



CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
May 20, 2021
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 Minutes of the April 15th Board of Mayor and Aldermen meeting.
7. Welcome Visitors
8. Public Hearings
 - a. None
9. Communication from Mayor, Aldermen, City Attorney, and City Administrator
10. 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/Museum
 - J. Municipal Court
11. Consideration of the Following Resolutions:
 - a. None
12. Consideration of the Following Ordinances:
 - a. **Ordinance 21-04:** An ordinance to amend the Zoning Map from C-4 Office Professional Service District to NCRPUD, Neighborhood Center Residential Planned Unit Development on Sage Road. *First Reading.*
 - b. **Ordinance 21-05:** An ordinance amending several Articles and Sections of the Zoning Ordinance. *First Reading.*
 - c. **Ordinance 21-06:** An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees and Charges, Sections 18-301 and 18-302. *First Reading*
 - d. **Ordinance 21-07:** An ordinance amending the Municipal Code Title 17, Chapter 1 Refuse, Section 17-113. *First Reading*

- e. **Ordinance 21-08:** An ordinance establishing the tax rate for the tax year 2021. *First Reading.*
- f. **Ordinance 21-09:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2021 through June 30, 2022. *First Reading.*
- g. **Ordinance 21-10:** An ordinance amending the fiscal budget for the period ending June 30, 2021. *First Reading.*

13. Purchasing:

- a. To approve or reject City Administrator Gerald Herman to sign a contract modification with Rogers Group for additional milling services. The Public Services recommends approval.
- b. To approve or reject authorizing City Administrator Gerald Herman entering into a contract with CSR Engineering for \$288,900 for engineering services for design of the Phase 2 Southern Force Main. The Public Services recommends approval.

14. Other Business:

- a. None

15. Discussion Items:

- a. None

16. Other Information:

- a. None

17. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
April 15, 2021
7:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 7:00 pm.

2. Prayer by Community Pastor

Prayer was led by Alderman Bibb.

3. Pledge by Aldermen

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

4. Roll Call

Mayor Arnold - Present; Ald. Bibb – Present; Ald. Decker - Present; Ald. Corbitt – Present; Ald. Hutson – Present; **Quorum – Present.**

5. Adoption of the Agenda

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

6. Approval of Minutes of the March 18th Board of Mayor and Aldermen meeting.

Motion was made by Ald. Bibb, second by Ald. Decker to adopt the minutes. A voice vote was called for with all members voting aye. **March 18th Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Arnold welcomed all visitors.

8. Public Hearings

- a. None

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

City Administrator Gerald Herman discussed the status of the Community Event Center project. Mr. Herman mentioned that the project was extended 80 days because of bad weather and steel delivery delays. Mr. Herman continued that the building should be substantially complete in early December.

City Administrator Gerald Herman stated that the Robertson County Economic Development Board (RCEDB) sent out a request for proposals from engineers for environmental studies on the land co-purchased from the City and RCEDB for an industrial park. Mr. Herman mentioned that there were seven proposals submitted. Mr. Herman continued that a committee evaluated the proposals and narrowed them down to two. Mr. Herman informed the Board that interviews were conducted with the top two firms and Thomas and Hutton were selected to conduct the survey.

City Administrator Gerald Herman invited everyone to come out to the City's 50th Birthday Party event on April 24th from 3:00pm to 6:00pm at the Fran Hutson Amphitheater. Mr. Herman stated that the event is rain or shine.

Mayor Arnold asked everyone to keep Police Chief Brady in their thoughts and prayers as he goes into surgery tomorrow morning.

10. Acknowledge Reports

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

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

11. Consideration of the Following Resolutions:

- a. **Resolution 21-05:** A resolution approving and replacing in its entirety the Standard Sewer Specification and Details for Sanitary Sewer System Policy.

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Resolution 21-05 was passed.**

- b. **Resolution 21-06:** A resolution awarding the construction contract for the Wastewater Treatment Plant Improvements to Reeves Young, LLC.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Resolution 21-06 was passed.**

12. Consideration of the Following Ordinances:

- a. **Ordinance 21-04:** An ordinance to amend the Zoning Map from C-4 Office Professional Service District to NCRPUD, Neighborhood Center Residential Planned Unit Development on Sage Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Bibb to discuss. After discussion, a motion was made by Ald. Decker, second by Ald. Bibb to defer back to the Planning Commission for review. A voice vote was called for with Ald. Bibb, Ald. Decker, Ald. Hutson and Mayor Arnold voting aye, and Ald. Corbitt voting no. Motion was approved. **Ordinance 21-04 was deferred to the Planning Commission for review on First Reading.**

13. Purchasing:

- a. To approve or reject City Administrator Gerald Herman to enter into a professional services agreement with KraftCPAs for auditing services. The Finance Director recommends approval.

Motion was made by Ald. Bibb, second by Ald. Decker to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- b. To approve or reject authorizing City Administrator Gerald Herman entering into a contract with CSR Engineering for \$53,600 for engineering services for new tennis facilities. Parks and Recreation Director recommends approval.

Motion was made by Ald. Corbitt, second by Ald. Bibb to approve. A voice vote was called for with all members voting aye. **Motion passed.**

- c. To approve or reject JSJ Construction's bid of \$1,821,740.00 for construction of the Town Center Water Main project. The City Administrator recommends approval.

Motion was made by Ald. Decker, second by Ald. Corbitt to approve. A voice vote was called for with all members voting aye. **Motion passed.**

14. Other Business:

- a. None

15. Discussion Items:

- a. None

16. Other Information:

- a. None

17. Adjournment:

Meeting was adjourned at 7:47 pm.

ATTEST:

Michael Arnold, Mayor

Derek Watson, City Recorder

DRAFT

REPORTS....

Administrative & Legislative Services Department
April 2021

Administration

City Administrator Gerald Herman attended the following meetings this month:

- April 05:
 - Americana Celebration Meeting
 - Staff Plans Review
- April 06:
 - TDOT Industrial Road Access Program Zoom Meeting
 - COVID-19 Local Leadership Communication
- April 07:
 - TCMA Spring Conference
 - FSEP Board of Directors Meeting
- April 08:
 - TCMA Spring Conference
 - Robertson County JECD Meeting
 - White House Area Chamber of Commerce Chairman's Celebration
- April 09: TCMA Spring Conference
- April 12:
 - Sewer Backup Discussion
 - Town Center Water Main Bid Opening
- April 13:
 - Cemetery Board Meeting
 - TVA Project Engineer Interviews
 - COVID-19 Local Leadership Communication
- April 14: Sumner County Council of Governments
- April 15:
 - Police Department Background Packet Discussion
 - Planning Commission Discussion
- April 19: Proposed Projects and Capacity/Plan Reviews
- April 20:
 - New Building Electronics Discussion
 - Development Discussion
 - Budget Review Discussion
 - COVID-19 Local Leadership Communication
- April 21:
 - GNRC Executive Board Meeting
 - Economic Development Team Meeting
- April 22:
 - Community Event Center Walkthrough
 - Budget Review Discussion
- April 24: 50th Birthday Party Event
- April 27:
 - Fee Schedule Discussion
 - Budget Review Discussion
 - COVID-19 Local Leadership Communication
- April 29:
 - Community Event Center Progress Meeting
 - Tal Plumlee Golf Tournament

**Administrative & Legislative Services Department
April 2021**

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 2020-2021.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$17,548,414	\$ 10,016,768	↓26.25
Industrial Development	\$177,000	\$ 154,237	↑3.80
State Street Aid	\$530,000	\$ 434,357	↓1.38
Parks Sales Tax	\$4,005,125	\$ 3,027,051	↓7.76
Solid Waste	\$1,050,026	\$ 973,196	↑9.34
Fire Impact Fees	\$74,500	\$ 67,741	↑7.58
Parks Impact Fees	\$15,000	\$ 11,517	↓6.56
Police Impact Fees	\$65,000	\$ 65,000	↑16.66
Road Impact Fees	\$60,000	\$ 60,000	↑16.66
Police Drug Fund	\$4,500	\$ 2,329	↓31.56
Debt Services	\$1,137,400	\$ 140,465	↓70.99
Wastewater	\$15,108,083	\$ 4,434,636	↓53.98
Dental Care	\$70,656	\$ 53,698	↓7.33
Stormwater Fund	\$1,063,984	\$ 684,839	↓18.97
Cemetery Fund	\$43,890	\$ 38,460	↑4.29

*Expended/Encumbered amounts reflect charges from July 1, 2020 – June 30, 2021.

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 2021	FY 2020	FY 2019	FY 2018	FY 2017
July	261	269	346	362	327
August	128	106	151	166	175
September	106	98	126	119	120
October	79	97	91	147	91
November	72	78	120	125	135
December	71	58	72	104	83
January	123	81	122	177	178
February	75	93	119	113	140
March	106	107	131	142	136
April	154	85	138	185	120
May		82	129	121	153
June		45	50	52	92
Total	1175	1199	1,595	1,813	1,750

Purchase Orders by Dollars	Apr. 2021	FY 2021	FY 2020	FY 2019	Total for FY21	Total for FY20	Total for FY19
Purchase Orders \$0-\$9,999	151	1107	1132	1529	\$1,280,659.40	\$1,275,419.16	\$1,349,159.92
Purchase Orders \$10,000-\$24,999	2	26	34	26	\$376,225.97	\$551,938.89	\$381,155.50
Purchase Orders over \$25,000	1	42	33	40	\$3,800,584.29	\$4,035,346.92	\$7,678,174.40
Total	154	1175	1199	1595	\$5,457,469.66	\$5,862,704.97	\$9,408,489.82

**Administrative & Legislative Services Department
April 2021**

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.

	2020-2021 Update Requests	2019-2020 Update Requests	2018-2019 Update Requests	2017-2018 Update Requests	2020-2021 Page Visits	2019-2020 Page Visits	2018-2019 Page Visits	2017-2018 Page Visits
July	15	152	61	60	11,536	1,164,517	1,080,668	825,614
August	20	126	133	56	9,145	752,932	835,519	717,462
September	17	43	22	90	8,335	679,248	214,406	739,867
October	10	78	86	43	8,390	386,735	864,091	876,346
November	174	56	40	80	7,587	695,971	812,527	808,551
December	13	156	82	50	17,483	847,724	1,055,111	842,265
January	108	67	68	44	17,123	720,531	934,562	747,155
February	135	22	40	41	19,796	N/A	762,985	631,612
March	39	85	61	71	22,930	N/A	879,671	1,165,275
April	101	43	56	77	20,881	N/A	820,505	959,769
May		27	29	49		5,998	946,897	1,063,568
June		48	123	27		10,251	901,328	483,003
Total	632	901	801	688	143,206	5,263,907	9,053,159	9,860,532

“City of White House, TN” Mobile App

	FY21 New Downloads	FY20 New Downloads	FY19 New Downloads
July	45	19	28
August	44	21	18
September	19	21	15
October	40	12	22
November	29	13	11
December	10	15	10
January	11	23	17
February	20	70	13
March	11	69	11
April	7	41	10
May		29	11
June		36	25
Total	236	369	191

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

	FY21 # of Request	FY20 # of Request	FY19 # of Request
July	20	36	32
August	27	39	26
September	16	18	18
October	15	40	32
November	20	27	12
December	27	20	27
January	18	24	22
February	72	41	30
March	36	34	24
April	26	35	32
May		26	27
June		28	29
FY Total	277	356	311

January 2018 – All requests have either been responded to, and are either Completed or In Progress

**Administrative & Legislative Services Department
April 2021**

White House Farmers Market

The market is closed for the season. The reopening of the market will be Wednesday, May 19th.

	Application Fees # (amount collected)	Booth Payments (\$)
January	0	0
February	0	0
March	0	0
April	4	\$810
May		
June		
July		
August		
September		
October		
November		
December		
Total		\$810

Building Maintenance Projects

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

Special Maintenance Projects

- Assisting with 50th Birthday Celebration
- Repair back flow issue at Library
- Install new ADA cabinet at Library

	2020-2021 Work Order Requests	2019 – 2020 Work Order Requests	2018 – 2019 Work Order Requests	2017 – 2018 Work Order Requests	2016 – 2017 Work Order Requests	2015 - 2016 Work Order Requests
July	11	10	22	21	27	22
August	27	10	26	24	28	33
September	9	13	19	22	13	31
October	6	7	14	18	12	30
November	16	7	18	34	12	27
December	19	3	8	19	9	17
January	11	16	14	16	23	28
February	16	18	7	21	6	19
March	12	11	7	17	16	25
April	17	2	12	25	14	20
May		11	6	26	27	33
June		10	9	23	14	17
Total	144	98	162	266	201	302

*In December 2013 work order requests started to be tracked.

**Finance Department
April 2021**

Finance Section

During April the Finance Office continued collecting 2020 tax year property taxes, continued FYE 6/30/2022 budgeting tasks, scanning thousands of documents to reduce physical document storage space, and operating with COVID-19 precautions. The cumulative total of real estate and personal property taxes for the 2020 tax year billed is approximately \$3.8 million. As of April 30th, approximately \$3.70 million (97%) of the 2020 property taxes were collected. Any remaining unpaid property taxes after February 28th are delinquent and accrue 1.5% interest per month (18% per year) on the 1st of every month (as required by T.C.A § 67-5-2010, T.C.A § 67-1-801, and Municipal Code § 5-202). Members of the Finance Office participated in the following events during the month:

- April 5: American Celebration planning meeting
- April 13: Cemetery Board meeting
- April 15: Monthly BMA meeting
- April 20: Community Event Center electronics planning
- April 20: Finance / City Administrator Budget Review meeting #1
- April 22: Community Event Center walkthrough
- April 22: Finance / City Administrator Budget Review meeting #2
- April 27: Finance / City Administrator Budget Review meeting #3
- April 28: The Standard at White House Utility Billing meeting

Performance Measures

Utility Billing

	April 2021	FY 2021 YTD	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
New Builds (#)	23	265	171	62	102	111
Move Ins (#)	71	577	649	534	553	536
Move Outs (#)	77	578	602	534	576	546
New customer signup via email (#)	28	240	127	104	163	119
New customer signup via email (%)	30%	29%	15%	17%	25%	18%

Business License Activity

	April 2021	FY 2021 YTD	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Opened	9	59	69	75	72	93
Closed (notified by business)	0	6	10	9	18	1
Closed (uncollectable)	0	0	0	0	199	14

Payroll Activity

Number of Payrolls	Number of Checks and Direct Deposits	Number of adjustments or errors	Number of Voided Checks
3 Regulars 1 Fire Supplement	0 checks, 449 direct deposits	0 Retro adjustments	0 Voids

Accounts Payable

	April 2021	FY 2021 Total	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Total # of Invoices Processed	299	3234	4003	3940	4437	4797

**Finance Department
April 2021**

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	7,912,190	2,373,657	4,728,960	60%
Cemetery Fund	34,700	10,410	268,052	772%
Debt Services	1,167,400	350,220	1,234,045	106%
Dental Care Fund	25,200	7,560	236,705	939%
Roads Impact Fees	79,320	23,796	360,255	454%
Parks Impact Fees	69,364	20,809	237,084	342%
Police Impact Fees	55,804	16,741	234,970	421%
Fire Impact Fees	38,000	11,400	157,618	415%
Industrial Development	112,800	33,840	50,474	45%
Parks Sales Tax	695,285	208,586	1,385,022	199%
Police Drug Fund	4,100	1,230	29,648	723%
Solid Waste	936,800	281,040	489,116	52%
State Street Aid	405,200	121,560	154,306	38%
Stormwater Fund	889,000	266,700	1,038,814	117%
Wastewater	4,350,550	1,305,165	4,777,935	110%

*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 2020-2021.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	7,912,190	8,013,072	↑ 17.94%
Cemetery Fund	34,700	65,267	↑ 104.76%
Debt Services	1,167,400	1,101,541	↑ 11.03%
Dental Care	25,200	31,536	↑ 41.81%
Roads Impact Fees	79,320	270,408	↑ 257.57%
Parks Impact Fees	69,364	153,250	↑ 137.60%
Police Impact Fees	55,804	176,757	↑ 233.41%
Fire Impact Fees	38,000	116,618	↑ 223.56%
Industrial Development	112,800	59,707	↓ 30.40%
Parks Sales Tax	695,285	659,765	↑ 11.56%
Police Drug Fund	4,100	8,099	↑ 114.20%
Solid Waste	936,800	821,061	↑ 4.31%
State Street Aid	405,200	338,968	↑ 0.32%
Stormwater Fund	889,000	791,624	↑ 5.71%
Wastewater	4,350,550	4,712,274	↑ 24.98%

*Realized amounts reflect revenues realized from July 1, 2020—April 30, 2021

**Human Resources Department
April 2021**

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

- April 05: Wastewater Utility Mechanic Interviews
- April 06: Chamber of Commerce Board Meeting
- April 08: Chamber of Commerce Chairman's Celebration
- April 22: Walk Through of Community Event Center

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	0	0	0	0
August	0	0	0	0
September	1	1	0	0
October	0	0	0	0
November	1	0	0	0
December	0	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	1	1	1	1
February	0	3	0	0
March	2	0	0	0
April	1	2	0	0
May		1	0	0
June		0	2	0
Total	6	8	3	1

Three-year average as of June 30, 201: 4.00

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1	1	3	0
August	1	0	0	0
September	1	0	0	0
October	1	1	1	0
November	3	1	0	1
December	0	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	0	1	0	2
February	0	0	0	1
March	0	0	0	0
April	0	0	1	0
May		0	1	0
June		0	0	1
Total	7	4	6	5

Three-year average as of June 30, 201: 5

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

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1	1	0	0
August	1	1	1	3
September	0	2	2	1
October	0	3	0	2
November	1	2	1	2
December	2	1	0	1

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	2	2	1	0
February	0	1	0	1
March	0	1	0	1
April	2	0	0	1
May		2	5	1
June		2	1	1
Total	9	18	11	14
Percentage	8.74%	17.48%	10.68%	14.43%

Current year turnovers that occurred within 90 day probationary period: 1

Three-year average as of June 30, 2019: 14.20%

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

**Human Resources Department
April 2021**

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
July	1 (T)	0	0	0
August	0	2 (S)	0	1 (T)
September	0	0	1 (T)	0
October	0	0	0	1 (T)
November	0	1 (S)	0	2 (T)
December	1 (T)	0	0	0

	FYE 2021	FYE 2020	FYE 2019	FYE 2018
January	1 (T)	0	1 (T)	0
February	0	0	0	1 (T)
March	0	0	1 (S)	0
April	0	0	0	0
May		0	1 (T)	0
June		1 (T)	0	1 (T) 1 (S)
Total	3	4	7	7

Three-year average as of June 30, 201: 6.00

**Police Department
April 2021**

Meetings/Civic Organizations

➤ Chief Brady attended the following meetings in April: White House Rotary Club (April 1, 8, 15, 22 and 29), Department Head Staff Meeting (April 5th & April 19th), Planning Commission (April 12th), Robertson County Chief's Meeting (April 13th), Command Staff Meeting (April 15th) and Board of Mayor and Alderman Meeting (April 15th).

➤ **Police Department Administration Performance Measurements**

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by April 2021. White House Police Department accepted the Certification of Meritorious Accreditation 3rd Award on April 8, 2021, from the Tennessee Association of Chiefs of Police (TACP) President, Troy Lane, at the 2021 TACP Conference in Franklin, TN. Susan Johnson, Accreditation Manager, has now updated to the new 4th edition into our PowerDMS which includes 164 standards. She will now be getting proofs entered in for 2021.

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 27 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,080 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	171	0	171
February	0	216	40	256
March	0	343	24	367
April	0	232	8	240
Total	0	962	72	1,034

Patrol Division Performance Measurements

1. Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 474 shifts during the Fiscal Year 2020-21. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.

Number of Officers on Shift	April 2021	FY 2020-21
Three (3) Officers per Shift	36	377
Four (4) Officers per Shift	24	231

2. Acquire and place into service two Police Patrol Vehicles. We have received seven new vehicles from the 2019 and 2020 Budget years. Three vehicles are complete and have been issued in the fleet to Sgt. Brisson, Sgt. Martin and Sgt. Bagwell. One car is at Sun Cool getting striped. Two have all equipment installed (except one, which is waiting on a radar) and are waiting to go to Sun Cool to be striped. The Administration car is on the road, but all equipment will be installed on May 24th.
3. Conduct two underage alcohol compliance checks during the Fiscal Year 2020-2021. Fall Compliance checks were cancelled due to Covid 19. We will be doing Spring Compliance Checks sometime in May. Letters have been delivered to vendors.
4. Maintain or reduce TBI Group A offenses at the three-year average of 70 per 1,000 population during the calendar year of 2021.

Group A Offenses	April 2021	Per 1,000 Pop.	Total 2021	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	14	1	47	4
Crimes Against Property	21	2	61	5
Crimes Against Society	45	4	177	14
Total	80	6	285	23
Arrests	64		268	

*U.S. Census Estimate 7/1/2019 – 12,638

5. Maintain a traffic collision rate at or below the three-year average of 426 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2021.

	April 2021	TOTAL 2021
Traffic Crashes Reported	37	134
Enforce Traffic Laws:		
Written Citations	148	474
Written Warnings	45	185
Verbal Warnings	409	1,735

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 2021.

COLLISION RATIO				
2021	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
April	37	5 YTD 15	14%	11% YTD 134

Traffic School: Nothing to report at this time.

Staffing:

- Officer Larry Meadors has been released from FTO after graduating from the Tennessee Law Enforcement Academy.
- Officer Seth Goodcourage began attending the Tennessee Law Enforcement Training Academy on March 28th. He will graduate June 18th.
- Officer Taylor Trombley terminated his position with the police department on April 1st.
- Officer Ryan Spraggins resigned from the White House Police Department April 30th. He is leaving to go work for the ABC out of Nashville.
- We are currently accepting applications for four Police Officer positions.

K-9: Ofc. Jason Ghee and K-9, Kailee attended their monthly training.

Sumner County Emergency Response Team:

- April 9th, ERT had a search warrant in Gallatin.
- April 16th, ERT had monthly training.

Support Services Performance Measurements

1. Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2021.

2021 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
April	83%	89%

Communications Section

	April	Total 2021
Calls for Service	1,132	4,323
Alarm Calls	33	121

Request for Reports

	April	FY 2020-21
Requests for Reports	16	161
Amount taken in	\$4.80	\$109.00
Tow Bills	\$0.00	\$525.00
Emailed at no charge	9	247
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Nothing to Report at this time.

Volunteer Police Explorers: Nothing to report at this time.

Item(s) sold on Govdeals: Nothing to report at this time.

Crime Prevention/Community Relations Performance Measurements

1. Teach D.A.R.E. Classes (10 Week Program) to two public elementary schools and one private by the end of each school year.
D.A.R.E. has been cancelled for Spring due to COVID-19.
2. Plan and coordinate Public Safety Awareness Day as an annual event. Safety Day is in conjunction with Discover White House. At the present time, a date has not been set.
3. Plan, recruit, and coordinate a Citizen’s Police Academy as an annual event.
Citizen’s Police Academy has been cancelled in 2021 due to COVID-19.
4. Participate in joint community events monthly in order to promote the department’s crime prevention efforts and community relations programs.
 - April 1st, Sgt. Enck picked up repaired bikes from Cyclin-America to be given away.
 - April 7th, Sgt. Enck spoke with Small Wonders Day Care about Law Enforcement, Patrol car show and tell and gave out goodie bags.
 - April 14th, Sgt. Enck was a guest instructor for a ground defense instructor school in Coffee County. The instructor for this class was in one of Sgt. Enck’s classes last year.
 - April 15th, we gave 2 bikes and 2 helmets away with Cyclin America at Robert F. Woodall. These were bikes that needed repairs donated by Walmart. Cyclin America did the repairs at no charge.
 - April 20th, Sgt. Enck instructed a defensive tactics class at the Tennessee Law Enforcement Academy as a Guest Instructor. We gained 8 hours of training credit for Sgt. Enck’s services.
 - April 22nd, we participated in Wheels in Motion at Heritage Elementary and gave a helmet away.
 - April 24th, we participated in the DEA National Drug Take Back event at Kroger.
 - April 26th, Sgt. Enck gave out 20 badges and ice cream coupons at the city park and the park at Holly Tree Subdivision.

- April 27th, Sgt. Enck rode bike patrol for 3 hours and handed out 25 badges and ice cream coupons at the city park.
- April 28th, Sgt. Enck instructed a 4-hour ground defense class for 3 Hendersonville Police Department New Hires.
- April 29th, we participated in Wheels in Motion at H. B. Williams Elementary where we gave out a helmet.
- April 30th, we hosted a SPEARE class for WHHS with 35 young ladies in attendance.

Special Events: WHPD Officers participated in the following events during April:
 Drug Take Back

Upcoming Events:
 Carnival (July 7-9)
 Americana (July 10th)

<i>2021 Participation in Joint Community Events</i>		
	<u>April</u>	<u>Year to Date</u>
Community Activities	12	19

Fire Department
April 2021



Summary of Month's Activities

Fire Operations

The Department responded to 115 requests for service during the month with 99 responses being medical emergencies. The Department responded to 11 vehicle accidents; 3 accident reported patients being treated for injuries, 7 accidents reported with no injuries, and 1 requiring extrication. Of the 115 responses in the month of April there were 18 calls that overlapped another call for service that is 15.65% of our responses.

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 (6:45). The average response time for all calls in April from dispatch to on scene time averaged was, five minutes and fifty-three seconds (5:53). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and twenty-four seconds (13:24).

Department Event

- April 5th thru 7th – Annual In-service training
- April 13th – Egg Drop at White House High School

Fire Administration

- April – Weekly conference calls with Robertson County concerning COVID-19 cases and vaccine distribution
- April 5th – Americana Celebration meeting
- April 6th – Met with WHUD to identify new fire hydrant locations at Public Works
- April 26th thru 30th – Assistant Chief Brewer attended Alabama Fire College – Fire Inspector 1 course

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	27
Rescue & Emergency Services	926
Hazardous Conditions (No Fire)	40
Service Calls	71
Good Intent Call	81
False Alarms & False Call	99
Calls for The Month	115
Total Responses FY to Date	1244

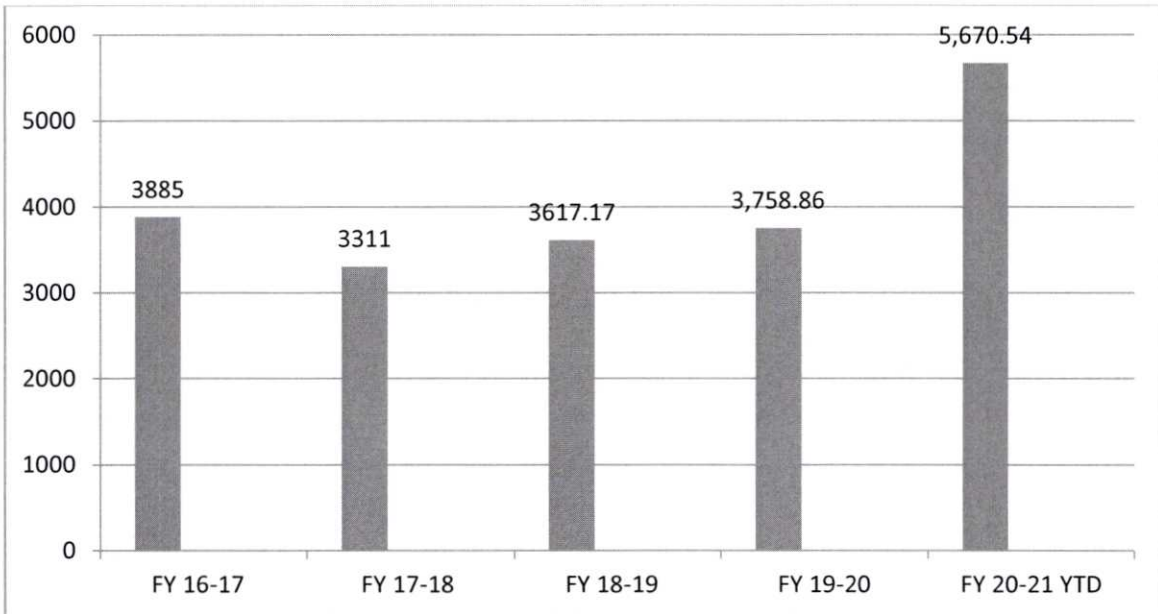
**Fire Department
April 2021**

Response by Station

	Month	FY to Date	%
Station #1 (City park)	79	852	68.48%
Station #2 (Business Park Dr)	42	392	31.51%

Fire Fighter Training

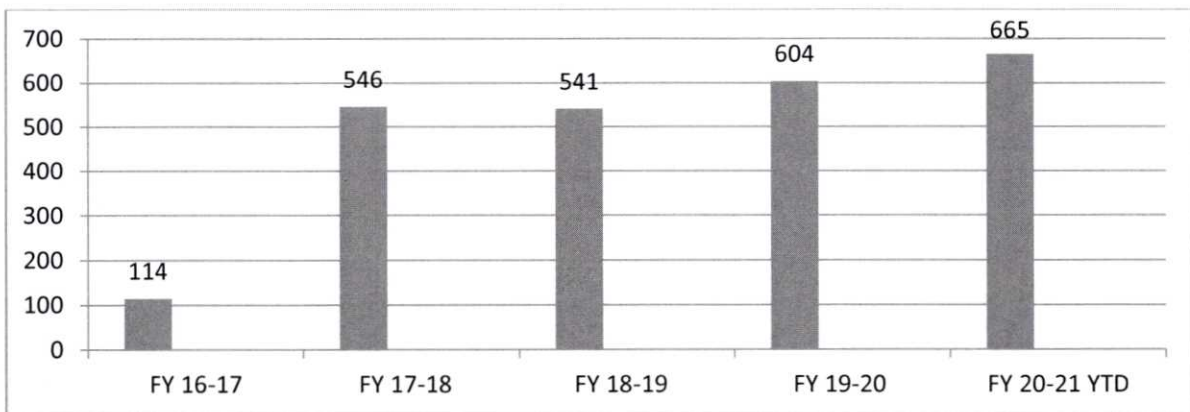
The Department goal is to complete the annual firefighter training of 228 hours for career firefighters. The total hours of 4104 hours of training per year is based on eighteen career firefighters.



	Month	YTD
Firefighter Training Hours	960.76	5670.54

Fire Inspection

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

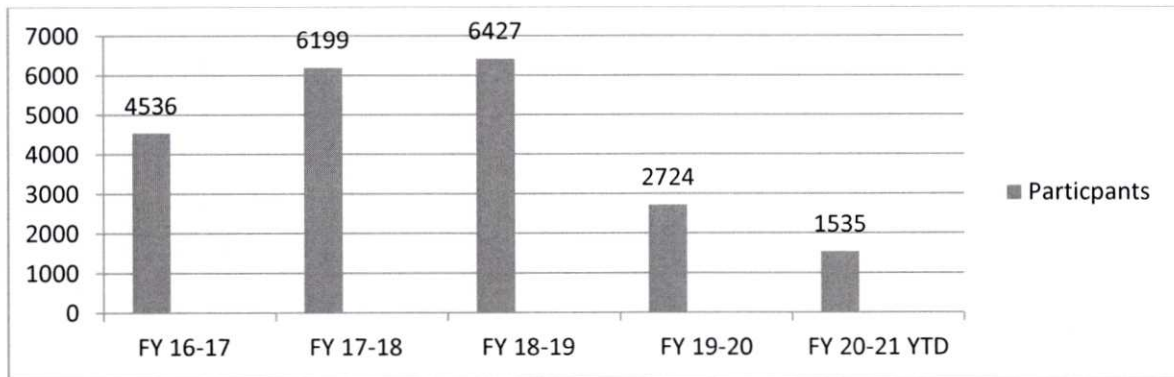


**Fire Department
April 2021**

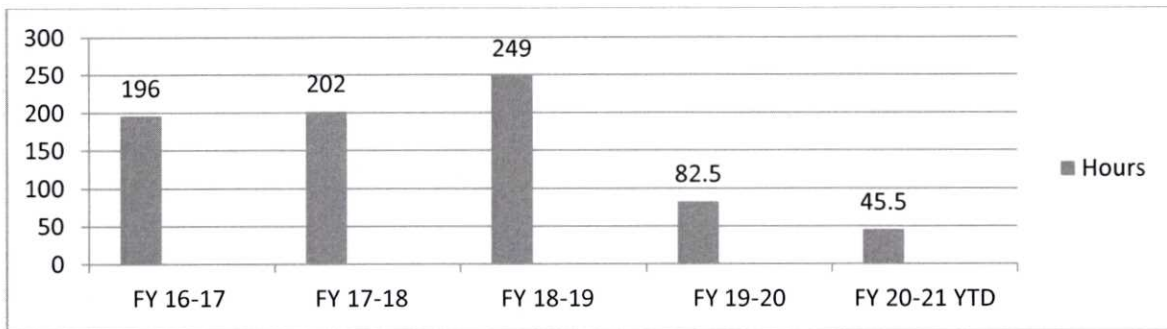
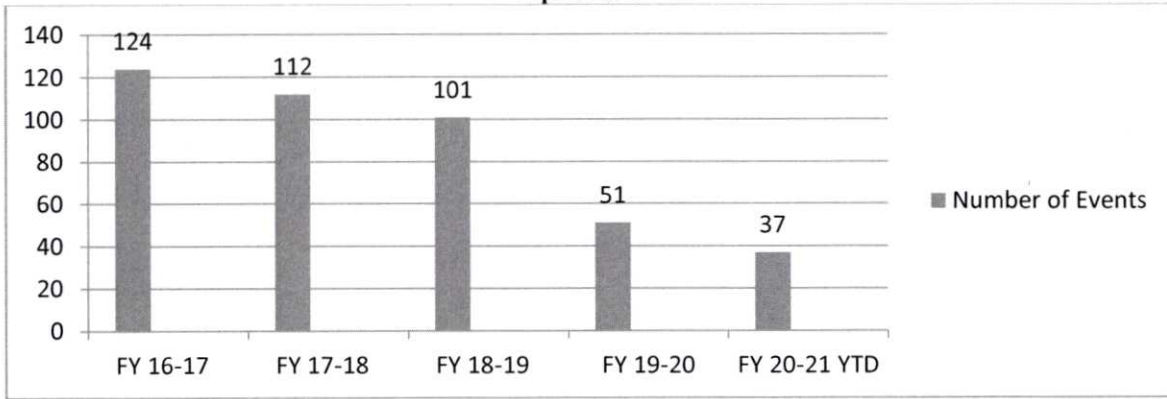
	Month	YTD
March Fire Inspection	96	665
Reinspection	27	150
Code Violation Complaint	0	5
Violations Cleared	23	159
Annual Inspection	17	142
Commercial Burn Pile	2	14
Knox Box	2	15
Fire Alarms	0	9
Measure Fire Hydrant	0	2
Plans Review	4	25
Pre-C/O	3	4
Pre-incident Survey	23	216
Sprinkler Final	1	9
Final/Occupancy	1	13

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 at this time; Career Day, Station tours, Fire Extinguisher training and Discover WH/Safety Day.



**Fire Department
April 2021**



	Month	YTD
Participants	4	1535
Number of Events	2	37
Education Hrs.	2	45.5

*Station Tours and Public Education events will resume soon

Social Media Statistics

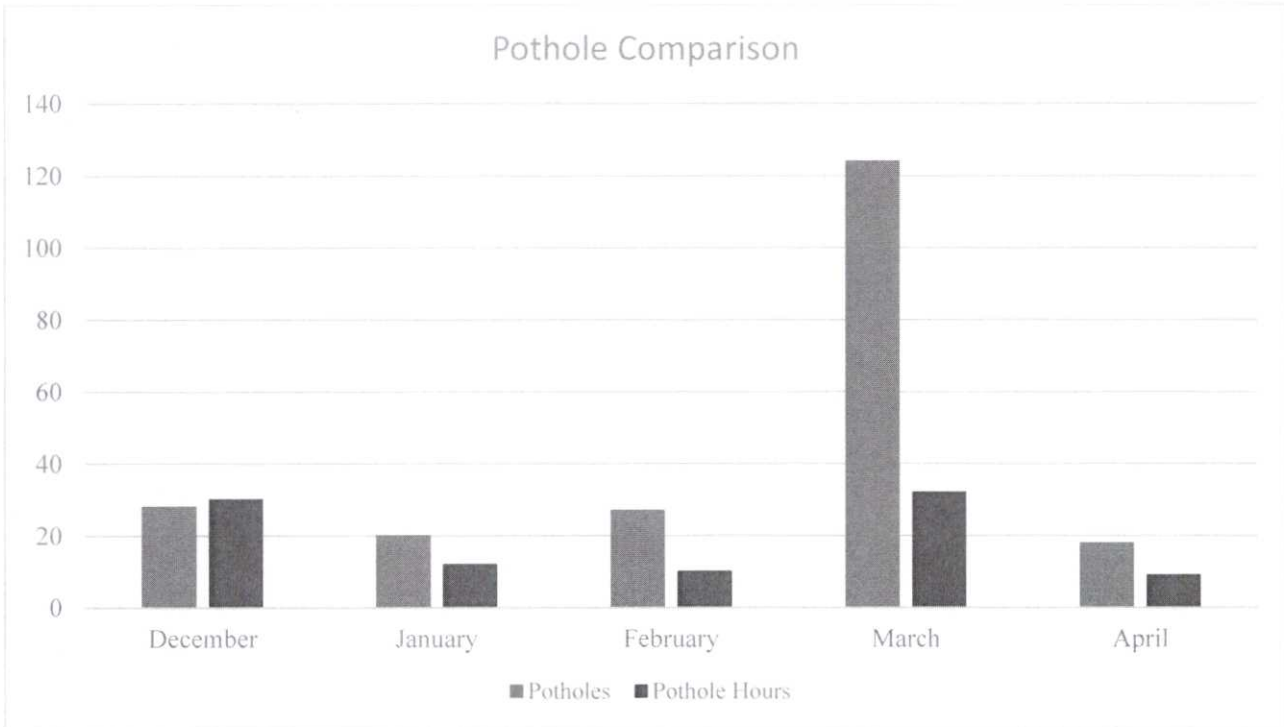
Page Views	1,734
Page Likes	448
Post Reach	27,057

Public Services Department – Public Works Division
April 2021

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.

NOTE: As evident from the statistics below many more potholes are presenting themselves as we get into the Spring of 2021. As the road thaws potholes will become more and more prevalent.



-The goal for this particular job task is 50 potholes per month. When this chart is completed each month consideration will be given to the size of the potholes that have been repaired that month.

**Public Services Department – Public Works Division
April 2021**

Pothole Complaint Response Time

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

NOTE: All other asphalt repairs that occurred were on larger patches that required much more asphalt than a singular pothole.

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
Rachel Court (Multiple potholes)	Thursday April 15, 2021 3:38 PM	Thursday April 15, 2021 4:10 PM	32 minutes
Sage Road	Tuesday April 20, 2021 8:30 AM (Identified by crew member Joseph Ellis)	Tuesday April 20, 2021 4:00 PM	7 hours and 30 minutes
Maiden Lane	Tuesday April 20, 2021 8:30 AM (Identified by crew member Josepha Ellis)	Tuesday April 20, 2021 4:00 PM	7 hours and 30 minutes

**Public Services Department – Public Works Division
April 2021**

Monthly Work Log

Thursday 04-01-2021

- ROW Mowing Citywide

Monday 04-05-2021

- Crew meeting / Repaired greenlight at Raymond Hirsch, Tyree, and Meadow intersection / Repaired asphalt on Star Place

Tuesday 04-06-2021

- Repaired asphalt where Magnolia Blvd. was cut to complete a septic to sewer conversion.

Wednesday 04-07-2021

- Repaired asphalt on Patana (Mill and Fill)

Thursday 04-08-2021

- Row Mowing Citywide / Fleet maintenance / repair to asphalt on Union Road

Friday 04/09/2021

- Assisted in repairing Gridsmart Camera at Wilkinson Lane

Monday 04-12-2021

- Set-up for emissions testing / Fire Hall #2 initial curb removal / Slate Court curb repair forming

Tuesday 04-13-2021

- Began removing curbs at Fire Hall #2 / Picked up supplies at Lowe's

Wednesday 04-14-2021

- Closed Union Road for Wastewater Septic to Sewer Conversion and assisted in repair to Union Road.

Thursday 04-15-2021

- ROW Mowing / Repaired potholes on Rachel Court / Curbing at Fire Hall #2

Monday 04-19-2021

- Asphalt repair on Union Road after Wastewater Septic to Sewer Conversion

Tuesday 04-20-2021

- Union Road asphalt patch

Wednesday 04-21-2021

- Union Road asphalt patch from sewer tie-in.

Thursday 04-22-2021

- Cleared overgrown trees for sight distance issue on North Palmers Chapel Road near The Reserve at Palmers Crossing / Jack hammered and removed curbing at Fire Hall #2

Monday 04-26-2021

- Dug out dirt from Fire Hall #2 and formed area to pour 7 yards of concrete in two separate sections in parking area.

Tuesday 04-27-2021

- Cleaned up dirt at Fire Hall 2 / reformed ADA Ramp at Fieldstone Drive

Wednesday 04-28-2021

- Finished form on Creekwood Drive / Made straight cuts on concrete drive area to be poured at Fire Hall #2 / Poured 7 yards of concrete

Thursday 04-29-2021

- Picked up chairs for 50th Birthday Celebration and delivered them to City Hall concession stand area (able to assist with this due to inclement weather) / Facility maintenance was also performed.

**Public Services Department – Public Works Division
April 2021**

<u>Subdivision Decorative Light LED Retrofit Project</u>			
<u>UPDATED January 26,2021</u>	<u>TOTAL LAMPS</u>	<u>TOTAL RETROFIT COMPLETED</u>	<u>TOTAL RETROFIT TO BE COMPLETED</u>
High Mast Lights – I-65 Ramps	6	6	0
Briarwood Subdivision	5	1	1
Bridle Creek Subdivision	7	3	4
Business Park Drive	7	7	0
Hampton Village Subdivision	24	17	7
Heritage Trace Subdivision	5	5	0
Holly Tree Subdivision	44	44	0
Madeline Way	7	7	0
Magnolia Village Subdivision	27	16	9
Sumner Crossing Subdivision	21	12	9
Villages of Indian Ridge	10	10	0
Spring Brook Blvd	2	2	0
Baylee Ct	2	2	0
Totals:	167	137	30

NOTE: Only Decorative Street Lights needing repairs were completed in the month of April. No retrofits were completed during this month.

Street Name Sign MUTCD Compliance List

The purpose of this list is to track the updating and bringing into compliance The City of White House’s street name signs with the current requirements the Manual on Uniform Traffic Control Devices (MUTCD) Standards. Street name signs can no longer have all letters capitalized on the sign.

NOTE: The remaining 129 signs have been ordered and delivered (these signs will be installed periodically from now until completion of project).



**Public Services Department – Public Works Division
April 2021**

Public Works/Streets & Roads Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-Mar	21-Apr	YTD 20/21
Street	8,134	9,364	8,741	10,229	9191.25	740	890	6,513
Facility Maintenance	3494	2187	1,227	1,137	887.25	36	136	598.5
Fleet Maintenance	1034	514	282	380	422.5	27	14	278
Meeting/Training	502	510	517	400	457	58	73	239
Leave	1,253	576	613	810	823	155	120	863.9
Holiday	795	470	385	555	545	0	0	360
Overtime	508.5	488	414	311	152.75	7	27	195
Administrative	385	698	803	867	1153.25	190	190	1,259
Drainage Work (feet)	0	906	2749	10	0	0	0	546
Drainage Man Hours	0	1470	1045	170	14	0	0	587.28
Debris Removed Load	0	100	35	44	0	0	0	0
Sweeping Man Hours	0	18	13	0	0	0	0	0
Mowing Hours	0	22	175	219	221	0	60	319.5
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640	0	0	0
Shoulder Hours	0	155	160	49	176	0	0	0
# of Potholes	0	250	473	346	385	124	18	205
Pothole Hours	0	759	734	1,181	831.5	32	9	267.25
R-O-W Hours	0	2835	2416	4,027	3044.5	402	285	1,866
Sign/Repaired	0	120	91	84	63	6	2	41
Sign Work Hours	0	289	179	234	109	14	2	57.5
Salt Hours	0	10	143	24	76.5	0	0	0
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	0	0	25
Traffic Light Hours	0	0	65	20	158	8	2	54

Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-Mar	21-Apr	YTD 20/21
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	380	340	2,787
Facility Maintenance	3494	723	446	574	394.5	44	34	252
Fleet Maintenance	1034	488	445	331	294.5	18	13	170
Meeting/Training	502	265	130	135	127.5	22	27	82
Leave	1,253	428	700	476	336	10	25	335
Holiday	795	270	230	230	230	0	0	170
Overtime	508.5	119	4	12	39.5	0	0	8
Administrative	385	167	1	0	72.5	7	4	38
Sweeping Man Hours	0	1	0	0	0	0	0	0
R-O-W Hours	0	166	30	97	170	92	56	289
Salt Hours	0	0	0	0	0	0	0	0
Salt Tons	0	0	0	0	0	0	0	0

Sanitation	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	21-Mar	21-Apr	YTD 20/21
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	384	696	4,200
Brush Truck Loads	459	551	522	578	584	44	56	389
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	181	525	3,647
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	103	125	894
Litter Pickup Bags	334	507	546	511	456	54	32	286
Litter Pickup Hours	1147	1132	985	957	892	76	47	502

**Public Services Department – Stormwater Division
April 2021**



Directors Notes


- No new stormwater complaints have been reported.
- Incident: Employee sustained bodily injury from impact with tree limb during routine vegetation maintenance. Reported on 04/28 and cleared for duty on 05/03.
- On April 22nd, The City issued 4 fence removal letters to residents in the Northwoods Subdivision. Chain linked fencing is located within the City easement and obstruct runoff. Work order has been generated to rehabilitate the swales in that area and route drainage to retention pond.
- The City was nominated for a public education and outreach award. This stems from recognition of the departments' participation in the tree giveaway and WOW newsletter that aids to empower the public and reduce stormwater pollution.
- On April 27th, a new fee schedule was proposed for land disturbance/grading to City Administrator and Planning and Codes Director. Study session scheduled for August 19th with BMA.
- Grading permits have been approved for Doris Farms and Lennar Homes: Willow Springs and Willow Grove.
- Streamside salamander was impacted by sediment from Fields of Oakwood subdivision development. Developers will be issued a notice of non-compliance and TDEC and TWRA will schedule a site visit.
- On April 22nd, we have requested a bid proposal from CSR in preparation of the Springbrook drainage improvement project.
- Legacy Farms have submitted mass grading revisions for Phase 2 which are currently under review.

Public Services Department – Stormwater Division
April 2021

Stormwater Project List

Our objective is to establish and maintain a proactive approach to minimize any potential for localized flooding within City limits. This includes but is not limited to ditch maintenance. In addition, a large part of this objective is to respond to citizen complaints in a timely manner.

Below are the work order requests and summaries that have been completed for the month of April:

Address	Scope of Work	Status	Notes
102 Bridlewood Court	Excavated ditch to appropriate slope from Laura Drive to Bridlewood and stabilized for positive flow.	Work Order: 041221003 Complete	

Public Services Department – Stormwater Division
April 2021

223 Rolling
Acres Drive

Illicit
Discharge –
sewer pump

Work Order:
040521003

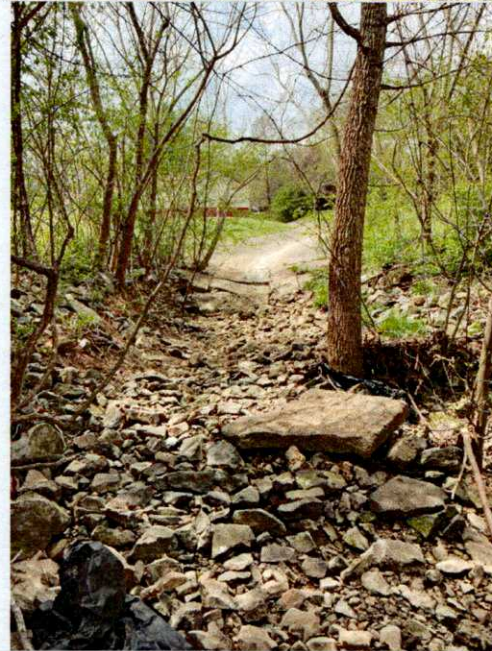
Complete



309 Valley View
Drive.

Undergrowth
and
vegetation
extracted
from
conveyance
and repaired
washouts

W/O #
041221003
Complete



Public Services Department – Stormwater Division
April 2021

524 North
Palmers Chapel
Road

Pave
secondary
entrance to
the Reserve.
Sheet flow
impacting
downstream
neighbors.
Future
widening
project to
route
discharge to
Honey Run
Creek

WO#-
040421006

Complete



Fields of
Oakwood

Stormwater
construction
inspection
for erosion
control

ongoing



The Parks

Open trench
inspection

WO#-
040721008

Complete



Public Services Department – Stormwater Division
April 2021

100 Baylee
Court

Installed 30'
of 12" ADS
into existing
catch basin.

WO# -
040721001

Complete



403 Autumn
Wood Drive

Repaired
voids in
homeowners'
yard.
Excavated
excess and
built-up fill
obstructing
conveyance.
Bare areas
stabilized.
Culverts
jetted to
efficacy.

WO# -
040521007

Complete



**Public Services Department – Stormwater Division
April 2021**

Stormwater Division

Total Hours Worked	FY 15/16	FY 19/20	31-Mar	30-Apr	YTD 20/21
Stormwater	5,744	7,204	974	899	9404
Work Orders	0	69	18	15	129
Overtime	508.5	262	10	15	162
Facility Maintenance	3,494	638	42	15	521
Fleet Maintenance	1,034	314	82	83	638
Administrative	385	1,138	174	207	1508
Drainage Work (feet)	0	3,988	1400	925	4901
Drainage Man Hours	0	1,371	387	375	2764
Debris Removed Load	0	188	11	10	185
Sweeping Man Hours	0	309	14	140	361
Mowing Hours	0	102	0	18	21
R-O-W Hours	0	1,506	18	0	184
Shoulder/Curb Hrs.	0	0	0	0	40

SWEEPER LOG

Monthly Report

4 cu.yd hopper/ actual usage- 3.0 cu.yd=4.5 tons

Date	Time	Mileage	Tons	Subdivision / Street
04/01/21	18	39	6	31W S, Meadowbrook, RHPK, Bridle Creek
04/12/21	18	25	9	Beechbrook, Springbrook, 31W N
04/13/21	18	28	6	Covington Heights, Heritage Farms, Tison Est.
04/14/21	18	31	6	Highway 76, Briarwood, Kennedy, Walnut
04/15/21	18	25	6	Highway 76, Soccer Complex, Greystone
04/21/21	18	12	6	Magnolia Village
04/22/21	18	24	6	Holly Tree, Indian Ridge
04/26/21	18	19	6	Indian Ridge, Northwoods
04/27/21	16	19	6	Northwoods
Totals:	160	228	60	

**Public Services Department – Stormwater Division
April 2021**

Right-of-Way Mowing

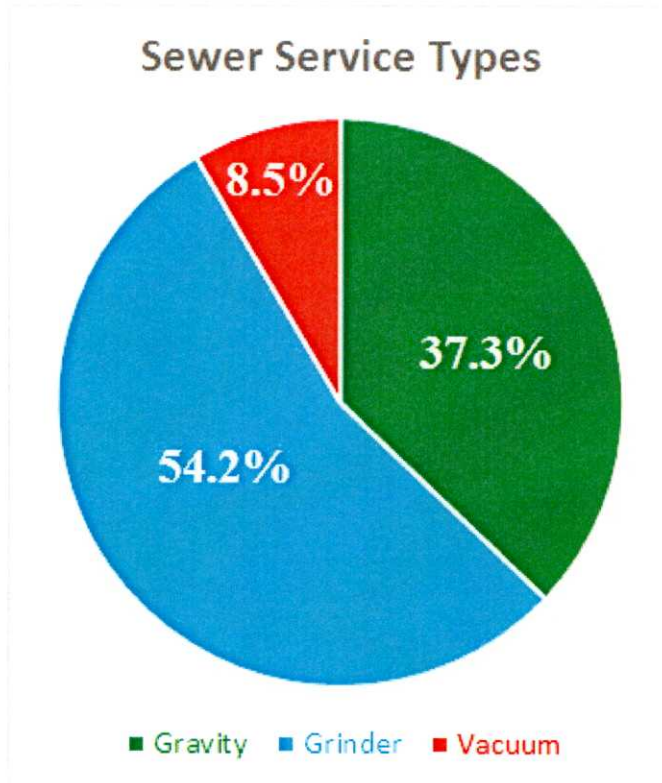
Work Order #	Type of SCM	Location:	Date:
042721001	Detention Pond	North Palmers Chapel Road	04/26/21
042721001	Detention Pond	Shady Lane	04/27/21

**Public Services Department - Wastewater Division
April 2021**

Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, and vacuum services. As of April 30th, 2021, City personnel count a total of 5,496 sewer system connections, with 23 new applications for service in April, 2021. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,051
Low-Pressure Grinder Sewer Connections	2,980
Vacuum Connections	465



The City counts 187 commercial grinder stations, 2,793 residential grinder stations, and 26 major lift stations integrated into our system.

811 Utility Locate Service:

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal driven task: This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities.

<u>Line Marking</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>April 2021</u>	<u>YTD</u>
Tennessee 811	1,691	1,670	1,849	2,315	2,680	381	2,072

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.

**Public Services Department - Wastewater Division
April 2021**

<u>Lift Station Location</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>Apr 2021</u>	<u>YTD</u>
North Palmers Chapel	35	22	23	8	3		1	1
Calista Road	24	55	13	4	2		0	1
Wilkinson Lane	0	8	4	1	3		0	0
Portland Road	1	1	4	1	0		0	1
Cope's Crossing	4	17	15	7	8		0	5
Union Road	91	8	17	6	6		0	6
Meadowlark Drive	1	11	6	4	2		0	1
Highway 76 (Springfield)	0	1	0	1	1		0	0
Cambria Drive	1	0	0	1	4		0	3
Sage Road (Hester)	0	7	2	0	1		0	0
Kensington Green	n/a	n/a	n/a	n/a	1		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	n/a		0	n/a
Settler's Ridge	0	0	1	1	1		0	1
Summerlin	0	0	0	2	5		0	22
Heritage High School	0	22	0	2	1		0	0
Loves Truck Stop	n/a	n/a	n/a	n/a	0		0	0
Concord Springs	n/a	n/a	n/a	n/a	0		0	0
Parks Temporary	n/a	n/a	n/a	n/a	0		0	0
Fields at Oakwood	n/a	n/a	n/a	n/a	n/a		1	2
Treatment Plant	0	1	6	4	6		0	3

Alarms:

On 04-19-2021 the North Palmers Chapel vacuum station had a control fuse blow in the AirVac panel. This caused the vacuum pumps, sewer pumps, and alarms to become deactivated. A minimal amount of water overflowed into the floor of the basement, which Derek Hough cleaned up as soon as he replaced the fuse and got the station working properly. We are uncertain how long the station was down. There were no reports of issues in the service area that we are aware of. This issue was discovered during daily station inspection.

On 04-30-2021 an alarm was triggered at the newly-installed Fields at Oakwood station which briefly lost power due to construction activities disrupting electrical service on-site.

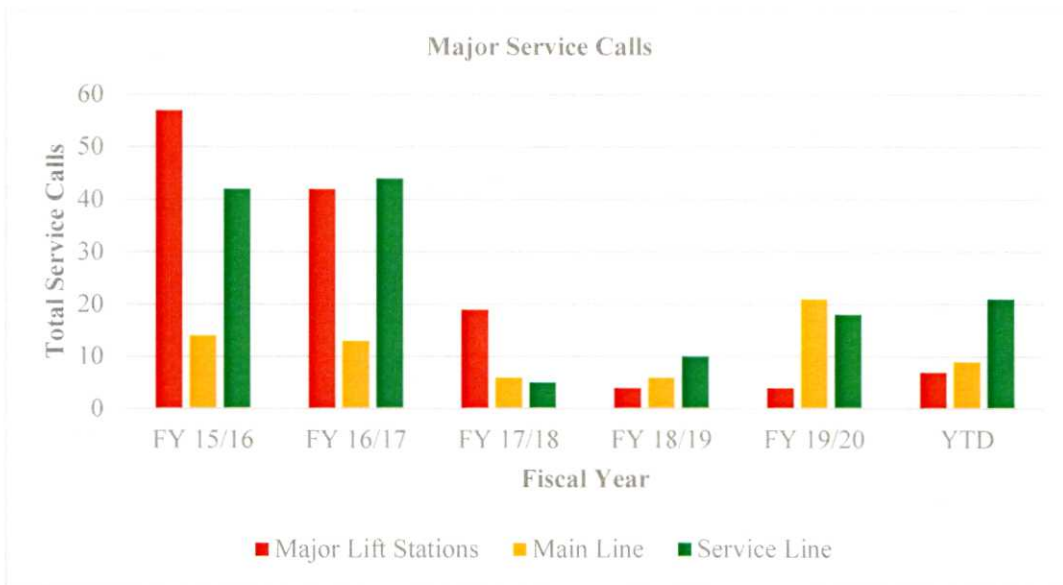
**Public Services Department - Wastewater Division
April 2021**

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 three (3) 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.

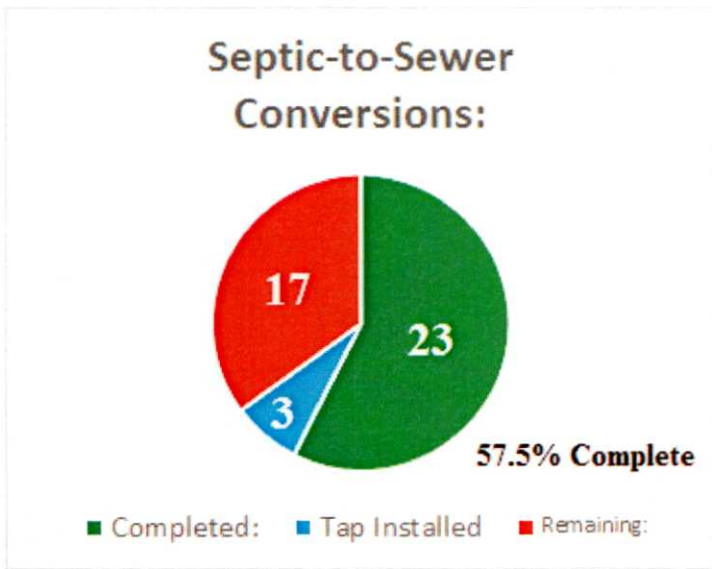
<u>Repairs</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>Apr 2021</u>	<u>YTD</u>
Major Lift Stations	57	42	19	4	4		1	7
Main Line	14	13	6	6	21		0	9
Service Line	42	44	5	10	18		5	21



1. Settler's Ridge – In August 2017, just days before Tropical Storm Harvey arrived in White House, a contractor ran over the pump station with a lull. The damage was evaluated the week after Harvey had passed. The tank, rails, and lid were all damaged beyond repair and therefore are on order for replacement. This is a pump station not yet taken over by the City. It shall be repaired and fenced for the City to take it over. Tank has been delivered to the developer. The corrective action requirements for this station is for the developer and/or contractor to hire a company to patch the damage and supply the City with the replacement tank and a 2-year warranty on the repair, which has not yet been completed.
2. Concord Springs – The only remaining issue with the lift station is to have the developer clean the inside of the station and remove mud, trash and other debris prior to final acceptance. Operationally, the station punch list has been completed and the station is working correctly. The Concord Springs lift-station was conditionally accepted by the City on 07-24-2020, with the agreement that the Contractor/Developer would complete installation of the privacy slats in the station fence, as well make satisfactory repairs to the station's access road (initial repairs were evaluated on 12-03-2020 and deemed inadequate). We are also waiting on the drive to be repaired. There is an issue with the pressure gauge sending an alarm every time the pumps run. This is not causing any issues with performance, and the gauge is being replaced under warranty. Replacement of the pressure sensor has not taken place at this time. Southern Sales is having difficulties acquiring the part from Gorman Rupp. Additionally, the access road still has not been repaired to acceptable standards.

**Public Services Department - Wastewater Division
April 2021**

3. The Parks – The “temporary” lift station at the Parks subdivision was also started successfully. This station will allow for about 160 homes to be built while waiting on Gorman & Rupp to deliver the permanent station. The permanent station is on-site and awaiting installation. The 10” FM is installed and testing should begin soon. Last we heard from Mr. Cook, he is waiting until the 12” WHUD line is also installed (they are nearing completion of this as well) so he can have enough water to fill the 10” for testing.
4. Wilkinson Lane Station – Station is running on both pumps. WASCON is working with the City and several different suppliers on installing HDPE piping in the station. The DIP discharge piping is showing severe signs of decay. We anticipate roughly one year of operation before the pipe fails again. This will be the 4th time this station has had to be re-piped, so we have chosen a ridged, yet flexible pipe.
5. Major Lift Station - The only major station issue of significance that we had was with a blown control fuse at N. Palmers Station as described above.
6. Sewer Model Update – The Sewer Model Update being conducted by Jacobs Engineering remains underway. The model has been completed on the Southern Force-Main, with Jacobs shifting to final data acquisition and testing of the Northern Force-Main and Western Force-Main. Jacobs has moved into the Master Plan Update stage of the project, which should be completed soon. Completed Model Update for the Southern Force-Main and Copes Crossing lift-station has revealed that they have exceeded their designed capacity, and will need to be upsized (or have existing flow removed) to accommodate further development on the southern and eastern sides of town. Additionally, the Meadowlark and Union lift stations have reached their wet-weather capacities. Crews have identified sources of infiltration and inflow (“I&I”) and are working to resolve, beginning with Meadowlark station. Jacobs Engineering is compiling the final combined report for both the Sewer Model Update and the Master Plan Update. Plans are in motion to construct a new 18” Southern Force-Main to ease flow restrictions on the existing main, and to reroute a significant volume of flow off the Copes Crossing station and into the proposed Farmstead station set to begin construction this year.
7. 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. Two (2) conversions on Calista Rd were completed in late-2020. In recent consultation with Public Works regarding upcoming paving schedules, the department plans to target six (6) projects on Union Rd and one (1) project near the intersection of 31W and Magnolia Blvd for the 2020/2021 fiscal year. The department plans to complete three (3) of the seven (7) Union/Magnolia projects this fiscal year, and install service taps for the remaining four (4). As of 04-30-2021, the conversion for 2121 Hwy 31W has been completed, and a tap has been installed for 2951 Union Rd, 2961 Union Rd and 2966 Union Rd. Since 2961 Union Rd currently does not have any running water or septic system installed, we are flagging this project as “complete” as well, along with 2121 Hwy 31W. This marks four out of five (4/5) of the planned projects completed annually, plus three of the six (3/6) remaining Union Rd taps installed. A total of 23 projects have now been completed on the list of 40.



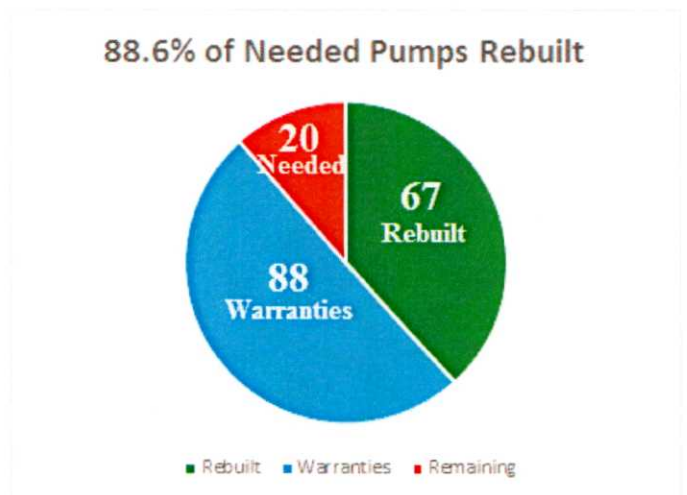
**Public Services Department - Wastewater Division
April 2021**

<u>Work Orders</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>Apr 2021</u>	<u>YTD</u>
Vacuum System Service Request	87	172	143	112	82	7	48
Gravity Service Request	5	12	0	10	13	3	15
Low Pressure Service Request	530	716	621	728	770	68	542
Total Pumps Replaced	313	338	401	361	449	38	416
Total Pumps Rebuilt	n/a	n/a	n/a	n/a	n/a	13	67
Grinder Tank PM Program	n/a	58	63	358	267	12	202
Inspection for New Service	36	23	54	103	226	41	307
Final Inspection for New Service	37	55	56	62	110	37	162
Sanitary Sewer Overflow (SSO)	6	9	1	3	49	2	16
Odor Complaints	16	17	28	43	43	3	30

Pump Rebuilds

The capital outlay budget was designed for a total purchase of 275 new E-One grinder pumps for the 2020/2021 Fiscal Year. However, the City estimates that a minimum of 450 pumps will be needed to meet all the service call requests for the year. To supplement the amount of pumps on-hand, the department will focus on steady rebuilding throughout the year. The goal is to rebuild 2 pumps per week, on average, for a total of 100 extra pumps throughout the year. To further supplement the number of rebuilds we perform, Wascon also rebuilds all pumps that fail prior to expiration of their warranty period. To-date we have rebuilt 67 pumps in-house, and received 88 warranty-returns.

Last month we identified an error in the total number of pumps replaced YTD, and have since reconciled the total number. Previously, only new pumps and warranty-returns were counted in the total number of pumps replaced. We have now identified the number of rebuilds used as well, so as to better represent the number of pumps needed each fiscal year.



**Public Services Department - Wastewater Division
April 2021**

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>Jan - 21</u>	<u>Feb - 21</u>	<u>Mar - 21</u>	<u>Apr - 21</u>	
Flow – To Creek	0.625 MGD	0.725 MGD	0.784 MGD	0.642 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.00 MGD	0.00 MGD	0.00 MGD	0.00 MGD	
Total Flow Through Plant	.625 MGD	0.725 MGD	0.784 MGD	0.642 MGD	
Capacity	1.4 MDG	1.4 MGD	1.4 MGD	1.4 MGD	
% of Plant Throughput	44.6%	51.8%	56.0%	45.8%	(0.642 MGD) / (1.40 MGD)
Actual Capacity	1.12 MDG	1.12 MGG	1.12 MGD	1.12 MGD	(1.4 MGD x 80%)
% of Allocated Capacity	52.1%	64.7%	70.0%	57.3%	(0.642 MGD) / (1.12 MGD)
Rainfall	3.68"	7.29"	7.60"	3.69"	

<u>Effluent</u>	<u>FY 14/15</u>	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>		<u>April 2021</u>	<u>YTD</u>
Violations	1	7	7	13	7	12		1	5

1. Violations: One violation for Total Phosphorus Rolling Average in pounds per year. This will continue until the new plant is operational. Violations may continue for several months after completion of construction until the annual rolling average can be reduced below the violation limits by the new facility. The City has consulted with vendors to discuss potential chemical treatment options for phosphorous, and have completed jar-testing of potential options. The next step will be determining a feasible injection point for the chemical additive. We passed the TIE/TRE test performed in April. The water was not toxic. We also passed a C. Dubia only IC25 Toxicity test. We are awaiting the results of the second quarter WET test performed last week.
2. TDEC Order and Assessment: On July 15th 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. An estimated approximate timeline of anticipated steps required to complete the SRF process and to move forward with plant bidding/construction has been provided below. The City received written confirmation of this arrangement from TDEC on August 7th.

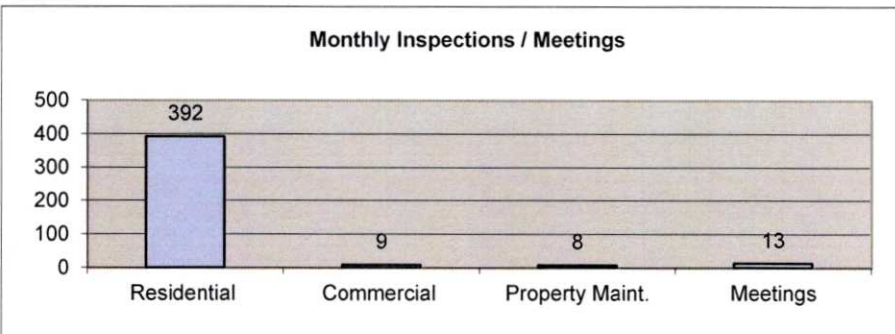
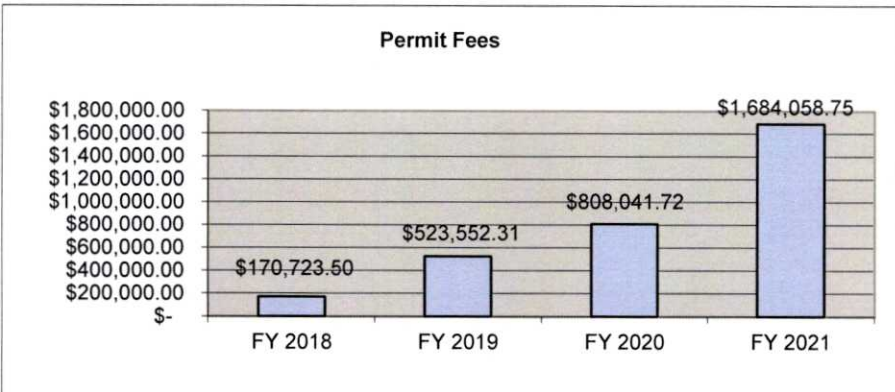
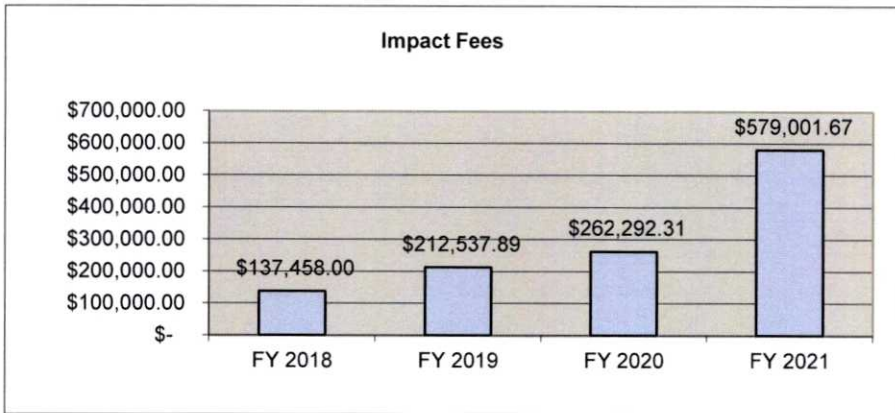
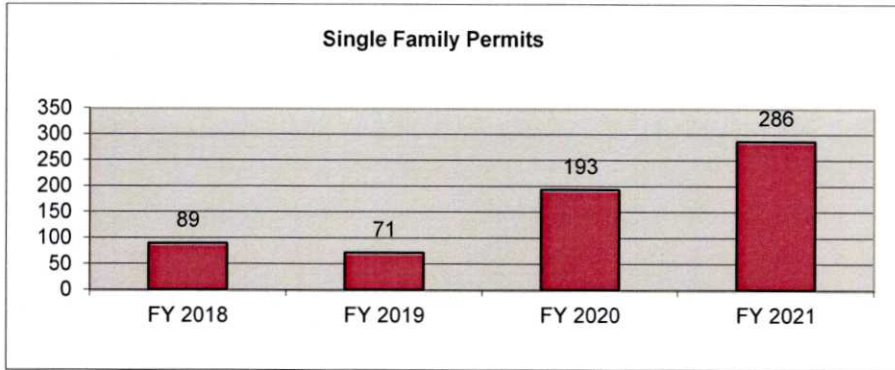
**Public Services Department - Wastewater Division
April 2021**

- 10-03-2019: City of White House submitted WWTP Facilities Plan to TDEC.
 - 02-25-2020: TDEC/SRF issued Facilities Plan Comment Letter to City of White House.
 - 04-23-2020: Facilities Plan Addendum submitted.
 - 05-06-2020: City of White House submitted Fiscal Sustainability Plan Certification Letter to TLDA as part of State Revolving Fund (SRF) Loan requirements needed to finance the project (SRF Loan #2021-449)
 - 05-26-2020: Financial Sufficiency Review submitted for SRF Loan.
 - 08-04-2020: Public advertisement for SRF Loan Public Meeting began.
 - 08-10-2020: TDEC/SRF approved the current City of White House Sewer Use Ordinance.
 - 08-19-2020: City of White House and Jacobs Engineering hosted SRF Loan Public Meeting.
 - 08-20-2020: Project Performance Standards submitted to TDEC/SRF.
 - 08-31-2020: SRF Loan Public Meeting minutes from 08-19 meeting, as well as proof of meeting advertisement submitted to TDEC/SRF.
 - 09-03-2020: WWTP Expansion Project stamped and approved plans submitted to TDEC/SRF for review.
 - 09-04-2020: TDEC/SRF formally approved the City of White House WWTP Expansion Project Plan of Operation.
 - 09-09-2020: TDEC/SRF released Environmental Assessment for the WWTP Expansion Project.
 - 09-17-2020: TLDA released Finding of No Significant Impact (FNSI) package to City of White House.
 - 10-15-2020: City of White House Board of Mayor and Aldermen voted to approve Resolution #20-24 to apply for SRF Loan #2021-449 in the amount of \$12,448,000 to fund the WWTP Expansion Project.
 - 10-27-2020: TDEC/SRF issued Facilities Plan Approval for WWTP Expansion Project.
 - 11-11-2020: SRF Loan Application package submitted for loan #2021-449.
 - 12-14-2020: TLDA Board approved the City of White House Loan Application Package for SRF Loan #2021-449.
 - 12-17-2020: City of White House formally approved "100% Final Plans and Addendums" as designed by Jacobs Engineering for WWTP Expansion Project.
 - 12-23-2020: Justification for Sole Source Equipment Procurement submitted to TDEC/SRF for WWTP Expansion Project.
 - 01-12-2021: TDEC/SRF granted final Land Approval for the WWTP Expansion Project.
 - 01-22-2021: TDEC/SRF approved Plans and Specifications for the WWTP Expansion Project, and cleared City to begin advertisement period for bids.
 - 02-16-2021: WWTP Expansion Project bid advertisement published in multiple sources.
 - 03-09-2021: Pre-bid conference for WWTP Expansion Project conducted at 725 Industrial Dr, White House, TN.
 - 03-31-2021: Bids opened for WWTP Expansion Project.
 - 04-01-2021: City began review process for Construction Bids for WWTP.
 - 04-12-2021: City submits request to SRF for review of an \$8,000,000 increase to the SRF loan in response to received bids.
 - 04-15-2021: City of White House Board of Mayor and Aldermen voted to accept bid by Reeves Young in the amount of \$20,990,00 for the Wastewater Treatment Plant Expansion Project.
 - 04-28-2021: Complete bid package for WWTP Expansion Project submitted to TDEC/SRF for approval.
 - City submits completed Fiscal Sustainability Plan to TDEC (anticipated late-May).
 - TLDA approves winning bid (anticipated late-May).
 - City notifies bid winner, contract executed (anticipated late-May).
 - City issues Notice to Proceed (anticipated early-June).
 - Project breaks ground (anticipated late-June).
3. H₂S & Ferric Sulfate: Staff continues to monitor the carbonaceous biochemical oxygen demand (CBOD) and the total suspended solids (TSS) which will indicate any settling effects of Ferric sulfate we are feeding at the Tyree Springs Manhole and Union Road stations. The feed rate is 25 gallons per day at the Union Road lift station and 19 gallons per day at the Old Tyree lift station. We are currently looking at alternative odor scrubber processes for H₂S control in this area. With the increasing flows to the Copes Crossing station, ferric sulfate is no longer working as well for odor control.
4. Peracetic Acid: TDEC has approved our use of PAA as the method of disinfection and has modified our NPDES permit accordingly.

The PAA feed rate is operating at a constant 2.50 parts per million (ppm). The average residual was 0.10 PPM with a max residual of 0.20 PPM. *Last month the feed rate was 3.0 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 18.4 CFU's which is well below the limit. *Last month the average was 21.8.*

**Planning and Codes Department
APRIL 2021**



**Planning and Codes Department
APRIL 2021**

	Month	FY2021	FY2020	FY2019	FY2018
MEETING AGENDA ITEMS#					
Planning Commission	5	61	69	66	69
Construction Appeals	0	0	0	0	1
Zoning Appeals	0	4	5	6	7
Tech. Review/Study Session	0	2	2	0	1
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	30	286	193	71	89
Multi-Family Residential	0	22	0	13	5
Other Residential	9	69	91	93	238
New Commercial	1	5	6	3	3
New Industrial	0	2	0	1	0
Other Com/Ind	5	22	23	33	31
Sign	0	10	14	25	24
Occupancy Permits		21	14	25	24
Commercial Certificate of Occupancy-					
Other	4	8	12	3	14
BUILDING INSPECTIONS					
Residential	392	1817	2858	2411	1112
Hours	24	452	699.58	414.98	383.59
Commercial /Industrial	10	69	110	179	165
Hours	2	26.93	12.83	179	165
CODE ENFORCEMENT					
Total Cases	8	80	330	179	165
Hours	2	30.75	70.24	86.75	75.17
Complaints Received	7	30	116	98	132
MEETINGS					
Administration	7	50	58	68	51
Hours	9	79	38.26	103.67	101
Planning	6	42	76	135	73
Hours	5	49.75	96.58	155.5	86.82
Codes	2	7	28	35	27
Hours	2	5	37.85	40.16	18.67
FEES					
Permit Fees	\$215,876.17	\$ 1,684,058.75	\$ 808,041.72	\$ 523,552.31	\$170,723.50
Board Review Fees	\$0.00	\$ 80,500.00	\$ 11,000.00	\$ 3,750.00	\$4,683.00
City Impact Fee	\$105,656.97	\$ 579,001.67	\$ 262,292.31	\$ 212,537.89	\$137,458.00
Roads	\$48,090.60	\$ 254,406.60	\$ 77,860.90	\$ 98,885.80	\$112,424.58
Parks	\$11,880.00	\$ 114,686.00	\$ 74,646.00	\$ 23,140.00	\$ 10,163.90
Police	\$27,523.51	\$ 158,269.41	\$ 59,096.30	\$ 11,704.30	\$ 8,971.20
Fire	\$18,162.86	\$ 58,016.66	\$ 36,749.61	\$ 23,344.29	\$ 5,963.72
OTHER ITEMS					
Subdivision Lots	0	0	0	235	51
Commercial/Ind. Sq Ft	0	0	15,216	214,206	27,006
Multi-Family Units	0	375		0	144
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 15	\$ 3,764,385.30	\$3,374,092.67	\$1,633,984.00	\$922,141.63	\$573,840.00
Builders Bonds	0.00	\$ -	\$ 18,000.00	\$ 69,366.43	\$45,366.43
Workings Days in Month	17	17	17	16	15

Parks, Recreation, & Cultural Arts Department
April 2021

Summary of Month's Activities

This month sports continued as usual and we had a couple of special events take place at our facilities. Next month we hope to get the Splash Pad open to kick-off a summer that should be much better than this time last year.

Just an update on the Splash Pad: We have continued to investigate the issue this month but still have not been able to locate it. We have scheduled American Leak Detection to come back out and their first availability was May 10th. So, we have that scheduled and, in the meantime, we are going to take up every feature and expose the drain lines, so that they can pressure test each component and determine what exactly our problem is. Hopefully this will resolve our issue and we can be open before Memorial Day but it will just depend on the level of repair necessary before we can give a definitive timeline on it.

The 3rd Anniversary of the Rover's Ridge Dog Park opening took place April 17th. The Dog Park committee wanted to host this event to show off what we had done with the \$25,000 grant we received from the Boyd Foundation as well as serve as a tribute to Denis Godek, who tragically passed away and was a vital part of making the dog park happen. His family was present and a plaque was presented in his honor which will be placed inside the shelter at the dog park. Overall, the event was a huge success and the representative from the Boyd Foundation was very pleased with the way the dog park turned out.



The City's 50th Annual Birthday Party took place in our auditorium and gymnasium on April 24th. This was originally scheduled to take place last month at the amphitheater but got postponed due to the weather. The weather still didn't cooperate this time but the back-up plan was to use our auditorium and gym to host the event. The next event associated with the city's anniversary will be at the Americana Celebration on July 10th.

An update on some projects:

Design work on the Soccer Complex renovation project was completed this month and the project was sent out for bid. A pre-bid meeting is set for May 3rd and the bid opening will be May 17th. We will probably get it on the June Board Meeting, so construction will likely start around July. Again, the current plan is to construct a brand-new soccer field for the complex and have it lit. We would also like to include adding lighting to the remaining fields that aren't completely lit yet (Fields 1, 3 and 4) and possibly change them to LED, if the money is there. *Just a note that we still have not heard about the grant we applied for which involved Phase II of this project. *

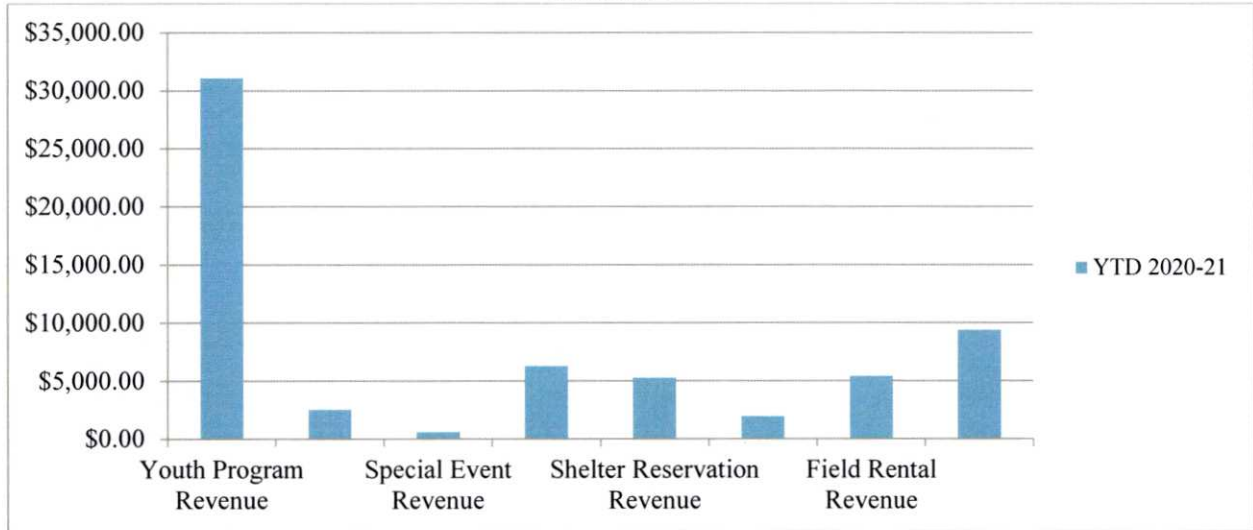
As far as the barn at the Byrum Park location, we plan on going forward with that project in the coming weeks. We have gotten behind on a few other projects and were still trying to coordinate things with Waste Industries but we think we have that figured out now. So, it is just a matter of getting caught up enough to take care of it.

**Parks, Recreation, & Cultural Arts Department
April 2021**

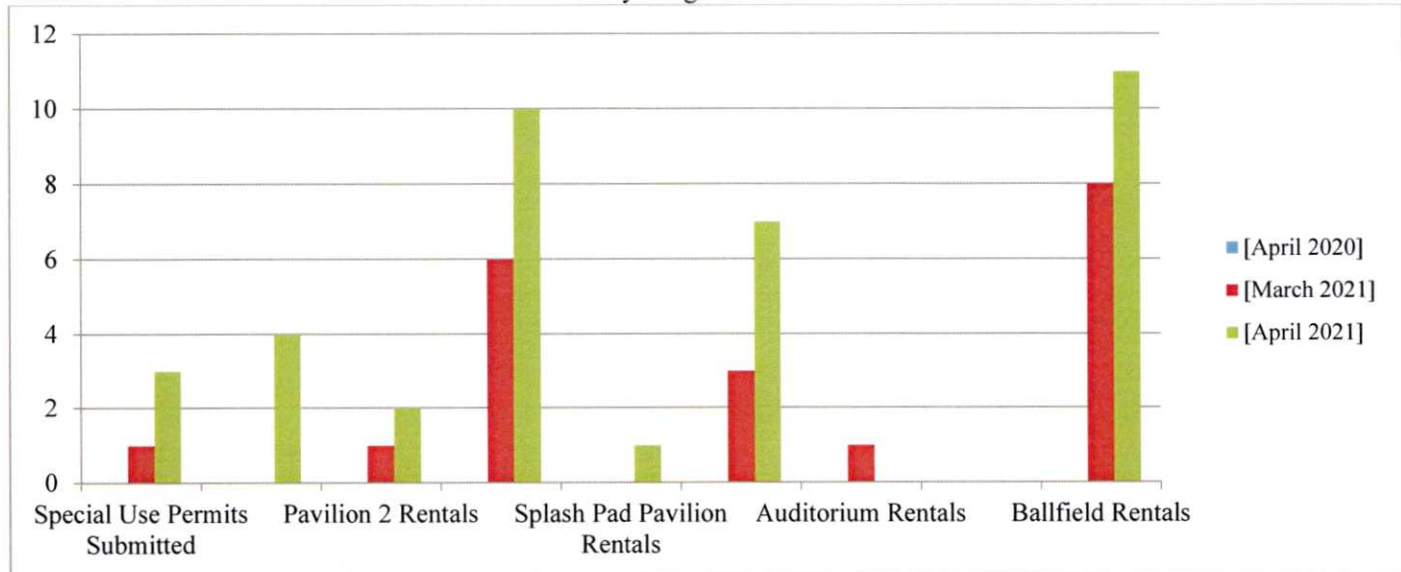
As was mentioned last month, we had to do some re-thinking on the Greenway paving after the companies expressed concern over accessing the part of the Greenway we wanted to pave. After some thought, it was decided to forego this project this year so that we can wait for a better opportunity for access as well as use the money allocated towards this project for other projects that have come up recently, like the Tennis Courts, etc.

Lastly, the Tennis Courts are currently being designed by CSR. The design work was approved by the board in the April meeting and it started shortly thereafter. The hope is to get this project done by the end of the calendar year at the latest before the tennis season gets started in January.

Revenues YTD

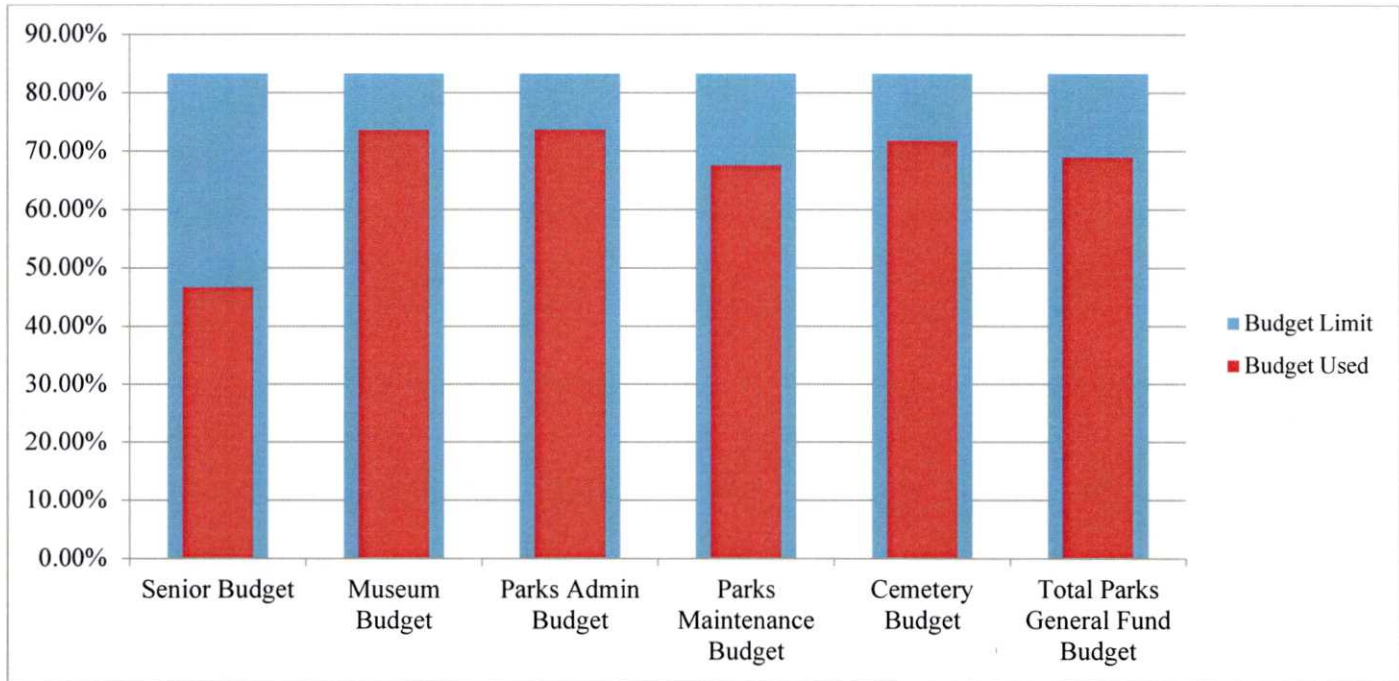


Facility Usage



Over/Under Budget

**Parks, Recreation, & Cultural Arts Department
April 2021**



Recreation

In the month of April, girls' volleyball games started on April 13th and will continue until May 27th. Games have been on Thursday and Saturdays and practices on Tuesdays. All uniforms were given out and trophies were ordered through First Place Trophy in Hendersonville.

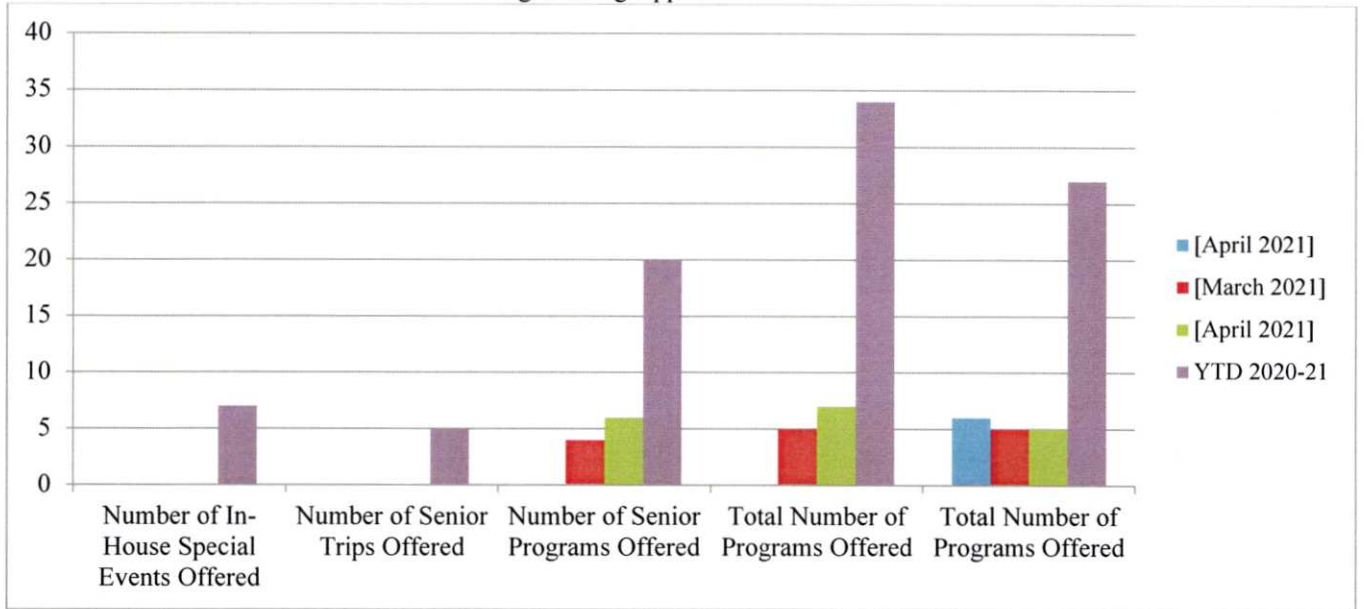
Challenger baseball also started their games in April with games happening each Saturday morning at the park. Practices take place on Tuesday evenings. Rick Smith was our supplier for uniforms this year with the team deciding to be the Yankees this season. Debbie with All Star Photography came and did team pictures on April 17th. We did have Tennessee Realtor Partners reach out and become a sponsor for the league this season. Trophies have been ordered for the team and their end of the year party will happen at the park on May 22nd.

We began signups for Men's Adult Basketball during the month of April and will continue signups until the first week of June.

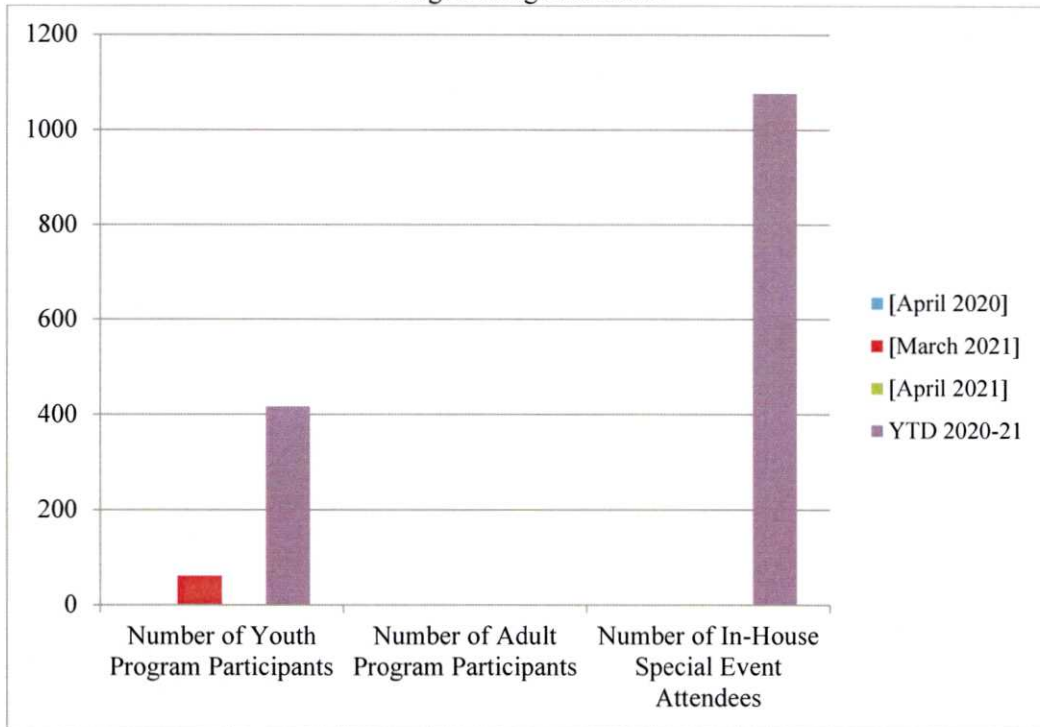
We were able to order supplies needed for both the park and office during April. Field chalk, Field paint and field dry for the athletic fields were purchased from Springfield Co-op for this season. Acoustic foam panels were added in the gym to help with noise and additional pieces will be purchased to continue to address this issue. Hand dryers were also ordered and received for both the Civic Center Bathrooms and Soccer Complex to cut down on paper towels and battery expenses. Some of the new ideas we have explored for parks is offering youth flag football, cornhole, and pickleball in the near future. Coaches were contacted about doing a summer basketball camp with us but have been unable to get someone to do so at this current time. Lastly, 5K medals and t-shirts were ordered to make sure they were received in time for the big race.

**Parks, Recreation, & Cultural Arts Department
April 2021**

Programming Opportunities



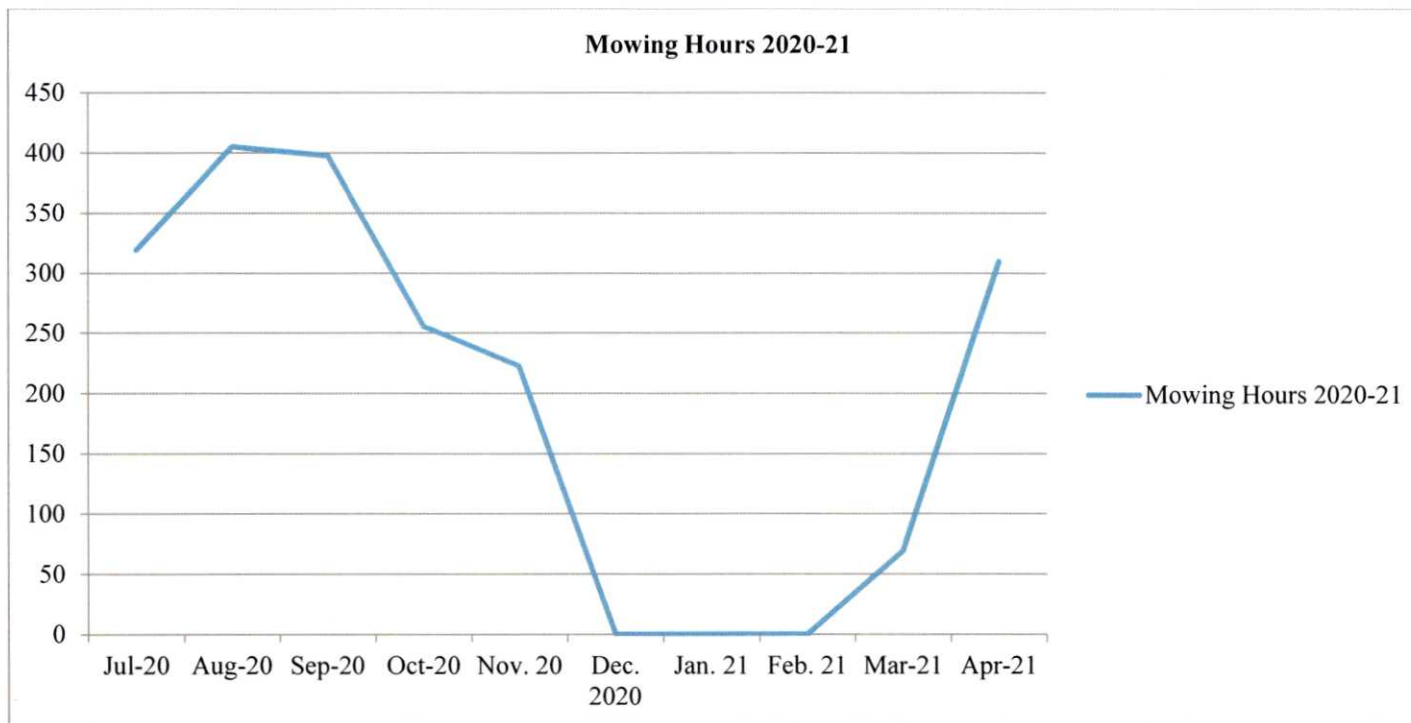
Programming Attendance



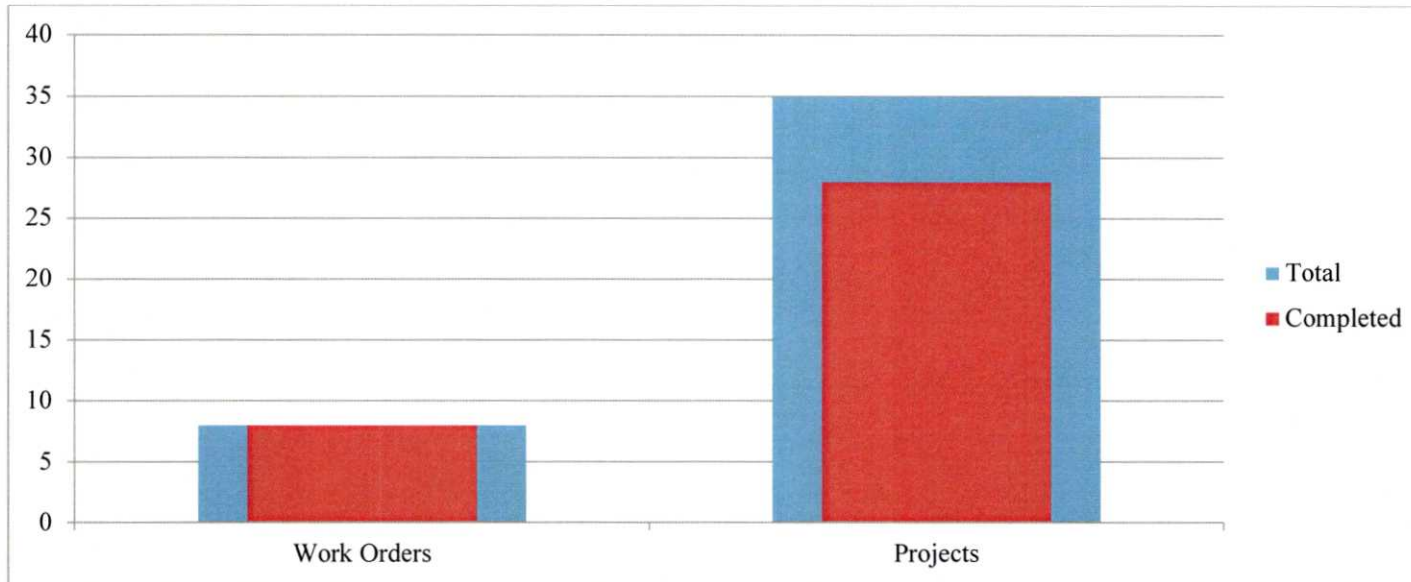
Parks, Recreation, & Cultural Arts Department
April 2021

Maintenance

- Filled in behind and installed water eels, seed and straw mat, as well as fenced off the area at entrances to fields 2 and 3
- Sprayed out all of the rye grass on all of the sports fields
- Built the pitcher's mound for field 6
- Filled holes and seed and straw mat in front of Jr. Pro field
- Worked throughout the month on the Splash Pad to diagnose its problem
- Filled pot holes at the entrance to soccer complex with asphalt
- Sprayed all park land for weeds in all areas
- Finalized all work at the Dog Park to bring it to 100% completion
- Painted foul lines on all ball fields twice
- Did dirt work and seed and straw mat at the amphitheater



Parks, Recreation, & Cultural Arts Department
April 2021



Museum

Volunteers

Volunteer helped set up some interviews with long-time locals. These interviews were recorded for future reference. Volunteer helped with getting caught up on newspaper clippings. Volunteers worked a total of 15 hours for the month of April.

Exhibits



Current exhibit features artifacts and box displays which includes pictures and descriptions from the City's past 50 years. New artifacts from the city's police department were added to the display.

Social Media Promotion



White House History Wednesday's monthly edition was posted on Wednesday, April 28, 2021 with a new episode on the beginning of the parks system in White House.

Parks, Recreation, & Cultural Arts Department
April 2021

Loaned Artifacts



Several of past patches from the police department were loaned for the 50th Anniversary display.



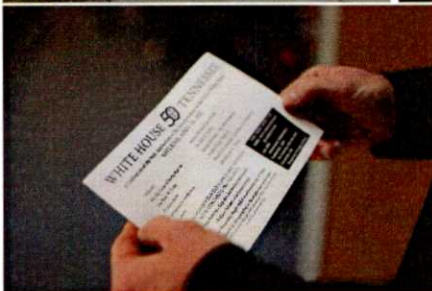
Assistant Chief Ring loaned several items from the City's police department for the 50th Anniversary display

Tours at Museum

The museum had a few walk-in tours in April.

Additional Items

Saturday, April 24, 2021, was the city's 50th Birthday Celebration. Unfortunately, due to weather, the event had to be moved indoors. The event began with a brief program in the auditorium followed by birthday cupcakes, face painting, balloon twisters, caricatures artist and a history walk in the gym. Attendance was around 400.



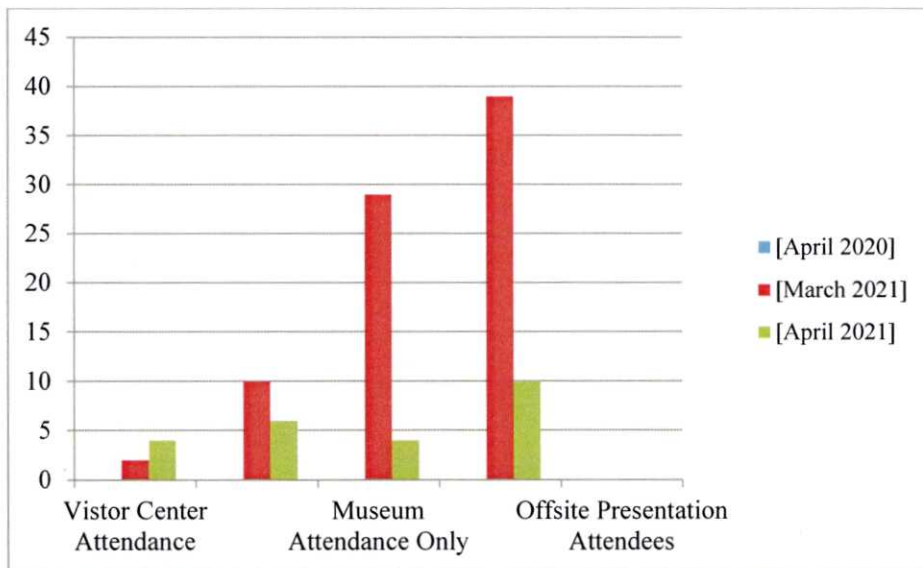
**Parks, Recreation, & Cultural Arts Department
April 2021**



Visitors' Center and Museum Attendance

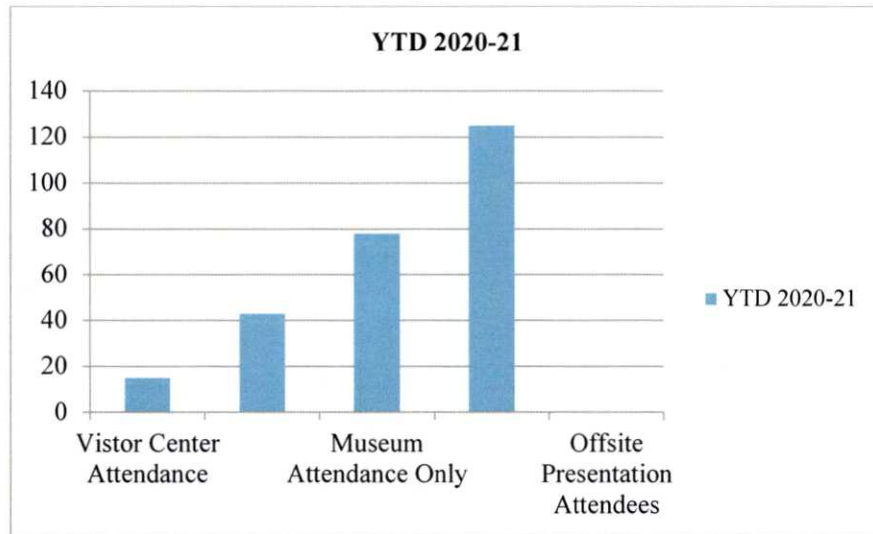
Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
4	6	4	10	0

Museum/Visitor Center Usage



**Parks, Recreation, & Cultural Arts Department
April 2021**

Museum/Visitor Center Usage YTD



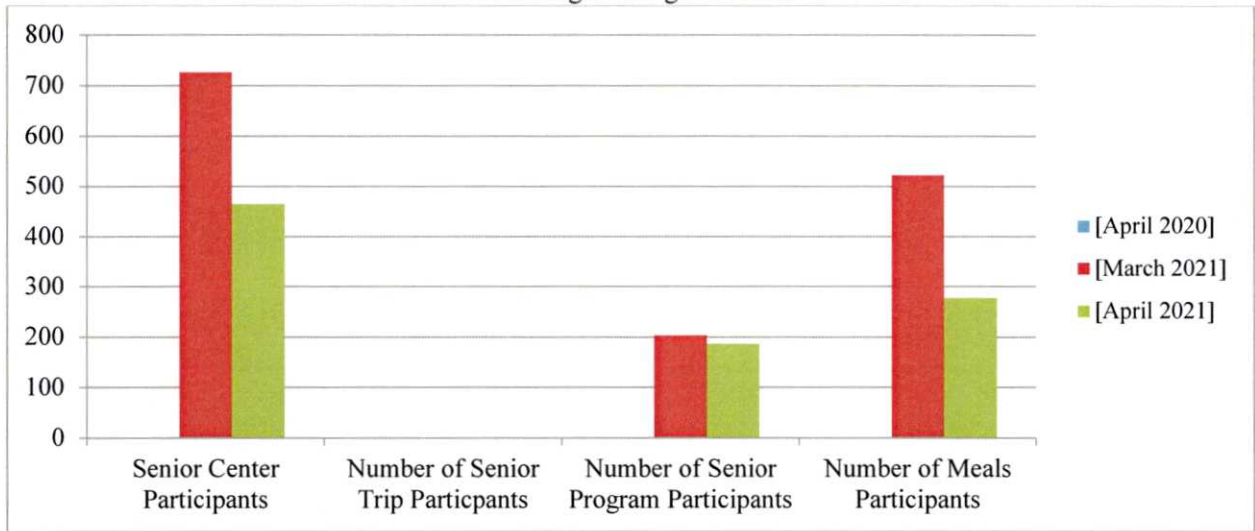
Senior Center

The Senior Center has continued to offer their drive-thru meals with great success. This month a little more was added to their calendar as they were offered the opportunity to come to the center and do crafts, do a bible study, and watch a movie. Next month a little more will be added as they will have a strength training class added to the gym by the same lady that does the fittercise and chair yoga classes. They will also be doing a BINGO day and have a day to play dominos, so things are almost back to normal. Starting June 1st, we will start offering the Senior Meal inside again. So, at that point things will be just about back to normal for the first time in over a year.

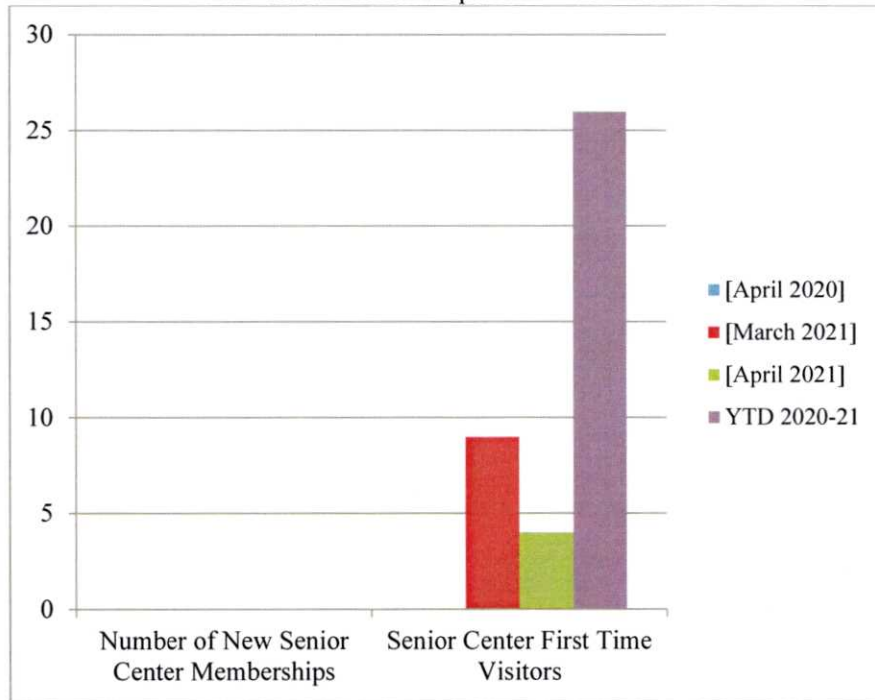
Senior Center Participation - April 2021			
<u>Outings/Events:</u>			
Crafts	3		
Movie at Center	3		
Bowling	7		
Lunch at Park	4		
Total	17		
		<u>Sr Meals Wednesdays</u>	
		81	
		91	
		106	
		278	TOTAL
<u>Programs:</u>			
Fittercise	125		
Walk			
Yoga	45		
TOTAL	170		
NEW MEMBERS	0		
FIRST TIME ATTENDEE	4	Sue, Debbie, Judy, Daphe	
TOTAL Sr Center Participants:	465		

**Parks, Recreation, & Cultural Arts Department
April 2021**

Senior Programming/Attendance



New Senior Memberships/First Time Visitors



	FYE 2019	FYE 2020
--	----------	----------

	Apr. 20	Mar. 21	Apr. 21	YTD 20-21
--	---------	---------	---------	-----------

Facility Usage

Special Use Permits Submitted	13	15
Pavilion 1 Rentals	3	7
Pavilion 2 Rentals	11	5
Pavilion 3 Rentals	106	38
Splash Pad Pavilion Rentals	177	106
Total Number of Pavilion Rentals	297	156
Gymnasium Rentals	130	79
Caferia Rentals	54	0
Auditorium Rentals	4	10
Amphitheater Rentals	3	0
Total Number of Facility Rentals	196	89
Ballfield Rentals	7	45
Vistor Center Attendance	6	21
Vistors Who Also Toured Museum	14	84
Museum Attendance Only	85	668
Total Museum Attendance	99	752

0	1	3	32
0	0	4	15
0	1	2	7
0	6	10	49
0	0	1	63
0	7	17	134
0	3	7	10
0	0	0	0
0	1	0	3
0	0	0	0
0	4	7	13
0	8	11	126
0	2	4	15
0	10	6	43
0	29	4	78
0	39	10	125

Programming

Number of Youth Program Participants	679	578
Number of Adult Program Participants	240	76
Number of In-House Special Events Offered	8	7
Number of In-House Special Event Attendees	2987	2964
Number of Rec Programs Offered	34	18
Number of Senior Center Memberships	319	1768
Number of New Senior Center Memberships	16	16
Senior Center Participants	14,966	9594
Senior Center First Time Visitors	32	59
Number of Senior Trips Offered	54	37
Number of Senior Trip Participants	896	613
Number of Senior Programs Offered	117	76
Number of Senior Program Participants	9,989	6798
Number of Senior Meals Served	54	34
Number of Meals Participants	4052	2235
Offsite Presentation Attendees	0	15
Total Number of Programs Offered		

0	61	0	417
0	0	0	0
0	0	0	7
0	0	0	1077
0	1	1	14
0	200	200	1600
0	0	0	0
0	727	465	3236
0	9	4	26
0	0	0	5
0	0	0	40
0	4	6	20
0	204	187	683
0	5	3	28
0	523	278	2513
0	0	0	0
0	5	7	34

Revenues

Youth Program Revenue	\$55,825.00	\$41,183.00
Adult Program Revenue	\$ 8,460.00	\$ 3,580.00
Special Event Revenue	\$ 4,355.00	\$ 2,009.00
Senior Meal Revenue	\$10,875.00	\$ 5,961.50
Shelter Reservation Revenue	\$12,135.00	\$ 4,780.00
Facility Reservation Revenue	\$19,305.00	\$ 8,046.88
Field Rental Revenue	\$ 2,521.00	\$ 1,203.34
Misc. Revenue	\$25,030.00	\$31,411.74

\$0.00	\$77.00	\$0.00	\$31,083.00
\$0.00	\$500.00	\$390.00	\$2,540.00
\$0.00	\$0.00	\$0.00	\$605.00
\$0.00	\$1,308.50	\$701.00	\$6,304.50
\$145.00	\$827.50	\$925.00	\$5,282.50
\$0.00	\$187.50	\$1,187.50	\$1,950.00
\$0.00	\$193.00	\$277.50	\$5,410.50
\$312.10	\$8,380.20	\$343.93	\$9,400.59

Workflow

Mowing Hours	1,554	2,601
Work Orders Received	N/A	8
Work Orders Completed	N/A	8
Number of Projects Started	27	40
Number of Projects Completed	18	35

303	69.5	309.5	1978.5
0	1	0	8
0	1	0	8
0	5	2	35
0	5	2	28

White House Library April 2021

Summary of Activities

The library director, library assistant, and circulation clerk attended the virtual TLA conference on April 7 and 8. The director got a good idea for the maker space from one of the sessions. She is hoping she can put that idea into place in the 2021-2022 budget year.

The library director met with Andrew Armstrong and Emmie Seal separately to discuss the con layout. We discussed where each booth could go, space needed for each area, and needed con presenters. Andrew reached out to some of his contacts to help fill those spaces.

The library director and some of the staff did an escape room to get ideas for their con escape room. There will be two different escape rooms running at the con, and they needed ideas for these two events. They got some ideas and are hoping they can create the puzzles/clues in time for the event.

The library director met with the Sumner County IT director, Dennis Cary, to discuss the library's circulation system. He mentioned that he is looking at circulation systems to make sure that the libraries have the best circulation system at the best cost. The director stated that she needed a circulation system that could run RFID tags and the city would not pay for migrating to a new system. After discussing her concerns, she then showed Mr. Cary their RFID tag system.

The library director attended some of the city's 50th anniversary birthday party. The city had displays made about different departments/city businesses to showcase then and now. There was a display made about the library and it is now in the library's lobby for viewing.

The library director attended a coding workshop virtually through the regional library. It was very helpful in showing how to start a coding club and why they are important. The director thinks we will try to start a coding club up once COVID is over.

A power surge caused all of the library computers to lose their IP addresses. A state tech had to come out to help get the computers back online. However, while in the server room, we noticed black spots on the wall. The library director has a mold inspection company coming to look at the spots.

Department Highlights

The highlights for the month were the different training options that provided helpful tips, doing the escape room, the con meetings, and the new library history display.

**White House Public Library
April 2021
Performance Measures**

Official Service Area Populations

2017	2018	2019	2020	2021
13,833	14,035	14,202	14,363	

Membership

April	2017	2018	2019	2020	2021
New Members	84	77	76	16	63
Updated Members	1,127	243	253	106	237
Yearly Totals	2017	2018	2019	2020	2021
Total Members	11,893	7,073	8,376	9,496	6,934
% of population with membership	86	51	59	66	48

The library has switched its system so that all new users register online. Patrons without Internet can use one of our computers at the library and receive help from staff should they need assistance.

Total Material Available: 37,924

Estimated Value of Total Materials: \$948,100

Last Month: \$945,025

Total Materials Available Per Capita: 2.64

Last Month: 2.63

State Minimum Standard: 2.00

Materials Added in April

2017	2018	2019	2020	2021
342	532	472	336	136

Yearly Material Added

2017	2018	2019	2020	2021
3,602	3,123	3,004	3,025	848

Physical Items Checked Out in April

2017	2018	2019	2020	2021
5,175	5,003	4,852	3,340	3,650

Cumulative Physical Items Check Out

2017	2018	2019	2020	2021
63,421	62,536	65,522	50,042	15,672

Miscellaneous item checkouts

April	2017	2018	2019	2020	2021
Technology Devices	27	24	43	26	65
Study Rooms	74	77	100	0	27
Games and Puzzles	39	51	73	37	70
Seeds	48	30	46	30	127
STEAM Packs	*	*	26	0	0
Cake Pans	*	*	4	0	0

Yearly Totals

2017	2018	2019	2020	2021
585	644	137	381	241
828	1,082	253	305	90
528	743	222	955	358
1,197	586	112	302	569
*	148	61	25	0
*	6	1	28	7

Library Services Usage

April	2017	2018	2019	2020	2021
Lego Table	295	132	185	0	0
Test Proctoring	0	0	11	1	30
Charging Station	0	5	30	0	2
Notary Services	*	*	*	4	7
Library Visits	*	4,379	4,551	0	2,724
Website Usage	*	*	1,084	1,101	2,113
Reference Questions	109	7	9	16	5

Yearly Totals

2017	2018	2019	2020	2021
2,643	1,891	553	459	0
56	152	27	74	32
86	90	19	47	10
*	*	16	88	30
*	52,565	55,728	30,007	10,840
*	2,517	16,935	17,977	8,489
115	59	77	60	22

Library Volunteers

April	2018	2019	2020	2021
Library Volunteers	9	13	0	8
Volunteer Hours	68	115	0	114

Yearly Totals

18-19	19-20	20-21
82	36	17
809	1,286	942

We have not getting many volunteers as some organizations are not requiring volunteer work at this time due to COVID.

Computer Users

April	2017	2018	2019	2020	2021
Wireless	596	588	658	140	331
Adult Users	348	321	384	8	165
Kids Users	170	141	152	0	80

Yearly Computer Users

2017	2018	2019	2020	2021
8,725	9,535	2,017	3,829	1,112
4,413	4,642	1,103	2,138	723
2,209	2,088	556	427	94

White House Public Library

April 2021

Performance Measures

Universal Class Counts

April	
Sign ups	1
Courses started	2
Lessons viewed	23
Class Submissions	2

Yearly Totals

2017	2018	2019	2020	2021
27	24	9	10	6
39	52	16	53	30
273	661	194	1,771	317
258	445	105	800	163

Programs

	2018	2019	2020	2021
1,000 books				
Monthly Sign-ups	7	2	1	0
Yearly Sign-ups	29	60	81	81

Achievements	2018	2019	2020	2021
100 Mark	2	0	0	3
500 Mark	2	2	0	1
Completion	0	1	2	1

Face-to-face Kids Programs

April	2017	2018	2019	2020	2021
Programs	19	13	18	0	6
Attendees	346	321	341	0	41
Yearly	2017	2018	2019	2020	2021
Programs	181	146	154	43	8
Attendees	4,268	4,260	4,201	1,185	90

Virtual Kids Programs

April	2020	2021
Videos	10	2
Views	1,907	21
Yearly	2020	2021
Videos	24	12
Views	4,182	182

Grab & Go Kits

April	2020	2021
Kits	0	6
Taken	0	124
Yearly	2020	2021
Kits	38	23
Taken	1094	741

We held face-to-face programs when the weather was nice and virtual story times when it was rainy or cold outside.

Face-to-face Teen Programs

April	2017	2018	2019	2020	2021
Programs	2	6	5	0	0
Attendees	12	16	9	0	0
Yearly	2017	2018	2019	2020	2021
Programs	47	82	68	13	0
Attendees	481	432	518	81	0

Tween Face-to-Face Programs

March	2020	2021
Programs	0	0
Attendees	0	0
Yearly	2020	2021
Programs	5	0
Attendees	18	0

Combined Face-to-Face

April	2020	2021
Programs	0	4
Attendees	0	13
Yearly	2020	2021
Programs	11	4
Attendees	77	13

Virtual Teen & Tweens

April	2020	2021
Videos	2	1
Views	377	1
Yearly	2020	2021
Videos	12	6
Views	1,591	95

Grab & Go

April	2020	2021
Kits	0	3
Taken	0	25
Yearly	2020	2021
Kits	13	13
Taken	152	131

The library started holding face-to-face teen programs again as well as putting out grab and go kits.

Face-to-face Adult Programs

April	2017	2018	2019	2020	2021
Programs	15	17	17	0	5
Attendees	43	56	76	0	15
Yearly	2017	2018	2019	2020	2021
Programs	145	175	157	42	11
Attendees	689	1,009	1,343	214	49

Virtual

April	2020	2021
Videos	9	0
Views	2,655	0
Yearly	2020	2021
Videos	18	0
Views	4,972	0

Device Advice

Sessions	2019	2020	2021
April	*	42	3
Yearly	125	51	13

The library tried to add a chess club in April, but there was not enough interest. So this program will not be continued in May.

Interlibrary Loan Services

April	2017	2018	2019	2020	2021
Borrowed	55	49	60	0	50
Loaned	18	27	35	0	18

Yearly Interlibrary Loan Services

2017	2018	2019	2020	2021
562	690	690	534	201
305	410	410	151	54

April	R.E.A.D.S
Adults	1878
Juvenile	101

Yearly Totals	2017-2018	2018-2019	2019-2020	2020-2021
Adults	15,773	21,138	23,138	16,208
Juvenile	725	1,430	1,189	870

The READS statistics come from the state.

CITY COURT REPORT

April 2021

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH \$6,534.34
TOTAL MONIES COLLECTED YTD \$38,067.98

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH \$3,661.76
TOTAL MONIES COLLECTED YTD \$17,571.71

TOTAL REVENUE FOR MONTH \$10,196.10
TOTAL REVENUE YTD \$55,639.69

DISBURSEMENTS

LITIGATION TAX \$566.08
DOS/DOH FINES & FEES \$171.00
DOS TITLE & REGISTRATION \$242.25
RESTITUTION/REFUNDS \$0.00
CREDIT CARD FEES \$57.39
ON-LINE CC FEES \$57.45
WORTHLESS CHECKS \$0.00
TOTAL DISBURSEMENTS FOR MONTH \$1,094.17
TOTAL DISBURSEMENTS YTD \$6,560.54

ADJUSTED REVENUE FOR MONTH \$9,101.93
TOTAL ADJUSTED REVENUE YTD \$49,079.15

DRUG FUND

DRUG FUND DONATIONS FOR MONTH \$1,603.12
DRUG FUND DONATIONS YTD \$7,862.90

Offenses Convicted & Paid For Month	Count	Paid
Codes Violations	2	\$60.00
Financial Responsibility Law	21	\$1,259.31
Registraion Law	19	\$1,133.41
Improper Equipment	3	\$10.00
Parking Prohibited	2	\$102.00
Right of Way in Crosswalk	1	\$0.00
DL Exhibted	2	\$0.00
Red Light	3	\$128.02
Careless Driving	1	\$55.00
Stop Sign	4	\$316.51
Speeding	28	\$2,675.04
Seat Belt	3	\$80.00
Failure To Yield	2	\$117.50
Exercise Due Care	8	\$533.31
Inproper Lane Change	2	\$66.79
Total	101	\$6,536.89

RESOLUTIONS....

ORDINANCES....

ORDINANCE 21-04

AN ORDINANCE TO AMEND THE ZONING MAP FROM C-4 OFFICE PROFESSIONAL SERVICE DISTRICT TO NCRPUD, NEIGHBORHOOD CENTER RESIDENTIAL PLANNED UNIT DEVELOPMENT ON SAGE RD

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

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

WHEREAS, The City of White House Regional Planning Commission on Monday May 10th, 2021 reviewed and approved the rezoning request; and,

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

SECTION 1. That the City of White House Zoning Map be amended from C-4 Office Professional Service District to NCRPUD, Neighborhood Center Residential Planned Unit Development for the property included in “EXHIBIT A” and described as follows:

11.02 ACRES REFERENCED AS ROBERTSON COUNTY TAX MAP 109, PARCEL 190.00. PROPERTY IS LOCATED ON SAGE RD

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: May 20, 2021

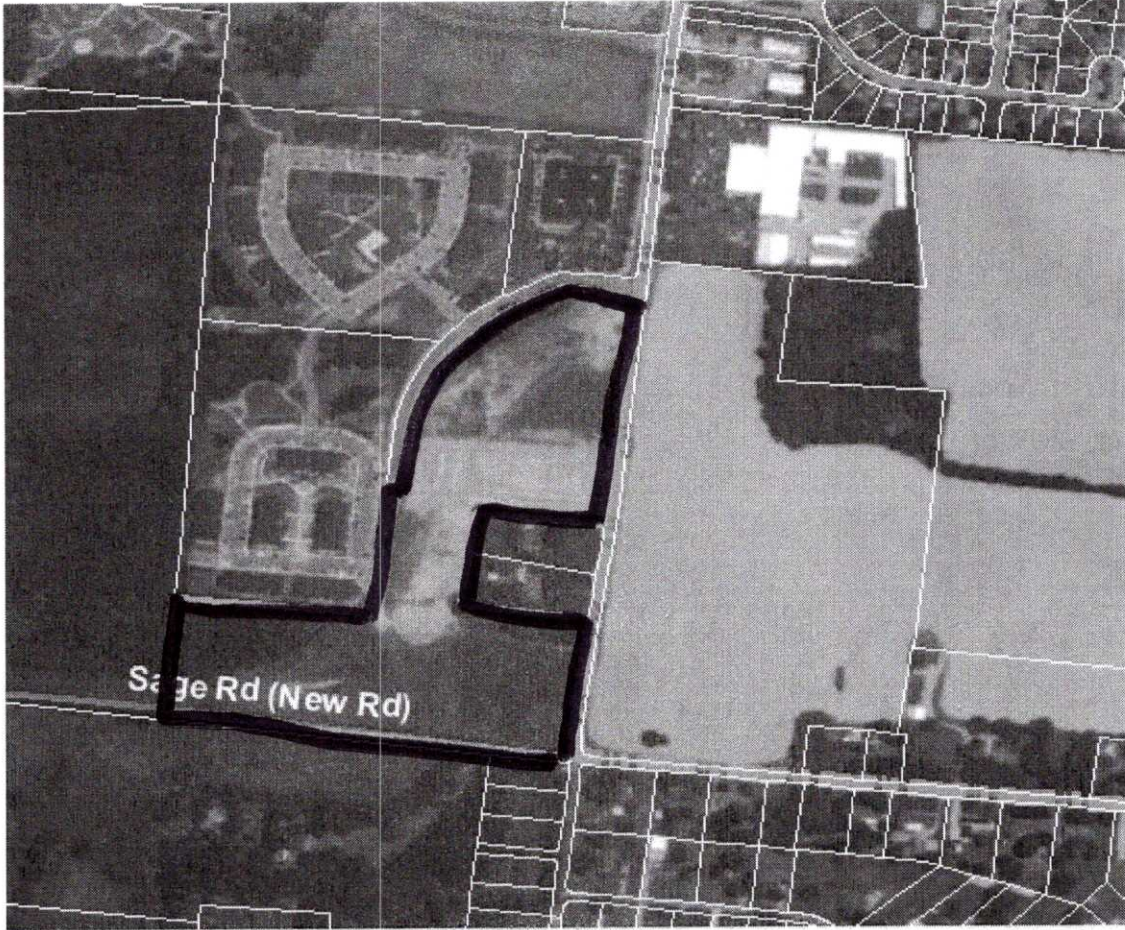
Second Reading: June 17, 2021

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 21-04
"EXHIBIT A"



Item # 2 Cardinal Point/CSDG: Cardinal Point/CSDG:

**Applicant or Representative-
Overview:**

Tax Parcel and ID

Robertson County Tax Map 106,
Parcel 190.00

Zoning

C-4 to NCRPUD

**Ordinance Reference and
Notes:**

Zoning Ordinance 5.053.6

Project Area Description

Comprehensive Plan:

Mixed Use

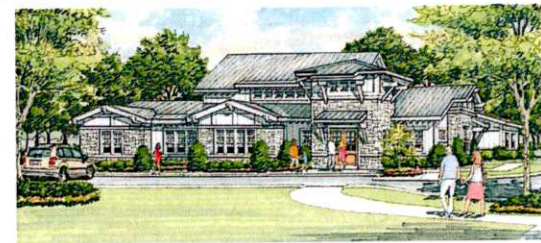
Staff Recommendation:

The preliminary site plan meets all staff requirements and is in line with the cities long range comprehensive plan. Staff recommends approval.

Staff Overview



This proposed project is adjacent to the Standard multifamily development. The developers deferred the original design in 2020, that had several three-story buildings. The development will now consist of 10 two story buildings and 3 three story buildings with 212 units. The design of the buildings are brick and hardiboard. Currently, the development will have a clubhouse and swimming pool as amenities. Madeine Way will be extended further south, for entry from the north at Sage and Madeline Way. There will also be an entry from Sage Rd. Traffic Study analysis is pending.



ORDINANCE 21-05

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING ARTICLES AND SECTIONS OF THE ZONING ORDINANCE, AS INDICATED BELOW, AND AS DETAILED IN ATTACHED EXHIBIT A

ARTICLE 2, SECTION 2.020 DEFINITIONS

ARTICLE 4, SECTION 4.080 PERFORMANCE STANDARDS

ARTICLE 5, SECTION 5.053.1 C-1, CENTRAL BUSINESS SERVICE DISTRICT

WHEREAS, the Board of Mayor and Aldermen wishes to amend the Zoning Ordinance to provide a definition to distinguish Major and Minor Motor vehicle service, add permitted use of Major and Minor Repair and add language to the Commercial Design Standard that only allow dismantling of wrecked cars be approved by the Planning Commission.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the Zoning Ordinance Articles V are amended as indicated below.

BE IT FURTHER ORDAINED that this Ordinance has been approved by the Planning Commission.

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

First Reading:

Second Reading:

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

EXHIBIT A

Design Standards

Auto Repair and Service

Auto Repair and Service Facilities can be problematic uses characterized by noise, large numbers of parked vehicles, traffic, and the presence of petroleum products, oils, acids, and other hazardous materials. A major problem with older Repair and Service Facilities is inadequate storage for vehicles being serviced, resulting in cars, etc. being parked on the street, sidewalks, landscaping, and neighboring properties. See Exhibit 11.2.

1. Buildings are encouraged to be placed at the minimum front setback. See note 12, Sheet 18.
2. Vehicle repairs should be contained within a building.
3. Provide ample space for drop-off vehicles to avoid stacking overflow on a primary street.
4. The interior work bays shall not be visible from the primary street or any adjacent residential area or open space.
5. **No dismantling of wrecked cars or outdoor storage is allowed on site unless approved by Planning Commission.**
6. Trash bins need to accommodate for the disposal of junk parts, packing material of shipped parts, and oil and lubricants.
7. Buildings shall contribute to a positive street presence.

2.020 Definitions

The following words, terms, and phrases are hereby defined as follows and shall be interpreted as such throughout this Zoning Ordinance. Terms not herein defined shall have their standard dictionary definition or such as the context may imply. (For words not defined herein, reference may be made to the 'New Illustrated Book of Development Definitions' published by the APA).

Motor Vehicle - Any self-propelled wheeled vehicle designed primarily for transportation of persons or goods along public streets.

Motor Vehicle Service and Repair, Major - Such use includes, but shall not be limited to, establishments involved in engine rebuilding, transmission repair, major reconditioning of worn or damaged motor vehicles or trailers, towing and collision service, including body, frame, or frame straightening or repair, and painting of motor vehicles

Motor Vehicle Service and Repair, Minor - Such use includes, but is not limited to, minor repairs to motor vehicles, including repair or replacement of cooling, electrical, fuel and exhaust systems, brake adjustments, relining and repairs, wheel servicing, alignment and balancing, repair and replacement of shock absorbers, and replacement or adjustment of mufflers and tail pipes, hoses, belts, light bulbs, fuses, windshield wipers/wiper blades, grease retainers, wheel bearings, and the like. Motor Vehicle Service and Repair, Minor includes establishments where gasoline and/or fuel oil, and oil, grease, batteries, tires, and automobile accessories are sold in addition to the repair facilities.

4.080 Development Standards for Automobile Wrecking, Junk and Salvage Yards and Motor Vehicle Service and Repair, Major and Minor

Because of the nature and character of their operations, automobile wrecking and salvage yards, junk yards, and similar uses of land can have a decidedly detrimental effect upon surrounding properties. Salvage and wrecking yards tend to create problems of noise, dust, traffic and health hazards, and may adversely affect property value by their general appearance. The following standards shall be used as a guide in evaluating whether proposed land uses, such as those outlined above, will have properly minimized their objectionable characteristics:

- A. All motor vehicles stored or kept in such yards shall be so kept that they will not catch and hold water in which mosquitoes may breed and so that they will not constitute a place or places in which rats, mice, or other vermin may be harbored, reared, or propagated.
- B. Because of the tendency for salvage yard to promote the breeding of vermin, no such operation shall be permitted closer than three hundred (300) feet from any established residential zone.
- C. All outdoor storage of salvage and wrecking operation shall be conducted entirely within an enclosed opaque fence, screen, or wall, excepting driveway areas, from eight (8) to twelve (12) feet in height. Storage between the road or street and such fence, screen, or wall is expressly prohibited. Any fence, screen, or wall for concealment shall be maintained in good condition.
- D. All such yards shall be so maintained as to be in a sanitary condition and so as not to be a menace to public health or safety.

E. Off-Street Parking

As regulated in Article IV, Section 4.010.

F. Ingress and Egress

The number of vehicular access driveways permitted on any single street frontage shall be limited to:

- 1. One (1) driveway where the parcel to be used has a maximum road or street frontage of one hundred (100) feet or less.
- 2. Two (2) driveways where the road or street frontage exceeds one hundred (100) feet. Driveways used for ingress and egress shall be limited to twenty-five (25) feet in width maximum, exclusive of curb returns.

G. Application for Automobile Wrecking, Junk or Salvage Yard Permit

No person shall own or maintain an automobile wrecking, junk, or salvage yard within the City of White House, until he has secured a permit from the White House Board of Zoning Appeals. An application for said permit shall be filed in accordance with Article IX, of this ordinance and shall be accompanied by a detailed site plan, a schedule for construction, and any other information herein required. Said application shall be submitted along with any plans and schedules. The Board shall vote to approve or disapprove the application in accordance with the time schedule in Article IX, Section 9.030.

H. MOTOR VEHICLE SERVICE AND REPAIR, MAJOR OR MINOR

A. Minor motor vehicle service and repair shops may not store the same vehicles outdoors on the site for longer than ten (10) days. Major motor vehicle service and repair shops may not store the same vehicles outdoors on the site for longer than thirty (30) days.

B. All driveways must be located and designed to ensure that they will not adversely affect the safety and efficiency of traffic circulation on adjoining streets.

C. All repair operations shall be fully enclosed. Wrecked or junked vehicles shall not be stored for longer time periods than those specified above and shall be completely screened from the public right-of-way and any adjacent residential districts with a solid board fence and/or evergreen shrubs or equivalent screening as may be approved by the Planning Department.

D. Minor motor vehicle service and repair shops may also include gas stations as a secondary use. All gas stations which are part of such an establishment must comply with the regulations.

5.053.1

C-1, Central Business Service District

A. District Description

This district is designed to provide for a wide range of retail, office, amusement, service uses, and light industrial processes involving high performance standards. In addition, this district provides for governmental uses, and community facilities and utilities necessary to serve the district or which are required for the general community welfare. The regulations are structured to permit maximum freedom of pedestrian movement. Relative high density and intensity of use is permitted in this district.

B. Uses Permitted

In the C-1, Central Business Service District, the following uses and their accessory uses are permitted.

1. General retail sales and services.
2. Professional, finance, insurance, real estate, personal, business, and repair services.
3. Manufacturing, provided it is incidental to the retail business or service which sells the made products on the premises and that such manufacturing activity occupies less than forty (40) percent of the floor area and employs not more than five (5) operators.
4. Hotels, motels and boarding houses.
5. Commercial amusement establishments.
6. Churches and other places of assembly.
7. Mortuaries and undertaking services.
8. Newspaper and printing plants.
9. Governmental buildings and community centers.
10. Utility facilities (without storage yards) necessary for the provision of public services.
11. Communication business services.
12. Educational services.
13. Signs and billboards as regulated in Article IV, Section 4.080.
14. Gasoline service stations.
15. Food services.
16. Wholesale sales.
17. Medical services.
18. Veterinary services (excluding livestock).
19. Convenience sales and service.
20. Laundry and dry-cleaning services.
21. Essential municipal services.
22. Accessory Firework Sales.
23. Vehicular craft, and related equipment sales, rental and delivery.

C. Uses Permitted as Special Exceptions

In the C-1, Central Business Service District, the following uses and their accessory uses may be permitted as special exceptions after review and approval in accordance with Article VII, Section 7.060.

1. Automotive parking lot.
2. Warehousing and storage uses.
3. Day care centers.
4. Research services.
5. Retail business supply.
6. Twenty (24) Hour Medical/Veterinarian Clinic Accessory Residential Quarter meeting requirements of 4.160. **(Added by Ordinance 05-09, May 19, 2005)**
7. Commercial Accessory Residential Unit.
- *8. Motor Vehicle Service and Repair, Minor**

***See Article 4, 4.080 Development Standards for Automobile Wrecking, Junk and Salvage Yards and Motor Vehicle Service and Repair, Major and Minor**

D. Uses Prohibited

Industrial uses; automobile **wrecking**, junks, and salvage yards; uses not specifically permitted or uses not permitted upon approval as a special exception. **(Amended by Ordinance 99-17, July 15, 1999)**

E. Dimensional Regulations

All uses permitted in the C-1, Central Business Service District shall comply with the following requirements, except as provided in Article VI.

1. Minimum Lot Size Requirements
No minimum lot size shall be required in the C-1 District.
2. Minimum Yard Requirements
Front Yard - Twenty (20) Feet. If a building or buildings on an adjacent lot or lots provide front yards less than twenty (20) feet in depth, a front yard equal to the average of adjacent front yards shall be provided. Rear yard - twenty (20) feet. Side yard - none is required. However, if an open area extending along a side lot line is provided, it shall be at least ten (10) feet wide, and it shall be unobstructed.
3. Maximum Lot Coverage
There are no restrictions on the area occupied by all buildings including accessory buildings on a lot or parcel located in the C-1 District.
4. Height Requirement
No building shall exceed fifty-three (53) feet in height, **Amended by Ordinance 15-09, May 21, 2015.**) except as provided in Article VII, Section 7.040. **(Amended by Ordinance 03-10, August 21, 2003)**
 - a. The maximum building height at the street line shall be thirty-five (35) feet.

- b. For each foot the buildings is set back from the street line, the height of the building may be increased by one and one-half (1 1/2) feet to a maximum height of sixty-five (65) feet.

5. Parking Space Requirements
As regulated in Article IV, Section 4.010.

F. Landscaping Requirements

See Article III, Section 3.130 (c).

G. Outdoor Storage

1. All outdoor storage shall be prohibited in the front yard which shall be interpreted as that portion of the property abutting the portion of the property abutting the right-of-way.
2. Outdoor storage shall take place in the rear yard and shall be screened by fencing or landscaping.

5.053.2 C-2, General Commercial

A. District Description

This district is designed to provide for certain types of commercial establishments which have a minimum of objectionable characteristics and do not involve storage, transfer or processing of goods or chattels.

B. Uses Permitted

1. Medical offices and clinics.
2. Office buildings for finance, insurance, real estate, legal, engineering, architectural and similar personnel.
3. Hotels and motels.
4. Churches and other places of assembly.
5. Mortuaries and undertaking services.
6. Government buildings and community centers.
7. General retail trade.
8. Entertainment and amusement.
9. Consumer repair.
10. Utility facilities (without storage yards) necessary for the provision of public services.
11. Communication business services.
12. Day Care Centers.
13. Business colleges and other similar educational services (excluding auto-diesel schools).
14. Convenience retail.
15. Apparel and accessories retail.
16. Food service.
17. Auto service stations.
18. Animal care and veterinary.
19. Essential municipal services.

- 20. Interstate Sign District (C-2) (Zoning Atlas, Dated: **(July 10, 1995)**)
- 21. Accessory Firework Sales.
- 22. Automobile sales provided buffer screen is provided and banner and flag streamers are not placed on the property.
- 23. Retail Package Stores
- *24. Motor Vehicle Service and Repair, Minor**
- *25. Motor Vehicle Service and Repair, Major**

***See Article 4, 4.080 Development Standards for Automobile Wrecking, Junk and Salvage Yards and Motor Vehicle Service and Repair, Major and Minor**

C. Uses Permitted as Special Exceptions

In the C-2, General Commercial District, the following uses and their accessory uses may be permitted as a special exception after review and approval by the Board of Zoning Appeals.

- 1. Warehousing provided that no manufacturing is involved, screening is provided, and the building does not exceed thirty-five (35) feet in height.
- 2. Twenty (24) Hour Medical/Veterinarian Clinic Accessory Residential Quarter meeting requirements of 4.160. **(Added By Ordinance 05-09, May 19, 2005)**

D. Uses Prohibited

- 1. Industrial uses, automobile **wrecking**, and/or recycling uses, junk or salvage yards, van or truck storage uses and uses not specifically permitted as a special exception. **(No body shops per Ordinance 92-12). (Amended by Ordinance No. 99-17, July 15, 1999)**

E. Dimensional Regulations

All uses permitted in the C-2, General Commercial District, shall comply with the following requirements except as provided in Article VI.

- 1. Minimum Lot Size Requirements
No minimum lot size shall be required.
- 2. Minimum Yard Requirements

Front Yard	20 feet
Two-thirds (2/3) of the front yards must be dedicated to landscaping).	
Side Yard	10 feet
Rear Yard	20 feet
Building Setback	35 feet
- 3. Maximum Lot Coverage
Provided landscaping and parking requirements are met there is no restrictions on the area occupied by all buildings including accessory buildings on a lot or parcel located in the C-2 District.

4. Height Requirements
No building shall exceed fifty-three (53) feet in height (**Amended by Ordinance 15-09, May 21, 2015.**), except as provided in Article VII, Section 7.060.

F. Landscape Requirements

1. As regulated in Article III, Section 3.130, (c).

G. Outdoor Storage

1. All outdoor storage shall be prohibited in the front yard which shall be interpreted as that portion of the property abutting the right-of-way.
2. Outdoor storage shall take place in the rear yard and shall be screened by solid, non-transparent fencing or landscaping.

ORDINANCE 21-06

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 18, CHAPTER 3 SEWER RATES, FEES, AND CHARGES, SECTION 18-301 AND 18-302.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding Sewer Rates, Fees and Charges;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 18, Chapter 3 SEWER RATES, FEES, AND CHARGES, Sections 18-301 AND 18-302 be amended from the Municipal Code as follows:

TITLE 18: WATER AND SEWERS
CHAPTER 3: SEWER RATES, FEES, AND CHARGES
SECTIONS: 18-301

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

Section 18-301. Rates.

- (2) Wastewater rates. Wastewater service shall be charged at rates established by the City of White House. Users will be charged a fixed amount based on the number of water meters installed unless one (1) water meter is used to service multiple units. In such cases, each unit will be charged at least the fixed rate for each individual unit service. The monthly wastewater rate schedule shall be as follows:

City of White House
Wastewater Rate Schedule
Exhibit A

Table with 3 columns: Category, Residential Per Unit, Non-Residential Per Unit. Rows: Fixed Rate, Consumption.

City of White House
Wastewater Rate Schedule
Single Metered with Multiple Units
Exhibit B

Table with 3 columns: Category, Residential Per Unit, Non-Residential Per Unit. Rows: Fixed Rate, Consumption.

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

First Reading: May 20, 2021

Second Reading: June 17, 2021

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 21-07

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 17, CHAPTER 1 REFUSE, SECTION 17-113.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding refuse collection fees;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 17, Chapter 1 Refuse, Section 17-113 be revised from the Municipal Code as follows:

ARTICLE XVII: REFUSE AND TRASH DISPOSAL

CHAPTER 1: REFUSE

SECTION: 17-113. Fee schedule.

17-113. Fee schedule. (1) Refuse collection fee. Each customer who owns or rents property within the corporate limits shall pay a refuse collection fee of ~~seventeen dollars (\$18)~~ ***nineteen dollars (\$19)*** per month per container for curbside pickup. Any commercial business with more than two (2) containers must contract refuse pickup with a private hauler.

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

First Reading: May 20, 2021

Second Reading: June 17, 2021

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 21-08

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE ESTABLISHING THE TAX RATE FOR THE TAX YEAR 2021.

BE IT ORDAINED by the Board of Mayor and Aldermen of the City of White House, Robertson and Sumner Counties, Tennessee as follows:

There is hereby levied the following tax rate on each one-hundred dollars of assessed valuation of all utilities and all other taxable properties within the corporate limits of the City of White House, Tennessee for the tax year 2021.

Robertson County	\$ 1.2862
Sumner County	\$ 1.2862

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

First Reading: May 20, 2021

Second Reading: June 17, 2021

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 21-09

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE,
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING
JULY 1, 2021 THROUGH JUNE 30, 2022.**

- Whereas, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and
- Whereas, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and
- Whereas, the Board of Mayor and Aldermen has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows for fiscal year 2022:

General Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Local Taxes	\$3,669,971	\$3,831,567	\$5,050,000
Intergovernmental Revenue	5,251,279	5,044,659	4,530,535
Charges for Services	96,007	83,157	84,350
Licenses and Permits	505,791	583,823	527,350
Fines and Forfeitures	75,159	53,933	54,000
Debt Proceeds	263,000	1,720,000	10,553,713
Miscellaneous Revenue	176,784	103,996	563,200
Total Cash Receipts	\$10,037,991	\$11,421,135	\$21,363,148
Beginning Cash Balance	\$3,864,950	\$4,143,532	\$2,300,248
Total Available Funds	\$13,902,941	\$15,564,667	\$23,663,396

Industrial Development Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Intergovernmental Revenue	\$ 106,969	\$ 78,547	\$ 76,000
Miscellaneous Revenue	\$ 3,193	\$ 174	\$ 63
Total Cash Receipts	\$ 110,162	\$ 78,721	\$ 76,063
Beginning Cash Balance	\$ 205,809	\$ 167,365	\$ 79,386
Total Available Funds	\$ 315,971	\$ 246,086	\$ 155,449

State Street Aid Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Intergovernmental Revenue	\$ 412,247	\$ 413,764	\$ 417,800
Miscellaneous Revenue	\$ 4,579	\$ 473	\$ 372
Total Cash Receipts	\$ 416,826	\$ 414,237	\$ 418,172
Beginning Cash Balance	\$ 347,690	\$ 316,534	\$ 207,584
Total Available Funds	\$ 764,516	\$ 730,771	\$ 625,756

Parks Sales Tax Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Intergovernmental Revenue	\$ 704,766	\$ 762,000	\$ 787,000
Miscellaneous Revenue	\$ 11,545	\$ 1,811	\$ 201,260
Debt Proceeds	\$ -	\$ 2,750,000	\$ -
Total Cash Receipts	\$ 716,311	\$ 3,513,811	\$ 988,260
Beginning Cash Balance	\$ 711,291	\$ 1,062,732	\$ 1,246,248
Total Available Funds	\$ 1,427,602	\$ 4,576,543	\$ 2,234,508

Parks Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Parks Impact Fees	\$ 75,438	\$ 125,754	\$ 109,296
Miscellaneous Revenue	\$ 870	\$ 224	\$ 180
Total Cash Receipts	\$ 76,308	\$ 125,978	\$ 109,476
Beginning Cash Balance	\$ 37,042	\$ 95,351	\$ 209,812
Total Available Funds	\$ 113,350	\$ 221,329	\$ 319,288

Police Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Police Impact Fees	\$ 60,398	\$ 157,000	\$ 77,832
Miscellaneous Revenue	\$ 1,222	\$ 221	\$ 144
Total Cash Receipts	\$ 61,620	\$ 157,221	\$ 77,976
Beginning Cash Balance	\$ 61,593	\$ 123,213	\$ 215,434
Total Available Funds	\$ 123,213	\$ 280,434	\$ 293,410

Fire Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Fire Impact Fees	\$ 39,841	\$ 103,000	\$ 26,784
Miscellaneous Revenue	\$ 1,212	\$ 138	\$ 120
Total Cash Receipts	\$ 41,053	\$ 103,138	\$ 26,904
Beginning Cash Balance	\$ 67,689	\$ 108,742	\$ 144,138
Total Available Funds	\$ 108,742	\$ 211,880	\$ 171,042

Roads Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Roads Impact Fees	\$ 88,141	\$ 244,000	\$ 105,156
Miscellaneous Revenue	\$ 1,338	\$ 258	\$ 240
Total Cash Receipts	\$ 89,479	\$ 244,258	\$ 105,396
Beginning Cash Balance	\$ 80,368	\$ 89,847	\$ 274,105
Total Available Funds	\$ 169,847	\$ 334,105	\$ 379,501

Drug Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Intergovernmental Revenue	\$ 225	\$ 200	\$ 200
Fines and Forfeitures	\$ 5,525	\$ 7,160	\$ 4,800
Miscellaneous Revenue	\$ 5,304	\$ 50	\$ 48
Total Cash Receipts	\$ 11,054	\$ 7,410	\$ 5,048
Beginning Cash Balance	\$ 15,136	\$ 23,879	\$ 26,789
Total Available Funds	\$ 26,190	\$ 31,289	\$ 31,837

Debt Service Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Intergovernmental Revenue	\$ 926,204	\$ 1,275,000	\$ 1,217,000
Miscellaneous Revenue	\$ 5,581	\$ 2,494	\$ 528
Total Cash Receipts	\$ 931,785	\$ 1,277,494	\$ 1,217,528
Beginning Cash Balance	\$ 341,235	\$ 490,878	\$ 679,472
Total Available Funds	\$ 1,273,020	\$ 1,768,372	\$ 1,897,000

Hillcrest Cemetery Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Charges for Services	\$ 34,357	\$ 68,309	\$ 44,900
Miscellaneous Revenue	\$ 3,280	\$ 442	\$ 361
Total Cash Receipts	\$ 37,637	\$ 68,751	\$ 45,261
Beginning Cash Balance	\$ 206,603	\$ 217,824	\$ 249,560
Total Available Funds	\$ 244,240	\$ 286,575	\$ 294,821

Dental Care Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Interfund Revenue	\$ 39,560	\$ 39,000	\$ 39,000
Miscellaneous Revenue	\$ 3,947	\$ 455	\$ 361
Total Cash Receipts	\$ 43,507	\$ 39,455	\$ 39,361
Beginning Cash Balance	\$ 262,362	\$ 252,038	\$ 224,993
Total Available Funds	\$ 305,869	\$ 291,493	\$ 264,354

Sanitation Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Cash Receipts	\$ 898,763	\$ 989,988	\$ 1,066,048
Debt Proceeds	\$ -	\$ -	\$ -
Total Cash Inflows	\$ 898,763	\$ 989,988	\$ 1,066,048
Beginning Cash Balance	\$ 558,395	\$ 529,059	\$ 456,628
Total Available Cash	\$ 1,457,158	\$ 1,519,047	\$ 1,522,676

Wastewater Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Cash Receipts	\$ 4,371,695	\$ 5,612,164	\$ 5,582,796
Debt Proceeds	\$ -	\$ -	\$ 8,000,000
Total Cash Inflows	\$ 4,371,695	\$ 5,612,164	\$ 13,582,796
Beginning Cash Balance	\$ 3,163,016	\$ 2,449,293	\$ 4,423,137
Total Available Cash	\$ 7,534,711	\$ 8,061,457	\$ 18,005,933

Stormwater Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Cash Receipts	\$ 899,087	\$ 948,906	\$ 965,818
Debt Proceeds	\$ -	\$ -	\$ -
Total Cash Inflows	\$ 899,087	\$ 948,906	\$ 965,818
Beginning Cash Balance	\$ 536,631	\$ 828,238	\$ 1,097,686
Total Available Cash	\$ 1,435,718	\$ 1,777,144	\$ 2,063,504

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
General Government	\$ 3,371,725	\$ 5,836,846	\$ 12,880,961
Public Safety	\$ 3,969,615	\$ 4,595,984	\$ 5,021,106
Public Works	\$ 641,266	\$ 805,511	\$ 757,769
Library	\$ 455,422	\$ 522,551	\$ 517,421
Parks and Recreation	\$ 1,005,303	\$ 1,110,493	\$ 1,403,447
Planning and Codes	\$ 316,078	\$ 393,034	\$ 563,346
Total Appropriations	\$ 9,759,409	\$ 13,264,419	\$ 21,144,050

Industrial Development Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Industrial Development	\$ 148,606	\$ 166,700	\$ 77,000
Total Appropriations	\$ 148,606	\$ 166,700	\$ 77,000

State Street Aid Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Streets	\$ 447,982	\$ 523,187	\$ 550,000
Total Appropriations	\$ 447,982	\$ 523,187	\$ 550,000

Parks Sales Tax Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Parks	\$ 235,670	\$ 2,959,095	\$ 1,735,661
Debt Service	\$ 129,200	\$ 371,200	\$ 369,700
Total Appropriations	\$ 364,870	\$ 3,330,295	\$ 2,105,361

Parks Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Parks	\$ 17,999	\$ 11,517	\$ 16,000
Total Appropriations	\$ 17,999	\$ 11,517	\$ 16,000

Police Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Police	\$ -	\$ 65,000	\$ 42,500
Total Appropriations	\$ -	\$ 65,000	\$ 42,500

Fire Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Fire	\$ -	\$ 67,742	\$ 125,000
Total Appropriations	\$ -	\$ 67,742	\$ 125,000

Roads Impact Fees Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Roads	\$ 80,000	\$ 60,000	\$ 235,000
Total Appropriations	\$ 80,000	\$ 60,000	\$ 235,000

Drug Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Police	\$ 2,311	\$ 4,500	\$ 4,500
Total Appropriations	\$ 2,311	\$ 4,500	\$ 4,500

Debt Service Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Miscellaneous	\$ 1,371	\$ 1,400	\$ 3,500
Debt Service	\$ 780,771	\$ 1,087,500	\$ 1,290,000
Total Appropriations	\$ 782,142	\$ 1,088,900	\$ 1,293,500

Hillcrest Cemetery Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Cemetery and Maintenance	\$ 26,416	\$ 37,015	\$ 78,890
Total Appropriations	\$ 26,416	\$ 37,015	\$ 78,890

Dental Care Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Premiums Paid	\$ 10,314	\$ 9,000	\$ 9,500
Dental Claims Paid	\$ 43,517	\$ 57,500	\$ 60,500
Total Appropriations	\$ 53,831	\$ 66,500	\$ 70,000

Sanitation Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Sanitation	\$ 928,099	\$ 1,062,419	\$ 1,158,953
Debt Service	\$ -	\$ -	\$ -
Total Appropriations	\$ 928,099	\$ 1,062,419	\$ 1,158,953

Wastewater Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Wastewater	\$ 4,448,836	\$ 2,991,120	\$ 14,606,438
Debt Service	\$ 636,582	\$ 647,200	\$ 1,041,000
Total Appropriations	\$ 5,085,418	\$ 3,638,320	\$ 15,647,438

Stormwater Fund	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Stormwater Administration	\$ 607,480	\$ 679,458	\$ 1,444,028
Debt Service	\$ -	\$ -	\$ -
Total Appropriations	\$ 607,480	\$ 679,458	\$ 1,444,028

SECTION 3. At the end of the current fiscal year the governing body estimates balances as follows:

General Fund	\$ 2,300,248
Industrial Development Fund	\$ 79,386
State Street Aid Fund	\$ 207,584
Parks Sales Tax Fund	\$ 1,246,248
Parks Impact Fees Fund	\$ 209,812
Police Impact Fees Fund	\$ 215,434
Fire Impact Fees Fund	\$ 144,138
Roads Impact Fees Fund	\$ 274,105
Drug Fund	\$ 26,789
Debt Service Fund	\$ 679,472
Hillcrest Cemetery Fund	\$ 249,560
Dental Care Fund	\$ 224,993
Sanitation Fund	\$ 456,628
Wastewater Fund	\$ 4,423,137
Stormwater Fund	\$ 1,097,686

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Authorized and Unissued	Cumulative Principal Outstanding at June 30, 2021	FY 2022 Debt Principal	FY 2022 Interest Requirements
Bonds				
2012 GO Refunding Bond	\$ -	\$ 575,000	\$ 215,000	\$ 10,743
2020 GO Refunding (2013 Bond)	\$ -	\$ 2,850,000	\$ 100,000	\$ 68,975
2015 GO Refunding Bond	\$ -	\$ 1,600,000	\$ 320,000	\$ 38,475
2020 LG Loan Program Bond*	\$ 10,553,713	\$ 26,287	\$ 431,000	\$ 290,950
2020 Byrum Park Land Bond	\$ -	\$ 2,599,000	\$ 155,000	\$ 70,433
Notes				
SRF CWA 2009-246	\$ -	\$ 323,971	\$ 30,155	\$ 5,490
SRF CWSRF 2010-256	\$ -	\$ 210,440	\$ 17,808	\$ 3,516
SRF CG1 2012-302	\$ -	\$ 2,505,124	\$ 174,192	\$ 24,252
SRF CWSRF 2012-308	\$ -	\$ 290,300	\$ 18,360	\$ 2,820
SRF CG2 2013-326	\$ -	\$ 1,241,311	\$ 77,124	\$ 9,048
SRF CWSRF 2016-364	\$ -	\$ 628,860	\$ 37,836	\$ 6,792
SRF CWSRF 2020-449**	\$ 12,448,000	\$ -	\$ -	\$ 110,904
2020 Town Center Water Line	\$ -	\$ 1,458,000	\$ 146,000	\$ 37,179

*2020 LG Loan Program Bond is currently in draw-down period and expected to be fully drawn during FY 2022. The \$26,287 represents all bond issuance costs (\$93,000) plus draws (\$350,000) and interest from the original 2019 bond (\$3,287) minus principal payments (\$420,000) made prior to June 30, 2021. This amount is accruing interest expenses.

**CWSRF 2020-449 - City requested TDEC to increase by \$8,000,000 to \$20,448,000 for Wastewater Treatment Plant Expansion Project under projected costs.

SECTION 5. During the coming fiscal year (2022) the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Community Event Center Design and Build	\$ 5,600,000	\$ 5,600,000
Demolition / Renovation of City Hall	\$ 2,000,000	\$ 2,000,000
Hwy 31W / Sage / McCurdy Intersection Improv.	\$ 680,000	\$ -
Industrial Access TDOT Grant Hester Drive	\$ 300,000	\$ -
Holly Tree Sidewalks	\$ 40,000	\$ -
GIS Application and Software	\$ 55,000	\$ -
Ped. Safety Improvements - Hwy 31W/SR258	\$ 60,000	\$ -
Dog Park Parking Lot Paving / Striping	\$ 50,000	\$ -
Splash Pad Improvements	\$ 50,000	\$ -
Network Switches	\$ 36,083	\$ -
Police Patrol Vehicles (3)	\$ 127,500	\$ -
EnerGov System Upgrade	\$ 49,740	\$ -
Message Boards	\$ 30,000	\$ -
Concession Stand Renovation - Design	\$ 25,000	\$ -
Planning and Codes Vehicle	\$ 29,500	\$ -
Asphalt Overlay Program	\$ 435,000	\$ -
Grid Smart Camera System	\$ 25,000	\$ -
11 Intersection Traffic Control Battery Backups	\$ 50,000	\$ -
Tennis Courts	\$ 1,000,000	\$ -
Soccer Complex Renovation Phase 1	\$ 735,386	\$ -
Land Acquisition - Fire Station #3	\$ 100,000	\$ -
Greenway Ambulance	\$ 25,000	\$ -
Fence Remaining Cemetery Property	\$ 50,000	\$ -
WWTP Expansion	\$ 8,000,000	\$ -
Grinder Pump Replacement Program	\$ 500,000	\$ -
New 18" SFM - Phase 1 / Phase 2 - Installation	\$ 2,200,000	\$ -
New 18" SFM - Phase 3 / Phase 4 - Design	\$ 250,000	\$ -
Headworks Improvements	\$ 65,000	\$ -
Magnolia Village Gravity System Repairs	\$ 55,000	\$ -
WWTP Fencing	\$ 110,000	\$ -
North Palmers Chapel Vacuum to Gravity 17 Units	\$ 400,000	\$ -
Wastewater Inset-A-Valves	\$ 30,000	\$ -
Wastewater 1-Ton Truck with Utility Bed	\$ 70,000	\$ -
Wilkinson Lane Water Shed Upgrade	\$ 150,000	\$ -
Stormwater Facility Maintenance Building	\$ 85,000	\$ -
Springbrook Subdivision Pipe Upgrade	\$ 270,000	\$ -
Stormwater Skid Steer	\$ 85,000	\$ -
Stormwater Land Acquisitions / Mitigations	\$ 200,000	\$ -
ADA Transition Plan	\$ 24,999	\$ -
Traffic Cabinet	\$ 15,000	\$ -
Indoor Christmas Tree with Ornaments	\$ 5,000	\$ -
Laser Grading Equipment	\$ 6,097	\$ -
Sand & Dirt for Laser Grading / Top Dressing	\$ 9,999	\$ -
Greenway Trailhead Clock Repair	\$ 5,000	\$ -
New Fencing for Parks Field 5	\$ 9,999	\$ -

Northwoods Park Improvements	\$	6,000	\$	-
Parks Maintenance Shop Fencing	\$	10,000	\$	-
Wastewater Mobile Response Trailer	\$	9,500	\$	-

- SECTION 6. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.
- SECTION 7. Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to such limitations and procedures as it may describe as allowed by Section 6-56-209 of the *Tennessee Code Annotated*. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.
- SECTION 8. A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.
- SECTION 9. If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with the Section 6-56-210, *Tennessee Code Annotated* provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Division Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.
- SECTION 10. This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has debt issued pursuant to Title 9, Chapter 21, TCA or loan agreements with a public building authority issued pursuant to Title 12, Chapter 10, TCA approved by the Comptroller of the Treasury or Comptroller's Designee within 15 days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, TCA (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's Designee. If the city does not have such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller's Designee.
- SECTION 11. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.
- SECTION 12. All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.
- SECTION 13. This ordinance shall take effect on July 1, 2021, the public welfare requiring it.

Passed First Reading: May 20, 2021

Passed Second and Final Reading: June 17, 2021

Mayor

Attest: City Recorder

City of White House Public Services

Memo

To: Board of Mayor and Alderman
From: Andy Cieslak, DPS
Date: May 6, 2021
Re: Budget Amendment – Sanitation Contractual Services

In the FY 2020/2021 budget cycle Public Services allotted \$775,000.00 for contractual services including but not limited to Waste Management and Robertson Landfill.

This memo is to advise you that we have exceeded the initial budgeted amount of \$775,000.00 by approximately \$60,000.00. Therefore, Finance will need to prepare a budget amendment for this overage.

1) June 16th 2020, we received notice from the Robertson County Solid Waste Director that disposal costs were increasing. At the time, the City of White House had already submitted its budget and been approved. On April 20th 2020 we were notified that this was the first increase in ten years.

2) Waste Management sent notification on June 2019 that the tipping fee was increasing from \$37.50 per ton to \$55.00 and contaminated loads were going to be charged \$150.00 a ton. Since July 1st 2020 (44 weeks) we have been charged 28 times for contaminated loads, equating to ~ 63.6% of the loads.

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

Andy Cieslak
Director of Public Services

Sanitation Board Memo Budget Amendment for Sanitation Contractual Services - 05.06.2021

ORDINANCE 21-10

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2021.

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

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the Fiscal Budget ending June 30, 2021 is hereby amended as part of the attached exhibit.

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

First Reading: May 20, 2021

Second Reading: June 17, 2021

Michael Arnold, Mayor

ATTEST:

Derek Watson, City Recorder

City of White House
 Budget Amendment I
 May 20, 2021

				<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
123	27100	Sanitation Fund	Fund Balance (ending)	374,876	314,876	(60,000)
123	43200 200	Sanitation Fund	Contractual Services	775,000	835,000	60,000

1. To amend current 2020-2021 budget to recognize unbudgeted costs related to trash recycling

PURCHASING....

May 10, 2021

M E M O R A N D U M

To: Board of Mayor and Aldermen

CC: Gerald Herman, City Administrator

From: Andy Cieslak, Director of Public Services

Re: Change order to existing paving contract

On this day May 20, 2021, I am requesting that the Board of Mayor and Alderman approve a change order to the existing Rogers Group Paving contract, to now include Profile Milling to be performed prior to asphalt overlay processes.

This change order increases the already existing square yards line item that The City of White House will request to have milled when paving processes occur. Profile Milling is a process used widely in the paving industry in front of driveways and along curbs. By implementing this process, The City of White House will avoid large lifts of asphalt in front of resident's driveways, thereby eliminating the possibility of water from rain events ponding in said driveways as well as eliminating potential structural damage that may occur to driveways or roadways because of that ponding water. By increasing the number of square yards to be milled in the contract the price per square yards is reduced from 1,000 square yards \$9.75/sq. yd. to 50,000 square yards at \$3.75/sq. yd.



REQUEST for CHANGE ORDER

ROGERS GROUP INC.

2124 Nashville Pike
Gallatin, TN 37066
(615) 451-4777

Proposal Submitted To :	Phone : (615) 672-3654
City of White House / Isaiah Manfredi	Email :
Street :	Job Name : 2018 – 2020 Paving and Milling Contract
105 College Street	
City, State and Zip Code	Job Location : Various Streets
White House, TN 37188	
Architect / Engineer	Date of Plans
	Job Phone
	Addenda:

- **Original Contract Amount: \$ 607,900.00**
- **Contract Modification : Item No. 415 / Milling – 50,000 SY at \$ 3.75 / SY = \$ 187,500.00**
Note : Current Unit Price is based on 1,000 SY at \$ 9.75 / SY

Special Note: Items listed above include mobilization and traffic control.

If the foregoing meets with your acceptance, kindly sign and return the attached copy of this Request for Change Order. This offer expires thirty(30) days from the date thereof, but may be accepted later at the sole option of the Company.

ACCEPTED:

(Individual or company name)

(Signature & Title)

(Date)

Respectfully submitted,
ROGERS GROUP INC.

By: Terry K. Briley, Estimator

Date: 3-2-2021

Public Services Department

Memo

To: Board of Mayor and Alderman
From: Andy Cieslak, Director of Public Services
Date: May 20th, 2021
Re: Request to Authorize – New Southern Force-Main Design

On this date, May 20th, 2021, I am requesting that the Mayor and Board of Alderman authorize the City to enter into an agreement with CSR Engineering to begin design for a new Southern Force-Main in order to facilitate increased sanitary sewer flow capacities and allow for additional growth in the south eastern corridor within the City of White House. The new force-main to be designed will be an 18-inch line, and will ultimately replace the 12-inch line currently in service.

The quote from CSR Engineering is for \$288,900.00, plus standard hourly rates for Boundary Surveys & Easement Documents, TDOT Coordination/Permitting, Construction Inspection, & As-Builts/GIS Mapping.

I have attached the **CSR Engineering** quote for your review and consideration.

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

Andy Cieslak
Director of Public Services



CSR Engineering Inc.
 1116 Main Street
 Pleasant View, TN 37146
 Phone: (615) 212-2389
 Fax: (615) 246-3815
www.csrengineers.com

April 20, 2021

Mr. Andy Cieslak
 Public Services Director
 725 Industrial Drive
 White House, TN 37188

REFERENCE: Proposal for Extended Phases of Southern Force Main Engineering Services

This proposal is an extension of services to the existing contract for Phase I (SCT Dr. to Hester Dr.) of the 2021 Southern Force Main engineering services (dated November 18, 2020). We understand that this portion of the collection system improvements will be accomplished in a phased approach. This contract extension will include the design of plans associated with all remaining phases as coordinated with the City beginning at the plant and ending approximately at the east end of Cedar Brook Drive where the Farmstead subdivision wastewater will connect to the public system. This will also include modifications to other existing force mains in the vicinity of the Farmstead to connect in an improved manner to this new system (such as Summerlin flows).

The General Scope of Work for these phases matches the definition as stated in the parent contract.

For billing purposes, the project can be broken down into the following phased tasks and may be authorized individually or as separate items:

Phase From Hester Dr. to Sage/Cardinal – 5,350' (New 18")

I – Preliminary Survey	\$ 6,000.00
II – Construction Plans, TDEC Permits	\$ 79,700.00
III – Geotechnical Investigation and Reports	\$ 0.00
<u>IV – Final Bid Documents, Bidding, Award</u>	<u>\$ 2,500.00</u>
Total	\$ 88,200.00

Phase From Plant to Dee Cee Rd. - 4,950' (Existing 12" upsized to 18")

I – Preliminary Survey	\$ 3,500.00
II – Construction Plans, TDEC Permits	\$ 73,500.00
III – Geotechnical Investigation and Reports	\$ 0.00
<u>IV – Final Bid Documents, Bidding, Award</u>	<u>\$ 7,500.00</u>
Total	\$ 84,500.00

Phase From Sage/Cardinal to Meadowlark – 2,050' (New 18")

I – Preliminary Survey	\$ 2,500.00
II – Construction Plans, TDEC Permits	\$ 30,500.00
III – Geotechnical Investigation and Reports	\$ 0.00
<u>IV – Final Bid Documents, Bidding, Award</u>	<u>\$ 5,500.00</u>
Total	\$ 38,500.00

Phase From Meadowlark to end of Cedarbrook Dr.– 3,800' (New 12"-18")

I – Preliminary Survey	\$ 5,000.00
II – Construction Plans, TDEC Permits	\$ 56,700.00
III – Geotechnical Investigation and Reports	\$ 8,500.00
<u>IV – Final Bid Documents, Bidding, Award</u>	<u>\$ 7,500.00</u>
Total	\$ 77,700.00

The additional services and hourly rates for the parent contract will also apply to these individual phases.

V – Boundary Surveys & Easement Documents	Subconsultants at Cost +Standard Hourly Rates
VI – TDOT Coordination/Permitting	Standard Hourly Rates
VII – Construction Inspection (as requested)	Standard Hourly Rates
<u>VIII – As-builts, GIS Mapping (as requested)</u>	<u>Standard Hourly Rates</u>

We appreciate the opportunity to provide you with this proposal. Please let us know if you should have any questions or comments. If you wish for CSR to proceed according to this proposal, please provide the appropriate PO or authorized notification of approval for any individual phase or comprehensive complete design.

As a representative of CSR Engineering, Inc., I agree to perform or oversee the proposed work as agreed above.



Jason L. Reynolds, P.E.
Project Manager

April 1, 2021

Date

Accepted by: _____
for the City of White House

Date

EXHIBIT "A"
CSR ENGINEERING, INC.
GENERAL TERMS AND CONDITIONS

1. Relationship between Engineer and Client.

Engineer shall serve as Client's professional engineering consultant in those phases of the Project to which this Agreement applies. The relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client.

- 2. Responsibility of the Engineer.** Engineer will **strive** to perform services under this Agreement in a manner consistent with that standard of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any agreement between the Client and any other party concerning the Project, the Engineer shall not be responsible for the acts or omissions of the Client, or for the failure of the Client, any contractor or subcontractor, or any other engineer, architect or consultant not under contract to the Engineer to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project.

Engineer shall determine the amounts owing to the construction contractor and recommend in writing payments to the contractor in such amounts. By recommending any payment, the Engineer will not thereby be deemed to have represented that exhaustive, continuous or detailed reviews or examinations have been made to check the quality or quantity of the contractor's work.

- 3. Responsibility of the Client.** Client shall provide all criteria and full information as to his requirements for the Project, including budgetary limitations. Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project.

Client shall give prompt written notice to the Engineer whenever Client observes or otherwise becomes aware of any development that affects the scope or timing of Engineer's services, or any defect or nonconformance in the work of any construction contractor.

Client shall examine all documents presented by Engineer, obtain advice of an attorney or other consultant as Client deems appropriate for such examinations and provide decisions pertaining thereto within a reasonable time so as not to delay the services of the Engineer.

- 4. Designation of Authorized Representatives.** Each party shall designate one or more persons to act with authority in its behalf with respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the party.

- 5. Ownership of Documents.** Drawings, specifications, reports and any other documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be the property of Engineer. Engineer shall have the right to retain copies of all documents and drawings for its files.

- 6. Reuse of Documents.** All documents, including drawings and specifications furnished by Engineer pursuant to this Agreement, are intended for use on the Project only. Client agrees they should not be used by Client or others on extensions of the Project or on any other project. Any reuse, without written verification or adaption by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses and expenses, including attorney's fees arising out of or resulting therefrom.

- 7. Opinions of Cost.** Since the Engineer has no control over the cost of labor, materials, equipment or services furnished by the contractor, or over the contractor's methods of determining prices, or over competitive bidding or market conditions, the Engineer cannot and does not guarantee that proposals, bids or actual construction costs will not vary from his opinions or estimates of construction costs.

8. **Changes.** Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments; and Engineer and Client shall negotiate appropriate adjustments in fee and/or schedule acceptable to both parties to accommodate any changes.
9. **Delays.** If the Engineer's services are delayed by the Client, or for other reasons beyond the Engineer's control, for more than one year, the fee provided for in this Agreement shall be adjusted equitably.
10. **Subcontracts.** Engineer may subcontract portions of the services, but each subcontractor must be approved by Client in writing.
11. **Suspension of Services.** Client may, at any time, by written order to Engineer, require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the occurrence of costs allocable to the services covered by the order. Client, however, shall pay all costs associated with suspension including all costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension of work order. Engineer will not be obligated to provide the same personnel employed prior to suspension when the services are resumed in the event the period of any suspension exceeds 30 days. Client will reimburse Engineer for the costs of such suspension and remobilization.
12. **Termination.** This Agreement may be terminated by either party upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
13. **Notices.** Any notice or designation required to be given by either party hereto shall be in writing and, unless receipt of such notice is expressly required by the terms hereof, it shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereinafter furnish to the other party by written notice as herein provided.
14. **Indemnification.** In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligency (including that of third parties) which caused the personal injury or property damage.

Client shall not be liable to the Engineer, and the Engineer shall not be liable to the Client, for any special, incidental or consequential damages, including, but not limited to, loss of use and loss of profit, incurred by either party due to the fault of the other, regardless of the nature of this fault, or whether it was committed by the Client or the Engineer or their employees, agents or subcontractors, by reason of services rendered under this Agreement.
15. **Legal Proceedings.** In the event Engineer's employees are at any time required by Client to provide testimony, answer interrogatories or otherwise provide information ("testimony") in preparation for or at a trial, hearing, proceeding on inquiry ("proceeding") arising out of the services that are the subject of this Agreement, where Engineer is not a party to such proceeding, Client will compensate Engineer for its services and reimburse Engineer for all related direct costs incurred in connection with providing such testimony. This provision shall be of no effect if the parties have agreed in a separate agreement or an amendment to this Agreement to terms which specifically supersede this provision, nor shall this provision apply in the event Client engages Engineer to provide expert testimony or litigation support, which services shall be the subject of a separate agreement or an amendment to this Agreement.
16. **Successors and Assigns.** The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
17. **Insurance.** Within the context of prudent business practices, Engineer shall endeavor to maintain workmen's compensation and unemployment compensation of a form and in an amount as required by state law; comprehensive general liability with limits of at least \$1,000,000/

\$1,000,000; automotive liability with limits of at least \$500,000/ \$500,000; and professional liability insurance with an annual limit of at least \$1,000,000. Client recognizes that insurance market is erratic and Engineer cannot guarantee to maintain the coverages identified above.

18. **Information Provided by the Client.** The Engineer shall indicate to the Client the information needed for rendering of services hereunder. The Client may elect to provide this information (including services by others) to the Engineer. In this case, the Client recognizes that the Engineer cannot assure the sufficiency of such information. Accordingly, the Engineer shall not be liable for any claims for injury or loss arising from errors, omissions or inaccuracies in documents or other information provided by the Client. In addition, the Client agrees to compensate the Engineer for any time spent or expenses incurred in defending such claim or in making revisions to his work as a direct or indirect result of information provided by the Client which is insufficient.

19. **Subsurface Conditions and Utilities.** Client recognizes that a comprehensive sampling and testing program implemented by trained and experienced personnel of Engineer or Engineer's subconsultants with appropriate equipment may fail to detect certain hidden conditions. Client also recognizes that actual environmental, geological and geotechnical conditions that Engineer properly inferred to exist between sampling points may differ significantly from those that actually exist.

Engineer will locate utilities which will affect the project from information provided by the Client and utility companies and from Engineer's surveys. In that these utility locations are based, at least in part, on information from others, Engineer cannot and does not warrant their completeness and accuracy.

20. **Hazardous Materials.** When hazardous materials are known, assumed or suspected to exist at a project site, Engineer is required to take appropriate precautions to protect the health and safety of his personnel, to comply with the applicable laws and regulations and to follow procedures deemed prudent to minimize physical risks to employees and the public. Client hereby warrants that, if he knows or has any reason to assume or suspect that hazardous materials may exist at the project site, he will inform Engineer in writing prior to initiation of services under this Agreement.

Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Client agrees that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. Engineer agrees to notify Client as soon as practically possible should unanticipated hazardous materials or suspected hazardous materials be encountered. Client waives any claim against Engineer and agrees to indemnify, defend and hold Engineer harmless from any claim or liability for injury or loss arising from Engineer's encountering unanticipated hazardous materials or suspected hazardous materials. Client also agrees to compensate Engineer for any time spent and expenses incurred by Engineer in defense of any such claim.

21. **Risk Allocation.** The Client recognizes that Engineer's fee includes an allowance for funding a variety of risks which affect the Engineer by virtue of his agreeing to perform services on the Client's behalf. One of these risks stems from the Engineer's potential for human error. In order for the Client to obtain the benefits of a fee which includes a lesser allowance for risk funding, the Client agrees to limit the Engineer's liability to the Client and all construction contractors arising from the Engineer's professional acts, errors or omissions, such that the total aggregate liability of the Engineer to all those named shall not exceed \$50,000 or the Engineer's total fee for the services rendered on this project, whichever is greater.

22. **Anticipated Change Orders.** Client recognizes and expects that a certain amount of imprecision and incompleteness is to be expected in construction contract documents; that contractors are expected to furnish and perform work, materials and equipment that may reasonably be inferred from the contract documents or from the prevailing custom or trade usage as being required to produce the intended result whether or not specifically called for; and that a certain amount of change orders are to be expected. As long as Engineer provides services in a manner consistent with that standard of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions, client agrees not to make any claim against Engineer for cost of these change orders unless these costs become a significant part of the construction contract amount. In no case will Client make claim against Engineer for costs incurred if the change

order work is a necessary part of the Project for which Client would have incurred cost if work had been included originally in the contract documents unless Client can demonstrate that such costs were higher through issuance of the change order than they would have been if originally included in the contract documents in which case any claim of Client against Engineer will be limited to the cost increase and not the entire cost of the change order.

23. **Payment.** Engineer shall submit monthly statements to Client. Payment in full shall be due upon receipt of the invoice. If payments are delinquent after 30 days from invoice date, the Client agrees to pay interest on the unpaid balance at the rate of one and one-half percent per month. Payment for Engineer's services is not contingent on any factor except Engineer's ability to provide services in a manner consistent with that standard of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. If Engineer brings any action at law or in equity to enforce or interpret the terms of this Agreement, or if Engineer must either prosecute or defend any action related to the subject matter of the Agreement, and prevails in such action, then Engineer shall be entitled to reasonable attorney's fees, expenses and costs, including expert witness fees, if applicable.
24. **Force Majeure.** Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control, including, but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
25. **Compliance with Laws.** To the extent they apply to its employees or its services, the Engineer shall comply with all applicable United States, state, territorial and commonwealth laws, including ordinances of any political subdivisions or agencies of the United States, any state, territory or commonwealth thereof.
26. **Separate Provisions.** If any provisions of this Agreement are held to be invalid or unenforceable, the remaining provisions shall be valid and binding.
27. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the principal place of business of the Engineer.
28. **Amendment.** This Agreement shall not be subject to amendment unless another instrument is executed by duly authorized representatives of each of the parties.
29. **Entire Understanding of Agreement.** This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of this Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.

OTHER
BUSINESS...

DISCUSSION ITEMS...

OTHER
INFORMATION....