

CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Meeting  
Agenda  
March 21, 2024  
7:00 p.m.

1. Call to Order by the Mayor
2. Prayer by Community Pastor
3. Pledge by Aldermen
4. Roll Call
5. Adoption of the Agenda
6. Approval of the Minutes from the February 15<sup>th</sup> Study Session and Board of Mayor and Aldermen meeting as well as the February 22<sup>nd</sup> Study Session.
7. Welcome Visitors
8. Proclamations
9. Public Comment
10. Public Hearings
  - a. None
11. Communication from Mayor, Aldermen, City Attorney, and City Administrator
12. Acknowledge Reports
  - A. General Government
  - B. Finance
  - C. Human Resources
  - D. Police
  - E. Fire
  - F. Public Services
  - G. Planning & Codes
  - H. Parks & Recreation
  - I. Library
  - J. Municipal Court
13. Consideration of the Following Resolutions:
  - a. **Resolution 24-03:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *First Reading.*
14. Consideration of the Following Ordinances:
  - a. **Ordinance 24-03:** An ordinance to amend the Zoning Map from Robertson County Agricultural, AG-2, to General Commercial, C-2, at 7769 Highway 76. *First Reading.*
15. Purchasing:
  - a. To approve or reject the purchase of an LTE Video Surveillance Trailer from Wireless CCTV from the GSA cooperative contract# GS-07F-031DA in the amount of \$46,328.57. The Chief of Police recommends approval.

16. Other Business:

- a. To determine the level of debt service for road improvement project(s) discussed during the Study Session.
- b. To approve or reject subdivision infrastructures and street acceptance for The Parks Phase 3B. The Planning and Codes Director recommends approval.
- c. To approve or reject subdivision infrastructures and street acceptance for Legacy Farms Phase 1. The Planning and Codes Director recommends approval.

17. Discussion Items:

- a. None

18. Other Information:

- a. None

19. Adjournment:

CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Minutes  
*Study Session*  
February 15, 2024  
6:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 6:01 pm.

2. Roll Call

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

3. Adoption of the Agenda

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

4. New Business

a. Discuss potential road improvement projects and alternate sources of funding.

City Administrator Gerald Herman presented six road/intersection improvement projects and different versions of how to fund them. Mr. Herman provided background information and reasons why each project should be listed as a priority for the city. Mr. Herman discussed a possible property tax rate increase would be needed to cover a potential bond to fund the projects. A list of projects and proposed funding options are below.

Project	Approach #1 "One and Done"	Approach #2 "Two and Out"	Approach #3 "Shovel Ready"	Approach #4 "All In"
1. Pleasant Grove Rd at SR-76 Signalization	x	x	x	x
2. Sage Rd Final Phase 4 Widening		x	x	x
3. Calista Rd Widening				x
4. N Palmers Chapel Rd Widening			x	x
5. Union Rd @ SR-76 Turn Lanes				x
6. Marlin Rd @ Hwy 31W Turn Lanes				x

	Approach #1	Approach #2	Approach #3	Approach #4
<b>Total Debt</b>	\$1,805,500	\$3,615,270	\$4,435,070	\$10,735,305
<b>Average Annual Debt Service Payments</b>	\$203,000	\$401,000	\$490,000	\$1,180,000
<b>Rate</b>	3.76%	3.66%	3.65%	3.63%
<b>Term</b>	12 years	12 years	12 years	12 years
<b>Debt Ratio</b>	17.90%	19.30%	19.80%	24.40%
<b>Property Tax Rate Increase To Pay Debt</b>	\$0.03	\$0.06	\$0.07	\$0.17
<b>Annual Impact on \$300,000 Home</b>	\$22	\$44	\$53	\$129

The Board will determine the level of debt service for road improvement project(s) during the regularly scheduled meeting on February 15, 2024.

5. Adjournment

Meeting was adjourned at 7:55 pm.

ATTEST:

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John Corbitt, Mayor

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Derek Watson, City Recorder

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CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Meeting  
Minutes  
February 15, 2024  
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:01 pm.

2. Prayer by Community Pastor

Prayer was led by Pastor Greg Young of Cherry Mound Baptist Church.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of the Minutes from the January 22<sup>nd</sup> Study Session and Board of Mayor and Aldermen meeting.

Motion was made by Ald. Silver, second by Ald. Spicer to approve the minutes. A voice vote was called for with all members voting aye. **The January 22<sup>nd</sup> Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Public Comment

No one signed up to speak.

9. Public Hearings

- a. **Ordinance 24-02:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board Section 2-210 Schedule of Fines, Services and Damages.

No one spoke for or against.

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

City Attorney Valerie Webb stated that she would like to update the Board regarding a potential upcoming lawsuit against the City, but the information was client-attorney privilege. Attorney Webb suggested the Board move into executive session for the update. Motion was made by Ald. Spicer, second by Ald. Wall to move into executive session. A voice vote was called for with all members voting aye. **Executive Session started at 7:08 pm.**

After the Executive Session, **Mayor Corbitt called the meeting back to order at 7:21 pm.** A roll call was called for.

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

City Administrator Gerald Herman stated that concrete was poured today for the primary area of the second floor of the new recreation center building. Mr. Herman continued that steady progress is being seen each week.

City Administrator Gerald Herman discussed that progress has been slow on the splash pad building. Mr. Herman noted that city staff has stressed to the contractor that the splash pad needs to be operational for the Memorial Day weekend. Mr. Herman mentioned that he recommends the splash pad be operational only on Friday, Saturday, and Sunday during the summer months due to limited parking in the area.

City Administrator Gerald Herman stated that the Sage Road widening between Madeline and Cardinal is nearly complete. Mr. Herman continued that the project should be finished within the next few weeks if the weather stays favorable.

City Administrator Gerald Herman mentioned that the contractor for the Wastewater Treatment Plant has had crews working 24 hours a day for the past few weeks. Mr. Herman noted that the plan is to have the plant up and running within the next month.

City Administrator Gerald Herman discussed that grading work is ongoing at the Soccer Complex. Mr. Herman continued that the Americana Celebration event is just around the corner and that work is far enough along that the facilities could still be used for the event.

City Administrator Gerald Herman noted that the Millersville Interim City Manager Tina Tobin reached out to for some assistance. Mr. Herman stated that a team met with her and the new Millersville City Attorney this week to answer questions they had prepared. Mr. Herman continued that the meeting went well and Ms. Tobin was very appreciative of the advice given by the team. Mr. Herman mentioned that each Board member was given a copy of a letter sent to Millersville regarding assisting with calls for service from the Fire Department. Mr. Herman noted that the City of Goodlettsville has responded to Millersville likewise with the same protocols.

#### 11. Acknowledge Reports

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

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

#### 12. Consideration of the Following Resolutions:

- a. **Resolution 24-01:** A resolution adopting Section 125 Premium Only Plan for plan year ending March 31, 2025.

Motion was made by Ald. Silver, second by Ald. Wall to discuss. After discussion, a motion was made by Ald. Spicer, second by Ald. Silver to approve. A voice vote was called for with all members voting aye. Motion passed. **Resolution 24-01 was approved.**

13. Consideration of the Following Ordinances:

- a. **Ordinance 24-02:** An ordinance amending the Municipal Code Title 2, Chapter 2 Library Board Section 2-210 Schedule of Fines, Services and Damages. *Second Reading.*

Motion was made by Ald. Spicer, second by Ald. Matthews to approve. A roll call vote was requested by Mayor Corbitt; Ald. Matthews – aye; Ald. Spicer – aye; Ald. Silver – Aye; Ald. Wall – aye; Mayor Corbitt - aye. Motion passed. **Ordinance 24-02 was approved on Second Reading.**

14. Purchasing:

- a. To approve or reject the single source purchase of a replica stagecoach with horses from Artisan Industry, LLC. in the amount of \$54,000. The City Administrator recommends approval.

Motion was made by Ald. Silver, second by Ald. Matthews to discuss. After discussion, a motion was made by Ald. Silver, second by Ald. Spicer to approve. A voice vote was called for by Mayor Corbitt with Ald. Spicer, Ald. Silver, Ald. Wall, and Mayor Corbitt voting aye and Ald. Matthews voting no. **Motion passed.**

- b. To approve or reject the bid from MagneGrip in the amount of \$98,402 for a Vehicle Exhaust System for Fire Station #1 and #2. The Fire Chief recommends approval.

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

- c. To approve or reject Wades Lawn Service's bid of \$68,790, and authorize City Administrator, Gerald Herman, to enter into an agreement for lawn maintenance at various City properties. The Administrative Services Director recommends approval.

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

- d. To approve or reject the sole source purchase of a Yeomans Vertical Non-Clog Pump for the North Palmers Chapel Vacuum Sewer Station from Wascon Sales in the amount of \$80,385.53. The Wastewater Director recommends approval.

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

- e. To approve or reject Norris Bros Excavating's bid of \$1,375,640.00, and authorize City Administrator, Gerald Herman, to enter into an agreement contingent upon TDEC approval for the Southern Force Main Phase 4 project. The Wastewater Director recommends approval.

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



15. Other Business:

- a. To approve or reject Willis Towers Watson's recommendations for Cigna Healthcare for medical, vision, LIFE/AD&D and long-term disability insurance coverage, Abacus for short-term disability insurance coverage, and Delta Dental for dental insurance coverage for plan year ending March 31, 2025. The Human Resources Director recommends approval.

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

- b. To determine the level of debt service for road improvement project(s) discussed during the Study Session.

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

16. Discussion Items:

- a. None

17. Other Information:

- a. None

18. Adjournment:

Meeting was adjourned at 7:55 pm.

ATTEST:

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John Corbitt, Mayor

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Derek Watson, City Recorder

CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Minutes  
*Study Session*  
February 21, 2024  
6:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 6:00 pm.

2. Roll Call

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

3. Adoption of the Agenda

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

4. New Business

a. Classification and Compensation Study results presented by Evergreen Solutions

City Administrator Gerald Herman introduced Human Resources Director Amanda Brewton and Rob Williamson with Evergreen Solutions to discuss the results of the Classification and Compensation Study. Mr. Williamson provided an overview of the study process and recommendations. Mr. William and Ms. Brewton answered various questions from the Board of Mayor and Aldermen.

A final report will be given to the Board of Mayor and Aldermen as well as all city personnel when available at the end of the month or early April.

5. Adjournment

Meeting was adjourned at 6:48 pm.

ATTEST:

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John Corbitt, Mayor

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Derek Watson, City Recorder

# REPORTS....

**Administrative & Legislative Services Department  
February 2024**

**Administration**

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

- February 1:
  - Artisan Industry Tour- Stagecoach
  - Robertson County Economic Development
- February 5:
  - Department Head Staff Meeting
  - Sewer System Damages
  - Staff Plan Reviews
  - Sumner County Health and Emergency Services Committee
- February 6 :
  - White House Recreation Center Meeting
- February 8:
  - Wastewater Treatment Plan Operator Interviews
- February 12:
  - Economic Development Meeting
  - Planning Commission
- February 13:
  - Robertson County Economic Development Board
- February 15:
  - Sumner County Joint Economic Development
  - CD&I Forward Sumner
  - Board of Mayor and Alderman Study Session
  - Board of Mayor and Alderman Meeting
- February 20:
  - Department Head Staff Meeting
  - Awards Luncheon with White House Chamber of Commerce
  - Leisure Services Board Study Session
- February 21:
  - RTA Board Meeting
  - GNRC Transportation Policy Board
- February 22 :
  - Mayor Update Meeting
  - Monthly Progress Meeting
  - Board of Mayor and Alderman Study Session
- February 27 :
  - Power Hour at Uncle John's Diner with White House Chamber of Commerce
- February 28 :
  - White House Infrastructure Inventory

**Administrative & Legislative Services Department  
February 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.

<b>Budget</b>	<b>Budgeted Amount</b>	<b>Expended/Encumbered*</b>	<b>% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)</b>
General Fund	\$34,261,901	\$17,266,135	↑14.09%
Economic Development	\$136,600	\$59,269	↓ 4.81%
State Street Aid	\$505,000	\$478,423	↑ 4.19%
Parks Sales Tax	\$2,296,000	\$2,104,064	↑ 6.11%
Solid Waste	\$1,657,227	\$1,252,059	↑ 1.52%
Parks Impact Fees	\$1,055,000	\$1,017,741	↑ 3.61%
Police Impact Fees	\$110,000	\$101,112	↑ 65.69%
Fire Impact Fees	\$274,000	\$32,684	↑ 65.67%
Road Impact Fees	\$650,000	\$642,287	↑ 57.76%
Police Drug Fund	\$25,000	\$20,928	↑ 24.88%
Debt Services	\$2,512,200	\$247,028	↑ 5.64%
Wastewater	\$15,952,225	\$11,473,847	↑ 5.92%
Dental Care	\$100,000	\$48,724	↑ 9.76%
Stormwater Fund	\$1,672,625	\$1,113,850	↑ 3.63%
Cemetery Fund	\$42,690	\$25,610	↑ 3.63%

\*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**

	<b>FY 2024</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>FY 2021</b>	<b>FY 2020</b>	<b>FY 2019</b>	<b>FY 2018</b>
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	132	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
<b>Total</b>	<b>1,240</b>	<b>1,517</b>	<b>1,506</b>	<b>1,355</b>	<b>1,199</b>	<b>1,595</b>	<b>1,813</b>

<b>Purchase Orders by Dollars</b>	<b>Feb 2024</b>	<b>FY 2024</b>	<b>FY 2023</b>	<b>FY 2021</b>	<b>Total for FY24</b>	<b>Total for FY23</b>	<b>Total for FY22</b>
Purchase Orders \$0-\$9,999	126	1,182	1,448	1281	\$1,422,028.81	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	0	25	32	29	\$434,447.24	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	6	33	37	45	\$10,915,241.50	\$39,313,456.65	\$11,687,700.37
<b>Total</b>	<b>132</b>	<b>1,240</b>	<b>1,517</b>	<b>1355</b>	<b>\$12,771,717.55</b>	<b>\$41,380,107.63</b>	<b>\$13,732,934.80</b>



**Administrative & Legislative Services Department  
February 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.	58	47	52	135	22	35,251	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	382	640	609	884	901	265,998	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.	1	10	9	20
Mar.		9	14	11
April		11	11	7
May		3	10	11
June		1	10	11
Total	30	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.	82	20	41	72
March		41	38	36
April		68	26	26
May		50	39	48
June		47	47	58
FY Total	408	588	495	383

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

**Administrative & Legislative Services Department  
February 2024**

**White House Farmers Market 2024**

	<b>Application Fees # (amount collected)</b>	<b>Booth Payments (\$)</b>
<b>January</b>	3(\$45)	2(\$300)
<b>February</b>	6(\$90)	5(\$660)
<b>March</b>		
<b>April</b>		
<b>May</b>		
<b>June</b>		
<b>July</b>		
<b>August</b>		
<b>September</b>		
<b>October</b>		
<b>November</b>		
<b>December</b>		
<b>Total</b>	<b>9(\$135)</b>	<b>7(\$960)</b>

**Building Maintenance Projects**

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

Major projects this month include:

- Removal of Christmas tree and decorations

	<b>2022-2023 Work Order Requests</b>	<b>2022-2023 Work Order Requests</b>	<b>2021-2022 Work Order Requests</b>	<b>2020-2021 Work Order Requests</b>	<b>2019 – 2020 Work Order Requests</b>	<b>2018 – 2019 Work Order Requests</b>	<b>2017 – 2018 Work Order Requests</b>
<b>July</b>	18	14	19	11	10	22	21
<b>August</b>	23	23	8	27	10	26	24
<b>September</b>	13	21	12	9	13	19	22
<b>October</b>	13	13	10	6	7	14	18
<b>November</b>	13	12	23	16	7	18	34
<b>December</b>	8	8	17	19	3	8	19
<b>January</b>	14	11	6	11	16	14	16
<b>February</b>	7	10	8	16	18	7	21
<b>March</b>		16	14	12	11	7	17
<b>April</b>		6	13	17	2	12	25
<b>May</b>		34	20	25	11	6	26
<b>June</b>		19	14	31	10	9	23
<b>Total</b>	<b>109</b>	<b>187</b>	<b>164</b>	<b>200</b>	<b>98</b>	<b>162</b>	<b>266</b>



**Finance Department  
February 2024**

**Finance Section**

During February the Finance Office continued collecting current year property taxes, and continued working on FYE 6/30/2025 budget tasks. The total property taxes billed for tax year 2023 was \$5.6 million. As of the end of February, approximately \$5.3 million (94.6%) was collected. Members of the Finance Office also participated in the following events during the month:

- February 1: Assistant Finance Director passed CMFO "Government Environment" test
- February 1: Electronic accounts payable payment processing training
- February 12: Regions Bank implementation introductory meeting
- February 12: Road Project / Debt presentation planning
- February 15: Assistant Finance Director attended and passed CMFO "Municipal Budgeting" course
- February 15: BMA Study Session (Road Projects)
- February 15: Monthly BMA meeting
- February 22: Dental Care Fund budget meeting
- February 22: BMA Study Session (Employee Compensation Study)
- February 27: Finance staff meeting
- February 28: Budget meeting with City Administrator

**Performance Measures**

**Utility Billing**

	<b>Feb 2024</b>	<b>FY 2024 Total</b>	<b>FY 2023 Total</b>	<b>FY 2022 Total</b>	<b>FY 2021 Total</b>	<b>FY 2020 Total</b>
<b>New Build Applications (#)</b>	70	316	307	284	357	171
<b>Move In Applications (#)</b>	89	673	926	977	737	649
<b>Total Applications (#)</b>	159	989	1233	1261	1094	820
<b>Move Outs (#)</b>	8	273	831	898	743	602
<b>Electronic new customer signups (#)</b>	75	537	476	410	300	127
<b>Electronic new customer signups (%)</b>	47%	54%	39%	33%	27%	15%

**Business License Activity**

	<b>Feb 2024</b>	<b>FY 2024 Total</b>	<b>FY 2023 Total</b>	<b>FY 2022 Total</b>	<b>FY 2021 Total</b>	<b>FY 2020 Total</b>
<b>Opened</b>	10	54	95	92	76	69
<b>Closed (notified by business)</b>	2	7	9	7	6	10

**Accounts Payable**

	<b>Feb 2024</b>	<b>FY 2024 Total</b>	<b>FY 2023 Total</b>	<b>FY 2022 Total</b>	<b>FY 2021 Total</b>	<b>FY 2020 Total</b>
<b>Total # of Invoices Processed</b>	421	3623	4455	4254	4079	4003

**Property Tax Relief Applications**

	<b>Feb 2024</b>	<b>FY 2024 Total</b>	<b>FY 2024 Est.</b>	<b>FY 2023 Total</b>	<b>FY 2022 Total</b>
<b>New Parcels (#)</b>	14	39	29	27	29
<b>Existing Parcels (#)</b>	38	110	124	101	99
<b>Total Parcels (#)</b>	52	149	153	128	128
<b>State Relief Credits (\$)</b>	6,678	24,430	21,040	23,860	20,844
<b>City Relief Credits (\$)</b>	5,786	21,349	18,255	16,536	10,155
<b>Combined Relief Credits (\$)</b>	12,464	45,779	39,295	40,396	30,999

**Finance Department  
February 2024**

**Fund Balance – City will strive to maintain cash balances of at least 30% of operating revenues in all funds.**

<b>Operating Fund</b>	<b>Budgeted Operating Revenues (\$)</b>	<b>General Fund Cash Reserves Goal (\$)</b>	<b>Current Month Fund Cash Balance (\$)</b>	<b>G.F. Cash Reserves Goal Performance</b>
General Fund	12,575,765	3,772,730	8,937,205	71%
Economic Development Fund	141,900	42,570	271,009	191%
State Street Aid Fund	456,800	137,040	528,231	116%
Parks Sales Tax Fund	1,093,500	328,050	1,097,704	100%
Solid Waste Fund	1,577,500	473,250	945,512	60%
Parks Impact Fees Fund	440,484	132,145	478,754	109%
Police Impact Fees Fund	315,200	94,560	1,076,604	342%
Fire Impact Fees Fund	208,200	62,460	712,411	342%
Roads Impact Fees Fund	421,800	126,540	892,713	212%
Police Drug Fund	5,250	1,575	42,694	813%
Debt Services Fund	2,530,300	759,090	2,379,548	94%
Wastewater Fund	6,293,000	1,887,900	8,950,849	142%
Dental Care Fund	78,300	23,490	169,962	217%
Stormwater Fund	1,100,750	330,225	800,233	73%
Cemetery Fund	55,450	16,635	265,430	479%

*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.

<b>Operating Fund</b>	<b>Budgeted Operating Revenues (\$)</b>	<b>YTD Realized* (\$)</b>	<b>% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)</b>
General Fund	12,575,765	10,156,032	↑ 14.09%
Economic Development Fund	141,900	87,777	↓ 4.81%
State Street Aid Fund	456,800	323,652	↑ 4.19%
Parks Sales Tax Fund	1,093,500	795,863	↑ 6.11%
Solid Waste Fund	1,577,500	1,075,676	↑ 1.52%
Parks Impact Fees Fund	440,484	309,542	↑ 3.61%
Police Impact Fees Fund	315,200	417,202	↑ 65.69%
Fire Impact Fees Fund	208,200	275,518	↑ 65.67%
Roads Impact Fees Fund	421,800	524,827	↑ 57.76%
Police Drug Fund	5,250	4,806	↑ 24.88%
Debt Services Fund	2,530,300	1,829,600	↑ 5.64%
Wastewater Fund	6,293,000	4,567,661	↑ 5.92%
Dental Care Fund	78,300	59,839	↑ 9.76%
Stormwater Fund	1,100,750	773,781	↑ 3.63%
Cemetery Fund	55,450	38,978	↑ 3.63%

\*Realized amounts reflect revenues realized from July 1, 2023—February 29, 2024



**Human Resources Department  
February 2024**

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

February 06: Chamber of Commerce Board Meeting

February 08: Evergreen Solutions - Solution File Review Meeting  
Wastewater Treatment Plant Operator Interviews

February 13: Ribbon Cutting for E&E Eyecare

February 15: Board of Mayor and Aldermen

February 17: Annual Fire Department Banquet

February 20: Chamber of Commerce Awards Luncheon

February 21: Middle TN Managers Meeting

February 22: Board of Mayor and Aldermen - Study Session Employee Compensation Study

February 27: Chamber of Commerce Power Hour Breakfast at Uncle John's

February 29: Community Clean Up 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	0	1	0
March		0	0	2
April		0	0	1
May		0	1	0
June		0	1	3
<b>Total</b>	<b>3</b>	<b>6</b>	<b>4</b>	<b>9</b>

**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	0
March		0	1	0
April		0	1	0
May		0	0	0
June		0	0	0
<b>Total</b>	<b>0</b>	<b>4</b>	<b>5</b>	<b>7</b>

**Human Resources Department  
February 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

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	2	0	4	2
February	2	0	2	0
March		2	3	0
April		0	2	2
May		0	2	0
June		1	1	3
<b>Total</b>	<b>12</b>	<b>10</b>	<b>19</b>	<b>12</b>
<b>Percentage</b>	<b>9.45%</b>	<b>8.40%</b>	<b>16.52%</b>	<b>10.91%</b>

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)

Three-year average: 1.667

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	0	0	1 (T)	1 (T)
February	0	0	0	0
March		1 (T)	0	0
April		0	0	0
May		0	0	0
June		0	0	0
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>

**Police Department  
February 2024**

**Meetings/Civic Organizations**

- **Chief Brady attended the following meetings in February:** White House Rotary Meeting (Feb. 1, 8, 15, 22, & 29), Department Head Staff Meeting (Feb. 5 & Feb 20), Sumner County Health & Emergency Meeting (Feb. 5), Planning Commission Meeting (Feb. 12), Command Staff Meeting (Feb. 15), Board of Mayor & Alderman Meeting (Feb. 15), Sumner County Drug Task Force Meeting (Feb. 21) and Board of Mayor & Alderman Study Session (Feb. 22).

➤ **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 4<sup>th</sup> 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. Our onsite file review is scheduled for March 14<sup>th</sup>.

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
February	0	300	24	324
Total	0	760	24	784

**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	February 2024	FY 2023-24
Three (3) Officers per Shift	20	128
Four (4) Officers per Shift	38	346

2. ***Acquire and place into service two Police Patrol Vehicles.*** We have received our two new vehicles that were ordered from Lonnie Cobb Ford in August 2022 from the 2022-23 Budget Year. Both vehicles have been placed into the fleet. 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). Spring Compliance checks are being scheduled.

**Police Department  
February 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	February 2024	Per 1,000 Pop.	Total 2024	Per 1,000 Pop.
<b><i>Serious Crime Reported</i></b>				
Crimes Against Persons	10	1	13	1
Crimes Against Property	34	2	42	3
Crimes Against Society	13	1	29	2
<b><i>Total</i></b>	57	1	84	6
<b>Arrests</b>	54		98	

*\*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.

	February 2024	TOTAL 2024
<b>Traffic Crashes Reported</b>	46	77
<b>Enforce Traffic Laws:</b>		
Written Citations	68	107
Written Warnings	50	76
Verbal Warnings	337	587

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.*

<b>COLLISION RATIO</b>				
<b><u>2024</u></b>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
<b>February</b>	46	6 YTD 10	13%	13% YTD 77

**Staffing:**

- Ofc. Blake McClusky started the Academy on January 7<sup>th</sup>. He will graduate from the Academy March 29<sup>th</sup>.
- Officer Adam Wims last day was Feb. 6<sup>th</sup>.
- Officer Devin Keen and Officer Tyler Miller are on FTO.
- Detective Keith Anglin is on FMLA.
- We are continuing to accept applications. We currently have two positions open.



**Police Department  
February 2024**

***Sumner County Emergency Response Team:***

For ERT January (was not reported last month);

- **January 9<sup>th</sup>** – ERT executed high-risk narcotics search warrant for the 18<sup>th</sup> Judicial Drug Task Force in Portland. Two suspects were apprehended at the residence.
- **January 28<sup>th</sup>** – ERT responded to a barricaded suspect in Cottontown. The suspect had been shooting at his wife and responding patrol deputies. After a 2 hour standoff, ERT deployed a distraction device and made entry into the residence. ERT contacted the suspect in an upstairs room where he was taken into custody without incident. Investigators recovered 11 spent rifle casings from the scene.

For ERT February:

- **February 11<sup>th</sup>** – ERT responded to a barricaded suspect in Portland. The suspect had been shooting at patrol officers and was taken into custody before all ERT members arrived on scene.
- **February 15<sup>th</sup>** – ERT held training at the Sumner County range. ERT members conducted Firearms qualifications.
- **February 16<sup>th</sup>** – ERT members attended a Tactical Combat Casualty Care (TCCC) class at Vol State Community College.
- **February 26<sup>th</sup> thru March 5<sup>th</sup>** – ERT assisted with search and rescue efforts for a missing Juvenile in the Hendersonville area.

**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
February		

**Communications Section**

	February	Total 2024
Calls for Service	962	1,736
Alarm Calls	36	80

**Request for Reports**

	February	FY 2023-24
Requests for Reports	74	179
Amount taken in	\$8.70	\$98.95
Tow Bills	\$0.00	\$650.00
Emailed at no charge	63	247
Storage Fees	\$0.00	\$0.00

**Police Department  
February 2024**

***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**

- ***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.***
  - Feb 1<sup>st</sup> & 2<sup>nd</sup> – Sgt. Enck instructed a Ground Defense class. These were the last two days. Fifteen Officers from 6 different agencies attended. Ofc. Perry Gerome from WHPD attended.
  - Feb. 13<sup>th</sup> – Wheels in Motion at H.B. Williams Elementary.
  - Feb. 22<sup>nd</sup> – Wheels in Motion at Heritage Elementary.
  - Feb. 28<sup>th</sup> – Wheels in Motion at Community Christian School.
  - Feb. 28<sup>th</sup> – Sgt. Enck had a meeting with Mandy Christenson at the Chamber in regards to #nofilter.
  - Feb. 29<sup>th</sup> – met with a representative from The Parks subdivision about starting a neighborhood watch program.

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

- Nothing to report currently.

**Upcoming Events:**

- WHPD Rotary Luncheon. – March 14<sup>th</sup>.
- National Police Week –  
May 12 to May 18<sup>th</sup>, 2024

2024 Participation in Joint Community Events		
	February	Year to Date
Community Activities	9	9

**Fire Department  
February 2024**



### **Summary of Month's Activities**

#### **Fire Operations**

The Department responded to 147 requests for service during the month with 101 responses being medical emergencies. The Department also responded to 10 vehicle accidents of which 6 had injuries, and 4 had no injuries. Of the 147 responses in the month of February there were 19 calls that overlapped another call for service which is 12.93% of our responses for the month. That brings the overlapping call volume for FY23-24 to 237 or 19.11% 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 February from dispatch to on scene time averaged was, five minutes and nineteen seconds (5:19). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and five seconds (13:05).

#### **Department Event**

- February 17<sup>th</sup> – Annual Awards Banquet
- February 20<sup>th</sup> – Fire extinguisher training at ProAmpac
- February 22<sup>nd</sup> – Fire Extinguisher training at ProAmpac
- February 26<sup>th</sup> – Air Pack fit testing
- February 26<sup>th</sup> – Annual in-service training

#### **Fire Administration**

- February 5<sup>th</sup> – Attended Sumner Co Health and Emergency Services Committee
- February 7<sup>th</sup> – Met with Magne Grip vehicle exhaust systems
- February 8<sup>th</sup> – Pay study committee meeting with Evergreen
- February 15<sup>th</sup> – Board of Mayor and Alderman meeting
- February 21<sup>st</sup> – Visited a Mental Health Facility for first responders
- February 22<sup>nd</sup> – BMA Study Session
- February 29<sup>th</sup> – Toured Gallatin FD's and Goodlettsville FD's live fire facilities
- February 29<sup>th</sup> – Met with Rob. Co EMS Director at the new assisted living facility on Sage Rd.

#### **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	26
Rescue & Emergency Services	864
Hazardous Conditions (No Fire)	25
Service Calls	75
Good Intent Call	73
False Alarms & False Call	140
Calls for The Month	147
Total Responses FY to Date	1228

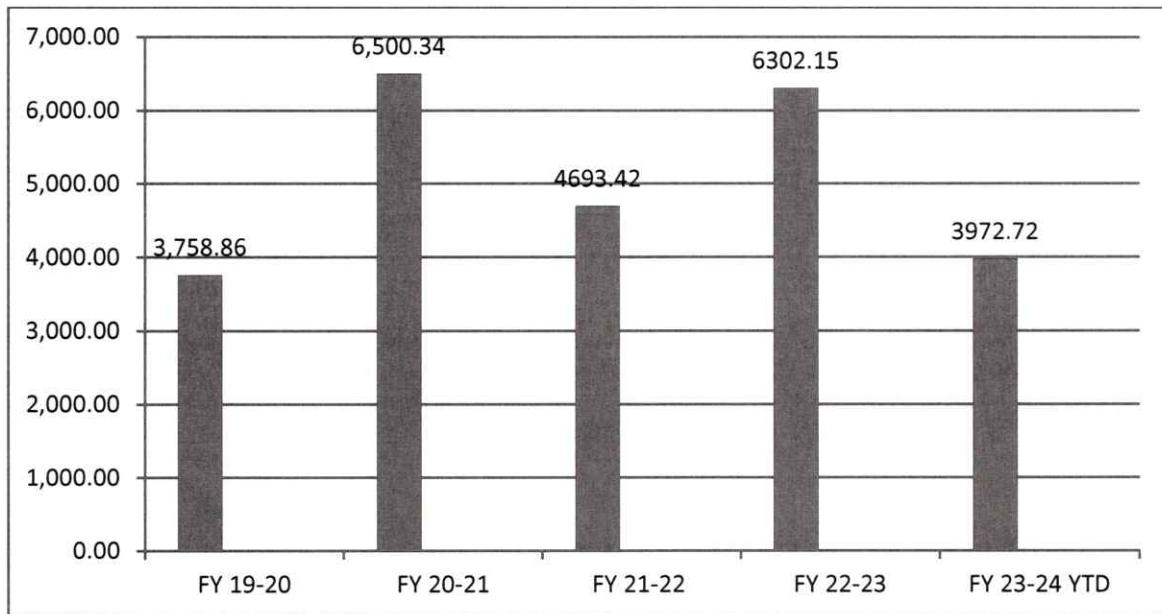
**Fire Department  
February 2024**

**Response by Station**

	Month	FY to Date	%
<b>Station #1 (City Park)</b>	<b>97</b>	<b>800</b>	<b>65.41%</b>
<b>Station #2 (Business Park Dr)</b>	<b>50</b>	<b>423</b>	<b>34.58%</b>

**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
<b>Firefighter Training Hours</b>	<b>709.58</b>	<b>3972.72</b>

**Training breakdown for ISO and NFPA\***

	Fire Officer	Company	Facilities	NFPA	Non-ISO
<b>Month</b>	<b>42</b>	<b>367</b>	<b>211</b>	<b>50.58</b>	<b>39</b>
<b>Total for FY</b>	<b>197</b>	<b>2027.05</b>	<b>463</b>	<b>786.68</b>	<b>1079.69</b>

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

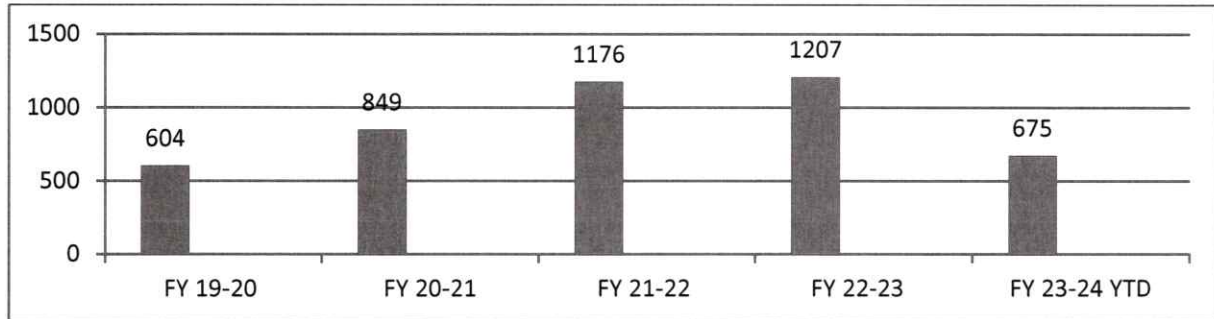
Insurance Service Office – A nationally recognized agency that rates fire departments on their level of readiness. This rating is used by insurance companies to determine insurance rates for their customers.



**Fire Department  
February 2024**

**Fire Inspection**

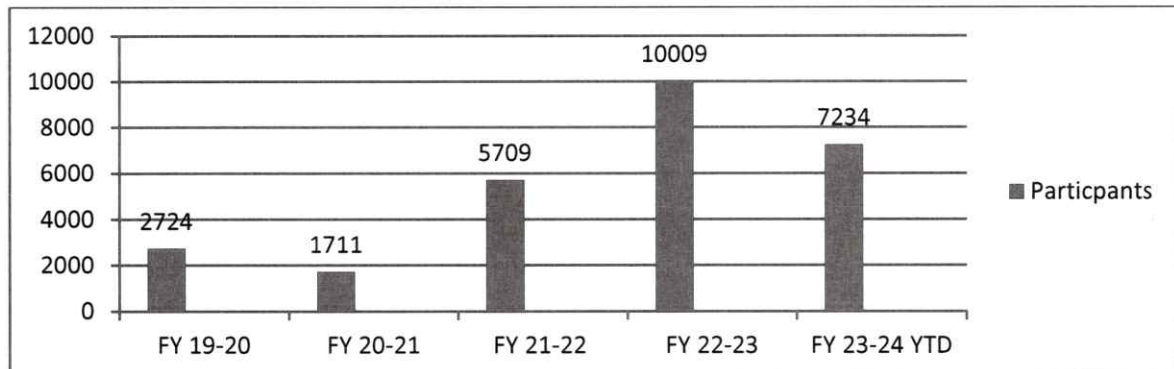
It is part of our fire prevention goals to complete a fire inspection for each business annually.



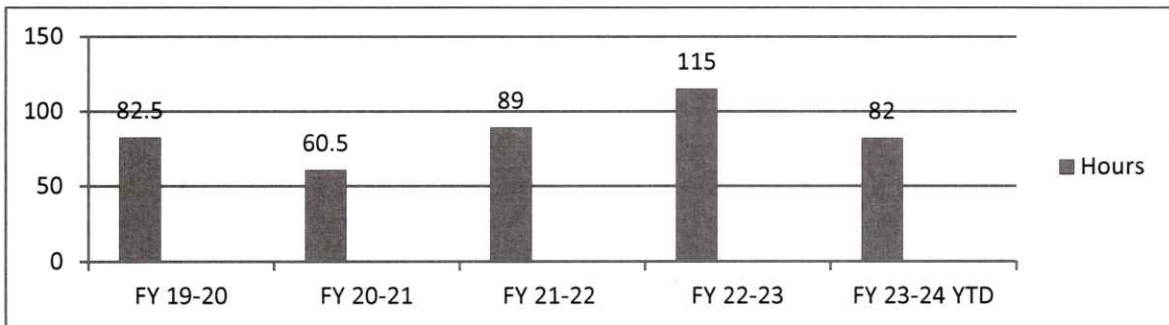
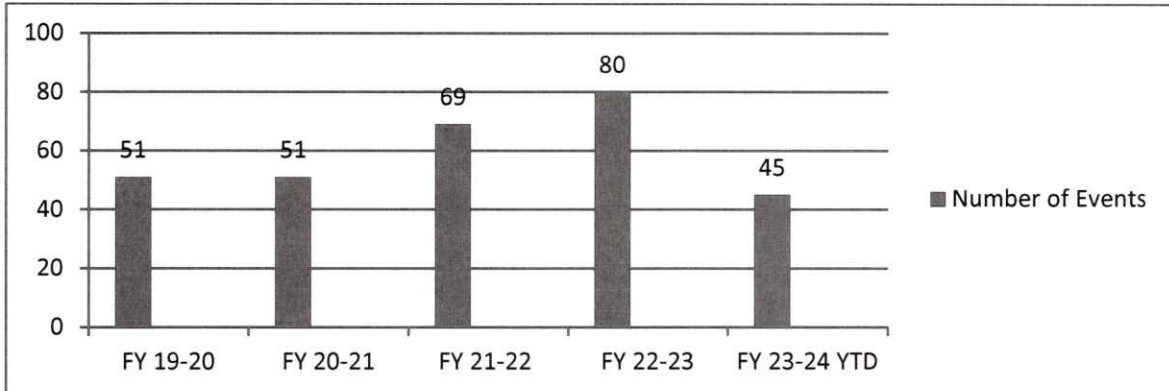
	Month	FYTD
February Fire Inspection	104	675
Reinspection	22	109
Code Violation Complaint	0	12
Violations Cleared	21	76
Annual Inspection	5	96
Knox Box	5	32
Fire Alarms	6	64
Measure Fire Hydrant	0	9
Plans Review	13	40
Pre-C/O	4	19
Pre-incident Survey	12	158
Sprinkler Final	0	1
Final/Occupancy	0	14

**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  
February 2024**



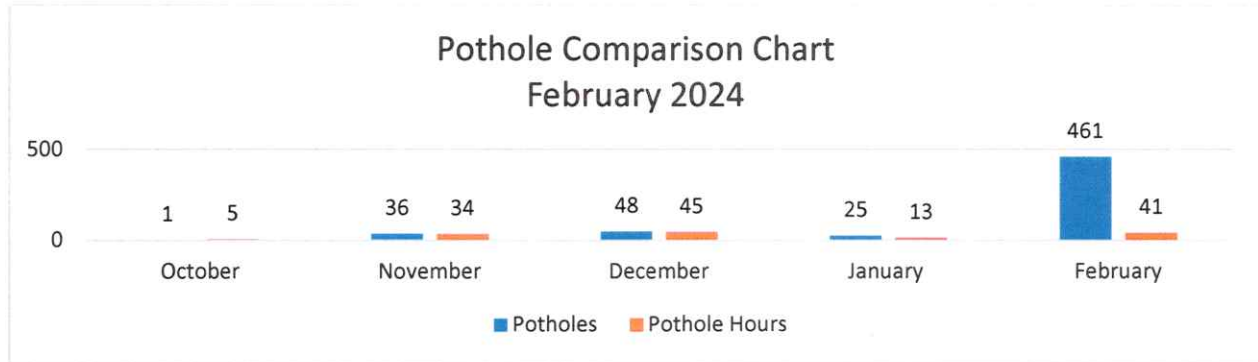
	Month	FYTD
Participants	100	7234
Number of Events	2	45
Education Hrs.	2	82

**Social Media Statistics for the Month**

Post Reach	2749
Post Engagement	1072
New Page Followers	21

Public Services Department – Public Works Division  
February 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.

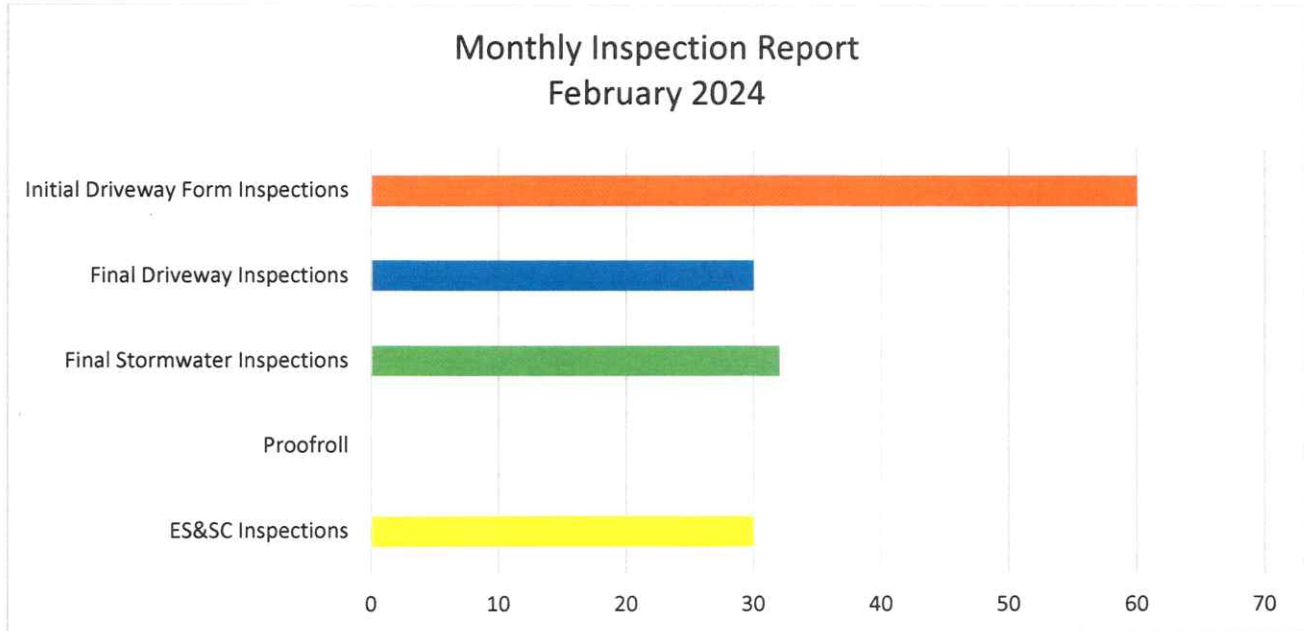
STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
112 Louise Dr	02-12-24	02-19-24	7
515 SR-76	02-12-24	02-19-24	7
200–298 Donal Ter	02-11-24	02-29-24	18
Boyles Rd.	02-11-24	02-19-24	8
157 Ben Albert Rd	02-10-24	02-29-24	19
2979 Union Rd	02-09-24	02-19-24	10
109 Choctaw Cir	02-09-24	02-29-24	20
Lone Oak Dr	02-08-24	02-29-24	21
2995 Union Rd	02-07-24	02-14-24	7
101 Blackfoot Ct	02-05-24	02-12-24	7
432 Christian Dr	02-05-24	02-12-24	7
200 Covington Bend	02-05-24	02-12-24	7
7747 SR-76	02-05-24	02-12-24	7
408 N Palmers Chapel Rd	02-05-24	02-12-24	7
519–539 Calista Rd	02-05-24	02-12-24	7
215 SR-76	02-05-24	02-12-24	7
142–198 Maiden Ln	02-05-24	02-12-24	7
Wilkinson Lane	02-03-24	02-12-24	9

**Public Services Department – Public Works Division  
February 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.



**Monthly Work Log**

02/01/24

Picked up cold patch from Vulcan. Did potholes on Calista Rd ,Pleasant Grove Rd ,and Marlin Rd .

02/05/24

Potholes on Wilkinson Lane ,Maiden Lane,and Pleasant Grove RD .

. 02/06/24

Potholes on Pleasant Grove Rd, Calista,North Palmers Chapel,Christian Dr ,Blackfoot Ct,and Covington Bend Filled end of driveway at 504 Calista with asphalt .

02/07/24

How to operate new bucket truck. Started taking down Christmas tree.Cut vines off Wilkinson Lane..

02/08/24

Helped Chris with brush truck . Took the rest of the panels off the Christmas Tree.Went to Tractor Supply to buy materials to build a spreader to be able to dismantel skeleton of Christmas Tree.Cut down bush on North Palmers Chapel .



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

02/12/24

Loaded hot box with cold patch and filled potholes on Union Rd .Picked up bucket truck back from to the shop from the library. Cleaned shop for Safety Walk through .Meeting with Mike and Isiah. Fixed flashing lights on truck #200.Hooked up new jack hammer and learned its functions.

02/13/24

Cleaned camera on Sage and Hwy31. Cut trees from Union Rd creek and fixed roadway from collapsing in .Removed concrete from edge of road.

02/14/24

Cut two trees out of drainage on Union road and reinforced bank with dirt

02/15/24

Cut and tore out concrete of Morgan Trace and filled with pug .

02/19/24

Presidents Day.

02/20/24

Unplugged salt box from Stormwaters dually and removed it .Picked up skid steer off of morgan trace and took back to the shop .Picked up dead deer in front of Bojangles .Repaired street light at 1015 Picadilly .Removed tools and materials from old bucket truck to the new one .Did potholes on Pantana, Louise, Creekwood and Donal Terrace.

02/21/24

Built make shift roller cart for spare controller cabinet.Took Grid Smart training course.Changed processor in cabinets at Sage and 31 also at Wilkinson Ln and 76.

02/22/24

Fixed signs on Dartmoor Pl . Wheel measured location for potential new building location . Repaired decorative street light at 103 Williamsburg Dr. Meeting with Isiah about Agenda meeting. Employee Appraisals.

02/26/24

Did potholes on Marlin Rd .Finished taking down Christmas Tree at the Library. Changed green light at Sage and Hwy 31

.02/27/24

Got 2 loads of asphalt for Morgan Trace .Fixed spot at 209 Apache Trail

02/28/24

Put up chevron signs on Tyree Springs Rd Filled potholes on Whitehaven . Fixed sign on Reidway. Installed new no U turn sign at Wilkinson Ln intersection.Cleaned up around the shop. Took down garland from Library .

02/29/24

Finished cleaning up the shop. Moved furniture cabinats.Seperated tools from trucks.Put all gas powered equipment in rear corner of bay.Moved wreathe and snowflakes to above shelf.Worked on big sprayer.

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

Traffic Signal Complaint Log

<b><u>Traffic Signal Complaints Log</u></b>	<b><u>November</u></b>	<b><u>December</u></b>	<b><u>January</u></b>	<b><u>February</u></b>	<b><u>FY 23/24 YTD</u></b>
SR-76 & Love's Lane	0	0	0	4	4
SR-76 & I-65 Southbound Ramps	0	0	0	1	1
SR-76 & I-65 Northbound Ramps	0	0	0	0	0
SR-76 & Hester Drive	1	1	0	0	2
SR-76 & Wilkinson Lane	1	0	0	0	1
SR-76 & Sage Road	0	0	0	0	0
SR-76 & Raymond Hirsch	2	1	0	0	3
SR-76 & Hwy 31W	0	0	2	3	5
SR-76 & Pleasant Grove Road (Flashing Signal)	1	1	0	0	2
Hwy 31W & Portland Road	0	0	0	0	0
Hwy 31W & Raymond Hirsch	0	0	0	0	0
Hwy 31W & Sage Road	0	0	0	2	2
Tyree Spring Road & Raymond Hirsch Parkway	0	0	0	1	1
Wilkinson Lane & Richard Wilks	0	0	0	0	0

**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  
February 2024**

2/01/2024

545 Tyree Springs Rd. – Traffic control. CEMC requested help to replace a downed pole.



2/05/2024

725 Industrial Dr. – Preventative maintenance. Curb stops, cones and painted lines at new compactor to address safety concerns for citizen household waste drop off.



2/05/2024

S.R. 65 ramps – Preventative maintenance. Helped with large item trash pickup.





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

2/06/2024

307 Tyree Springs Rd. – Drainage mitigation. Clean culverts due to the pine needles.



2/07/2024

118 Highland Dr. – Drainage mitigation. Repaired concrete swale after homeowner removed fallen tree.



2/07/2024

725 Industrial Ln. - Chris Keith 30 Year anniversary



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

2/08/2024

756 N. Palmers Chapel Rd. – Traffic control. Accela complaint about bush blocking line of sight.



2/12/2024

City-wide - Potholes



2/12/2024

Union Rd. – Emergency drainage mitigation. Installed high water signs for standing water.

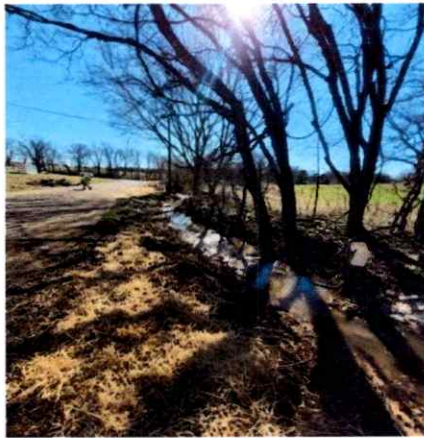




Public Services Department – Stormwater Division  
February 2024

2/13/2024 & 2/14/2024

Union Rd. - Drainage mitigation. Rebuilt road shoulders, reshape ditch and bank, remove trees and obstructions.



2/15/2024

Morgan trace – Drainage mitigation. Remove valley gutter causing traffic complaints and installed smaller gutter with drain.





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

2/20/2024

Calista Rd. - Drainage mitigation. Reshape ditch before road paving.



2/21/2024 & 2/22/2024

725 Industrial Dr. – Preventative maintenance. Repaired plow, strobe switch and gas sensor.



2/26/2024

Wilkinson Ln. – Drainage mitigation. Cleared culverts at temporary crossing for Frey Branch Cottages.





Public Services Department – Stormwater Division  
February 2024

2/27/2024

700 N. Palmers Chapel Rd. – Drainage mitigation. Cleared leaves from drop inlet. Discussing long term solutions.



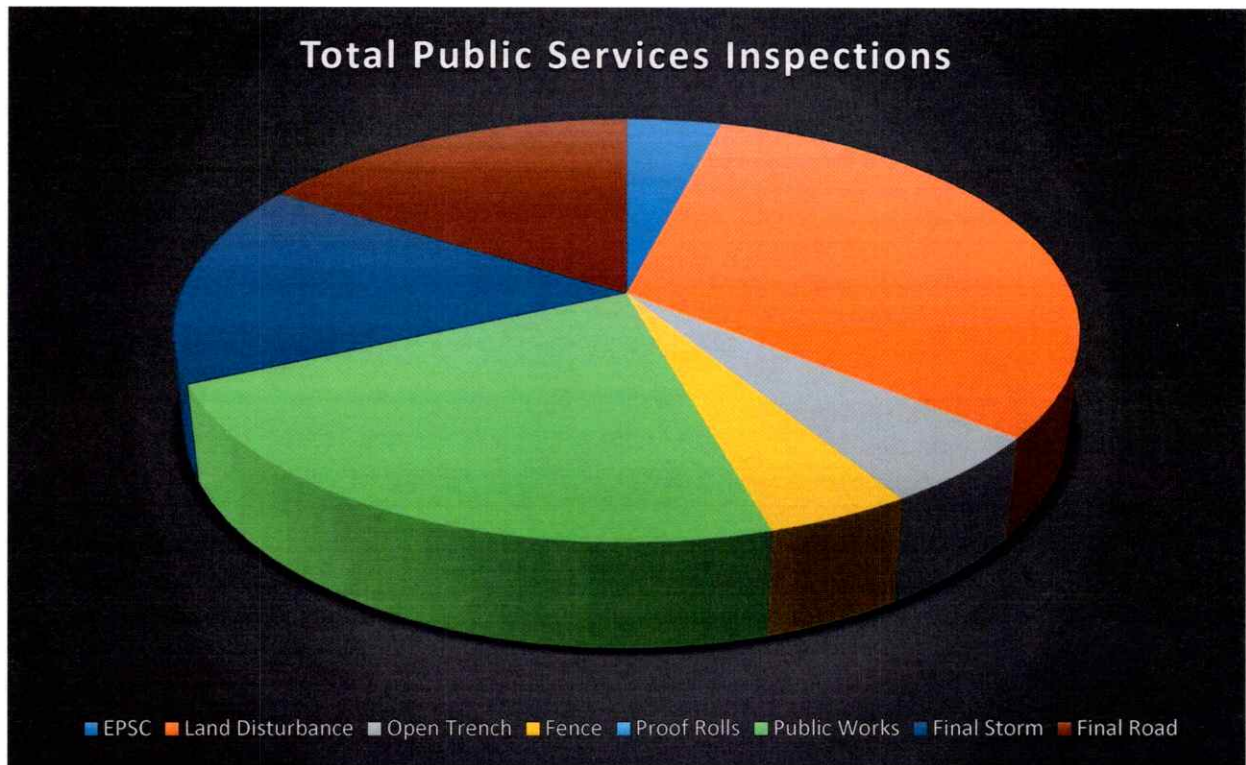
2/28/2024

225 Oakdale - Cleared pipe at retention pond.





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



EPSC Site Inspections	30
Land Disturbance	65
Open Trench Inspections	11
Fence Inspections	9
Proof Rolls	0
Public Works Inspection	46
Final Storm	32
Final Road	33
<b>Total Inspections Performed for the Month</b>	<b>226</b>

**Total Hours:**

Hours Worked: 90.0

P.T.O – 40.0

Holiday – 10.0

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

**Work History:**

Feb. 5<sup>th</sup> – P.T.O.

Feb. 6<sup>th</sup> – Stormwater Control Measure Inspection and Maintenance Course online. Reviewed LTMAP for Liberty Market and Highland Park. Form Inspection at Highland Park.

Feb. 7<sup>th</sup> – SCM I&M Course Part 2 and Exam. Reviewed Land Disturbance at Bridle Creek. Reached out to the development team at Copes Crossing about an old electric pole that had not been removed after a new installation. Updated and Reviewed Submitted LTMAP and provided correspondence.

Feb. 8<sup>th</sup> – Open Trench Inspection at Calista Farms and reviewed site violations from previous inspections. Reviewed LTMAP for Willow Grove. Reviewed Fence Permits.

Feb. 12<sup>th</sup> – Completed and submitted SCM I&M Exam. Reviewed Fence Permits. Reviewed Bridle Creek Permit and troubleshooting invoicing/fee functions.

Feb. 13<sup>th</sup> – Tyler Trouble Shooting. Followed up on Liberty Market's Repairs called out from Final Inspection. EPSC Inspections: Marlin Pointe, Liberty Market, Dollar General, Summerlin, Willow Grove, and Cambria.

Feb. 14<sup>th</sup> – Tyler Reviews: Exploring functions of the EP&L, organizing, and updating LDP information and expirations of permits on a spreadsheet. Identify classifications of inspections integrated into EP&L and potential new inspection case types that could be incorporated into the software. Presented information to Asst. director. EPSC Inspections: Cardinal Pointe, Sage Farms, WH Assisted Living, White House Shops, The Mill, Towne Center, Drew Christenson Dev., Rec. Center, Copes Crossing, Dorris 1&2.

Feb. 15<sup>th</sup> – EPSC Inspections at Legacy Farms, Pinson Pointe, and 711.

Feb. 19<sup>th</sup> – President's Day Holiday.

Feb. 20<sup>th</sup> – Assisted with making connections on Technology with the Public Works Inspector to be able to view Construction Documents. Updated Permit cases, reviews, and other related information to the case file. EPSC Inspections at Jackson Farms. Reviewed Marlin Pointe with the Contractor on the Installation of Stormwater Infrastructure. Follow-up EPSC and Open Trench Inspection at Marlin Pointe and Calista Farms. Pre-Con with Lennar for Highland Park. E-review meeting at City Hall.

Feb. 21<sup>st</sup> – P.T.O. Spoke with Public Works Inspector about Form Installation at Highland Park.

Feb. 22<sup>nd</sup> – P.T.O.

Feb. 26<sup>th</sup> – Reviewed Fence Permit Applications. Tyler Tech Support conversation with correcting the LD Permits issues with fees. EPSC Inspection at Fields at Oakwood, WHIS, Calista Farms, Highland Park, The Parks, and Frey Branch Cottages.

Feb. 27<sup>th</sup> – Wrote and provided information to the Assistant Director for the Notice of Violations on the Construction sites of Frey Branch, Calista Farms, and Jackson Farms. Updated Inspection report notes and reports by transferring sent or stored files to the server.

Feb. 28<sup>th</sup> – Requested Meeting by email from PS director. Contacted 711 about offsite issues brought to my attention by the Maintenance team. Fence application and LD Reviews. ADA & MUTCD Research on Crosswalk Markings and Curb Ramps. Inspected 103 Sapphire by request of the Director on concerns of illicit discharge from a single-family construction lot. Reviewed Center Dr. Land Disturbance violations and emailed management.

Feb. 29<sup>th</sup> – EPSC Inspections at Core5, DMK, and Copes, and follow-up inspection at Dorris 2. Training Public Works Inspector at Towne Center on EPSC. Open Trench At Calista Farms.



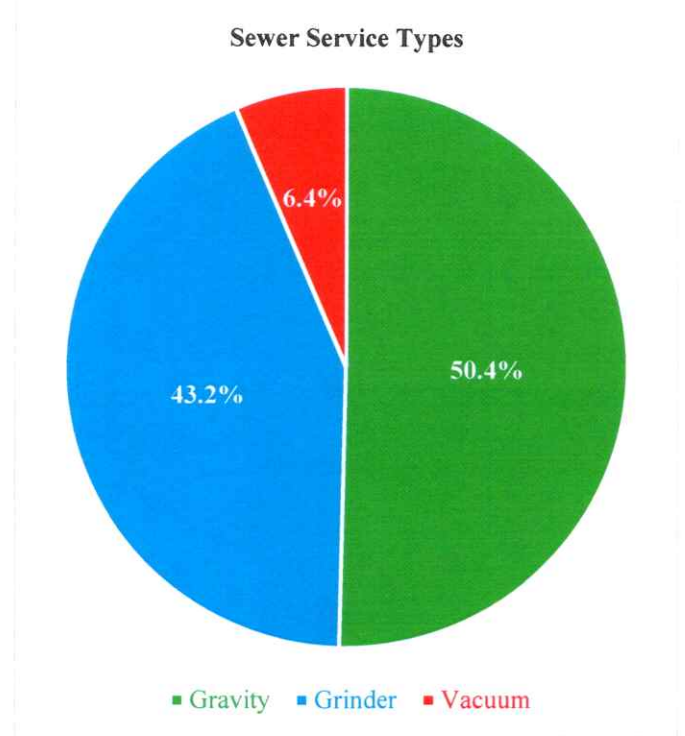
**Wastewater Department  
February 2024**

**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 **February 29<sup>th</sup>, 2024**, City personnel count a total of **6,929** sewer system connections, with **71 new** applications for service in **February 2024**. Totalized counts of each type of connection are provided below:

<b>Gravity Sewer Connections</b>	<b>3,491</b>
<b>Low-Pressure Grinder Sewer Connections</b>	<b>2,992</b>
<b>Vacuum Sewer Connections</b>	<b>446</b>

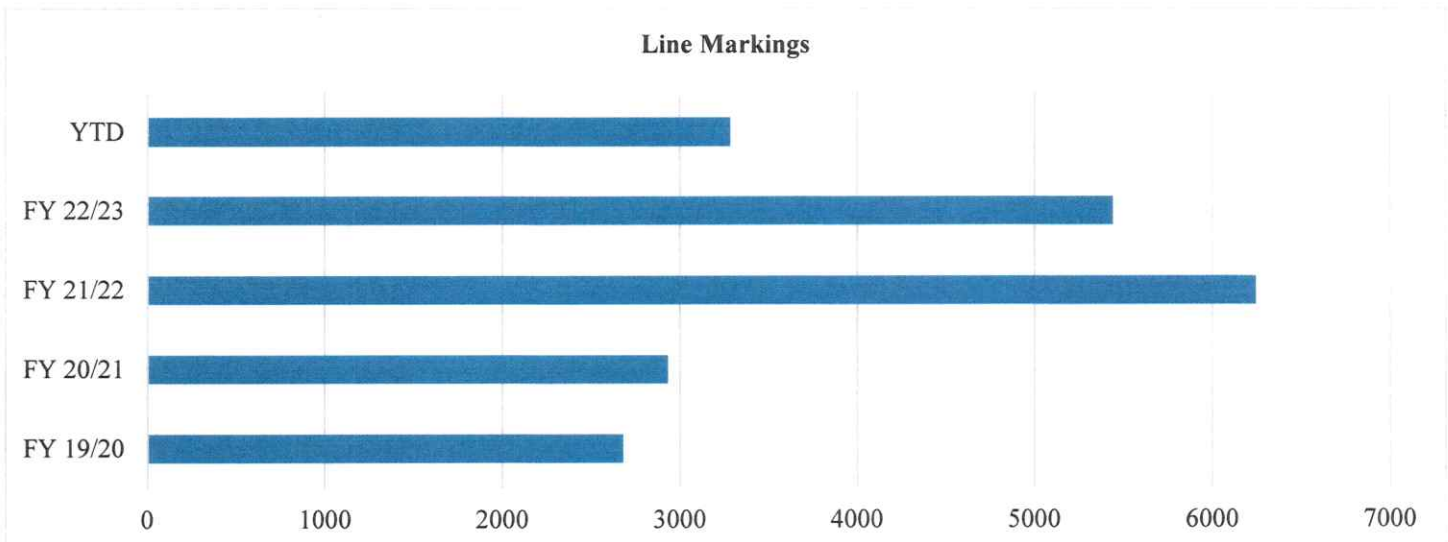
The City counts **191** commercial grinder stations, **2,801** residential grinder stations, and **34** lift stations integrated into our Sanitary Sewer System.



**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.

<b>Line Markings</b>	<b><u>FY 19/20</u></b>	<b><u>FY 20/21</u></b>	<b><u>FY 21/22</u></b>	<b><u>FY 22/23</u></b>	<b><u>February 2024</u></b>	<b><u>FY 23/24 YTD</u></b>
Tennessee 811	2680	2933	6245	5441	491	3284



**Wastewater Department  
February 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>Feb 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		0	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 Apartments	n/a	n/a	0	0		0	0
Kensington Green	1	0	0	0		0	0
Meadowlark Townhomes	n/a	n/a	0	0		0	0
Meadowlark	2	1	1	1		0	0
Sage Farms	n/a	n/a	n/a	n/a		0	1
Sage Rd (Hester Dr)	1	0	0	0		0	0
Loves Truck Stop	0	0	3	3		0	1
Highway 76	1	0	0	0		0	0
Portland	0	1	0	0		0	0
North Palmers Vacuum	3	1	7	7		1	3
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	2	1	9	9		0	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 Apartments	n/a	n/a	0	0		0	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		0	2
The Parks #2	n/a	n/a	n/a	n/a		0	0
Treatment Plant #1	6	3	0	0		0	0
Treatment Plant #2	0	0	0	0		1	1



**Wastewater Department  
February 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.

**Major Alarms/Repairs:**

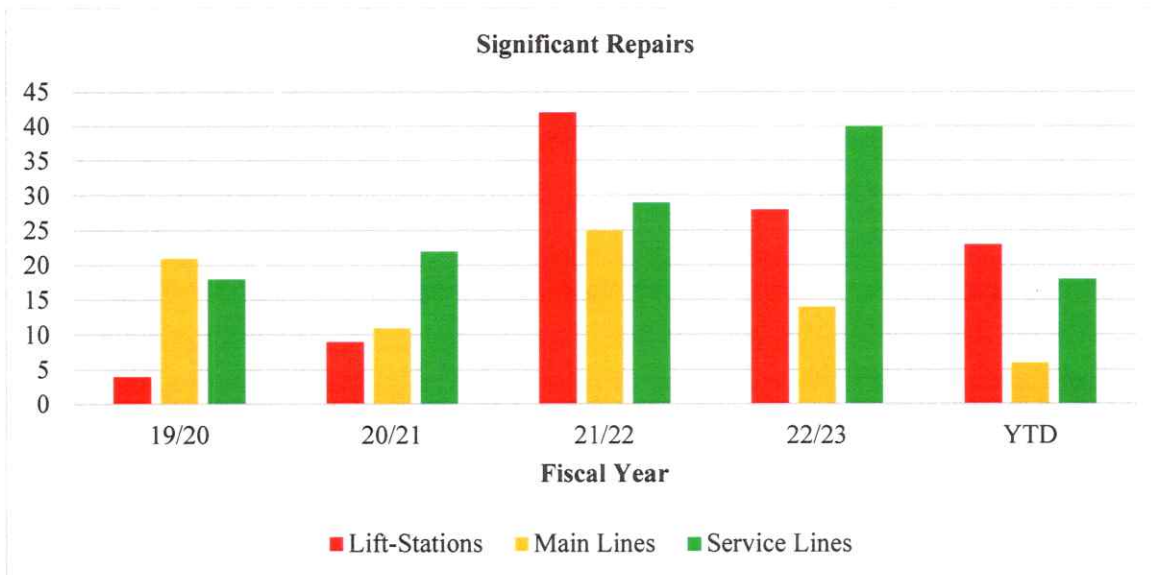
**WWTP Station #2:** A Variable Frequency Drive (VFD) for the pond drain station has been replaced. The station has been returned to normal operation.

**North Palmers Chapel Vacuum Station:** The vacuum station experienced a clogged equalization line, which was repaired (cleaned) and returned to normal operation.

**System Repair Goals:**

The goal is to minimize failures with the major lift stations and the mainline gravity, low-pressure and high-pressure force-mains, and the air-vacuum systems. Key personnel have been trained over the last 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>Feb 2024</u>	<u>FY 23/24</u> <u>YTD</u>
Major Stations	4	9	42	28		2	23
Main Line	21	11	25	14		0	6
Service Line	18	22	29	40		2	18

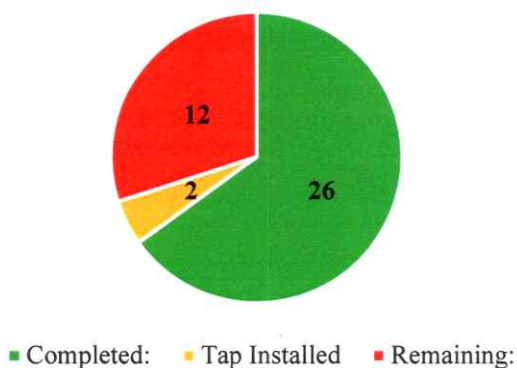


**Wastewater Department  
February 2024**

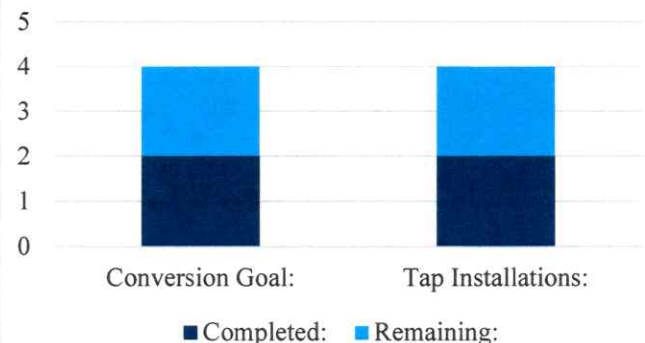
**Ongoing Projects:**

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 31<sup>st</sup>, 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 5<sup>th</sup>, and the contract has been awarded to Norris Bros. Excavation. Product submittals for Phase-4 are currently being evaluated, and the TDOT bore permit has been approved.**
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 replacement pump has been ordered and delivery is anticipated in August, 2024. The old pump has been pulled and sent out for an emergency repair patch to failed volute, with delivery anticipated within a few days. The patch will not hold permanently, but is anticipated to function until the new pump gets delivered.**
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 26 projects have now been completed on the list of 40, and taps are installed for two additional locations. One conversion was completed in February, 2024.**
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.**

**Total Planned Septic-to-Sewer Conversions:**



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

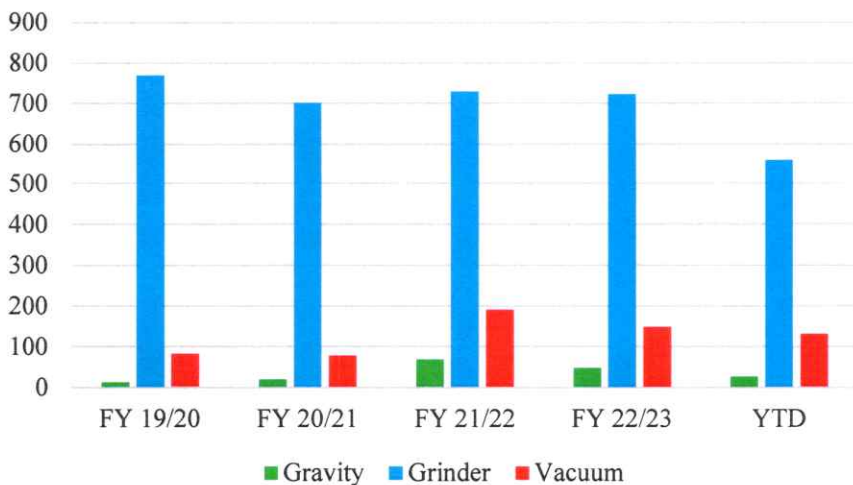




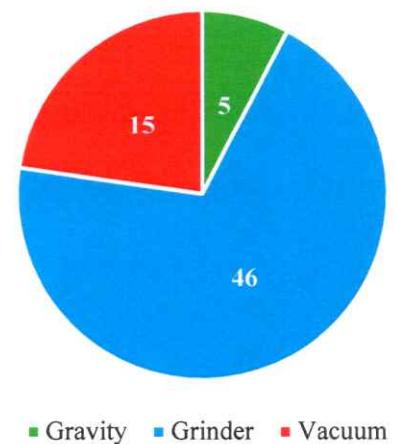
**Wastewater Department  
February 2024**

<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>Feb 2024</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149		15	132
Gravity Service Request	13	20	69	48		5	27
Low Pressure Service Request	770	702	730	723		51	555
Total Pumps Replaced	449	492	472	459		26	257
Total Pumps Rebuilt	n/a	135	114	30		0	15
Total Warranty Pumps Returned	n/a	n/a	129	125		7	59
Grinder Tank PM Program	267	219	117	132		9	96
Open Trench Inspections	226	409	702	653		82	478
Final Inspection for New Service	110	248	405	489		42	426
Grease Trap Inspections	n/a	n/a	n/a	162		12	118
Sanitary Sewer Overflow (SSO)	49	19	28	14		0	10
Odor Complaints	43	35	22	28		2	24

**Sewer Service Calls by Connection Type (YTD)**



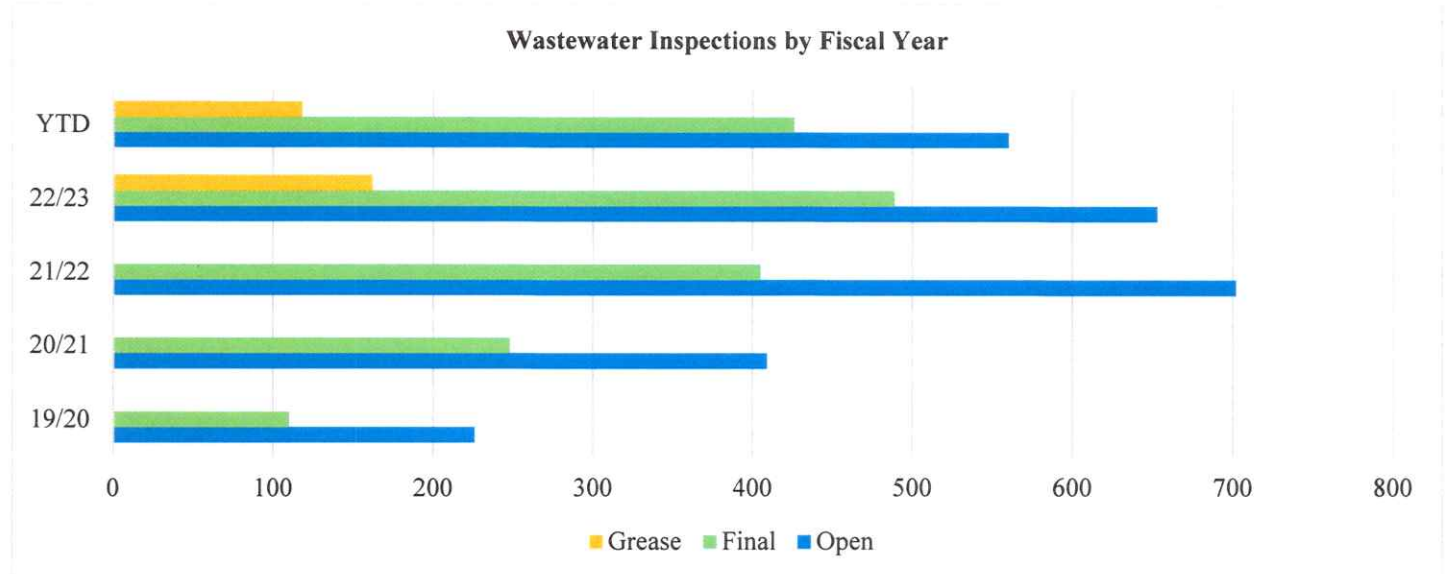
**Sewer Service Calls by Connection Type (February 2024)**



**New Constructions and Inspections:**

## Wastewater Department February 2024

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.



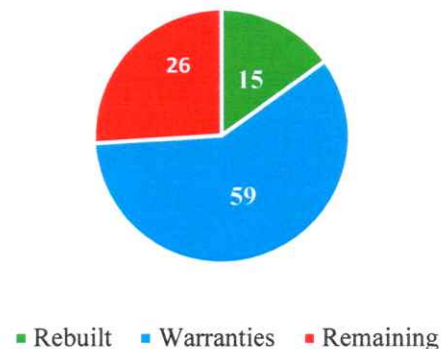
### **Pump Rebuilds:**

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.

### **74.0% of Needed Pumps Rebuilt (FY-2023/2024)**





**Wastewater Department  
February 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.

<u>Parameter</u>	<u>Nov - 23</u>	<u>Dec - 23</u>	<u>Jan - 24</u>	<u>Feb - 24</u>	
<b>Influent – To Plant</b>	-	-	-	0.955 MGD	MGD = Million Gallons/Day
<b>Effluent – To Creek</b>	0.614 MGD	0.646 MGD	0.820 MGD	0.763 MGD	MGD = Million Gallons/Day
<b>Effluent – To Spray Field</b>	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
<b>Total Flow Through Plant</b>	0.614 MGD	0.646 MGD	0.820 MGD	0.763 MGD	
<b>Design Capacity</b>	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
<b>% of Influent Capacity</b>	-	-	-	68.2%	(0.955 MGD) / (1.400 MGD)
<b>% of Effluent Capacity</b>	43.9%	46.1%	58.6%	54.5%	(0.763 MGD) / (1.400 MGD)
<b>Actual Capacity</b>	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
<b>% Actual Influent Capacity</b>	54.8%	57.7%	73.2%	68.1%	(0.763 MGD) / (1.120 MGD)
<b>% Actual Effluent Capacity</b>	-	-	-	85.3%	(0.955 MGD) / (1.120 MGD)
<b>Rainfall</b>	3.31"	2.15"	11.02"	4.53"	

	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Feb 2024</u>	<u>FY 23/24</u> <u>YTD</u>
<b>Effluent Violations</b>	12	7	32	25		<b>2</b>	<b>17</b>

- 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. An additional violation carried over from the previous month for ammonia caused by a heavy I&I event 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 15<sup>th</sup>, 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 29<sup>th</sup>, 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 7<sup>th</sup>, 2020.**

**Wastewater Department  
February 2024**

3. **Peracetic Acid:** TDEC has approved our use of peracetic acid (PAA) as the method of disinfection and has modified our NPDES permit accordingly. The PAA feed rate is operating at a constant **1.90** parts per million (ppm). The average residual was **0.14** ppm. *Last month the feed rate was 2.00 ppm.*

Our TDEC permit states in part that, "The concentration of the E. Coli group after disinfection shall not exceed **126 CFU's** (colony forming units) per 100 ml." Additionally, our *daily maximum* concentration limit is **941/1000ml**. Our **E Coli** testing for the month was an average of **59.4 CFU's**, which is well below the limit. *Last month the average was 28.7 CFU.*

4. **WWTP Expansion Project:**

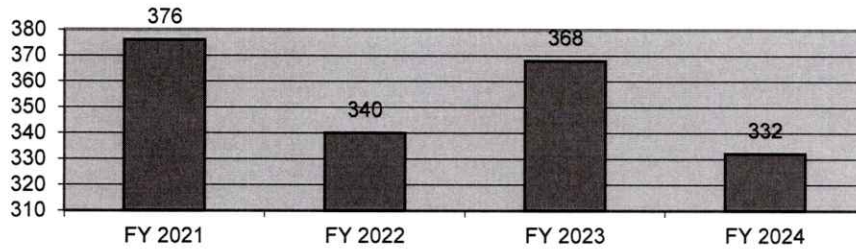
UV Disinfection: The UV disinfection has been successfully started up and is functioning normally. The UV is now being used as the primary means of disinfection for the existing plant, and preliminary analyses have shown it is providing more effective disinfection than the PAA. PAA totes are still on-site as a backup if needed.

Secondary Effluent Filters: The secondary effluent filters have also been successfully started up and are now functioning.

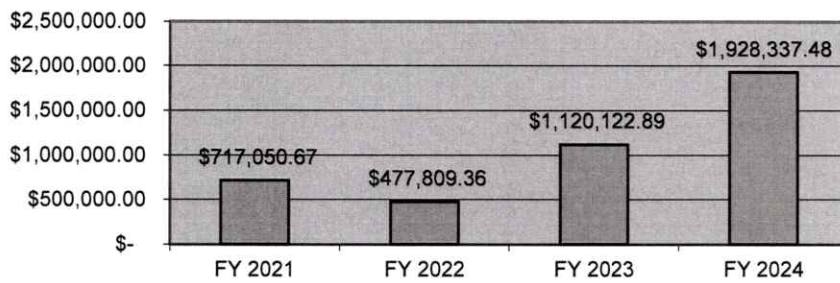
RAS/WAS Pumps: The Return (RAS) and Waste (WAS) sludge pumps for clarifiers #1 and #2 have been replaced and are operating, and flow rates for these pumps are being adjusted to the needs of the facility.

Planning and Codes Department  
FEBRUARY 2024

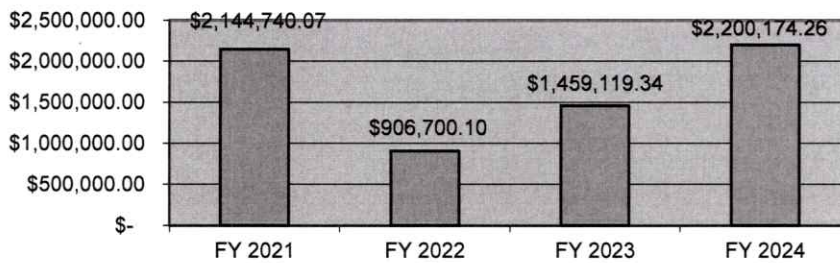
Single Family Permits



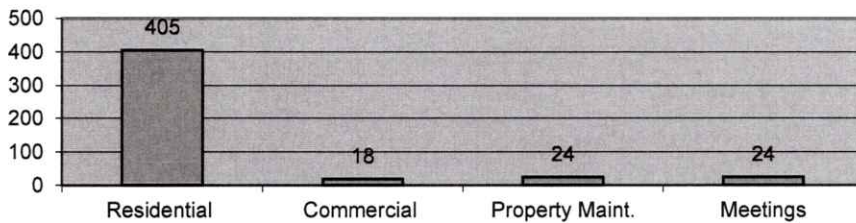
Impact Fees



Permit Fees



Monthly Inspections / Meetings





**Planning and Codes Department  
FEBRUARY 2024**

	Month	FY2024	FY2023	FY2022	FY2021
<b>MEETING AGENDA ITEMS#</b>					
Planning Commission	10	56	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
<b>PERMITS</b>					
Single Family Residential	57	332	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	5	52	96	89	83
New Commercial	1	9	7	7	6
New Industrial	0	1	0	0	0
Other Com/Ind	4	35	51	25	23
Sign	2	13	22	11	17
Occupancy Permits	37	252	397	319	400
Other	0	1	31	11	12
<b>BUILDING INSPECTIONS</b>					
Residential	405	3154	4885	5452	2621
Hours	202.5	1241.75	2250.5	1367	533
Commercial /Industrial	18	131	125	139	92
Hours	9	49.75	125	139	92
<b>CODE ENFORCEMENT</b>					
Total Cases	24	153	35	98	179
Hours	12	55.75	35.75	70.24	86.75
Complaints Received	17	142	199	55	41
<b>MEETINGS</b>					
Administration	6	50	80	117	72
Hours	3	25.75	86	127	70
Planning	16	97	112	127	53
Hours	8	51.25	116.5	96	50
Codes	2	12	10	8	11
Hours	1	9.5	13	10	9
<b>FEES</b>					
Permit Fees	\$337,869.28	\$ 2,200,174.26	\$ 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	<b>\$322,793.28</b>	<b>\$ 1,928,337.48</b>	<b>\$ 1,120,122.89</b>	<b>\$ 477,809.36</b>	<b>\$717,050.67</b>
Roads	\$65,379.00	\$ 578,982.48	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$67,773.00	\$ 394,748.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$48,222.00	\$ 508,971.44	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41
Fire	\$31,806.00	\$ 336,022.28	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
<b>OTHER ITEMS</b>					
Subdivision Lots	103	0	0	0	235
Commercial/Ind. Sq Ft	20,000	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: 41	\$ 23,519,873.35		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	16		17	16	15



Parks, Recreation, & Cultural Arts Department  
February 2024

Update on ongoing projects:

*Soccer Complex Renovation Phase II*

- Project ongoing – currently at 12% complete according to most recent invoice
- Substantial completion set for June 15<sup>th</sup>



*Splash Pad Maintenance Building*

- Work has continued slowly
- Tank will be replaced sometime in May
- Target opening date is Memorial Day weekend

*Rec Center*

- First and second floors have been poured
- Duct work is being hung
- Stairs will start being installed next month
- Track and gym pours will be coming soon
- Walking track roof decking will start being installed soon



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

*Master Plan*

- Study Session held on February 20<sup>th</sup> to conduct SWOT analysis with the Leisure Service Board
- Will review draft recommendations at the March Leisure Service Board Meeting
- Hope to get final draft in April and approved by BOMA before May 3<sup>rd</sup> deadline for LPRF Grant

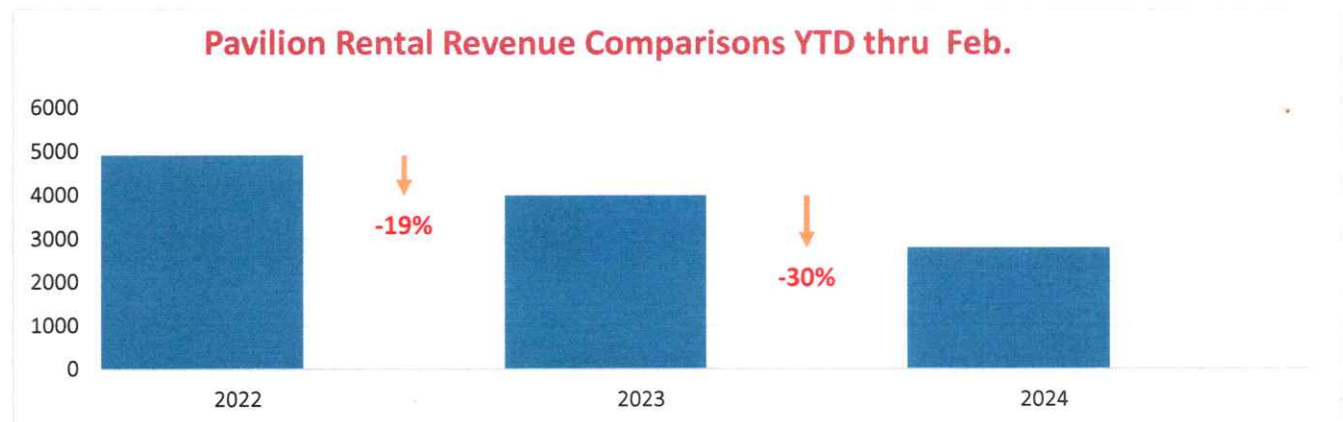
**List of upcoming projects yet to begin:**

*Parks Truck*

- Still waiting on this project

*Dirt for Laser Grading & Sand for Top Dressing*

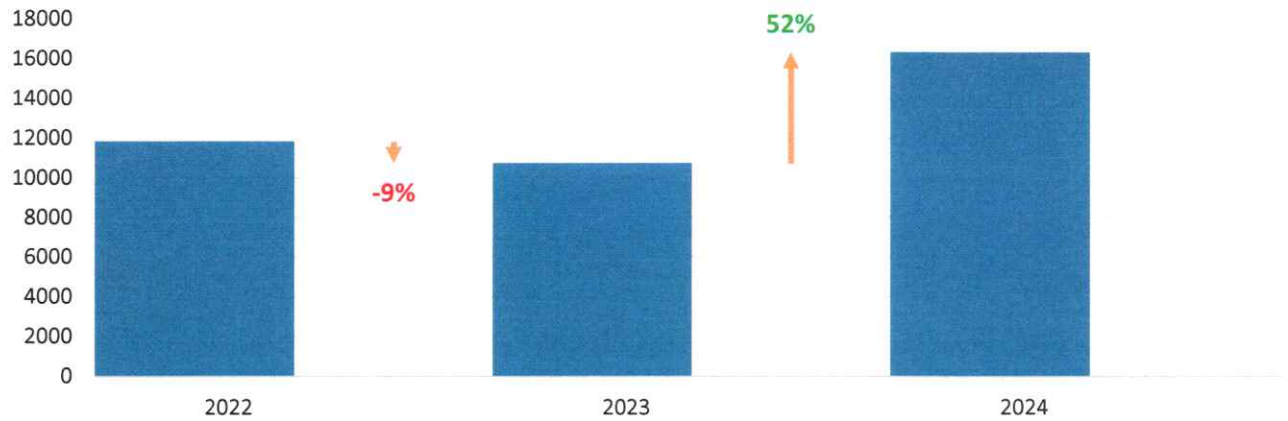
- Laser grading complete
- Top dressing will take place in June



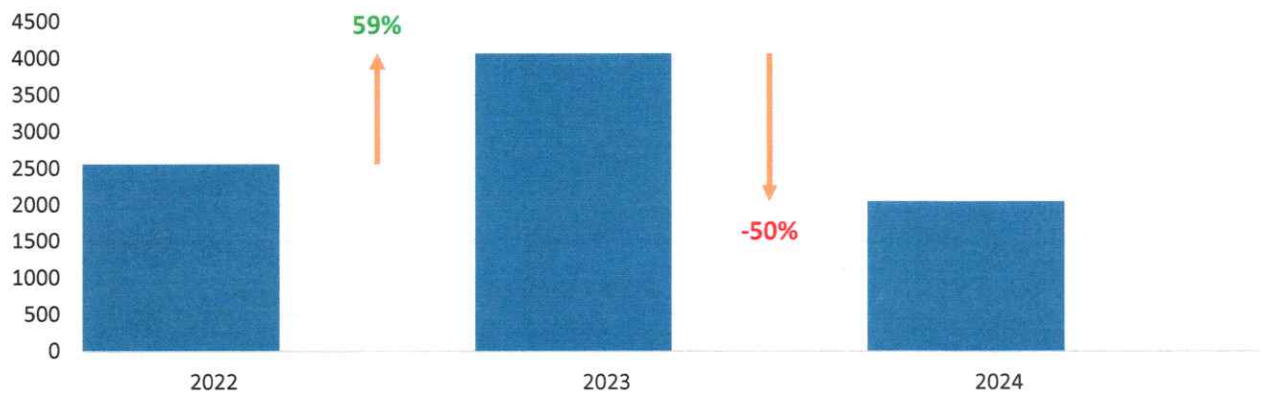


Parks, Recreation, & Cultural Arts Department  
February 2024

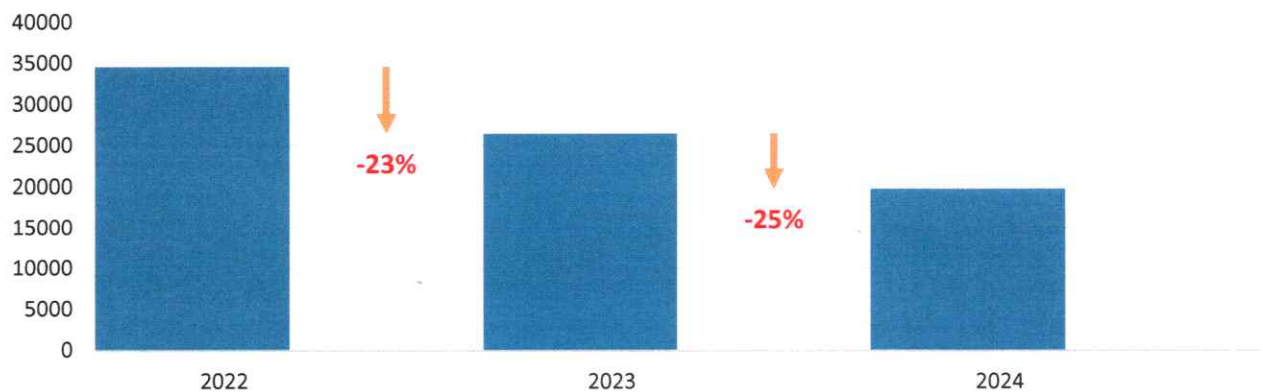
Facility Rental Revenue Comparisons YTD thru Feb.



Ballfield Rental Revenue Comparisons YTD thru Feb.



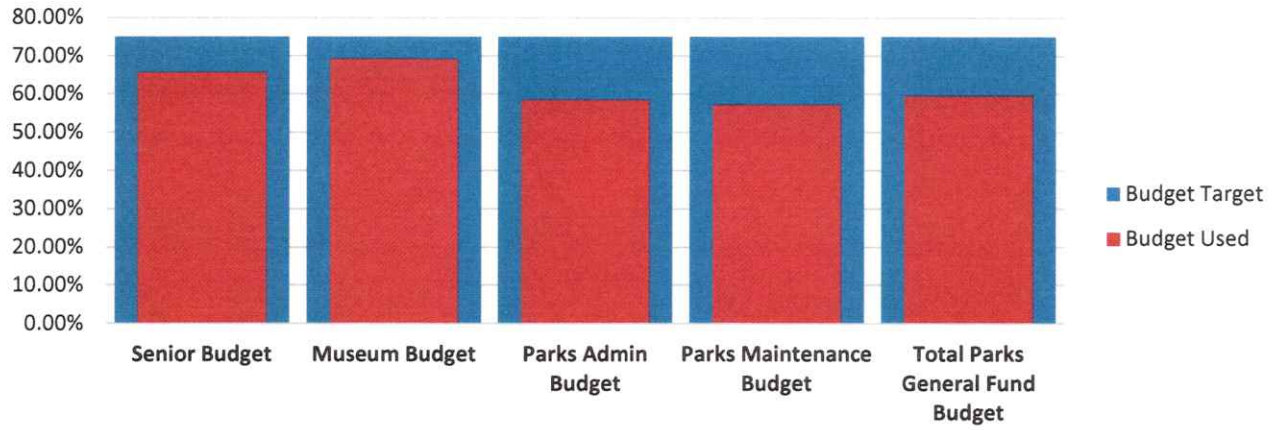
Affiliate League & Misc. Revenues YTD thru Feb.



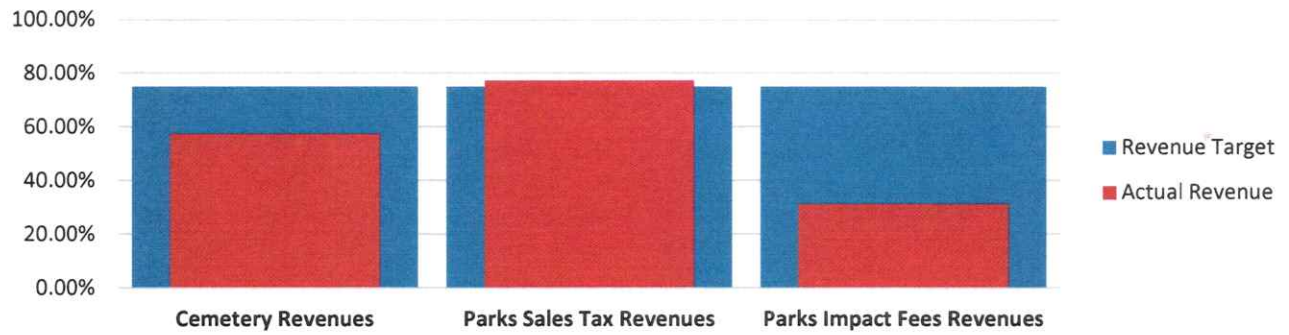


Parks, Recreation, & Cultural Arts Department  
February 2024

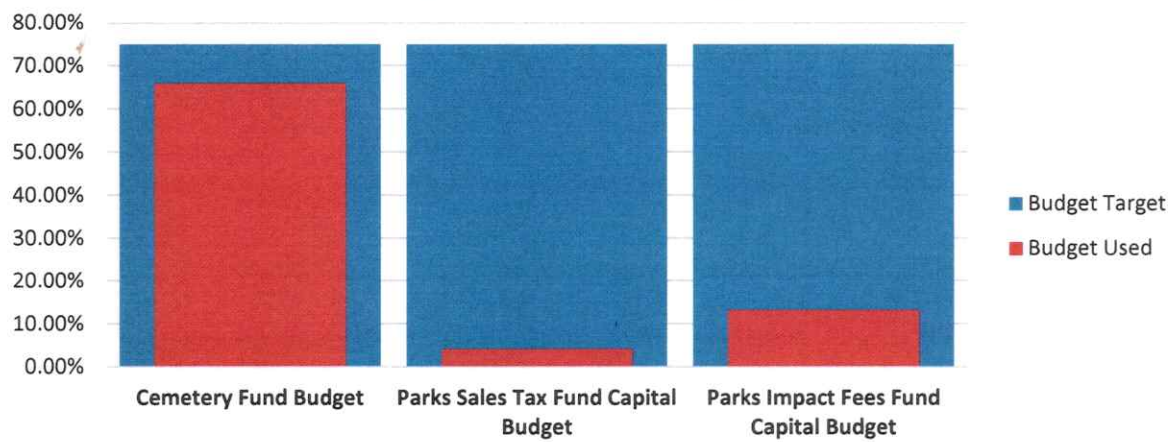
### General Fund Budgets



### Special Funds Revenues



### Special Funds Budget



Parks, Recreation, & Cultural Arts Department  
February 2024

Recreation- Assistant Director

**Adult Programs**

Women's Exercise Class:

- Dates: 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup>
- 02/07- Canceled due to instructor illness
- Total Attendees: 14

Adult Softball:

- Registration Open: Jan 28<sup>th</sup>- March 10<sup>th</sup>

Men's Basketball

- Registration Open: Feb 18<sup>th</sup> – March 31<sup>st</sup>

**Youth Athletics**

*White House Youth Soccer- Cancelled Spring Season*

*May affect Spring registration numbers*

Youth Basketball- Ended

- Last games played- 02/24
- Program Evaluation: Sent out 02/07
  - Responses: 30

Girl's Volleyball – Registration Closed Feb. 18<sup>th</sup>

- 165 players registered
  - 3<sup>rd</sup>-5<sup>th</sup> Grade: 10 Teams
  - 6<sup>th</sup> – 8<sup>th</sup> Grade: 9 Teams

Challenger Baseball- Registration: Jan. 1<sup>st</sup>- Mar. 17<sup>th</sup>

**Special Events**

The Great Egg Hunt- March 17<sup>th</sup>- 31<sup>st</sup>

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

Independence 5k

- Developed Save the date for Word on White House (April/May)

**Other**

Master Plan:

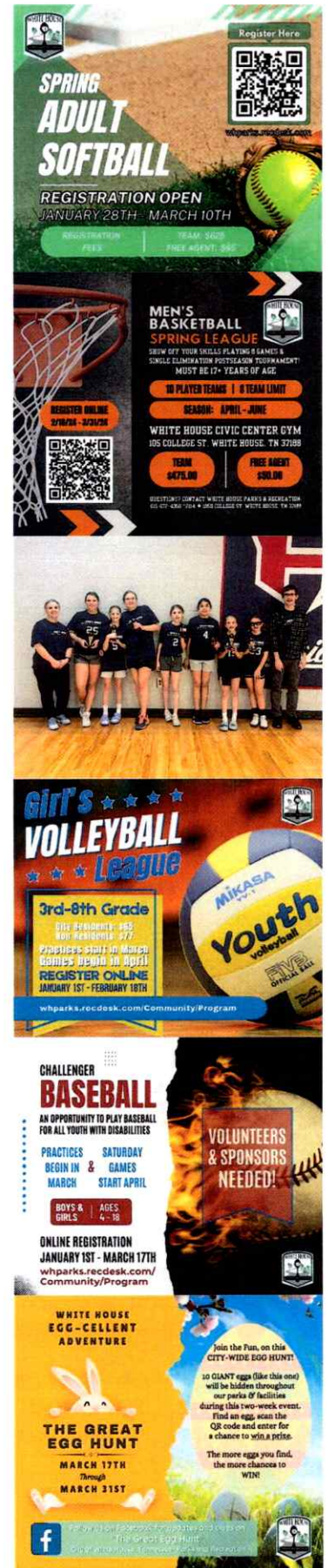
- LSB Study Session Feb. 20<sup>th</sup> 6:00pm

Open gyms: Averaged totals per a day

- Pickle Ball Open Gym- 14
- Open Gym - 13

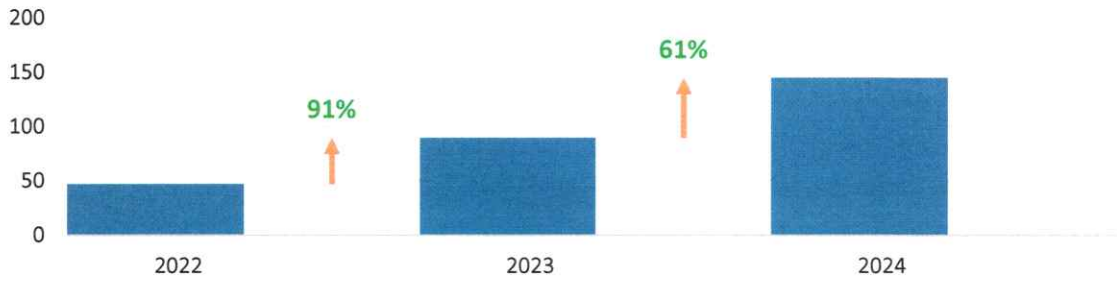
Social Media

- Facebook
  - 1,040 Followers
  - Reach: 13,500
  - Total posts: 30
  - Best Performing Post: Leisure Service Board- Master Plan Meeting
    - Reach: 8,800
    - Shares: 30



Parks, Recreation, & Cultural Arts Department  
February 2024

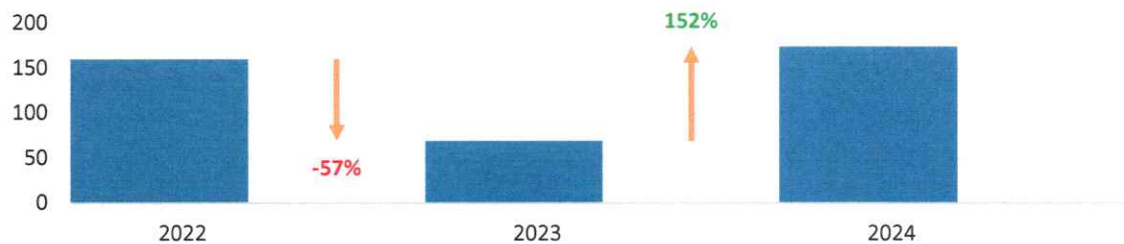
Facility Usage Comparisons YTD thru Jan.



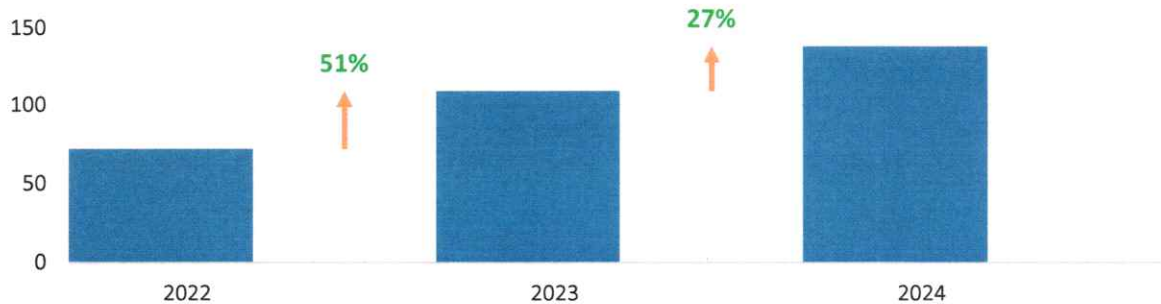
Youth Programming Attendance Comparisons YTD thru Feb.



Adult Programming Attendance Comparisons YTD thru Feb.



Total Program Offerings Comparisons YTD thru Feb.





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

**Maintenance**

- We have put down pre-emergent on all sports fields at the park and soccer complex.
- Round up was also sprayed on soccer fields that were not overseeded with ryegrass.
- We rented a lift and put up a new net on the field 8 backstop.

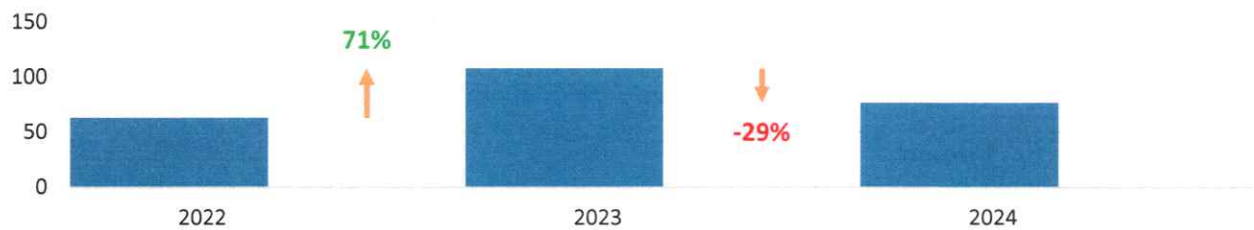


- We have added clay and laser graded fields 2 and 4 in the quad.

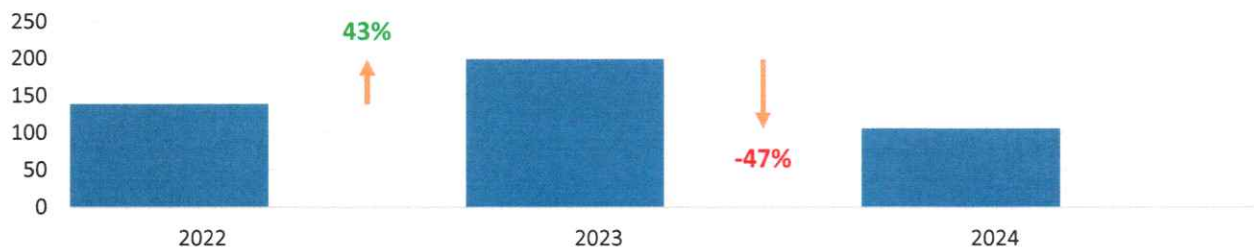


- We have gone down the Greenway and trimmed back any low hanging limbs and any brush that has grown too close to the trail.
- We have started spraying round up along fences at all of our locations.

**Ballfield Rentals Comparisons YTD thru Jan.**



**Pavilion Usage Comparisons YTD thru Jan.**



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

**Museum**

**Volunteers**

The volunteers had the privilege to present the “Then” part of the “Now & Then” unit the Kindergarteners at HB Williams. In the month of February, we have had two visits from homeschool groups planned at the museum. The volunteers have provided the museum with 32 volunteer hours.



**Exhibits** – Josephine Holloway is our Black History Month exhibit. She will also be up for Women’s History Month along with two other local women.



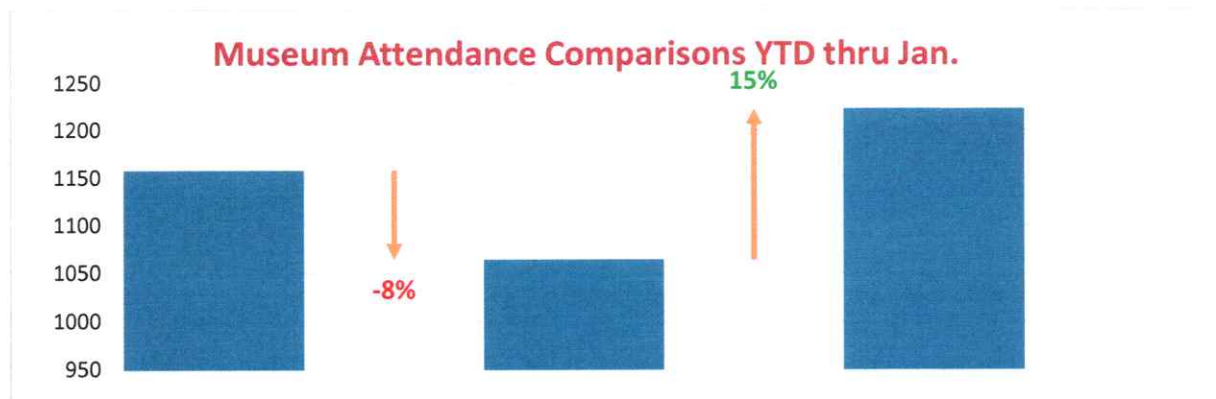
**Tours at Museum** – Tours were given to walk ins. I was very excited to have a kindergartener come from HB Williams after our visit to the school. He was so excited to see all the artifacts we had brought to show in their places in the museum.

**Events and Meetings Assisted with and/or Attended**

- February 1 – Artisan Industry Tour
- February 5 – Evening Training Room Use WHYS
- February 13 – Ribbon Cutting E&E Eyecare
- February 20 – Chamber Awards Luncheon
- February 22 – Evening Training Room Use Edward Jones, Taylor Carter
- February 26 – Chairman’s Celebration Design Committee
- February 27 – Power Hour at Uncle John’s
- February 27 – Evening Training Room Use Dottie Bogan
- February 29 – Stagecoach Kickoff Meeting

**Visitors’ Center and Museum Attendance**

Visitors’ Center Only	Visitors’ Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
3	17	56	73	140

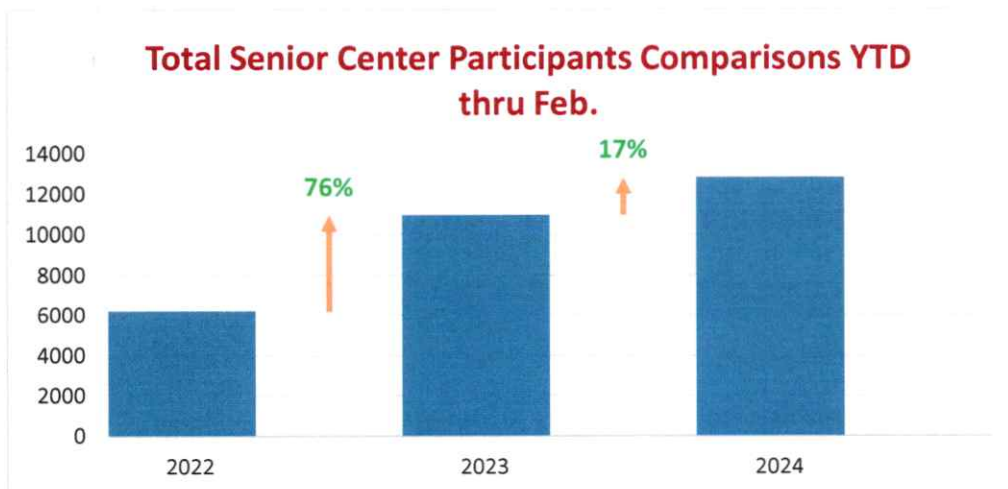
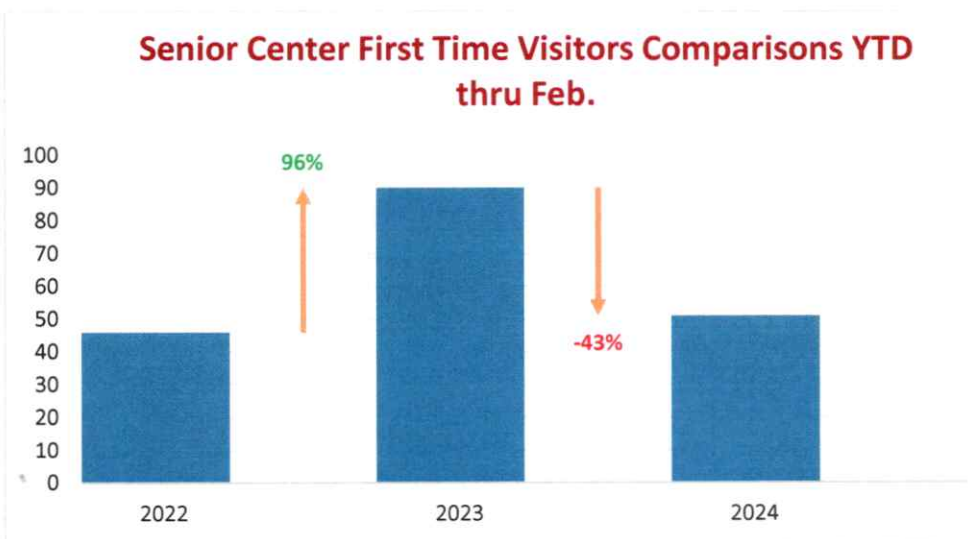
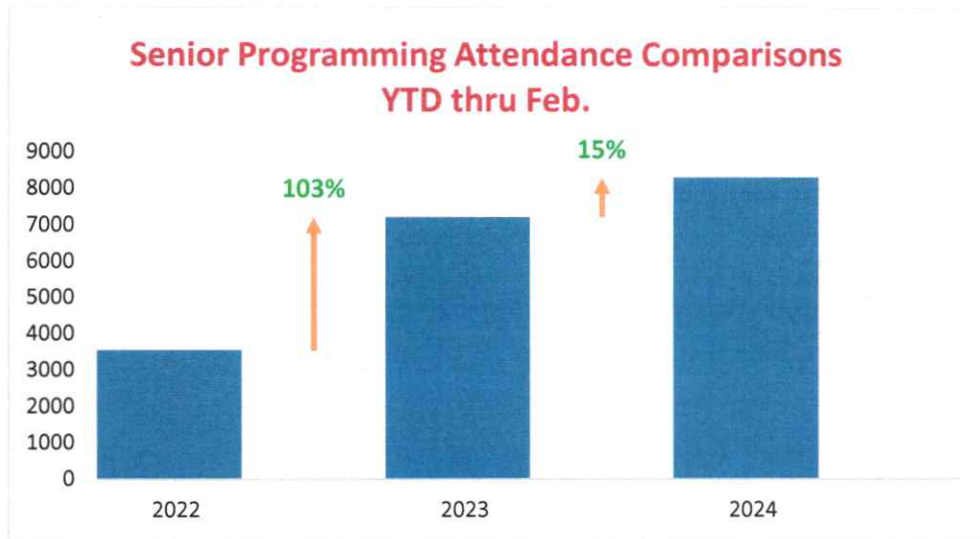


**Parks, Recreation, & Cultural Arts Department  
February 2024**

<b>Senior Center Participation - FEBRUARY 2024</b>			
<b><u>Outings:</u></b>			
<b><u>Lunch Colorado Grill</u></b>	22		
Lunch Milo in Portland	14		
Lunch BBQ	10		
<u>Bowling</u>	14		
<b>Total</b>	60		
<b><u>Events:</u></b>			
Show/Tell	11		
Valentine	52		
<b>Total</b>	63		
		<b><u>Sr Meals Wednesdays</u></b>	
		143	
		153	
		130	
		114	
		<b>540</b>	<b>TOTAL</b>
<b><u>Programs:</u></b>			
Fittercise-Strength, Yoga	522		
Walk	135		
Bingo	80		
Birthday Potluck	74		
Ballroom & Country Western Dance Lessons	23		
Farmers Rummy	12		
Garden Club	28		
Quilting	3		
Meals on Wheels	81		
Bunco	26		
Bible Study	7		
Crafts	0		
Cards, Games, Pool, Puzzles	143		
Pickle Ball	71		
<b>TOTAL</b>	<b>1205</b>		
<b>MEMBERS</b>	<b>393</b>	Updated members	as of 2/29
<b>1st time visitors</b>	9		
<b>New Members</b>	<b>12</b>		
<b>TOTAL Sr Center Participants:</b>	<b>1396</b>	<b>Total</b>	<b>1868</b>



Parks, Recreation, & Cultural Arts Department  
February 2024



**Parks, Recreation, Cultural Arts Department**  
**February 2024**

	FYE 2021	FYE 2022	FYE 2023	YTD Feb. 2022	YTD Feb. 2023	February 2024	YTD 23-24
<b>Facility Usage</b>							
Special Use Permits Submitted	39	20	23	11	14	1	18
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	38	65	1	71
Splash Pad Pavilion Usage	99	165	136	90	122	0	15
Total Number of Pavilions Usage	207	291	303	139	199	1	106
Gymnasium Rentals	23	83	82	47	66	1	19
Amphitheater Usage	1	9	9	0	7	0	1
Community Room			66		17	25	125
Total Number of Facility Rentals	30	92	157	47	90	26	145
Ballfield Rentals	146	134	165	63	108	3	77
Vistor Center Attendance	20	29	30	15	19	3	18
Visitors Who Also Toured Museum	70	303	191	159	118	17	140
Museum Attendance Only	115	1116	1142	994	946	56	1083
Total Museum Attendance	185	1419	1333	1,158	1064	73	1223
<b>Programming</b>							
Number of Youth Program Participants	417	615	800	532	667	0	610
Number of Adult Program Participants	100	260	195	160	69	16	174
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	14	17	5	19
Number of Senior Center Memberships	2000	2454	3186	1634	1912	393	2957
Number of New Senior Center Memberships	0	5	38	5	15	12	68
Senior Center Participants	4412	11605	16,821	6,219	10,966	1,868	12824
Senior Center First Time Visitors	36	95	115	46	90	9	51
Number of Senior Trips Offered	9	28	46	14	32	4	22
Number of Senior Trip Participants	81	235	617	109	410	60	324
Number of Senior Programs Offered	34	101	142	58	92	16	119
Number of Senior Program Participants	1061	7304	10,566	3540	7202	1268	8278
Number of Senior Meals Served	36	47	48	31	31	4	34
Number of Meals Participants	3277	3965	5658	2570	3354	540	4854
Offsite Presentation Attendees	0	145	435	120	435	140	525
Total Number of Programs Offered	53	124	166	72	109	21	138
<b>Revenues</b>							
Youth Programs	\$44,261.00	\$57,366.00	\$ 79,821.40	\$46,006.00	\$68,623.00	\$6,046.00	\$ 65,641.00
Adult Programs	\$ 6,230.00	\$ 7,925.00	\$ 11,780.00	\$2,565.00	\$10,435.00	\$1,870.00	\$ 6,530.00
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	\$6,723.50	\$11,126.00	\$1,777.00	\$ 16,153.50
Shelter Reservations	\$ 9,112.50	\$12,995.00	\$ 7,675.00	\$4,920.00	\$3,995.00	\$400.00	\$ 2,787.50
Facility Reservations	\$ 2,956.25	\$19,181.75	\$ 16,978.25	\$11,831.75	\$10,752.75	\$3,657.50	\$ 16,345.00
Field Rentals	\$ 5,820.50	\$ 3,913.00	\$ 5,578.50	\$2,560.00	\$4,071.00	\$165.00	\$ 2,053.00
Affiliate League/Tournament Fee Revenue	\$ -	\$13,666.50	\$ 29,825.50	\$13,666.50	\$22,045.50	\$0.00	\$ 11,527.50
Misc	\$ 9,686.39	\$25,818.31	\$ 8,763.20	\$20,916.55	\$4,417.18	\$2,345.00	\$ 8,246.95
<b>Maintenance</b>							
Mowing Hours	2,195	1660.25	1548.5	1201.25	830.5	15	953
Work Orders Received	9	15	24	9	15	1	11
Work Orders Completed	9	14	23	8	14	1	11
Number of Projects Started	39	31	8	18	5	2	12
Number of Projects Completed	32	29	8	16	5	3	11
Number of ballfield rainouts	NA	156	321		50	33	200
Bags of Field Dry Used	NA	100	42		6	4	28

## **White House Library February Monthly Report**

### **Summary of Activities**

The library had book author Sarah Tuck come to the library on February 6<sup>th</sup> for a book signing. Ms. Tuck has written both children and adult books as well as plays.

The library director attended a Lions Club meeting on February 9<sup>th</sup>. The group discussed doing a GoFundMe to help raise funds to pay for glasses and other eye related treatments that those in the community may need.

The library director attended regional training on how to create a long range plan. The library director plans to share this with the library board for future planning ideas.

The library director did performance appraisals of all of her staff and submitted those to the HR department.

The library director attended the Board of Mayor and Alderman meeting on February 15. The BMA voted on the second reading to remove late fees on all items except technology devices. Once the library board votes to update the library policy, staff will then have the system remove all previous late fees on patron accounts. Then going forward, items will not get a late fee on items, but they will be charged the cost of the item if they do not return the item. The library has been putting out promotional material to let patrons know about the upcoming change.

The library director met with Caitlyn and Cecilie from the regional library to discuss training opportunities that the region could offer next fiscal year.

The library director met with the city administrator to go over the non-CIP budget requests for the upcoming fiscal year.

The library director attended the BMA study session on the results of the pay study survey.

The library director met with the Stokes Brown Public Library director to discuss director related matters.

Larry, the library chameleon, started to act sluggish on Monday, February 26. During that week, the library director took Larry to the vet twice. He had his blood drawn and some x-rays. The vet knows he has an infection, either from a parasite or bacteria. He is on antibiotics and a parasite med, but he had to go back to the vet on Monday, March 4 because of another health issue. However, the vet did say he was responding well to treatment. The friends of the library made a GoFundMe to raise funds to pay for Larry's vet bill.

### **Department Highlights**

The department highlights include: going fine free, the author book signing, and the director training/meetings in the region.



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

**Official Service Area Populations**

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

**Membership**

February	2020	2021	2022	2023	2024
New Members	100	46	60	80	139
Updated Members	259	339	254	183	442
Yearly Totals	2020	2021	2022	2023	2024
Total Members	9,496	7,027	7,125	7,442	7,636
% of population with membership	66	49	48	49	50

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:** 39,654

**Estimated Value of Total Materials:** \$991,350

**Total Materials Available Per Capita:** 2.63

**Last Month:** \$990.775

**Last Month:** 2.63

**State Minimum Standard:** 2.00

**Materials Added in February**

2020	2021	2022	2023	2024
140	128	204	163	289

**Yearly Material Added**

2020	2021	2022	2023	2024
3,025	3,035	3,573	2,641	417

**Physical Items Checked Out in February**

2020	2021	2022	2023	2024
5,320	3,782	5,331	6,612	6,332

**Cumulative Physical Items Check Out**

2020	2021	2022	2023	2024
50,042	59,515	80,653	81,667	12,834

**Miscellaneous item checkouts**

February	2020	2021	2022	2023	2024
Technology Devices	33	54	50	67	64
Study Rooms	66	19	47	77	82
Games and Puzzles	127	109	101	158	173
Seeds	115	135	64	119	131
STEAM Packs	32	0	12	14	35
Cake Pans	2	5	1	2	9
Outdoor Items	*	*	*	1	9
Honor Books	*	*	*	9	9

**Yearly Totals**

2020	2021	2022	2023	2024
381	725	743	794	149
305	395	746	888	139
955	1,263	2,060	1,855	399
302	878	883	767	173
25	160	234	351	55
28	21	69	45	17
*	*	17	59	10
*	*	19	104	15

**Library Services Usage**

February	2020	2021	2022	2023	2024
Test Proctoring	10	0	3	4	4
Charging Station	4	3	0	4	1
Notary Services	10	1	1	5	10
Library Visits	4,242	2,305	3,186	3,677	3,545*
Website Usage	1,559	1,859	2,089	4,065	815
Reference Questions	3	5	4	2	6

**Yearly Totals**

2020	2021	2022	2023	2024
74	108	61	54	4
47	45	21	16	2
88	144	135	167	25
30,007	38,913	48,253	48,053	7,322
17,977	27,907	33,678	36,648	1,785
60	73	31	37	8

**Computer Users**

February	2020	2021	2022	2023	2024
Wireless	532	186	290	378	339
Adult Users	399	160	211	194	211
Kids Users	123	5	276	153	109

**Yearly Computer Users**

2020	2021	2022	2023	2024
3,829	3,878	4,544	4,338	607
2,138	2,235	2,608	2,255	403
427	957	2,987	2,030	252

**Library Volunteers**

February	2020	2021	2022	2023	2024
Library Volunteers	12	9	8	9	7
Volunteer Hours	143	82.5	85.5	64	50

**Yearly Totals**

19-20	20-21	21-22	22-23	23-24
36	20	48	54	35
1,286	1,204	1,492.5	1,227	374.5

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

**Universal Class Counts**

February	
Sign ups	2
Courses started	4
Lessons viewed	66
Submissions	37

**Yearly Totals**

2020	2021	2022	2023	2024
10	13	18	22	4
53	39	2	24	10
1,771	1,008	876	419	112
800	515	465	559	95

**Kanopy**

February	
Visits	662
Pages	886
Plays	161
Accounts	6

2023	2024
2,350	1,319
3,547	1,742
608	357
89	13

**Programs**

1,000 books	2020	2021	2022	2023	2024
Monthly Sign-ups	2	1	9	0	0
Total program Sign-ups	67	124	132	157	70

Achievements	
500 Mark	18
Total Completion	18

We did a purge of participants that have aged out of the program.

**Face-to-face Kids Programs**

February	2020	2021	2022	2023	2024
Programs	11	0	11	12	12
Attendees	272	0	256	362	294
Yearly	2020	2021	2022	2023	2024
Programs	43	91	136	129	23
Attendees	1,185	2,167	3,646	3,805	535

**Grab & Go Kits**

February	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

**Teen/tween Face-to-Face Programs**

February	2020	2021	2022	2023	2024
Programs	0	0	8	11	11
Attendees	0	0	37	28	29
Yearly	2020	2021	2022	2023	2024
Programs	11	43	98	112	19
Attendees	77	370	437	361	52

**Teens Programs**

February	2024
Programs	2
Attendance	1
Yearly	
Programs	4
Attendance	4

**Grab & Go**

February	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 are trying to hold teen only programs and are hoping those will start to draw more attendance.

**Face-to-face Adult Programs**

February	2020	2021	2022	2023	2024
Programs	11	2	5	7	13
Attendees	58	12	21	28	93
Yearly	2020	2021	2022	2023	2024
Programs	42	63	75	107	23
Attendees	214	351	377	589	164

**Device Advice**

February	2020	2021	2022	2023	2024
Sessions	0	2	3	7	17
Yearly	51	81	131	144	35
Passive					
February	*	0	0	0	0
Yearly	*	0	20	0	0

**Interlibrary Loan Services**

February	2020	2021	2022	2023	2024
Borrowed	69	41	74	48	66
Loaned	16	10	33	15	53

**Yearly Interlibrary Loan Services**

2020	2021	2022	2023	2024
534	673	872	597	143
151	226	317	184	72

February	R.E.A.D.S
Adults	2,421
Juvenile	177

Yearly Totals	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Adults	23,138	19,466	21,110	25,066	19,486
Juvenile	1,189	1,032	2,013	1,788	1,548

The READS statistics come from the state.



**CITY COURT REPORT**

February 2024

**CITATIONS**

TOTAL MONIES COLLECTED FOR THE MONTH \$3,207.50

**TOTAL MONIES COLLECTED YTD \$48,426.00****STATE FINES**

TOTAL MONIES COLLECTED FOR MONTH \$2,665.61

**TOTAL MONIES COLLECTED YTD \$13,983.56**TOTAL REVENUE FOR MONTH \$5,873.11**TOTAL REVENUE YTD \$62,409.56****DISBURSEMENTS**

LITIGATION TAX \$288.32

DOS/DOH FINES &amp; FEES \$137.75

DOS TITLE &amp; REGISTRATION \$57.00

RESTITUTION/REFUNDS \$0.00

ON-LINE CC FEES \$0.00

CREDIT CARD FEES \$0.00

WORTHLESS CHECKS \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$483.07**TOTAL DISBURSEMENTS YTD \$7,546.10**ADJUSTED REVENUE FOR MONTH \$5,390.04**TOTAL ADJUSTED REVENUE YTD \$54,863.46****DRUG FUND**DRUG FUND DONATIONS FOR MONTH \$837.52**DRUG FUND DONATIONS YTD \$2,956.88**

<b>Offenses Convicted &amp; Paid For Month</b>	<b>Count</b>	<b>Paid</b>
Careless Driving		
Financial Responsibility Law	11	\$615.00
Registration Law	8	\$445.00
Improper Equipment		
Texting/Hands Free Law		
Codes Violation		
DL Exhibited	1	\$0.00
Red Light	2	\$240.00
Animal Control		
Stop Sign	1	\$70.00
Speeding	15	\$1,450.00
Seat Belt-Child Restraint	1	\$30.00
Following Too Close	1	\$55.00
Exercise Due Care	4	\$302.50
Failure to Yield		
Total	44	\$3,207.50



# RESOLUTIONS....

**RESOLUTION 24-03**

**A RESOLUTION TO ANNEX CERTAIN TERRITORIES AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE.**

**WHEREAS**, a public hearing before this body will be held the 18<sup>th</sup> day of April 2024, and notice thereof published in the White House Connection on April 2<sup>nd</sup>, 2024; and,

**WHEREAS**, application from the property owner to annex the below mentioned territories into the City limits which is adjacent to the current city limits; and,

**WHEREAS**, a Plan of Services for such territory will be duly adopted by the City of White House Board of Mayor and Aldermen; and,

**WHEREAS**, the annexation completed per provisions of TCA 6-5-104 of such territories is deemed reasonable for the overall well-being of the community and the annexation is necessary for the health, safety, and welfare of the property owner and future citizens with the residential development of the annexed territories thereof and of the City as a whole;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen of the City of White House, Tennessee that the territories described below be annexed and incorporated within the corporate boundaries of the City of White House:

7.32 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, PARCEL 011.00. PROPERTY IS LOCATED AT 7769 HIGHWAY 76. **“EXHIBIT A”**.

**SECTION 1.** That the Board of Mayor and Aldermen of the City of White House, Tennessee, hereby certify that this Resolution has been submitted to the Planning Commission of the City of White House for a recommendation, and a notice of hearing thereon has been ordered after at least fifteen (15) days' notice of the time and place of said meeting has been published in a newspaper circulated in the City of White House, Tennessee. This Resolution shall take effect fifteen (15) days from the date of its final passage, the public welfare demanding it.

First Reading: March 21, 2024

Second Reading: April 18, 2024

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John Corbitt, Mayor

ATTEST:

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Derek Watson, City Recorder

RESOLUTION 24-03  
"EXHIBIT A"





# ORDINANCES....

**ORDINANCE 24-03**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON COUNTY AGRICULTURAL, AG-2, TO GENERAL COMMERCIAL, C-2, AT 7769 HIGHWAY 76**

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

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

**WHEREAS**, The City of White House Planning Commission on Monday February 12, 2024, reviewed and approved the rezoning request; and,

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

**SECTION 1.** That the City of White House Zoning Map be amended from Robertson County Agricultural, AG-2, to General Commercial, C-2, for the property included in "EXHIBIT A" and described as follows:

7.32 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, Parcel 011.00. PROPERTY IS LOCATED AT 7769 HIGHWAY 76. "**EXHIBIT A**".

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

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

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

First Reading: March 21, 2024

Second Reading: April 18, 2024

\_\_\_\_\_  
John Corbitt, Mayor

ATTEST:

\_\_\_\_\_  
Derek Watson, City Recorder

ORDINANCE 24-03  
"EXHIBIT A"





PURCHASING....

# White House Police Department

## **John W. Decker Police Facility**

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

John Corbitt  
Mayor

Patrick M. Brady  
Chief of Police

Gerald O. Herman  
City Administrator

To: The Board of Mayor and Alderman  
From: Patrick Brady, Chief of Police *PB*  
Date: March 8, 2024  
Re: LTE Video Surveillance Trailer  
Cooperative (Contract Number GS-07F-031DA)

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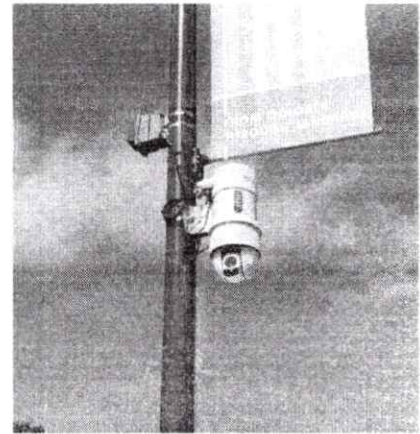
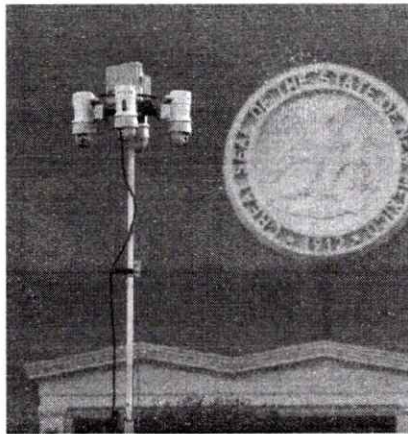
The White House Police Department is requesting a Cooperative Purchase from Wireless CCTV for one LTE Video Surveillance Trailer in the amount of \$46,328.57.

The purchase will be reimbursed 100% through the State VCIF (Violent Crimes Intervention Funding) Grant which has been approved for us.

The Chief of Police recommends approval.

# WIRELESS CCTV

Proposal for:  
White House, TN Police Dept  
Private and Confidential



**Prepared for:**  
Sgt. Patrick Bagwell

Date: Tuesday, 28 November  
2023

**Prepared by:**  
Jonathan Johnson

Wireless CCTV LLC  
866 Presidential Drive  
Suite 406  
Richardson, Texas  
75081

Tel: + 1 877 805-9475



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## 1. Wireless CCTV – Experts in LTE Video Surveillance

Wireless CCTV LLC (WCCTV) is the market leader for wireless surveillance systems and is the first to have a video surveillance product available in US which is Verizon certified.

Every WCCTV product is truly portable and easy to install. Images can be viewed from a CCTV control room, or on the move from a laptop, iPhone, iPad or Android device.

### Why WCCTV?

Benefits of working with WCCTV include:

- Products specifically engineered for cell networks
- 20 years' experience in mobile video surveillance
- Verizon LTE certified
- Plug and play out of the box
- Full network and hardware support
- One point of contact for support service
- Dedicated support functions: reducing customer costs

All WCCTV units have the following standard features

- Verizon 4G Certified
- 4G LTE Capable
- Wi-Fi Capable
- Environmentally tested
- 110v or 12v Power Options (Shore Power or Solar)
- Edge Recording (up to 4Tbyte)
- Video Analytics\*
- HeartBeat Diagnostics\*

Wireless CCTV's Mini Dome systems provide the user with complete flexibility and portability. The WCCTV Mini Dome is available with a range of different cameras designed to suit all deployment and budgetary requirements. The systems can be deployed in any location and are ideal for rapid installation and temporary surveillance applications.

## 2. Solutions and Systems Overview

### WCCTV Pole Camera Range:

Wireless CCTV's Pole Camera Range provides the user with complete flexibility. The Range takes the standard WCCTV feature set and integrates a selection of industry leading PTZ camera options designed to suit all deployment and budgetary requirements.

The system can be deployed in any location and is ideal for rapid installation and temporary surveillance applications.

### WCCTV 4G IR Mini Dome

WCCTV's 4G IR Mini Dome is a rapid deployment pole camera specifically designed for mobile video surveillance applications. The system delivers live and recorded high definition images via 4G LTE networks.

#### Standard Features

4G LTE

Range 300ft Illumination

2TB HDD

Video Analytics

Universal Mount

Smart Switch

15ft Power Cord

#### Options

Up to 4TB HDD SSD

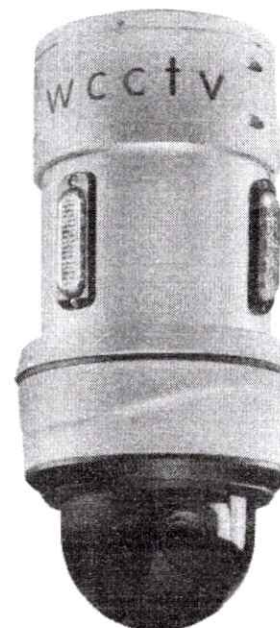
Up to 3 Additional Cameras

4G LTE Data-plans 20GB – 50GB

Up to 3 Additional Cameras

Solar Pack

Solar Trailer





## WCCTV 4G Multi Sensor Dome

The WCCTV 4G Multi-Sensor Dome is a rapid deployment pole camera that provides multidirectional video surveillance utilizing 4G LTE video transmission.

### Standard Features

4G LTE  
 360° IR Multi Sensor  
 4 Views From One Device  
 2TB HDD  
 Video Analytics  
 Universal Mount  
 Smart Switch  
 15ft Power Cord

### Options

Up to 4TB HDD SSD  
 Up to 3 Additional Cameras  
 4G LTE Data-plans 20GB – 50GB  
 Up to 3 Additional Cameras  
 Solar Pack



## WCCTV Surveillance Trailer Range:

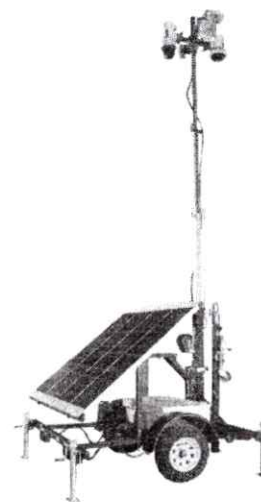
The WCCTV Mini Dome Solar Trailer is an autonomously-powered mobile video surveillance unit that can be rapidly installed at practically any location.

### Standard Features

20ft Manual Mast  
 800AWP  
 Secure Battery Enclosure  
 2 Camera Bracket  
 Tilting Draw Bar  
 2 Camera Bracket set  
 110V Power Outlet  
6 minute install

### Options

750W and 1050W Solar Array  
 Fuel Cell Remote Recharge  
 Tilting Draw Bar  
 4 Camera Bracket Upgrade  
 Voice Down Audio Warning System



## WCCTV Secondary Cameras:

The WCCTV Pole Camera range offers the ability to add a secondary camera, whether this be a WCCTV 4G IR Mini Dome, 4G IR Mini Dome + or Multi Sensor Dome.

**4G IR Mini Dome**



**4G IR Mini Dome +**



**Multi Sensor Dome**

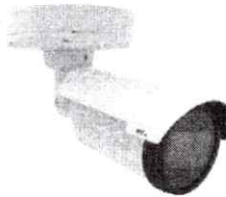


A combination of options can be utilized including LPR cameras, thermal cameras and 4K cameras

**LPR Camera**



**Thermal Camera**



**4K Camera**



### 3. WCCTV Service

Every WCCTV Product comes complete with a Service Package.

The suggested solution includes a 36-month service plan that includes services below for 3 years.

#### Standard Features

Warranty

Video Analytics License

Remote Install\*

Remote Training\*\*

Heartbeat Diagnostics\*\*\*

Smart Switch Management

Remote Tech Support

Remote Footage Retrieval\*\*\*\*

#### Options

Data Plan options: 20GB, 50GB or CoP Options 3 – 5 years

Data Plan length: 2 – 5 years

Length of Service Package: 3 year, 4 year and 5 years

Renewal options length: 3 – 5 years

\*Must be prebooked with WCCTV Service team minimum 48 hrs notice

\*\* Must be prebooked with WCCTV Service team minimum 5 days notice

\*\*\*Client must request upload of device onto WCCTV Heartbeat / system must have SS device to qualify



#### 4. Price

750w mobile solar trailer (IR Mini Dome PTZ + Multi Sensor w/ Voice down speaker):

GSA Items	QTY	Item Price
<b>500-0048</b> - 750w Trailer, HD IR Mini Dome, 2TB HDD, Smart Switch, Bracket, Flight Case, 20GB VZW 3YR	1	\$35,978.33
<b>133-4027</b> - Secondary Multisensor Camera	1	\$3,408.94
OLM Items	QTY	Item Price
<b>101-8111</b> - Voice Down Box includes LED and Switch (OLM)	1	\$1,595.00
<b>101-9996</b> - External Switch for upto 3 secondary cameras in any variation, includes pole mount bracket and Cables		\$846.30
<b>Shipping</b>		\$4,500.00
<b>TOTAL</b>		<b>\$46,328.57</b>

Pricing based on GSA schedule 84 price list (contract number GS-07F-031DA)

\*pricing excludes sales tax at the prevailing rate

## 5. WCCTV Heartbeat - Proactive Diagnostics

### What does WCCTV Heartbeat detect?

**Connection Issues:** We will report if the connection to your WCCTV system fails or the system goes offline

**Camera Failures:** We can detect if a camera has developed a fault or has been tampered with.

**Hard Disk Failures:** We can detect any hard disk failures or if the system stops recording.

**Recording Issues:** Reports if the system records for less time than expected.

**Time & Date Inaccuracy:** Reports when the time is incorrect or tampered with

## 6. Conditions of Business

BY ORDERING THE EQUIPMENT AND/OR USING THE SERVICE, YOU ACKNOWLEDGE AND AGREE THAT:

1. If you order any of the Equipment described above, you agree to purchase it at the prices set out above. If airtime is included with the Equipment, airtime in excess of the airtime set forth above shall be billed to you at standard rates in place at the time incurred, unless otherwise agreed to in a subsequent writing. If airtime is provided it shall be provided for a fixed term of 12, 24 or 36 months (the "Fixed Term"). Unless otherwise stated, if airtime is included, the pricing for airtime shall expire at the end of the Fixed Term of each piece of Equipment ordered. If airtime is included, the Fixed Term begins upon delivery of the Equipment and ends at the expiration of 12, 24, or 36 months after it begins, depending on which Fixed Term is agreed upon and ordered.
2. If airtime for the Equipment is purchased, the amount of monthly gigabytes specified above (the "Included Gigabytes") are included in the price of the Equipment during the Fixed Term, which, as stated above, begins on the date the Equipment is delivered. You will receive monthly invoices indicating your gigabyte usage during the prior period only if you exceed the amount of your Included Gigabytes. After the Included Gigabytes are used, gigabytes will be billed at WCCTV's standard rates at the time the airtime is incurred (except as provided in Paragraph 4 below).
3. If airtime for the Equipment is initially purchased, after expiration of the Fixed Term, upon written request you may elect a rate plan for airtime that is available at that time for a new Fixed Term, at which time you will be provided with a new proposal. After the expiration of the Fixed Term(s) of the Equipment, WCCTV's standard rates shall apply until you properly cancel your service as provided in the Terms and Conditions or until a new rate plan is agreed upon.
4. If airtime is purchased, the service and usage rates listed above shall only apply during the Fixed Term of the Equipment ordered. Such pricing cannot be guaranteed by WCCTV due to possible fluctuations in costs imposed on WCCTV by its service providers. However, if you have exceeded your Included Gigabytes and if WCCTV increases any overage usage rates that are specifically set out herein during the Fixed Term, you may cancel the service without incurring any additional Usage Charges (as defined in the Terms and Conditions) by providing written notice within 30 days following notice of any increase and otherwise complying with the Terms and Conditions.
5. All terms not defined herein shall have the same meaning as set forth in the terms and conditions
6. You are bound by and subject to WCCTV's terms and conditions. The pricing information is provided to you herein. You acknowledge that you have received and read this proposal (including the pricing terms) and the terms and conditions herein and that you are bound by them even if you have not read them or signed a written agreement.
7. You acknowledge that the price you pay for the Equipment is not refundable and if service/airtime is provided, you may cancel only in accordance with the Terms and Conditions. If airtime is provided, you may only terminate your obligations hereunder upon full compliance with the Terms and Conditions. If airtime is provided, you acknowledge that you will remain liable for any outstanding charges for equipment usage activity not yet billed at the time of termination.
8. Pricing set out in the Proposal shall be valid for 30 days from the date of the Proposal. After that time, please contact WCCTV for current Pricing Detail



## 7. Terms and Conditions

Wireless CCTV, LLC ("WCCTV") and you, as the person or entity placing an order ("You") with WCCTV, hereby agree to the following terms and conditions ("Terms and Conditions") with respect to the sale of certain equipment, including, but not limited to, wireless surveillance solutions and peripheral equipment (collectively, the "Equipment") and related airtime and other services (the "Service"). At WCCTV's option the Equipment may be offered without airtime. These Terms and Conditions are delivered in the proposal from WCCTV (the "Proposal") and are accepted by You upon placement of an order for Equipment, whether directly from WCCTV, from a third-party supplier/distributor/re-seller or any other source and constitute a binding and enforceable legal agreement between the parties. If there is a conflict between the terms of the Proposal and these Terms and Conditions, the Terms and Conditions shall control.

### Authorization

1.1 If You are an entity and not an individual, then the person accepting these Terms and Conditions represents and warrants that he/she has been properly authorized and empowered to do so on behalf of such entity.

1.2 If You are an individual, You represent You are of legal age and have capacity to enter into these Terms and Conditions.

1.3 You authorize WCCTV and its assigns to verify Your creditworthiness with a credit reporting agency at any time and to share information about Your performance hereunder with third parties.

### Order, Delivery and Equipment

2.1 WCCTV shall supply the Equipment at the price(s) specified herein, or otherwise in writing by WCCTV, upon placement of order.

2.2 WCCTV shall deliver the Equipment at its own risk to the address provided when the order is placed.

2.3 WCCTV shall use reasonable efforts to deliver the Equipment within a reasonable time, but it shall not incur any liability in the event of any delay.

2.4 Placement of Your order constitutes acceptance of these Terms and Conditions and Your agreement to pay the prices set forth herein for the Equipment/Service ordered. If You issue an order for the Equipment, You acknowledge that constitutes Your firm offer to purchase the Equipment/Service ordered at the prices set forth in this Proposal (or as otherwise specified in writing by WCCTV). You may not modify these Terms and Conditions or any pricing in any purchase order. If Your order is placed via telephone, through a third-party supplier/distributor or any other method, acceptance and use of the Equipment constitutes Your acceptance of these Terms and Conditions.

2.5 You shall examine the Equipment upon receipt and notify WCCTV if the Equipment is not in good working order at the time of receipt or is not the Equipment ordered within three (3) business days of the delivery date.

### Term; Cancellation of Service

3.1 If You purchase Equipment which includes airtime, You agree to a minimum fixed term of 12, 24 or 36 months (the "Fixed Term") as invoiced by WCCTV. The Fixed Term and any subsequent term are collectively referred to as the "Term". You are bound by these Terms and Conditions for the full Term. You may cancel the Service for any reason by providing WCCTV with 30 days' notice, which cancellation will take effect on or before the beginning of the next billing cycle after the expiration of the notice period. IF YOU CANCEL SERVICE OR BREACH THE TERMS AND CONDITIONS BEFORE THE END OF THE FIXED TERM, YOU ACKNOWLEDGE THAT THE RESULTING HARM TO WCCTV IS EXTREMELY DIFFICULT TO MEASURE AND AGREE THAT WCCTV MAY RETAIN ALL FUNDS PAID FOR THE EQUIPMENT AND SERVICE, AS A REASONABLE ESTIMATE OF ITS DAMAGES. WCCTV's cost of providing the Service and Equipment is not incurred evenly over the Term. If You purchase Equipment which includes airtime, the pricing of the Equipment is based on the assumption that You will remain a customer for the Fixed Term and any subsequent Fixed Term that is later agreed upon. You agree that if You cancel during a Fixed Term, retention of charges paid is reasonable. If You purchase Equipment which includes airtime, after the expiration of a Fixed Term: (a) Your obligations will continue on a month-to-month basis; and (b) 30 days' written notice of termination is still required.

3.2 If WCCTV increases rates specifically set out in the Proposal during a Fixed Term, You may cancel the Service if You do so in writing within 30 days of the date of notice of a rate increase.

3.3 If You are a reseller of the Equipment, WCCTV may terminate its relationship with You immediately upon breach of any of these Terms and Conditions (including but not limited to failure to pay) or upon thirty (30) days written notice for any reason whatsoever. Your obligation to pay for Equipment and Services already purchased shall continue regardless of termination.

### Charges

4.1 You will pay all the charges for all usage of the Equipment, including, but not limited to, charges for data used in connection with the Equipment after delivery and any other charges for Service ("Usage Charges") as provided in Section 4.3 below. Certain usage charges may be included in the price of the Equipment, if stated in this Proposal and certain Usage Charges are not included in the price of the Equipment. Rates specified shall apply only during the Fixed Term, unless notified in writing by WCCTV of an increase. WCCTV may increase the usage rates at any time, as and when it deems appropriate, subject to Your rights to cancel as provided in Section 3.2.

4.2 You will pay for all additional gigabytes in full gigabyte increments, with partial gigabytes rounded to the next full gigabyte.

4.3 You are responsible for Equipment charges (reflected in the Proposal, or otherwise provided by WCCTV in writing), Usage Charges, all applicable taxes, cancellation fees, late payment fees, shipping charges and other charges and fees (collectively, the "Charges") through the last day of the billing cycle following receipt of the required 30 days' notice of termination set out in Section 3.1 above, whether or not You personally use the Equipment or gigabytes for which the Charges are imposed.

4.4 You shall pay all Charges invoiced by WCCTV within fifteen (15) calendar days from receipt (the "Due Date") of an invoice from WCCTV at the address identified on the invoice. Invoices that remain unpaid after the Due Date of the invoice are delinquent, and Service is subject to immediate suspension or termination. A late payment fee of \$5.00 or 1.5%, whichever is greater, may be charged on all delinquent accounts. In no event will any late payment fee exceed the highest lawful rate.

4.5 WCCTV may, at its option, issue invoices prior to the end of a billing period if Charges exceed \$500.00.

4.6 If You ask WCCTV for support, service, repair or training we will be entitled to charge You for such support, service or training in accordance with our current price list.

4.7 YOU MUST NOTIFY WCCTV IN WRITING OF ANY DISPUTES REGARDING CHARGES WITHIN 15 CALENDAR DAYS OF RECEIPT OF THE FIRST INVOICE CONTAINING THE DISPUTED CHARGE OR THE RIGHT TO DISPUTE THE CHARGE WILL BE WAIVED.

4.8 You shall pay invoices issued to You on a delayed basis, after cancellation or termination of Service, for any and all Usage Charges incurred prior to cancellation or termination, whether or not WCCTV is aware of such charges at the time of cancellation or termination.

4.9 If You claim any exemption from any applicable taxes, You will only be entitled to such exemption after WCCTV receives acceptable documentation of entitlement to such exemption from You.

### Forms of Payment; Credit Card Charges and Authorization

5.1 You may use the following forms of payment unless otherwise informed in writing by WCCTV: wire transfer, business check, money order, cashiers or certified check or credit card. If a credit card is used, the credit card may be charged the amount invoiced by WCCTV automatically upon generation of an invoice. You authorize WCCTV to charge the credit card for all charges incurred hereunder. Additionally, WCCTV may charge the credit card for Charges incurred prior to an invoice date if Charges exceed \$500.00 or any established credit limit, whichever is greater, during a billing period.

5.2 If a credit card is used, upon placement of the order and prior to incurring any Usage Charges, You authorize WCCTV to immediately submit a charge on the credit card in an amount to be determined by WCCTV (the "Authorization Amount"). Determination of the Authorization Amount is in WCCTV's sole discretion, but is anticipated to be \$1,500.00. The Authorization Amount is considered temporary and is used to confirm validity of and availability of credit on the credit card in the estimated amount of future Charges.

5.3 If providing WCCTV with a credit card for payment, You represent that You are authorized to make charges on such account.

5.4 DEBIT CARDS ARE NOT AN ACCEPTABLE FORM OF PAYMENT. WCCTV disclaims any and all liability for any damages incurred by You as a result of using a debit card, including, but not limited to, NSF charges.

### Equipment Use, Loss and Damage

6.1 Upon delivery to You, WCCTV will provide an instructional DVD on the use of the Equipment (the "DVD").

6.2 You will use the Equipment in accordance with the DVD and any manufacturer's instructions and/or specifications (collectively, "the Manufacturer's Instructions") and in no other manner. The Manufacturer's Instructions are incorporated in these Terms and Conditions by reference. The Equipment shall be used only with the modem included with Equipment when delivered. You shall not remove or replace any modem contained in the Equipment, unless specifically authorized to do so in writing by WCCTV.

6.3 Unless otherwise agreed, ownership of the Equipment will transfer to You upon WCCTV's receipt of payment of the price of the Equipment. Until ownership of the Equipment transfers to You, You agree that You will not:

- 6.3.1 Effect any repairs or modifications to the Equipment
- 6.3.2 Remove or interfere with any certification markers affixed to the Equipment;
- 6.3.3 Deface or add to the Equipment;



- 6.3.4 Allow the use of the Equipment by any third party; or
- 6.3.5 Attempt to dispose of the Equipment or to grant any interest in the Equipment to any third party.
- 6.3.6 Sell the Equipment to a third party or let a third party use the Equipment.

6.4 You grant WCCTV, our agents and employees, an irrevocable licence at any time to enter into or onto any premises or land where the Equipment is or may be stored in order to inspect it, or, where Your right to possession has terminated, to recover it.

6.5 We shall be entitled to charge You the costs we incur in recovering the Equipment in accordance with this clause

6.6 In the event the Equipment is lost or stolen, You must notify WCCTV immediately and provide WCCTV with the internet protocol address ("IP Address") of the Equipment lost or stolen. You are responsible for all Charges incurred on the Equipment up to the time that the provider/carrier contracted by WCCTV to provide the Service disables the Equipment. If You do not or cannot provide the IP Address of the lost or stolen Equipment, Service cannot be cancelled and You will continue to be responsible for all charges incurred on such Equipment.

6.7 If You purchased the Equipment and Services from anyone other than WCCTV, that company is obligated to provide You customer service and WCCTV is not.

#### Software

7.1 If the Equipment incorporates software owned by WCCTV we grant You a non-exclusive, non-transferable license to use that software as part of the Equipment and You must:

7.1.1 not copy, distribute, transmit, transcribe, translate, adapt, vary, modify, disassemble, decompile or reverse engineer our software or our software manuals without our express written permission; and

7.1.2 obey any additional license terms, if any, provided by us to You in relation to that software (including as part of the operating manuals relating to the Equipment).

7.2 If the Equipment incorporates third-party software licensed to us You must:

7.2.1 (subject to clause 8.2(b)) not copy, distribute, transmit, transcribe, translate, adapt, vary, modify, disassemble, decompile or reverse engineer that software or the software manuals; and

7.2.2 obey that third party's license terms as shown in the third party software and third party software manuals.

7.3 You agree to indemnify WCCTV and hold WCCTV harmless against any liabilities WCCTV incurs whatsoever as a consequence of a breach by You of this section.

#### Limited Warranty as to Equipment, Disclaimer of Warranty, Limitation of Liability, Indemnity

8.1 WCCTV warrants to the original purchaser of the Equipment that the Equipment will be in working order when it is delivered and that it will not have a mechanical failure for a period of 12 months thereafter (the "12 Month Limited Warranty Period"). During this 12 Month Limited Warranty Period, for claims covered under this limited warranty WCCTV shall repair or replace the Equipment (at its option) so long as the Equipment is returned, and received by WCCTV no later than 15 days of the expiration of the 12 Month Limited Warranty Period. You must ship the Equipment on which You make a claim under this warranty to WCCTV at Your own expense. You must include proof of purchase and proof of date of purchase.

8.2 If WCCTV finds that Equipment reported as having a mechanical failure is in working order or has failed as a result of any of the following: misuse, abuse, neglect, physical damage, use not in accordance with Manufacturer's Instructions or as a result of violation of these Terms and Conditions, then the limited warranty does not apply, is void and You will pay any shipping charges relating to the delivery and/or return of the Equipment, in addition to any other Charges due hereunder.

8.3 The limited warranty provided herein is contingent on Charges being current and there being no breach of these Terms and Conditions.

8.4 WCCTV is not liable for the performance of the Equipment (except as otherwise specifically provided in this Section) or the operation of the network to which it is connected. You acknowledge that Service may be temporarily interrupted, delayed or otherwise limited due to a variety of causes, including without limitation transmission limitations and by atmospheric and other conditions, system capacity limitations and system and equipment failure.

8.5 THE LIMITED WARRANTY ON EQUIPMENT PROVIDED HEREIN IS LIMITED TO THE TERMS OF THIS SECTION AND IS IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED. EXCEPT AS PROVIDED IN THIS SECTION, WCCTV DISCLAIMS ALL WARRANTIES AND CONDITIONS WHETHER EXPRESS OR IMPLIED, REGARDING ANY MATTER, INCLUDING WITHOUT LIMITATION THE WARRANTIES AND CONDITIONS OF MERCHANTABILITY, TITLE, FITNESS FOR A PARTICULAR PURPOSE, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE IN TRADE, NON-INFRINGEMENT AND THAT THE EQUIPMENT AND SERVICE WILL BE ERROR FREE. IF APPLICABLE STATE LAW DOES NOT ALLOW THE DISCLAIMER OF CERTAIN IMPLIED WARRANTIES, THE RELEVANT PORTIONS OF THE ABOVE EXCLUSIONS MAY NOT APPLY.

8.6 WCCTV DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, WITH REGARD TO THE SERVICE.

8.7 The limited warranty contained herein gives You specific legal rights. You may also have other rights which vary from state to state.

8.8 You shall be solely responsible for and shall indemnify and hold harmless WCCTV against any and all claims, demands and liability, including reasonable attorneys' fees and expenses, arising as a result of Your ownership, possession, use, or misuse of the Equipment or the Service provided hereunder.

8.9 WCCTV WILL IN NO EVENT BE RESPONSIBLE, NOR SHALL YOU MAKE ANY CLAIM AGAINST WCCTV, FOR ANY LIABILITY, CLAIM, LOSS, INJURY, DAMAGE OR EXPENSE OF ANY KIND (INCLUDING LOST PROFITS) WHETHER DIRECT, INDIRECT OR CONSEQUENTIAL CAUSED BY THE EQUIPMENT OR THE FAILURE OF THE EQUIPMENT TO OPERATE CORRECTLY, OR AT ALL, OR DELAY, FAULTINESS (SUCH AS DEGRADATION OF SERVICE), FAILURE OF THE SERVICE OR DEACTIVATION OF SERVICE PURSUANT TO THESE TERMS & CONDITIONS.

#### Termination

9.1 The use of the Equipment and all Service may be terminated or deactivated without notice by WCCTV upon any of the following events: (a) WCCTV has any reason to believe the Equipment was obtained by any misrepresentation or fraudulent means; (b) WCCTV has any reason to believe any modem on the Equipment has been tampered with; (c) WCCTV has any reason to believe the Equipment is or may be used for any illegal or improper purpose, or in violation of applicable laws; (d) a breach of any of these Terms and Conditions including the payment terms; or (e) detection of unusually high usage, or possible theft or fraud. WCCTV may also terminate these Terms and Conditions without any liability whatsoever in the event that Service is not available to WCCTV or becomes unavailable for any reason. No remedy of WCCTV shall be exclusive of any other remedy whether provided herein or available at law or in equity, but shall be cumulative with other remedies.

#### Intellectual Property

10.1 If, and only if, You are a reseller or distributor of the Equipment, WCCTV hereby grants You a royalty free, revocable, non-transferable limited license to use the trademarks associated with the Equipment (the "WCCTV Trademarks") for the limited purposes of marketing and sale of the Equipment and only to exercise Your rights and perform Your obligations under this Agreement in the territory specified by WCCTV. Such license shall be automatically revoked upon termination of the relationship between You and WCCTV.

10.2 You shall ensure that each reference to and use of any of the WCCTV Trademarks is in a manner approved in advance, in writing by WCCTV.

10.3 You shall not:

- 10.3.1 make any modifications to the Equipment or its packaging;
- 10.3.2 alter, remove or tamper with any WCCTV Trademarks, numbers, or other means of identification used on or in relation to the Equipment;
- 10.3.3 use any of the WCCTV Trademarks in any way which might prejudice their distinctiveness or validity or the goodwill of WCCTV therein;
- 10.3.4 use in relation to the Equipment any trademarks other than WCCTV's Trademarks without obtaining the prior written consent of WCCTV; or
- 10.3.5 use any trademarks or trade names so resembling any trademark or trade names of WCCTV as to be likely to cause confusion or deception.

10.4 Except as provided in this section, You shall have no rights in any trade names or trademarks used by WCCTV in relation to the Equipment or of the goodwill associated therewith, and You hereby acknowledge that, except as expressly provided in this Agreement, You shall not acquire any rights in respect thereof and that all such rights and goodwill are, and shall remain, vested in WCCTV.

10.5 You shall take all such steps as WCCTV may reasonably require to assist the Manufacturer in maintaining the validity and enforceability of any WCCTV intellectual property during the term of this Agreement.

10.6 You shall return all relevant documentation and any copies of such documentation to WCCTV at Your risk (carriage paid) promptly on termination of your relationship with WCCTV or upon WCCTV's request.

10.7 You shall at the request and cost of WCCTV execute such registered user agreements or licenses in respect of the use of the WCCTV Trademarks as WCCTV may reasonably require, provided that the provisions thereof shall not be more onerous or restrictive than the provisions of this Agreement.

10.8 You shall not do or authorize any third party to do any act which would or might invalidate or be inconsistent with any intellectual property of WCCTV and shall not omit or authorize any third party to omit to do any act which, by its omission, would have that effect or character.

10.9 You shall promptly and fully notify WCCTV of any actual, threatened or suspected infringement of any intellectual property of WCCTV, and of any claim by any third party that the Equipment, or its sale, infringes any rights of any other person, and You shall at the request and expense of WCCTV do all such things as may be reasonably required to assist WCCTV in taking or resisting any proceedings in relation to any such infringement or claim.

Notice

11.1 You shall send all notices required hereunder in writing via certified mail, return receipt requested to: Wireless CCTV LLC, 866 Presidential Drive, Suite 406, Richardson, TX, 75081

11.2 Any notice to You is sufficient if sent via first class mail to the address provided by You upon ordering the Equipment or an email address provided by You.

Applicable Law

12.1 These Terms and Conditions shall be deemed entered into in Dallas County, Texas and shall be governed by the laws of the State of Texas, United States of America. In addition, these Terms and Conditions are subject to applicable foreign, federal and state laws and tariffs.

General

13.1 These Terms and Conditions can only be modified in writing. Specifically, they cannot be modified by any WCCTV representative in person, over the phone or by email. However, they may be modified in writing from time to time by WCCTV. Any such modifications are binding upon You upon either posting new terms or conditions on WCCTV's website or upon transmittal of the new terms and conditions to You via email or any other method to the billing address supplied by You when placing the order.

13.2 The headings in these Terms and Conditions are for convenience of reference only and shall not affect the meaning or construction of the provisions contained herein.

13.3 No waiver by WCCTV of any breach of these Terms and Conditions shall be considered as a waiver of any subsequent breach of the same or any other provision hereof.

13.4 You shall be liable to WCCTV for all expenses, including reasonable attorneys' fees, collection fees and court costs incurred in connection with any collection, repossession or other action brought to enforce WCCTV's rights hereunder.

13.5 Your rights and obligations under these Terms and Conditions cannot be assigned or transferred by You, nor can they be modified or waived except by written instrument signed by WCCTV or its authorized agent. These Terms and Conditions constitute the entire agreement between WCCTV and You; there are no other representations, conditions, warranties, guarantees, or collateral agreements, express or implied, statutory or otherwise, concerning the use of the Equipment or the Service, other than as set forth herein.

13.6 WCCTV is not liable for any lack of privacy which may be experienced with regard to the Equipment or Service. You authorize WCCTV's monitoring and recording of information concerning Your usage and the Service and consents to WCCTV's use of telephone, facsimile and email to contact You.

13.7 If the performance of any part of these Terms and Conditions by WCCTV is prevented, hindered, delayed or otherwise made impracticable by reason of any flood, riot, fire, judicial or governmental action, labour disputes, act of God, terrorist attack, or any other causes beyond the control of WCCTV, WCCTV shall be excused from performance to the extent that it is prevented, hindered or delayed by such causes.

13.8 WCCTV may assign all or part of its rights or duties under the Terms & Conditions without the notice to You, except to the extent required by law. Such an assignment releases WCCTV from all liability. You may not assign the Terms and Conditions without WCCTV's prior written consent. Subject to these restrictions, the Terms and Conditions will bind the heirs, successors, and assigns of the respective parties who will receive its benefits.

13.9 If any provision herein is determined to be invalid or unenforceable, the remaining provisions shall not be affected and shall continue to bind the parties as though the invalid or unenforceable provision (or portion thereof) were not contained herein.



# OTHER BUSINESS...

## Funding Approaches

Project	Approach #1 "One and Done"	Approach #2 "Two and Out"	Approach #3 "Shovel Ready"	Approach #4 "All In"
1. Pleasant Grove Rd @ SR-76 Signalization	X	X	X	X
2. Sage Rd Final Phase 4 Widening		X	X	X
3. Calista Rd Widening				X
4. N Palmers Chapel Rd Widening			X	X
5. Union Rd @ SR-76 Turn Lanes				X
6. Marlin Rd @ Hwy 31W Turn Lanes				X
<b>Total</b>	<b>\$1,805,500</b>	<b>\$3,615,270</b>	<b>\$4,435,070</b>	<b>\$10,735,305</b>

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## Financing

	Approach #1	Approach #2	Approach #3	Approach #4
<b>Total Debt</b>	\$1,805,500	\$3,615,270	\$4,435,070	\$10,735,305
<b>Average Annual Debt Service Payments</b>	\$203,000	\$401,000	\$490,000	\$1,180,000
<b>Rate</b>	3.76%	3.66%	3.65%	3.63%
<b>Term</b>	12 years	12 years	12 years	12 years
<b>Debt Ratio</b>	17.9%	19.3%	19.8%	24.4%
<b>Property Tax Rate Increase To Pay Debt</b>	\$0.0295	\$0.0583	\$0.0713	\$0.1716
<b>Annual Impact on \$300,000 Home</b>	\$22	\$44	\$53	\$129

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# MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** Ceagus Clark, Planning and Codes Director  
**Re:** Subdivision and Street Acceptance, The Parks Phase 3B  
**Date:** March 11, 2024

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The White House Planning Commission on Monday February 12, 2024 recommended acceptance of the improvements in The Parks, Phase 3B. All plats for this phase have been recorded at the Robertson County Register of Deeds office. This phase is beyond the required maintenance bonds. The public subdivision improvements were inspected and approved by Public Services and meet the subdivision regulations for acceptance under section 3-101.7

## **3-101.7                    Acceptance of Dedication Offers**

Acceptance of formal offers of dedication of public ways, easements, and parks shall be by formal action of the governing body or other agency ultimately responsible for acceptance of the facilities. Such action shall be in the form of a resolution recommended by the Planning Commission to the accepting body. The approval by the Planning Commission of a subdivision plat shall not be deemed to constitute or imply an acceptance by the local government or other agency ultimately responsible for acceptance of the facilities of any public way, easement, or other ground shown on the plat. The Planning Commission may require the plat to be endorsed with appropriate notes to this effect.



# MEMORANDUM

**To:** Board of Mayor and Aldermen  
**CC:** Gerald Herman, City Administrator  
**From:** Ceagus Clark, Planning and Codes Director  
**Re:** Subdivision infrastructure and Street Acceptance, Legacy Farms Phase 1  
**Date:** March 11, 2024

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The White House Planning Commission on Monday November 13, 2023 recommended acceptance of the improvements in The Legacy Farms, Phase 31. All plats for this phase have been recorded at the Robertson County Register of Deeds office. This phase is beyond the required maintenance bonds. The public subdivision improvements were inspected and approved by Public Services and meet the subdivision regulations for acceptance under section 3-101.7

## **3-101.7                    Acceptance of Dedication Offers**

Acceptance of formal offers of dedication of public ways, easements, and parks shall be by formal action of the governing body or other agency ultimately responsible for acceptance of the facilities. Such action shall be in the form of a resolution recommended by the Planning Commission to the accepting body. The approval by the Planning Commission of a subdivision plat shall not be deemed to constitute or imply an acceptance by the local government or other agency ultimately responsible for acceptance of the facilities of any public way, easement, or other ground shown on the plat. The Planning Commission may require the plat to be endorsed with appropriate notes to this effect.

# DISCUSSION ITEMS...

# OTHER INFORMATION....