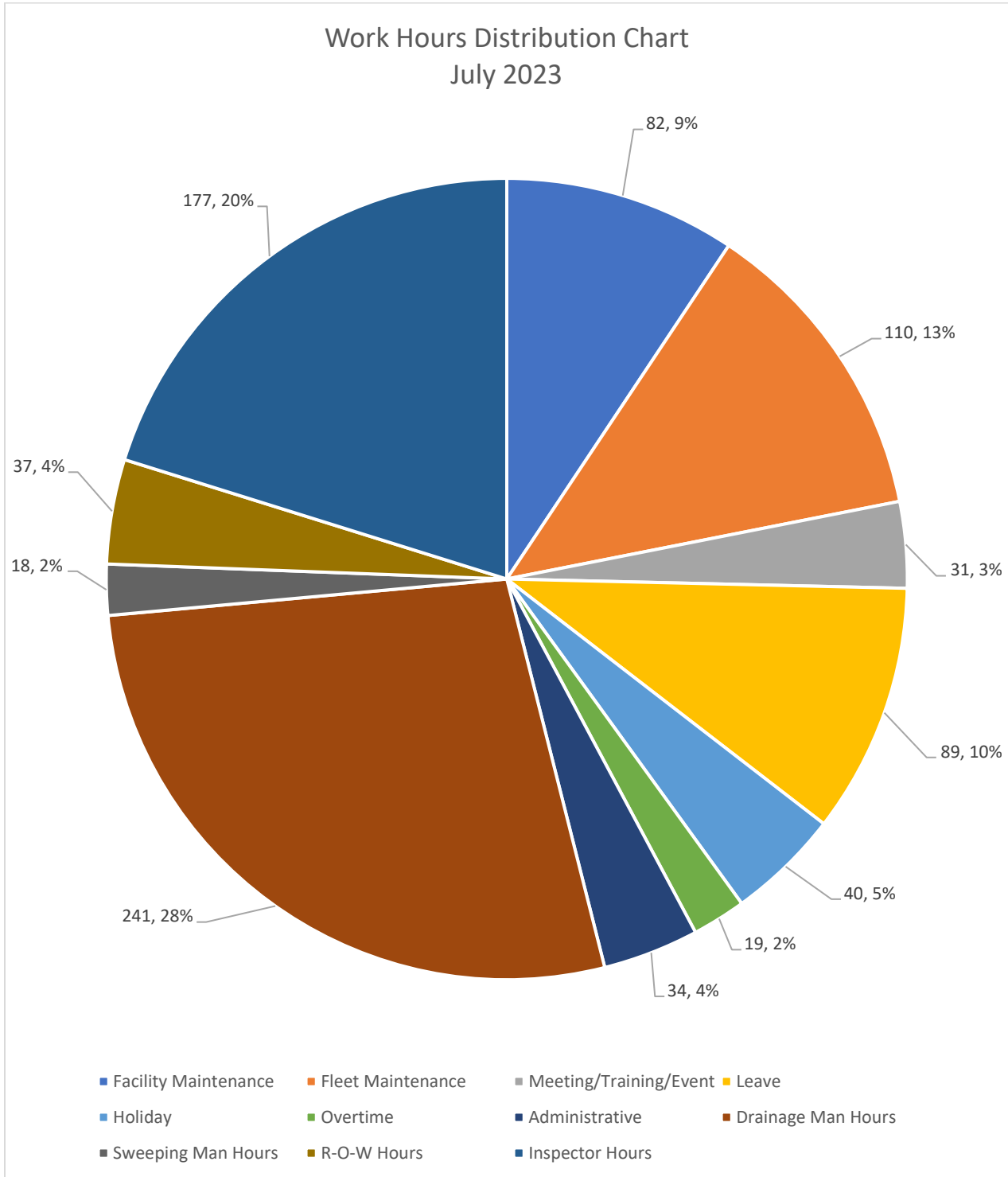
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Jun	23-Jul	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	340	340	3,776
Facility Maintenance	3494	723	446	574	394.5	37	19	371
Fleet Maintenance	1034	488	445	331	294.5	7	8	177
Meeting/Training	502	265	130	135	127.5	6	3	116
Leave	1,253	428	700	476	336	19	90	514
Holiday	795	270	230	230	230	0	20	230
Overtime	508.5	119	4	12	39.5	0	0	16
Administrative	385	167	1	0	72.5	0	2	24
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					6	0	45
R-O-W Hours	0	166	30	97	170	6	7	124
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-Jun	23-Jul	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	775	711	7,335
Brush Truck Loads	459	551	522	578	584	74	65	725
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	356	192	4,543
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	137	131	1,546
Litter Pickup Bags	334	507	546	511	456	58	20	624
Litter Pickup Hours	1147	1132	985	957	892	129	60	1,199

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

Total Hours Worked in The Stormwater Division were 876 hours. The chart below shows percentage of time spent on each task.



Public Services Department – Stormwater Division
July 2023

Monthly Work Log

Public education/outreach (WO070123001) - Americana Festival



Drainage mitigation (WO062723003) - 320 Hwy 76. Mr. Richard Lane came to office regarding the poor condition of the drainage ditch in his yard. After inspection, we repaired the pipe, yard, removed rocks on top of headwall, and cleaned the area.



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

Facility - Started working on office space for new inspectors



Vehicle Maintenance (WO071023010 & WO071823002) - Winter operations for truck 1330 caused rust on the fuel tank. Sanded and resealed the tank. Installed new tailgate. Replaced 6 tires.



Drainage Mitigation (WO062023009) - 800 N Palmers Chapel Road. Worked with Mr. Carpenter to regrade his drainage after he had some trees removed. Restored 229 feet of drainage once the area was cleared.



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

Drainage Concerns – Public complaints of flooding at 491 Calista Rd., 221 Hobbs Dr. (Copes Crossing outfall), 221 Hillwood Dr. (The Mills outfall) and 3364 Calista Rd. (Collins Crossing outfall). 3” of rainfall 07/18/23 – 07/21/23 (1.5” morning of 07/19/23). All sites recovered within 72 hrs. Mitigation being reviewed at all sites.



Drainage Mitigation (WO030623008) - 7026 Indian Ridge Blvd, Ms. Rhonda reports ongoing issues with the drainage in her yard. During rain events, all the water flows toward her house and is washing out her yard. She asked if someone would come inspect the area and maybe add a ditch. We restored the conveyance and are working on LTMA with HOA.



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

Drainage Mitigation (WO071023007) - 225 Oakdale Drive, Mr. Robert Hopkins reports that a retention pond was put in at his residence, but it's not draining correctly and is flooding the neighbor. This area is part of ARAP (NR2304.142). Work started over a year ago but found protected salamander presence in the area, TDEC shut down project until permit is issued. Determination is underway but may require an individual permit. Talking with the homeowners we were able to mow the area and get it back to a manageable level. We will continue to maintain and monitor the area until we can get the approval to continue repairs of the drainage system.



Drainage Mitigation (WO061223005) - 941 Tryee Springs, Mrs. Harwood reports that the drainage ditch in the front yard is not draining properly and holds water. Working with TDOT and WHUD we were able to find a water leak that was causing the issue and got it repaired. Water is no longer standing over 72 hrs and area has been seeded and straw matted.



Drainage Mitigation (WO071823003) - 644 North Sage Road, this area continues to clog with debris. We are currently in Phase 2 of cleaning and repairing the drainage at this location.



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

Drainage Mitigation (WO072423004) - 105 Winchester CT, Storm cleanup of trees blocking drainage. We removed the tree to allow for proper flow. Homeowner is responsible for removal.



Drainage Mitigation (WO072423003) - 118 Highland, Amanda Starnes called regarding fallen tree in concrete flume. Homeowner had removed the tree but stump may or may not be removed by insurance. Concrete will be repaired if stump is removed.



Drainage Mitigation (WO072423012) - 305 Donald Terrace. Received a call about the headwalls needing repairs.



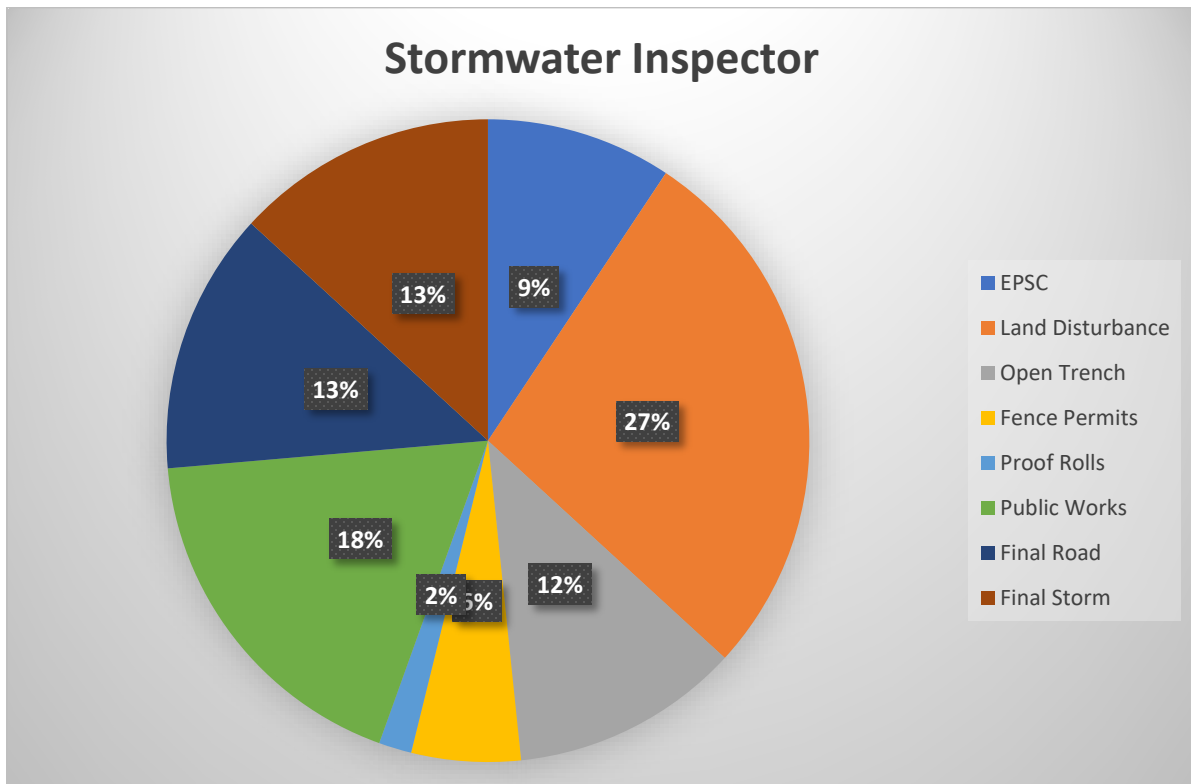
**Public Services Department – Stormwater Division
July 2023**

Public Education/Outreach (WO072923002) – Volunteered at Nashville 5K Urban Runoff with TNSA, Metro Water Services and Sumner County. Delivered UTV to assist with course signage and water stations.



Stormwater Inspector Notes

EPSC Site Inspections	17
Land Disturbance Permits	50
Open Trench Inspections	21
Fence Inspections	10
Proof Rolls	3
Public Works Inspection	33
Final Storm	24
Final Road	24
Total Inspections	182



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

Daily Work Log Highlights

July 3, 2023 – Reviewed Fence permits, Inspected right-of-way flatwork prep. at The Parks. Inspected Land disturbance applications at Copes Crossing.

July 4 – “Independence Day”.

July 5 – EPSC inspections at Jackson Farms, Calista Farms. Final Inspections at Reserve at Palmers Crossing, Summerlin, and Legacy. LD inspections at Copes Crossing.

July 6 – Flatwork Prep inspections at Legacy. EPSC inspections at Copes Crossing, Dorris PH2. Open Trench inspection at Highland Park.

July 10 – Moved Equipment for Maintenance Team. Open Trench Inspection at Summerlin. Flatwork Prep inspections at The Parks and Fields at Oakwood. Final Inspections at Willow Grove.

July 11 – Open Trench Inspections at Summerlin, The Mills, and Dorris Farms. CIP Review with Public Services Staff.

July 12 – Pre-construction meetings with Core5 and White House Shops. Flatwork Prep inspection at Willow Grove. Land Disturbance Inspection at Sage Farms, Summerlin. Finals at The Parks.

July 13 – Open Trench at Highland Park. Proof Roll at Dorris Ph.2. Moved Equipment for Maintenance Team.

July 17 – Proof Roll at The Parks. LD inspections at The Parks, Legacy Farms, Summerlin, Core5. Flatwork Prep inspections at The Parks. Discussion with Land Solutions about Concord Springs NOV.

July 18 – Land Disturbance Inspections at Fields at Oakwood and Sage Farms. Flatwork Prep inspections at The Parks. Finals at The Parks and Reserve at Palmers Crossing.

July 19 – Flatwork Prep Inspections at Legacy. Final inspections at Legacy Farms. Issued NOV for Copes Crossing.

July 20 – PTO.

July 24 – Land Disturbance Inspections at Copes Crossing and Sage Farms. Flatwork Prep inspections at Legacy Farms. Final inspections at Reserve at Palmers Crossing.

July 25 – Open Trench Inspection at The Mill and Jackson Farms. Land disturbance inspections at Sage Farms. Employee Appreciation Luncheon.

July 26 – Land disturbance Inspection at White House Shops, Willow Grove, and Summerlin. Open Trench Inspection at Summerlin and Highland Park. Final inspections at Summerlin, Legacy, and Fields at Oakwood.

July 27 – Land disturbance inspections at Fields at Oakwood. Open Trench Inspection at Jackson Farms and Summerlin. Flatwork Prep inspections at Fields and The Parks.

July 29 – TNSA Urban Runoff 5K @ Shelby Bottoms Park. Partnered with Sumner County to assist with set-up/teardown by placing signage on the course, transporting water coolers, and collecting other misc. items.

July 31 – Built this report. Swapped trucks from 1333 to 1303. Open Trench inspection at Summerlin. Flatwork Prep inspections at The Parks. LD inspections at Sage Farms. Moved Equipment for the Maintenance Team,

Total Monthly Inspector Hours:

Regular Hours	Overtime Hours	Paid Time Off	Holiday	Total Hours
149	7	11	10	177

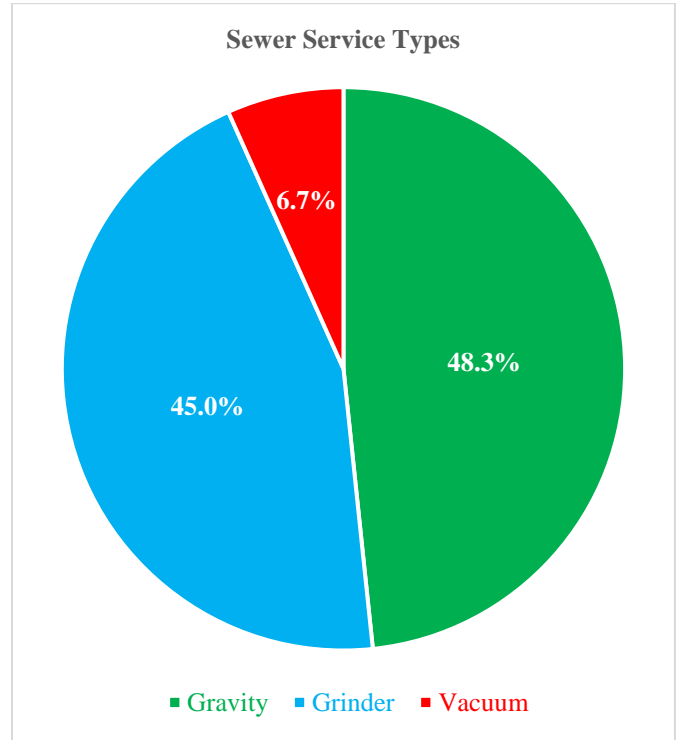
**Public Services Department - Wastewater Division
July 2023**

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 **July 31st, 2023**, City personnel count a total of **6,637** sewer system connections, with **34 new** applications for service in **July 2023**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,208
Low-Pressure Grinder Sewer Connections	2,984
Vacuum Sewer Connections	445

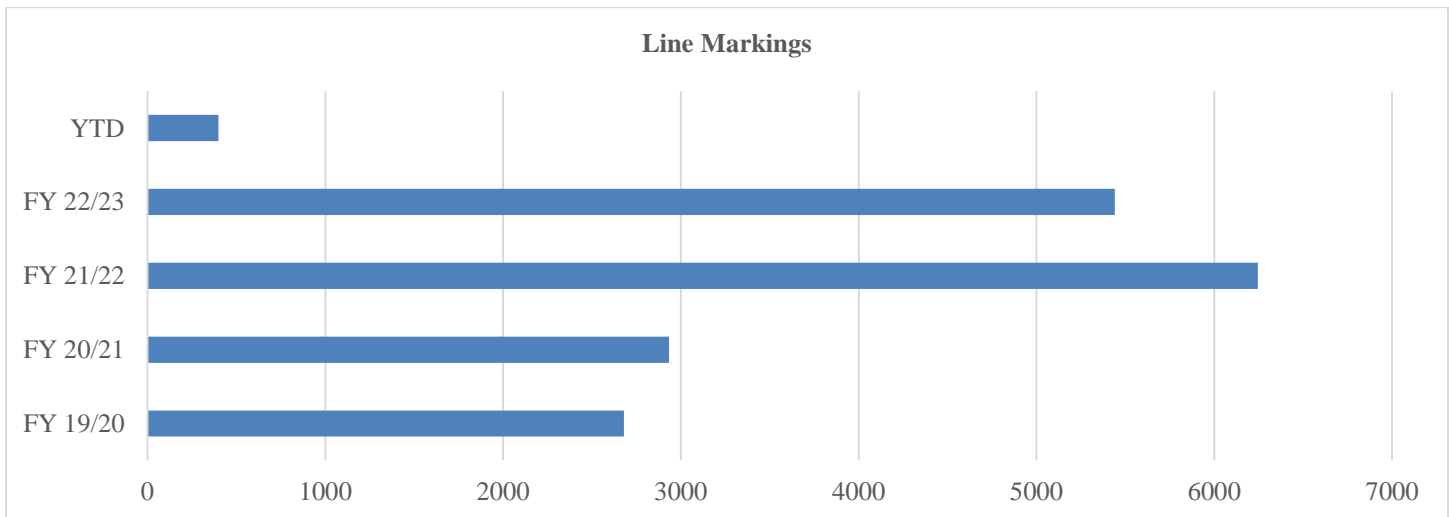
The City counts **187** commercial grinder stations, **2,795** residential grinder stations, and **28** major lift stations integrated into our system.



811 Utility Locate Service:

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal-driven task: This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities. **Wastewater personnel received 213% more line-marking in the 2021/2022 fiscal year than in the 2020/2021 fiscal year, largely due to new construction and utility boring activities. Total requests decreased slightly in the 2022/2023 fiscal year, but remain nearly double 2020/2021 levels.**

Line Markings	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>July 2023</u>	<u>FY 23/24 YTD</u>
Tennessee 811	2680	2933	6245	5441	399	5441



**Public Services Department - Wastewater Division
July 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>July 2023</u>	<u>FY 23/24 YTD</u>
Union Road	6	9	0	0		0	0
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		0	0
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 (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	0
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
July 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.

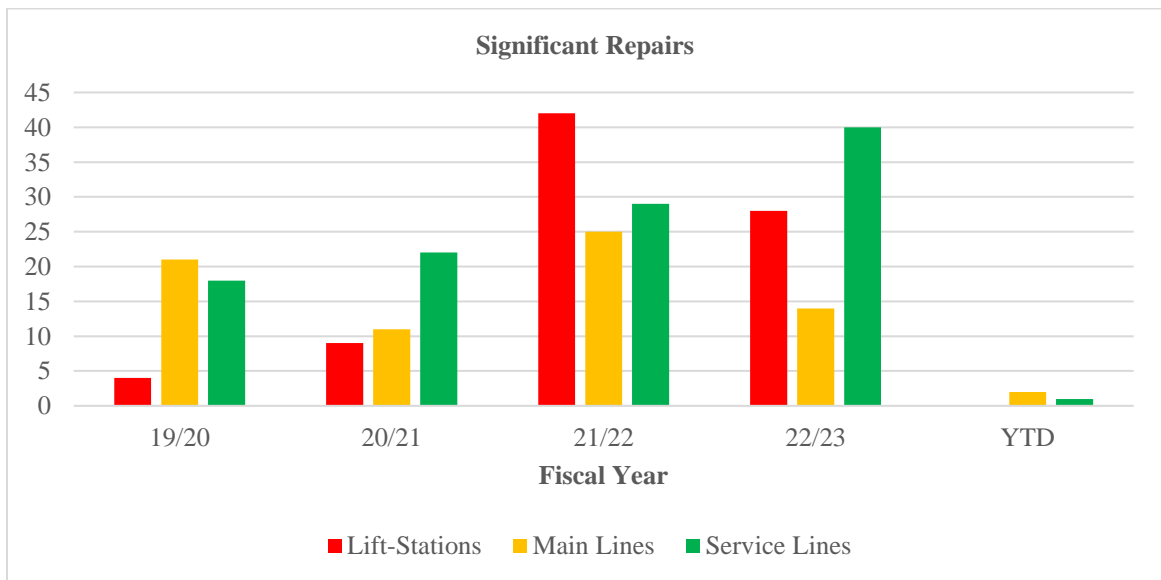
Major Alarms:

Wilkinson: The pressure transducer was giving conflicting level alarms when compared to the floats. The transducer was pulled, cleaned, and reinstalled at the proper elevation.

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>July 2023</u>	<u>FY 23/24 YTD</u>
Major Stations	4	9	42	28		0	0
Main Line	21	11	25	14		2	2
Service Line	18	22	29	40		1	1



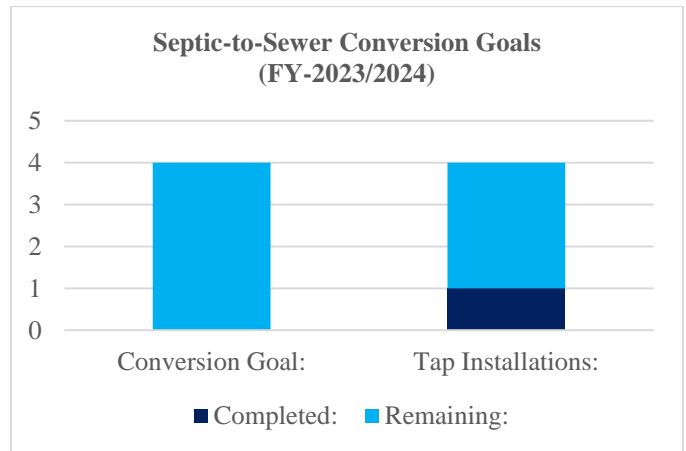
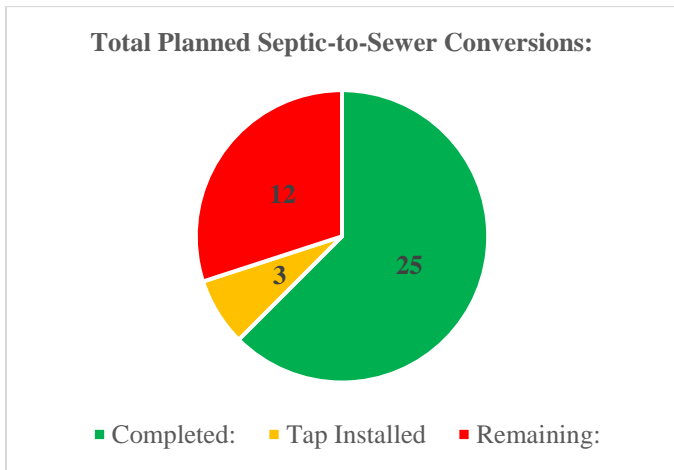
**Public Services Department - Wastewater Division
July 2023**

Ongoing Projects:

- 1. New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City’s sewer flows. Replacement of the existing main will require running a new upsized line approximately four (4) miles from the Wastewater Treatment Plant at the end of Industrial Drive to the new Dorris Farm development on Tyree Springs Road. **Phase-1 (from the intersection of DeeCee/SCT to the end of Hester Dr) has been fully completed. Phase-2 (Hester Dr to the intersection of Sage/Cardinal) pipe installation and site cleanup is complete, and is only pending final pavement patching of Sage Rd to close out. Phase-3 bids were opened on May 1st, and the bid has been awarded to Twin States. Pipe materials and fittings have been delivered and staged, and we are anticipating work to begin on the project within the coming weeks. Phase-3 will run from the intersection of DeeCee Ct and SCT Dr to the Wastewater Treatment Plant located at the end of Industrial Dr.**

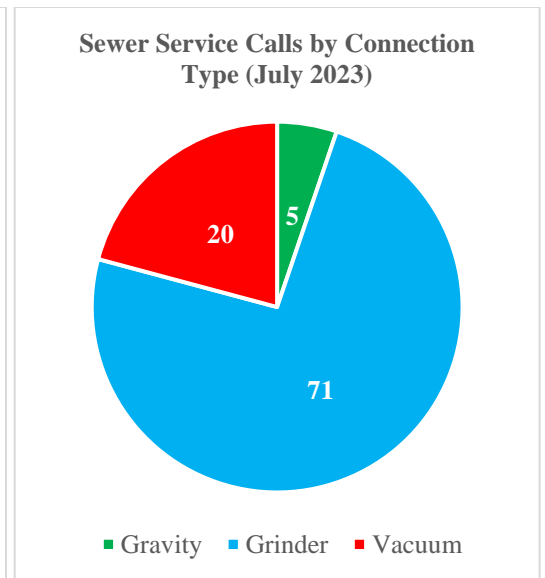
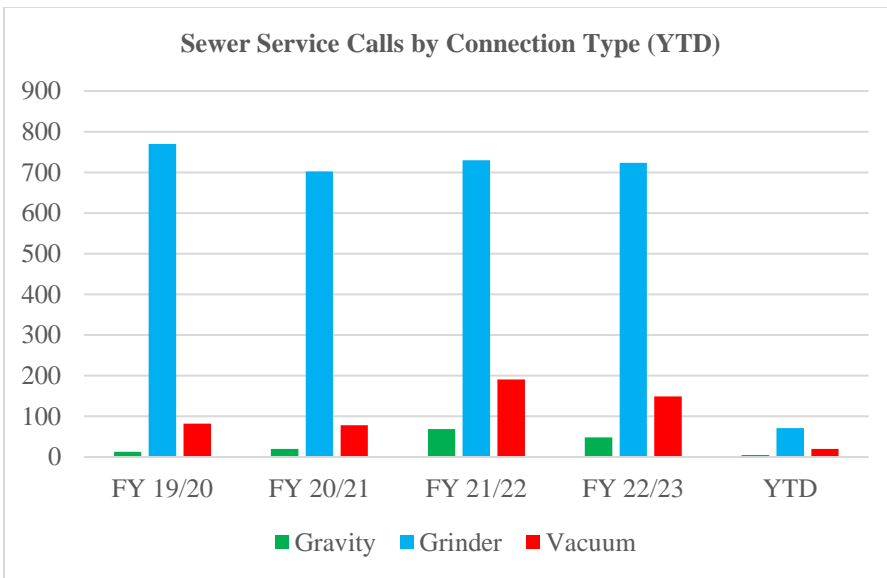
- 2. Calista Vacuum Station:** All three of the new Mink vacuum pumps installed in 2019 have failed prematurely, with metal shavings discovered in the oil pan of pumps #2 and #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pumps #2 and #3 back to the manufacturer to discover the cause of the failure, and for a quote on repairs. The replacement cost for a new pump is approximately \$30,000. **One of the older model Busch pumps previously removed from the station has been retrofitted as a replacement until the Mink pump can either be repaired or replaced. A second Busch pump has been rebuilt by the manufacturer and installed, and the station is currently operating normally.**

- 3. Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. 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.**



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

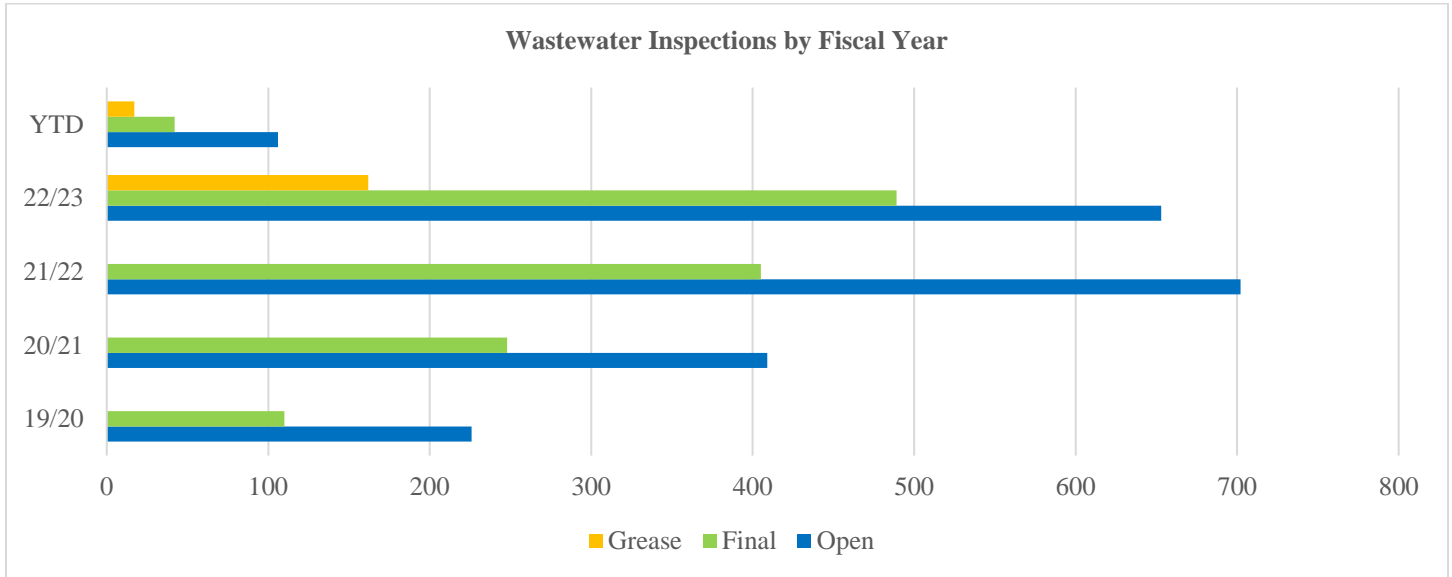
<u>Work Orders</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>July 2023</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149	20	20
Gravity Service Request	13	20	69	48	5	5
Low Pressure Service Request	770	702	730	723	71	71
Total Pumps Replaced	449	492	472	459	41	41
Total Pumps Rebuilt	n/a	135	114	30	15	15
Total Warranty Pumps Returned	n/a	n/a	129	125	5	5
Grinder Tank PM Program	267	219	117	132	13	13
Open Trench Inspections	226	409	702	653	106	106
Final Inspection for New Service	110	248	405	489	42	42
Grease Trap Inspections	n/a	n/a	n/a	162	17	17
Sanitary Sewer Overflow (SSO)	49	19	28	14	3	3
Odor Complaints	43	35	22	28	5	5



**Public Services Department - Wastewater Division
July 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.

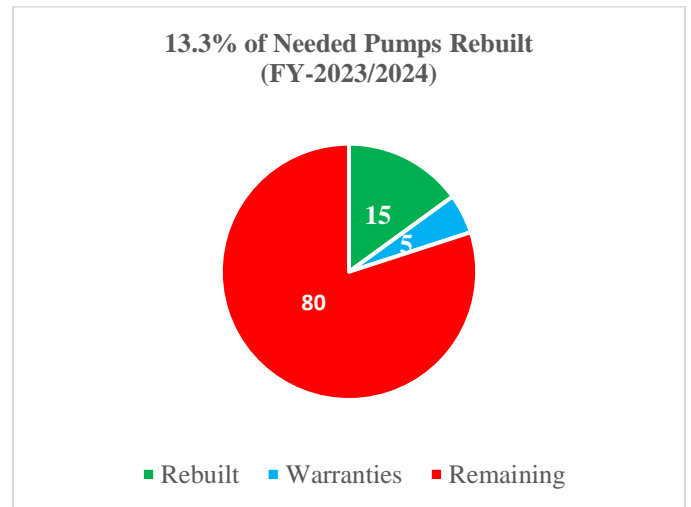


Pump Rebuilds:

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
July 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.

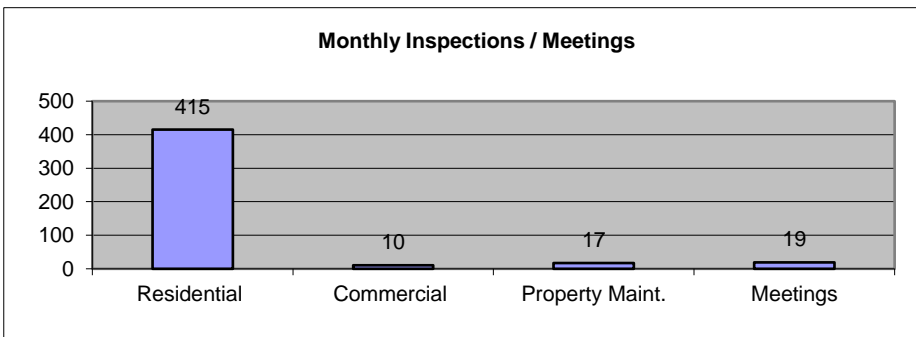
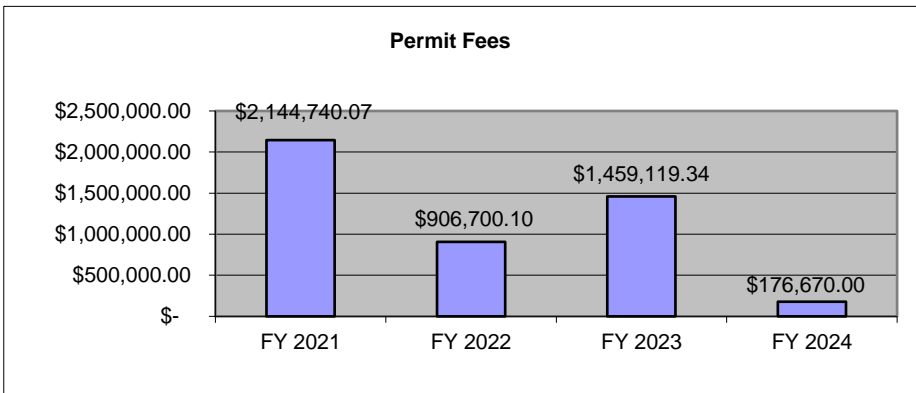
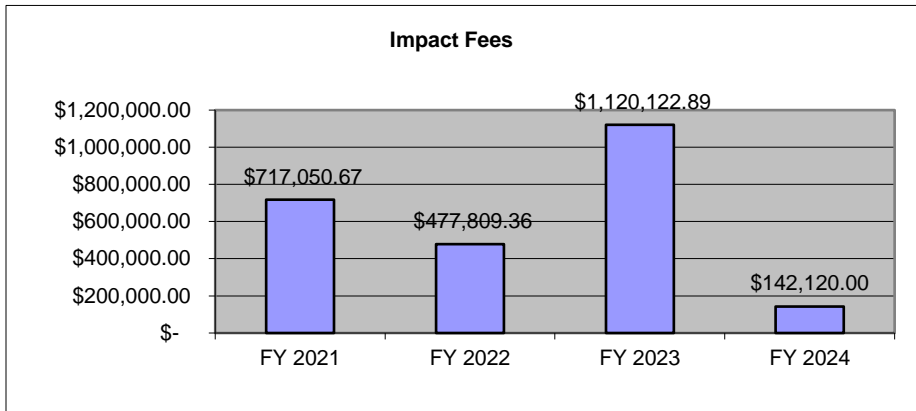
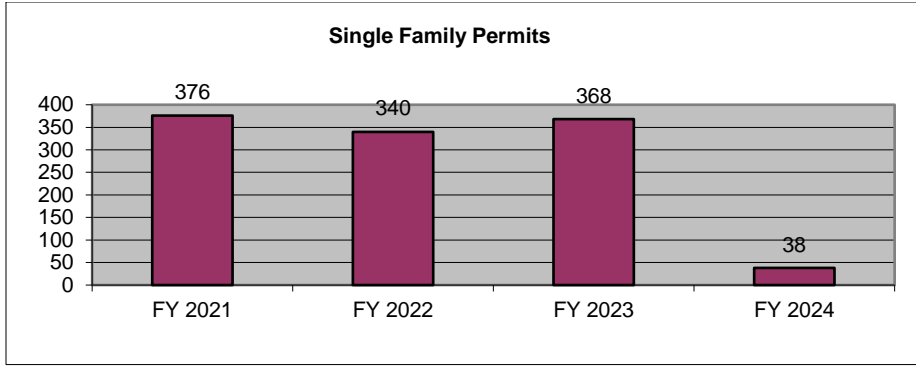
Parameter	Apr - 23	May - 23	Jun - 23	Jul - 23	
Flow – To Creek	0.725 MGD	0.449 MGD	0.506 MGD	0.619 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.725 MGD	0.449 MGD	0.506 MGD	0.619 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	51.8%	32.1%	36.1%	44.2%	(0.619 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	64.7%	40.1%	45.2%	55.3%	(0.619 MGD) / (1.120 MGD)
Rainfall	3.31”	7.23”	3.48”	5.64”	

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

- Violations:** One violation for Total Phosphorus Rolling Average in pounds per year. This will continue until the new plant is operational. Violations may continue for several months after completion of construction until the annual rolling average can be reduced below the violation limits by the new facility.
- TDEC Order and Assessment:** On July 15th, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average). An initial payment in the amount of \$12,608 was required within 30 days, with other penalties only being applicable if the provisions of the order and assessment were not met. Two (2) provisions were of concern to City staff: The City must begin to initiate the implementation of the state-approved plans for the WWTP expansion within 90 days; and the City must remain within “significant compliance” of the facility’s permit for a period of two (2) years following completion of construction of the new facility. City personnel spoke with TDEC officials on July 29th, and were able to confirm that the City is already compliant with the 90-day initiation period as a result of the progress made with the SRF Loan process for the facility, and received an extension of the “significant compliance” period to begin one (1) year after completion of construction, to allow for the influence of the old facility’s treatment effectiveness on annual rolling averages to be completely phased out. **The City received written confirmation of this arrangement from TDEC on August 7th, 2020.**
- Peracetic Acid:** TDEC has approved our use of PAA as the method of disinfection and has modified our NPDES permit accordingly. The PAA feed rate is operating at a constant **2.20** parts per million (ppm). The average residual was **0.05** PPM with a max residual of **0.21** PPM. **Last month the feed rate was 2.30 ppm.**

Our TDEC permit states in part that, “The concentration of the E. Coli group after disinfection shall not exceed **126 CFU’s** (colony forming units) per 100 ml.” Additionally, our **daily maximum** concentration limit is **941/1000ml**. Our **E Coli** testing for the month was an average of **29.90 CFU’s** which is well below the limit. **Last month the average was 39.9 CFU.**

**Planning and Codes Department
JULY 2023**



**Planning and Codes Department
JULY 2023**

	Month	FY2024	FY2023	FY2022	FY2021
MEETING AGENDA ITEMS#					
Planning Commission	7	7	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	38	38	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	12	12	96	89	83
New Commercial	0	0	7	7	6
New Industrial	0	0	0	0	0
Other Com/Ind	2	2	51	25	23
Sign	0	0	22	11	17
Occupancy Permits	27	27	397	319	400
Other	1	1	31	11	12
BUILDING INSPECTIONS					
Residential	415	415	4885	5452	2621
Hours	207.5	207.5	2250.5	1367	533
Commercial /Industrial	10	10	125	139	92
Hours	5	5	125	139	92
CODE ENFORCEMENT					
Total Cases	17	17	35	98	179
Hours	8.5	8.5	35.75	70.24	86.75
Complaints Received	17	17	199	55	41
MEETINGS					
Administration	6	6	80	117	72
Hours	3	3	86	127	70
Planning	13	13	112	127	53
Hours	6.5	6.5	116.5	96	50
Codes	0	0	10	8	11
Hours	0	0	13	10	9
FEES					
Permit Fees	\$176,670.00	\$ 176,670.00	\$ 1,459,119.34	\$ 906,700.10	#####
Board Review Fees	\$600.00	\$ 600.00	\$ 18,050.00	\$ 14,100.00	\$84,775.00
City Impact Fee	\$142,120.00	\$ 142,120.00	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
Roads	\$43,586.00	\$ 43,586.00	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$45,182.00	\$ 45,182.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$32,148.00	\$ 32,148.00	\$ 239,697.73	\$ 125,535.54	#####
Fire	\$21,204.00	\$ 21,204.00	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
OTHER ITEMS					
Subdivision Lots	0	0	0	0	235
Commercial/Ind. Sq Ft	0	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: 34	\$ 19,090,376.04	\$25.00	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	16		17	16	15

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

Update on ongoing projects:

Soccer Complex Renovation Phase II

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

Tennis Courts

- Fabric has been installed – half-moons have been started to be cut but not complete



Splash Pad Maintenance Building

- Foundation completed for the building this month
- No progress after completion of the foundation



Rec Center

- Dirt work/grading continued this month
- Rain has put a damper on progress
- Parking lot binder has not been replaced yet



Parks, Recreation, & Cultural Arts Department July 2023

Master Plan

- Specs completed and Request for Proposals date set
- We will accept proposals until early September

List of upcoming projects yet to begin:

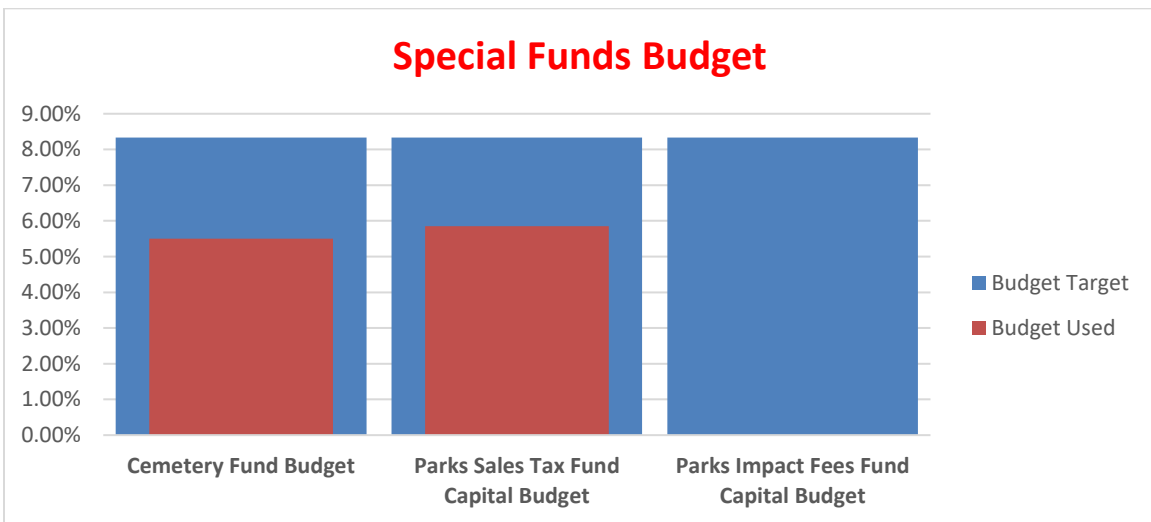
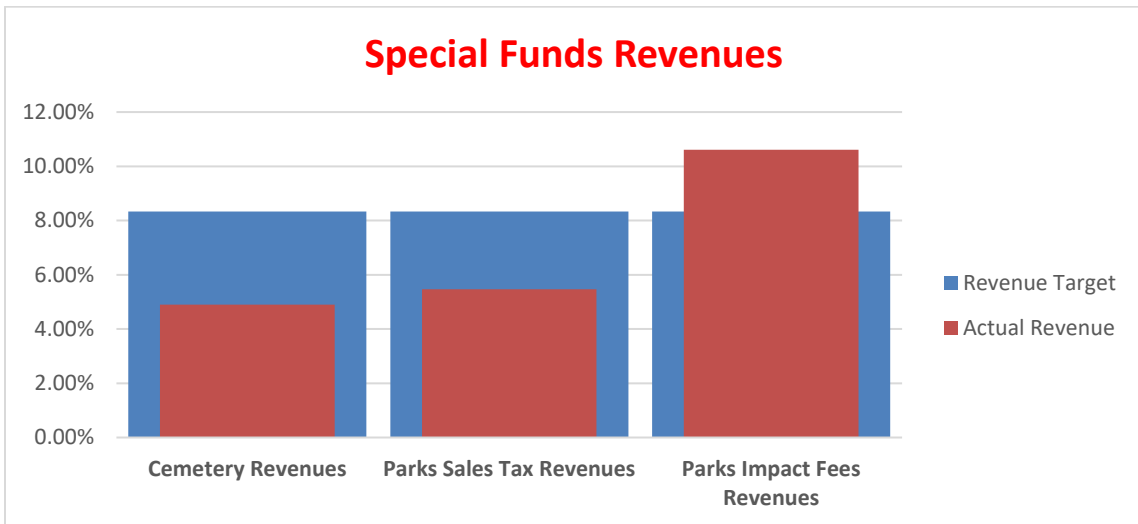
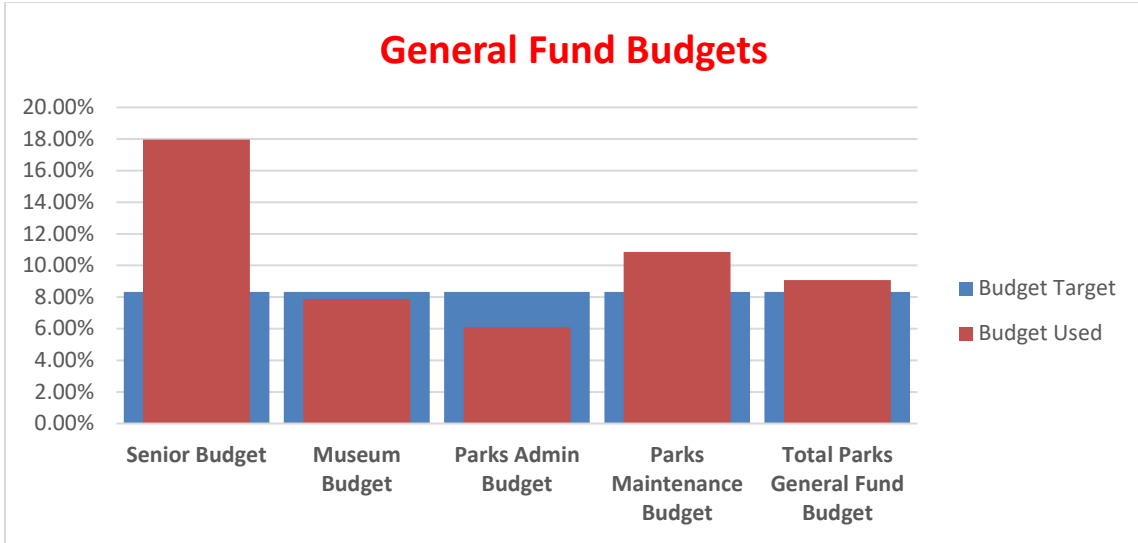
- *Parks Truck*
- *Municipal Park Sign Renovation*
- *Maintenance Building Lean-To*
- *Dirt for Laser Grading & Sand for Top Dressing*
- *HVAC Unit for Museum*
- *(2) Zero-Turn Mowers*

Other

We were awarded with the TML Achievement Award for Excellence in Parks & Recreation in the state of Tennessee at the 83rd Annual Conference & Expo in Nashville on July 25th. Gary Jaeckel with MTAS nominated us for the award in recognition of all the parks and recreation additions that have been made over the last several years. The Tennessee Municipal League (TML) is a voluntary, cooperative organization established by the cities and towns of the state for mutual assistance and improvement. The League's primary function is to work with the Tennessee General Assembly on behalf of city governments, promoting legislation helpful to cities and opposing legislation harmful to cities.



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



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

Recreation- Assistant Director

Adult Athletics

- 4v4 Co-ed Sand Volleyball
 - Registration Closed 06/30
 - 4 Teams registered
- Adul Softball: Registration ongoing
 - Registration set to close 07/20

Youth Athletics

Volleyball: 99 total registered

- 3rd-5th- 6 teams
- 6th-8th- 6 teams
- Practices began: 07/31

Baseball: 170 total registered

- 4-6-year-old league: 7 teams
- 7-8-year-old league: 5 Teams
- 9-10- year-old league: 3 teams
- Practices began: 06/29

Other

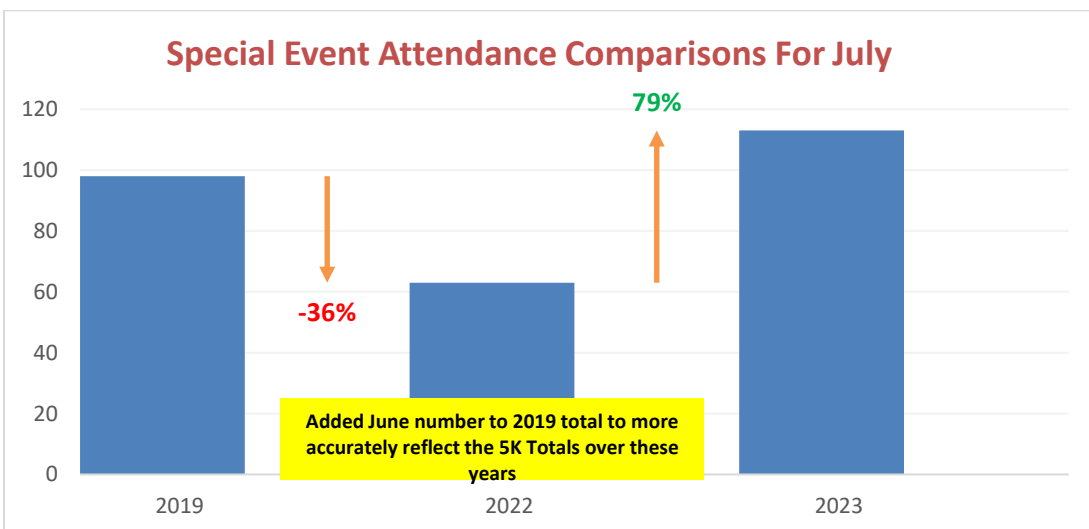
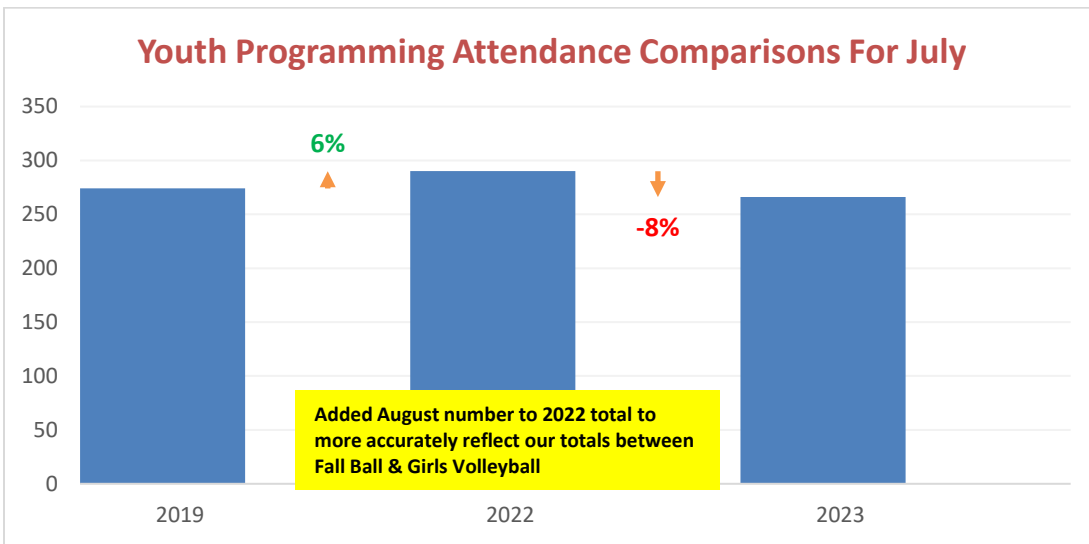
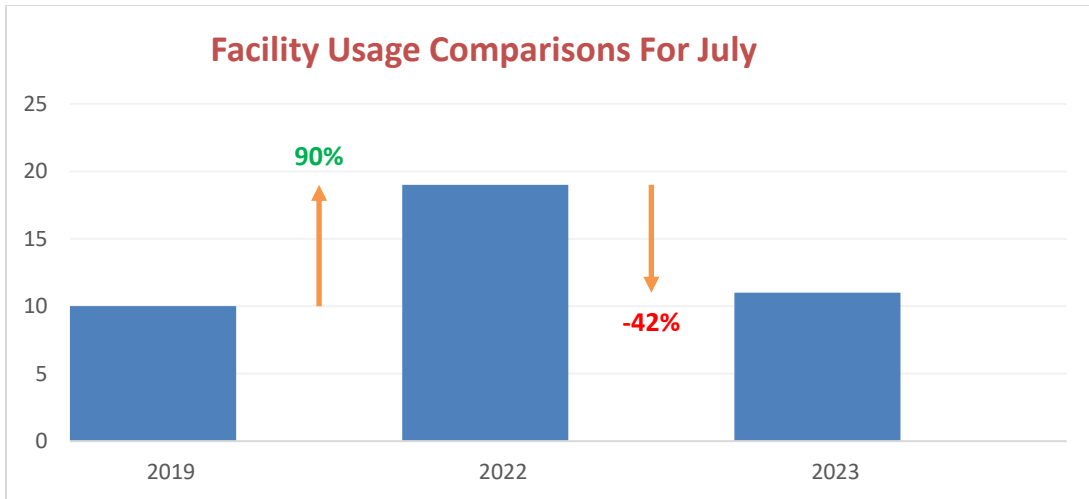
Open gyms: Averaged totals per a day

- Pickle Ball Open Gym
 - Tuesdays- 14
 - Thursdays- 18
- Open Gym Basketball – 16

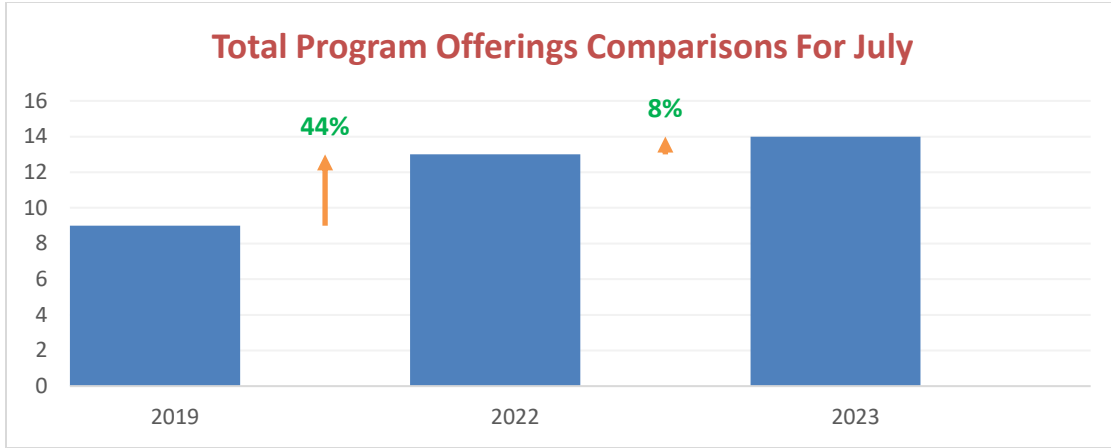
Social Media & Website

- Facebook
 - 711 Followers
 - Reach: 8,934
 - Total posts for July: 25
 - Best Performing Post: Youth Sports late registration post (07/11)
 - Reach: 4,300
 - Shares: 13

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

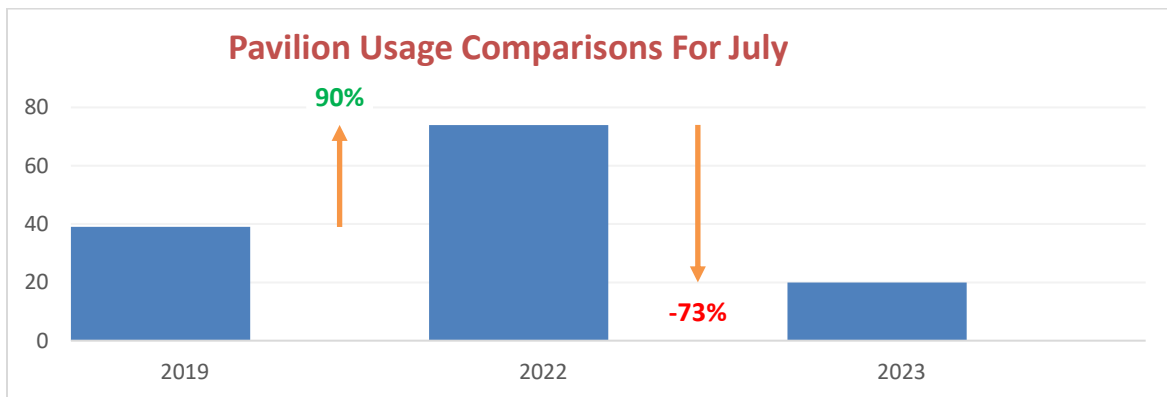
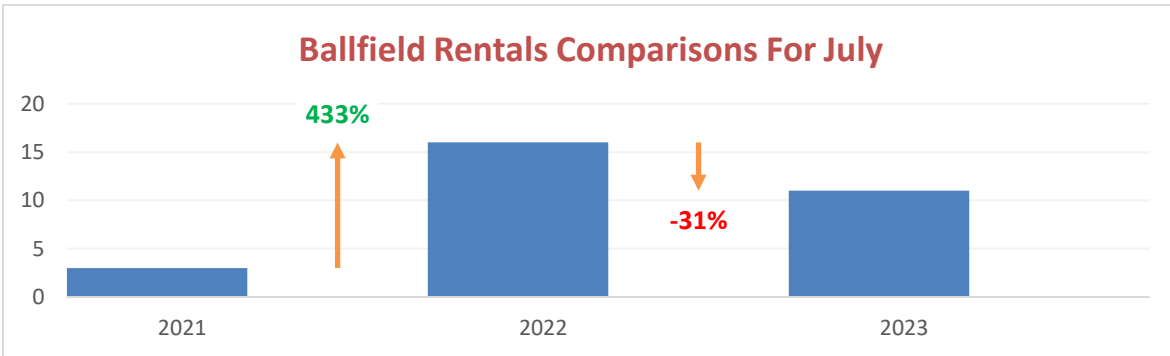


**Parks, Recreation, & Cultural Arts Department
July 2023**



Maintenance

- We have sprayed growth regulator on all bermudagrass fields at the park and soccer complex. We will spray another round in August.
- We have cleaned up the tennis area - mowed, weed eat and sprayed fences.
- We have been spraying a lot of round up to help with weed eating. (Flower beds, fences and curbs)
- We cleaned up the large brush pile at the park from the March wind storm. We have cleaned it up to make it easier for the brush truck to pick it up.
- July was a very busy month for mowing for us. Several hours were spent each day trying to stay on top of it. The staff has done a great job and everything looks good.



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

Museum

Volunteers

The museum volunteers are working on organizing the workroom and preparing for The Gathering at the White House Inn Museum. The museum volunteers have provided 14 volunteer hours to the museum this month.

Exhibits

The works of JT Albert are now on display until end of 2023. We like to make our displays interactive if possible, and we were able to do an interactive piece with the exhibit. For example, the three sketches are mostly the same but not exactly; so, the interactive piece is to find the differences.



Tours at Museum

Tours were given to walk-ins. July 31st brings an end to Sumner County Museum’s Hidden History Passports. The passport participation has provided the museum with the opportunity to learn some of the home school groups around Sumner County. We have already signed up one home school group to come in August.

Events and Meetings Assisted with and/or Attended

July 1 – Americana



July 13 – Ribbon Cutting Cole & Garrett Dot Roaden Reception Hall

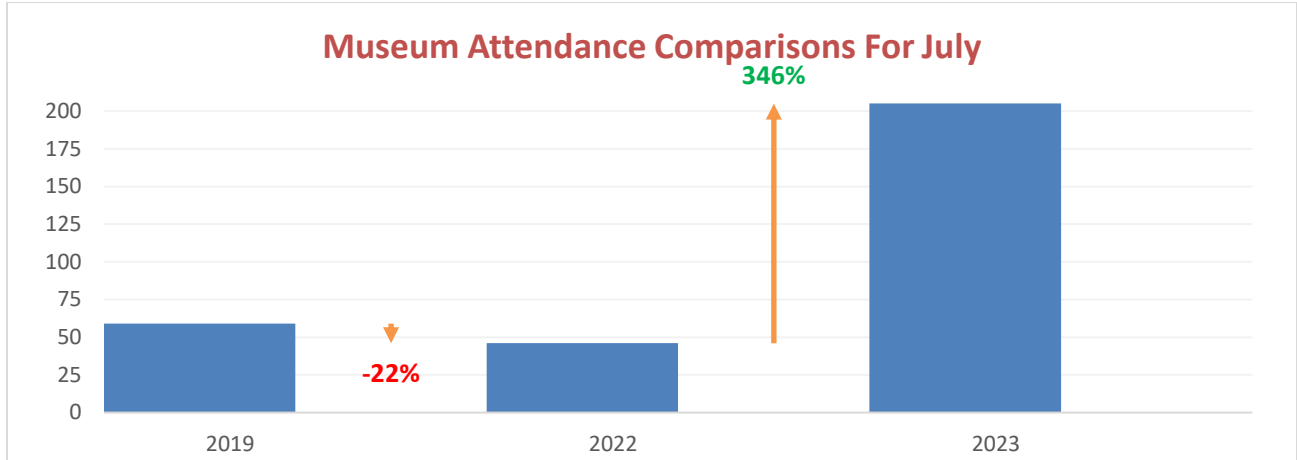
July 19 – Ribbon Cutting Life Christian Academy Elementary Wing

July 24 – Discover White House & Safety Day Committee Meeting

Visitors’ Center and Museum Attendance

Visitors’ Center Only	Visitors’ Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
3	3	202	205	

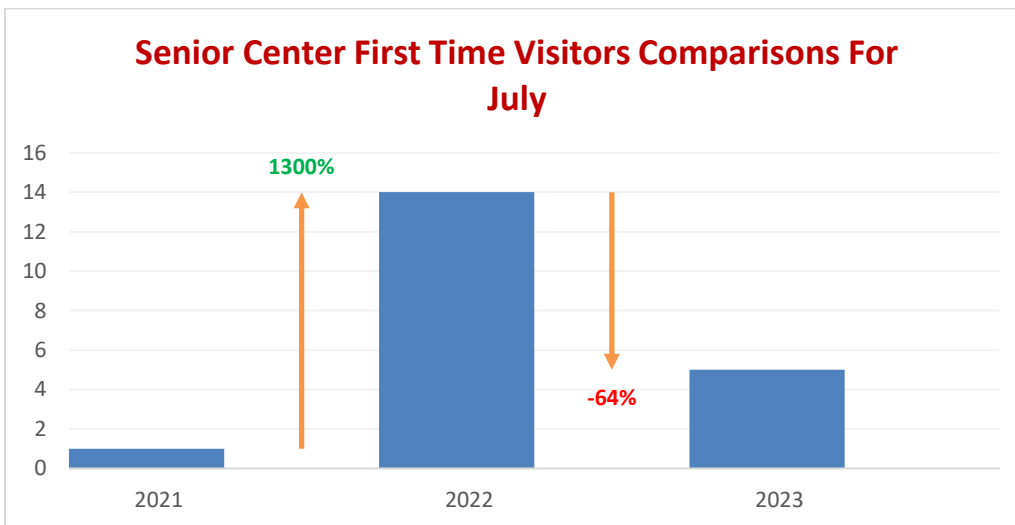
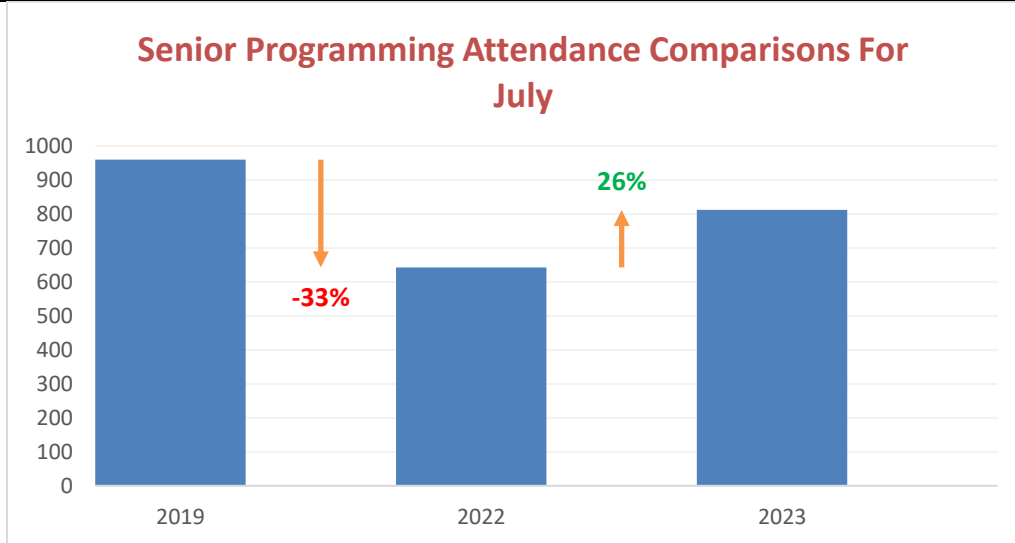
**Parks, Recreation, & Cultural Arts Department
July 2023**



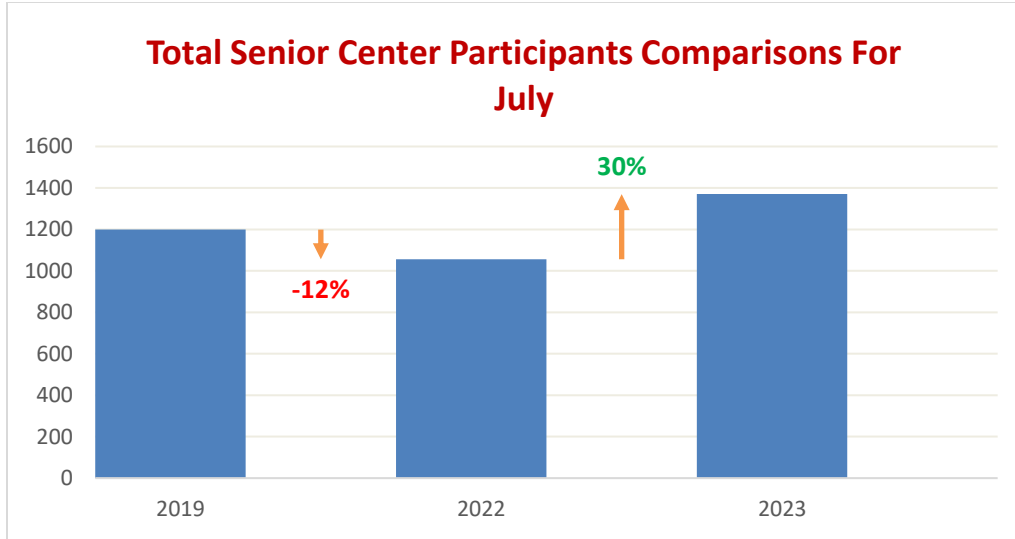
Senior Center Participation - July 2023			
<u>Outings:</u>			
Bowling	8		
Lunch BBQ Place	12		
Shaker Village	13		
Total	33		
		<u>Sr Meals Wednesdays</u>	
		137	
		128	
		125	
		135	
		525	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	423		
Walk	64		
Bingo	51		
Birthday Potluck	30		
Garden Club	21		
Farmers Rummy	9		
Bunco	10		
Bible Study	6		
Cards, Games, Pool, Puzzles	152		
Pickle Ball	46		
TOTAL	812		
MEMBERS	349	Updated members	as of 7/31
1st time visitors			5

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

New Members			23
TOTAL Sr Center Participants:	1396	Total	1370



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



	FYE 2021	Parks and Recreation Department FYE 2022	August 2022 FYE 2023	July 2019	Jul-22	July 2023	YTD 23-24
Facility Usage							
Special Use Permits Submitted	39	20	23	1	2	2	2
Pavilion 1 Usage	21	16	16	1	2	2	2
Pavilion 2 Usage	13	16	14	0	1	1	1
Pavilion 3 Usage	74	94	137	4	15	16	16
Splash Pad Pavilion Usage	99	165	136	34	56	1	1
Total Number of Pavilions Usage	207	291	303	39	74	20	20
Gymnasium Rentals	23	83	82	10	16	4	4
Amphitheater Usage	1	9	9	0	3	0	0
Community Room			66	0	0	7	7
Total Number of Facility Rentals	30	92	157	10	19	11	11
Ballfield Rentals	146	134	165	3	16	11	11
Vistor Center Attendance	20	29	30	2	3	3	3
Vistors Who Also Toured Museum	70	303	191	8	7	3	3
Museum Attendance Only	115	1116	1142	51	39	202	202
Total Museum Attendance	185	1419	1333	59	46	205	205
Programming							
Number of Youth Program Participants	417	615	800	274	84	266	266
Number of Adult Program Participants	100	260	195	0	0	0	0
Number of In-House Special Events Offered	9	7	11	0	1	1	1
Number of In-House Special Event Attendees	1077	2223	2158	0	63	113	113
Number of Rec Programs Offered	19	21	24	3	4	4	4
Number of Senior Center Memberships	2000	2454	3186	162	205	349	349
Number of New Senior Center Memberships	0	5	38	0	0	23	23
Senior Center Participants	4412	11605	16,821	1,199	1,056	1,370	1370
Senior Center First Time Visitors	36	95	115	0	14	5	5
Number of Senior Trips Offered	9	28	46	6	5	3	3
Number of Senior Trip Participants	81	235	617	93	52	33	33
Number of Senior Programs Offered	34	101	142	6	9	10	10
Number of Senior Program Participants	1061	7304	10,566	960	643	812	812
Number of Senior Meals Served	36	47	48	4	4	4	4
Number of Meals Participants	3277	3965	5658	256	361	525	525
Offsite Presentation Attendees	0	145	435		0	0	0
Total Number of Programs Offered	53	124	166	9	13	14	14
Revenues							
Youth Programs	\$44,261.00	\$57,366.00	\$ 79,821.40	\$13,386.00	\$19,622.00	\$16,886.00	\$ 16,886.00
Adult Programs	\$ 6,230.00	\$ 7,925.00	\$ 11,780.00	\$0.00	\$65.00	\$970.00	\$ 970.00
Special Events	\$ 3,495.00	\$ 3,080.00	\$ 2,940.00	\$1,149.00	\$520.00	\$545.00	\$ 545.00
Senior Meals	\$ 8,222.50	\$11,442.00	\$ 18,754.00	\$695.00	\$1,212.50	\$1,754.00	\$ 1,754.00
Shelter Reservations	\$ 9,112.50	\$12,995.00	\$ 7,675.00	\$1,135.00	\$1,505.00	\$245.00	\$ 245.00
Facility Reservations	\$ 2,956.25	\$19,181.75	\$ 16,978.25	\$1,640.63	\$1,743.75	\$1,537.50	\$ 1,537.50
Field Rentals	\$ 5,820.50	\$ 3,913.00	\$ 5,578.50	\$65.00	\$595.00	\$215.00	\$ 215.00
Affiliate League/Tournament Fee Revenue	\$ -	\$13,666.50	\$ 29,825.50	\$0.00	\$0.00	\$1,200.00	\$ 1,200.00
Misc	\$ 9,686.39	\$25,818.31	\$ 8,763.20	\$137.93	\$115.37	\$200.81	\$ 200.81
Maintenance							
Mowing Hours	2,195	1660.25	1548.5	782	219	278	278
Work Orders Received	9	15	24	1	2	3	3
Work Orders Completed	9	14	23	1	2	3	3
Number of Projects Started	39	31	8	3			0
Number of Projects Completed	32	29	8	2			0
Number of ballfield rainouts	NA	156	321		4	47	47
Bags of Field Dry Used	NA	100	42		0	0	0

White House Library July 2023 Monthly Report

Summary of Activities

The director submitted the tech grant to the state. This grant helps the library purchase technology related devices such as computers, printers, etc.

The library submitted the title VI form to the state. Since the library receives grants from the state, they require this form to be submitted. The director also completed and submitted the standard survey to the state.

The library director met with Alderman Mike Wall on July 10th. The director shared information about herself, the library, the library board, regional library and friends group.

The director attended a regional library director's check-in on July 11th. At this meeting the regional director discussed the Standards Survey, Title VI, Interlibrary Loan Service, First Quarter Funding for Library Materials, 23/24 Monthly Workbook (statistics) and Upcoming Training.

The director attended a friends of the library meeting on July 11th. The group discussed the fandom fair, pavers, reading garden, friends' by-laws and board application, and new signs.

The library director attended a Lion's Club meeting on July 12th. The director dropped off eyeglasses collected at the library and let them know that she was working on getting eye screenings set up at the library.

The library had its second water day event on July 13th. College Street was closed and the city fire department used their fire hose to spray the kids.

The marketing committee and the library board met on July 13th. The group voted on changes to the long-range plan, technology plan, by-laws. The board also voted on officers and committee members.

The library director, catalog librarian and city maintenance man met with representatives from Trane to discuss issues moving forward with the HVAC system.

The library director and catalog librarian met with a Kanopy representative to make sure the paperwork was filled out correctly to get the library's movie streaming service account set up.

The library director attended an Americana debriefing in which she stated her observations of the event.

The library director attended a colorblindness webinar through the state. In addition to learning about colorblindness and how it affects individuals. Enchroma, the company that makes colorblindness correction glasses is hosting a program where they will find individuals with colorblindness and give them corrective glasses. The director applied to be a library who would have their patrons selected for the glasses and White House was chosen as the host library. In addition, the library director borrowed colorblindness correction glasses from the regional library to have on hand during the eye screens.

The director worked with the Blue Box company to try and correct the emergency lights that are not staying on in the building. She was unable to resolve the issue and will try to contact them again with the city maintenance man present.

The library director, Youth Services librarian, and library clerk met to discuss the Feiro coding software. The group discussed different software that have more advanced coding as the kids have finished all the classes on CS first. The group will move forward with another coding option.

The library wrapped up its summer reading program. It was a great event with large turnout for performer days and reading participants.

Department Highlights

The highlights for the month was being accepted as the Enchroma candidate for colorblindness correction glasses. This program will not only bring about information on colorblindness, but it will directly help the patrons who are selected to receive free colorblindness glasses.

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

Official Service Area Populations

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

Membership

July	2019	2020	2021	2022	2023
New Members	127	48	91	171	122
Updated Members	343	270	490	339	307
Yearly Totals	2019	2020	2021	2022	2023
Total Members	8,376	9,496	7,027	7,125	7,904
% of population with membership	59	66	49	48	52

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: 38,572

Estimated Value of Total Materials: \$964,300

Total Materials Available Per Capita: 2.55

Last Month: \$962,075

Last Month: 2.60

State Minimum Standard: 2.00

Materials Added in July

2019	2020	2021	2022	2023
402	325	421	194	151

Yearly Material Added

2019	2020	2021	2022	2023
3,004	3,025	3,035	3,573	1,342

Physical Items Checked Out in July

2019	2020	2021	2022	2023
6,892	3,350	6,240	7,476	7,716

Cumulative Physical Items Check Out

2019	2020	2021	2022	2023
62,522	50,042	59,515	80,653	49,188

Miscellaneous item checkouts

July	2019	2020	2021	2022	2023
Technology Devices	31	25	50	55	76
Study Rooms	108	0	18	62	62
Games and Puzzles	71	24	62	193	169
Seeds	30	22	23	85	0
STEAM Packs	24	0	25	27	17
Cake Pans	*	3	4	8	1
Outdoor Items	*	*	*	*	8
Honor Books	*	*	*	*	21

Yearly Totals

2019	2020	2021	2022	2023
137	381	725	743	446
253	305	395	746	440
222	955	1,263	2,060	1,022
112	302	878	883	706
61	25	160	234	136
1	28	21	69	15
*	*	*	17	38
*	*	*	19	91

Library Services Usage

July	2019	2020	2021	2022	2023
Test Proctoring	13	11	33	5	9
Charging Station	14	0	6	1	0
Notary Services	*	3	24	13	39
Library Visits	5,595	2,193	3,763	4,248	3,892
Website Usage	2,182	1,156	2,629	3,413	4,103
Reference Questions	3	17	8	3	6

Yearly Totals

2019	2020	2021	2022	2023
27	74	108	61	51
19	47	45	21	10
16	88	144	135	99
55,728	30,007	38,913	48,253	29,572
16,935	17,977	27,907	33,678	29,908
77	60	73	31	26

Computer Users

July	2019	2020	2021	2022	2023
Wireless	811	154	256	361	367
Adult Users	368	221	227	207	222
Kids Users	207	5	177	286	172

Yearly Computer Users

2019	2020	2021	2022	2023
2,017	3,829	3,878	4,544	2,700
1,103	2,138	2,235	2,608	1,413
556	427	957	2,987	1,263

Library Volunteers

July	2019	2020	2021	2022	2023
Library Volunteers	14	2	10	11	10
Volunteer Hours	154	81.5	133.5	132	67

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	54
809	1,286	1,204	1,492.5	1,227

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

Universal Class Counts

July	
Sign ups	2
Courses started	6
Lessons viewed	42
Class Submissions	86

Yearly Totals

2019	2020	2021	2022	2023
9	10	13	18	17
16	53	39	2	12
194	1,771	1,008	876	238
105	800	515	465	335

Programs

1,000 books	2019	2020	2021	2022	2023
Monthly Sign-ups	2	11	2	2	4
total Sign-ups	60	83	84	113	149

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	5

Face-to-face Kids Programs

July	2019	2020	2021	2022	2023
Programs	9	2	15	13	11
Attendees	395	188	567	430	528
Yearly	2019	2020	2021	2022	2023
Programs	154	43	91	136	88
Attendees	4,201	1,185	2,167	3,646	2,755

Grab & Go Kits

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

The library halted kids programs during the last week of July as in the past attendance is low as patrons get their children ready for back to school.

Teen/tween Face-to-Face Programs

July	2020	2021	2022	2023
Programs	0	53	8	10
Attendees	0	17	37	27
Yearly	2020	2021	2022	2023
Programs	11	43	98	71
Attendees	77	370	437	218

Grab & Go

July	2020	2021	2022	2023
Kits	0	3	0	1
Taken	0	25	0	4
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

July	2019	2020	2021	2022	2023
Programs	13	0	4	6	9
Attendees	73	0	21	22	39
Yearly	2019	2020	2021	2022	2023
Programs	157	42	63	75	54
Attendees	1,343	214	351	377	254

Device Advice

July	2019	2020	2021	2022	2023
Sessions	*	0	8	20	19
Yearly	125	51	81	131	81
Passive					
July	*	*	0	0	0
Yearly	*	*	0	20	0

Interlibrary Loan Services

July	2019	2020	2021	2022	2023
Borrowed	13	0	4	65	36
Loaned	73	0	21	20	12

Yearly Interlibrary Loan Services

2019	2020	2021	2022	2023
690	534	673	872	372
410	151	226	317	115

July	R.E.A.D.S
Adults	2,625
Juvenile	215

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	27,691
Juvenile	1,430	1,189	1,032	2,013	2,003

The READS statistics come from the state.

CITY COURT REPORT

JULY 2023

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH \$7,331.75
TOTAL MONIES COLLECTED YTD \$7,331.75

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH \$3,108.48
TOTAL MONIES COLLECTED YTD \$3,108.48

TOTAL REVENUE FOR MONTH \$10,440.23
TOTAL REVENUE YTD \$10,440.23

DISBURSEMENTS

LITIGATION TAX \$630.37
DOS/DOH FINES & FEES \$479.75
DOS TITLE & REGISTRATION \$285.00
RESTITUTION/REFUNDS \$0.00
ON-LINE CC FEES \$0.00
CREDIT CARD FEES \$0.00
WORTHLESS CHECKS \$0.00
TOTAL DISBURSEMENTS FOR MONTH \$1,395.12
TOTAL DISBURSEMENTS YTD \$1,395.12

ADJUSTED REVENUE FOR MONTH \$9,045.11
TOTAL ADJUSTED REVENUE YTD \$9,045.11

DRUG FUND

DRUG FUND DONATIONS FOR MONTH \$546.25
DRUG FUND DONATIONS YTD \$546.25

Offenses Convicted & Paid For Month	Count	Paid
Parking		
Financial Responsibility Law	16	\$780.00
Registration Law	23	\$1,758.75
Improper Equipment	2	\$10.00
Texting/Hands Free Law	9	\$283.00
Codes Violation		
DL Exhibited	5	\$102.50
Red Light	8	\$637.50
Animal Control		
Stop Sign	5	\$400.00
Speeding	25	\$2,342.50
Seat Belt-Child Restraint	6	\$270.00
Improper Passing		
Exercise Due Care	4	\$282.50
Following Too Close		
Total	103	\$6,866.75