



City Administrator Report: February 2024

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.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
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

	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	341	313	325	261	269	346	362
August	161	166	132	128	106	151	166
September	108	104	98	106	98	126	119
October	145	98	98	79	97	91	147
November	130	104	103	72	78	120	125
December	98	84	73	71	58	72	104
January	125	116	117	123	81	122	177
February	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
Total	1,240	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Feb 2024	FY 2024	FY 2023	FY 2021	Total for FY24	Total for FY23	Total for FY22
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
Total	132	1,240	1,517	1355	\$12,771,717.55	\$41,380,107.63	\$13,732,934.80

**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

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

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

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

**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

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

Business License Activity

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

Accounts Payable

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

Property Tax Relief Applications

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

Operating Fund	Budgeted Operating Revenues (\$)	General Fund Cash Reserves Goal (\$)	Current Month Fund Cash Balance (\$)	G.F. Cash Reserves Goal Performance
General Fund	12,575,765	3,772,730	8,937,205	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.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
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
Total	3	6	4	9

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

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

Three-year average: 5.33

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

**Human Resources Department
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

	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
Total	12	10	19	12
Percentage	9.45%	8.40%	16.52%	10.91%

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

Three-year average: 11.94%

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

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

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

Three-year average: 1.667

**Police Department
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 4th edition of our TLEA program into PowerDMS, which Includes 164 standards.

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

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

At the end of this 90-day extension, we will need to be prepared for a formal file review and onsite. Our onsite file review is schedule for March 14th.

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.
Serious Crime Reported				
Crimes Against Persons	10	1	13	1
Crimes Against Property	34	2	42	3
Crimes Against Society	13	1	29	2
Total	57	1	84	6
Arrests	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
Traffic Crashes Reported	46	77
Enforce Traffic Laws:		
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.*

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

Staffing:

- Ofc. Blake McClusky started the Academy on January 7th. He will graduate from the Academy March 29th.
- Officer Adam Wims last day was Feb. 6th.
- 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 9th** – ERT executed high-risk narcotics search warrant for the 18th Judicial Drug Task Force in Portland. Two suspects were apprehended at the residence.
- **January 28th** – 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 11th** – 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 15th** – ERT held training at the Sumner County range. ERT members conducted Firearms qualifications.
- **February 16th** – ERT members attended a Tactical Combat Casualty Care (TCCC) class at Vol State Community College.
- **February 26th thru March 5th** – 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 1st & 2nd – 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. 13th – Wheels in Motion at H.B. Williams Elementary.
 - Feb. 22nd – Wheels in Motion at Heritage Elementary.
 - Feb. 28th – Wheels in Motion at Community Christian School.
 - Feb. 28th – Sgt. Enck had a meeting with Mandy Christenson at the Chamber in regards to #nofilter.
 - Feb. 29th – 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 14th.
- National Police Week – May 12 to May 18th, 2024

2024 Participation in Joint Community Events		
	<u>February</u>	<u>Year to Date</u>
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 17th – Annual Awards Banquet
- February 20th – Fire extinguisher training at ProAmpac
- February 22nd – Fire Extinguisher training at ProAmpac
- February 26th – Air Pack fit testing
- February 26th – Annual in-service training

Fire Administration

- February 5th – Attended Sumner Co Health and Emergency Services Committee
- February 7th – Met with Magne Grip vehicle exhaust systems
- February 8th – Pay study committee meeting with Evergreen
- February 15th – Board of Mayor and Alderman meeting
- February 21st – Visited a Mental Health Facility for first responders
- February 22nd – BMA Study Session
- February 29th – Toured Gallatin FD's and Goodlettsville FD's live fire facilities
- February 29th – 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

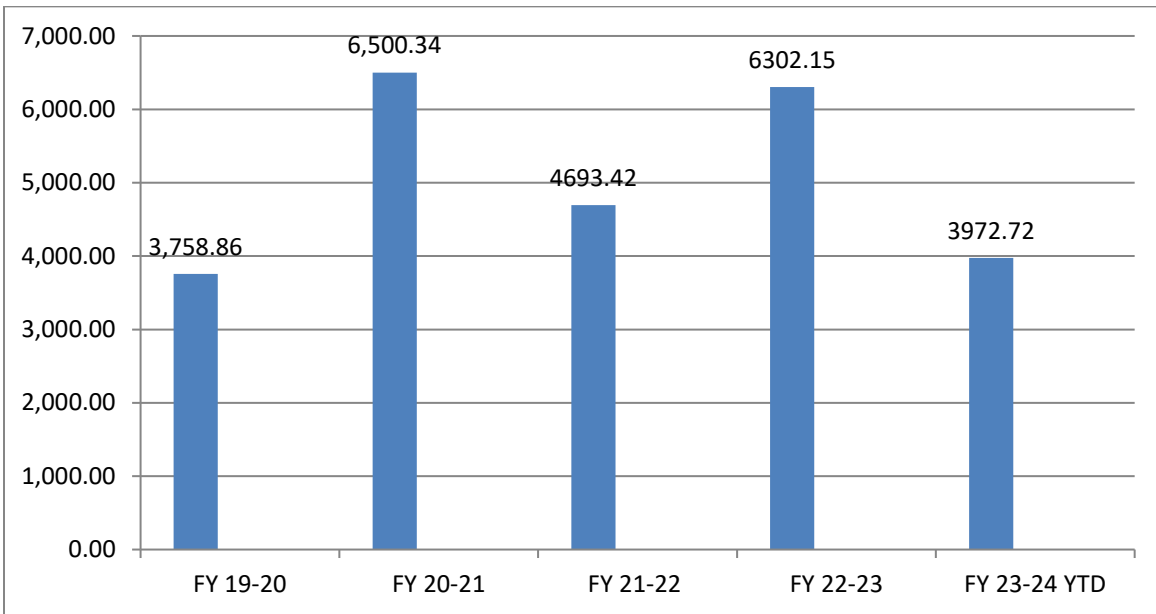
**Fire Department
February 2024**

Response by Station

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

Fire Fighter Training

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



	Month	FYTD
Firefighter Training Hours	709.58	3972.72

Training breakdown for ISO and NFPA*

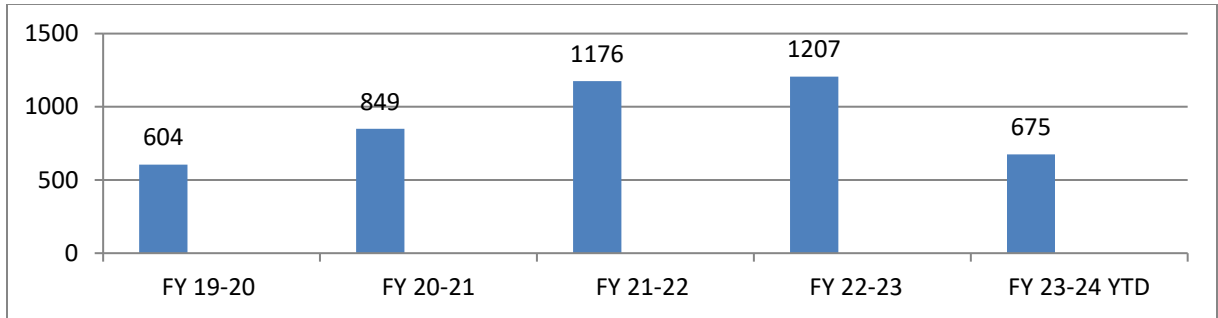
	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	42	367	211	50.58	39
Total for FY	197	2027.05	463	786.68	1079.69

*National Fire Protection Association – The fire service industry standard.
Insurance Service Office – A nationally recognized agency that rates fire departments on their level of readiness. This rating is used by insurance companies to determine insurance rates for their customers.

**Fire Department
February 2024**

Fire Inspection

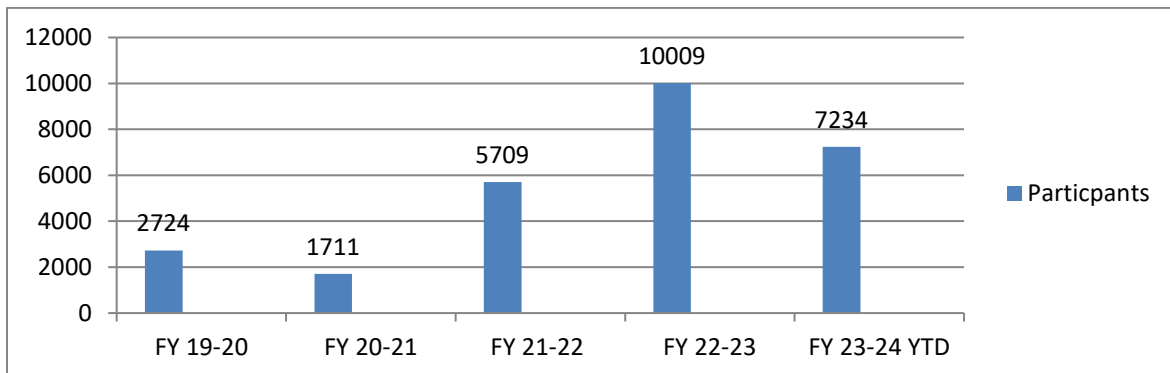
It is part of our fire prevention goals to complete a fire inspection for each business annually.



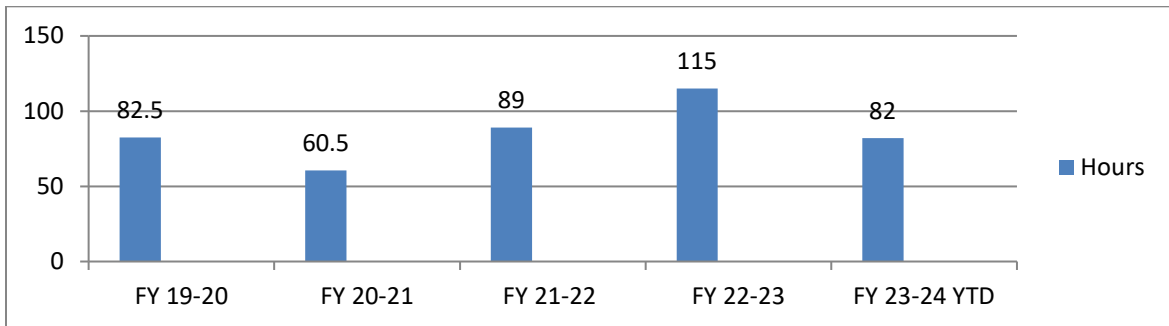
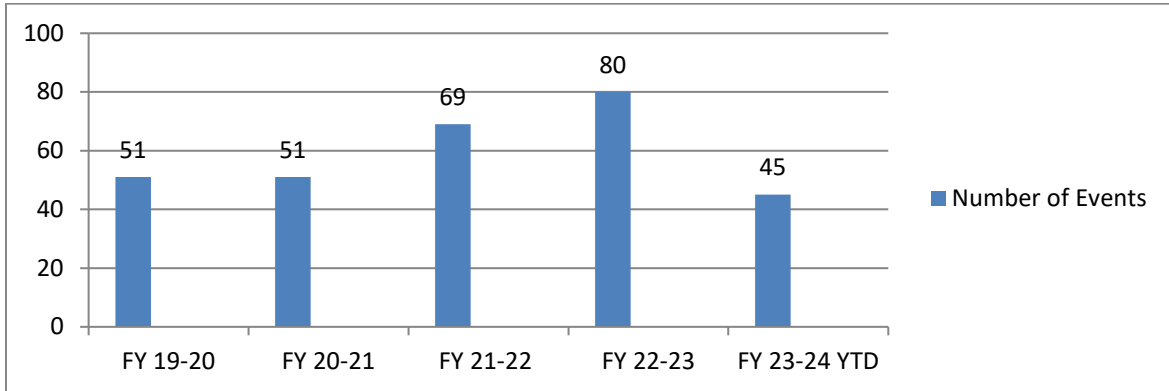
	Month	FYTD
February Fire Inspection	104	675
Reinspection	22	109
Code Violation Complaint	0	12
Violations Cleared	21	76
Annual Inspection	5	96
Knox Box	5	32
Fire Alarms	6	64
Measure Fire Hydrant	0	9
Plans Review	13	40
Pre-C/O	4	19
Pre-incident Survey	12	158
Sprinkler Final	0	1
Final/Occupancy	0	14

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**



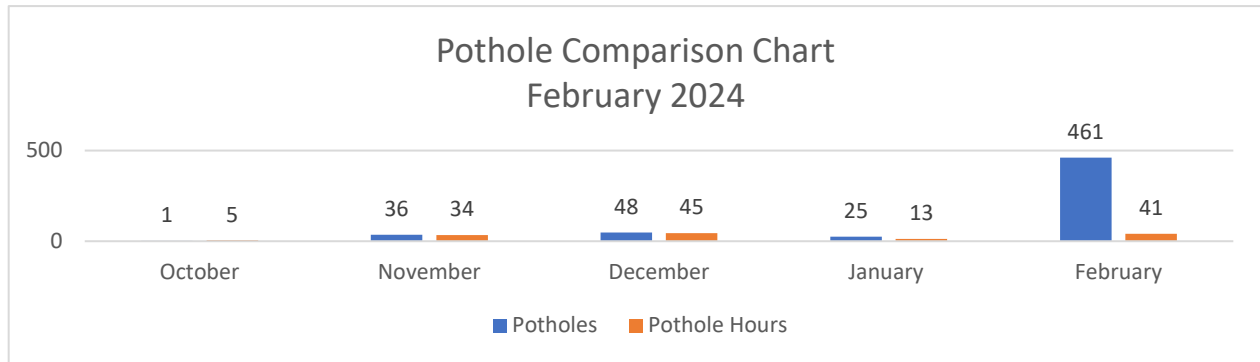
	Month	FYTD
Participants	100	7234
Number of Events	2	45
Education Hrs.	2	82

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.

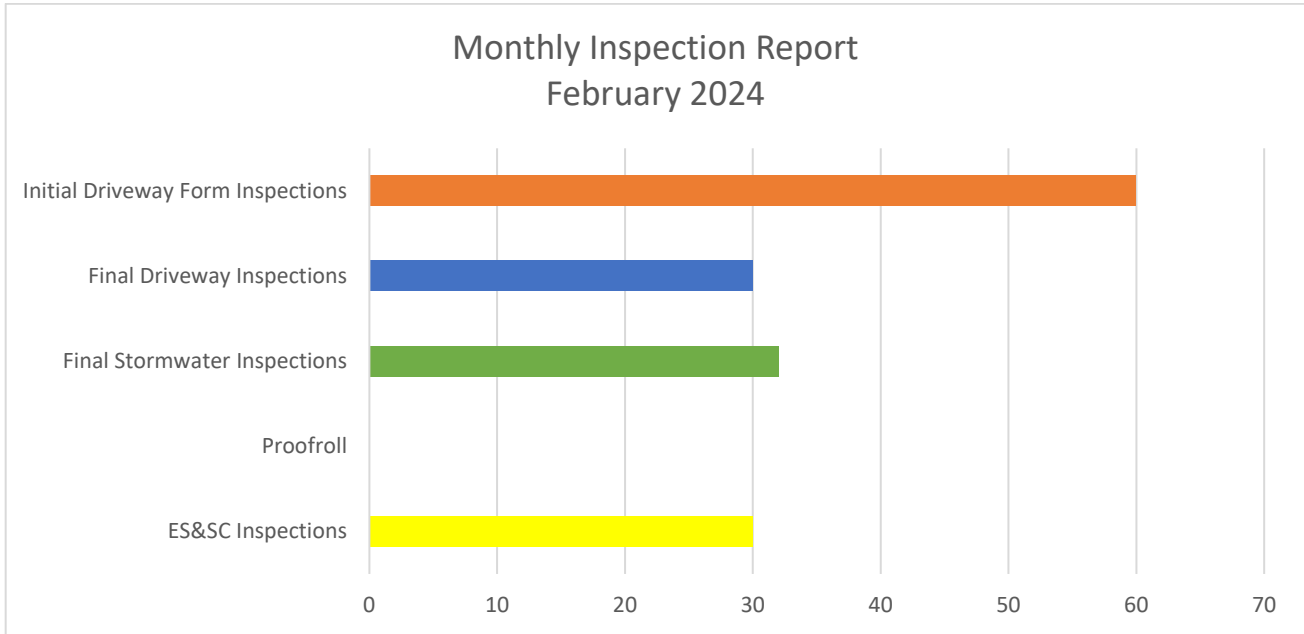
STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
112 Louise Dr	02-12-24	02-19-24	7
515 SR-76	02-12-24	02-19-24	7
200–298 Donal Ter	02-11-24	02-29-24	18
Boyles Rd.	02-11-24	02-19-24	8
157 Ben Albert Rd	02-10-24	02-29-24	19
2979 Union Rd	02-09-24	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 furnature 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

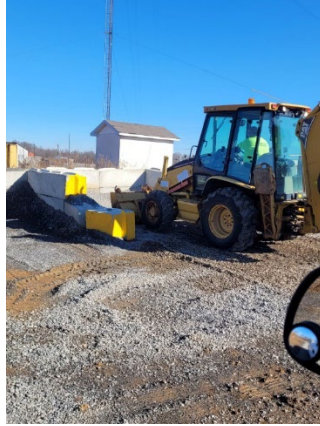
Traffic Signal Complaints Log	November	December	January	February	FY 23/24 YTD
SR-76 & Love's Lane	0	0	0	4	4
SR-76 & I-65 Southbound Ramps	0	0	0	1	1
SR-76 & I-65 Northbound Ramps	0	0	0	0	0
SR-76 & Hester Drive	1	1	0	0	2
SR-76 & Wilkinson Lane	1	0	0	0	1
SR-76 & Sage Road	0	0	0	0	0
SR-76 & Raymond Hirsch	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.



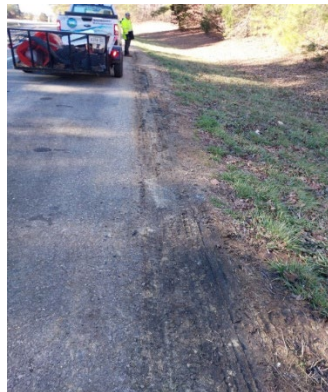
2/05/2024

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.

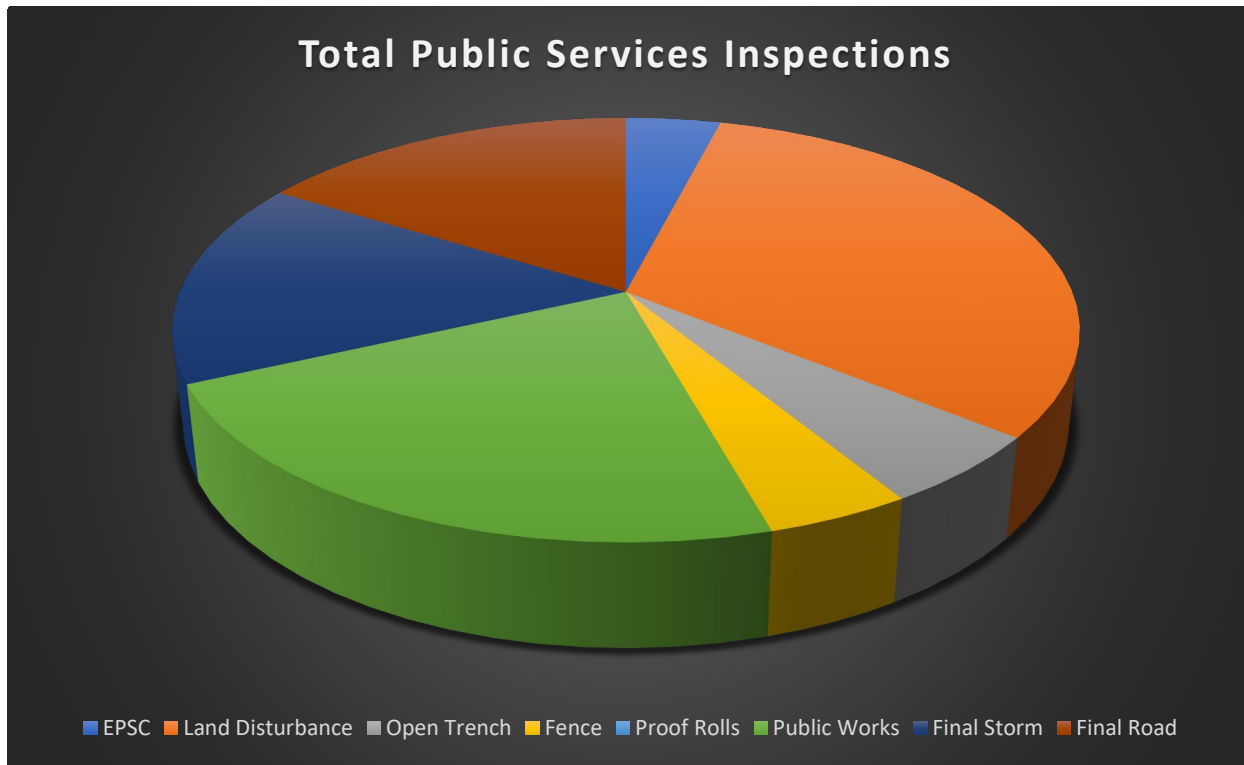


2/28/2024

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
Total Inspections Performed for the Month	226

Total Hours:

Hours Worked: 90.0

P.T.O – 40.0

Holiday – 10.0

Public Services Department – Stormwater Division
February 2024

Work History:

Feb. 5th – P.T.O.

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

Feb. 7th – 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. 8th – Open Trench Inspection at Calista Farms and reviewed site violations from previous inspections. Reviewed LTMAP for Willow Grove. Reviewed Fence Permits.

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

Feb. 13th – 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. 14th – 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. 15th – EPSC Inspections at Legacy Farms, Pinson Pointe, and 711.

Feb. 19th – President's Day Holiday.

Feb. 20th – 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. 21st – P.T.O. Spoke with Public Works Inspector about Form Installation at Highland Park.

Feb. 22nd – P.T.O.

Feb. 26th – 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. 27th – 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. 28th – 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. 29th – 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.

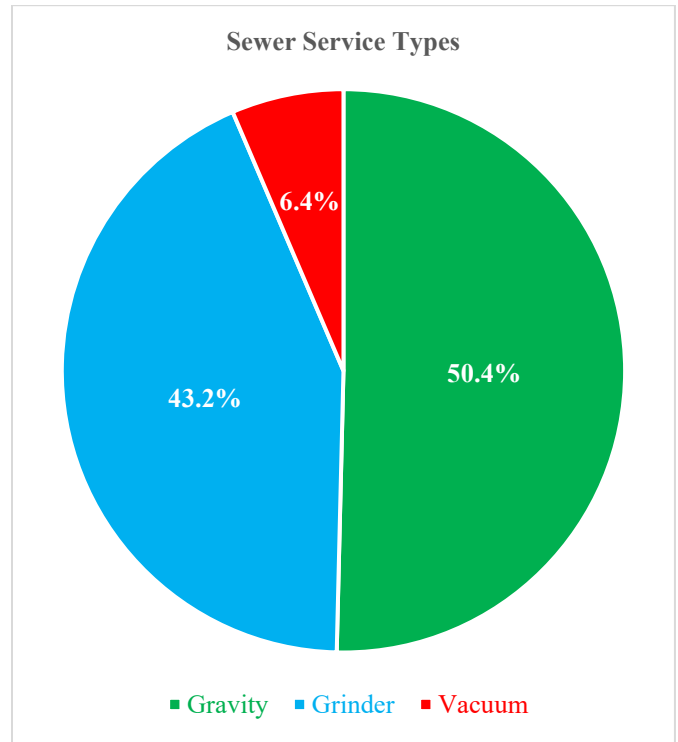
**Wastewater Department
February 2024**

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 29th, 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:

Gravity Sewer Connections	3,491
Low-Pressure Grinder Sewer Connections	2,992
Vacuum Sewer Connections	446

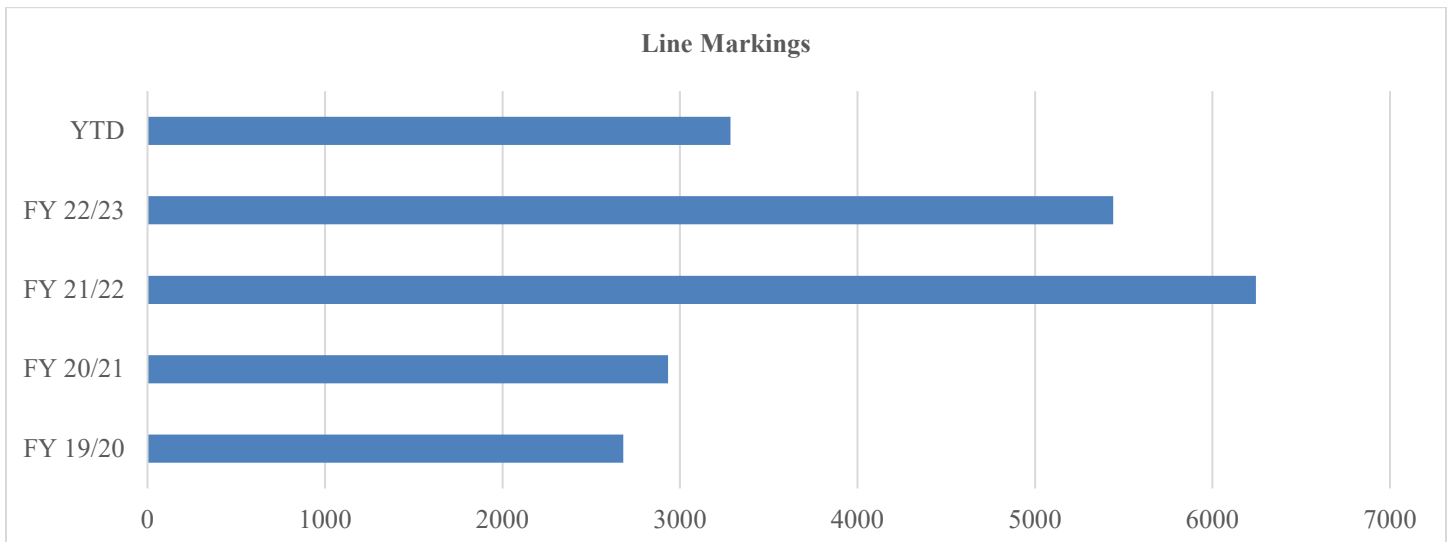
The City counts **191** commercial grinder stations, **2,801** residential grinder stations, and **34** lift stations integrated into our Sanitary Sewer System.



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.**

Line Markings	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>February 2024</u>	<u>FY 23/24 YTD</u>
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:

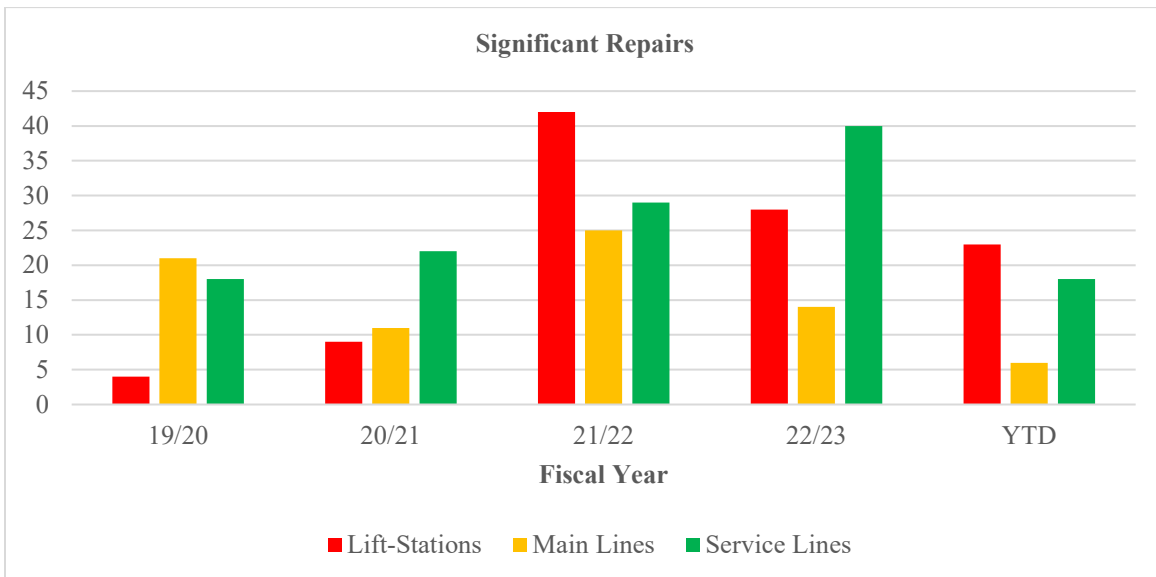
WWTP Station #2: A Variable Frequency Drive (VFD) for the pond drain station has been replaced. The station has been returned to normal operation.

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 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:

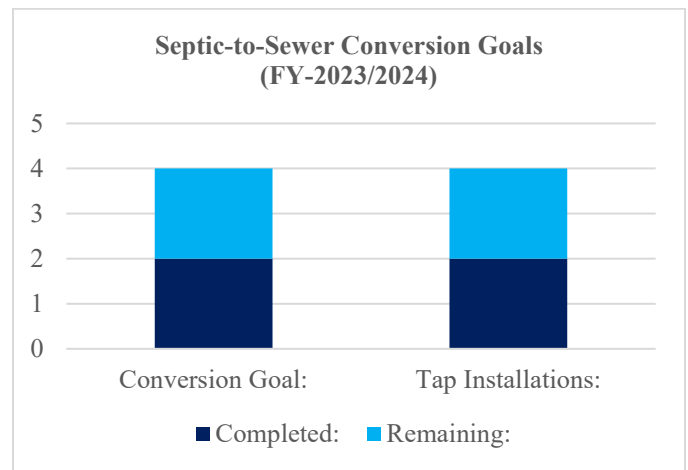
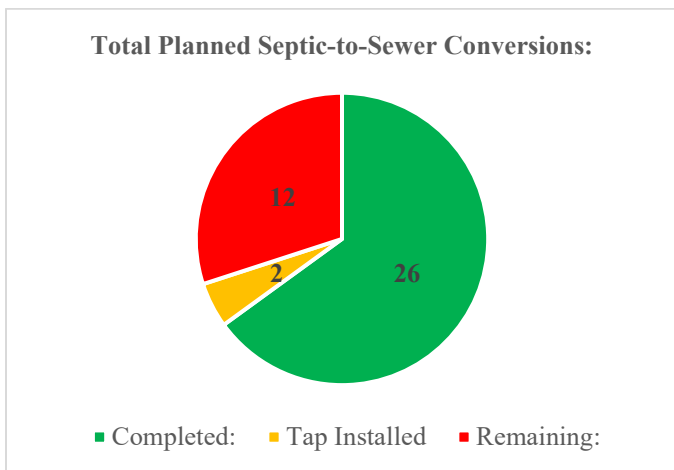
- 1. New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City’s sewer flows. Replacement of the existing main will require 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 31st, 2023, all three phases of the new Southern Force-Main are receiving active flow (flow is diverting from the old 12” line into the new upsized line beginning at the intersection of Sage Rd / Cardinal Dr and flowing to the Wastewater Treatment Plant located at 725 Industrial Dr), and the old 12” and old 6” lines along Industrial Dr have been physically disconnected and abandoned from the intersection of SCT Dr and Industrial Dr to the treatment plant. Final paving of the disturbed areas within the campus of the Wastewater Treatment Plant, as well as full-width repaving of Industrial Dr and SCT Dr (including restriping) has also been completed. Remaining tasks for completion of Phase-3 include the installation of one (1) additional 12-inch insert-a-valve, with location to be determined by the City. Bids for Phase-4 were opened on February 5th, and 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.**

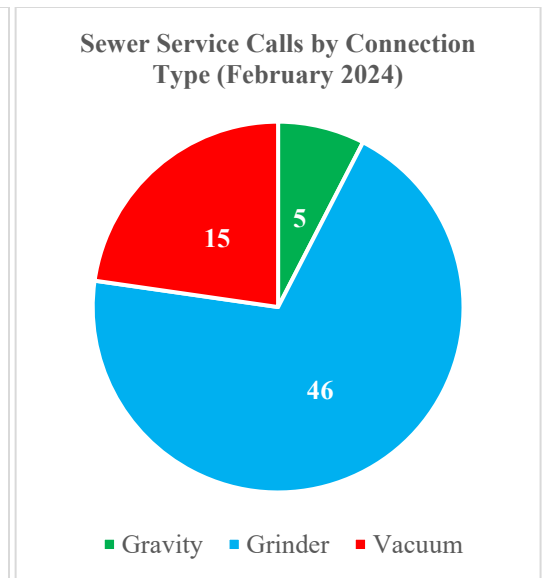
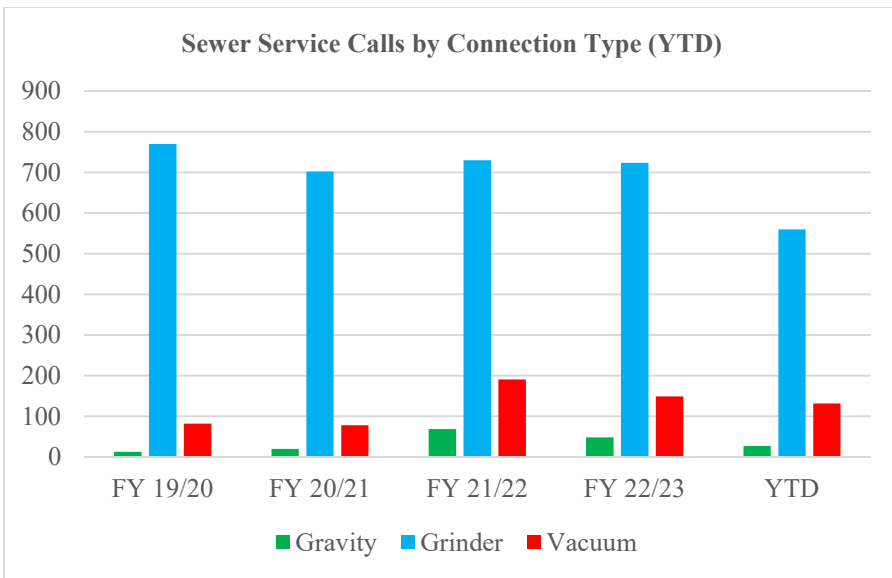
- 4. Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. Four (4) full conversions are planned for the FY23/24 fiscal 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.**



**Wastewater Department
February 2024**

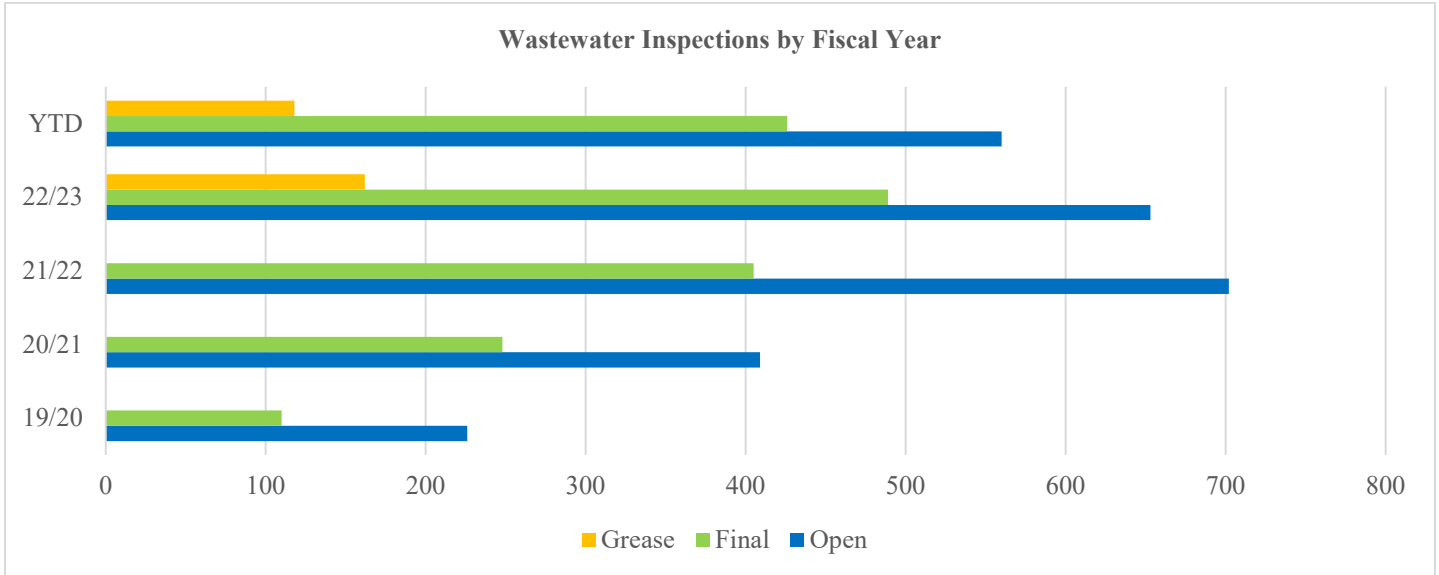
<u>Work Orders</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>Feb 2024</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149	15	132
Gravity Service Request	13	20	69	48	5	27
Low Pressure Service Request	770	702	730	723	51	555
Total Pumps Replaced	449	492	472	459	26	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



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.

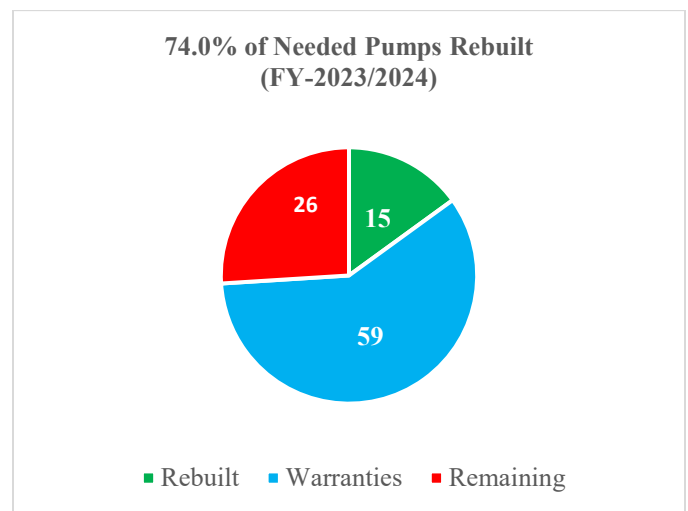


Pump Rebuilds:

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.



**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.

Parameter	Nov - 23	Dec - 23	Jan - 24	Feb - 24	
Influent – To Plant	-	-	-	0.955 MGD	MGD = Million Gallons/Day
Effluent – To Creek	0.614 MGD	0.646 MGD	0.820 MGD	0.763 MGD	MGD = Million Gallons/Day
Effluent – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.614 MGD	0.646 MGD	0.820 MGD	0.763 MGD	
Design Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Influent Capacity	-	-	-	68.2%	(0.955 MGD) / (1.400 MGD)
% of Effluent Capacity	43.9%	46.1%	58.6%	54.5%	(0.763 MGD) / (1.400 MGD)
Actual Capacity	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
% Actual Influent Capacity	54.8%	57.7%	73.2%	68.1%	(0.763 MGD) / (1.120 MGD)
% Actual Effluent Capacity	-	-	-	85.3%	(0.955 MGD) / (1.120 MGD)
Rainfall	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 YTD</u>
Effluent Violations	12	7	32	25		2	17

- 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 15th, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average). An initial payment in the amount of \$12,608 was required within 30 days, with other penalties only being applicable if the provisions of the order and assessment were not met. Two (2) provisions were of concern to City staff: The City must begin to initiate the implementation of the state-approved plans for the WWTP expansion within 90 days; and the City must remain within “significant compliance” of the facility’s permit for a period of two (2) years following completion of construction of the new facility. City personnel spoke with TDEC officials on July 29th, and were able to confirm that the City is already compliant with the 90-day initiation period as a result of the progress made with the SRF Loan process for the facility, and received an extension of the “significant compliance” period to begin one (1) year after completion of construction, to allow for the influence of the old facility’s treatment effectiveness on annual rolling averages to be completely phased out. **The City received written confirmation of this arrangement from TDEC on August 7th, 2020.**

**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.*

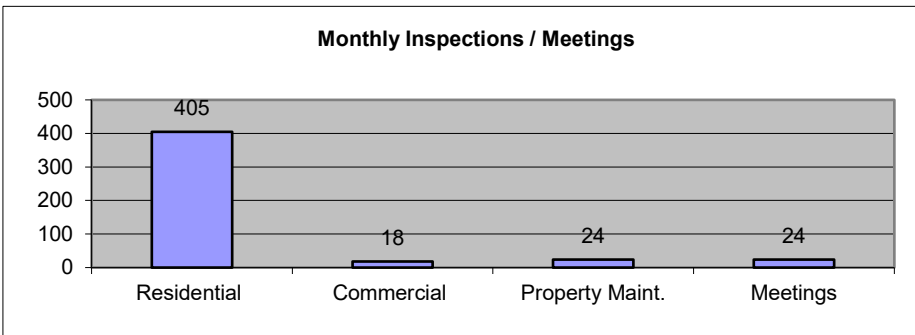
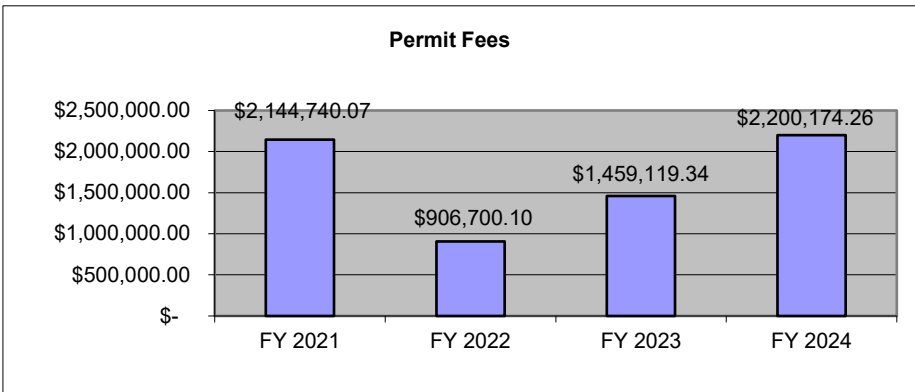
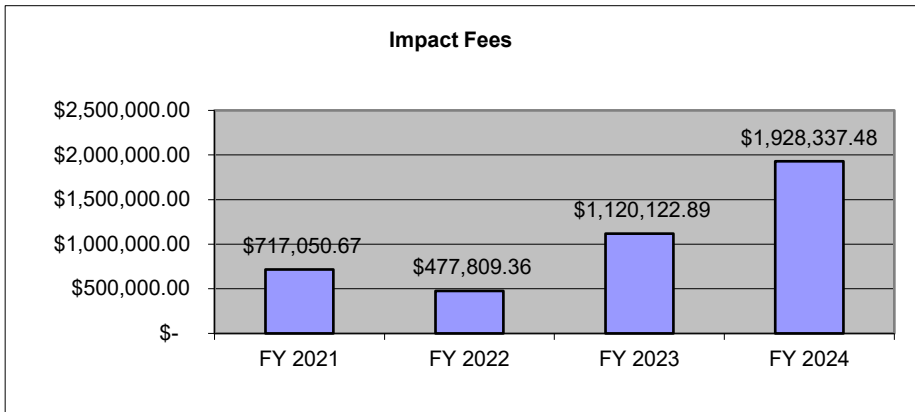
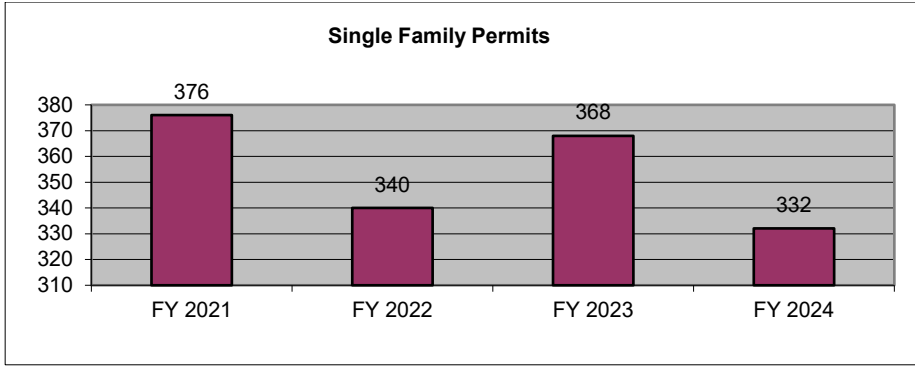
4. **WWTP Expansion Project:**

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**



**Planning and Codes Department
FEBRUARY 2024**

	Month	FY2024	FY2023	FY2022	FY2021
MEETING AGENDA ITEMS#					
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
PERMITS					
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
BUILDING INSPECTIONS					
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
CODE ENFORCEMENT					
Total Cases	24	153	35	98	179
Hours	12	55.75	35.75	70.24	86.75
Complaints Received	17	142	199	55	41
MEETINGS					
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
FEES					
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	\$322,793.28	\$ 1,928,337.48	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
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
OTHER ITEMS					
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 15th



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 20th 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 3rd deadline for LPRF Grant

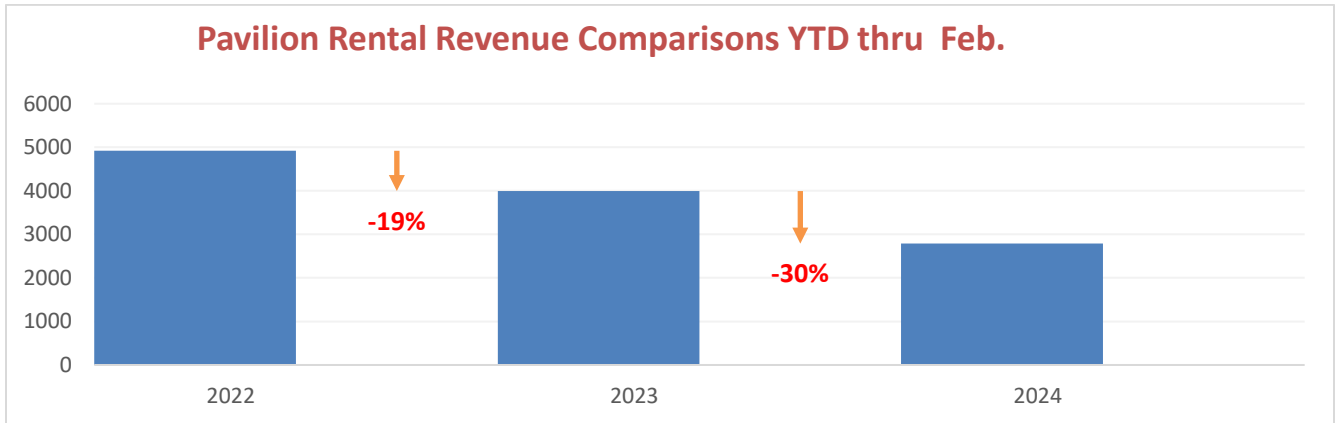
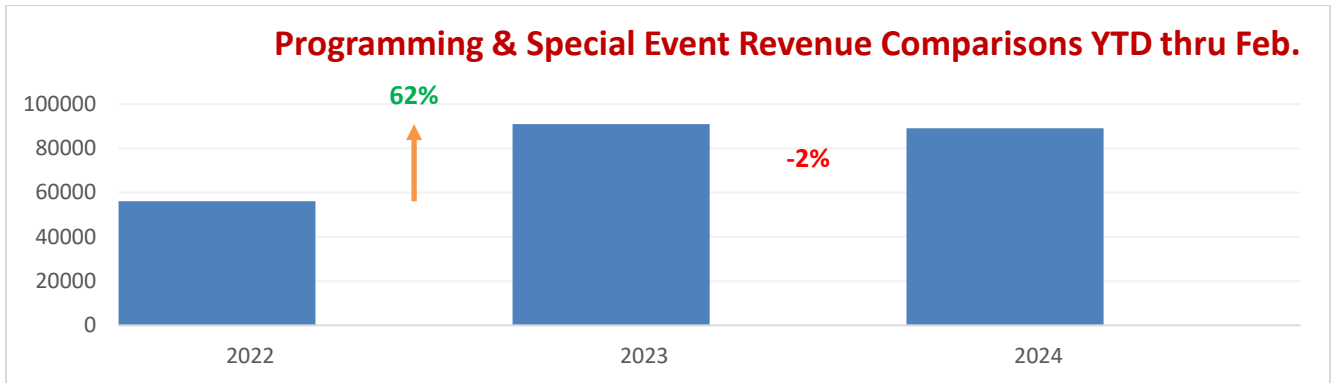
List of upcoming projects yet to begin:

Parks Truck

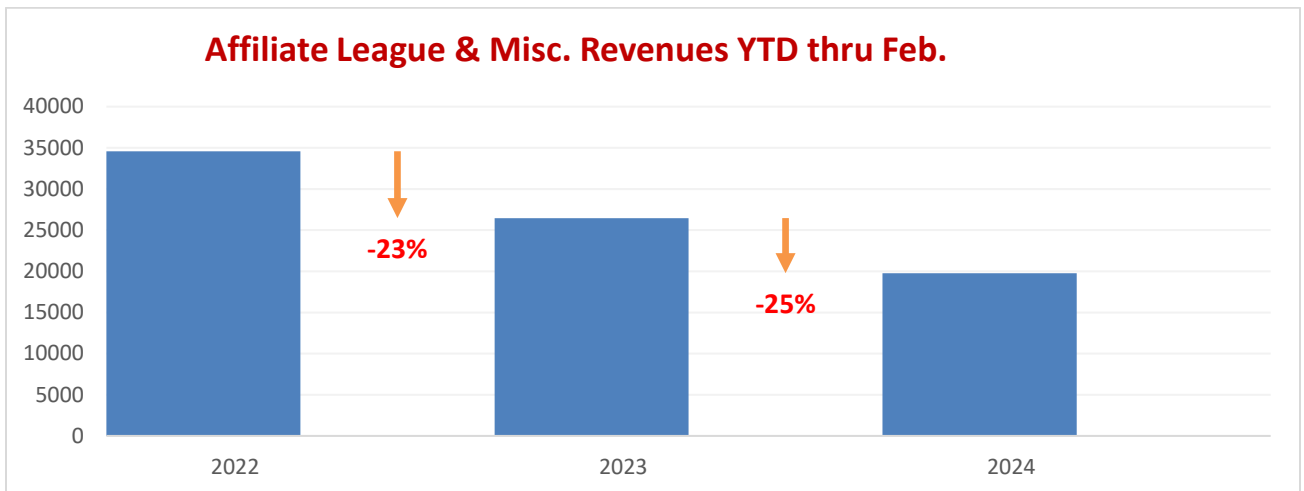
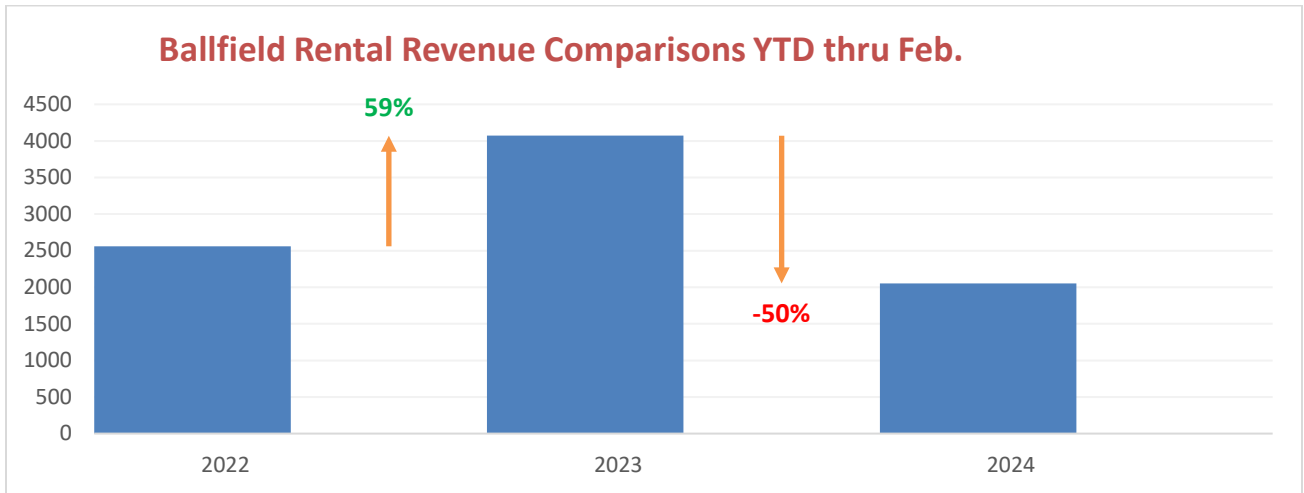
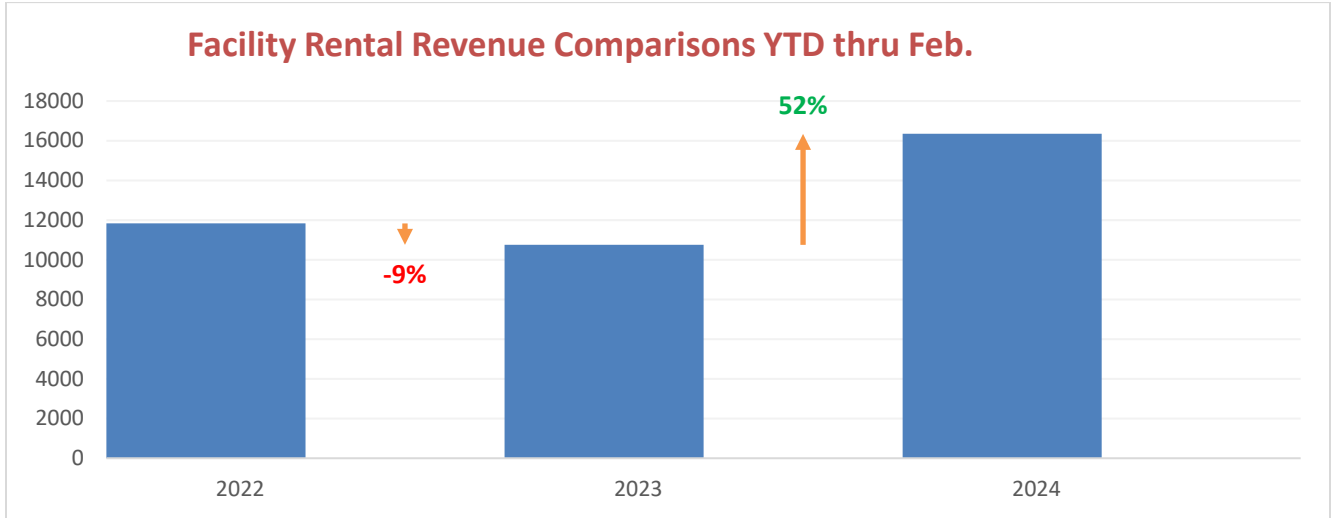
- Still waiting on this project

Dirt for Laser Grading & Sand for Top Dressing

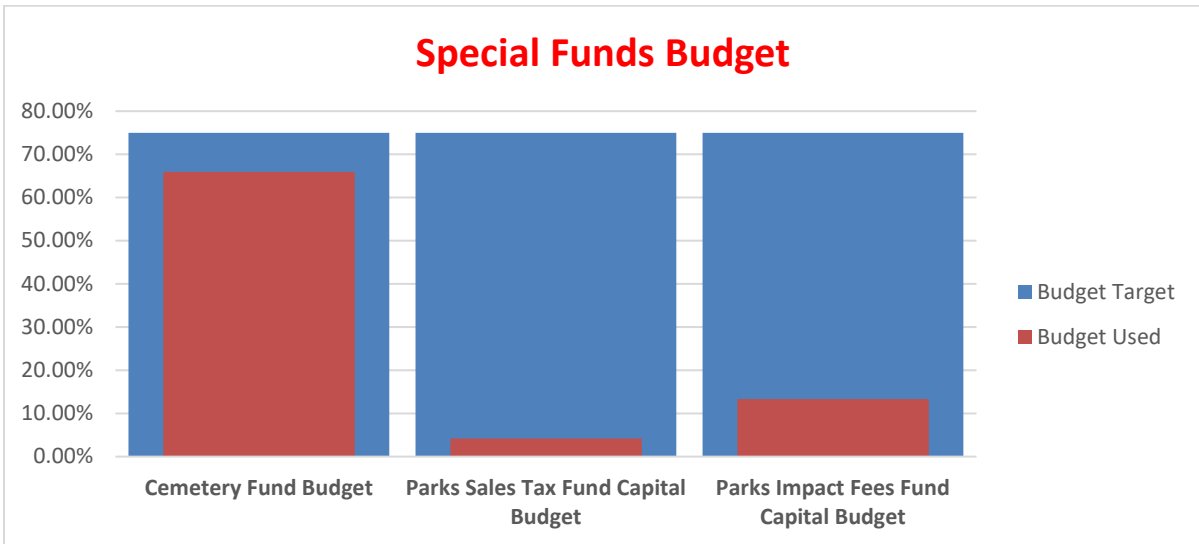
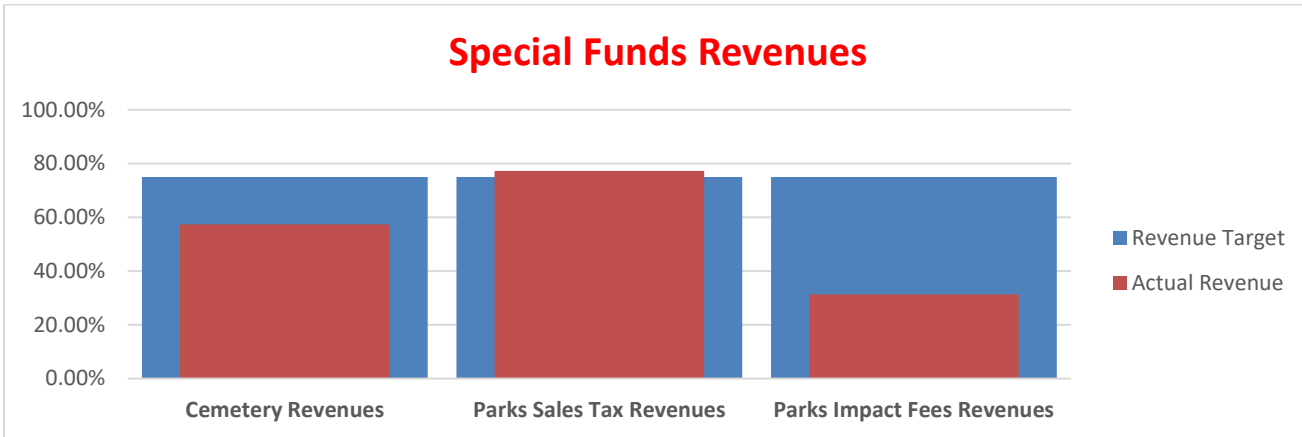
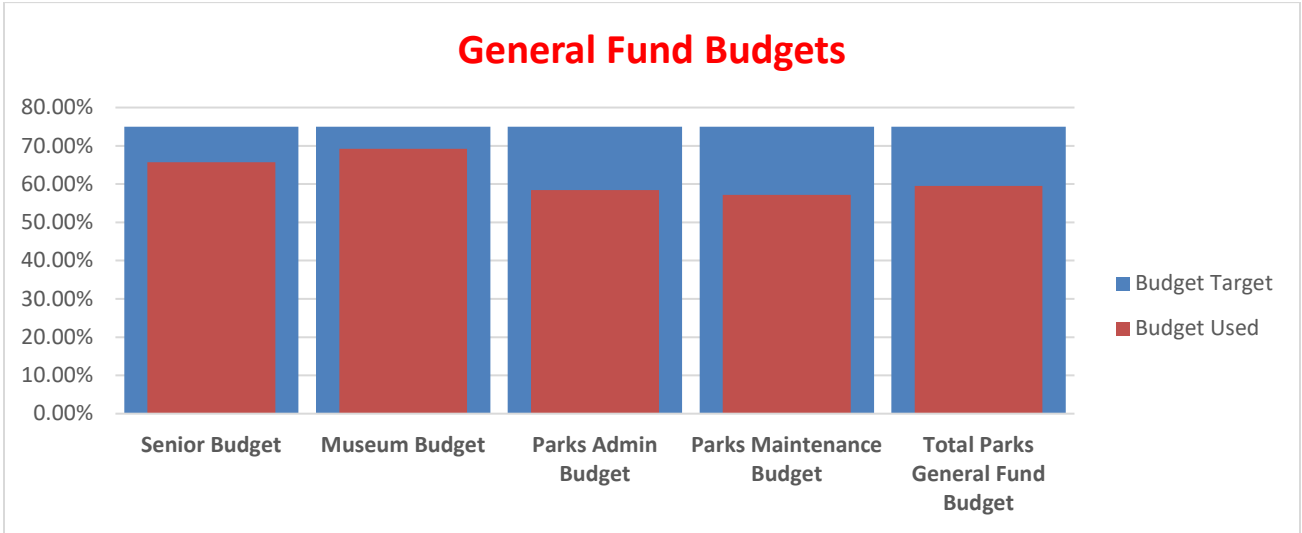
- Laser grading complete
- Top dressing will take place in June



Parks, Recreation, & Cultural Arts Department
February 2024



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



Parks, Recreation, & Cultural Arts Department
February 2024

Recreation- Assistant Director

Adult Programs

Women's Exercise Class:

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

Adult Softball:

- Registration Open: Jan 28th- March 10th

Men's Basketball

- Registration Open: Feb 18th – March 31st

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. 18th

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

Challenger Baseball- Registration: Jan. 1st- Mar. 17th

Special Events

The Great Egg Hunt- March 17th- 31st

- 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. 20th 6:00pm

Open gyms: Averaged totals per a day

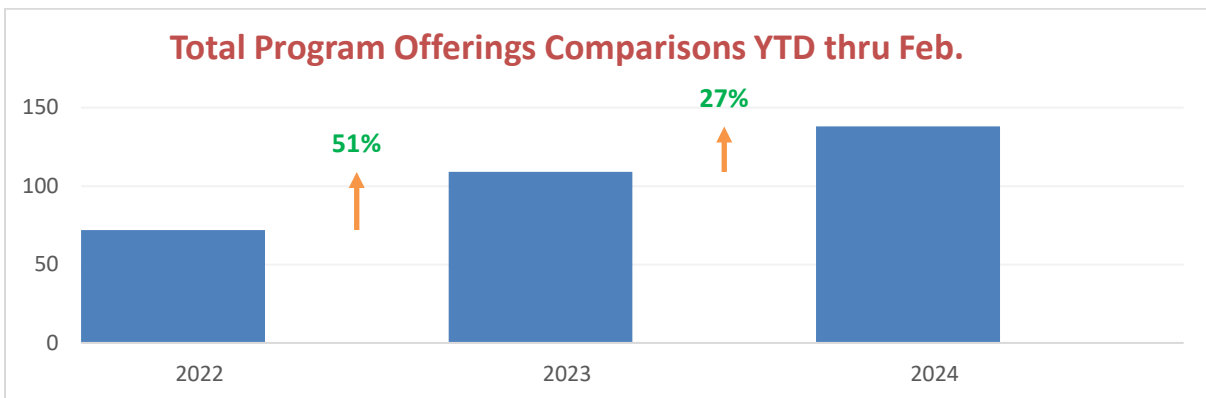
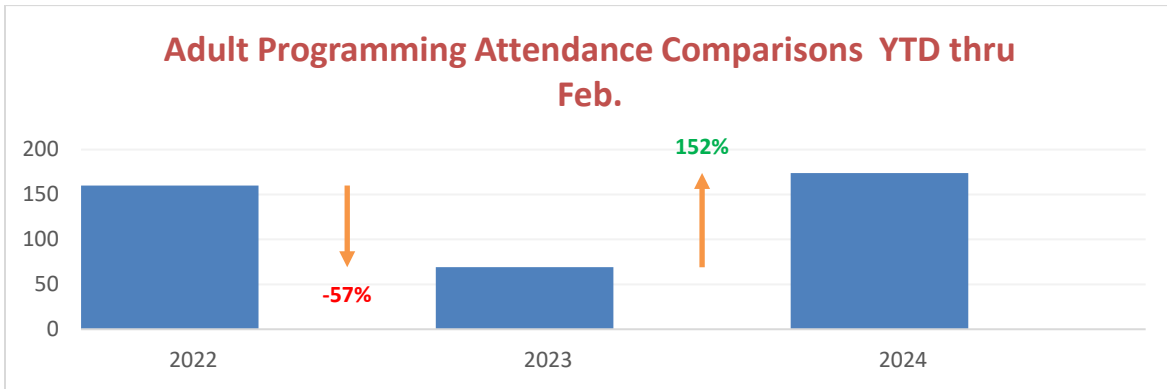
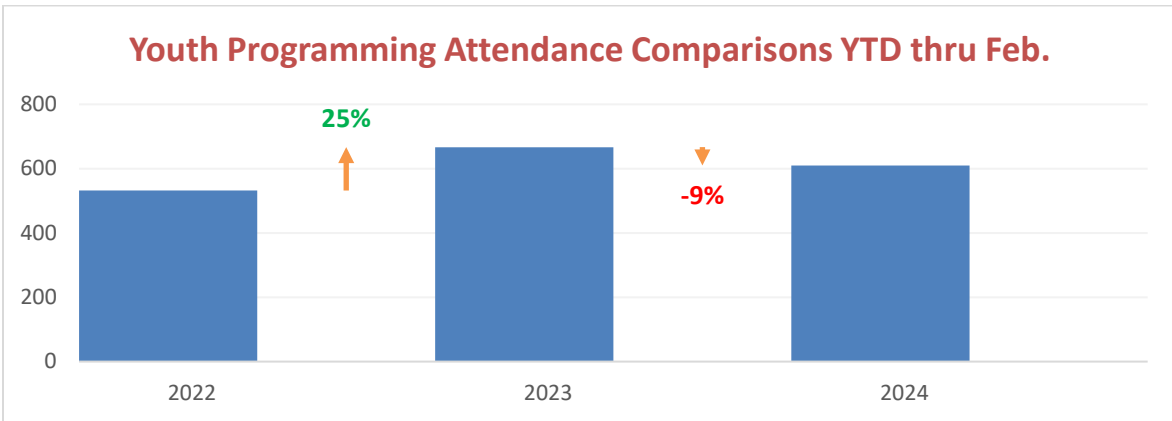
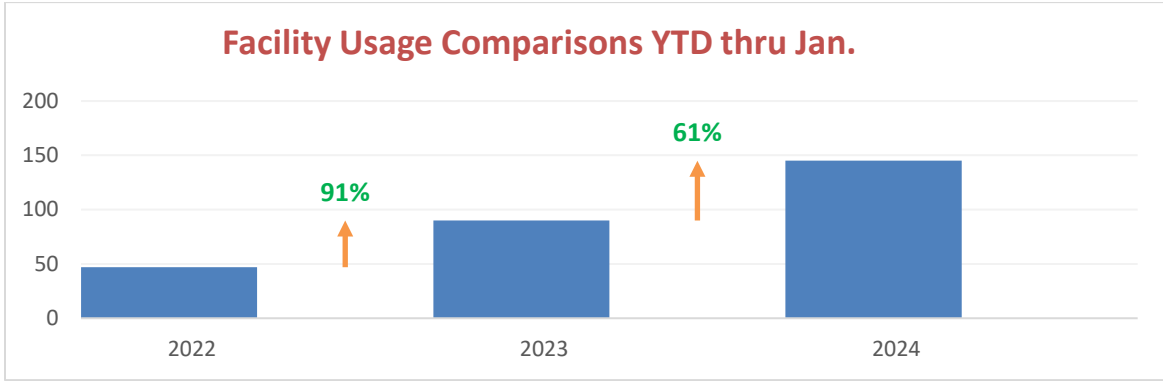
- Pickle Ball Open Gym- 14
- Open Gym - 13

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



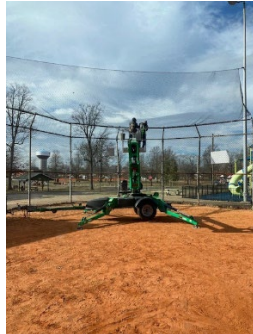
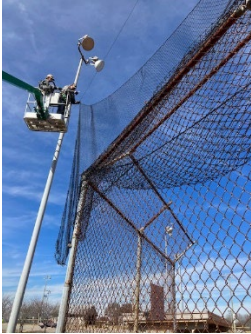
**Parks, Recreation, & Cultural Arts Department
February 2024**



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

Maintenance

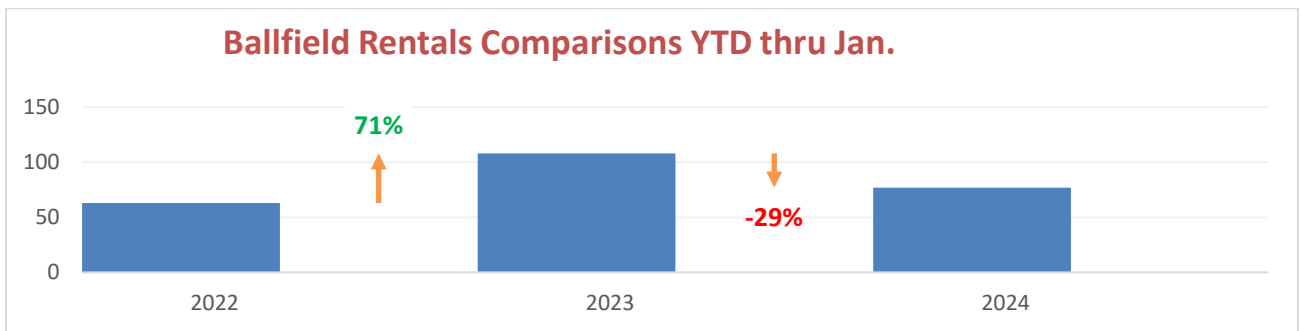
- We have put down pre-emergent on all sports fields at the park and soccer complex.
- Round up was also sprayed on soccer fields that were not overseeded with ryegrass.
- We rented a lift and put up a new net on the field 8 backstop.



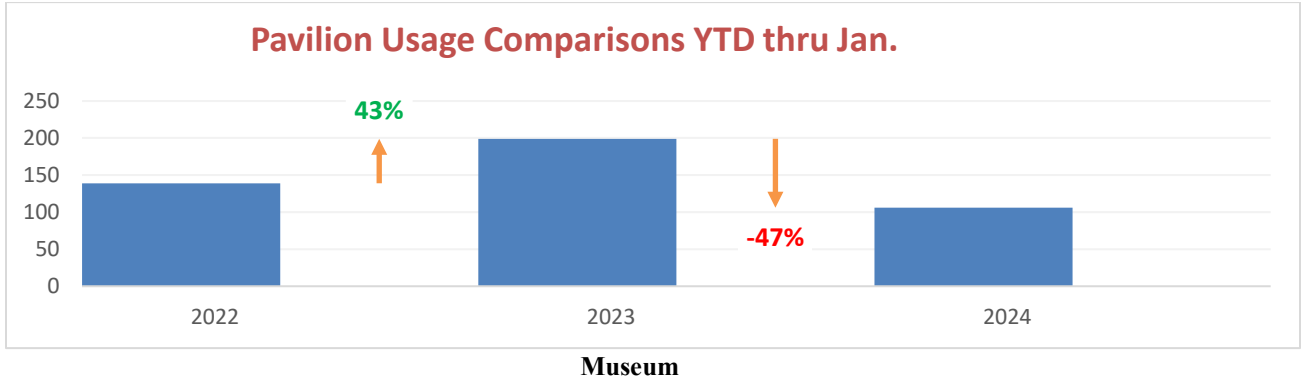
- We have added clay and laser graded fields 2 and 4 in the quad.



- 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.



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



Volunteers

The volunteers had the privilege to present the “Then” part of the “Now & Then” unit the Kindergartners 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.

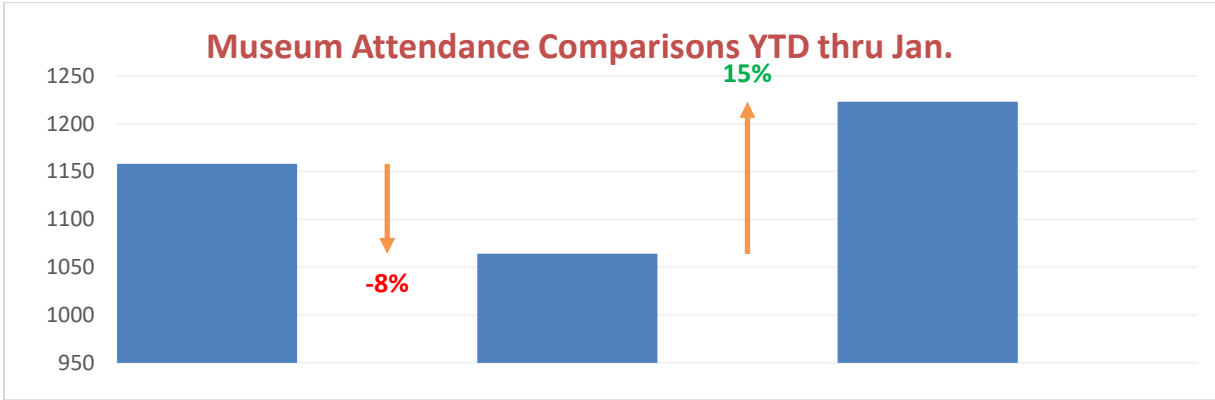
Events and Meetings Assisted with and/or Attended

- 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

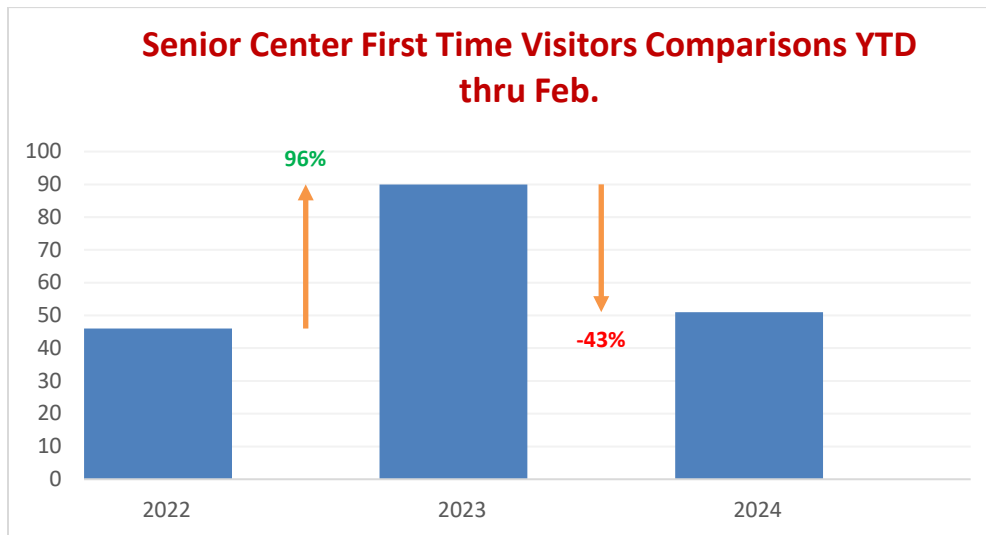
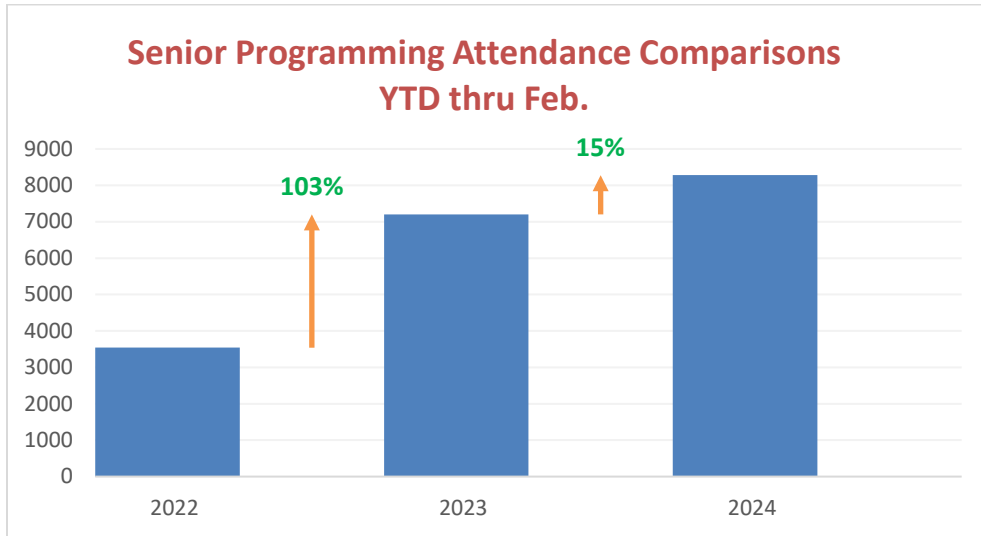
**Parks, Recreation, & Cultural Arts Department
February 2024**



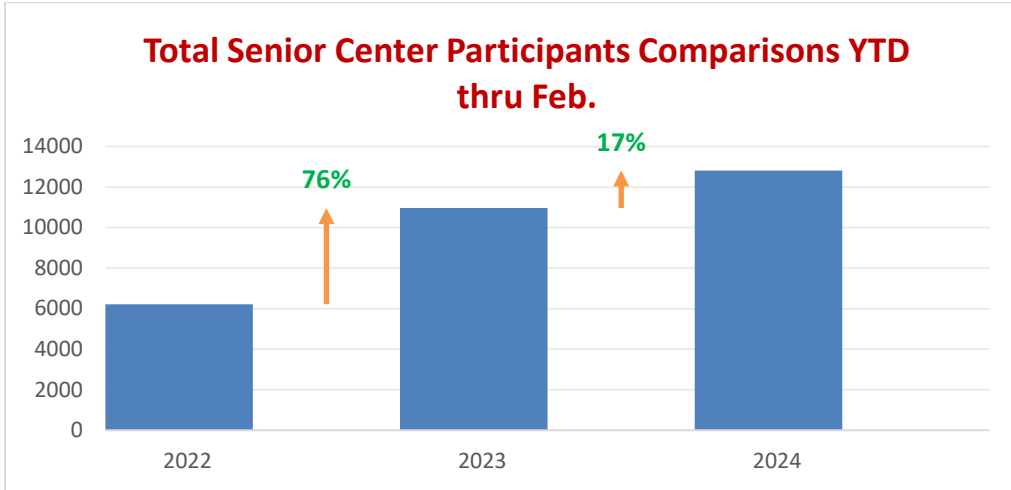
Senior Center Participation - FEBRUARY 2024			
<u>Outings:</u>			
<u>Lunch Colorado Grill</u>	22		
Lunch Milo in Portland	14		
Lunch BBQ	10		
<u>Bowling</u>	14		
Total	60		
<u>Events:</u>			
Show/Tell	11		
Valentine	52		
Total	63		
		<u>Sr Meals Wednesdays</u>	
		143	
		153	
		130	
		114	
		540	TOTAL
<u>Programs:</u>			
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		

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

Crafts	0		
Cards, Games, Pool, Puzzles	143		
Pickle Ball	71		
TOTAL	1205		
MEMBERS	393	Updated members	as of 2/29
1st time visitors	9		
New Members	12		
TOTAL Sr Center Participants:	1396	Total	1868



**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
Facility Usage							
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
Vistors 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
Programming							
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
Revenues							
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
Maintenance							
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 6th 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 9th. 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					
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

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$5,873.11</u>
TOTAL REVENUE YTD	\$62,409.56

DISBURSEMENTS

LITIGATION TAX	\$288.32
DOS/DOH FINES & FEES	\$137.75
DOS TITLE & REGISTRATION	\$57.00
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$483.07</u>
TOTAL DISBURSEMENTS YTD	\$7,546.10

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$5,390.04</u>
TOTAL ADJUSTED REVENUE YTD	\$54,863.46

DRUG FUND

DRUG FUND DONATIONS FOR MONTH	\$837.52
DRUG FUND DONATIONS YTD	\$2,956.88

Offenses Convicted & Paid For Month	Count	Paid
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