



City Administrator Report: >Ubi Ufm202(

Administrative & Legislative Services Department
January 2024

Administration

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

- January 3:
 - White House Recreation Center Meeting
 - Meeting with TDOT
 - Presentation at Temple Baptist

- January 4:
 - Sanitation Driver Interviews
 - White House Rotary Presentation
 - Bid Opening for Lawn Care Services
 - Leisure Services Board

- January 11:
 - Robertson County Joint Economic Development Meeting
 - Library Board Meeting

- January 22:
 - 2024 Workforce Conference
 - Board of Mayor and Alderman Study Session
 - Board of Mayor and Alderman Meeting

- January 24:
 - Library Supervisor Interviews

- January 25:
 - Department Head Budget Retreat

- January 29:
 - Public Entities Partnering for Success meeting

- January 30:
 - Utility Board Update

- January 31:
 - Sumner Ready Meeting

**Administrative & Legislative Services Department
January 2024**

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	\$34,261,901	\$15,702,004	↑2.03%
Economic Development	\$136,600	\$4,653	↑2.66%
State Street Aid	\$505,000	\$478,423	↑3.58%
Parks Sales Tax	\$2,296,000	\$164,314	↑30.96%
Solid Waste	\$1,657,227	\$1,234,621	↑1.10%
Parks Impact Fees	\$1,055,000	\$17,741	↑4.22%
Police Impact Fees	\$110,000	\$101,112	↑65.43%
Fire Impact Fees	\$274,000	\$32,684	↑65.40%
Road Impact Fees	\$650,000	\$642,287	↑57.77%
Police Drug Fund	\$25,000	\$20,928	↑13.86%
Debt Services	\$2,512,200	\$247,028	↓6.19%
Wastewater	\$15,952,225	\$9,549,290	↑4.94%
Dental Care	\$100,000	\$42,620	↑8.47%
Stormwater Fund	\$1,672,625	\$1,037,601	↑3.06%
Cemetery Fund	\$42,690	\$25,159	↑5.70%

*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	145	98	98	79	97	91	147
November	130	104	103	72	78	120	125
December	98	84	73	71	58	72	104
January	125	116	117	123	81	122	177
February		111	105	75	93	119	113
March		145	145	106	107	131	142
April		103	105	154	85	138	185
May		138	153	133	82	129	121
June		35	52	47	45	50	52
Total	1,108	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Jan 2024	FY 2024	FY 2023	FY 2021	Total for FY24	Total for FY23	Total for FY22
Purchase Orders \$0-\$9,999	123	1,056	1,448	1281	\$1,308,894.38	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	2	23	32	29	\$434,447.24	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	0	27	37	45	\$6,300,613.97	\$39,313,456.65	\$11,687,700.37
Total	125	983	1,517	1355	\$8,043,955.59	\$41,380,107.63	\$13,732,934.80

**Administrative & Legislative Services Department
January 2024**

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	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.	55	47	52	10	78	33,673	29,829	23,816	8,390	386,735
Nov.	42	54	63	174	56	30,149	30,449	23,022	7,587	695,971
Dec.	38	32	39	13	156	30,202	27,768	22,904	17,483	847,724
Jan.	46	53	56	108	67	32,467	31,686	26,942	17,123	720,531
Feb.		47	52	135	22		28,043	23,253	19,796	N/A
Mar.		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	324	640	609	884	901	230,747	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.	2	11	6	40
Nov.	4	11	6	29
Dec.	3	10	10	10
Jan.	3	18	18	11
Feb.		10	9	20
Mar.		9	14	11
April		11	11	7
May		3	10	11
June		1	10	11
Total	29	114	124	258

	FY24 # of Request	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.	40	45	64	15
Nov.	38	53	19	20
Dec.	34	70	42	27
Jan.	61	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	326	588	495	383

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

**Administrative & Legislative Services Department
January 2024**

White House Farmers Market 2024

	Application Fees # (amount collected)	Booth Payments (\$)
January	4 (\$60)	2(\$300)
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total		

Building Maintenance Projects

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

Major projects this month include:

- Snow and ice removal around Municipal Complex
- Replaced several lights inside the Public Library

	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	13	10	6	7	14	18
November	13	12	23	16	7	18	34
December	8	8	17	19	3	8	19
January	14	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	102	187	164	200	98	162	266

**Finance Department
January 2024**

Finance Section

During January the Finance Office finished FYE 6/30/2023 audit tasks, continued collecting current year property taxes, and began FYE 6/30/2025 budget tasks. The total property taxes billed for tax year 2023 was \$5.6 million. As of the end of January, approximately \$3.9 million (69.6%) was collected. From February 1 through February 5 an additional \$93k was collected. Members of the Finance Office also participated in the following events during the month:

- January 9: TMBF (Kevin Krushenski) debt issuance meeting
- January 17: Raymond James (Elizabeth Zuelke) debt issuance meeting
- January 18: Assistant Finance Director attended CMFO “Government Environment” class
- January 25: FYE 6/30/2025 Department Head Budget Retreat
- January 29: Regions Contract meeting
- January 30: Finance staff meeting
- January 31: Digital imaging software troubleshooting

Performance Measures

Utility Billing

	Jan 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
New Build Applications (#)	38	246	307	284	357	171
Move In Applications (#)	62	584	926	977	737	649
Total Applications (#)	100	830	1233	1261	1094	820
Move Outs (#)	54	265	831	898	743	602
Electronic new customer signups (#)	56	462	476	410	300	127
Electronic new customer signups (%)	56%	56%	39%	33%	27%	15%

Business License Activity

	Jan 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Opened	10	44	95	92	76	69
Closed (notified by business)	0	5	9	7	6	10

Accounts Payable

	Jan 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Total # of Invoices Processed	523	3202	4455	4254	4079	4003

Property Tax Relief Applications

	Jan 2024	FY 2024 Total	FY 2024 Est.	FY 2023 Total	FY 2022 Total
New Parcels (#)	18	25	29	27	29
Existing Parcels (#)	22	72	124	101	99
Total Parcels (#)	40	97	153	128	128
State Relief Credits (\$)	7,296	17,752	21,040	23,860	20,844
City Relief Credits (\$)	6,548	15,563	18,255	16,536	10,155
Combined Relief Credits (\$)	13,844	33,315	39,295	40,396	30,999

**Finance Department
January 2024**

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	8,368,606	67%
Economic Development Fund	141,900	42,570	296,784	209%
State Street Aid Fund	456,800	137,040	522,407	114%
Parks Sales Tax Fund	1,093,500	328,050	1,286,728	118%
Solid Waste Fund	1,577,500	473,250	901,183	57%
Parks Impact Fees Fund	440,484	132,145	567,506	129%
Police Impact Fees Fund	315,200	94,560	1,049,502	333%
Fire Impact Fees Fund	208,200	62,460	700,091	336%
Roads Impact Fees Fund	421,800	126,540	857,629	203%
Police Drug Fund	5,250	1,575	41,679	794%
Debt Services Fund	2,530,300	759,090	1,869,363	74%
Wastewater Fund	6,293,000	1,887,900	8,714,386	138%
Dental Care Fund	78,300	23,490	168,144	215%
Stormwater Fund	1,100,750	330,225	785,677	71%
Cemetery Fund	55,450	16,635	262,696	474%

*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	7,591,677	↑ 2.03%
Economic Development Fund	141,900	86,553	↑ 2.66%
State Street Aid Fund	456,800	282,829	↑ 3.58%
Parks Sales Tax Fund	1,093,500	976,412	↑ 30.96%
Solid Waste Fund	1,577,500	937,625	↑ 1.10%
Parks Impact Fees Fund	440,484	275,523	↑ 4.22%
Police Impact Fees Fund	315,200	390,100	↑ 65.43%
Fire Impact Fees Fund	208,200	257,620	↑ 65.40%
Roads Impact Fees Fund	421,800	489,743	↑ 57.77%
Police Drug Fund	5,250	3,790	↑ 13.86%
Debt Services Fund	2,530,300	1,319,415	↓ 6.19%
Wastewater Fund	6,293,000	3,981,918	↑ 4.94%
Dental Care Fund	78,300	52,309	↑ 8.47%
Stormwater Fund	1,100,750	675,776	↑ 3.06%
Cemetery Fund	55,450	35,505	↑ 5.70%

*Realized amounts reflect revenues realized from July 1, 2023—January 31, 2024

**Human Resources Department
January 2024**

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

- January 03: Police Officer New Hire Orientation
- January 04: Sanitation Driver Interviews
- January 11: Wastewater Tech I Interviews
- January 16: Police Officer & Sanitation Driver New Hire Orientation
- January 22: Wastewater Tech I New Hire Orientation
Board of Mayor and Aldermen FY23 Audit Review Study Session
- January 24: Library Supervisor Interviews
- January 24: Department Head Budget Retreat
- January 29: Public Entity Partners Partnering for Success Meeting
- January 30: Evergreen Solutions Draft Solution File Review Meeting

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

Three-year average: 6.33

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

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	0	2	1	1
November	0	0	1	3
December	0	2	0	0

Three-year average: 5.33

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	0	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

**Human Resources Department
January 2024**

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	0	1	0	0
November	1	2	0	1
December	1	1	1	2

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	2	0	4	2
February		0	2	0
March		2	3	0
April		0	2	2
May		0	2	0
June		1	1	3
Total	10	10	19	12
Percentage	7.87%	8.40%	16.52%	10.91%

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

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	0	1 (S)	0	0
November	1 (T)	0	0	0
December	0	0	0	1 (T)

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	0	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	2	1	1	3

Three-year average: 1.667

**Police Department
January 2024**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in January:** White House Rotary Club (Jan. 4, 11, 18 & 25), Board of Mayor & Alderman Meeting (Jan. 18), Department Head Meeting (Jan. 8), Board of Mayor & Alderman Study Session (Jan. 22), Sumner County Drug Task Force Meeting (Jan. 24) and Department Head Budget Retreat (Jan. 25).

- **Police Department Administration Performance Measurements**

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by April 2024.

Susan Johnson, Accreditation Manager, is in the 4th edition of our TLEA program into PowerDMS, which Includes 164 standards.

We have received our approved extension on the three-year accreditation cycle in the TN Law Enforcement Accreditation Program.

The Professional Standards Committee gave us the extension until March 6, 2024.

At the end of this 90-day extension, we will need to be prepared for a formal file review and onsite.

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by April 2024.

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	460	0	460
Total	0	460	0	460

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	January 2024	FY 2023-24
Three (3) Officers per Shift	4	108
Four (4) Officers per Shift	58	308

2. ***Acquire and place into service two Police Patrol Vehicles.*** We received our two new vehicles (November 18th) that were ordered from Lonnie Cobb Ford in August 2022 from the 2022-23 Budget Year. They are currently at Truckers Lighthouse for equipment to be added. Four new vehicles have been ordered from Lonnie Cobb Ford.
3. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2023-2024.*** Fall Compliance checks were completed in October. Three businesses failed – Kroger, EJ’s and Sudden Service (Hwy 31W).

**Police Department
January 2024**

4. *Maintain or reduce TBI Group A offenses at the three-year average of 60 per 1,000 population during the calendar year of 2024.*

Group A Offenses	January 2024	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	3	<1	3	<1
Crimes Against Property	8	<1	8	<1
Crimes Against Society	16	1	16	1
Total	27	2	27	2
Arrests	44		44	

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

5. *Maintain a traffic collision rate at or below the three-year average of 446 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2024. Some numbers below were not available at the time of publishing. We will note these on February Monthly Report.*

	January 2024	TOTAL 2024
Traffic Crashes Reported	31	31
Enforce Traffic Laws:		
Written Citations	39	39
Written Warnings	26	26
Verbal Warnings		

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 2024.*

COLLISION RATIO				
<u>2024</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
January	31	4 YTD 4	13%	13% YTD 31

Staffing:

- Ofc. Blake McClusky started the Academy on January 7th.
- Officer Adam Wims is resigning in February and will be going to the Sumner County.
- Officer Tanner Pharris is released from FTO and on patrol
- Officer Devin Keen started on January 3rd.
- Officer Tyler Miller started on January 16th.
- We were approved for a new Police Officer position January 1st. We are continuing to accept applications. We currently have one position open.

**Police Department
January 2024**

Sumner County Emergency Response Team:

For ERT:

- Nothing to report currently.

Support Services Performance Measurements

1. **Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2024.**

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
December		

Communications Section

	January	Total 2024
Calls for Service		
Alarm Calls		

- These numbers were unavailable at the time of publishing. We will have them noted on the February Monthly Report.

Request for Reports

	January	FY 2023-24
Requests for Reports	12	105
Amount taken in	\$7.35	\$90.25
Tow Bills	\$425.00	\$650.00
Emailed at no charge	25	184
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
January 2024**

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.*** D.A.R.E. should start in the Fall at White House Middle School
- ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House will be in the Fall.
- ***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 to promote the department's crime prevention efforts and community relations programs.***
 - January 18th & 23rd, Sgt. Enck instructed Defensive Tactics for 2 of our new officers and 4 new Officers from Portland Police Department.
 - January 22nd, Sgt. Enck spoke to a Boy Scout Troop and gave a tour of our Building.
 - January 29th to February 2nd, Sgt. Enck instructed a 40 hour Ground Defense Instructor and User Course. Officers from 5 different local agencies and 1 Federal agency attended.

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

- Nothing to report currently.

Upcoming Events:

- Nothing to report currently.

<i>2024 Participation in Joint Community Events</i>		
	<u>January</u>	<u>Year to Date</u>
Community Activities	3	3

**Fire Department
January 2024**



Summary of Month's Activities

Fire Operations

The Department responded to 166 requests for service during the month with 110 responses being medical emergencies. The Department also responded to 7 vehicle accidents of which 2 had injuries, and 5 had no injuries. One vehicle accident required a patient be extricated. Of the 166 responses in the month of January there were 55 calls that overlapped another call for service which is 33.13% of our responses for the month. That brings the overlapping call volume for FY23-24 to 218 or 20% 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 January from dispatch to on scene time averaged was, five minutes and fifty-four seconds (5:54). The average time a fire unit spent on the scene of an emergency call was twelve minutes and forty-seven seconds (12:47).

Department Event

- January 9th – Monthly Office Meeting
- January 23rd-26th – Peer Support and Suicide Intervention training @ Nashville FD training

Fire Administration

- January 3rd – Met with HFD Wold for Station one kick off
- January 3rd – Meet and Greet with Youth at Temple Baptist
- January 10th – Discussion on EMS services in the city
- January 11th – Vehicle Exhaust System Committee
- January 17th – Met with ESO exploring upgraded reporting software
- January 23rd-26th – Peer Support and Suicide Intervention training @ Nashville FD training
- January 25th – Dept Head Budget Retreat

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	24
Rescue & Emergency Services	753
Hazardous Conditions (No Fire)	22
Service Calls	70
Good Intent Call	73
False Alarms & False Call	134
Calls for The Month	166
Total Responses FY to Date	1081

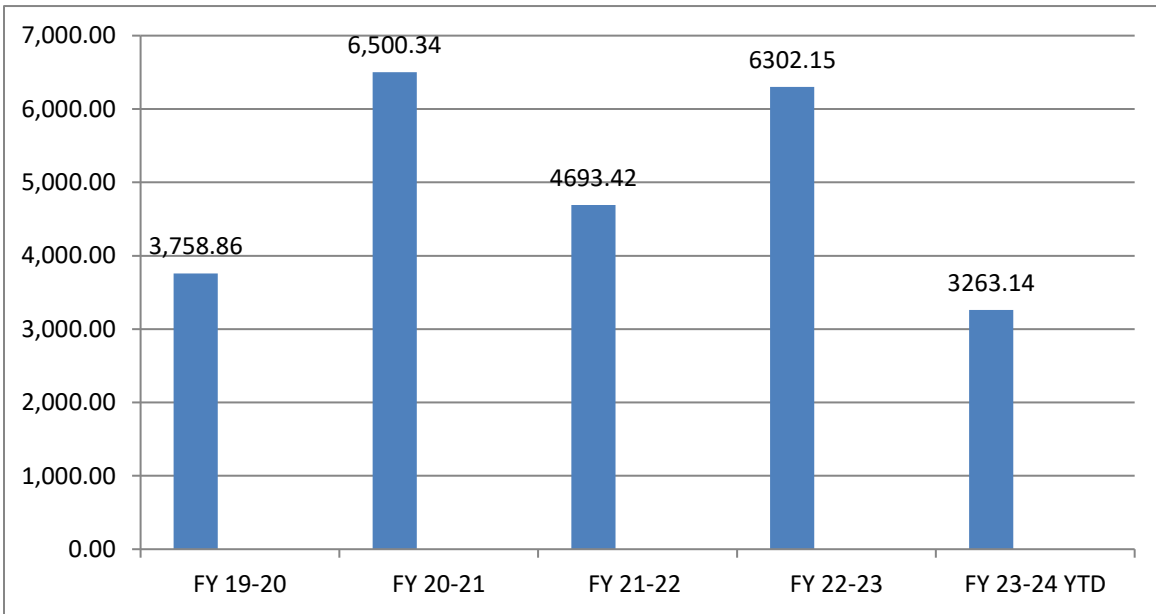
**Fire Department
January 2024**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	107	703	65.33%
Station #2 (Business Park Dr)	59	373	34.66%

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	657.44	3263.14

Training breakdown for ISO and NFPA*

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	25	248.3	4	55.7	324.24
Total for FY	155	1660.05	252	736.1	1040.69

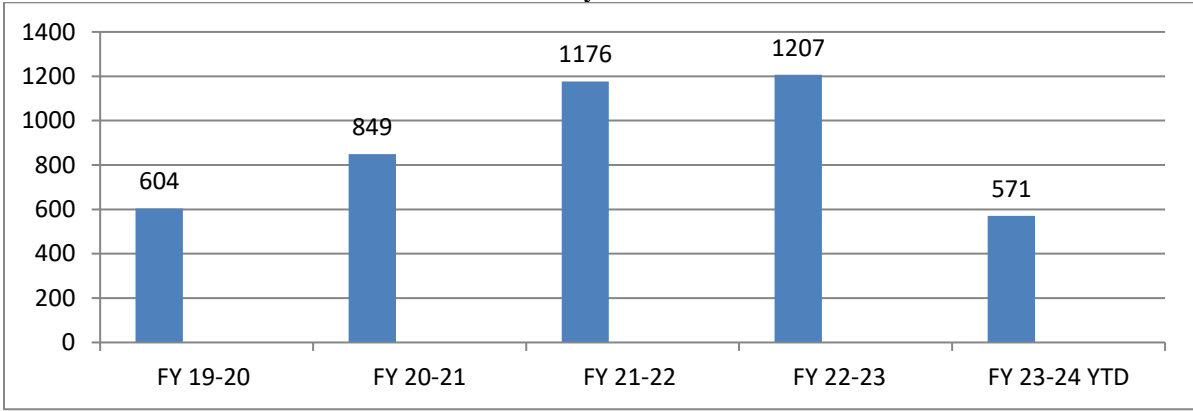
*National Fire Protection Association – The fire service industry standard.

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.

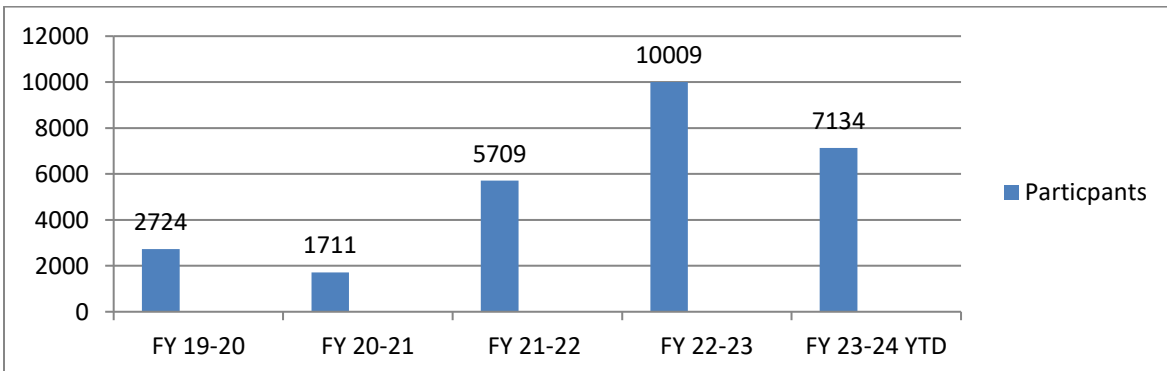
**Fire Department
January 2024**



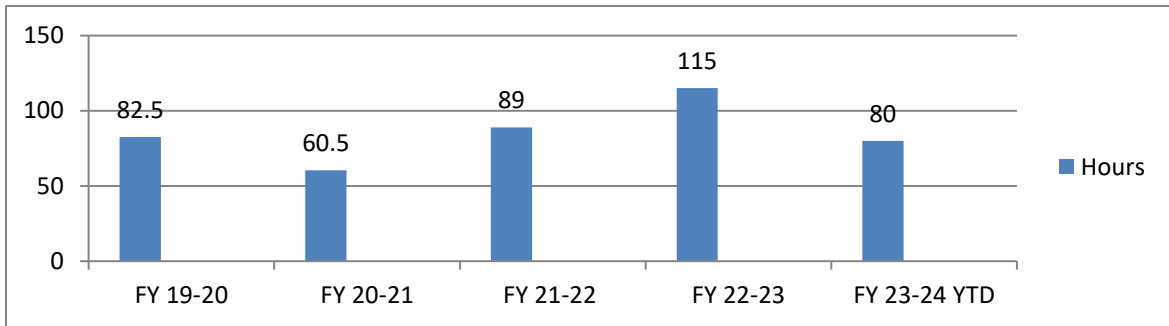
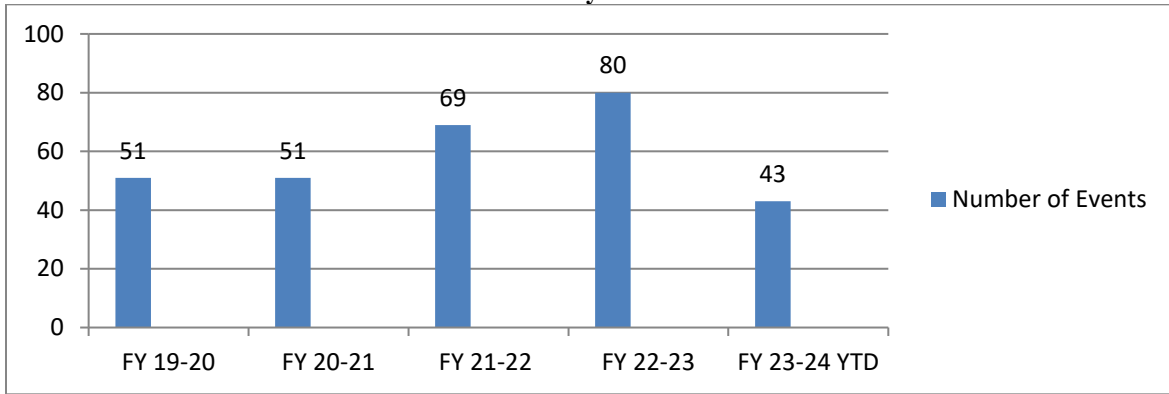
	Month	FYTD
December Fire Inspection	124	571
Reinspection	2	87
Code Violation Complaint	4	12
Violations Cleared	1	55
Annual Inspection	27	91
Knox Box	2	27
Fire Alarms	19	56
Measure Fire Hydrant	2	9
Plans Review	3	27
Pre-C/O	0	15
Pre-incident Survey	32	146
Sprinkler Final	0	1
Final/Occupancy	1	14

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
January 2024**



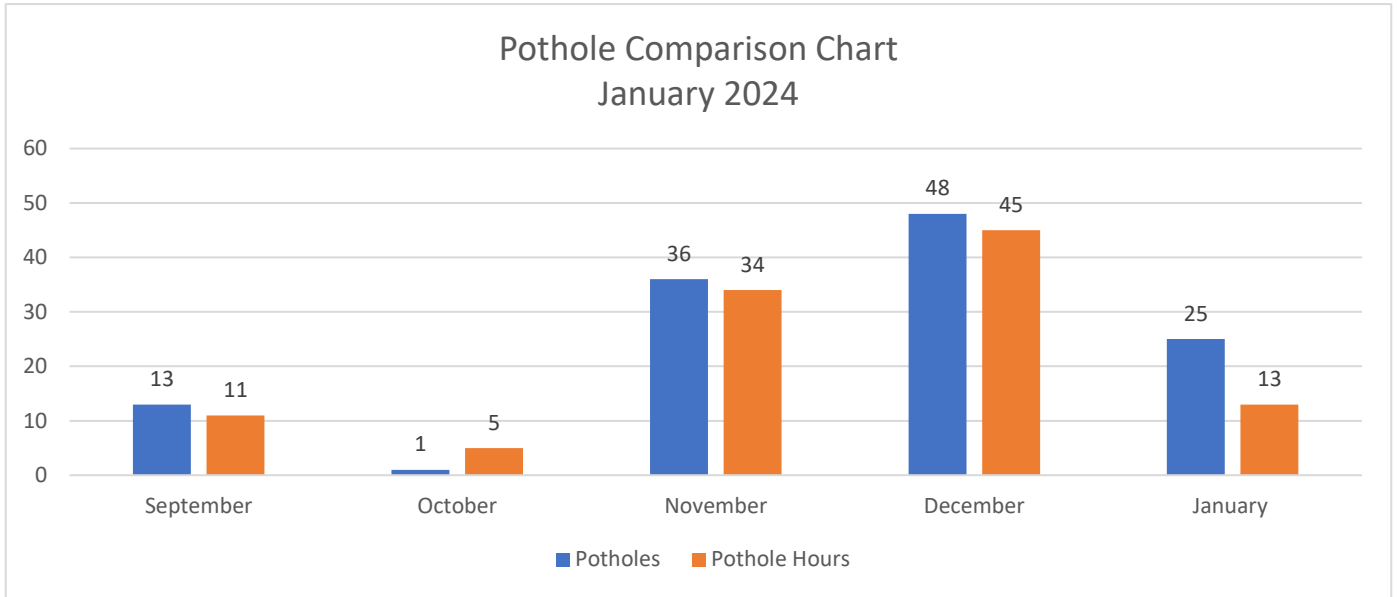
	Month	FYTD
Participants	45	7134
Number of Events	3	43
Education Hrs.	3	80

Social Media Statistics for the Month

Post Reach	555
Post Engagement	13
New Page Followers	33

**Public Services Department – Public Works Division
January 2024**

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 **20 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 Public Works Division 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
3302 Pleasant Grove	01-23-24	01-30-24	7
217 Patana Dr	01-27-24	02/05/24	10
105 Creekwood Dr	01-29-24	02-05-24	8
Calista Road	01-30-24	02-06-24	8
469 Calista Road	01-31-24	02-07-24	8

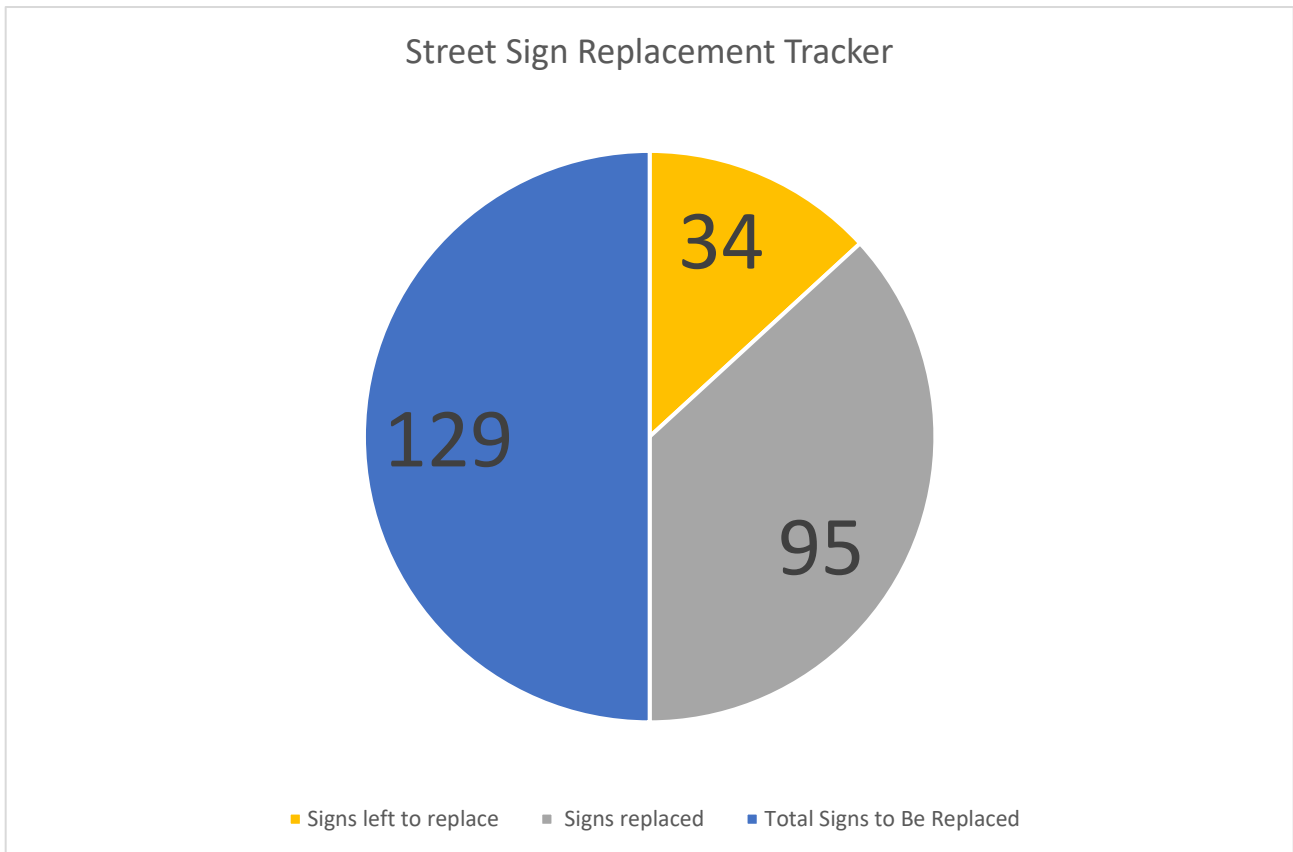
**Public Services Department – Public Works Division
January 2024**

Monthly Work Log

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



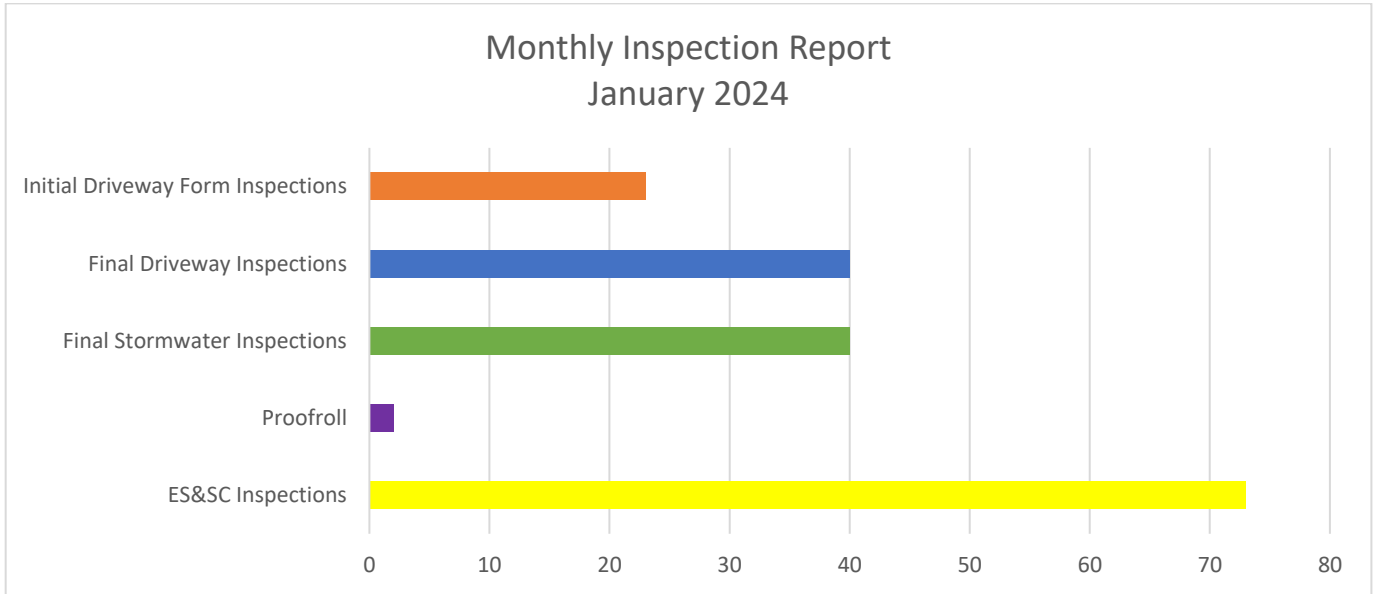
Note: Only signs that were damaged were repaired and no signs were brought into compliance for the month of January.

**Public Services Department – Public Works Division
January 2024**

Inspector Notes

New Construction and Inspections:

The Public Works Inspector performs various different types of inspections throughout the process of a new home being built within City of White House City Limits, additionally the Public Works Inspector performs proof rolls on subgrade and base stone during the construction of new roads within new developments that are being built within The City of White House. Below gives an accurate account of how many Initial Drive Form Inspections, Final Driveway Inspections, EP&SC (Erosion Prevention & Sediment Control Inspections, and Final Stormwater Inspections were performed on a monthly basis.



Daily Log:

Monday 01/01/24

Holiday New Years

01/02/24

- Fixed chains on plow on 1326 / Put cover back on plow for 1326 / Removed reserved parking signs at main Public Services Office / Repaired chain on gate / Attempted repairs on Bucket Truck 322 / Went with Isaiah to look at job on Meadowlark / Went to Dorris Farms to pick up flashing chevron signs and came back to pick them up at Dorris farms / Put lights on new dump salt box.

01/03/24

- Repaired stop sign at Calista and 31W / Called in 811 on Meadowlark / Delivered title to Wilson County Motors to have clerical error fixed / Picked up man lift from sunbelt in Gallatin.

01/04/24

- Picked up cones and sign at 31W and Meadowlark / Had meeting with Chris and Isaiah for training on McCain Controller setup and programming / Removed Christmas Decorations on SR-76 / Put up temporary speed limit sign at City Hall.

**Public Services Department – Public Works Division
January 2024**

01/05/24

- Delivered new trash cart to 202 Overlook Court / Reset speed limit sign and post on North Palmers Chapel Rd. Went with Greg to do preform driveway inspections at Sage Farm and Willow Grove. Did asphalt binder temperature test with Greg. Reset stop sign and post at the end of Melton rd. Picked up road closed signs and cones at Melton rd and Meadowlark rd

01/8/24

- Repaired pothole on Medows Court / Brush truck operations in zone 2 / Removed Christmas decorations on 76 / Picked up pumps and water heater around metal dumpster.

01/09/24

- Performed vehicle / equipment maintenance on vehicle 1326 and salt box / Checked and added fluids to plow trucks / Repositioned Gridsmart Camera at SR-76 & 31W intersection / Cut up and loaded tree that fell on Bill Moss Road / Sharped chainsaws and did maintenance on them

01/10/24

- Unloaded brush truck / Changed blade on walk behind saw / Assembled barricades to block and cut Meadowlark Road / Milled groove in front of driveway on Apache Trail

01/11/24

- Worked with Stansell Electric to repair fiber optic connectivity issue at Wilkinson Lane and SR-76 / Went to Meadowlark to finish road removal and seed and straw mat installation / Loaded up skidsteer and concrete and went back to Meadowlark to pour concrete to prevent erosion around culvert / Meeting about impending weather..

01/13/24

- 1st Annual Bulk Trash Drop-off Day.

01/14/24

- Plowing and Salting Operations

01/15/24

- Martin Luther King Jr. Day. Plowing and Salting Operations 1326 Loads of Salt 3

01/16/24

- Plowing and Salting Operations Loads of Salt 3

01/17/24

- Plowing and Salting Operations. Fixed chain on 1326 plow.

01/18/24

- Salting and Plowing Operations.

01/22/24

- Picked up skidsteer from firehall / Emptied out all saltboxes / Washed all the trucks and saltboxes out / Performed maintenance on plow equipment.

01/23/24

- Finished washing backhoe, skidsteer, and 1332 / Picked up grease from O'Reillys / Picked up gloves from Waller Sales / Put stickers on 1332 / Repaired potholes on Pleasant Grove Road / Fixed Speed Limit sign on Industrial Drive.

Public Services Department – Public Works Division
January 2024

01/24/24

- Moved furniture from Isaiah's old office into new office. Moved Mikes old office into new office. Brought stuff from office to shop / Took delivery of Road Salt.

01/25/24

- Greased salt box chain on 1326 / Cleaned Public Works Building / Installed new mailbox at 207 Calista Road / Cleaned salt out of big dump truck bed / Greased Public Works and Wastewater backhoes and wheeled skid steer / Repaired potholes at 404-406 Wilkinson Lane.

01/29/24

- Removed remainder of Christmas decorations on SR-76 / Facility Maintenance

01/30/24

- Facility maintenance / Dug trench for decorative street lights on Madeline Way to be repaired / Removed All Way signs and replaced No Left with No Outlet on Meadowlark Drive.

01/31/24

- Delivered work logs to Michael Hussion for BOMA Report / Repaired flat tire on 1332 / Delivered concrete barriers to Dorris Farms to block Cedarbrooke Drive / Picked up Toilet on South Palmers Chapel Road and tire on Garland Ct.

**Public Services Department – Public Works Division
January 2024**

Traffic Signal Complaint Log

<u>Traffic Signal Complaints Log</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>FY 23/24 YTD</u>
SR-76 & Love's Lane	0	0	0	0
SR-76 & I-65 Southbound Ramps	0	0	0	0
SR-76 & I-65 Northbound Ramps	0	0	0	0
SR-76 & Hester Drive	1	1	0	2
SR-76 & Wilkinson Lane	1	0	0	1
SR-76 & Sage Road	0	0	0	0
SR-76 & Raymond Hirsch	2	1	0	3
SR-76 & Hwy 31W	0	0	2	2
SR-76 & Pleasant Grove Road (Flashing Signal)	1	1	0	2
Hwy 31W & Portland Road	0	0	0	0
Hwy 31W & Raymond Hirsch	0	0	0	0
Hwy 31W & Sage Road	0	0	0	0
Tyree Spring Road & Raymond Hirsch Parkway	0	0	0	0
Wilkinson Lane & Richard Wilks	0	0	0	0

SR-76 & Hwy 31:

Complaint: (Traffic was backed up past Sonic from this intersection) Phase 7 did not detect vehicles in queue. **Resolution:** Adding an advanced detection zone so that vehicles were detected even during rain event. Headlights were reflecting off of the road and washing out the zone so the addition of the advanced detection zone resolved the issue.

**Public Services Department – Stormwater Division
January 2024**

1/02/2024

725 Industrial Dr. – vehicle inspections, preventative and facility maintenance.



1/03/2024

Apache Trail Box Culverts – installed permanent traffic signage.



1/03/2024

31W & Meadowlark – road closures and cleanup needed for auto accident.



Public Services Department – Stormwater Division
January 2024

1/04/2024

124 Willowleaf Ln. – Assisted with wastewater conversion (licensed employees only).



1/8/2024

City Wide – hot spots, vehicle inspections



1/8/2024

City Wide – traffic control for decoration removal



**Public Services Department – Stormwater Division
January 2024**

1/09/2024

8044 Bill Moss Rd. – tree removal, traffic control



1/10/2024

939 Meadowlark Dr. – close road connection to 31W and remove asphalt



1/10/2024

121 SR 76 – Picked up trash and changed out trash cans for White House Primary Care



**Public Services Department – Stormwater Division
January 2024**

1/14/2024

City Wide – snow plowing, salting



1/17/2024

725 Industrial Dr. – fleet maintenance



1/17/2024

128 Larkspur Ct. – repair stop sign



**Public Services Department – Stormwater Division
January 2024**

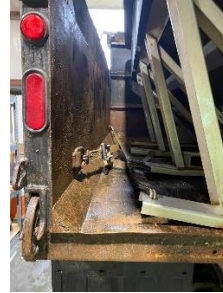
1/23/2024

123 Calista Rd. – pond maintenance



1/24/2024

725 Industrial Dr. – vehicle inspection, fleet maintenance, cleaning



1/25/2024

725 Industrial Dr. – vehicle inspection, fleet maintenance



**Public Services Department – Stormwater Division
January 2024**

1/24/2024

301 Stephanie Dr. – drainage mitigation



1/25/2024

218 Hillwood Dr. – drainage mitigation



1/25/2024

101 Hickory Tr. – drainage mitigation



**Public Services Department – Stormwater Division
January 2024**

1/25/2024

317 Patana Dr. – drainage mitigation (Dorris Farms Phase 2 NOV)



1/29/2024

725 Industrial Dr. – vehicle inspection & cleaning, fleet maintenance

1/30/2024

Park and library – setup traffic control (radar signs)



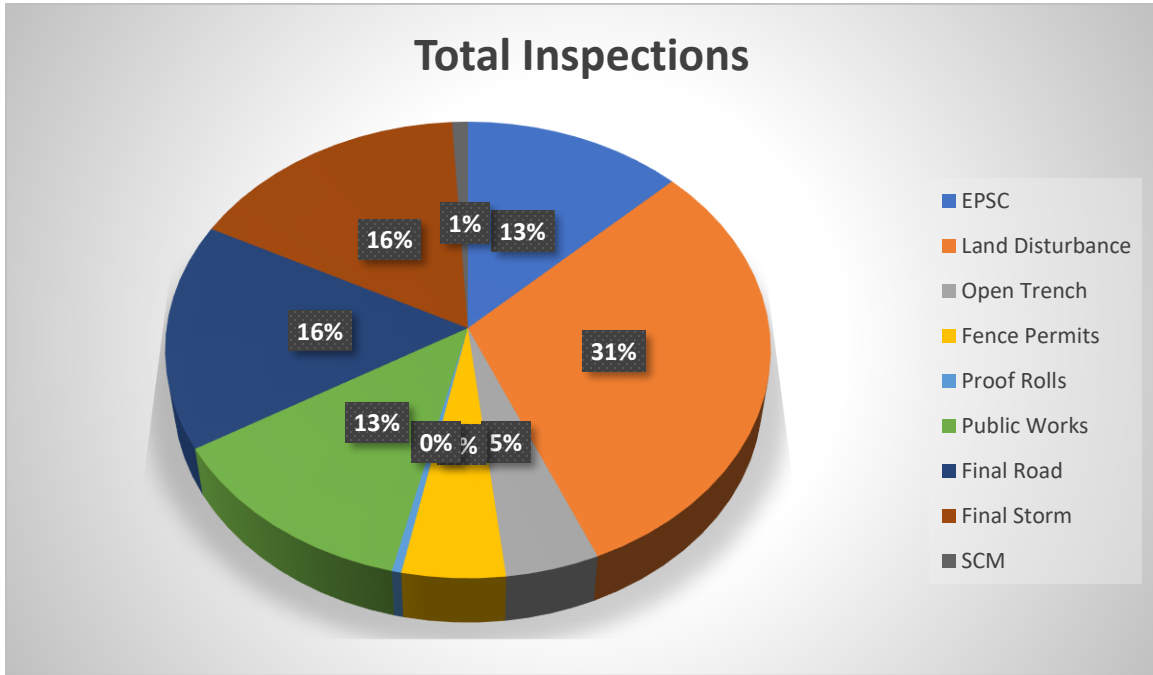
1/31/2023

Wastewater Treatment Plant – drainage mitigation



**Public Services Department – Stormwater Division
January 2024**

Stormwater Inspectors Notes January 2024



SCM	2
EPSC	31
Land Disturbance	67
Open Trench	2
Fence Permits	11
Proof Rolls	1
Public Works	28
Final Road	35
Final Storm	36
Total	212

Public Services Department – Stormwater Division
January 2024

Daily Work Log:

Jan. 1 – Holiday

Jan. 2 – PTO

Jan. 3 – Open Trench inspection at Raymond Hirsch and 76 for White House Shops Lane widening project. Reached out to Tyler Tech Rep. to gain a better understanding of troubleshooting software-related issues and adding a user with mobile applications.

Jan. 4 – Open Trench at Raymond Hirsch and Hwy 76.

Jan. 8 – Reviewed Fence Permit Applications. Final Inspections at 193 Marlin Rd. Updated records, and reviewed Land Disturbance Applications, Construction Documents, and inspection reports. EPSC inspection at Springbrook. Initiate conversation with the Developer to finalize the required documents for the project. Troubleshooting EnerGov Software. Followed up on customer complaints with track out.

Jan. 9 – Submitted Tuition Assistance application, registration for TCA required course, Reported previous months reports. Troubleshooting with Tyler Tech Support. Updated permit and project information in EnerGov.

Jan. 10 – Bond reduction walk-through at The Parks Phase 3b.

Jan. 11 – EPSC inspections at Marlin Pointe, Summerlin, and Liberty Market. Provided correspondence with items remaining at Liberty Market.

Jan. 12 – Training at Tennessee Concrete Association.

Jan. 13 – Training at Tennessee Concrete Association.

Jan. 15 – Holiday MLK.

Jan. 16 – Half Day due to inclement weather. PTO for the other half.

Jan. 17 – EnerGov Troubleshooting Issues with Tyler Support. Updated work orders, files, and training information.

Jan. 18 – Bridle Creek Subdivision Construction Documents review. Updated LTMAP information in their respective files.

Jan. 22 – Dollar General Pre-Con. Form inspection at Dorris Ph. 1. EPSC inspections at Dorris Ph. 1 & 2.

Jan. 23 – Inspecting Curb Ramps online seminar provided by TTAP. Reviewed TDOT design standards for sidewalks and curb ramps. Registration for Stormwater Control Measures course with TNEPSC.

Jan. 24 – Updating permits, inspection reports, and other project-related documentation in EnerGov. Reviewing Curb Ramp design standards in PROWAG and ADAAG. Reviewing Construction Documents.

Jan. 25 – PTO.

Jan. 29 – Tyler Teams Meeting with Jeff Wasmer. Pre-Con Bridle Creek Ph. 2.

Jan. 30 - EPSC Inspections at Legacy Farms, Copes Crossing, Smyrna Ready Mix, and Pinson Pointe.

Jan. 31– EPSC Inspections at The Parks, Cambria, WH Assisted Living, Sage Farms, Frey Branch, Town Center, Fields at Oakwood, Cardinal Pointe, The Mill, Calista Farms, Rec. Center, Publix, Core5, WHHHS, and 7-Eleven.

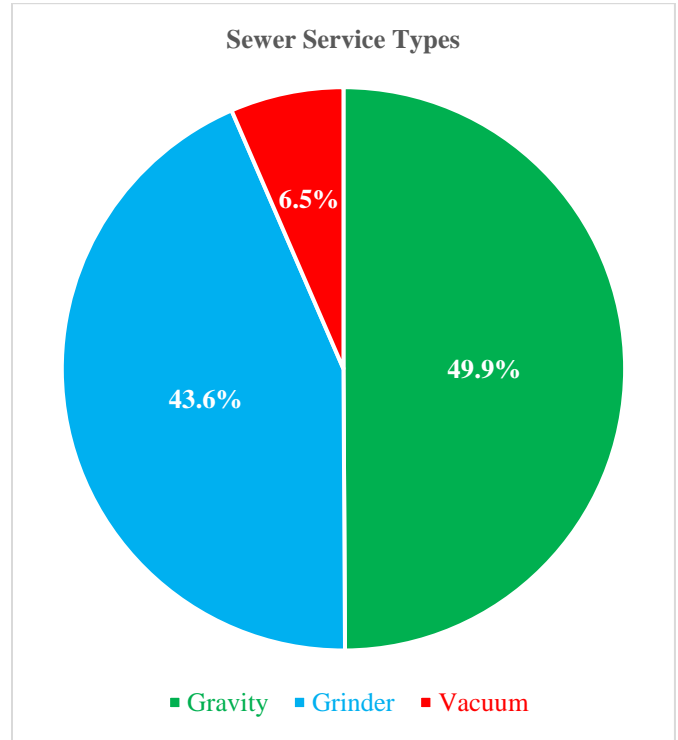
**Public Services Department - Wastewater Division
January 2024**

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 **January 31st, 2024**, City personnel count a total of **6,858** sewer system connections, with **38 new** applications for service in **January 2024**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,423
Low-Pressure Grinder Sewer Connections	2,989
Vacuum Sewer Connections	446

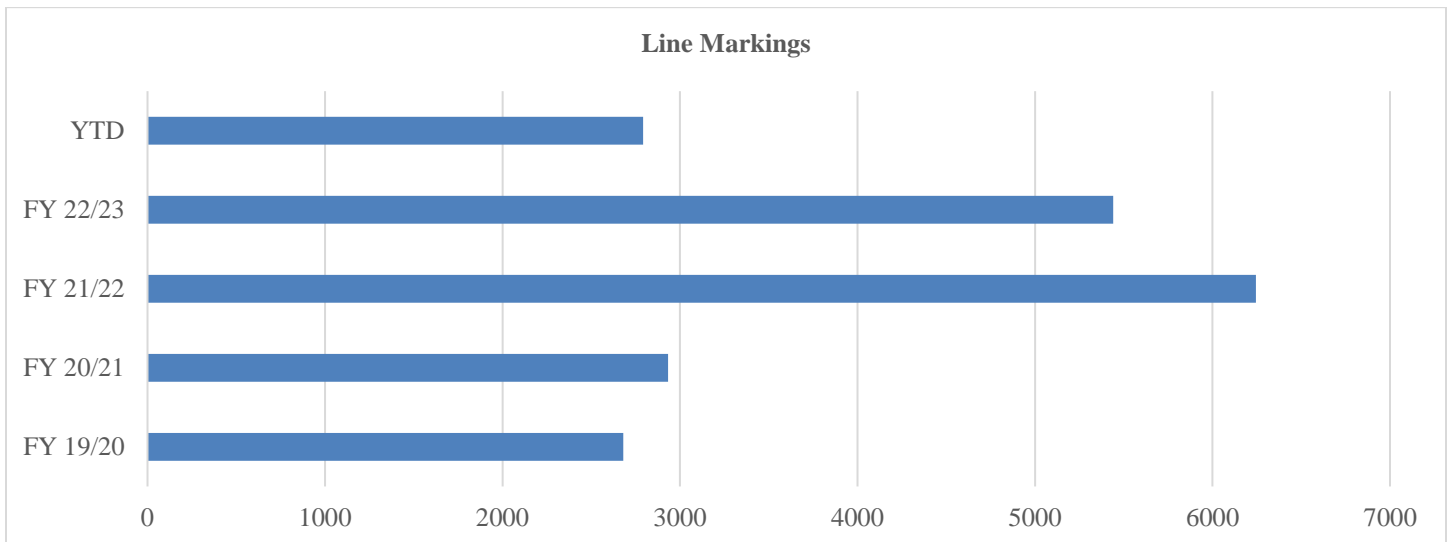
The City counts **189** commercial grinder stations, **2,800** residential grinder stations, and **30** major lift stations integrated into our Sanitary Sewer Collections System.



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-markings 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>January 2024</u>	<u>FY 23/24 YTD</u>
Tennessee 811	2680	2933	6245	5441	387	2793



**Public Services Department - Wastewater Division
January 2024**

<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>Jan 2024</u>	<u>FY 23/24 YTD</u>
Union Road	6	9	0	0		0	1
Summerlin	5	22	0	0		0	1
Settlers' Ridge	1	1	1	1		0	0
Willow Grove	n/a	n/a	n/a	n/a		1	1
Dorris Farms	n/a	n/a	n/a	n/a		0	0
Cope's Crossing	8	6	9	9		0	3
Cambria	4	3	4	4		0	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		1	1
Sage Road (aka Hester)	1	0	0	0		0	0
Loves Truck Stop	0	0	3	3		0	1
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		1	2
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		1	2
Concord Springs	0	0	2	2		0	0
Fields at Oakwood	n/a	2	2	2		0	0
Highland Park	n/a	n/a	n/a	n/a		0	0
Los Jalapenos	n/a	n/a	0	0		0	2
Mt. Vernon / Washington Square Apartments	n/a	n/a	0	0		1	3
Grove at Kendall	n/a	n/a	0	0		0	0
Wilkinson Lane	3	1	3	3		0	1
Heritage High School	1	0	0	0		0	0
Legacy Farms	n/a	n/a	0	0		0	1
The Parks #1	0	0	0	0		1	2
Treatment Plant	6	3	0	0		0	0

Public Services Department - Wastewater Division
January 2024

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. Recent forced updates and hardware upgrades caused a number of communication issues across the City, however hardware connectivity seems to have been resolved, and software updates have restored us to functionality at most existing sites. Additional upgrades have been scheduled to add additional functionality to three existing stations, and restore previous functionality to two others.

Major Alarms:

Copes Crossing: The control panel for Copes Crossing station has been replaced, and the station is operating normally. This follows the successful operation testing of a portable bypass pump to run the station during the panel replacement. The new panel includes Variable Frequency Drives (VFD's), which allow the pumps to slowly ramp up to speed as needed, instead of firing up at full speed from a cold start. Additionally, the new panel provides a "power conditioner", which provides a steady power stream and buffering effect for the site's electronic components from "dirty power", which has been documented at this site before. During the installation of the new control panel, it was found that the power cables running from the pumps to the panel were also in a deteriorated condition, and will soon require replacement. A quote has been solicited for the additional repairs, and discussions are underway regarding project timing and sequencing.

North Palmers Chapel Vacuum Station: The volute (casing) of one of the two in-line centrifugal pumps at this station has cracked, and the pump has been removed from service. This particular volute has cracked and been repaired before, but it is now beyond our current means of in-field repair. We have received a quote on a replacement pump and are awaiting approval for replacement; as well as a quote for removal, shop repair, and reinstallation of the existing pump (if possible). The station is currently operating normally on the one pump, though the pump with the cracked casing can still be operated manually in the event of an emergency (though this creates a mess if it is). Additionally, the station experienced a clogged equalization line, which was repaired and returned to normal operation.

Calista Vacuum Station: Vacuum Pump #3 experienced an oil-burning issue when the secondary air filter clogged and caused the filter material to overheat and get pulled through the pumps. A clog (small piece of debris) in the air intake check-valve on the primary air filter caused the malfunction. The oil was changed, all filters cleaned and replaced, and the pump returned to normal operation.

Mt. Vernon / Washington Square Apartments: The station servicing the Mt. Vernon and Washington Square apartments experienced another clog in the check-valve on the discharge line of the station. The station was pumped down, and the clogged check-valve repaired. The station was then returned to normal operation.

Sage Farms: The flow-meter on this newly installed station was found to be non-functioning following a SCADA system update. The supplying vendor dispatched a repair technician to the site to identify the issue and program the system. Diagnostics are currently underway.

Willow Grove: The flow-meter on the new Willow Grove station has also malfunctioned and is not functioning. Diagnostics are currently underway.

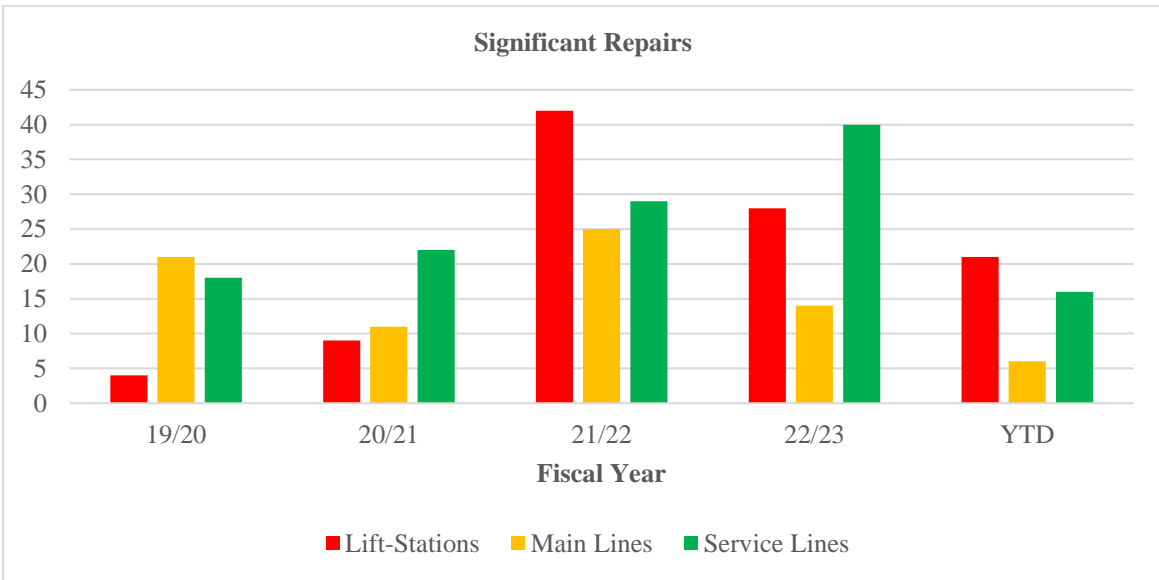
Parks Station #1: Parks Station #1 experienced a clogged drain plug in pump #1. Upon attempt to removed the plug, it sheared off within the pump's casing. The damaged piece was extracted, and a temporary part was installed while the permanent part was placed on order. The temporary part also failed, and the pump has been taken out of service until the new part arrived. The station is currently operating normally on a single pump.

**Public Services Department - Wastewater Division
January 2024**

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 six (6) 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.

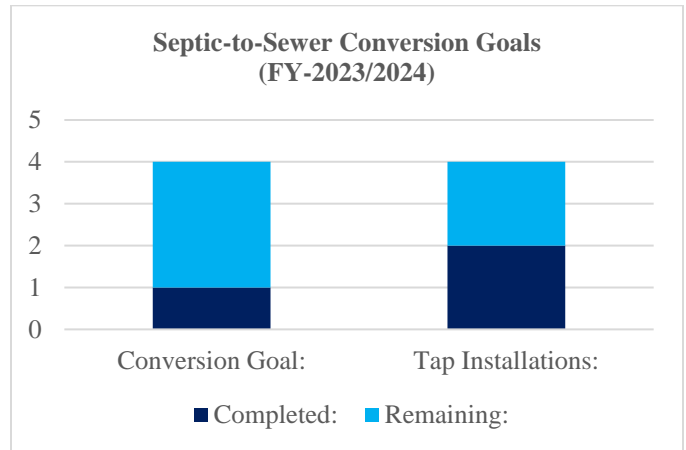
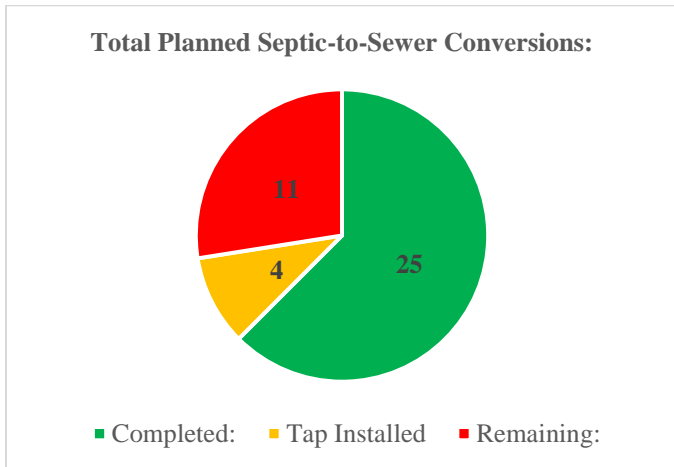
<u>Repairs</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Jan 2024</u>	<u>FY 23/24 YTD</u>
Major Stations	4	9	42	28		6	21
Main Line	21	11	25	14		1	6
Service Line	18	22	29	40		3	16



Public Services Department - Wastewater Division
January 2024

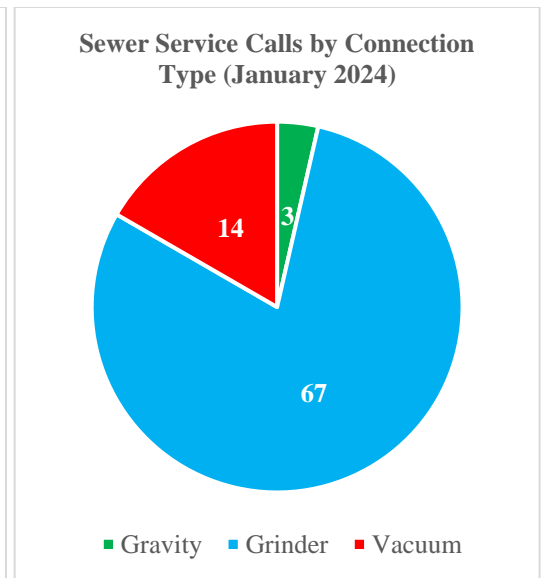
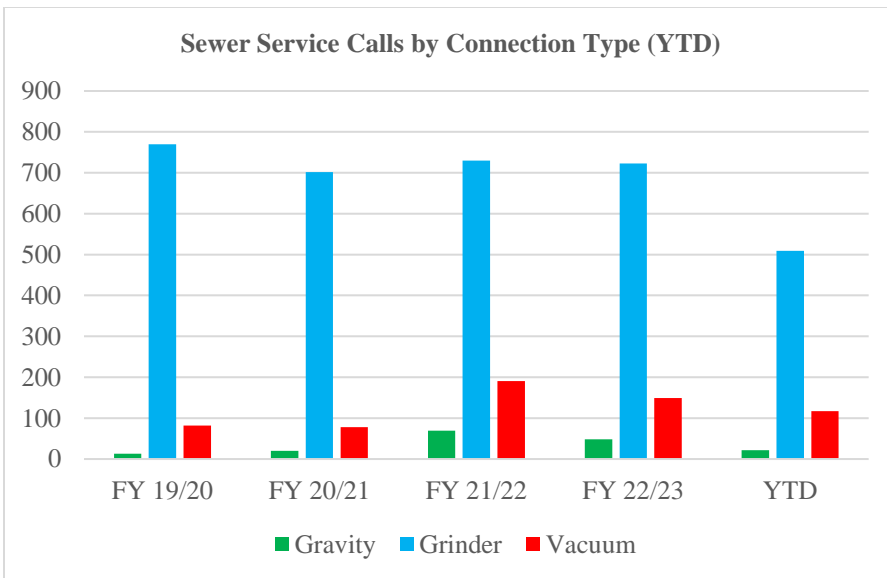
Ongoing Projects:

- 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 pipe installation, testing, and tie-ins have been completed, as have service line relocations along the Industrial Dr corridor. As of October 31st, 2023, all three phases of the new Southern Force-Main are receiving active flow (flow is diverting from the old 12” line into the new upsized line beginning at the intersection of Sage Rd / Cardinal Dr and flowing to the Wastewater Treatment Plant located at 725 Industrial Dr), and the old 12” and old 6” lines along Industrial Dr have been physically disconnected and abandoned from the intersection of SCT Dr and Industrial Dr to the treatment plant. Final paving of the disturbed areas within the campus of the Wastewater Treatment Plant, as well as full-width repaving of Industrial Dr and SCT Dr (including restriping) has also been completed. Remaining tasks for completion of Phase-3 include the installation of one (1) additional 12-inch insert-a-valve, with location to be determined by the City. Bids for Phase-4 were opened on February 5th, and are currently under review.**
- 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. North Palmers Vacuum Station:** The volute of one of the in-line centrifugal sewer pumps has cracked, and the pump has been removed from service. Due to the age of the pump, a matching volute cannot be sourced, and the entire pump must be replaced. **A quote has been solicited for a replacement, and is currently awaiting approval for purchase.**
- 4. Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. 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. One conversion has been partially completed in December, 2023; and is awaiting site power for the grinder pump to be installed by the homeowner.**
- 5. Copes Crossing Lift-Station:** The control panel for the Copes Crossing lift-station has been replaced. However, an additional issue was identified with the pump power cables during the panel replacement. **A quote was solicited, and the replacement power cables have been placed on order.**



**Public Services Department - Wastewater Division
January 2024**

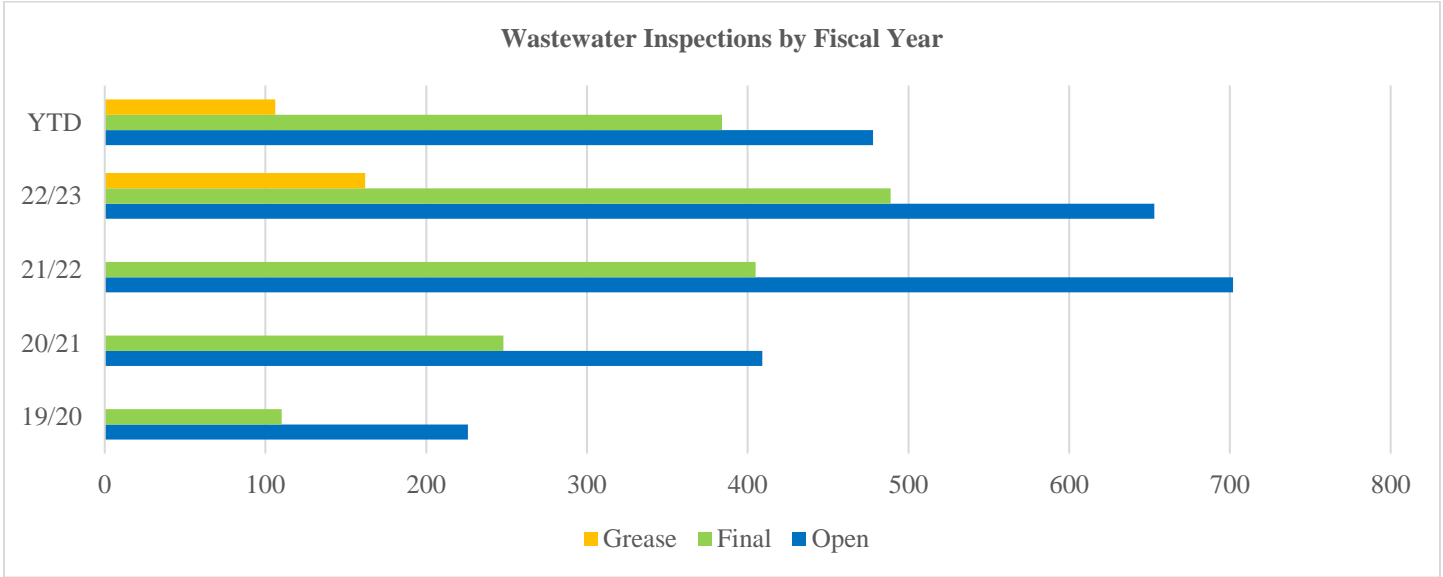
<u>Work Orders</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>Jan 2024</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149	14	117
Gravity Service Request	13	20	69	48	3	22
Low Pressure Service Request	770	702	730	723	63	505
Total Pumps Replaced	449	492	472	459	38	257
Total Pumps Rebuilt	n/a	135	114	30	0	15
Total Warranty Pumps Returned	n/a	n/a	129	125	14	38
Grinder Tank PM Program	267	219	117	132	8	87
Open Trench Inspections	226	409	702	653	77	478
Final Inspection for New Service	110	248	405	489	47	384
Grease Trap Inspections	n/a	n/a	n/a	162	16	106
Sanitary Sewer Overflow (SSO)	49	19	28	14	1	10
Odor Complaints	43	35	22	28	2	22



**Public Services Department - Wastewater Division
January 2024**

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 five years, with FY22/23 numbers remaining similar to the FY21/22 inspection requests.

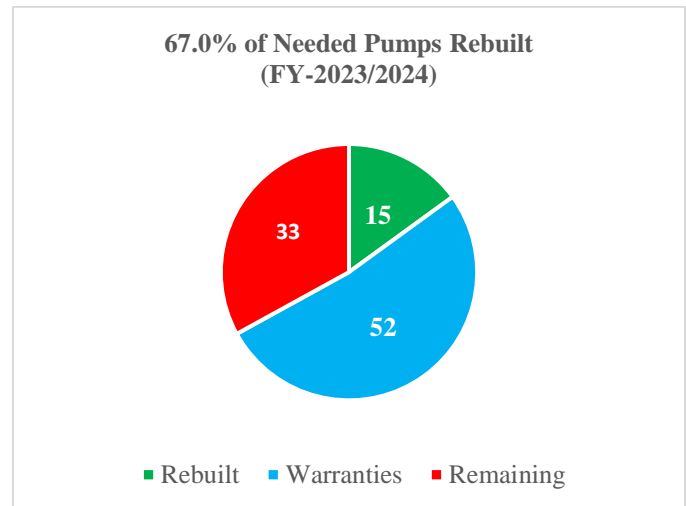


Pump Rebuilds:

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 (inclusive of rebuilt warranty-return 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
January 2024**

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.

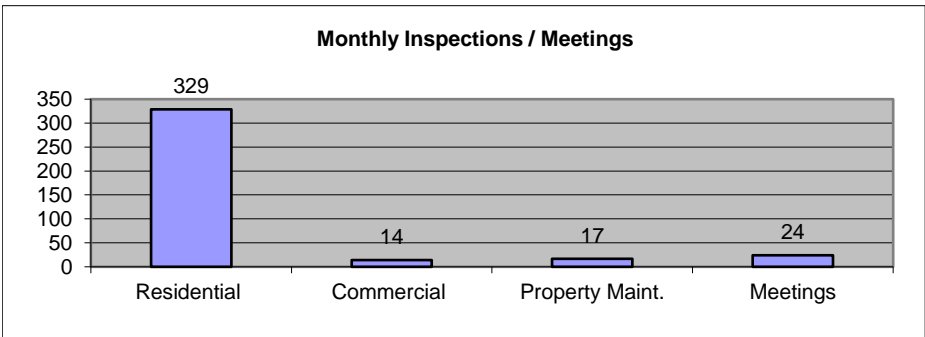
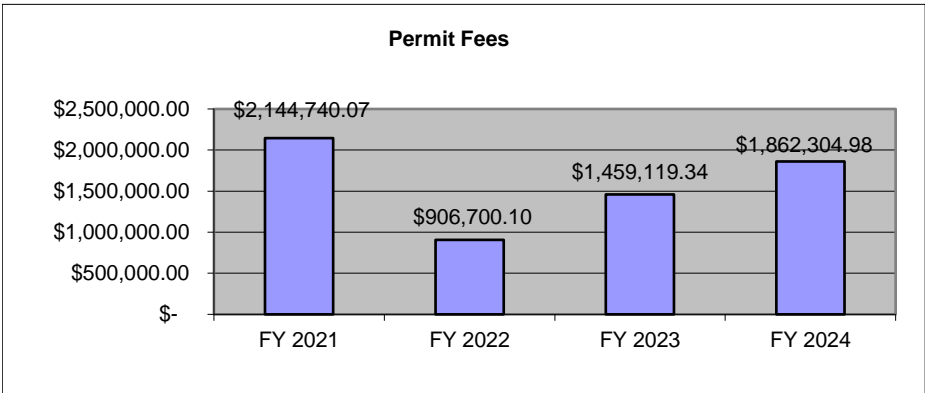
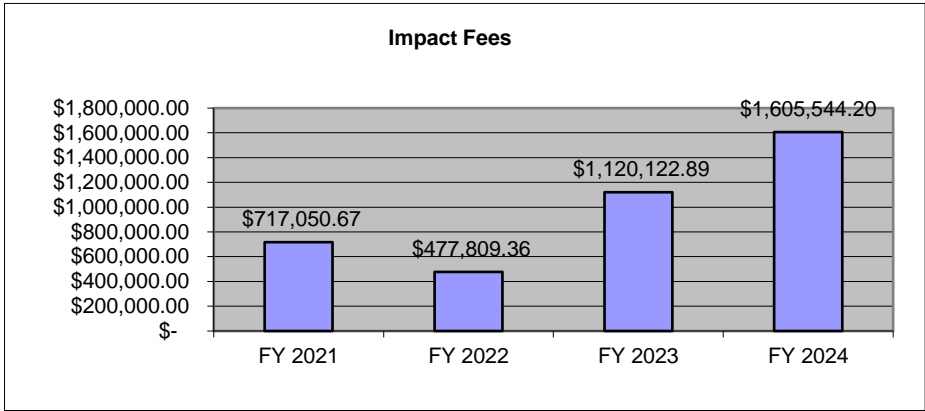
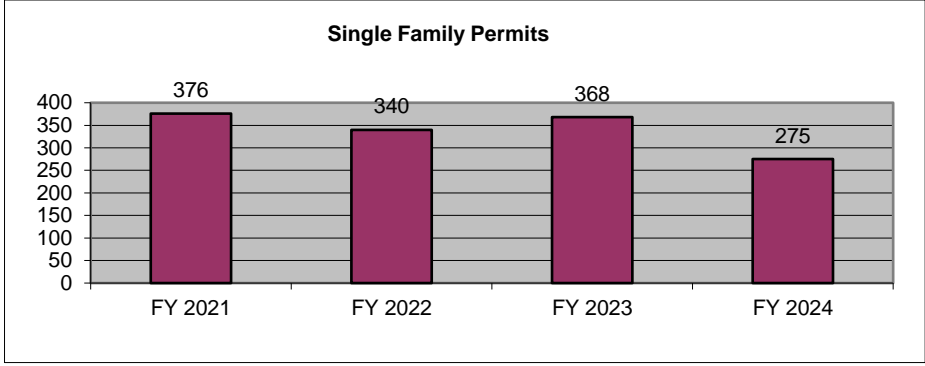
Parameter	Oct - 23	Nov - 23	Dec - 23	Jan - 24	
Flow – To Creek	0.526 MGD	0.614 MGD	0.646 MGD	0.820 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.526 MGD	0.614 MGD	0.646 MGD	0.820 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	37.6%	43.9%	46.1%	58.6%	(0.820 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	47.0%	54.8%	57.7%	73.2%	(0.820 MGD) / (1.120 MGD)
Rainfall	1.60”	3.31”	2.15”	11.02”	

	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Jan 2024</u>	<u>FY 23/24 YTD</u>
Effluent Violations	12	7	32	25		6	15

- 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. Five additional daily violations for ammonia occurred during heavy I&I events, which decreased detention time within the plant, and reduced the effectiveness of the treatment process during that time as a result.
- 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 **2.00** parts per million (ppm). The average residual was **0.20** 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 **28.7 CFU’s**, which is well below the limit. ***Last month the average was 40.80 CFU.***

**Planning and Codes Department
JANUARY 2024**



**Planning and Codes Department
JANUARY 2024**

	Month	FY2024	FY2023	FY2022	FY2021
MEETING AGENDA ITEMS#					
Planning Commission	0	46	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	46	275	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	5	47	96	89	83
New Commercial	0	8	7	7	6
New Industrial	0	1	0	0	0
Other Com/Ind	5	31	51	25	23
Sign	4	11	22	11	17
Occupancy Permits	24	215	397	319	400
Other	0	1	31	11	12
BUILDING INSPECTIONS					
Residential	329	2749	4885	5452	2621
Hours	164.5	1039.25	2250.5	1367	533
Commercial /Industrial	14	113	125	139	92
Hours	7	40.75	125	139	92
CODE ENFORCEMENT					
Total Cases	17	129	35	98	179
Hours	8.5	43.75	35.75	70.24	86.75
Complaints Received	17	125	199	55	41
MEETINGS					
Administration	7	44	80	117	72
Hours	3.5	22.75	86	127	70
Planning	15	81	112	127	53
Hours	15	43.25	116.5	96	50
Codes	2	12	10	8	11
Hours	1	9.5	13	10	9
FEES					
Permit Fees	\$176,850.00	\$ 1,862,304.98	\$ 1,459,119.34	\$ 906,700.10	\$2,144,740.07
Board Review Fees	\$2,100.00	\$ 5,730.00	\$ 18,050.00	\$ 14,100.00	\$84,775.00
City Impact Fee	\$172,040.00	\$ 1,605,544.20	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
Roads	\$52,762.00	\$ 513,603.48	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$54,694.00	\$ 326,975.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$38,916.00	\$ 460,749.44	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41
Fire	\$25,668.00	\$ 304,216.28	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
OTHER ITEMS					
Subdivision Lots	0	0	0	0	235
Commercial/Ind. Sq Ft	0	311,999	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	\$ 26,014,121.14		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	18		17	16	15

**Parks, Recreation, & Cultural Arts Department
January 2024**

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Project started
- Substantial completion set for June 15th



Splash Pad Maintenance Building

- Some work was done on the interior but not much else
- It has been stressed to them that we intend to open splash pad on time this year and how important it is to get situation with tank resolved before then

Rec Center

- Steel work continued this month – should still take a little while longer to complete.
- Work continued on the walls



**Parks, Recreation, & Cultural Arts Department
January 2024**

Master Plan

- Work continued with Kimley Horn
- Survey completed – 722 people participated which we are told is a exceptional response rate – they actually asked us what we did to get the number of responses we got, so we feel good about that
- Next steps include a Study Session on February 20th to do a SWOT analysis with the Leisure Service Board, then we will review draft recommendations at the March Leisure Service Board Meeting and review the final draft at the May meeting.
- We will obviously be doing additional things between those dates but those are the highlights.

List of upcoming projects yet to begin:

Parks Truck

- Still waiting on this project

Dirt for Laser Grading & Sand for Top Dressing

- Laser grading complete
- Top dressing will take place in June
-

Recreation

Adult Programs

Women's Exercise Class:

- Dates: 01/03, 01/10, 01/24, 01/31
- Canceled 01/17- Winter Weather
- Total Attendees: 13

Adult Softball:

- Registration Open: Jan 28th- March 10th

Youth Athletics

Youth Basketball

- Games ongoing
- Practices and games canceled: 01/15 - 01/20
 - Winter Weather
- Pictures Taken: Jan. 6th & 13th
 - Kris Freeman- SMS Media

Girl's Volleyball

- Registration: Jan. 1st- Feb. 18th
- 87 players registered as of 01/31

Challenger Baseball

- Registration: Jan. 1st- Mar. 17th
- 4 players registered as of Jan 31st
- Sponsor letters dispersed week of Jan. 25th
 - Channels: Email, Mail, Chamber Newsletter
 - \$1,500 received as of Jan. 31st

Special Events

Next Event: The Great Egg Hunt- March 17th- 31st

- Submitted Graphics for Word on White House (February/March edition)



**Parks, Recreation, & Cultural Arts Department
January 2024**

Other

Master Plan:

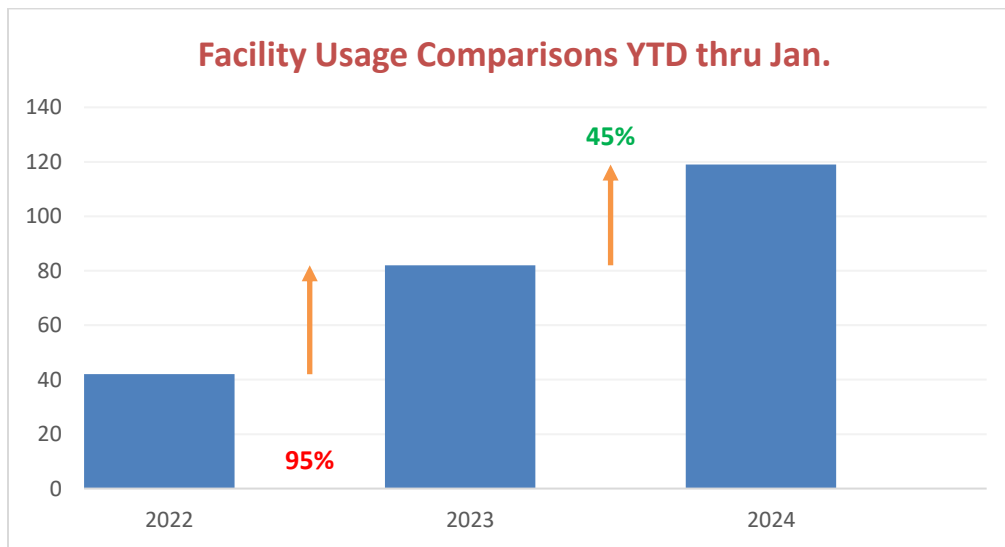
- Public Survey Ended- 01/08

Open gyms: Averaged totals per a day

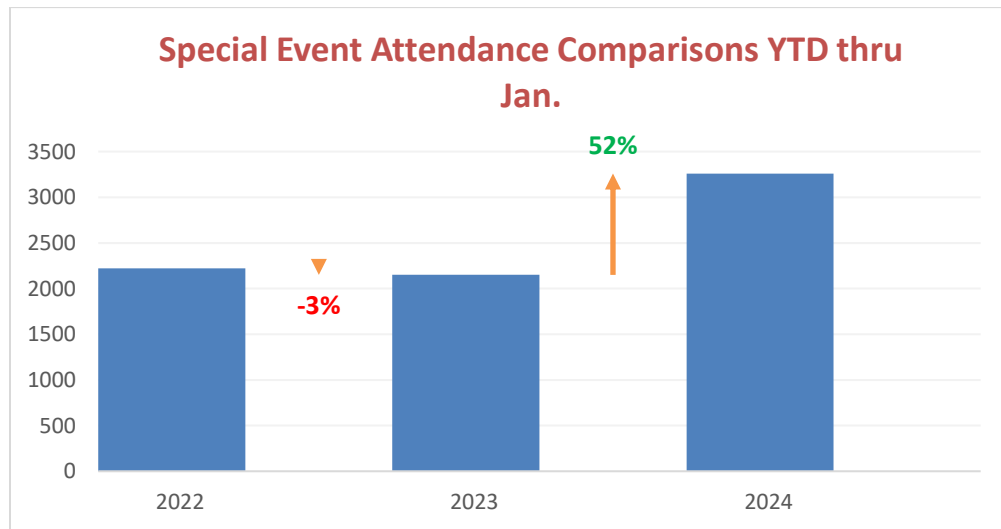
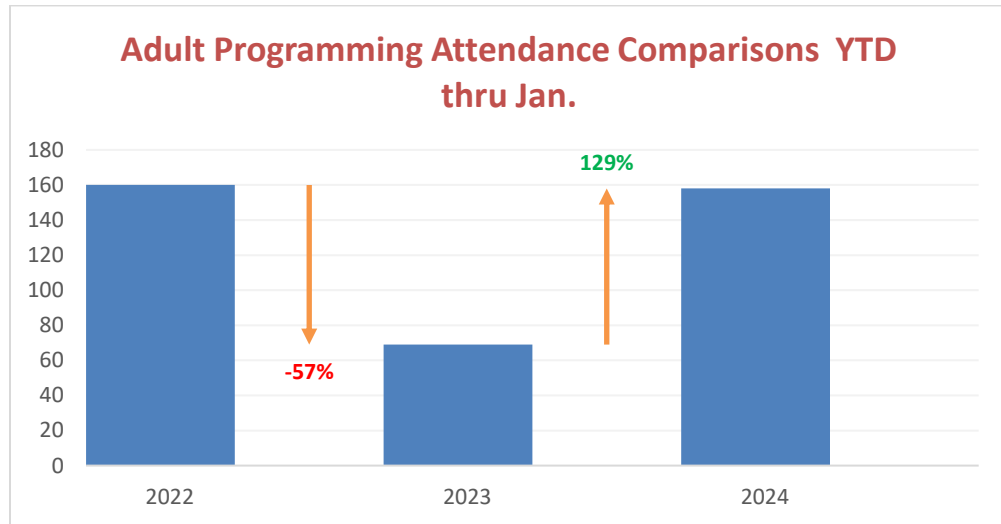
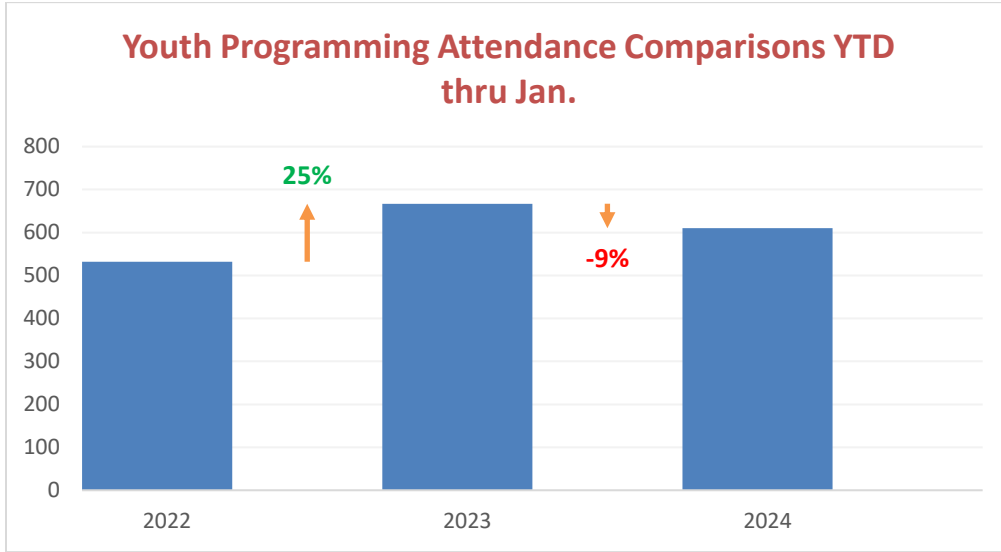
- Gym Closed: 01/16-01/21 for Winter Weather
- Pickle Ball Open Gym- 17
- Open Gym - 16

Social Media

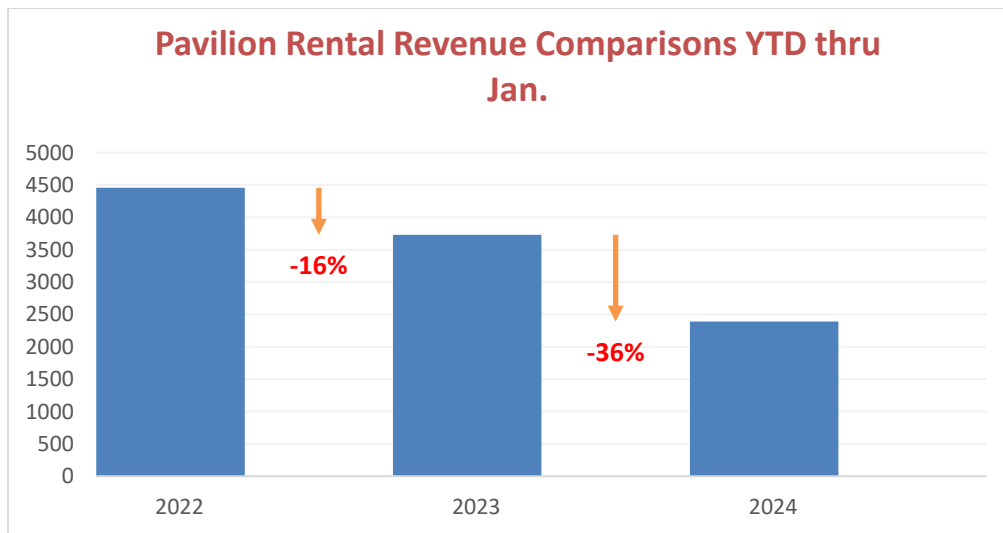
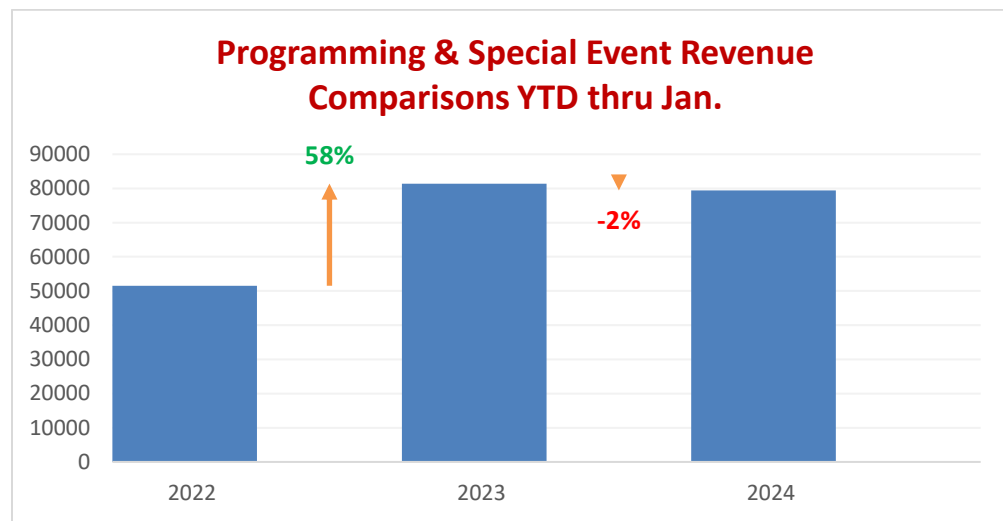
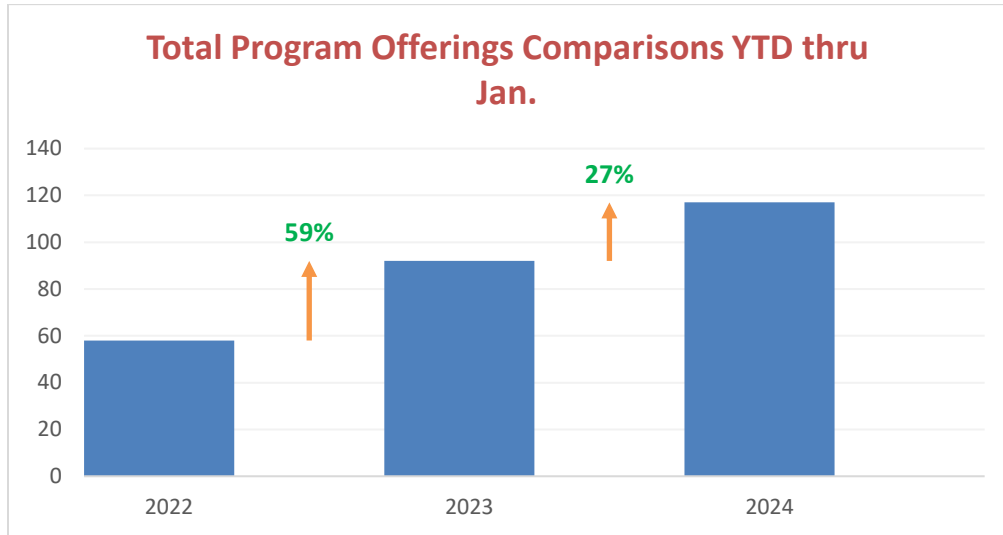
- Facebook
 - 985 Followers
 - Reach: 5,360
 - Total posts:
 - Best Performing Post: 01/07- Women's Exercise Class
 - Reach: 2,000
 - Shares: 3
 - Link Clicks 94



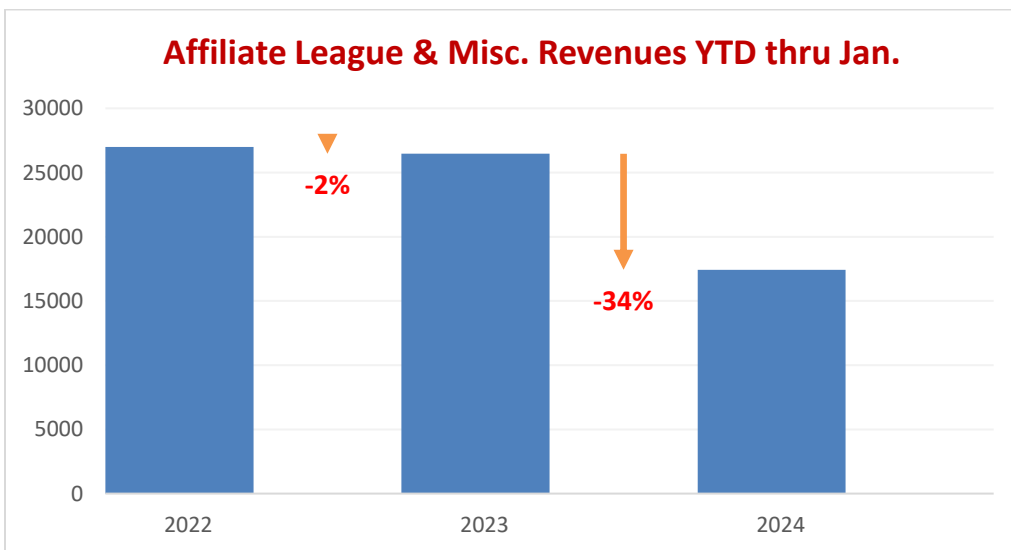
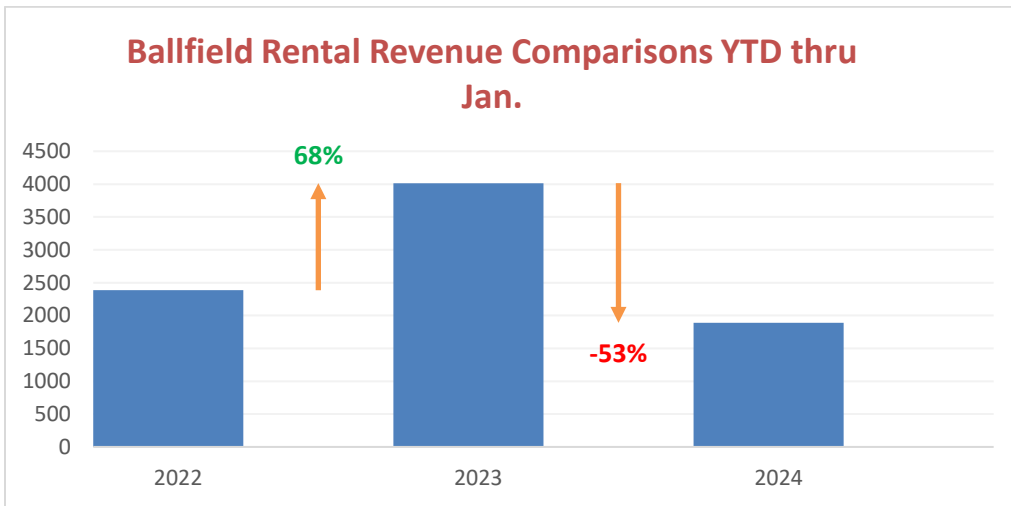
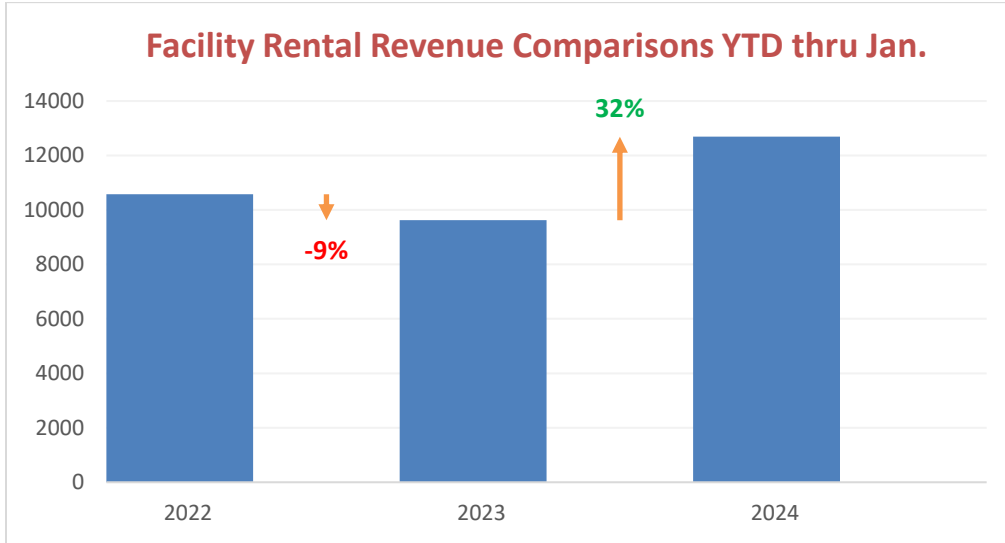
Parks, Recreation, & Cultural Arts Department
January 2024



**Parks, Recreation, & Cultural Arts Department
January 2024**



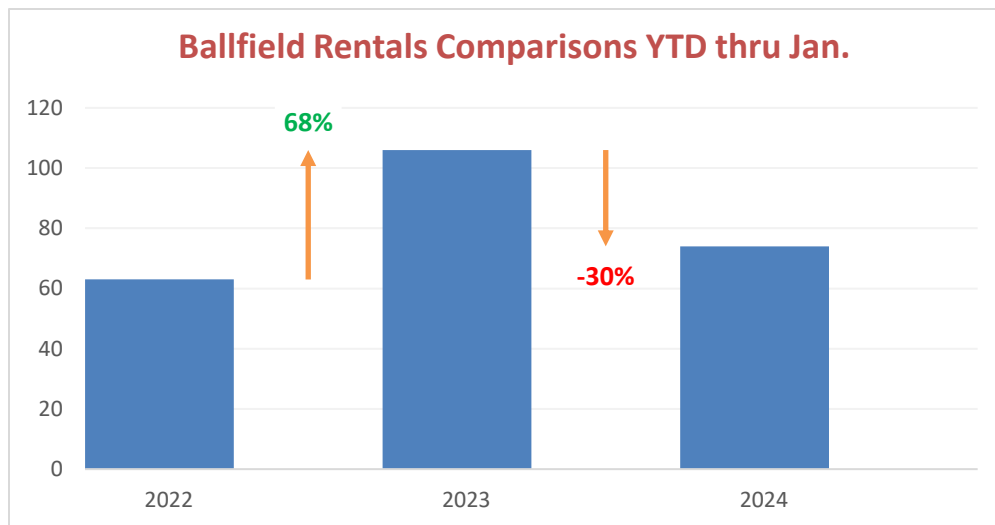
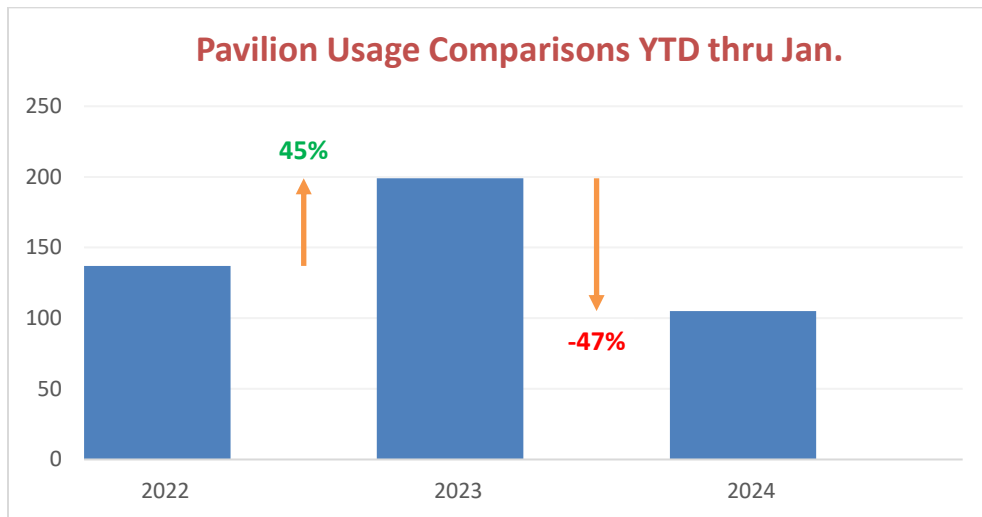
**Parks, Recreation, & Cultural Arts Department
January 2024**



**Parks, Recreation, & Cultural Arts Department
January 2024**

Maintenance

- We pressure washed bridge floors at the High School and Tyree Springs. We also pressure washed the field 5 bathroom building and field 5,6 dugouts.
- We put down pre-emergent in all of our landscape beds.
- We changed out some more flush valves in the soccer complex bathrooms.
- We cut up a couple more trees next to the volleyball courts.
- We took the metal cage off of the landscape truck to give us more bed space.



**Parks, Recreation, & Cultural Arts Department
January 2024**

Museum

Volunteers

The volunteers calendared the events that the museum will participate in this year. We also began contacting reenactors and discussing ideas and changes for The Gathering on Saturday, September 21. Volunteers helped take down the JT Albert display and pack it up for pick up. We really appreciate Johnny Albert loaning several of his father's items for this display. Also, a volunteer helped get the Christmas decorations for the inside of the building put in the storage room. Volunteers provided the museum with 20 hours of service in January.

Exhibits – The volunteers discussed, and helped prepare and put up the new display for Black History Month on Josephine Groves Holloway.



Tours at Museum - Tours were given to walk ins.

Building Maintenance

The floor in the hallway that had water damage from HVAC leak has been repaired.

Christmas tree was taken down.



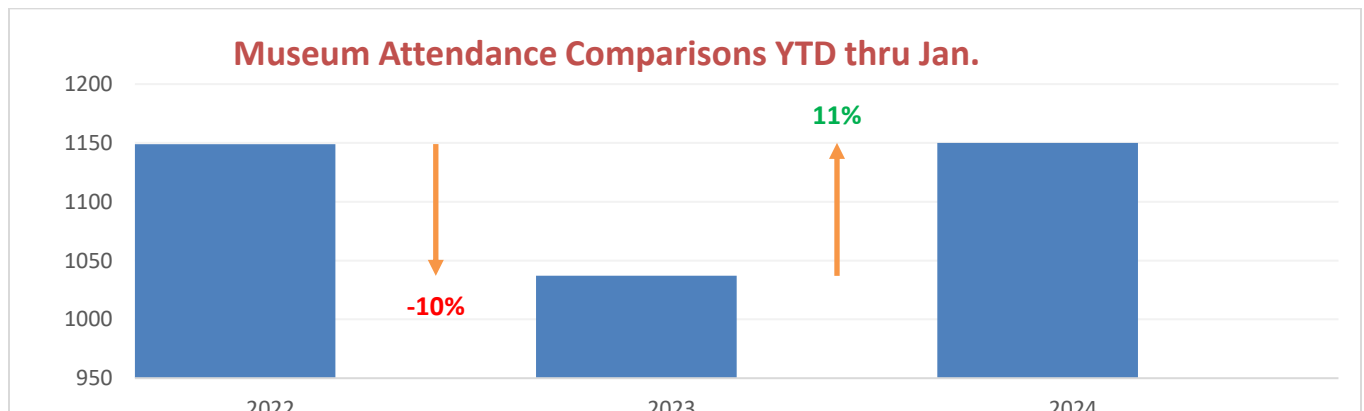
Events and Meetings Assisted with and/or Attended

- January 11 – Rotary used Training Room
- January 16-17 – Museum was closed due to snow/ice
- January 18 – Rotary used Training Room
- January 24 – Ribbon Cutting Liberty Market
- January 31 – Charter Senior Living used Training Room with Speaker Ceagus Clark, Planning and Codes Director



Visitors' Center and Museum Attendance

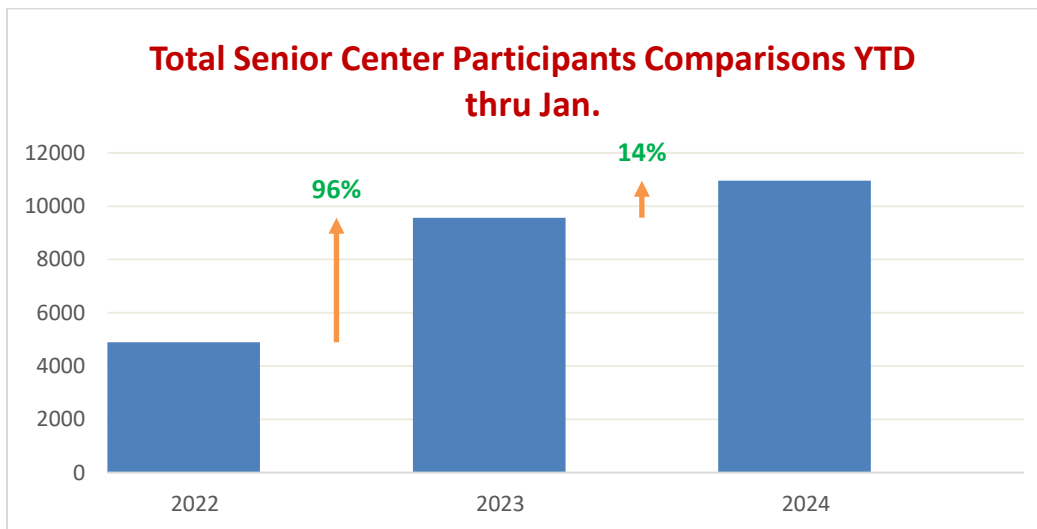
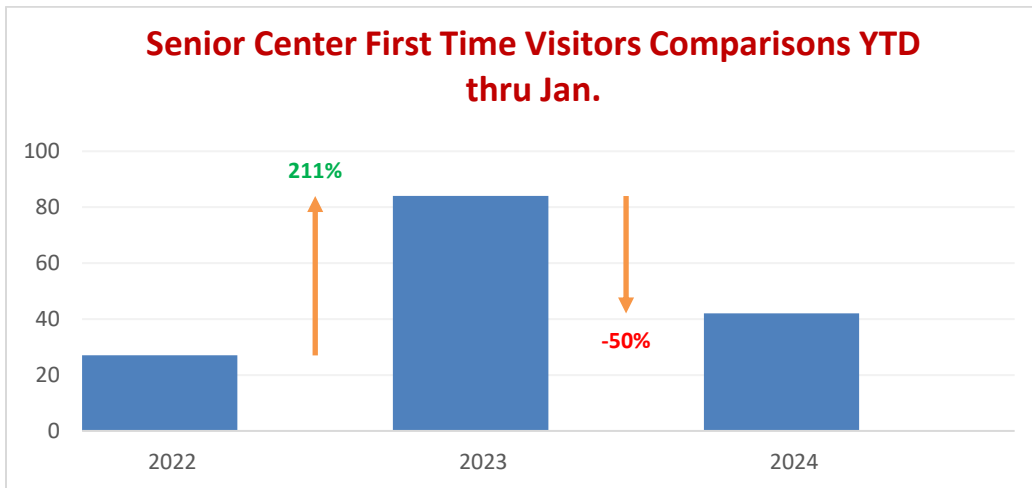
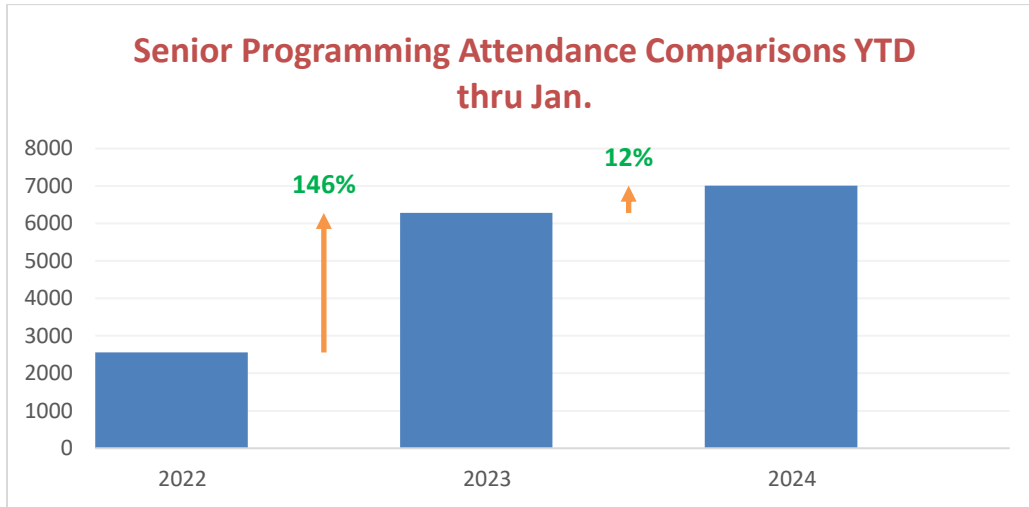
Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
1	14	12	26	



**Parks, Recreation, & Cultural Arts Department
January 2024**

Senior Center Participation - JANUARY 2024			
Outings:			
Opry Mills	15		
NCG Movies	16		
Bowling	14		
Total	45		
Events:			
Christmas Party for Exercise Class	28		
Movie at Center	5		
Total	33		
		Sr Meals Wednesdays	
		142	
		133	
		123	
		127	
		525	TOTAL
Programs:			
Fittercise-Strength, Yoga	384		
Walk	112		
Bingo	52		
Birthday Potluck	32		
Ballroom & Country Western Dance Lessons	19		
Farmers Rummy	15		
Garden Club	44		
Quilting	0		
Meals on Wheels	71		
Bunco	15		
Bible Study	0		
Crafts	0		
Cards, Games, Pool, Puzzles	133		
Pickle Ball	96		
TOTAL	973		
MEMBERS	381	Updated members	as of 1/31
1st time visitors	14		
New Members	8		
TOTAL Sr Center Participants:	1396	Total	1576

**Parks, Recreation, & Cultural Arts Department
January 2024**



	FYE 2021	FYE 2022	FYE 2023	YTD Jan. 2022	YTD Jan. 2023	Jan-24	YTD 23-24
Facility Usage							
Special Use Permits Submitted	39	20	23	6	14	2	17
Pavilion 1 Usage	21	16	16	7	7	0	11
Pavilion 2 Usage	13	16	14	4	5	0	9
Pavilion 3 Usage	74	94	137	36	65	0	70
Splash Pad Pavilion Usage	99	165	136	90	122	0	15
Total Number of Pavilions Usage	207	291	303	137	199	0	105
Gymnasium Rentals	23	83	82	42	64	2	18
Amphitheater Usage	1	9	9	0	7	0	1
Community Room			66	0	11	12	100
Total Number of Facility Rentals	30	92	157	42	82	14	119
Ballfield Rentals	146	134	165	63	106	0	74
Vistor Center Attendance	20	29	30	12	16	1	15
Vistors Who Also Toured Museum	70	303	191	151	101	14	123
Museum Attendance Only	115	1116	1142	986	936	12	1027
Total Museum Attendance	185	1419	1333	1,149	1037	26	1150
Programming							
Number of Youth Program Participants	417	615	800	532	667	0	610
Number of Adult Program Participants	100	260	195	160	69	13	158
Number of In-House Special Events Offered	9	7	11	5	7	0	8
Number of In-House Special Event Attendees	1077	2223	2158	2,223	2,150	0	3260
Number of Rec Programs Offered	19	21	24	11	13	4	14
Number of Senior Center Memberships	2000	2454	3186	1429	1605	381	2564
Number of New Senior Center Memberships	0	5	38	5	9	8	56
Senior Center Participants	4412	11605	16,821	4,894	9,570	1,576	10956
Senior Center First Time Visitors	36	95	115	27	84	14	42
Number of Senior Trips Offered	9	28	46	12	27	2	18
Number of Senior Trip Participants	81	235	617	92	335	45	264
Number of Senior Programs Offered	34	101	142	47	79	16	103
Number of Senior Program Participants	1061	7304	10,566	2557	6282	1006	7010
Number of Senior Meals Served	36	47	48	27	28	4	30
Number of Meals Participants	3277	3965	5658	2245	2953	525	4314
Offsite Presentation Attendees	0	145	435	120	300	0	385
Total Number of Programs Offered	53	124	166	58	92	20	117
Revenues							
Youth Programs	\$44,261.00	\$57,366.00	\$ 79,821.40	\$42,497.00	\$64,582.00	\$5,993.00	\$ 59,595.00
Adult Programs	\$ 6,230.00	\$ 7,925.00	\$ 11,780.00	\$2,500.00	\$6,270.00	\$290.00	\$ 4,660.00
Special Events	\$ 3,495.00	\$ 3,080.00	\$ 2,940.00	\$765.00	\$780.00	\$0.00	\$ 785.00
Senior Meals	\$ 8,222.50	\$11,442.00	\$ 18,754.00	\$5,774.50	\$9,793.50	\$1,742.00	\$ 14,376.50
Shelter Reservations	\$ 9,112.50	\$12,995.00	\$ 7,675.00	\$4,455.00	\$3,730.00	\$280.00	\$ 2,387.50
Facility Reservations	\$ 2,956.25	\$19,181.75	\$ 16,978.25	\$10,575.50	\$9,621.50	\$1,243.75	\$ 12,687.50
Field Rentals	\$ 5,820.50	\$ 3,913.00	\$ 5,578.50	\$2,385.00	\$4,015.00	\$100.00	\$ 1,888.00
Affiliate League/Tournament Fee Revenue	\$ -	\$13,666.50	\$ 29,825.50	\$7,849.50	\$22,045.50	\$2,581.00	\$ 11,527.50
Misc	\$ 9,686.39	\$25,818.31	\$ 8,763.20	\$19,141.55	\$4,417.18	\$1,500.00	\$ 5,901.95
Maintenance							
Mowing Hours	2,195	1660.25	1548.5	1201.25	824.5	0	938
Work Orders Received	9	15	24	9	12	0	10
Work Orders Completed	9	14	23	8	11	0	10
Number of Projects Started	39	31	8	15	3		10
Number of Projects Completed	32	29	8	13	3		8
Number of ballfield rainouts	NA	156	321		25	0	167
Bags of Field Dry Used	NA	100	42		3	0	24

White House Library January 2024

Summary of Activities

The library director had her one-on-one meeting with the library board chair. The library director shared her proposed goals and professional development with the chair and gave an update on how she was doing.

The library board met on January 11th. The board reviewed the museum passes policy change, the state standards, the budget proposal and conducted the director's evaluation. They decided to let museum passes checkout for 2 weeks with no renewals and no late fees. They also wanted to have a mix of board members and patrons complete the image evaluation. They voted to accept the budget proposal from the budget committee.

The executive committee met on January 16th. The committee presented to the library director the board's director evaluation. The committee approved the Objective Key Result (OKRs) plan, the director's goals, and her professional development proposal. They only removed one item from the director's professional development. Since there are now measureable results that both the library staff and the director are to achieve, the progress of those goals will be reported on monthly reports.

The library closed early in the evening and cancelled all programs the week of the snow storm.

The library director and library trustee Carter Beck attended the Board of Mayor and Aldermen meeting on January 22nd. The director presented the BMA with the library board's proposal to go fine free. The BMA vote yes on the proposal for the first reading. On February 15 the BMA will have a second reading on the proposal.

The library had a company called Sorenson come install a video phone in the library for the deaf community to use. This is part of the library's long range plan. The library will provide more details on how the video phone will help the deaf community after they receive all the instruction and promotional material.

The HR Director, Library Director and City Administrator conducted interviews for the vacant library supervisor position. 3 candidates were interviewed and an offer was made to one, who accepted the position but her start date is pending as she will have to move to the area.

The library director attended the department head budget retreat. At this meeting the group did teambuilding exercises and discussed personnel and CIP requests.

The library director had her monthly one-on-ones with each of her library staff. At these meetings the director went over the OKR plan, other changes for each staff member, and allowed time for each staff member to discuss anything they would like.

Department Highlights

The highlights for the month include getting the video phone for the deaf community to use, making an offer for the vacant position, and the BMA voting on the first reading to go fine free.

**White House Public Library
January 2024 Performance Measures**

Official Service Area Populations

2020	2021	2022	2023	2024
14,363	14,455	14,820	15,094	

Membership

January	2020	2021	2022	2023	2024
New Members	100	85	95	151	147
Updated Members	332	332	326	991	496
Yearly Totals	2020	2021	2022	2023	2024
Total Members	9,496	7,027	7,125	7,442	7,537
% of population with membership	66	49	48	49	49

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. The library did its annual purge in October, which is why there is a drop in total cardholders.

Total Material Available: 39,631

Estimated Value of Total Materials: \$990,775

Total Materials Available Per Capita: 2.63

Last Month: \$988,125

Last Month: 2.62

State Minimum Standard: 2.00

Materials Added in January

2020	2021	2022	2023	2024
176	120	365	183	128

Yearly Material Added

2020	2021	2022	2023	2024
3,025	3,035	3,573	2,641	128

Physical Items Checked Out in January

2020	2021	2022	2023	2024
4,809	4,189	5,178	6,167	6,502

Cumulative Physical Items Check Out

2020	2021	2022	2023	2024
50,042	59,515	80,653	81,667	6,502

Miscellaneous item checkouts

January	2020	2021	2022	2023	2024
Technology Devices	28	54	63	67	85
Study Rooms	77	21	58	65	57
Games and Puzzles	96	120	148	165	226
Seeds	16	50	23	96	42
STEAM Packs	30	0	24	20	20
Cake Pans	13	2	4	4	8
Outdoor Items	*	*	*	1	1
Honor Books	*	*	*	11	6

Yearly Totals

2020	2021	2022	2023	2024
381	725	743	794	85
305	395	746	888	57
955	1,263	2,060	1,855	226
302	878	883	767	42
25	160	234	351	20
28	21	69	45	8
*	*	17	59	1
*	*	19	104	6

Library Services Usage

January	2020	2021	2022	2023	2024
Test Proctoring	2	0	3	1	0
Charging Station	11	3	1	1	1
Notary Services	13	4	11	9	15
Library Visits	4,549	2,519	3,151	3,498	3,777
Website Usage	1,092	2,253	2,449	3,910	970
Reference Questions	2	4	4	0	2

Yearly Totals

2020	2021	2022	2023	2024
74	108	61	54	0
47	45	21	16	1
88	144	135	167	15
30,007	38,913	48,253	48,053	3,777
17,977	27,907	33,678	36,648	970
60	73	31	37	2

Computer Users

January	2020	2021	2022	2023	2024
Wireless	592	238	299	372	268
Adult Users	375	220	200	189	192
Kids Users	194	2	123	161	143

Yearly Computer Users

2020	2021	2022	2023	2024
3,829	3,878	4,544	4,338	268
2,138	2,235	2,608	2,255	192
427	957	2,987	2,030	143

Library Volunteers

January	2020	2021	2022	2023	2024
Library Volunteers	14	12	10	8	9
Volunteer Hours	155	114	86	41	57.5

Yearly Totals

19-20	20-21	21-22	22-23	23-24
36	20	48	54	34
1,286	1,204	1,492.5	1,227	324.5

**White House Public Library
January 2024 Performance Measures**

Universal Class Counts

January	
Sign ups	2
Courses started	6
Lessons viewed	46
Submissions	58

Yearly Totals

2020	2021	2022	2023	2024
10	13	18	22	2
53	39	2	24	6
1,771	1,008	876	419	46
800	515	465	559	58

Kanopy

January	
Visits	657
Pages	856
Plays	196
Accounts	7

2023	2024
2,350	657
3,547	856
608	196
89	7

Programs

1,000 books	2020	2021	2022	2023	2024
Monthly Sign-ups	2	1	9	0	2
Total program Sign-ups	67	124	132	157	159

Achievements	
500 Mark	18
Total Completion	18

Face-to-face Kids Programs

January	2020	2021	2022	2023	2024
Programs	12	0	12	11	11
Attendees	260	0	250	264	241
Yearly	2020	2021	2022	2023	2024
Programs	43	91	136	129	11
Attendees	1,185	2,167	3,646	3,805	241

Grab & Go Kits

January	2020	2021	2022	2023	2024
Kits	0	6	0	0	0
Taken	0	251	0	0	0
Yearly	2020	2021	2022	2023	2024
Kits	38	44	7	7	0
Taken	1094	1,699	334	184	0

We actually missed a week of story time due to the snow.

Teen/tween Face-to-Face Programs

January	2020	2021	2022	2023	2024
Programs	0	0	8	8	8
Attendees	0	0	32	18	23
Yearly	2020	2021	2022	2023	2024
Programs	11	43	98	112	8
Attendees	77	370	437	361	23

Teens Programs

January	2024
Programs	2
Attendance	3
Yearly	
Programs	2
Attendance	3

Grab & Go

January	2020	2021	2022	2023	2024
Kits	0	4	0	0	0
Taken	0	55	0	0	0
Yearly	2020	2021	2022	2023	2024
Kits	13	24	7	10	0
Taken	152	409	151	100	0

We cancelled one set of tween/teen programs due to snow.

Face-to-face Adult Programs

January	2020	2021	2022	2023	2024
Programs	11	3	6	8	10
Attendees	54	17	27	36	71
Yearly	2020	2021	2022	2023	2024
Programs	42	63	75	107	10
Attendees	214	351	377	589	71

Device Advice

January	2020	2021	2022	2023	2024
Sessions	0	7	9	14	18
Yearly	51	81	131	144	18
Passive					
January	*	0	0	0	0
Yearly	*	0	20	0	0

We cancelled some adults programs due to snow.

Interlibrary Loan Services

January	2020	2021	2022	2023	2024
Borrowed	53	59	27	54	77
Loaned	20	12	66	16	19

Yearly Interlibrary Loan Services

2020	2021	2022	2023	2024
534	673	872	597	77
151	226	317	184	19

January	R.E.A.D.S
Adults	2,534
Juvenile	176

Yearly Totals	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Adults	23,138	19,466	21,110	25,066	17,065
Juvenile	1,189	1,032	2,013	1,788	1,371

The READS statistics come from the state.

CITY COURT REPORT

January 2024

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$5,294.00
TOTAL MONIES COLLECTED YTD	\$45,218.50

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$1,006.32
TOTAL MONIES COLLECTED YTD	\$11,317.95

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$6,300.32</u>
<u>TOTAL REVENUE YTD</u>	<u>\$56,536.45</u>

DISBURSEMENTS

LITIGATION TAX	\$367.87
DOS/DOH FINES & FEES	\$171.00
DOS TITLE & REGISTRATION	\$147.25
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$686.12</u>
<u>TOTAL DISBURSEMENTS YTD</u>	<u>\$7,063.03</u>

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$5,614.20</u>
<u>TOTAL ADJUSTED REVENUE YTD</u>	<u>\$49,473.42</u>

DRUG FUND

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$90.44</u>
<u>DRUG FUND DONATIONS YTD</u>	<u>\$2,119.36</u>

Offenses Convicted & Paid For Month	Count	Paid
Careless Driving	1	\$90.00
Financial Responsibility Law	19	\$560.00
Registration Law	15	\$1,010.00
Improper Equipment	3	\$10.00
Texting/Hands Free Law	4	\$194.00
Codes Violation		
DL Exhibited		
Red Light	5	\$482.50
Animal Control		
Stop Sign	1	\$70.00
Speeding	27	\$2,285.00
Seat Belt-Child Restraint	1	\$50.00
Following Too Close	2	\$197.50
Exercise Due Care	3	\$280.00
Failure to Yield	1	\$65.00
Total	82	\$5,294.00