



CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Meeting

Agenda  
December 15, 2022

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 November 17<sup>th</sup> Board of Mayor and Aldermen meeting
7. Welcome Visitors
8. Proclamations
9. Public Hearings
  - a. **Resolution 22-14:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN.
  - b. **Resolution 22-16:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN.
  - c. **Ordinance 22-15:** An ordinance to amend the Municipal Code Title 11, Chapter 4 Offenses Against the Peace and Quiet, Section 11-402.
  - d. **Ordinance 22-16:** An ordinance to amend the Municipal Code Title 13, Property Maintenance Regulations, Chapters 1 and 3, as well as establishing Chapter 4 Enforcement.
  - e. **Ordinance 22-17:** An ordinance to amend the Municipal Code Title 4, Chapter 6 Code of Ethics.
  - f. **Ordinance 22-18:** An ordinance to amend the Municipal Code Title 7, Chapter 5 Open Burning Regulations, Section 7-502.
  - g. **Ordinance 22-19:** An ordinance to amend the fiscal budget for the period ending June 30, 2023.
  - h. **Ordinance 22-20:** An ordinance to amend Article V, Section 5.053.2, C-2 General Commercial, B. "Automobile Sales" from a permitted use to a permitted as special exception.
  - i. **Ordinance 22-21:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road.
  - j. **Ordinance 22-22:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road.

- k. **Ordinance 22-23:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial at Melton Road and Union Road.
- l. **Ordinance 22-24:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Melton Road.
- m. **Ordinance 22-25:** An ordinance amending Article V, Section 5.053.2, C-2 General Commercial, to add an Industrial Overlay District to include certain boundaries within I-1, Light Industrial.
- n. **Ordinance 22-26:** An ordinance to amend the Zoning Map from Sumner County Agricultural to R-20, Low Density Residential, on Highway 31W and New Hall Road.
- o. **Ordinance 22-27:** An ordinance to amend the Zoning Map from Robertson County C-2, General Commercial, to I-1, Light Industrial at Love's Lane and Union Road.

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

11. 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 |                    |

12. Consideration of the Following Resolutions:

- a. **Resolution 22-13:** Whereas, T.C.A. 6-51-102 requires that a plan of service be adopted by the governing body of the City prior to passage of a resolution annexing any area.
- b. **Resolution 22-14:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN. *Second Reading.*
- c. **Resolution 22-15:** Whereas, T.C.A. 6-51-102 requires that a plan of service be adopted by the governing body of the City prior to passage of a resolution annexing any area.
- d. **Resolution 22-16:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN. *Second Reading.*

13. Consideration of the Following Ordinances:

- a. **Ordinance 22-15:** An ordinance to amend the Municipal Code Title 11, Chapter 4 Offenses Against the Peace and Quiet, Section 11-402. *Second Reading.*
- b. **Ordinance 22-16:** An ordinance to amend the Municipal Code Title 13, Property Maintenance Regulations, Chapters 1 and 3, as well as establishing Chapter 4 Enforcement. *Second Reading.*
- c. **Ordinance 22-17:** An ordinance to amend the Municipal Code Title 4, Chapter 6 Code of Ethics. *Second Reading.*
- d. **Ordinance 22-18:** An ordinance to amend the Municipal Code Title 7, Chapter 5 Open Burning Regulations, Section 7-502. *Second Reading.*
- e. **Ordinance 22-19:** An ordinance to amend the fiscal budget for the period ending June 30, 2023. *Second Reading.*

- f. **Ordinance 22-20:** An ordinance to amend Article V, Section 5.053.2, C-2 General Commercial, B. “Automobile Sales” from a permitted use to a permitted as special exception. *Second Reading.*
- g. **Ordinance 22-21:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road. *Second Reading.*
- h. **Ordinance 22-22:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road. *Second Reading.*
- i. **Ordinance 22-23:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial at Melton Road and Union Road. *Second Reading.*
- j. **Ordinance 22-24:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Melton Road. *Second Reading.*
- k. **Ordinance 22-25:** An ordinance amending Article V, Section 5.053.2, C-2 General Commercial, to add an Industrial Overlay District to include certain boundaries within I-1, Light Industrial. *Second Reading.*
- l. **Ordinance 22-26:** An ordinance to amend the Zoning Map from Sumner County Agricultural to R-20, Low Density Residential, on Highway 31W and New Hall Road. *Second Reading.*
- m. **Ordinance 22-27:** An ordinance to amend the Zoning Map from Robertson County C-2, General Commercial, to I-1, Light Industrial at Love’s Lane and Union Road. *Second Reading.*
- n. **Ordinance 22-28:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to C-2, General Commercial, at 2811 Highway 31W. *First Reading.*

14. Purchasing:

- a. To approve or reject the Covenant Constructors’ bid of \$967,759.75 for the Stormwater Box Culverts project. The Public Services Directors recommend approval.

15. Other Business:

- a. To approve or reject the results of the financial audit completed by KraftCPAs for the year ending June 30, 2022. The Finance Director recommends approval.
- b. To approve or reject the 2023-2024 Budget Calendar.
- c. To approve or reject the 2023 Board of Mayor and Aldermen meeting calendar.
- d. To approve or reject re-appointment of Gerald O. Herman as City Administrator.

16. Discussion Items:

- a. None

17. Other Information:

- a. None

18. Adjournment:



CITY OF WHITE HOUSE  
Board of Mayor and Aldermen Meeting  
Minutes  
November 17, 2022  
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 John Decker.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of Minutes of the October 20<sup>th</sup> Board of Mayor and Aldermen meeting

Motion was made by Ald. Payne, second by Ald. Decker to approve the minutes. A voice vote was called for with all members voting aye. **The October 20<sup>th</sup> Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Bibb welcomed all visitors.

8. Public Hearings

- a. **Ordinance 22-14:** An ordinance to amend the Municipal Code Title 2, Chapter 2 Library Board, Section 2-210 Schedule of fines, services, and damages.

No one spoke for or against.

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

Mayor Bibb recognized that the Police Department had 100% compliance during their checks for underage drinking earlier in the month. Mayor Bibb mentioned that this was the first time in the Beer Board's history that all businesses passed inspections.

Ald. Hutson congratulated Mayor-elect John Corbitt, Alderman-elect Sam Matthews, and Alderman-elect Jana Spicer on their recent elections. Ald. Payne echoed the congratulations for the newly elected Board members.

City Administrator Gerald Herman stated that CSR Engineering has finished the design of the Heritage High School road extension to Pinson Lane. Mr. Herman noted that the plans have been sent to Robertson County Schools for review. Mr. Herman continued that there is one utility conflict that will need to be remediated. Mr. Herman mentioned that the project should be bid out in March 2023.



City Administrator Gerald Herman announced that construction at US31 W/Sage Road/McCurdy Road intersection has started again. Mr. Herman discussed that Rogers Group provided the bond/insurance company a bid to complete the project. Mr. Herman continued that the insurance carrier holding the bond will be paying the difference in cost between the original bid and Rogers Group price to finish the project. Mr. Herman noted that Rogers Group has sixty (60) days to complete the project.

City Administrator Gerald Herman showed the Board recent aerial shots of the new tennis courts complex. Mr. Herman stated that the courts should be ready to be played on very soon. Mr. Herman continued that the parking lot and additional sidewalk connections will be built out over the next two months.

City Administrator Gerald Herman discussed that the TDOT's Transportation Policy Board met yesterday where they launched a new website that tracks road projects. Mr. Herman mentioned that the site shows proposed and current lists of projects. Mr. Herman continued that projects in the "current" status have funds committed to the projects and are expected to have type of action within three years. Mr. Herman noted that the SR76 widening project is still on TDOT's radar. Mr. Herman stated that each year proposed projects will be reviewed to see which ones can move up to the committed list. Mr. Herman mentioned that the SR7 widening project is expected to cost just over \$20 million.

City Administrator Gerald Herman stated that he met with Kevin Krushinski with the Tennessee Municipal Bond Fund today. Mr. Herman announced that the City has saved over \$1.2 million in interest for the Community Center and Recreation loans. Mr. Herman continued that Finance Director Jason Barnes is very good at drawing down funds from the loan as they are needed which allows many dollars in interest to be saved from his attention to detail.

#### 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. Decker, second by Ald. Payne 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 22-14:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN.

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Resolution 22-14 was approved on First Reading.**

- b. **Resolution 22-16:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, TN.

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Resolution 22-16 was approved on First Reading.**

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

- a. **Ordinance 22-14:** An ordinance to amend the Municipal Code Title 2, Chapter 2 Library Board, Section 2-210 Schedule of fines, services, and damages. *Second Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A roll call vote was requested by Mayor Bibb: Ald. Corbitt - aye; Ald. Decker - aye; Ald. Hutson - aye; Ald. Payne - aye; Mayor Bibb - aye. Motion was approved. **Ordinance 22-14 was approved on Second Reading.**

- b. **Ordinance 22-15:** An ordinance to amend the Municipal Code Title 11, Chapter 4 Offenses Against the Peace and Quiet, Section 11-402. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-15 was approved on First Reading.**

- c. **Ordinance 22-16:** An ordinance to amend the Municipal Code Title 13, Property Maintenance Regulations, Chapters 1 and 3, as well as establishing Chapter 4 Enforcement. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-16 was approved on First Reading.**

- d. **Ordinance 22-17:** An ordinance to amend the Municipal Code Title 4, Chapter 6 Code of Ethics. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to discuss. After discussion, motion was made by Ald. Payne, second by Ald. Hutson to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-17 was approved on First Reading.**

- e. **Ordinance 22-18:** An ordinance to amend the Municipal Code Title 7, Chapter 5 Open Burning Regulations, Section 7-502. *First Reading.*

Motion was made by Ald. Hutson, second by Ald. Decker to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-18 was approved on First Reading.**

- f. **Ordinance 22-19:** An ordinance to amend the fiscal budget for the period ending June 30, 2023. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-19 was approved on First Reading.**

- g. **Ordinance 22-20:** An ordinance to amend Article V, Section 5.053.2, C-2 General Commercial, B. "Automobile Sales" from a permitted use to a permitted as special exception. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-20 was approved on First Reading.**

- h. **Ordinance 22-21:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with Ald. Decker, Ald. Corbitt, Ald. Payne, and Mayor Bibb voting aye and Ald. Hutson abstaining. **Ordinance 22-21 was approved on First Reading.**

- i. **Ordinance 22-22:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Union Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with Ald. Decker, Ald. Corbitt, Ald. Payne, and Mayor Bibb voting aye and Ald. Hutson abstaining. **Ordinance 22-22 was approved on First Reading.**

- j. **Ordinance 22-23:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial at Melton Road and Union Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with Ald. Decker, Ald. Corbitt, Ald. Payne, and Mayor Bibb voting aye and Ald. Hutson abstaining. **Ordinance 22-23 was approved on First Reading.**



- k. **Ordinance 22-24:** An ordinance to amend the Zoning Map from Robertson County R-20, Low Density Residential, to I-1, Light Industrial on Melton Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with Ald. Decker, Ald. Corbitt, Ald. Payne, and Mayor Bibb voting aye and Ald. Hutson abstaining. **Ordinance 22-24 was approved on First Reading.**

- l. **Ordinance 22-25:** An ordinance amending Article V, Section 5.053.2, C-2 General Commercial, to add an Industrial Overlay District to include certain boundaries within I-1, Light Industrial. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-25 with amendment to overlay map was approved on First Reading.**

- m. **Ordinance 22-26:** An ordinance to amend the Zoning Map from Sumner County Agricultural to R-20, Low Density Residential, on Highway 31W and New Hall Road. *First Reading.*

Motion was made by Ald. Decker, second by Ald. Hutson to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-26 was approved on First Reading.**

- n. **Ordinance 22-27:** An ordinance to amend the Zoning Map from Robertson County C-2, General Commercial, to I-1, Light Industrial at Love's Lane and Union Road.

Motion was made by Ald. Hutson, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb with all members voting aye. **Ordinance 22-27 was approved on First Reading.**

13. Purchasing:

- a. To approve or reject the Stansell Electric bid of \$166,750 2023 for the Traffic Signal UPS Battery Backup Systems project. The Public Services and Administrative Services Directors recommend approval.

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

- b. To approve or reject the emergency agreements and purchase order with Rogers Group and United Fire & Casualty Company to complete the McCurdy/Sage Road turn lane project in the amount of \$510,558.75. The City Administrator recommends approval.

Motion was made by Ald. Hutson, second by Ald. Payne to approve. A voice vote was called for by Mayor Bibb 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 7:23 pm.

ATTEST:

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

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

DRAFT

# REPORTS....

**Administrative & Legislative Services Department**  
**November 2022**

**Administration**

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

- November 2:
  - Union Springs Industrial Park Discussion
- November 3:
  - Wastewater Treatment Plant Expansion Progress meeting
  - Robertson County State of the County and School Board
  - Leisure Services Board meeting
- November 7:
  - Christmas on Main Street preparation meeting
  - Sage/McCurdy Road Intersection Project discussion
- November 8:
  - Mid-TN TCMA Luncheon
- November 9:
  - Community Center Progress meeting
- November 14:
  - Grant Webinar for Police Department
  - Planning Commission
- November 16:
  - RTA Board meeting
  - GNRC Transportation Policy Board meeting
- November 17:
  - Sumner County Joint Economic Development Board meeting
  - Forward Sumner Community Development & Infrastructure Committee meeting
  - Bond Discussion with Tennessee Municipal Bond Fund representative Kevin Krushinski
  - Board of Mayor and Aldermen meeting
- November 23:
  - Wastewater Treatment Plant Expansion meeting
  - Public Services Employee of the Year luncheon
- November 30:
  - Recreation Center Kick-off meeting



**Administrative & Legislative Services Department  
November 2022**

**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 2022-2023.

<b>Budget</b>	<b>Budgeted Amount</b>	<b>Expended/Encumbered*</b>	<b>% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)</b>
General Fund	\$26,329,432	\$15,000,496	↑15.28
Industrial Development	\$86,000	\$7,940	↓32.45
State Street Aid	\$495,000	\$444,630	↑48.13
Parks Sales Tax	\$2,526,000	\$1,878,889	↑32.69
Solid Waste	\$1,356,081	\$547,547	↓1.29
Parks Impact Fees	\$55,744	\$11,919	↓20.30
Police Impact Fees	\$25,098	\$-	↓41.69
Fire Impact Fees	\$116,554	\$-	↓41.69
Road Impact Fees	\$33,909	\$-	↓41.69
Police Drug Fund	\$4,500	\$-	↓41.69
Debt Services	\$1,236,600	\$192,286	↓26.14
Wastewater	\$20,265,581	\$14,174,398	↑28.25
Dental Care	\$74,500	\$29,196	↓2.49
Stormwater Fund	\$1,972,599	\$351,939	↓23.84
Cemetery Fund	\$90,565	\$30,559	↓7.94

\*Expended/Encumbered amounts reflect charges from July 1, 2022 – June 30, 2023.

**Purchasing**

The main function of purchasing is to aid all departments within the City by securing the best materials, supplies, equipment, and service at the lowest possible cost, while keeping high standards of quality. To have a good purchasing program, all City employees directly or indirectly associated with buying must work as a team to promote the City's best interests in getting the maximum value for each dollar spent.

**Total Purchase Orders**

	<b>FY 2023</b>	<b>FY 2022</b>	<b>FY 2021</b>	<b>FY 2020</b>	<b>FY 2019</b>	<b>FY 2018</b>
July	313	325	261	269	346	362
August	166	132	128	106	151	166
September	104	98	106	98	126	119
October	98	98	79	97	91	147
November	104	103	72	78	120	125
December		73	71	58	72	104
January		117	123	81	122	177
February		105	75	93	119	113
March		145	106	107	131	142
April		105	154	85	138	185
May		153	133	82	129	121
June		52	47	45	50	52
<b>Total</b>	<b>785</b>	<b>1,506</b>	<b>1,355</b>	<b>1,199</b>	<b>1,595</b>	<b>1,813</b>

<b>Purchase Orders by Dollars</b>	<b>Nov 2022</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>FY 2021</b>	<b>Total for FY23</b>	<b>Total for FY22</b>	<b>Total for FY21</b>
Purchase Orders \$0-\$9,999	97	742	1,442	1281	\$968,087.28	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	2	15	24	29	\$257,077.18	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	5	28	40	45	\$28,982,063.90	\$11,687,700.37	\$11,050,535.17
<b>Total</b>	<b>104</b>	<b>785</b>	<b>1,506</b>	<b>1355</b>	<b>\$30,207,228.36</b>	<b>\$13,732,934.80</b>	<b>\$12,367,741.04</b>

**Administrative & Legislative Services Department  
November 2022**

**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.

	<b>2022- 2023 Update Requests</b>	<b>2021- 2022 Update Requests</b>	<b>2020- 2021 Update Requests</b>	<b>2019- 2020 Update Requests</b>	<b>2018- 2019 Update Requests</b>	<b>2022- 2023 Page Visits</b>	<b>2021- 2022 Page Visits</b>	<b>2020- 2021 Page Visits</b>	<b>2019- 2020 Page Visits</b>	<b>2018- 2019 Page Visits</b>
<b>July</b>	52	54	15	152	61	31,946	32,401	11,536	1,164,517	1,080,668
<b>Aug.</b>	63	66	20	126	133	31,340	25,635	9,145	752,932	835,519
<b>Sept.</b>	65	48	17	43	22	27,594	24,833	8,335	679,248	214,406
<b>Oct.</b>	47	52	10	78	86	29,829	23,816	8,390	386,735	864,091
<b>Nov.</b>	54	63	174	56	40	30,449	23,022	7,587	695,971	812,527
<b>Dec.</b>		39	13	156	82		22,904	17,483	847,724	1,055,111
<b>Jan.</b>		56	108	67	68		26,942	17,123	720,531	934,562
<b>Feb.</b>		52	135	22	40		23,253	19,796	N/A	762,985
<b>March</b>		57	39	85	61		30,026	22,930	N/A	879,671
<b>April</b>		68	101	43	56		31,127	20,881	N/A	820,505
<b>May</b>		54	38	27	29		31,335	23,514	5,998	946,897
<b>June</b>		674	214	48	123		34,600	30,909	10,251	901,328
<b>Total</b>	<b>281</b>	<b>609</b>	<b>884</b>	<b>901</b>	<b>801</b>	<b>151,158</b>	<b>329,885</b>	<b>197,629</b>	<b>5,263,907</b>	<b>9,053,159</b>

**“City of White House, TN” Mobile App**

	<b>FY 23 New Downloads</b>	<b>FY22 New Downloads</b>	<b>FY21 New Downloads</b>	<b>FY20 New Downloads</b>
<b>July</b>	8	8	45	19
<b>Aug.</b>	13	9	44	21
<b>Sept.</b>	9	13	19	21
<b>Oct.</b>	11	6	40	12
<b>Nov.</b>	11	6	29	13
<b>Dec.</b>		10	10	15
<b>Jan.</b>		18	11	23
<b>Feb.</b>		9	20	70
<b>March</b>		14	11	69
<b>April</b>		11	7	41
<b>May</b>		10	11	29
<b>June</b>		10	11	36
<b>Total</b>	<b>52</b>	<b>124</b>	<b>258</b>	<b>369</b>

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

	<b>FY23 # of Request</b>	<b>FY22 # of Request</b>	<b>FY21 # of Request</b>	<b>FY20 # of Request</b>
<b>July</b>	50	38	20	36
<b>Aug.</b>	43	54	27	39
<b>Sept.</b>	40	46	16	18
<b>Oct.</b>	45	64	15	40
<b>Nov.</b>	53	19	20	27
<b>Dec.</b>		42	27	20
<b>Jan.</b>		41	18	24
<b>Feb.</b>		41	72	41
<b>March</b>		38	36	34
<b>April</b>		26	26	35
<b>May</b>		39	48	26
<b>June</b>		47	58	28
<b>FY Total</b>	<b>231</b>	<b>495</b>	<b>383</b>	<b>356</b>



**Administrative & Legislative Services Department  
November 2022**

**White House Farmers Market**

	<b>Application Fees # (amount collected)</b>	<b>Booth Payments (\$)</b>
<b>January</b>	0	0
<b>February</b>	3	\$150
<b>March</b>	4	\$350
<b>April</b>	1	\$150
<b>May</b>	6	\$1,000
<b>June</b>	1	\$240
<b>July</b>	2	\$75
<b>August</b>	1	0
<b>September</b>	0	0
<b>October</b>	0	0
<b>November</b>	0	0
<b>December</b>	0	0
<b>Total</b>	<b>18</b>	<b>\$1,965</b>

**Building Maintenance Projects**

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

Major projects this month include:

- Christmas decorations around the Municipal Complex
- Cleaning out lean-to area of old City Hall building

	<b>2022-2023 Work Order Requests</b>	<b>2021-2022 Work Order Requests</b>	<b>2020-2021 Work Order Requests</b>	<b>2019 – 2020 Work Order Requests</b>	<b>2018 – 2019 Work Order Requests</b>	<b>2017 – 2018 Work Order Requests</b>	<b>2016 – 2017 Work Order Requests</b>
<b>July</b>	14	19	11	10	22	21	27
<b>August</b>	23	8	27	10	26	24	28
<b>September</b>	21	12	9	13	19	22	13
<b>October</b>	13	10	6	7	14	18	12
<b>November</b>	12	23	16	7	18	34	12
<b>December</b>		17	19	3	8	19	9
<b>January</b>		6	11	16	14	16	23
<b>February</b>		8	16	18	7	21	6
<b>March</b>		14	12	11	7	17	16
<b>April</b>		13	17	2	12	25	14
<b>May</b>		20	25	11	6	26	27
<b>June</b>		14	31	10	9	23	14
<b>Total</b>	<b>83</b>	<b>164</b>	<b>200</b>	<b>98</b>	<b>162</b>	<b>266</b>	<b>201</b>



**Finance Department  
November 2022**

**Finance Section**

During November the Finance Office continued training / planning for new utility customer application process changes, continued working with the City audit firm (KraftCPAs) for FYE 6/30/2022 audit tasks, and researched & updated mailing addresses for bills. The total property taxes billed for tax year 2022 is \$5.4 million. As of the end of November, approximately \$362k (6.7%) was collected. Members of the Finance Office also participated in the following events during the month:

November 1: Economic Development financial discussion

November 2-4: TAUD Fall Conference – Gatlinburg, TN

November 9: State Violent Crime Intervention Fund Grant planning

November 14: State Violent Crime Intervention Fund Grant webinar

November 17: Tennessee Municipal Bond Fund meeting

November 29: Audit planning meeting

November 29: Finance Staff meeting

**Performance Measures**

**Utility Billing**

	November 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	14	117	284	357	171	62
Move Ins (#)	71	400	977	737	649	534
Move Outs (#)	63	367	898	743	602	534
Electronic new customer signups (#)	37	172	410	300	127	104
Electronic new customer signups (%)	44%	33%	33%	27%	15%	17%

**Business License Activity**

	November 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	11	55	92	76	69	75
Closed (notified by business)	0	2	7	6	10	9

**Accounts Payable**

	November 2022	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	374	1715	4254	4079	4003	3940

**Property Tax Relief Applications**

	November 2022	FY 2023 Total	FY 2023 Est.	FY 2022 Total
New Parcels (#)	2	3	30	29
Existing Parcels (#)	27	33	109	99
State Relief Credits (\$)	6,533	8,093	22,472	20,844
City Relief Credits (\$)	3,938	5,044	16,018	10,155
Combined Relief Credits (\$)	10,471	13,137	38,490	30,999

**Finance Department  
November 2022**

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

<b>Operating Fund</b>	<b>Budgeted Operating Revenues (\$)</b>	<b>General Fund Cash Reserves Goal (\$)</b>	<b>Current Month Fund Cash Balance (\$)</b>	<b>G.F. Cash Reserves Goal Performance</b>
General Fund	11,933,868	3,580,160	4,105,790	34%
Cemetery Fund	69,355	20,807	261,719	377%
Debt Services	1,112,015	333,605	1,129,640	102%
Dental Care Fund	38,650	11,595	183,118	474%
Roads Impact Fees	59,190	17,757	395,566	668%
Parks Impact Fees	61,429	18,429	494,793	805%
Police Impact Fees	43,930	13,179	479,576	1092%
Fire Impact Fees	28,875	8,663	317,354	1099%
Industrial Development	120,145	36,044	175,624	146%
Parks Sales Tax	1,207,310	362,193	12,534	1%
Police Drug Fund	5,050	1,515	40,736	807%
Solid Waste	1,146,400	343,920	629,740	55%
State Street Aid	467,832	140,350	424,821	91%
Stormwater Fund	1,036,000	310,800	1,384,986	134%
Wastewater	5,011,600	1,503,480	7,685,119	153%

*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 2022-2023.

<b>Operating Fund</b>	<b>Budgeted Operating Revenues (\$)</b>	<b>YTD Realized* (\$)</b>	<b>% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)</b>
General Fund	11,933,868	3,274,524	↓ 14.23%
Cemetery Fund	69,355	23,693	↓ 7.50%
Debt Services	1,112,015	461,090	↓ 0.20%
Dental Care	38,650	17,656	↑ 4.02%
Roads Impact Fees	59,190	146,975	↑ 206.64%
Parks Impact Fees	61,429	114,922	↑ 145.41%
Police Impact Fees	43,930	125,322	↑ 243.61%
Fire Impact Fees	28,875	82,761	↑ 244.95%
Industrial Development	120,145	102,496	↑ 43.64%
Parks Sales Tax	992,310	408,627	↓ 0.49%
Police Drug Fund	5,050	3,931	↑ 36.17%
Solid Waste	1,146,400	486,604	↑ 0.78%
State Street Aid	467,832	197,970	↑ 0.65%
Stormwater Fund	1,036,000	440,846	↑ 0.89%
Wastewater	5,011,600	3,243,434	↑ 23.05%

\*Realized amounts reflect revenues realized from July 1, 2022—November 30, 2022



**Human Resources Department  
November 2022**

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

November 01: Chamber of Commerce Board Meeting

November 02: Tennessee Public Risk Management Association (TnPrima) 36th Annual Conference

November 03: Tennessee Public Risk Management Association (TnPrima) 36th Annual Conference

November 04: Tennessee Public Risk Management Association (TnPrima) 36th Annual Conference

November 08: Tennessee City Management Association Meeting (TCMA)

November 15: RetireReadyTN Plan Service Center Functionality Enhancement Meeting  
Interview for Wastewater Tech I

November 21: Interview for Police Officer

November 22: Interview for Part Time Parks Attendant

November 28: Police Sergeant and Corporal Testing

November 30: Firefighter Testing

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	0	0
August	1	0	0	0
September	1	0	1	1
October	2	1	0	0
November	1	0	1	0
December		0	0	0

Three-year average:

8.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		0	1	1
February		1	0	3
March		0	2	0
April		0	1	2
May		1	0	1
June		1	3	0
<b>Total</b>	<b>5</b>	<b>4</b>	<b>9</b>	<b>8</b>



**Human Resources Department**  
**November 2022**

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	1	1
August	0	1	1	0
September	0	0	1	0
October	2	1	1	1
November	0	1	3	1
December		0	0	0

Three-year average: 5.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		0	0	1
February		0	0	0
March		1	0	0
April		1	0	0
May		0	0	0
June		0	0	0
<b>Total</b>	<b>2</b>	<b>5</b>	<b>7</b>	<b>4</b>

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	1	1	1	1
August	1	1	1	1
September	1	2	0	2
October	1	0	0	3
November	2	0	1	2
December		1	2	1

Current year turnovers that occurred within  
90 day probationary period: 2

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		4	2	2
February		2	0	1
March		3	0	1
April		2	2	0
May		2	0	2
June		1	3	2
<b>Total</b>	<b>6</b>	<b>19</b>	<b>12</b>	<b>18</b>
<b>Percentage</b>	<b>5.83%</b>	<b>18.45%</b>	<b>11.65%</b>	<b>17.48%</b>

Three-year average: 14.56%

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

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
July	0	0	1 (T)	0
August	0	0	0	2 (S)
September	0	0	0	0
October	1 (S)	0	0	0
November	0	0	0	1 (S)
December		0	1 (T)	0

Three-year average: 3.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January		1 (T)	1 (T)	0
February		0	0	0
March		0	0	0
April		0	0	0
May		0	0	0
June		0	0	1 (T)
<b>Total</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>4</b>

**Police Department  
November 2022**

**Meetings/Civic Organizations**

- **Chief Brady attended the following meetings in November:** White House Rotary Club Meeting (Nov. 3, 10, and 17), Christmas on Main Meeting (Nov. 7), FCA Banquet (Nov. 7), Robertson County Chief's Meeting (Nov. 9), State Grant Meeting with Staff (Nov. 9), Webinar for State Grant (Nov. 14), Planning Commission Meeting (Nov. 14), Board of Mayor and Alderman Meeting (Nov. 17) and Sumner County Drug Task Force Meeting (Nov. 23).

➤ **Police Department Administration Performance Measurements**

***Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by December 2023.***

Susan Johnson, Accreditation Manager, is working on our 4<sup>th</sup> edition of our TLEA program into PowerDMS which includes 164 standards. Susan is still getting a few more proofs for 2021 and has done 95 proofs for 2022.

Our 3-year cycle will end in Dec. 2023 which means our onsite should be in December 2023. This will be our 4<sup>th</sup> award for our accreditation.

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	105	0	105
February	0	49	16	65
March	15	41.4	0	56.4
April	3	222	14	239
May	4	45	0	49
June	29	200	0	229
July	24.5	0	0	24.5
August	0	270	30	300
September	0	236	22	258
October	16	256	8	280
November	0	174	32	206
Total	91.5	1,598.4	122	1,811.9

**Patrol Division Performance Measurements**

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 676 shifts during the Fiscal Year 2022-2023. (There are 730 Patrol Shifts each year.) \*Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	November 2022	FY 2022-23
Three (3) Officers per Shift	60	286
Four (4) Officers per Shift	0	7

1. ***Acquire and place into service two Police Patrol Vehicles.*** Two new vehicles were approved at the August Board of Mayor & Alderman Meeting. The vehicles have been ordered from Lonnie Cobb Ford.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.***  
Fall Compliance Checks have been completed. We had 100% pass.

**Police Department  
November 2022**

**3. Maintain or reduce TBI Group A offenses at the three-year average of 70 per 1,000 population during the calendar year of 2022.**

- Tyler Technology Reporting System is currently having technical issues. We will not be able to provide stats for this month. We will hopefully be able to include them next month.

Group A Offenses	November 2022	Per 1,000 Pop.	Total 2022	Per 1,000 Pop.
<b><i>Serious Crime Reported</i></b>				
Crimes Against Persons			101	
Crimes Against Property			223	
Crimes Against Society			287	
<b>Total</b>			610	
<b>Arrests</b>			415	

*\*U.S. Census Estimate 4/1/2020 – 12,982*

**4. 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 2022.**

	November 2022	TOTAL 2022
<b>Traffic Crashes Reported</b>	49	458
<b>Enforce Traffic Laws:</b>		
Written Citations	31	588
Written Warnings	43	426
Verbal Warnings	141	2,315

**5. Maintain an injury to collision ratio of not more than the three-year average of 11% by selective traffic enforcement and education during the calendar year 2022.**

<b>COLLISION RATIO</b>				
<b><u>2022</u></b>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
<b>November</b>	49	6 YTD 37	12%	8% YTD 458

**Traffic School:** There was no Traffic School in the month of November.

**Staffing:**

- Ofc. Terry Brown (TJ) has been deployed for eight months. He is expected back in February.
- Ofc. Triston Twedt and Ofc. Jake Hunter are in the Tennessee Law Enforcement Training Academy. They will graduate in December.
- Ofc. Katie Sizemore is on FTO. She will start the Academy in January.
- Ofc. Kristopher Sykes started on October 3<sup>rd</sup>. He is on FTO and will start the Academy in January.
- Ofc. Dillon Loafman started on October 4<sup>th</sup>. He is on FTO and will start the Academy in January.
- Sgt. Joel Brisson resigned on November 1<sup>st</sup>. He took a position with Tennessee Highway Safety Office.
- We tested two people on November 9<sup>th</sup>. One passed. He has been offered a position contingent on a Psychological, Physical and Drug Testing.
- We currently have 4 positions open and are continuing to accept applications.



**Police Department  
November 2022**

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

- Barricaded suspect on Nov 2 in Cottontown. Monthly training on Nov 18 (CQB, hallways & stairwells). Cpl. Segerson taught a Basic SWAT School Nov 28- Dec 2 with Hendersonville SWAT and FBI Hostage Rescue Team.

**Support Services Performance Measurements**

1. ***Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2022.***

We are unable to provide the above stats at the present time. Tyler Technologies will be providing this capability to our new software in the future.

<b>2022 CLEARANCE RATE</b>		
<b>Month</b>	<b>Group A Offenses</b>	<b>Year to Date</b>
<b>November</b>		

**Communications Section**

	<b>November</b>	<b>Total 2022</b>
Calls for Service	776	9,880
Alarm Calls	45	418

**Request for Reports**

	<b>November</b>	<b>FY 2021-22</b>
Requests for Reports	26	279
Amount taken in	\$19.35	\$200.95
Tow Bills		\$375.00
Emailed at no charge	33	344
Storage Fees		\$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 one public elementary school by the end of each school year.*** Sgt. Enck will be instructing D.A.R.E. classes at White House Elementary School in the Spring.
2. ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House Expo & Safety Day is on October 1<sup>st</sup>. **Complete.**
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.***  
We are currently accepting applications for 2023 Citizen's Police Academy.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
  - November 17<sup>th</sup> – Wheels in Motion H.B. Williams. We gave a helmet.
  - November 17<sup>th</sup> – Wheels in Motion Heritage Elementary. We gave a helmet.
  - November 28<sup>th</sup> – Asst. Chief Ring and Sgt. Enck went to Volunteer State College and spoke to a Criminal Justice Class and gave out recruiting cards.

**Police Department  
November 2022**

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

- Nothing to report.

**Upcoming Events:**

- December 3<sup>rd</sup> – Christmas Parade
- December 10<sup>th</sup> – Shop with a Cop/Fireman

<i>2022 Participation in Joint Community Events</i>		
	<u>November</u>	<u>Year to Date</u>
Community Activities	3	75

**Fire Department  
November 2022**



**Summary of Month's Activities**

**Fire Operations**

The Department responded to 161 requests for service during the month with 113 responses being medical emergencies. The Department also responded to 13 vehicle accidents 4 of which had injuries, 6 had no injuries, and 3 were general clean up. Of the 161 responses in the month of November there were 5 calls that overlapped another call for service that is 3.11% of our responses for the month. That brings the overlapping call volume for FY22-23 to 15.2%.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in November from dispatch to on scene time averaged was, five minutes and twenty-one seconds (5:21). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and twelve seconds (13:12).

**Department Event**

- November 7<sup>th</sup> – WH Heritage High School Pre-plan
- November 9<sup>th</sup> – Medical Standby for PD testing
- November 17<sup>th</sup> – Thankful Thursday at CCS
- November 30<sup>th</sup> – Firefighter recruit testing (21 applicants tested)

**Fire Administration**

- November 8<sup>th</sup> – Monthly Officer meeting
- November 14<sup>th</sup> – Planning Meeting
- November 15<sup>th</sup> – Met with Mr. Herman about fire stations
- November 16<sup>th</sup> – Met with RC EMS Director concerning a second ambulance
- November 18<sup>th</sup> – Career Day at WH High School

**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	18
Rescue & Emergency Services	557
Hazardous Conditions (No Fire)	19
Service Calls	43
Good Intent Call	58
False Alarms & False Call	83
Calls for The Month	161
Total Responses FY to Date	781



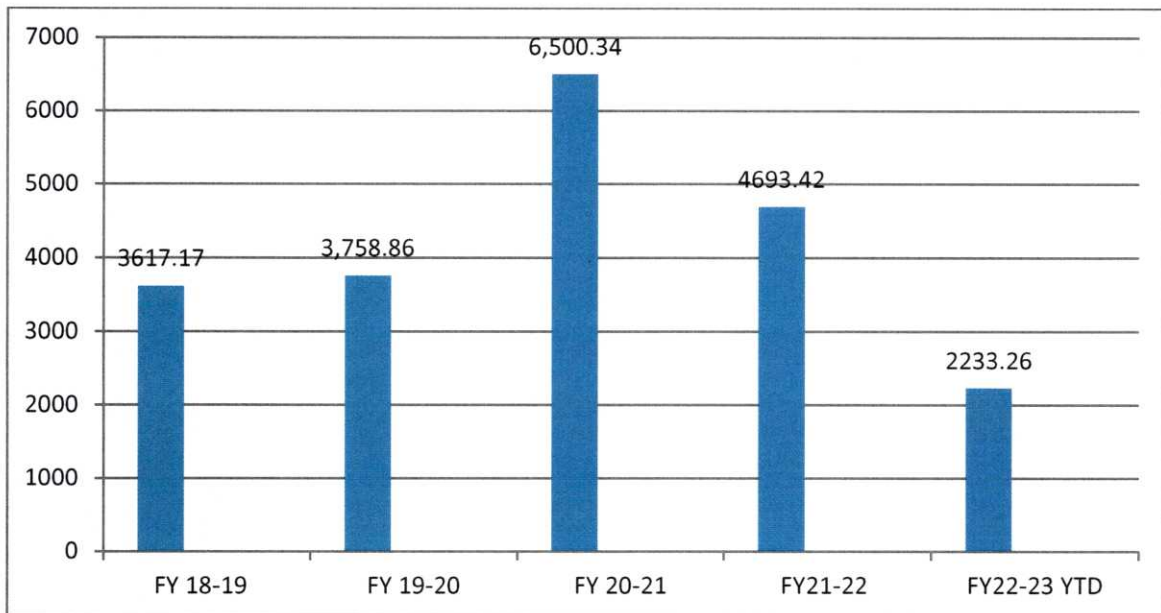
**Fire Department  
November 2022**

**Response by Station**

	Month	FY to Date	%
<b>Station #1 (City Park)</b>	<b>102</b>	<b>499</b>	<b>63.89%</b>
<b>Station #2 (Business Park Dr)</b>	<b>59</b>	<b>282</b>	<b>36.10%</b>

**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	FYTD
<b>Firefighter Training Hours</b>	482.83	2233.26

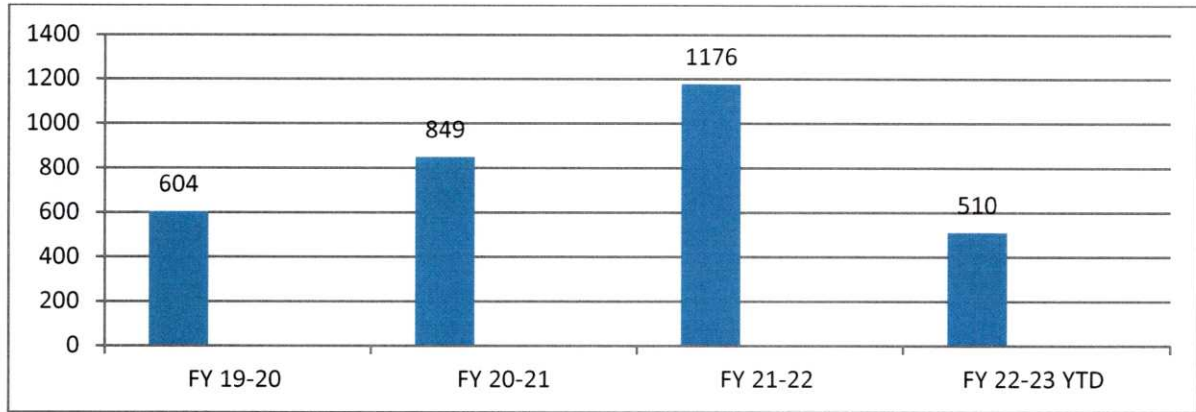
**Training breakdown for ISO and NFPA**

	Fire Officer	Company	Facilities	NFPA
<b>Month</b>	<b>31.5</b>	<b>229.5</b>	<b>20</b>	<b>39.58</b>
<b>Total for FY</b>	<b>177.5</b>	<b>1070.55</b>	<b>235</b>	<b>260.8</b>

**Fire Department  
November 2022**

**Fire Inspection**

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

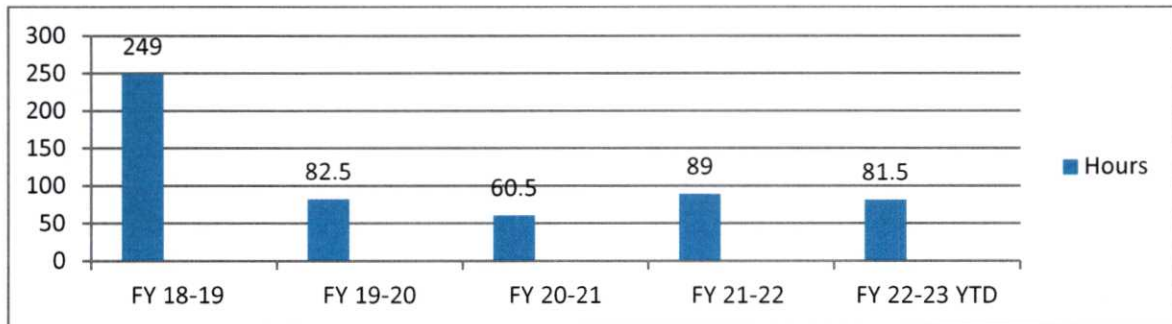
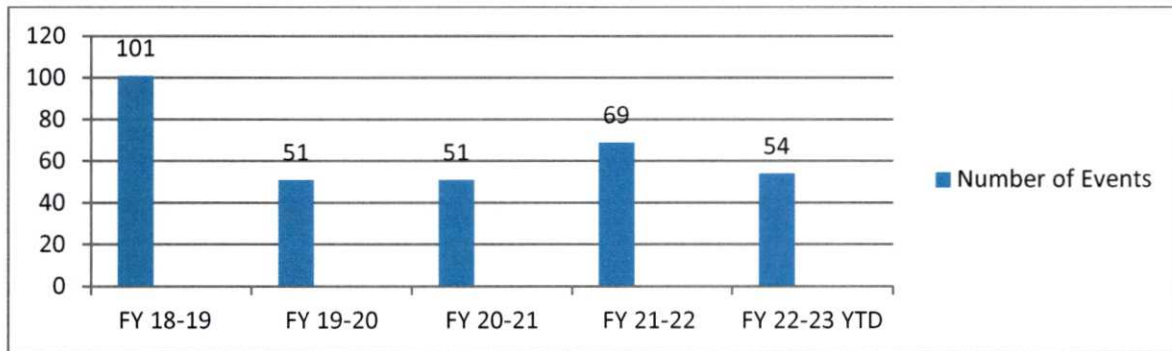
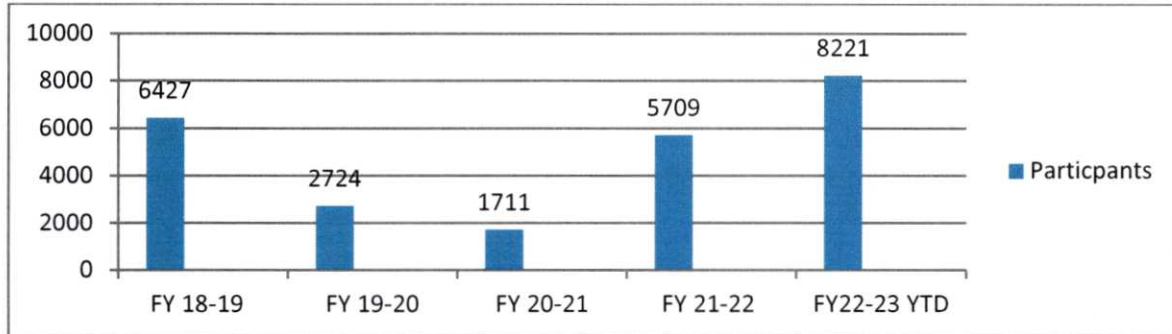


	Month	FYTD
November Fire Inspection	105	510
Reinspection	9	40
Code Violation Complaint	3	3
Violations Cleared	8	37
Annual Inspection	8	42
Commercial Burn Pile	4	8
Knox Box	2	12
Fire Alarms	8	16
Measure Fire Hydrant	0	0
Plans Review	5	26
Pre-C/O	2	7
Pre-incident Survey	19	121
Sprinkler Final	5	19
Final/Occupancy	3	9

**Fire Department  
November 2022**

**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.



	Month	FYTD
Participants	212	8221
Number of Events	7	54
Education Hrs.	9	81.5

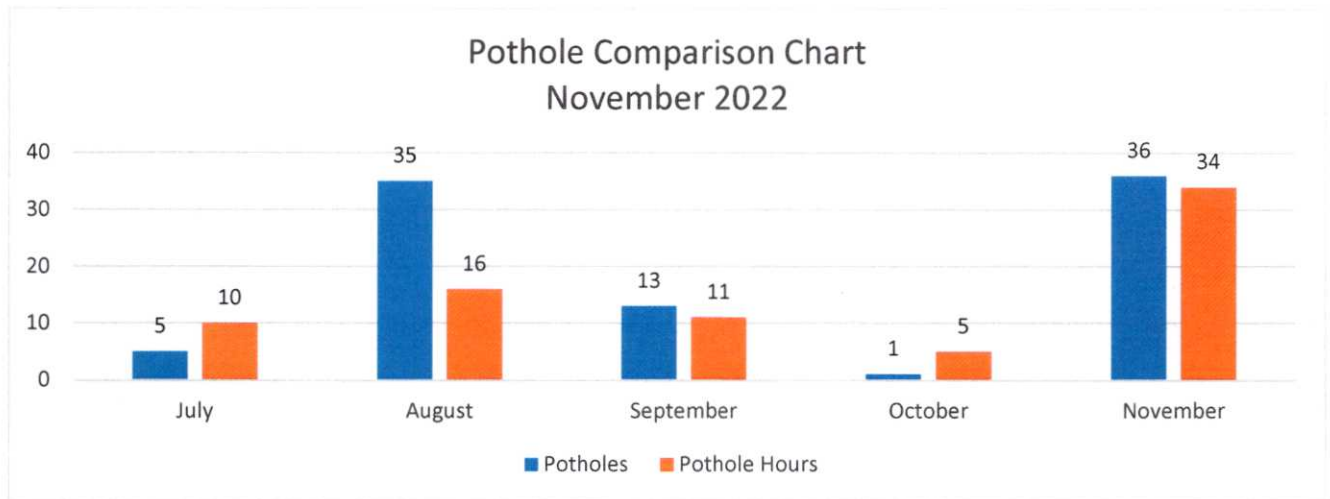
**Social Media Statistics for the Month**

Post Reach	2,507
Post Engagement	773
New Page Followers	9



**Public Services Department – Public Works Division  
November 2022**

**Pothole Comparison**



The purpose of this chart is to gauge the amount of time spent repairing potholes and the number of potholes repaired in that time frame. It is also going to be used to show how long it currently takes to repair potholes in comparison to how long it will take when the milling head is used to make repairs.

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

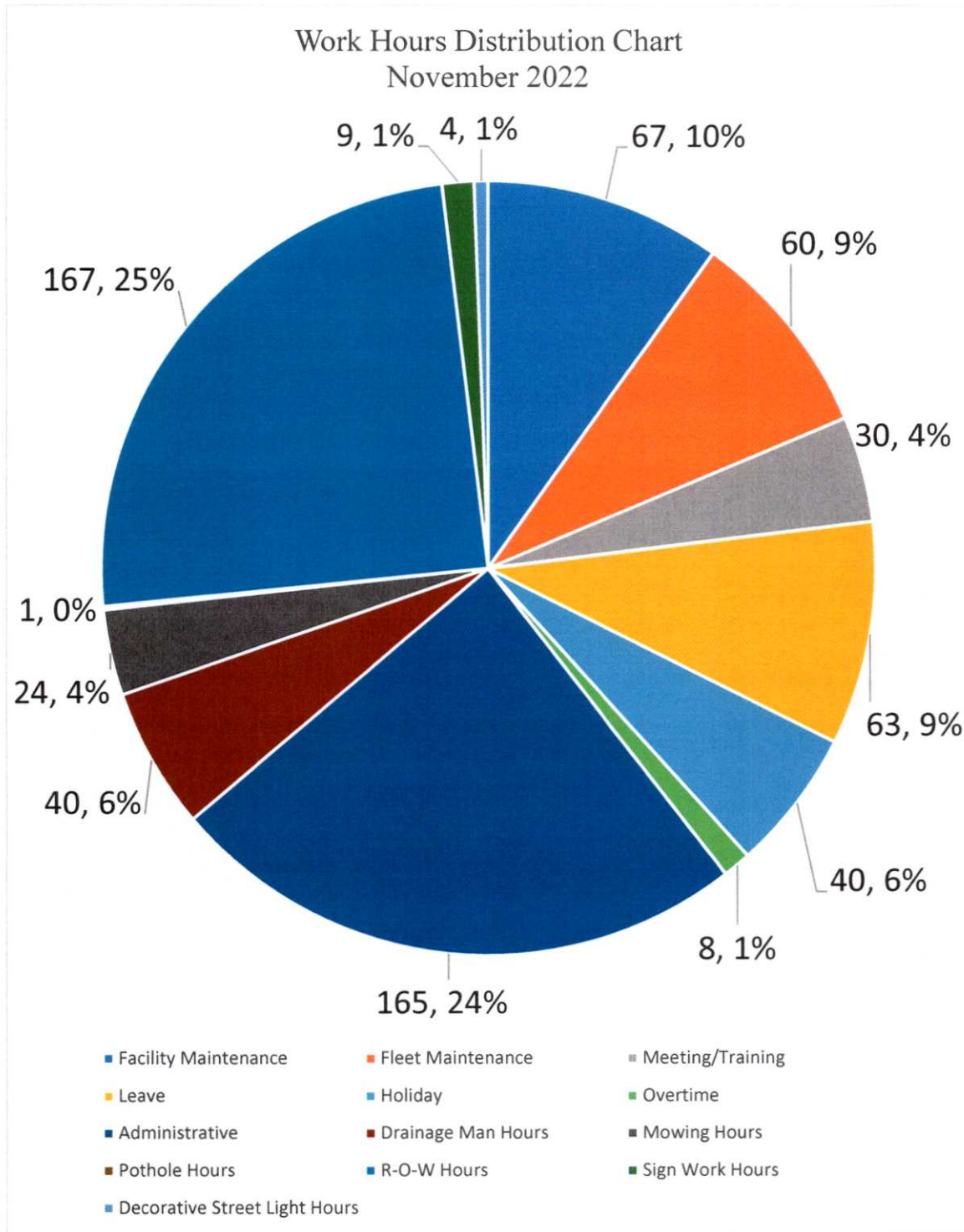
**Pothole Complaint Response Time**

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

STREET ADDRESS OF COMPLAINT	DATE COMPLAINT LOGGED	DATE COMPLAINT RESOLVED	ELAPSED TIME BEFORE REPAIR MADE
113 Larkspur Drive	October 31, 2022	November 3, 2022	3 days
101 Larkspur Drive	October 31, 2022	November 3, 2022	3 days
305 Meadowbrook Lane	October 31, 2022	November 3, 2022	3 days
100 – 102 Peachtree Street	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day
222 Peachtree Street	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day
181 Cherry Lane	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day
107 Kennedy Drive	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day
400 Kennedy Drive	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day
217 Peachtree Street	November 3, 2022	November 3, 2022	No elapsed time because repair was made same day

Public Services Department – Public Works Division  
November 2022

Total Hours Worked in The Public Works Department were 726 Hours. The chart below show what percentage of time was spent on each job task.



**Public Services Department – Public Works Division  
November 2022**

**Monthly Work Log**

Tuesday 11-1-2022

- Crew Scheduling Meeting / Lane Lights at 31W / Installed and evaluated salt box / Re-Installed Right on Red Arrow Sign at NB Ramps

Wednesday 11-2-2022

- Decorative streetlights on Casandra Drive / Picked up LED Bulbs / Dorchester Drive drainage issue / Bulk Pick up

Thursday 11-3-2022

- Put up signs for Gridsmart work / Fire extinguisher check / Installed saltbox in stormwater dually / Sidearm Mowing Raymond Hirsch / Checked Gridsmart at SB Ramps / Worked on lights on vehicle 1326

Monday 11-7-2022

- Scheduling Meeting / Evaluated Decorative Street Light on Holly Lane / Fixed tires on RTV / Traffic Control for dead deer

Tuesday 11-8-2022

- Meeting / Line of site issue on Tyree Springs and Hobbs intersections

Wednesday 11-9-2022

- Dug test holes at Calista Pond / Cut wire from Dee Cee & 76 that was hanging over the road / Employee Luncheon / Installed SDS Books in Admin Building

Thursday 11-10-2022

- Holidays (Veterans Day) Thank you Veterans.

Monday 11-14-2022

- Scheduling Meeting / Traffic Control for Travis / Put signs up to work on light at Sage & 31W / Checked Cabinet @ NB Ramps for Gridsmart

Tuesday 11-15-2022

- Gridsmart Troubleshooting processes / NIMS / Picked up metal cover from splash pad parking lot / Safety evaluation

Wednesday 11-16-2022

- Installed No Parking Signs on Knight Circle / Ran new wire for Gridsmart Camera at SB Ramps / Changed batteries in Radar Signs.

Thursday 11-17-2022

- Changed batteries in Radar Signs / Fixed Stop Sign on Loves Lane / Changed Junction Box at NB Ramps on Gridsmart Camera

Monday 11-21-2022

- Crew Scheduling Meeting / Replaced CAT 5 cable on Camera at SB Ramp / Infrared asphalt repair on intersections

Tuesday 11-22-2022

- Helped install Christmas Decorations at City Hall / Installed Christmas Lights on Traffic Signal Poles

Wednesday 11-23-2022

- Replaced Pedestrian signal Heads at Portland Road and 31W / Shoveled out culvert on 31W and Magnolia Village with Stormwater / Facility maintenance / Employee Luncheon

Thursday 11-24-2022

- Holiday (Happy Thanksgiving)

Monday 11-28-2022

- Crew Scheduling Meeting / Target Solutions / Fixed light on Landon Circle

Tuesday 11-29-2022

- Fleet Maintenance / Picked up water and Christmas Decorations to decorate trucks for Christmas Parade

Wednesday 11-30-2022

- Traffic control for Travis / Staged Barricades for Parade / Decorated Fire Truck / Decorated Brush Truck



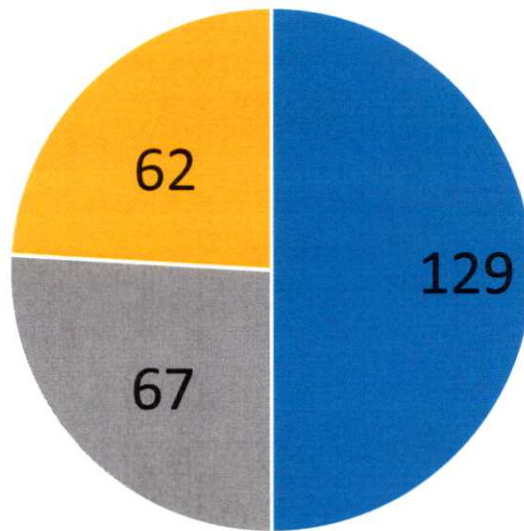
**Public Services Department – Public Works Division  
November 2022**

**Street Name Sign MUTCD Compliance List**

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

**NOTE: In the Month October the Public Works Division Replaced 3 Road Name Signs (Westchester and Williamsburg Drive, as well as Winterberry Trail W.)**

Sign Replacement Graph



■ Total Signs To Be Replaced ■ Signs Replaced ■ Signs Left To Replace

**Public Services Department – Public Works Division**  
December 2022

Public Works/Streets & Roads Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Oct	22-Nov	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	695	726	3,563
Facility Maintenance	3494	2187	1,227	1,137	887.25	67	76	342
Fleet Maintenance	1034	514	282	380	422.5	60	92	233
Meeting/Training	502	510	517	400	457	30	37	140
Leave	1,253	576	613	810	823	63	30	199
Holiday	795	470	385	555	545	40	60	180
Overtime	508.5	488	414	311	152.75	8	6	128
Administrative	385	698	803	867	1153.25	165	190	911
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	40	3	20
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	24	1	177.5
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	1	36	124
Pothole Hours	0	759	734	1,181	831.5	1	34	105
R-O-W Hours	0	2835	2416	4,027	3044.5	167	177	1,058
Sign/Repaired	0	120	91	84	63	6	5	49
Sign Work Hours	0	289	179	234	109	9	5	41
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	4	21	124
Traffic Light Hours	0	0	65	20	158	0	0	0

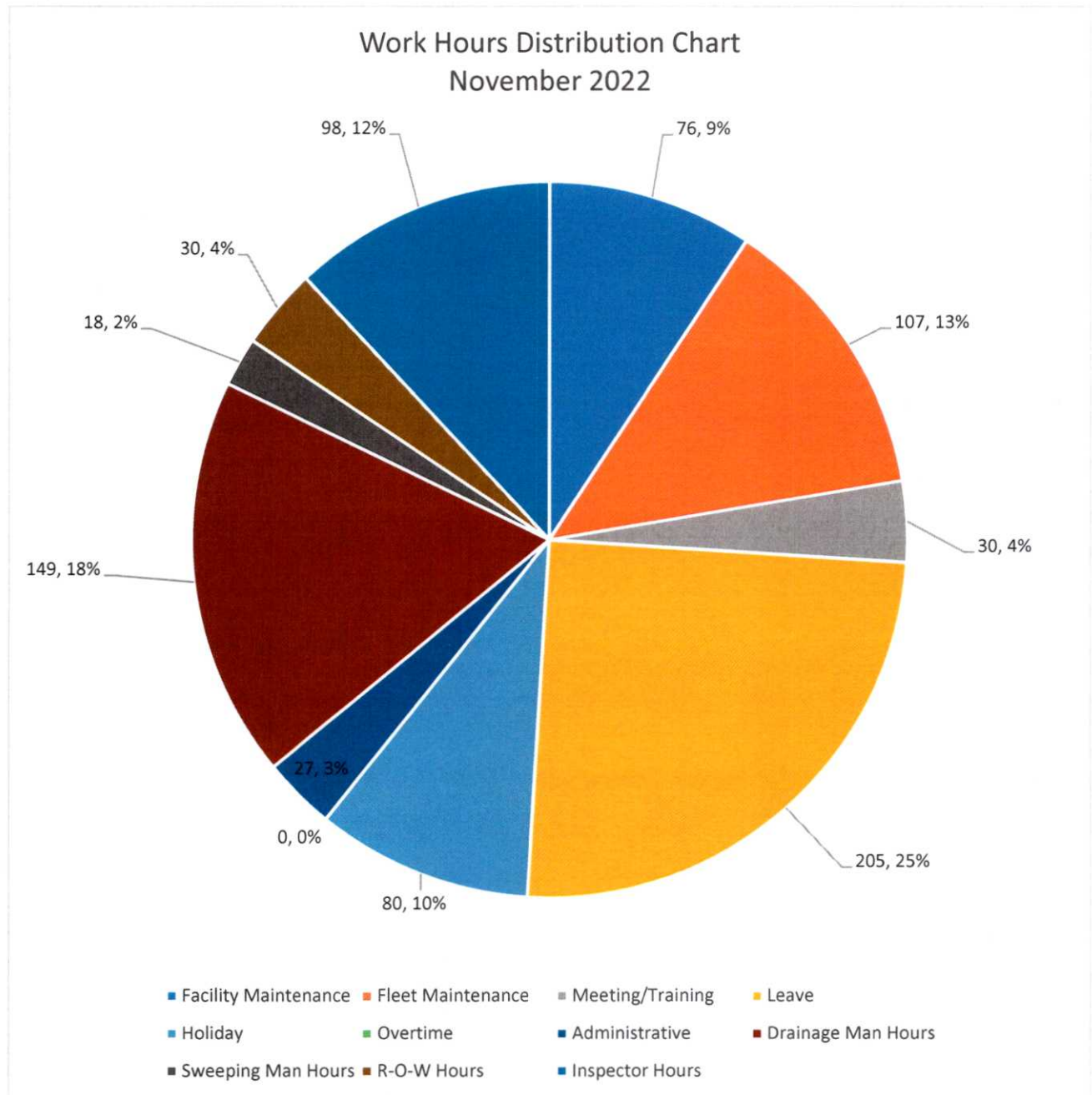
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Oct	22-Nov	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	340	360	1,760
Facility Maintenance	3494	723	446	574	394.5	20	28	142
Fleet Maintenance	1034	488	445	331	294.5	22	19	77
Meeting/Training	502	265	130	135	127.5	17	23	93
Leave	1,253	428	700	476	336	13	47	253
Holiday	795	270	230	230	230	20	40	120
Overtime	508.5	119	4	12	39.5	0	0	0
Administrative	385	167	1	0	72.5	4	0	11
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					0	0	4
R-O-W Hours	0	166	30	97	170	19	9	61
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	22-Oct	22-Nov	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	520	442	2,634
Brush Truck Loads	459	551	522	578	584	52	35	225
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	333	910	2,473
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	109	108	552
Litter Pickup Bags	334	507	546	511	456	57	50	214
Litter Pickup Hours	1147	1132	985	957	892	116	86	435

**Public Services Department – Stormwater Division  
November 2022**

Total Hours Worked in The Stormwater Division were 720 Hours. The chart below show what percentage of time was spent on each job task.





Public Services Department – Stormwater Division  
November 2022

Monthly Work Log

11/1/2022 Facility and Fleet Maintenance getting Plows ready.

11/2/2022 WO110222014 120 Business Park Dr Cleaning for the Fire Hall Drainage.



11/03/2022 WO110322015 116 Sundance Way Reshape rebuild prop up fence do to homeowners wouldn't take down. It was falling apart. Move flow of creek and move all dirt to homeowners side so now the creek will flow away from the property

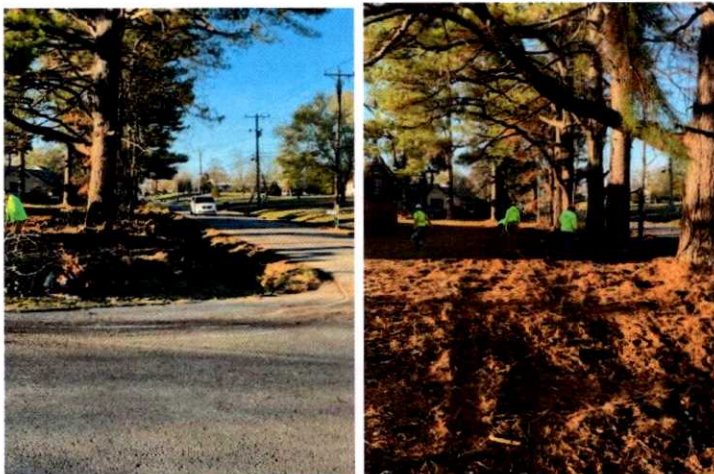




Public Services Department – Stormwater Division  
November 2022

11/04/2022 Off  
11/05/2022 Off  
11/06/2022 Off

11/07/2022 WO11082022004 Joint project with Street and Roads on Tryee and Hobbs trees grown up and blocking views.



11/08/2022 Continue the cleanup of Hobbs and Tryee

11/09/2022 WO110922005 Calista Pond mitigation. Dug down 12 feet and only found red clay.



Public Services Department – Stormwater Division  
November 2022

11/10/2022 Holiday Veterans Day

11/11/2022 Off

11/12/2022 Off

11/13/2022 Off

11/14/2022 WO111422004 412 Artesia Dr Drainage system was built up with debris and system made its own path and needed to be reshaped and hole filled in.





**Public Services Department – Stormwater Division  
November 2022**

**11/15/22** WO111522008 105 College Street Clean both catch basins in Splash Pad parking lot.



**11/16/2022** WO111422004 412 Artesia Dr Drainage system was built up with debris and system made its own path and needed to be reshaped and hole filled in.

**11/17/2022** WO111422004 412 Artesia Dr Drainage system was built up with debris and system made its own path and needed to be reshaped and hole filled in.

**11/18/2022 Off**

**11/19/2022 Off**

**11/20/2022 Off**

**11/21/2022** WO112122002 104 Sheffield Drive Sink Hole reported.



**Public Services Department – Stormwater Division  
November 2022**

**11/22/2022** WO101322003 2121 US-31W Drain Clogged.



**11/23/2022** Facility and fleet

**11/24/2022** Holiday Thanksgiving

**11/25/2022** Off

**11/26/2022** Off

**11/27/2022** Off

**11/28/2022** WO110222011 Street Sweeping

**11/29/2022** Getting ready for Christmas Parade

**11/30/2022** Facility Fleet



**Public Services Department – Stormwater Division  
November 2022**

**Inspectors November Stormwater Report**

**Monthly Work Log:**

Nov. 1 – “Sick Time”

Nov. 2 – Open trench inspections at Fields, Sage, The Parks, and Dorris Farms. LD inspections at Fields (201,82).

Nov. 3 – Open Trench Inspections at Sage and The Parks. Pumped Calista Pond. Walk through of Concord PH3.

Nov. 7 – Final Inspections at The Parks (3368,374,375,339,295,294) Fields (75,78,80,131,208) Form inspections at Summerlin (161,172,153,154) Reserve (35,67) Pumped Calista Pond. LDP Willow Grove (10,11) Summerlin (139) Frey Cottages.

Nov. 8 – LDP Copes Crossing. Open Trench Inspections at The Parks and Cardinal Point. Met Homeowner at 173 Honeysuckle Dr. EP&SC inspection at Dorris Farms.

Nov. 9 – Moved Equipment from Tyree & Hobbs to Calista. Open Trench inspections at Cardinal Point and Sage Rd. Checked progress at Marlin Pointe, Dorris Farms, Highland Park, and Villas at Honey Run.

Nov. 14 – LDP at Copes (1,2,5,6,7) Willow Grove (12,13,14,72,73) Fence Inspections at 228 Emmet, 511 Stinson, and 510 Stinson. Open Trench at Cardinal Point. Finals at Fields (68) Form inspections at The Parks (299, 376-379) Checked lot in Covington Bend. Checked Copes Crossing EP&SC.

Nov. 15 – EP&SC at Dorris Ph. 1 & 2, Wrote NOV. Fence inspections 2438 Brokeshire Dr. Finals at The Parks (295,294) Forms at Parks (379).

Nov. 16 – Form inspection at Reserve (40,65) Finals at Reserve (67,35) Met Contractor at Concord to discuss manhole repairs. Completed MTAS Training.

Nov. 17 – Open Trench at Cardinal Point. Form Inspections at Legacy Farms ( 33,32)

Nov. 21 – Met Parker with Safe harbor and discussed ongoing Issues with Developments. Moved equipment to Shady. Open Trench at Legacy Farms (Box Culverts) LDP at Summerlin (178) Fence Permit at 8249 Jesse Way. Finals at the Parks. Forms at The Reserve.

Nov. 22 – Walk through of PH 1 & 2.1 at Fields. Open Trench Inspections at Legacy Farms. LD at Fields (204,138). Finals at Honey Run.

Nov. 23 – Open Trench at Cardinal Point and Legacy Farms. Finished walk through of curbs and sidewalks in Fields. Prepared 237 for Parks use. Form inspection at Foster Supply.

Nov. 24 – “Holiday Hours”

Nov. 28 – EP&SC Inspections at Jackson Farms. Fence Permits at 701 Calista Rd. 8284 Jesse Way. Calista Farms LDP Inspection. Artesa Markings. Set up Pre-Con with Foley. Updated Reports and Work Logs.

Nov. 29 – Entered LDP’s for Willow Grove and Copes. Open Trench at Cardinal Point. Spoke with Mike B. w/Davidson Homes to talk through the permitting and Inspection processes. Checked 128 Grayson Ln. Followed up with Sidewalk questions at Copes Crossing.

Nov. 30 – EP&SC Inspections at Jackson Farms, Dorris Farms, Willow Grove, Fields. Fence Permits at 2038 Quinn Dr. Submitted ERU value for Scooters Coffee. Form Inspection at The Parks (380)



Public Services Department – Stormwater Division  
November 2022

Inspector's Work Orders:

110222013: EP&SC Inspection: Sage Road Development



110722005: EP&SC Inspection: Frey Cottages



111722004: EP&SC Inspection: Legacy Farms



111422005: EP&SC Inspection: Cambria Phase 3B



112222001: EP&SC Inspection: Dorris Farms Phase 1





Public Services Department – Stormwater Division  
November 2022



**112822004: Land Disturbance Permit: Calista Farms**



**113022002: EP&SC Inspection: Willow Grove**



**112822003: EP&SC Inspection: Jackson Farms**



Public Services Department – Stormwater Division  
November 2022

**113022005: Jackson Farms: Jackson Farms**



**Total Inspections: 149**

Fence Permits – 7

Public Works Inspections – 26

Final Road Inspections – 32

Final Stormwater Inspections – 31

Land Disturbance Permits – 28

EP&SC Inspections – 11

Open Trench Inspections – 15

**Monthly Hours: 180**

Hours Worked – 150

PTO – 10

Holiday – 20

OT – 0



## Public Works Stormwater Division

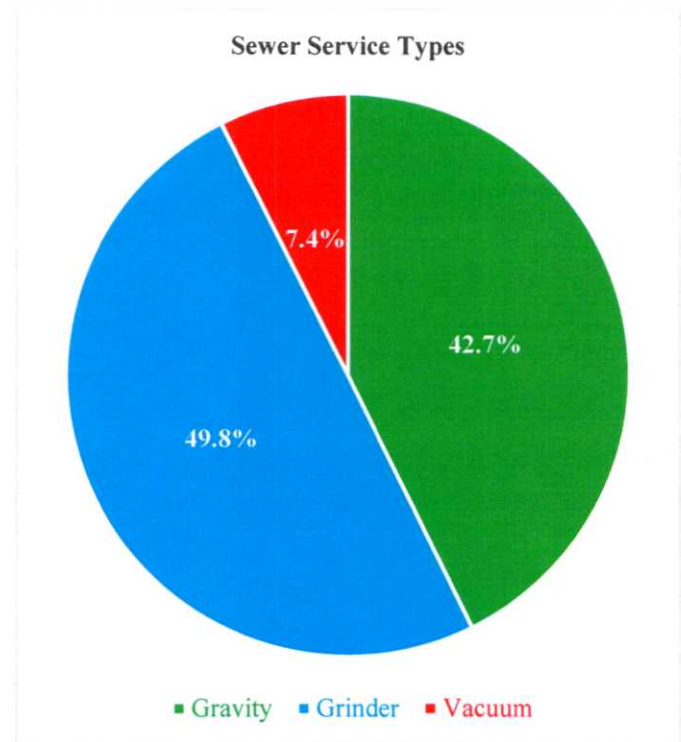
**Public Services Department - Wastewater Division  
November 2022**

**Collections System Activities:**

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, vacuum services, and various types of lift-stations. As of **November 30<sup>th</sup>, 2022**, City personnel count a total of **5,982** sewer system connections, with **14 new** applications for service in **November, 2022**, and **2 residential grinder connections demolished**. Totalized counts of each type of connection are provided below:

<b>Gravity Sewer Connections</b>	<b>2,556</b>
<b>Low-Pressure Grinder Sewer Connections</b>	<b>2,982</b>
<b>Vacuum Sewer Connections</b>	<b>444</b>

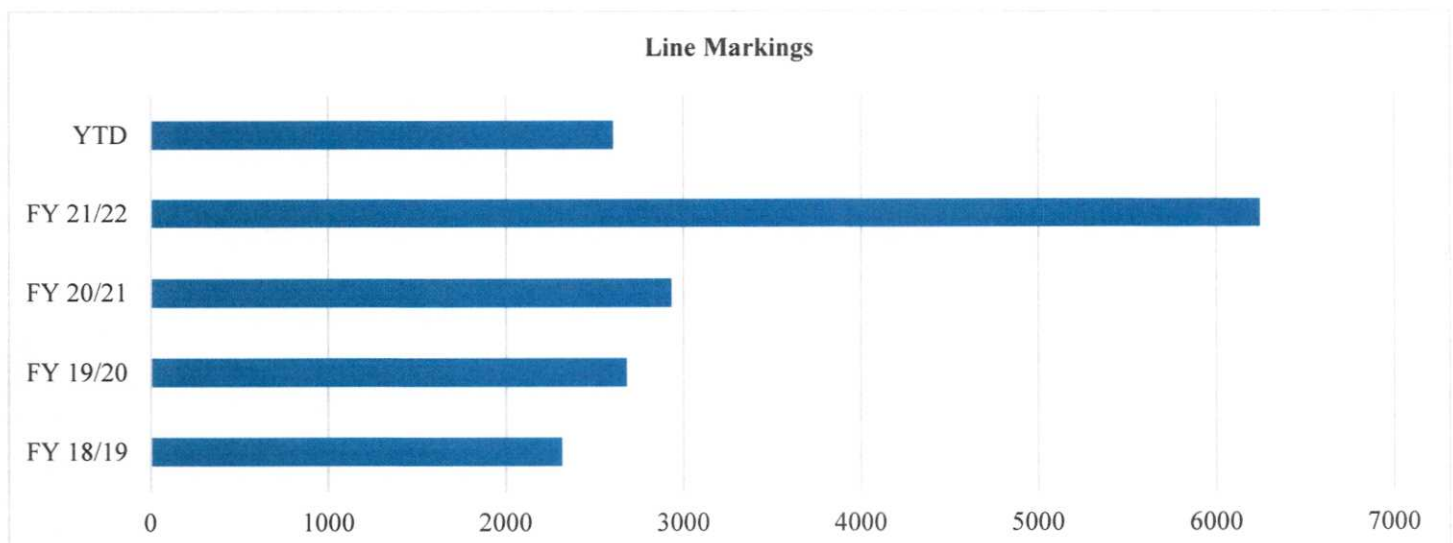
The City counts **187** commercial grinder stations, **2,797** residential grinder stations, and **28** major lift stations integrated into our system.



**811 Utility Locate Service:**

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

<b>Line Markings</b>	<b><u>FY 18/19</u></b>	<b><u>FY 19/20</u></b>	<b><u>FY 20/21</u></b>	<b><u>FY 21/22</u></b>	<b><u>November 2022</u></b>	<b><u>YTD</u></b>
Tennessee 811	2315	2680	2933	6245	459	2605



**Public Services Department - Wastewater Division  
November 2022**

<u>Lift Station Location</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Nov 2022</u>	<u>YTD</u>
Union Road	17	6	6	9	0		0	1
Summerlin	0	2	5	22	0		0	0
Settlers' Ridge	1	1	1	1	1		0	0
Cope's Crossing	15	7	8	6	9		0	2
Cambria	0	1	4	3	4		0	0
Belmont Lodge Apartments	n/a	n/a	n/a	n/a	0		0	0
Kensington Green	n/a	n/a	1	0	0		0	0
Meadowlark Townhomes	n/a	n/a	n/a	n/a	0		0	0
Meadowlark	6	4	2	1	1		0	2
Sage (aka Hester)	2	0	1	0	0		0	1
Loves Truck Stop	n/a	n/a	0	0	3		0	1
Highway 76 (aka Springfield)	0	1	1	0	0		0	0
Portland	4	1	0	1	0		0	1
North Palmers Chapel Vacuum Station	23	8	3	1	7		0	1
Villas at Honey Run	n/a	n/a	n/a	n/a	1		0	2
31W Apartments	n/a	n/a	n/a	n/a	0		0	0
Calista Apartments	n/a	n/a	n/a	n/a	0		0	0
Calista Vacuum Station	13	4	2	1	9		0	2
Concord Springs	n/a	n/a	0	0	2		0	0
Fields at Oakwood	n/a	n/a	n/a	2	2		0	0
Los Jalapenos	n/a	n/a	n/a	n/a	0		0	0
Mt. Vernon Apartments	n/a	n/a	n/a	n/a	0		0	0
Grove at Kendall	n/a	n/a	n/a	n/a	0		0	0
Wilkinson Lane	4	1	3	1	3		0	0
Heritage High School	0	2	1	0	0		0	0
Legacy Farms	n/a	n/a	n/a	n/a	0		0	0
The Parks #1	n/a	n/a	0	0	0		0	0
Treatment Plant	6	4	6	3	0		0	0



**Public Services Department - Wastewater Division  
November 2022**

**SCADA (Supervisory Control and Data Acquisition) Alarm Response Goal:**

Our goal is to reduce the number of responses through an ongoing, proactive maintenance program at the major lift stations. However, there are uncontrollable factors that create an alarm condition; such as high-water levels due to large rain events, loss of vacuum, power outages, and/or loss of phase. These types of alarms notify us that a problem exists. A service technician can access the SCADA system from any location via a smart device and acknowledge the alarm. The SCADA system at every lift station will allow the technician to remotely operate the components at the station.

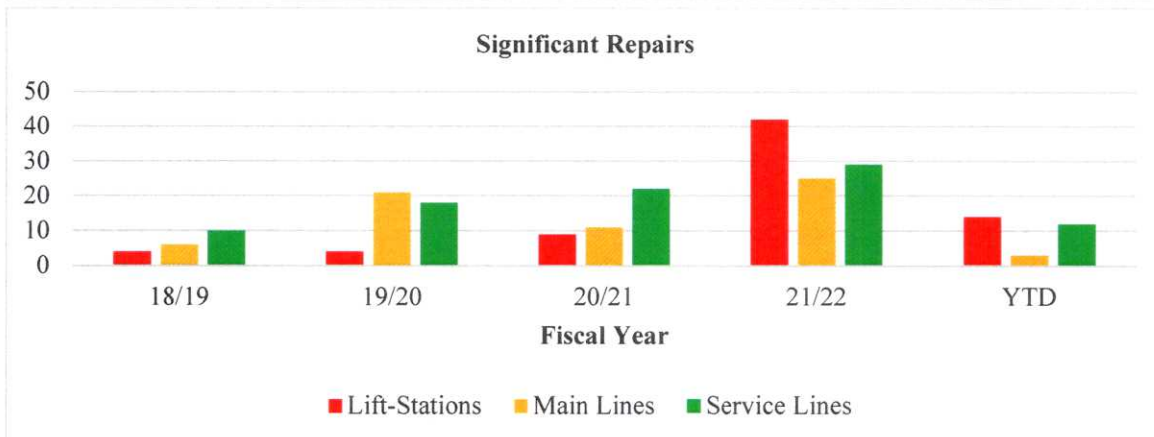
**Major Alarms:**

- No major station alarms/repairs for the month of November, 2022.

**System Repair Goals:**

The goal is to minimize failures with the major lift stations and the mainline gravity, low-pressure and high-pressure force-mains, and the air-vacuum systems. Key personnel have been trained over the last four (4) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of the lift stations are either at or near their anticipated useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced. The mainline and service line repairs are mitigated in a large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Under these circumstances the City must make repairs; and if the line break was due to negligence, the responsible party will be billed. In some cases, the breaks are due to weather events or age.

<b><u>Repairs</u></b>	<b><u>FY 18/19</u></b>	<b><u>FY 19/20</u></b>	<b><u>FY 20/21</u></b>	<b><u>FY 21/22</u></b>		<b><u>Nov 2022</u></b>	<b><u>YTD</u></b>
Major Lift Stations	4	4	9	42		0	14
Main Line	6	21	11	25		2	3
Service Line	10	18	22	29		3	12



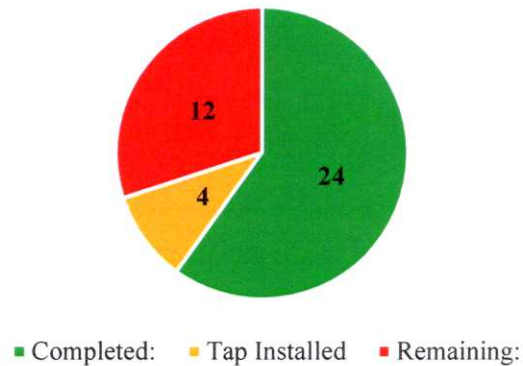
**Ongoing Projects:**

1. **New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City's sewer flows. Replacement of the existing main will require running a new upsized line approximately four (4) miles from the Wastewater Treatment Plant at the end of Industrial Drive to the new Dorris Farm development on Tyree Springs Road. The first phase of the project has been bid out to Twin States, and consists of installing approximately 4,500 ft of 20" DR11 HDPE pipe, including a 490 ft bore under I-65, and running pipe from Hester Dr to the intersection of DeeCee CT and SCT Dr. **Phase-1 installation is almost complete, pending the installation of one final valve and final site cleanup / road patches. Phase-2 bids have been received, and Twin States awarded the contract for the second phase as well. Phase-2 will run approximately 5,600 ft from Hester Dr to the intersection of Sage Rd and Cardinal Dr. The pre-construction meeting for Phase-2 was held on Monday, 12-05-2022.**

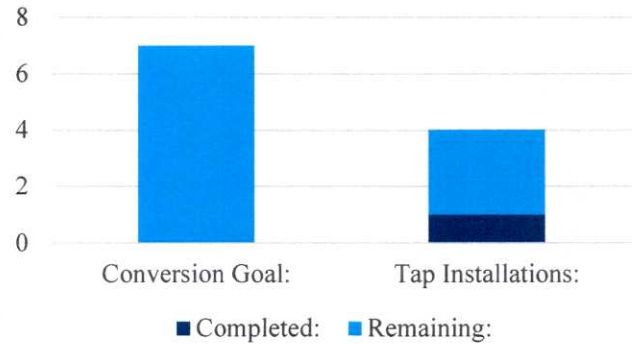
Public Services Department - Wastewater Division  
November 2022

2. **Calista Vacuum Station:** All three of the new Mink vacuum pumps installed in 2019 have failed prematurely, with metal shavings discovered in the oil pan of pump #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pump #3 back to the manufacturer to discover the cause of the failure, and for a quote on repairs. The replacement cost for a new pump is approximately \$30,000. **One of the older model Busch pumps previously removed from the station has been retrofitted as a replacement until the Mink pump can either be repaired or replaced. Pumps 1 and 2 have been repaired and are operating normally once again. The exhaust pipes for pump 3 have been modified to reduce smoking from the older Busch pump.**
3. **Copes Crossing:** One of the submersible pump seals has failed, and the motor has gotten wet. This is the second time this pump has experienced this failure, and it has been sent back to the vendor for diagnostics and repairs to determine and correct the cause of the seal failure. **Repairs are currently underway.**
4. **Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. Seven (7) conversion projects are planned for the 2022/2023 fiscal year. **A total of 24 projects have now been completed on the list of 40.**

Total Planned Septic-to-Sewer Conversions:



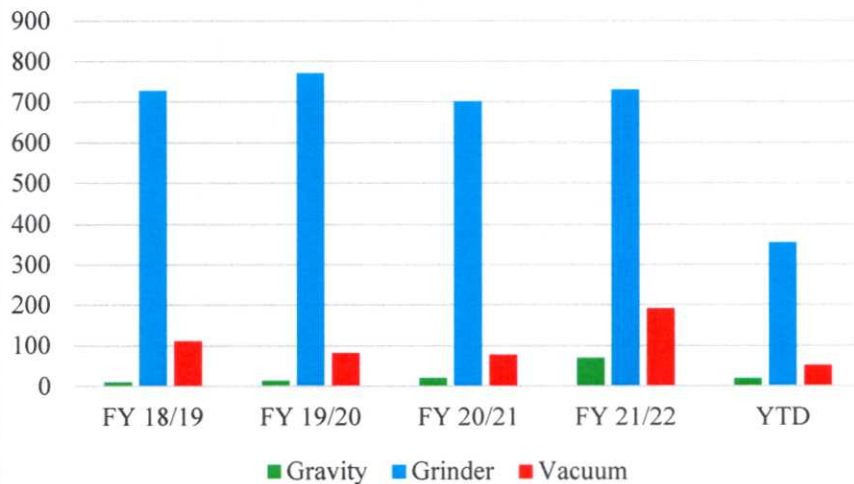
Septic-to-Sewer Conversion Goals  
(FY-2022/2023)



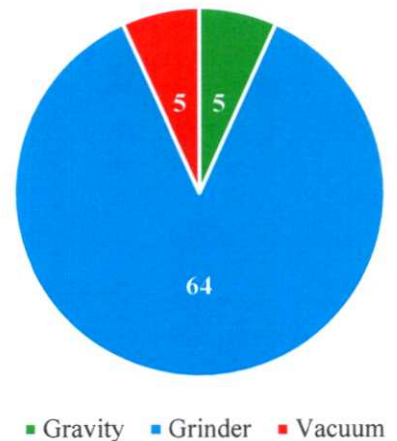
**Public Services Department - Wastewater Division  
November 2022**

<u>Work Orders</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Nov 2022</u>	<u>YTD</u>
Vacuum System Service Request	143	112	82	78	191		5	51
Gravity Service Request	0	10	13	20	69		5	19
Low Pressure Service Request	621	728	770	702	730		64	354
Total Pumps Replaced	401	361	449	492	472		52	206
Total Pumps Rebuilt	n/a	n/a	n/a	135	114		0	16
Total Warranty Pumps Returned	n/a	n/a	n/a	n/a	129		6	62
Grinder Tank PM Program	63	358	267	219	117		11	54
Open Trench Inspections	54	103	226	409	702		34	295
Final Inspection for New Service	56	62	110	248	405		40	210
Sanitary Sewer Overflow (SSO)	1	3	49	19	28		1	3
Odor Complaints	28	43	43	35	22		4	13

**Sewer Service Calls by Connection Type**



**Sewer Service Calls by Connection Type (November 2022)**

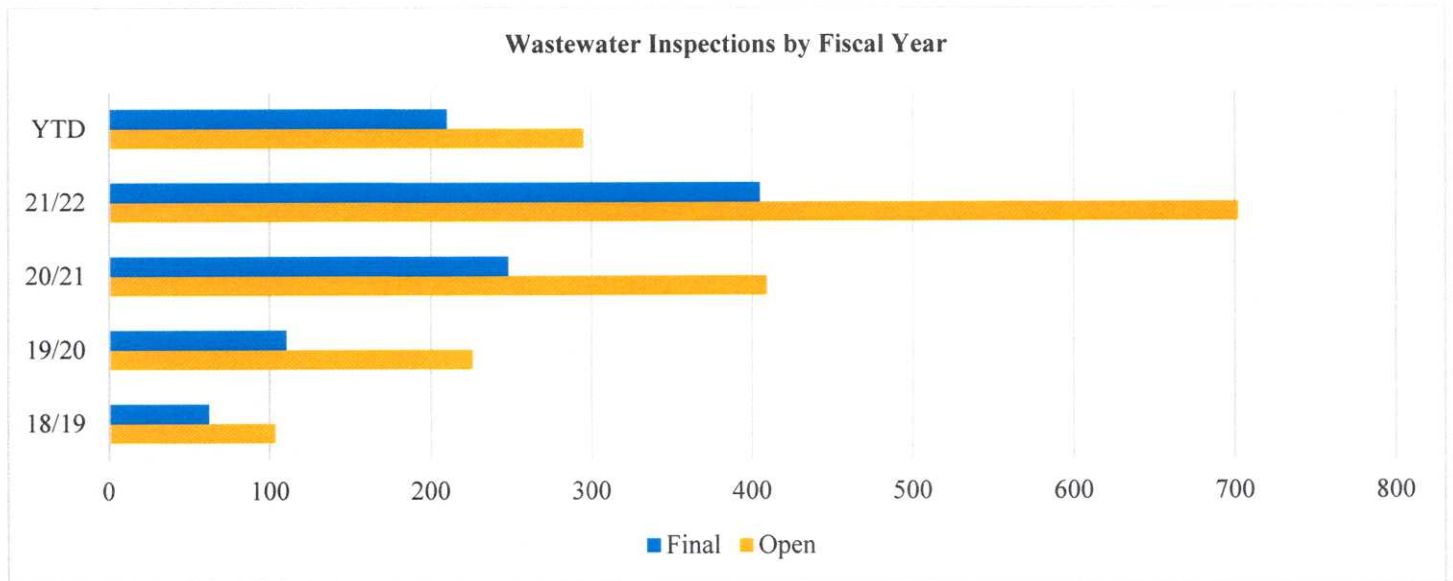




Public Services Department - Wastewater Division  
November 2022

**New Constructions and Inspections:**

Wastewater inspectors perform open-trench inspections for all sewer infrastructure installed within our Collections System, as well as final inspections on all new construction buildings. New constructions throughout the City, both commercial and residential, have drastically increased the frequency of both inspection activities. We have seen an approximate doubling in the number of inspections every year for the last 5 years.

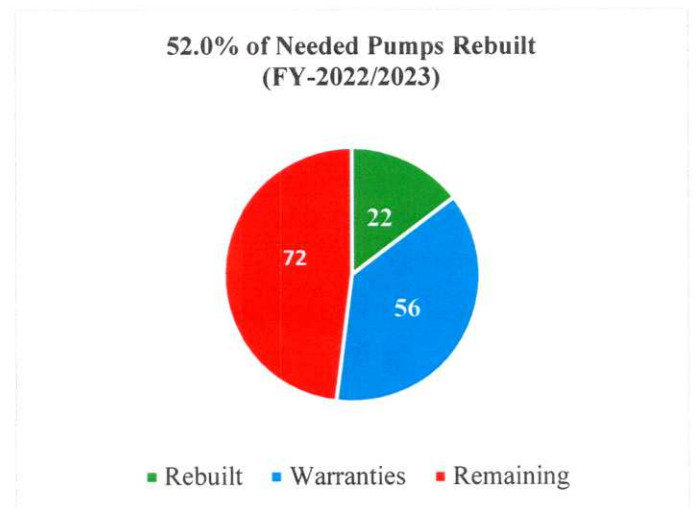


**Pump Rebuilds:**

The capital outlay budget was designed for a total purchase of 350 new E-One grinder pumps for the 2021/2022 Fiscal Year. However, **472** grinder pumps were needed to meet all the service call requests for the year, and supply-chain issues led to long delays in receiving new pumps that were on order. To supplement the amount of pumps on-hand, the department rebuilt **114** pumps throughout the year, in addition to **129** warranty-return pumps received. Wascon rebuilds all pumps that fail prior to expiration of their 5-year and 3-month warranty period. The capital outlay budget for the 2022/2023 fiscal year was again designed for the purchase of approximately 350 new pumps, with an anticipated need for approximately 500 pumps throughout the year (to be supplemented by in-house rebuilds and warranty-return pumps).

New pumps are anticipated to have an average operating lifespan of approximately 7-10 years. Rebuilt pumps are anticipated to have an average operating lifespan of approximately 2-3 years.

There was an abnormally high number of warranty-returns in the 2021/2022 fiscal year caused by a known manufacturing defect in the 2018/2019 E-One models that the manufacturer has since corrected.



**Public Services Department - Wastewater Division  
November 2022**

**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.

<b><u>Parameter</u></b>	<b><u>Aug - 22</u></b>	<b><u>Sep - 22</u></b>	<b><u>Oct - 22</u></b>	<b><u>Nov - 22</u></b>	
<b>Flow – To Creek</b>	0.661 MGD	0.671 MGD	0.518 MGD	0.648 MGD	MGD = Million Gallons/Day
<b>Flow – To Spray Field</b>	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
<b>Total Flow Through Plant</b>	0.661 MGD	0.671 MGD	0.518 MGD	0.648 MGD	
<b>Capacity</b>	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
<b>% of Plant Throughput</b>	47.2%	47.9%	37.0%	46.3%	(0.648 MGD) / (1.400 MGD)
<b>Actual Capacity</b>	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
<b>% of Allocated Capacity</b>	59.0%	59.9%	46.3%	57.9%	(0.648 MGD) / (1.120 MGD)
<b>Rainfall</b>	5.67"	5.18"	2.13"	4.95"	

	<b><u>FY 18/19</u></b>	<b><u>FY 19/20</u></b>	<b><u>FY 20/21</u></b>	<b><u>FY 21/22</u></b>	<b><u>November 2022</u></b>	<b><u>YTD</u></b>
<b>Effluent Violations</b>	7	12	7	32	1	5

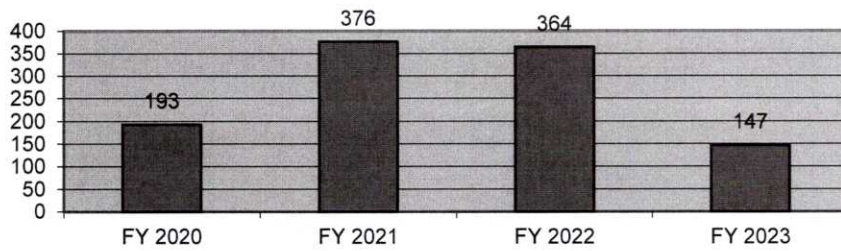
1. **Violations:** One violation for Total Phosphorus Rolling Average in pounds per year. This will continue until the new plant is operational. Violations may continue for several months after completion of construction until the annual rolling average can be reduced below the violation limits by the new facility.
2. **TDEC Order and Assessment:** On July 15<sup>th</sup>, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average). An initial payment in the amount of \$12,608 was required within 30 days, with other penalties only being applicable if the provisions of the order and assessment were not met. Two (2) provisions were of concern to City staff: The City must begin to initiate the implementation of the state-approved plans for the WWTP expansion within 90 days; and the City must remain within "significant compliance" of the facility's permit for a period of two (2) years following completion of construction of the new facility. City personnel spoke with TDEC officials on July 29<sup>th</sup>, and were able to confirm that the City is already compliant with the 90-day initiation period as a result of the progress made with the SRF Loan process for the facility, and received an extension of the "significant compliance" period to begin one (1) year after completion of construction, to allow for the influence of the old facility's treatment effectiveness on annual rolling averages to be completely phased out. 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 7<sup>th</sup>, 2020.**
3. **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 **2.90** parts per million (ppm). The average residual was **0.15** PPM with a max residual of **0.22** PPM. ***Last month the feed rate was 2.50 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 **51.4 CFU's** which is well below the limit. ***Last month the average was 85.7 CFU.***

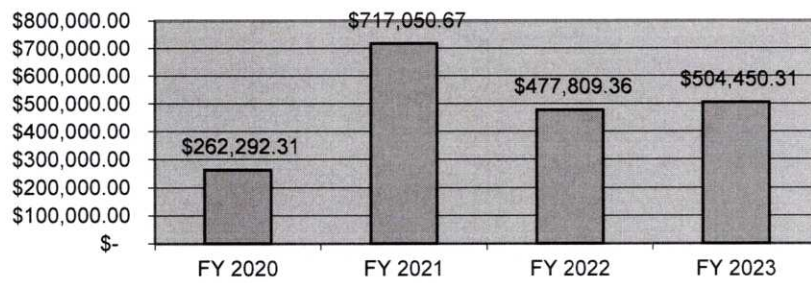


Planning and Codes Department  
NOVEMBER 2022

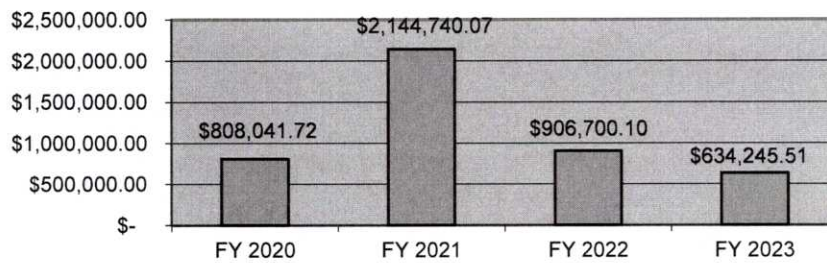
Single Family Permits



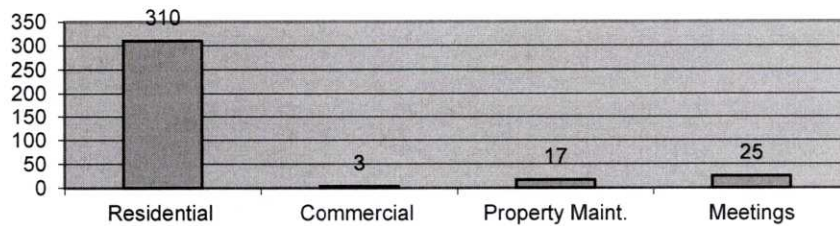
Impact Fees



Permit Fees



Monthly Inspections / Meetings





**Planning and Codes Department  
NOVEMBER 2022**

	Month	FY2023	FY2022	FY2021	FY2020
<b>MEETING AGENDA ITEMS#</b>					
Planning Commission	11	45	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	2	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
<b>PERMITS</b>					
Single Family Residential	24	147	340	376	193
Multi-Family Residential	10	10	0	22	13
Other Residential	5	37	89	83	91
New Commercial	1	6	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	3	8	25	23	33
Sign	1	8	11	17	14
Occupancy Permits	48	172	319	400	212
<b>Twin Springs Townhomes-F1 529 Raymond Hirsch Pkwy</b>					
<b>Twin Springs Townhomes F-2 529 Raymond Hirsch Pkwy</b>					
<b>Temple Baptist Church-Marlin Road-Temporal</b>					
Other	0	10	11	12	3
<b>BUILDING INSPECTIONS</b>					
Residential	310	2601	5452	2621	2858
Hours	232	1173	1367	533	699
Commercial /Industrial	3	39	139	92	110
Hours	1.5	25	48	18	12.83
<b>CODE ENFORCEMENT</b>					
Total Cases	17	66	35	98	179
Hours	8.5	37.5	35.75	70.24	86.75
Complaints Received	17	61	55	41	116
<b>MEETINGS</b>					
Administration	7	38	117	72	58
Hours	5	51	127	70	38
Planning	13	47	127	53	76
Hours	8	65	96	50	70
Codes	1	1	8	11	28
Hours	1.5	4	10	9	37
<b>FEES</b>					
Permit Fees	\$300,596.60	\$ 634,245.51	\$ 906,700.10	#####	\$808,041.72
Board Review Fees	\$2,050.00	\$ 6,750.00	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	<b>\$229,056.60</b>	<b>\$ 504,450.31</b>	<b>\$ 477,809.36</b>	<b>\$ 717,050.67</b>	<b>\$262,292.31</b>
Roads	\$75,022.80	\$ 138,122.51	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$61,590.00	\$ 101,586.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$56,464.00	\$ 101,285.13	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$35,699.80	\$ 78,479.87	\$ 76,498.26	\$ 79,900.66	\$ 36,749.61
<b>OTHER ITEMS</b>					
Subdivision Lots	0	0	0	235	51
Commercial/Ind. Sq Ft	0	0	15,216	214,206	27,006
Multi-Family Units	212	212	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 29	\$ 9,395,228.58	\$7,074,276.17	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	16		17	16	15

**Parks, Recreation, & Cultural Arts Department**  
**November 2022**

**Update on ongoing projects:**

*Soccer Complex Renovation Phase II*

- CSR completed plans
- Will go to Planning Commission next month for review / approval
- Attended the “Managing Your Grant Workshop” to go over next steps in the process
- Grant signage will be purchased and put up in the coming weeks

*Tennis Courts*

- All work for Tennis Courts is essentially complete at this point
- Parking lot work has continued



*Rec Center*

- First Pre-construction meeting set for December
- Civic Center demolition is essentially complete
- Backflow work was completed and tested, so now the fire protection can start getting back on line.
- Still waiting to get natural gas setup so we can have heat in the building

*Greenway Bridge Restoration*

- This involves repairing the small Greenway bridge along Tyree Springs that is slumping and needs repairs to its foundation
- No updates in November

*Greenway Lighting*

- This involves adding lighting to the area where we normally have Trail of Treats on the Greenway
- Received one quote back from Stansell Electric that included options for hard wired poles and solar
- We will look this information over and see if it is something worth investing in the future

*Tyler Parks Software*

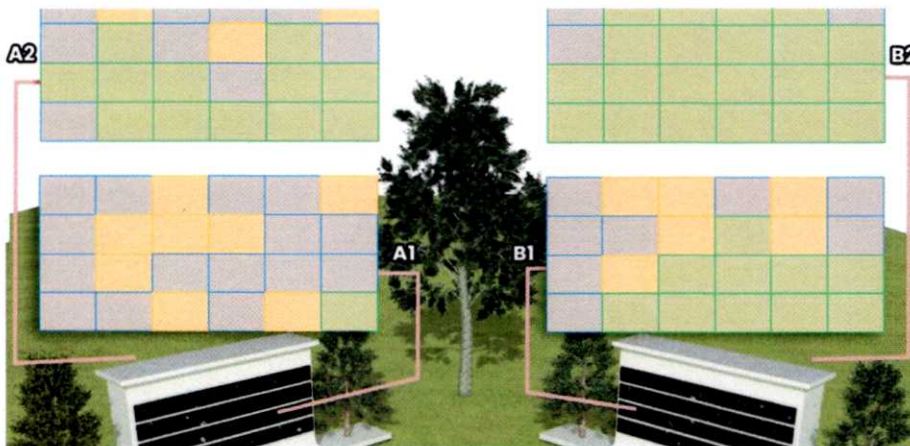
- No update



## Parks, Recreation, & Cultural Arts Department November 2022

### *Cemetery Software*

- Company has completed data migration
- We now have some time to play with the software and make changes if we want
- Once we feel comfortable enough with it, we will be able to go live to the public
- Here are a few photos of what our cemetery will look like once it goes public:





**Parks, Recreation, & Cultural Arts Department**  
**November 2022**

*Museum Chimney Restoration*

- Collecting quotes

*Playground Restoration*

- Ordered parts for swing
- Waiting for quote on surfacing

*Field 5 Fencing*

- This is to hopefully be able to finish the fencing (dugouts and backstop) for Field 5 at the Municipal Park
- Updated specs
- RFQ is out and ends December 14<sup>th</sup>

*Maintenance Building Fencing*

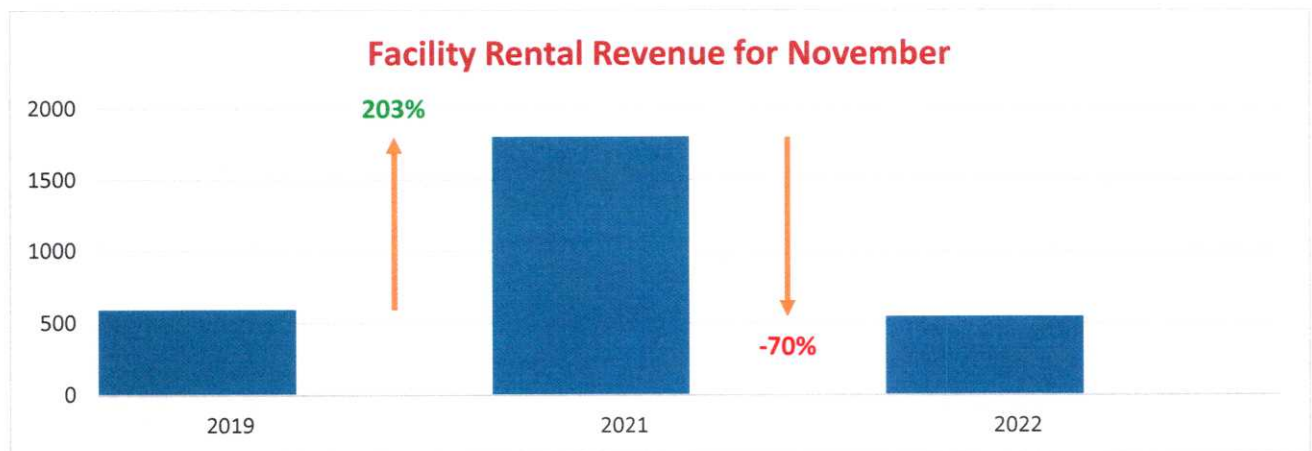
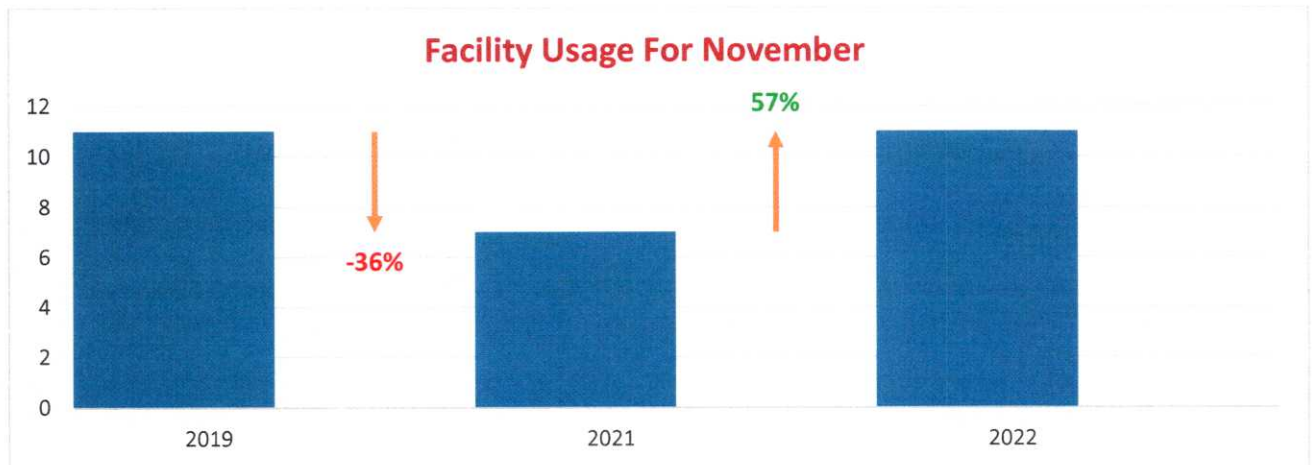
- This is to hopefully be able to finish the fencing surrounding the maintenance shop (side and back portion)
- Updated specs
- RFQ is out and ends December 14<sup>th</sup>

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

*Cemetery Fencing*

*Utility Vehicle*

*Dog Park Parking lot paving/stripping*



**Parks, Recreation, & Cultural Arts Department**  
**November 2022**

**Recreation**

Special Events:

- Preparing for Christmas parade- December 3rd

Adult Athletics

Adult Softball

- Final game: November 7<sup>th</sup>
- Champions: Dirty Ducks
  - Awarded Champion T-shirts

Pickle Ball Open Gym

- Tuesdays and Thursdays- Averaging 11 people a day
  - Best Attendance Day: 11/22 - 22 people in attendance

Open Gym Basketball

- Averaging 4 people per day

Youth Athletics

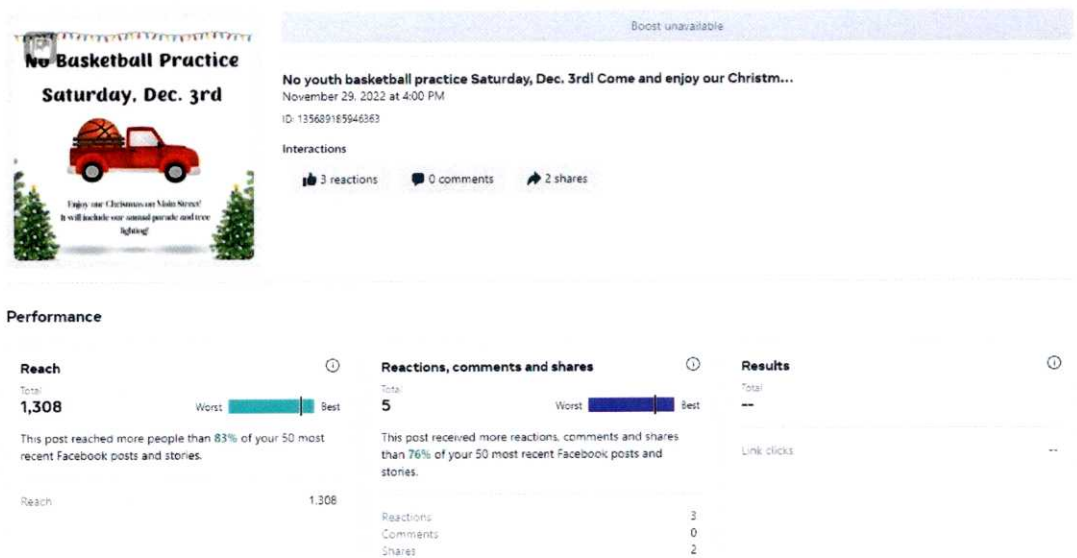
Youth Basketball

- 377 kids registered- 49 teams
- Practices started November 5th
- Games set to start December 10<sup>th</sup>

Other

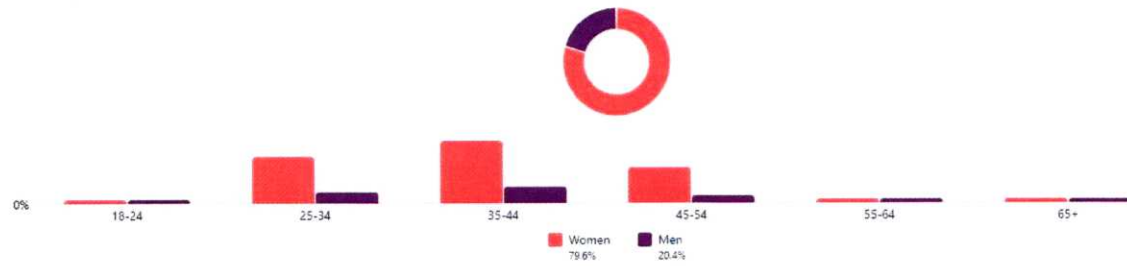
Facebook

- 115 Followers
- 2 Post per a week
- Best Performing Post: Youth basketball reminder
- Audience: Mostly Women ages 25-45
- Post Overview: Senior Lunches, Veterans' Day, youth basketball updates, sharing City Administration post on tennis courts and parades.

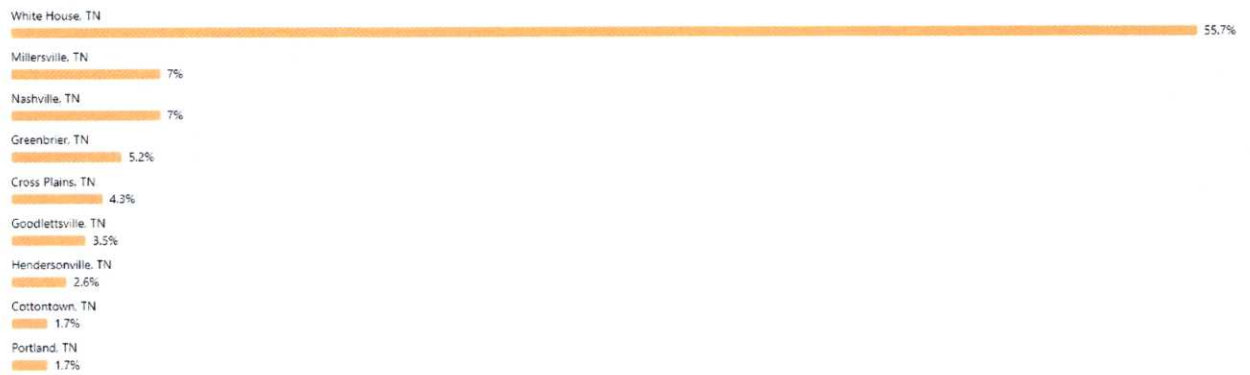


# Parks, Recreation, & Cultural Arts Department November 2022

Age & gender ⓘ



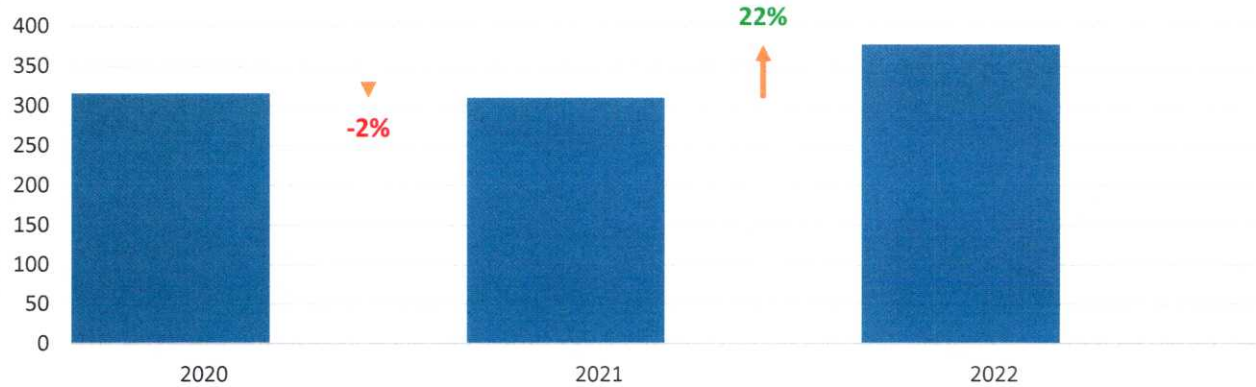
Top cities



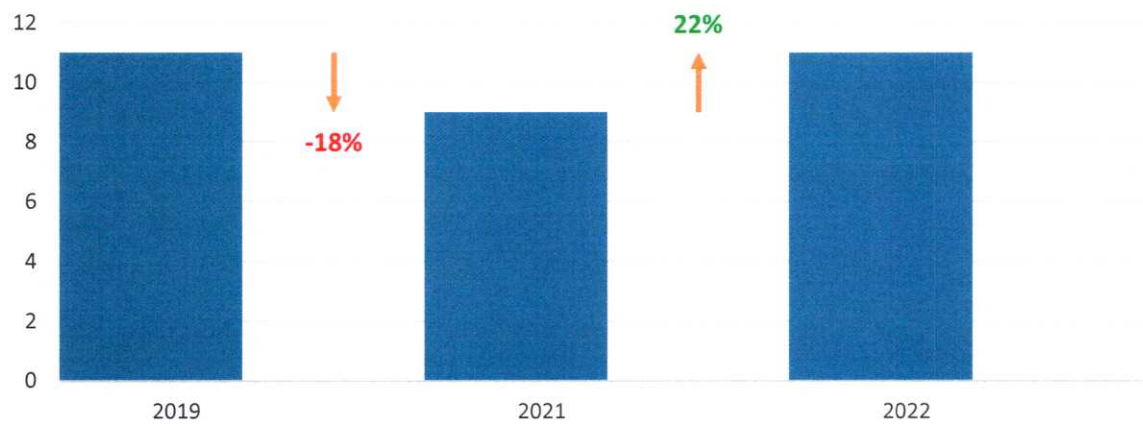


Parks, Recreation, & Cultural Arts Department  
November 2022

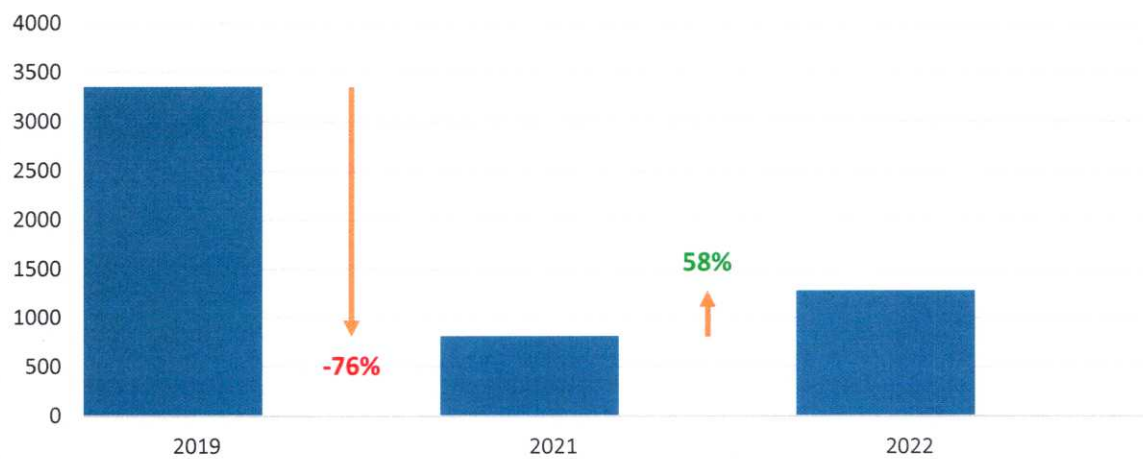
Youth Programming Attendance For November



Total Program Offerings For November



Programming & Special Event Revenue for Nov.



**Parks, Recreation, & Cultural Arts Department  
November 2022**

**Museum**

**Volunteers**

The museum volunteers presented about pioneers to the second graders at Beech Elementary, HB Williams Elementary, Madison Creek Elementary and Merrol Hyde Magnet. After seeing post of the museum's pioneer visits on Sumner County Facebook page, another school's fourth grade representative has reached out to me requesting a community partner to provide the students a presentation on the American Revolution in February, so my volunteers and I have already begun preparation.

We decorated the museum's float for the city's parade. We have been in discussion about the museum's next exhibit in January 2023. The volunteers provided the Museum with 45 hours of service in November.



**Exhibits**

The exhibit which celebrates the life of Mrs. Evelyn Palmer Guill will remain up until the end of the year.

**Social Media Promotion**

Post were made about our visits to the schools as well as a visit from the Robertson County Leadership 2022.



**Recognition**

The Gathering, a living history event at The White House Inn Museum, was recognized on a full page of the Tennessee Military Collectors Association newsletter ("The TMCA News").

Volume 46, Issue II

The TMCA News

Page 3

**White House, Tennessee.      Second Annual :    "The Gathering"**

**This year was focused on the Revolutionary War to WWI**

TMCA members Rick Moody, Terry Palmer, Maurice Kellogg along with others set up historical military displays to help out with the White House Inn Museum's open house, called "The Gathering". The Museum is part of the White House Parks and Recreation. Director Susan Holcraft organized this years event and it appears to have been a great success with over 1,000 visitors.

The Museum is located at 412 Hwy 76, White House, TN 37188. Phone 615-672-5223  
Hours of operation are :    Monday through Thursdays, 9:am to 4:pm  
<https://www.whitehousetn.gov/departments/parks-and-recreation/white-house-inn-museum>  
<https://www.facebook.com/media/set/?vanity=WhiteHouseInnMuseum&set=a.391712666477593>

White House Inn Museum

**Parks, Recreation, & Cultural Arts Department**  
**November 2022**

**Building Maintenance**

Gathering bids for repair on both chimneys.

**Tours at Museum**

Tours were given to walk ins. Leadership Robertson County was provided a tour of the museum for their history day.

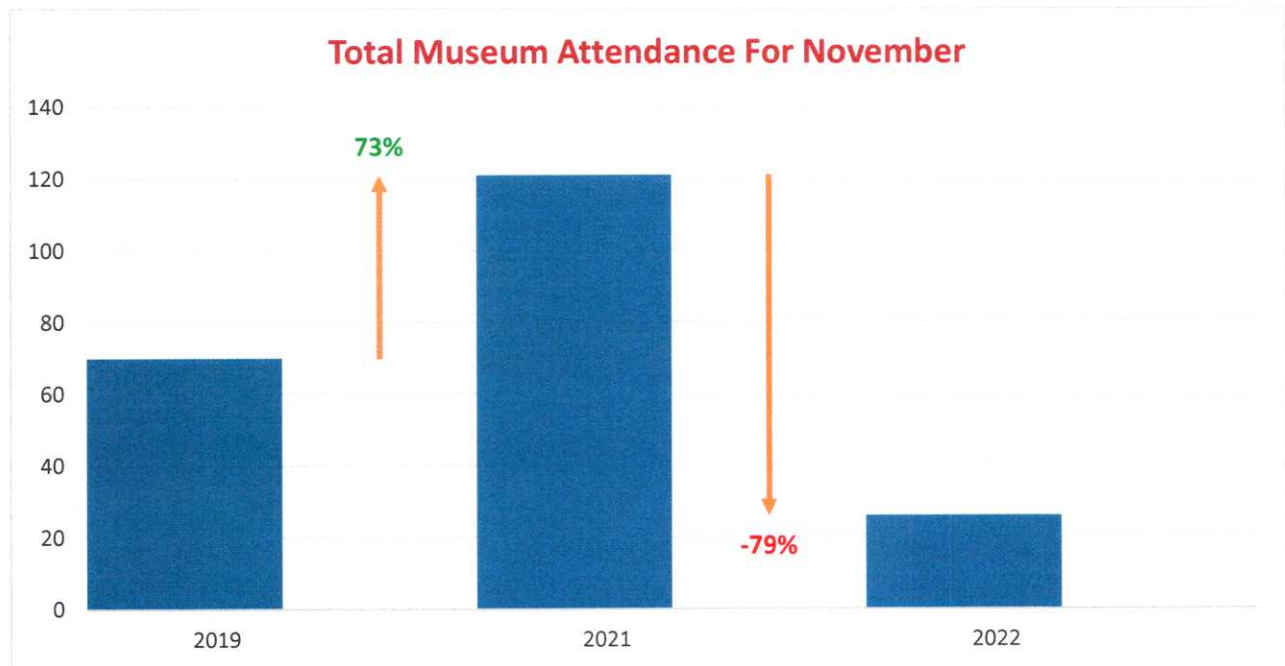
**Events and Meetings Assisted with and/or Attended**

November 5 – Jingle and Mingle Around Town

November 16 – Ribbon Cutting for The Shasta Booth

**Visitors' Center and Museum Attendance**

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
3	8	18	26	300



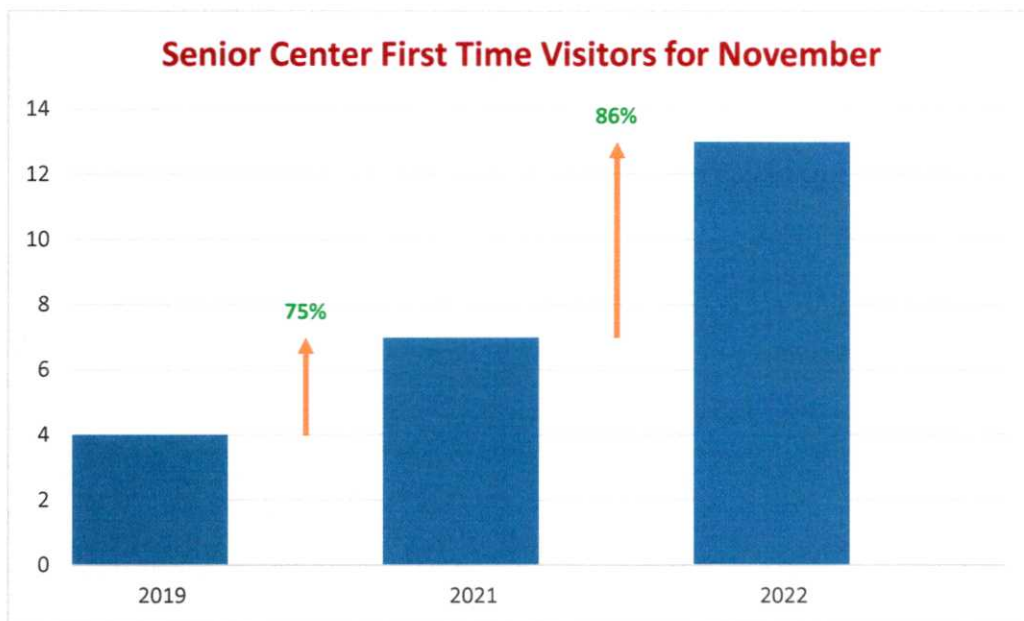
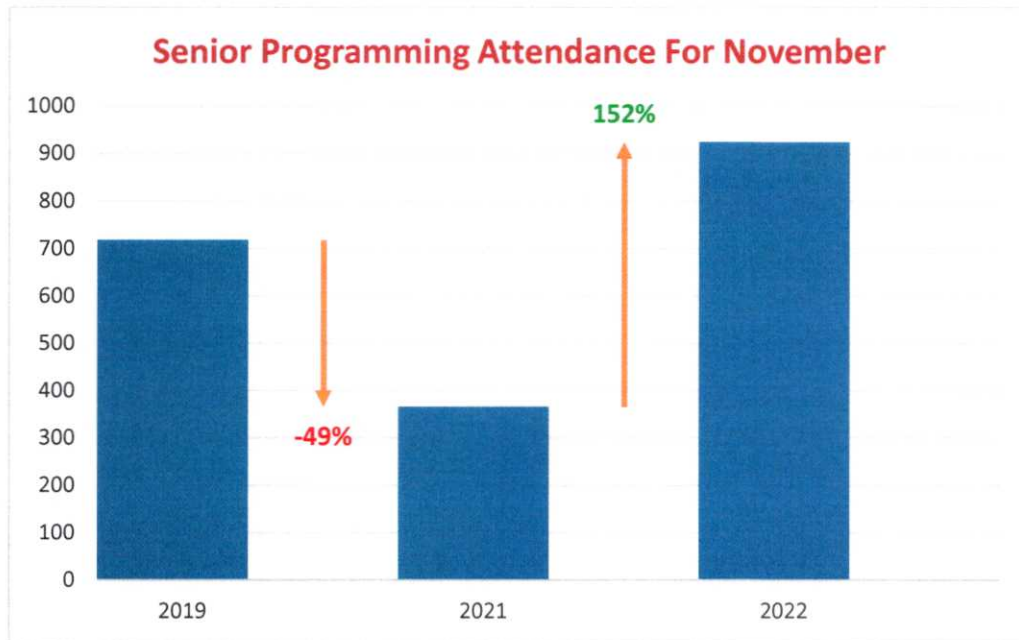


**Parks, Recreation, & Cultural Arts Department  
November 2022**

**Senior Center**

<b>Senior Center Participation - November 2022</b>			
<b><u>Outings/Events:</u></b>			
Birthday Lunch	29		
Bowling	8		
Crafts	4		
NCG Movie	11		
White House Garden Club	13		
Bunco	7		
Veterans Celebration	27		
Top Golf	8		
Bible Study	4		
<b>Total</b>	<b>111</b>		
		<b><u>Sr Meals Wednesdays</u></b>	
		124	
		110	
		128	
		107	
		111	
		<b>580</b>	<b>TOTAL</b>
<b><u>Programs:</u></b>			
Fittercise-Strength, Yoga	487		
Walk	108		
Bingo	57		
Cards, Games, Pool	114		
Pickle Ball	74		
<b>TOTAL</b>	<b>840</b>		
<b>NEW MEMBERS</b>			
<b>FIRST TIME ATTENDEE</b>	<b>13</b>		
<b>TOTAL Sr Center Participants:</b>	<b>1413</b>	<b>Total</b>	<b>1531</b>

Parks, Recreation, & Cultural Arts Department  
November 2022



	FYE 2019	FYE 2020	FYE 2021	Nov 19	Nov 20	Nov 21	Nov. 2022	YTD 22-23
<b>Facility Usage</b>								
Special Use Permits Submitted	13	15	39	0	0	1	0	5
Pavilion 1 Usage	3	7	21	0	2	0	0	7
Pavilion 2 Usage	11	5	13	0	2	0	0	5
Pavilion 3 Usage	106	38	74	1	1	6	0	65
Splash Pad Pavilion Usage	177	106	99	0	0	0	1	122
Total Number of Pavilions Usage	297	156	207	1	5	6	1	199
Gymnasium Rentals	130	79	23	11	0	7	6	61
Amphitheater Usage	3	0	1	0	0	0	0	7
Community Room				0	0	0	5	8
Total Number of Facility Rentals	196	89	30	11	0	7	11	68
Ballfield Rentals	7	45	146	0	2	9	16	106
Vistor Center Attendance	6	21	20	0	2	2	3	14
Vistors Who Also Toured Museum	14	84	70	23	3	101	8	47
Museum Attendance Only	85	668	115	47	16	18	18	916
Total Museum Attendance	99	752	189	70	19	121	26	963
<b>Programming</b>								
Number of Youth Program Participants	679	578	417	304	315	310	377	667
Number of Adult Program Participants	240	76	100	0	0	0	0	69
Number of In-House Special Events Offered	8	7	9	1	1	1	1	6
Number of In-House Special Event Attendees	2987	2964	1077	0	0	0	0	1250
Number of Rec Programs Offered	34	18	19	1	0	1	0	9
Number of Senior Center Memberships	319	1768	2000	201	200	205	205	1023
Number of New Senior Center Memberships	16	16	0	1	0	0	0	0
Senior Center Participants	14,966	9594	4412	1,086	354	711	1,531	6798
Senior Center First Time Visitors	32	59	36	6	0	7	13	71
Number of Senior Trips Offered	54	37	9	3	3	1	3	22
Number of Senior Trip Participants	896	613	81	35	19	11	27	272
Number of Senior Programs Offered	117	76	34	10	3	8	11	56
Number of Senior Program Participants	9,989	6798	1061	718	64	366	924	4431
Number of Senior Meals Served	54	34	36	4	3	4	5	21
Number of Meals Participants	4052	2235	3277	263	271	334	580	2095
Offsite Presentation Attendees	0	15	0	0	0	120	300	300
Total Number of Programs Offered			53	11	3	9	11	65
<b>Revenues</b>								
Youth Programs	\$55,825.00	\$41,183.00	\$44,261.00	\$154.00	\$648.00	\$812.00	\$1,284.00	\$ 60,122.00
Adult Programs	\$ 8,460.00	\$ 3,580.00	\$ 6,230.00	\$3,190.00	\$0.00	\$0.00	\$0.00	\$ 4,205.00
Special Events	\$ 4,355.00	\$ 2,009.00	\$ 3,495.00	\$10.00	\$0.00	\$0.00	\$0.00	\$ 780.00
Senior Meals	\$10,875.00	\$ 5,961.50	\$ 8,222.50	\$701.00	\$677.50	\$838.00	\$1,904.50	\$ 6,956.50
Shelter Reservations	\$12,135.00	\$ 4,780.00	\$ 9,112.50	\$0.00	\$85.00	\$60.00	\$30.00	\$ 3,660.00
Facility Reservations	\$19,305.00	\$ 8,046.88	\$ 2,956.25	\$593.75	\$0.00	\$1,800.00	\$544.00	\$ 6,434.00
Field Rentals	\$ 2,521.00	\$ 1,203.34	\$ 5,820.50	\$0.00	\$590.00	\$600.00	\$1,420.00	\$ 4,015.00
Affiliate League/Tournament Fee Revenue	\$13,286.00	\$16,017.20	\$ -			\$179.00	\$0.00	\$ 15,272.50
Misc	\$11,744.00	\$15,394.74	\$ 9,686.39	\$780.00	\$0.00	\$0.00	\$755.52	\$ 1,850.06
<b>Maintenance</b>								
Mowing Hours	1,554	2,601	2,195	96	222.5	48	24	820.5
Work Orders Received	N/A	8	9	0	2	1	1	10
Work Orders Completed	N/A	8	9	0	1	1	1	9
Number of Projects Started	27	40	39	13	3	3	1	3
Number of Projects Completed	18	35	32	7	2	1	0	3
Number of ballfield rainouts	NA	NA	NA	NA	NA	NA	0	25
Bags of Field Dry Used	NA	NA	NA	NA	NA	NA	0	3



**White House Library  
November 2022**

**Summary of Activities**

The library director attended a Christmas event meeting on November 7<sup>th</sup>. The group finalized most of the details for the Christmas parade and event. The library director was having a hard time finding a Santa Claus, and so she reached out to the Mayor who agreed to be Santa for the pictures with Santa at the library.

The Winter Reading Challenge began on November 7<sup>th</sup>. It will run through December 29<sup>th</sup>. Staff have put out new grab and go kits each week for kids, tweens, and teens. The kits have been successful with almost every kit being picked up each week. There are also a number of prizes that each age group can win and participants have entered to win almost all of them. In addition to these reading prizes, there are also guessing jars that patrons can try to win. The patron that guesses the closest without going over will win a prize. New prizes will be put out in December as well as new guessing jars.

The library director attended a Lions Club meeting on November 9<sup>th</sup>. The group asked if she would be the secretary and she agreed.

The library director also attended a safety training at the Brentwood Public Library on November 9<sup>th</sup>. At this training the director learned of different safety techniques, ways to talk to patrons and proper rules and guidelines for a library. The library director has already gone over some of this with staff and will be reviewing the library's behavior policy.

The library director painted the three pillars in the library. The library director plans to have murals painted on these pillars. The library director might also paint some accent walls in the study rooms. In addition, she is looking at getting better signage for the teen, juvenile, and book sale area.

The library closed on November 28<sup>th</sup> due to staff illnesses. Almost all the staff were sick with different illnesses, causing there to be too few individuals to open the library.

**Department Highlights**

The department highlights for the month were finding a Santa for the Christmas event, the starting success of the Winter Reading Challenge, and getting the pillars prepped for the murals.

**White House Public Library**  
**November 2022 Performance Measures**

**Official Service Area Populations**

2018	2019	2020	2021	2022
14,035	14,202	14,363	14,455	14,820

**Membership**

November	2018	2019	2020	2021	2022
New Members	73	74	53	64	95
Updated Members	194	207	214	258	192
Yearly Totals	2018	2019	2020	2021	2022
Total Members	7,073	8,376	9,496	7,027	7,157
% of population with membership	51	59	66	49	50

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. The library just did one to update our records, which is why there is a drop in users.

**Total Material Available:** 39,204

**Estimated Value of Total Materials:** \$980,100

**Total Materials Available Per Capita:** 2.71

**Last Month:** \$978,250

**Last Month:** 2.70

**State Minimum Standard:** 2.00

**Materials Added in November**

2018	2019	2020	2021	2022
230	311	127	326	120

**Yearly Material Added**

2018	2019	2020	2021	2022
3,123	3,004	3,025	3,035	3,471

**Physical Items Checked Out in November**

2018	2019	2020	2021	2022
4,313	4,393	4,465	5,438	6,353

**Cumulative Physical Items Check Out**

2018	2019	2020	2021	2022
62,536	62,522	50,042	59,515	75,834

The library is happy that our checkout numbers have to exceed pre-covid checkouts.

**Miscellaneous item checkouts**

November	2018	2019	2020	2021	2022
Technology Devices	48	65	56	68	61
Study Rooms	117	65	14	59	65
Games and Puzzles	57	77	140	125	180
Seeds	0	6	8	28	3
STEAM Packs	22	37	0	20	13
Cake Pans	*	2	1	0	12
Outdoor Items	*	*	*	*	3
Honor Books	*	*	*	*	4

**Yearly Totals**

2018	2019	2020	2021	2022
644	137	381	725	679
1,082	253	305	395	700
743	222	955	1,263	1,902
586	112	302	878	882
148	61	25	160	222
6	1	28	21	66
*	*	*	*	14
*	*	*	*	18

**Library Services Usage**

November	2018	2019	2020	2021	2022
Lego Table	52	77	140	0	0
Test Proctoring	9	6	0	5	1
Charging Station	9	8	7	4	6
Notary Services	*	9	4	14	3
Library Visits	3,746	3,891	2,566	3,236	3,517
Website Usage	874	1,372	2,094	2,191	3,040
Reference Questions	6	5	10	5	1

**Yearly Totals**

2018	2019	2020	2021	2022
1,891	553	459	0	0
152	27	74	108	56
90	19	47	45	21
*	16	88	144	122
52,565	55,728	30,007	38,913	44,823
2,517	16,935	17,977	27,907	30,886
59	77	60	73	30

Our library visits are very close to our pre-covid numbers. The library hopes that this number will continue to increase.

**Computer Users**

November	2018	2019	2020	2021	2022
Wireless	609	443	387	425	331
Adult Users	336	292	261	171	188
Kids Users	145	136	8	89	219

**Yearly Computer Users**

2018	2019	2020	2021	2022
9,535	2,017	3,829	3,878	4,248
4,642	1,103	2,138	2,235	2,447
2,088	556	427	957	2,793

**Library Volunteers**

November	2018	2019	2020	2021	2022
Library Volunteers	20	24	6	12	10
Volunteer Hours	125	183	67	159	102

**Yearly Totals**

18-19	19-20	20-21	21-22	22-23
82	36	20	48	23
809	1,286	1,204	1,492.5	605



**White House Public Library  
November 2022 Performance Measures**

**Universal Class Counts**

November	
Sign ups	3
Courses started	8
Lessons viewed	64
Class Submissions	44

**Yearly Totals**

2018	2019	2020	2021	2022
24	9	10	13	16
52	16	53	39	51
661	194	1,771	1,008	765
445	105	800	515	320

**Programs**

1,000 books	2018	2019	2020	2021	2022
Monthly Sign-ups	7	2	1	2	0
total Sign-ups	163	214	67	174	132

Achievements	2018	2019	2020	2021	2022
100 Mark	2	0	0	22	10
500 Mark	2	2	0	2	5
Completion	0	1	2	4	7

**Face-to-face Kids Programs**

November	2018	2019	2020	2021	2022
Programs	11	9	1	11	9
Attendees	182	202	17	203	246
Yearly	2018	2019	2020	2021	2022
Programs	146	154	43	91	129
Attendees	4,260	4,201	1,185	2,167	3,547

**Virtual Kids Programs**

November	2020	2021	2022
Videos	0	0	0
Views	0	0	0
Yearly	2020	2021	2022
Videos	24	19	0
Views	4,182	230	0

**Grab & Go Kits**

November	2020	2021	2022
Kits	8	5	4
Taken	225	212	189
Yearly	2020	2021	2022
Kits	38	44	4
Taken	1094	1,699	189

The library cancelled all programs the last week of November due to staff illness. This caused there to be less programs held than in previous years.

**Face-to-face Teen Programs**

November	2018	2019	2020	2021	2022
Programs	4	5	3	0	0
Attendees	30	11	15	0	0
Yearly	2018	2019	2020	2021	2022
Programs	47	82	68	13	0
Attendees	481	432	518	81	0

**Tween Face-to-Face Programs**

November	2020	2021	2022
Programs	0	0	0
Attendees	0	0	0
Yearly	2020	2021	2022
Programs	5	0	0
Attendees	18	0	0

**Combined Face-to-Face**

November	2020	2021	2022
Programs	0	7	7
Attendees	0	60	23
Yearly	2020	2021	2022
Programs	11	43	94
Attendees	77	370	404

**Virtual Teen & Tweens**

November	2020	2021	2022
Videos	0	0	0
Views	0	0	0
Yearly	2020	2021	2022
Videos	12	6	0
Views	1,591	95	0

**Grab & Go**

November	2020	2021	2022
Kits	0	0	4
Taken	0	0	96
Yearly	2020	2021	2022
Kits	13	24	4
Taken	152	409	96

The library cancelled all programs the last week of November due to staff illness. This caused there to be less programs held than in previous years.

**Face-to-face Adult Programs**

November	2018	2019	2020	2021	2022
Programs	12	10	2	8	3
Attendees	115	27	6	23	9
Yearly	2018	2019	2020	2021	2022
Programs	175	157	42	63	71
Attendees	1,009	1,343	214	351	349

**Virtual**

November	2020	2021	2022
Videos	0	0	0
Views	0	20	0
Yearly	2020	2021	2022
Videos	18	1	0
Views	4,972	20	0

**Device Advice**

November	2019	2020	2021	2022
Sessions	*	0	5	6
Yearly	125	51	81	127
Passive				
November	*	*	0	0
Yearly	*	*	0	20

The library cancelled all programs the last week of November due to staff illness. This caused there to be less programs held than in previous years.

**Interlibrary Loan Services**

November	2018	2019	2020	2021	2022
Borrowed	54	59	46	42	66
Loaned	43	36	23	32	12

**Yearly Interlibrary Loan Services**

2018	2019	2020	2021	2022
690	690	534	673	811
410	410	151	226	304

November	R.E.A.D.S
Adults	1,778
Juvenile	102

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	9,896
Juvenile	1,430	1,189	1,032	2,013	665

The READS statistics come from the state.



**CITY COURT REPORT**

November 2022

**CITATIONS**

TOTAL MONIES COLLECTED FOR THE MONTH	\$3,318.00	
<b>TOTAL MONIES COLLECTED YTD</b>		<b>\$20,985.00</b>

**STATE FINES**

TOTAL MONIES COLLECTED FOR MONTH	\$2,052.35	
<b>TOTAL MONIES COLLECTED YTD</b>		<b>\$11,156.61</b>

<u>TOTAL REVENUE FOR MONTH</u>	<u>\$5,370.35</u>	
<b>TOTAL REVENUE YTD</b>		<b>\$32,141.61</b>

**DISBURSEMENTS**

LITIGATION TAX	\$276.78	
DOS/DOH FINES & FEES	\$204.25	
DOS TITLE & REGISTRATION	\$185.25	
RESTITUTION/REFUNDS	\$0.00	
ON-LINE CC FEES	\$0.00	
CREDIT CARD FEES	\$0.00	
WORTHLESS CHECKS	\$0.00	
<u>TOTAL DISBURSEMENTS FOR MONTH</u>	<u>\$666.28</u>	
<b>TOTAL DISBURSEMENTS YTD</b>		<b>\$4,493.82</b>

<u>ADJUSTED REVENUE FOR MONTH</u>	<u>\$4,704.07</u>	
<b>TOTAL ADJUSTED REVENUE YTD</b>		<b>\$27,647.79</b>

**DRUG FUND**

<u>DRUG FUND DONATIONS FOR MONTH</u>	<u>\$1,052.12</u>	
<b>DRUG FUND DONATIONS YTD</b>		<b>\$3,537.87</b>

<b>Offenses Convicted &amp; Paid For Month</b>	<b>Count</b>	<b>Paid</b>
Improper Passing	1	\$0.00
Financial Responsibility Law	7	\$337.50
Registration Law	11	\$915.00
Improper Equipment	1	\$20.00
Texting/Hands Free Law	2	\$102.00
Codes Violation		
DL Exhibited	2	\$102.50
Red Light	2	\$187.50
Animal Control	1	\$55.00
Stop Sign		
Speeding	11	\$1,170.00
Seat Belt-Child Restraint	1	\$30.00
Helmet Required	1	\$60.00
Exercise Due Care	4	\$165.00
Following Too Close	1	\$0.00
Total	45	\$3,144.50

# RESOLUTIONS....

## RESOLUTION 22-13

WHEREAS, T.C.A. 6-51-102 REQUIRES THAT A PLAN OF SERVICE BE ADOPTED BY THE GOVERNING BODY OF THE CITY PRIOR TO PASSAGE OF A RESOLUTION ANNEXING ANY AREA, AND

WHEREAS, T.C.A. 6-51-102 requires that a plan of service be adopted by the governing body of the city prior to passage of a resolution annexing any area; and

WHEREAS, the City of White House is contemplating annexation of certain areas as requested by the property owner that are bounded as shown on the map of the annexation areas, dated 2022. The annexed property contains 54.68 undeveloped acres. City services will be provided to the property as defined in the plan of services with the approval of the plan of service and annexation resolutions, and;

WHEREAS, the City of White House Municipal Planning Commission on October 11, 2022 recommended approval of the plan of services,

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House:

Section 1. Pursuant to the provisions of the section 6-51-102, Tennessee Code Annotated, there is hereby adopted for the proposed annexation areas the following PLAN OF SERVICE:

A. Police

1. Patrolling, radio response to calls, and other routine police services, using present personnel and equipment, will be provided upon the effective date of annexation.
2. Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need therefore is established by appropriate study and traffic standards.

B. Fire

Fire protection by the present personnel and equipment of the fire fighting force of the City, within the limitations of available water, will be provided upon the effective date of annexation.

C. Water

An adequate water supply for fire protection is required by the City in its subdivision regulations affecting the development of this property. The property contains existing fire hydrants and all new residences constructed within annexed area to be within six hundred (600') of a fire hydrant. **All existing buildings within the annexed property will be required to be protected per the City's Fire Code Requirements within thirty-six (36) months.**

Service provided by the White House Utility District requires payment of associated rates and fees as determined by the White House Utility District.

D. Wastewater

The owners or developers of the properties will be required to engineer and extend and connect on-site sewer service and infrastructure connections and improvements and pay the associated costs and rates in accordance with the established policies and regulations of the City of White House. All buildings developed within the annexed property will be required to be connected to the City's municipal sewer system. **All existing buildings within the annexed property will be required to be connected to the City's municipal sewer system within thirty-six (36) months.**

E. Streets and Roads

Routine maintenance of the streets and roads is currently provided on Union Road by the City of White House.



F. Inspection Services

Any inspection services now provided by the City (building, plumbing, gas, housing, property maintenance, etc.) will begin in the annexed area on the effective date of the annexation.

G. Planning and Zoning

The planning and zoning jurisdiction of the City will extend to the annexed area on the effective date of the annexation. City planning and zoning will thereafter encompass the annexed area.

H. Street Lighting

Street lighting will be maintained in accordance with the established policies of the City of White House for and any public roadway construction that might be required by the City of White House Planning Commission with the development of the annexed area.

Section 2. This resolution shall be effective from and after its adoption by the Board of Mayor and Aldermen.

**Adopted this 15th day of December 2022.**

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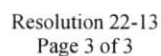
Farris H. Bibb Jr., Mayor

ATTEST:

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Derek Watson, City Recorder

## Map 106, Parcel 187 OF TACREY



**RESOLUTION 22-14**

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

**WHEREAS**, a public hearing before this body will be held the **15<sup>th</sup> day of December 2022**, and notice thereof published in the *White House Connection* on **November 29<sup>th</sup>, 2022**; and,

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

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

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

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

54.68 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 117, PARCEL 059.00  
PROPERTY IS LOCATED AT MELTON RD. **"EXHIBIT A"**.

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

First Reading:                      November 17, 2022                      PASSED

Second Reading:                      December 15, 2022

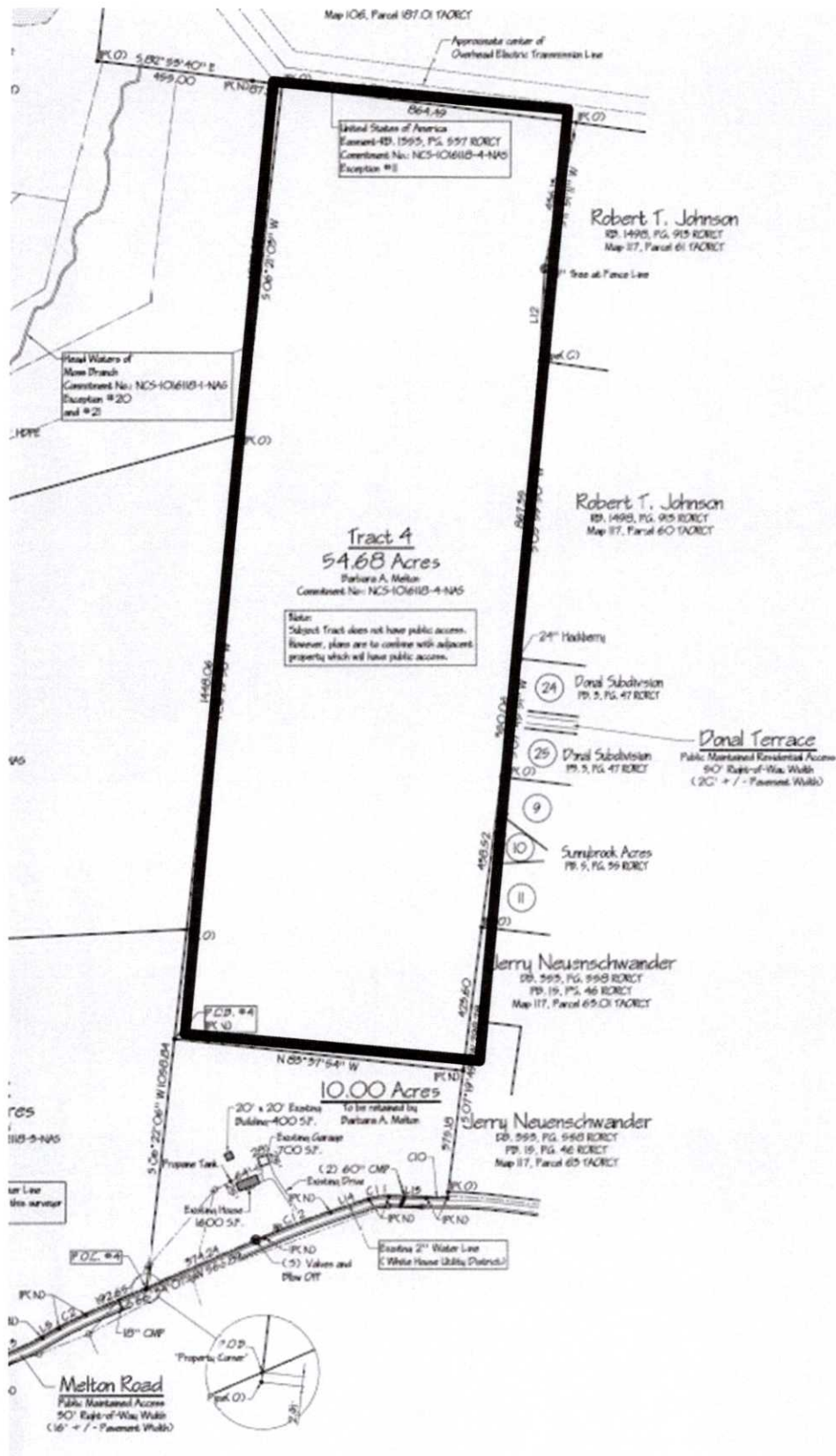
\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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



# RESOLUTION 22-14 "EXHIBIT A"



## RESOLUTION 22.-15

WHEREAS, T.C.A. 6-51-102 REQUIRES THAT A PLAN OF SERVICE BE ADOPTED BY THE GOVERNING BODY OF THE CITY PRIOR TO PASSAGE OF A RESOLUTION ANNEXING ANY AREA, AND

WHEREAS, T.C.A. 6-51-102 requires that a plan of service be adopted by the governing body of the city prior to passage of a resolution annexing any area; and

WHEREAS, the City of White House is contemplating annexation of certain areas as requested by the property owner that are bounded as shown on the map of the annexation areas, dated 2022. The annexed property contains 23.4 undeveloped acres. City services will be provided to the property as defined in the plan of services with the approval of the plan of service and annexation resolutions, and;

WHEREAS, the City of White House Municipal Planning Commission on October 11, 2022 recommended approval of the plan of services,

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of White House:

Section 1. Pursuant to the provisions of the section 6-51-102, Tennessee Code Annotated, there is hereby adopted for the proposed annexation areas the following PLAN OF SERVICE:

A. Police

1. Patrolling, radio response to calls, and other routine police services, using present personnel and equipment, will be provided upon the effective date of annexation.
2. Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need therefore is established by appropriate study and traffic standards.

B. Fire

Fire protection by the present personnel and equipment of the fire fighting force of the City, within the limitations of available water, will be provided upon the effective date of annexation.

C. Water

An adequate water supply for fire protection is required by the City in its subdivision regulations affecting the development of this property. The property contains existing fire hydrants and all new residences constructed within annexed area to be within six hundred (600') of a fire hydrant. **All existing buildings within the annexed property will be required to be protected per the City's Fire Code Requirements within thirty-six (36) months.**

Service provided by the White House Utility District requires payment of associated rates and fees as determined by the White House Utility District.

D. Wastewater

The owners or developers of the properties will be required to engineer and extend and connect on-site sewer service and infrastructure connections and improvements and pay the associated costs and rates in accordance with the established policies and regulations of the City of White House. All buildings developed within the annexed property will be required to be connected to the City's municipal sewer system. **All existing buildings within the annexed property will be required to be connected to the City's municipal sewer system within thirty-six (36) months.**

E. Streets and Roads

Routine maintenance of the streets and roads is currently provided on Hwy 31W by the City of White House.

F. Inspection Services

Any inspection services now provided by the City (building, plumbing, gas, housing, property maintenance, etc.) will begin in the annexed area on the effective date of the annexation.

G. Planning and Zoning

The planning and zoning jurisdiction of the City will extend to the annexed area on the effective date of the annexation. City planning and zoning will thereafter encompass the annexed area.

H. Street Lighting

Street lighting will be maintained in accordance with the established policies of the City of White House for and any public roadway construction that might be required by the City of White House Planning Commission with the development of the annexed area.

Section 2. This resolution shall be effective from and after its adoption by the Board of Mayor and Aldermen.

**Adopted this 15th day of December 2022.**

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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



RESOLUTION 22-15  
"EXHIBIT A"



## RESOLUTION 22-16

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

**WHEREAS**, a public hearing before this body will be held the **15<sup>th</sup> day of December 2022**, and notice thereof published in the *White House Connection* on **November 29<sup>th</sup>, 2022**; and,

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

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

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

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

23.4 ACRES ARE REFERENCED AS PART OF SUMNER COUNTY TAX MAP 099, PARCELS 055.00 AND 007.01. PROPERTY IS LOCATED AT HIGHWAY 31W AND NEW HALL RD “**EXHIBIT A**”.

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

First Reading: November 17, 2022 PASSED

Second Reading: December 15, 2022

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Farris H. Bibb Jr., Mayor

ATTEST:

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Derek Watson, City Recorder



RESOLUTION 22-16  
"EXHIBIT A"





# ORDINANCES....

ORDINANCE 22-15

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE TITLE 11, CHAPTER 4 OFFENSES AGAINST THE PEACE AND QUIET, SECTION 11-402.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding anti-noise regulations;

NOW, THEREFORE, BE IT ORDAINED, by the Board of Mayor and Aldermen that the White House Municipal Code Title 11, Chapter 4 Offenses against the Peace and Quiet, Section 11-402 be revised from the Municipal Code as follows:

ARTICLE XI: MUNICIPAL OFFENSES  
CHAPTER 4: Offenses against the Peace and Quiet  
SECTION: 11-402. Anti-noise regulations.  
ITEM F: Building operations.

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

(f) Building operations. The erection (including excavation), demolition, alteration, or repair of any building in any residential area or section or the construction or repair of streets and highways in any residential area or section, other than between the hours of 7:00 A.M. and 9:00 P.M., except in case of urgent necessity in the interest of public health and safety, and then only with a permit from a building inspector granted for a period while the emergency continues not to exceed thirty (30) days. If the building inspector should determine that the public health and safety will not be impaired by the erection, demolition, alteration, or repair of any building or the excavation of streets and highways between the hours of ~~6:00~~ **9:00** P.M. and 7:00 A.M., and if he shall further determine that loss or inconvenience would result to any party in interest through delay, he may grant permission for such work to be done between the hours of ~~6:00~~ **9:00** P.M. and 7:00 A.M. upon – application being made at the time the permit for the work is awarded or during the process of the work.

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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ATTEST:

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

## ORDINANCE 22-16

### **AN ORDINANCE AMENDING THE MUNICIPAL CODE TITLE 13, PROPERTY MAINTENANCE REGULATIONS, CHAPTERS 1 AND 3, AS WELL AS ESTABLISHING CHAPTER 4 ENFORCEMENT.**

**WHEREAS**, the Board of Mayor and Aldermen wishes to amend the Municipal Code Title 13 Property Maintenance Regulations Chapters 1 and 3;

**WHEREAS**, the Board of Mayor and Aldermen wishes to establish Chapter 4 Enforcement in Title 13 Property Maintenance Regulations;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen that the Municipal Code Title 13 is amended as indicated below.

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

## TITLE 13

### **PROPERTY MAINTENANCE REGULATIONS**

#### **CHAPTER**

1. MISCELLANEOUS.
2. JUNKYARDS.
3. ABANDONED AND DISCARDED VEHICLES.
4. **ENFORCEMENT**

## CHAPTER 1

### **MISCELLANEOUS**

#### **SECTION**

- 13-101. Health officer.
- 13-102. Smoke, soot, cinders, etc.
- 13-103. Stagnant water.
- 13-104. Overgrown and dirty lots.
- 13-105. Dead animals.
- 13-106. Health and sanitation nuisances.
- 13-107. House trailers.
- 13-108. Weeds and grass.

**13-101. Health officer.** The "health officer" shall be such city, county, or state officer as the board of mayor and aldermen shall appoint or designate to administer and enforce health and sanitation regulations within the city. (1979 Code, § 8-101)

**13-102. Smoke, soot, cinders, etc.** It shall be unlawful for any person to permit or cause the escape of such quantities of dense smoke, soot, cinders, noxious acids, fumes, dust, or gases as to be detrimental to or to endanger the health, comfort, and safety of the public or so as to cause or have a tendency to cause injury or damage to property or business. (1979 Code, § 8-105)



**13-103. Stagnant water.** It shall be unlawful for any person knowingly to allow any pool of stagnant water to accumulate and stand on his property without treating it so as effectively to prevent the breeding of mosquitoes. (1979 Code, § 8-106)

**13-104. Overgrown and dirty lots.** (1) Prohibition. Pursuant to the authority granted to municipalities under Tennessee Code Annotated, § 6-54-113, it it shall be unlawful for any owner of record of real property to create, maintain, or permit to be maintained on such property the growth of trees, vines, grass, underbrush and/or the accumulations of debris, trash, litter, or garbage or any combination of the preceding elements so as to endanger the health, safety, or welfare of other citizens or to encourage the infestation of rats and other harmful animals.

(2) Designation of public officer or department. The mayor or administrator shall designate an appropriate department or person to enforce the provisions of this section.

(3) Notice to property owner. It shall be the duty of the department or person so designated to enforce this section to serve notice upon the owner of record in violation of subsection (1) above, a notice in plain language to remedy the condition within ten (10) days (or twenty (20) days if the owner of record is a carrier engaged in the transportation of property or is a utility transmitting communications, electricity, gas, liquids, steam, sewage, or other materials), excluding Saturdays, Sundays, and legal holidays. The notice shall be sent by registered or certified United States Mail, addressed to the last known address of the owner of record. When an attempt at notification by United States mail fails or no valid last known address exists for the owner of record, the municipality may publish the notice in a newspaper of general circulation in the county where the property sits for no less than two (2) consecutive issues or personally deliver the notice to the owner of record. For purposes of this section, such publication shall constitute receipt of notice effective on the date of the second publication of the notice and personal delivery shall constitute receipt of notice immediately upon delivery. The notice shall state that the owner of the property is entitled to a hearing, and shall, at the minimum, contain the following additional information:

(a) A brief statement that the owner is in violation of § 13-104 of the municipal code, which has been enacted under the authority of Tennessee Code Annotated, § 6-54-113, and that the property of such owner may be cleaned up at the expense of the owner and a lien placed against the property to secure the cost of the clean up;

(b) The person, office, address, and telephone number of the department or person giving the notice;

(c) A cost estimate for remedying the noted condition, which shall be in conformity with the standards of cost in the city; and

(d) A place wherein the notified party may return a copy of the notice, indicating the desire for a hearing.

(4) Clean up property owner's expense. If the property owner of record fails or refuses to remedy the condition within ten (10) days after receiving the notice (twenty (20) days if the owner is a carrier engaged in the transportation of property or is a utility transmitting communications, electricity, gas, liquids, steam, sewage, or other materials), the department or person designated by the city administrator to enforce the provisions of this section shall immediately cause the condition to be remedied or removed at a cost in conformity with reasonable standards, and the cost thereof shall be assessed against the owner of the property. Upon the filing of the notice with the office of the register of deeds in Sumner or Robertson County, the costs shall be a lien on the property in favor of the municipality, second only to liens of the state, county, and municipality for taxes, any lien of the municipality for special assessments, and any valid lien, right, or interest in such property duly recorded or duly perfected by filing, prior to the filing of such notice. These cost shall be placed on the tax rolls of the municipality as a lien and shall be added to property tax bills to be collected at the same time and in the same manner as property taxes are collected. If the owner fails to pay the costs, they may be collected at the same time and in the same manner as delinquent property taxes are collected and shall be subject to the same penalty and interest as delinquent property taxes.

(a) When the owner of an owner-occupied residential property fails or refuses to remedy the condition within ten (10) days after receiving the notice, the appropriate department or person shall



~~immediately cause the condition to be remedied or removed at a cost in accordance with reasonable standards in the community, with these costs to be assessed against the owner of the property. Subdivision (4) above shall apply to the collection of costs against the owner of an owner-occupied residential property, except that the municipality shall wait until cumulative charges for remediation equal or exceed five hundred dollars (\$500.00) before filing the notice with the register of deeds and the charges becoming a lien on the property. After this threshold has been met and the lien attaches, charges for costs for which the lien attached are collectible as provided in subdivision (4) above for these charges.~~

~~(5) Appeal. The owner of record who is aggrieved by the determination and order of the public officer may appeal the determination and order to the city administrator. The appeal shall be filed with the city recorder within ten (10) days following the receipt of the notice issued pursuant to subsection (3) above. The failure to appeal within the time shall, without exception, constitute a waiver of the right to a hearing.~~

~~(6) Judicial review. Any person aggrieved by an order or act of the city administrator under subsection (4) above may seek judicial review of the order or act. The time period established in subsection (3) above shall be stayed during the pendency of judicial review.~~

~~(7) Supplemental nature of this section. The provisions of this section are in addition and supplemental to, and not in substitution for, any other provision in the municipal charter, this municipal code of ordinances or other applicable law which permits the city to proceed against an owner, tenant or occupant of property who has created, maintained, or permitted to be maintained on such property the growth of trees, vines, grass, weeds, underbrush and/or the accumulation of the debris, trash, litter, or garbage or any combination of the preceding elements, under its charter, any other provisions of this municipal code of ordinances or any other applicable law.~~

~~(8)(2) General requirements. Weeds and other similar regulated vegetation which has attained the height of twelve (12) inches or more shall be presumed to be detrimental to the public health and therefore a public nuisance. Such vegetation shall be controlled on property as set forth below:~~

- ~~(a) The entire area of any lot, parcel or tract containing two (2) acres or less.~~
- ~~(b) The entire area of any right-of-way between any lot, parcel or tract and the pavement of a public street. No weeds or other growth shall be permitted on corner lots which may cause a reduction in traffic visibility at intersections.~~
- ~~(c) Within twenty-five (25) feet on any building on any lot, parcel, or tract containing more than two (2) acres.~~
- ~~(d) Within twenty-five (25) feet of an adjacent property line at the request of the owner, regardless of acreage.~~
- ~~(e) Two (2) or more contiguous lots shall be treated as one (1) lot by this section.~~
  - ~~(i) Nothing in this chapter shall preclude the use of a parcel for agricultural purposes such as gardens, compost piles, orchards, vineyards, silage, or specific domesticated plants, which normally tend to exceed twelve (12) inches. In addition, nothing herein shall preclude the use of a parcel as a natural wooded area or the maintenance of natural screening provided that the health, safety, and welfare not be impaired.~~
  - ~~(ii) Nothing in this section shall prevent the open storage of items of inventory within a fenced area of any commercial or industrial activity such as lumber in a lumberyard, unless otherwise limited; nor shall this section prevent the open storage of building materials on an active construction site. Firewood stacked in an orderly manner shall not be considered a violation of this chapter provided it does not constitute a fire or health hazard.~~
  - ~~(iii) All enforcement actions with respect to § 13-104 shall commence upon receipt of a written signed complaint. All complaints should be appropriately documented, including photographic evidence of violation, and reflect the specific nature and location of the complaint.~~

**13-105. Dead animals.** Any person owning or having possession of any dead animal not intended for use as food shall promptly bury the same or notify the health officer and dispose of such animal in such manner as the health officer shall direct. (1979 Code, § 8-108)

**13-106. Health and sanitation nuisances.** It shall be unlawful for any person to permit any premises owned, occupied, or controlled by him to become or remain in a filthy condition, or permit the use or occupation of same in such a manner as to create noxious or offensive smells and odors in connection therewith, or to allow the accumulation or creation of unwholesome and offensive matter or the breeding of flies, rodents, or other vermin on the premises to the menace of the public health or the annoyance of people residing within the vicinity. (1979 Code, § 8-109)

**13-107. House trailers.** It shall be unlawful for any person to park, locate, or occupy any house trailer or portable building unless it complies with all plumbing, electrical, sanitary, and building provisions applicable to stationary structures and the proposed location conforms to the zoning provisions of the city and unless a permit therefor shall have been first duly issued by the building official, as provided for in the building code. (1979 Code, § 8-104)

**13-108. Weeds and grass.** Every owner or tenant of property shall periodically cut the grass and other vegetation commonly recognized as weeds on his property, and it shall be unlawful for any person to fail to comply with an order by the representative chosen by the mayor or administrator to cut such vegetation when it has reached a height of twelve (12) inches. (as added by Ord. #02-26, Oct. 2002)

### **CHAPTER 3**

#### **ABANDONED AND DISCARDED VEHICLES**

##### **SECTION**

13-301. Definitions.

13-302. Abandoning prohibited.

13-303. Leaving nonoperating junked vehicle on street prohibited.

13-304. Location or presence of inoperative, or abandoned vehicles, or unlicensed vehicles within city deemed public nuisance; exceptions.

~~13-305. Notice to property owner.~~

**13-301. Definitions.** The following definitions shall apply in the interpretation and enforcement of this chapter.

(1) "Abandoned vehicle" shall mean any vehicle or part thereof which is left unattended on public or private property for more than thirty (30) days, or a vehicle that has remained illegally on public property for a period of more than forty-eight (48) hours, or a vehicle that has remained on private property without the consent of the owner or person in control of the property for more than forty-eight (48) hours.

(2) Inoperable or inoperative as applied to vehicles, shall mean any vehicle that is not roadworthy if designed to be driven on public streets; or any vehicle that cannot be moved under its own power if designed to be moved under its own power, or a vehicle designed to be towed or hauled that is not safe and roadworthy for a towing or hauling, or vehicle parts that are not assembled so as to comprise a complete vehicle. Conditions that would render a vehicle not roadworthy would include damage or disrepair of such that it cannot be moved, steered, and stopped as designed, or a condition of the vehicle such that it cannot be operated in compliance with applicable traffic laws. Vehicle damage that is of a purely aesthetic nature would not, apart from other conditions, constitute an inoperable vehicle.

(3) "Property" shall mean any property within the city which is not a street highway or public right-of-way.

(4) Vehicle" shall mean a machine propelled by power other than human power designed to travel along the ground by use of wheels, treads, runners or slides and transport person or property or pull machinery, and shall include, without limitation, automobiles, trucks, trailers, motorcycles, tractors, and wagons.



(5) Unlicensed, as applied to vehicles, shall mean a vehicle with expired license plates or a vehicle without other lawfully required registration that is currently valid. (As added by Ord. #00-20, Sept. 2000, and amended by Ord. #02-25, Oct. 2002)

**13-302. Abandoning prohibited.** No person shall abandon any vehicle within the city, and no person shall leave any vehicle at any place within the city, for such time and under such circumstances as to cause such vehicle reasonably to appear to have been abandoned. (As added by Ord. #00-20, Sept. 2000)

**13-303. Leaving nonoperating junked vehicle on street prohibited.** No person shall leave any partially dismantled, nonoperating, wrecked, or junked vehicle on any street, alley or highway within the city, or on any public right-of-way. (As added by Ord. #00-20, Sept. 2000)

**13-304. Location or presence of inoperative, or abandoned vehicles, or unlicensed vehicles within city deemed public nuisance; exceptions.** The location or presence of any inoperable, or abandoned, or unlicensed vehicles on any lot, tract, parcel of land or portion thereof, occupied or unoccupied, improved or unimproved, within the City of White House shall be deemed a public nuisance and it shall be unlawful for any person or persons to cause or maintain such public nuisance by wrecking, dismantling, rendering inoperable, abandoning their vehicle or vehicles on the property of another or to suffer, permit or allow the same to be placed, located, maintained or exist upon their own real property; provided that this section shall not apply to sub- sections (1), (2), (3).

(1) A vehicle or part thereof which is completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property;

(2) A vehicle or part thereof which is stored or parked in a lawful manner on private property in connection with the business of a licensed vehicle dealer or other business enterprise operated in a lawful place and manner when necessary to the operation of such business enterprise;

(3) A vehicle in an appropriate storage place or depository maintained in a lawful place and manner by the city or other governmental authority. (As added by Ord. #00-20, Sept. 2000, and amended by Ord. #01-12, June 2001, and Ord. #02-25, Oct. 2002)

~~**13-305. Notice to property owner.** It shall be the duty of the department or person so designated to enforce this section to serve notice upon the owner of record in violation of § 13-303, a notice in plain language to remedy the condition within thirty (30) days excluding Saturdays, Sundays, and legal holidays. The notice shall be sent by registered or certified United States Mail, addressed to the last known address of the owner of record. (as added by Ord. #02-25, Oct. 2002)~~

## **CHAPTER 4**

### **ENFORCEMENT**

#### **SECTION**

**13-401. *Designation of public officer or department.***

**13-402. *Notice to property owner.***

**13-403. *Issuance of Citation.***

**13-404. *Failure to appear.***

**13-405. *Failure to comply.***

**13-401. *Designation of public officer or department. The mayor or administrator shall designate an appropriate department or person to enforce the provisions of this section.***

13-402. Notice to property owner. It shall be the duty of the department or person so designated to enforce this section to serve notice upon the owner of record in violation of Title 13, a notice in plain language to remedy the condition within five (5) days excluding Saturdays, Sundays, and legal holidays. The notice shall state the date of violation, the violation to be remedied and the date the violation must be remedied. The notice shall include a copy of Chapter 4, Enforcement. The notice shall be sent by registered or certified United States Mail, addressed to the last known address of the owner of record. When an attempt at notification by United States mail fails or no valid last known address exists for the owner of record, the municipality may publish the notice in a newspaper of general circulation in the county where the property sits for no less than two (2) consecutive issues or personally deliver the notice to the owner of record. For purposes of this section, such publication shall constitute receipt of notice effective on the date of the second publication of the notice and personal delivery shall constitute receipt of notice immediately upon delivery.

13-403. Issuance of Citation. The designated public officer or department shall issue a citation to appear before the judge of the White House Municipal Court upon failure to remedy the property maintenance regulation within the required time in section 13-402.

13-404. Failure to appear. If the cited property owner fails to appear before the White House Municipal Court at the time, date, and location as indicated on the citation the judge may cause fine and other sanctions as allowed by law.

13-405. Failure to comply. If the property owner does not remedy the violation as required in the notice of violation, fails to appear per 13-404, or fails to comply with a court order the city may take action to remedy the violation at the expense of the owner. These costs shall be placed on the tax rolls of the municipality as a lien and shall be added to property tax bills to be collected at the same time and in the same manner as property taxes are collected. If the owner fails to pay the costs, they may be collected at the same time and in the same manner as delinquent property taxes are collected and shall be subject to the same penalty and interest as delinquent property taxes.

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:	November 17, 2022	PASSED
Second Reading:	December 15, 2022	

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Farris H. Bibb, Jr., Mayor

ATTEST:

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Derek Watson, City Recorder



## ORDINANCE 22-17

### AN ORDINANCE AMENDING THE MUNICIPAL CODE TITLE 4, CHAPTER 6 CODE OF ETHICS,

**WHEREAS**, the Board of Mayor and Aldermen wishes to amend the Municipal Code Title 4 Municipal Personnel Chapter 6 Code of Ethics;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen that the Municipal Code Title 4 Chapter 6 Code of Ethics is amended as indicated below.

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

## CHAPTER 6

### CODE OF ETHICS

#### SECTION

4-601. Applicability.

4-602. Definition of "~~personal interest.~~" **Personal Interest**

4-603. Disclosure of ~~P~~personal ~~I~~nterest by ~~O~~fficial with ~~V~~ote.

4-604. Disclosure of ~~P~~personal ~~I~~nterest in ~~nonvoting~~ **Non-Voting M**matters.

4-605. Acceptance of **G**ratuities, etc.

4-606. Use of **I**nformation.

4-607. Use of ~~M~~municipal **T**ime, **F**acilities, etc.

4-608. Use of ~~P~~osition or **A**uthority.

4-609. Outside **E**mployment **or Other Position of Financial Interest.**

4-610. Ethics **C**omplaints.

4-611. Violations.

**4-612, Appearance of Impropriety.**

**4-601. Applicability.** This chapter is the **C**ode of **E**thics for personnel of the ~~municipality~~ **City of White House**. It applies to all full-time and part-time elected or appointed officials and employees, whether compensated or not, including those of any separate board, commission, committee, authority, corporation, or other instrumentality appointed or created by the municipality. The words "municipal" and "municipality" include these separate entities.

**4-602. Definition of "~~P~~personal Interest."** 1. For purposes of §§ 4-603 and 4-604 **of this Chapter**, "personal interest" means:

- a. Any financial, ownership, or employment interest in the subject of a vote by a municipal board not otherwise regulated by state statutes on conflicts of interests; or
- b. Any financial, ownership, or employment interest in a matter to be regulated or supervised; or
- c. Any such financial, ownership, or employment interest of the official's or employee's spouse, parent(s), stepparent(s), grandparent(s), sibling(s), child(ren), or stepchild(ren).

2. The words "employment interest" include: ~~a situation in which an official or employee or a designated family member is negotiating possible employment with a person or organization that is the subject of the vote or that is to be regulated or supervised.~~

- a. **Any job, occupation, consultation, or other position for which the employee or official is compensated, whether by a third party/entity or in a self-employed capacity, other than the City of White House; and**



- b. Any situation in which an official or employee or a designated family member is negotiating possible employment with a person or entity that is the subject of a vote of any City of White House board, committee, or commission, or that is to be regulated or supervised by the City of White House.

3. In any situation in which a personal interest is also a conflict of interest under state law, the provisions of the state law take precedence over the provisions of this chapter.

**4-603. Disclosure of Ppersonal linterest by Oofficial with Vvote.** An official with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and so it appears in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official's vote on the measure. In addition, the official may recuse himself from voting on the measure.

**4-604. Disclosure of Ppersonal linterest in nonvoting Non-Voting Mmatters.** An official or employee who must exercise discretion relative to any matter, other than casting a vote, and who has a personal interest in the ~~matter~~ particular person or entity being regulated or supervised that affects or that would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose, ~~before the exercise of the discretion when possible,~~ the interest on a form provided by and filed with the recorder before the exercise of discretion when possible. In addition, the official or employee may, to the extent allowed by law, charter, ordinance, or policy, recuse himself from the exercise of discretion in the matter.

**4-605. Acceptance of Ggratuities, etc.** An official or employee may not accept, directly or indirectly, any money, gift, gratuity, or other consideration or favor of any kind from anyone other than the municipality:

1. (1) For the performance of an act, or refraining from performance of an act, that he would be expected to perform, or refrain from performing, in the regular course of his duties; or
2. (2) That might reasonably be interpreted as an attempt to influence his ~~action~~ discretion, or reward him for past ~~action~~ exercise of discretion, in executing municipal business.

**4-606. Use of Iinformation.** (1) 1. An official or employee may not disclose any information obtained in his official capacity or position of employment that is made confidential under state or federal law except as authorized by law.

2. (2) An official or employee may not use or disclose information obtained in his official capacity or position of employment with the intent to result in financial gain for himself or any other person or entity.

**4-607. Use of Mmunicipal Ttime, Ffacilities, etc.** (1) 1. An official or employee may not use or authorize the use of municipal time, facilities, equipment, or supplies for private gain or advantage to himself.

2. (2) An official or employee may not use or authorize the use of municipal time, facilities, equipment, or supplies for private gain or advantage to any private person or entity, except as authorized by legitimate contract or lease that is determined by the governing body to be in the best interests of the municipality.

**4-608. Use of position or authority.** (1) 1. An official or employee may not make or attempt to make private purchases, for cash or otherwise, in the name of the municipality.

2. (2) An official or employee may not use or attempt to use his position to secure any privilege or exemption for himself or others that is not authorized by the charter, general law, or ordinance or policy of the municipality.

**4-609. Outside Eemployment or Other Position of Financial Interest.** An official or employee may not accept or continue any outside employment if the work unreasonably inhibits the performance of any affirmative duty of the municipal position or conflicts with any provision of the municipality's charter or any ordinance or policy.



**4-610. Ethics Ceomplaints.** ~~(4)~~ **1.** The city attorney is designated as the ethics officer of the municipality coordinator for the City of White House. Upon the submission to the city attorney of any written, credible request of an official or employee potentially affected by a provision or ethics complaint regarding any alleged violations of this chapter by any employee or official, whether appointed or elected, the city attorney ~~may render an oral or written advisory ethics opinion based upon this chapter and other applicable law.~~ shall gather and organize any information required to fully investigate the written request or ethics complaint. The written request or ethics complaint shall be delivered to the city attorney as a sworn statement of facts, under oath, before a notary public. False statements of fact may be subject to perjury charge as permitted by the law of the State of Tennessee. The Board of Mayor and Aldermen shall be advised that an ethics inquiry is occurring.

(2) a. Except as otherwise provided in this subsection, the city attorney shall investigate any credible complaint against an appointed official or employee charging any violation of this chapter, or may undertake an investigation on his own initiative when he acquires information indicating a possible violation and make recommendations for action to end or seek retribution for any activity that, in the attorney's judgment, constitutes a violation of this code of ethics.

b. The city attorney may request that the governing body hire another attorney, individual, or entity to act as ethics officer when he has or will have a conflict of interests in a particular matter.

c. When a complaint of a violation of any provision of this chapter is lodged against a member of the municipality's governing body, the governing body shall either determine that the complaint has merit, determine that the complaint does not have merit, or determine that the complaint has sufficient merit to warrant further investigation. If the governing body determines that a complaint warrants further investigation, it shall authorize an investigation by the city attorney or another individual or entity chosen by the governing body.

## **2. Ethics Investigator**

a. If the city attorney determines that his investigation of an alleged violation of this chapter by any employee or official is or will be a conflict of interest, then he may select another attorney, subject to the City of White House Board of Mayor and Aldermen's approval, to serve as the ethics investigator of that alleged violation. In all respects the city attorney shall act as the City's liaison to the ethics investigator during, and at the conclusion of such investigation.

b. Such ethics investigator shall review all information provided by the city attorney and shall render a written advisory ethics opinion to the city attorney as to whether any violations have occurred based upon this ethics policy or other applicable law. Should the ethics investigator require additional information, the city attorney shall be responsible for coordinating any other information, witness, or statements and providing such information to the ethics investigator. The subpoena power of the City of White House Board of Mayor and Aldermen may be used to obtain information, if required.

c. The ethics investigator shall report the findings to the city attorney within sixty (60) days of the complaint, unless more time is required and approved by the City of White House Board of Mayor and Aldermen action. Upon request, the ethics investigator may also be asked to issue a written advisory opinion about an ethics question or situation.

d. Once the ethics investigator concludes an investigation and renders an opinion about a complaint or request, the city attorney shall forward such written opinion, along with any recommendations for action(s) to end or seek retribution for any activity that, in the ethics investigator's judgment, constitutes a violation of this Code of Ethics, to the City of White House Board of Mayor and Aldermen, and, if the subject of the investigation is an employee, to the employee and such employee's department head. The opinion shall also be sent to the person(s) that filed the request or complaint.

(3) The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this code of ethics.

**3. When a complaint of a violation of any provision of this chapter is lodged against a member of the municipality's governing body, the investigation of such complaint shall proceed as heretofore described.**

~~(4) When a violation of this code of ethics also constitutes a violation of a personnel policy, rule, or regulation or a civil service policy, rule, or regulation, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this code of ethics.~~

4. Any complaint filed with malice or under false statements of fact or, in an obvious attempt to embarrass, shall be the subject of proper sanctions or disciplinary action. However, any city employee shall be able to file a valid complaint without fear of retaliation. Any supervisor, or any other employee, who harasses or retaliates against an employee filing a complaint shall be subject to disciplinary action, including dismissal.

5. The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this Code of Ethics.

6. When a violation of this Code of Ethics also constitutes a violation of a personnel policy, rule, or regulation or a civil service policy, rule, or regulation, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this Code of Ethics.

**4-611. Violations.** An elected official or appointed member of a separate municipal board, commission, committee, authority, corporation, or other instrumentality who violates any provision of this chapter is subject to punishment as provided by the municipality's charter or other applicable law and in addition is subject to censure by the governing body. An appointed official or an employee who violates any provision of this chapter is subject to disciplinary action.

**4-612. Appearance of Impropriety.** At all times, every City of White House employee or official, whether elected or appointed, shall conduct himself or herself in a manner so as to avoid even the appearance of impropriety.

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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ATTEST:

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



## ORDINANCE 22-18

### AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE MUNICIPAL CODE TITLE 7, CHAPTER 5 OPEN BURNING REGULATIONS, SECTION 7-502.

**WHEREAS**, the Board of Mayor and Aldermen desire to update the Municipal Code regarding commercial open burning regulations;

**NOW, THEREFORE, BE IT ORDAINED**, by the Board of Mayor and Aldermen that the White House Municipal Code Title 7, Chapter 5 Open Burning Regulations, Section 7-502 be revised from the Municipal Code as follows:

TITLE 7: FIRE PROTECTION AND FIREWORKS

CHAPTER 5: Open Burning Regulations

SECTION: 7-502. Open burning.

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

**7-502. Open burning.** No persons shall cause, suffer, allow or permit open burning within the city limits of the City of White House except as set out in the following exceptions:

- (1) Non-commercial fire used for cooking of food including barbecues and outdoor fireplaces;
- (2) Commercial incinerator;
- (3) Commercial barbecue fireplace;
- (4) Comfort heating on construction jobs provided the burning is in a suitable metal container and only untreated wood is burned. This is not to be construed to allow the burning of painted or chemically treated wood for comfort heating. Controlled burning for comfort heat is not allowed when the ambient temperature exceeds 40 degrees.
- (5) Non-commercial (residential) fires at single-family dwellings to rid property of "wood waste" when there is no reasonable means to move "wood waste" to a location where the city may pick them up. There will be no burning of any material that residential pickup service is provided for unless it is in an area that is inaccessible to the public works department. Burning of this "wood waste" will be limited to no more than a 150 cubic foot pile of material.
- (6) Non-commercial fires used for ceremonial or recreational purposes including bonfires.
- (7) Fires set by or at the discretion of responsible fire control persons for training purposes or directed at the prevention, elimination, or reduction of fire hazards.
- (8) Routine demolition of structures via supervised open burning by responsible fire control persons will not be considered fire training or elimination of a fire hazard. Demolition of structures may be conducted by open burning provided that there is a unilaterally issued state or local building codes order to demolish the structure by open burning because of its structural failure or potential for structural failure. Such orders will be recognized only when there is no other safe way to demolish the structure.
- (9) Fires used to clear land consisting solely of vegetation grown on the land for forest or game management purposes.
- (10) The fire chief or his designee has the authority to allow open burning where there is no practical, safe, and/or lawful method or disposal.
- (11) Fires set at the direction of law enforcement agencies or courts for the purpose of destruction of controlled substances and legend drugs seized as contraband. This does not include antineoplastic agents.
- ~~(12) Commercial disposal of "wood waste." Priming materials used to facilitate burning such as "wood waste" and vegetation are limited to #1 or #2 grade fuel oil. Burning of wood waste may require an "open pit of efficient size to contain the wood waste," or other fire department approved method if deemed necessary by the fire chief.~~
- ~~(13) Exceptions (1) to (4) above are allowed with no permit requirements.~~
- ~~(14) Exceptions (5) to (11) shall require a permit issued by the fire department at no cost.~~
- ~~(15) Exception (12) requires a permit with a fee of \$50.00.~~

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: November 17, 2022 PASSED

Second Reading: December 15, 2022

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Farris H. Bibb, Jr., Mayor

ATTEST:

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Derek Watson, City Recorder

November 2, 2022

**M E M O R A N D U M**

**To:** Board of Mayor and Aldermen  
**From:** Jason Barnes, Finance Director  
**CC:** Gerald Herman, City Administrator  
**Re:** Fiscal Year 2023, Budget Amendment I (11/17/2022)

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The following budget amendment is recommended for approval. The only item on this budget amendment is for the Tennis Courts project. This project was originally budgeted for \$1,000,000 and the contractor selected for the project will generate at least \$1,767,818.60. If approved, \$350,000 of this overage will be charged to Parks Impact Fees and the remainder of the overage will be covered by current year Parks Sales Tax Fund appropriations for the Phase 2 of the Soccer Complex Renovation. Major expenditures for Phase 2 of the Soccer Complex Renovation are anticipated to be later in the current fiscal year and will carry over into subsequent fiscal years.

Should you have any questions related to this budget amendment, please let me know.

Jason Barnes  
Finance Director  
615-672-4350 x \*2103  
JBarnes@WhiteHouseTN.gov



**ORDINANCE 22-19**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE, AMENDING THE FISCAL BUDGET FOR THE PERIOD ENDING JUNE 30, 2023.**

**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, 2023 is hereby amended as part of the attached exhibit.

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

First Reading: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ATTEST:

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

City of White House  
Budget Amendment I  
November 17, 2022

				<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>
125	27100	Parks Impact Fees Fund	Fund Balance (ending)	363,455	13,455	(350,000)
125	51020 900	Parks Impact Fees Fund	Parks Impact Fees - Capital Outlay	20,500	370,500	350,000

1. To amend current 2022-2023 budget to recognize a portion of unbudgeted costs related to the Tennis Courts project that are primarily funded by the Parks Sales Tax Fund during current fiscal year.

**ORDINANCE 22-20**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING ARTICLE V, SECTION 5.053.2, C-2, GENERAL COMMERCIAL, B. "AUTOMOBILE SALES" FROM A PERMITTED USE TO A PERMITTED AS A SPECIAL EXCEPTION.**

**WHEREAS**, the Board of Mayor and Aldermen wishes to amend the Zoning Ordinance to provide defined regulation for automobile sales.

**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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ATTEST:

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



**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.**

**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**

**\*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)

(3) Motor Vehicle Service and Repair, Major Automobile sales provided buffer screen is provided and banner and flag streamers are not placed on the property.

#### 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

<u>Front Yard</u>	<u>20 feet</u>
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Two-thirds (2/3) of the front yards must be dedicated to landscaping).

<u>Side Yard</u>	<u>10 feet</u>
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<u>Rear Yard</u>	<u>20 feet</u>
------------------	----------------

<u>Building Setback</u>	<u>35 feet</u>
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##### 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. 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 22-21**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL  
AT UNION ROAD.**

**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 Municipal Planning Commission will review the zoning request on Monday November 14, 2022; 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.** ROBERTSON COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL for the property included in "EXHIBIT A" and described as follows:

48.24 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 117, PARCEL 058.05. PROPERTY IS LOCATED AT UNION ROAD.

**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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris Bibb, Mayor

ATTEST:

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



ORDINANCE 22-21  
"EXHIBIT A"



**ORDINANCE 22-22**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL  
AT UNION ROAD**

**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 Municipal Planning Commission will review the rezoning request on Monday November 14, 2022; 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.** ROBERTSON COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL for the property included in "EXHIBIT A" and described as follows:

59.6 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 117, PARCEL 058.06. PROPERTY IS LOCATED AT UNION ROAD.

**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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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

ORDINANCE 22-22  
"EXHIBIT A"





**ORDINANCE 22-23**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL  
AT MELTON ROAD AND UNION ROAD.**

**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 Municipal Planning Commission will review the rezoning request on Monday November 14, 2022; 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.** ROBERTSON COUNTY R-20, LOW DENSITY RESIDENTIAL, TO I-1, LIGHT INDUSTRIAL for the property included in "EXHIBIT A" and described as follows:

36.09 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 117, PARCEL 058.04. PROPERTY IS LOCATED AT MELTON ROAD AND UNION ROAD.

**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: November 17, 2022 PASSED

Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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

ORDINANCE 22-23  
"EXHIBIT A"



**ORDINANCE 22-24**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY RURAL AG TO I-1, LIGHT INDUSTRIAL ON MELTON 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 Municipal Planning Commission will review the rezoning request on Monday November 14, 2022; 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 Robertson County Rural Agricultural to I-1, Light Industrial for the property included in "EXHIBIT A" and described as follows:

54.68 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 117, PARCEL 059.00  
PROPERTY IS LOCATED AT MELTON 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: November 17, 2022 PASSED

Second Reading: December 15, 2022

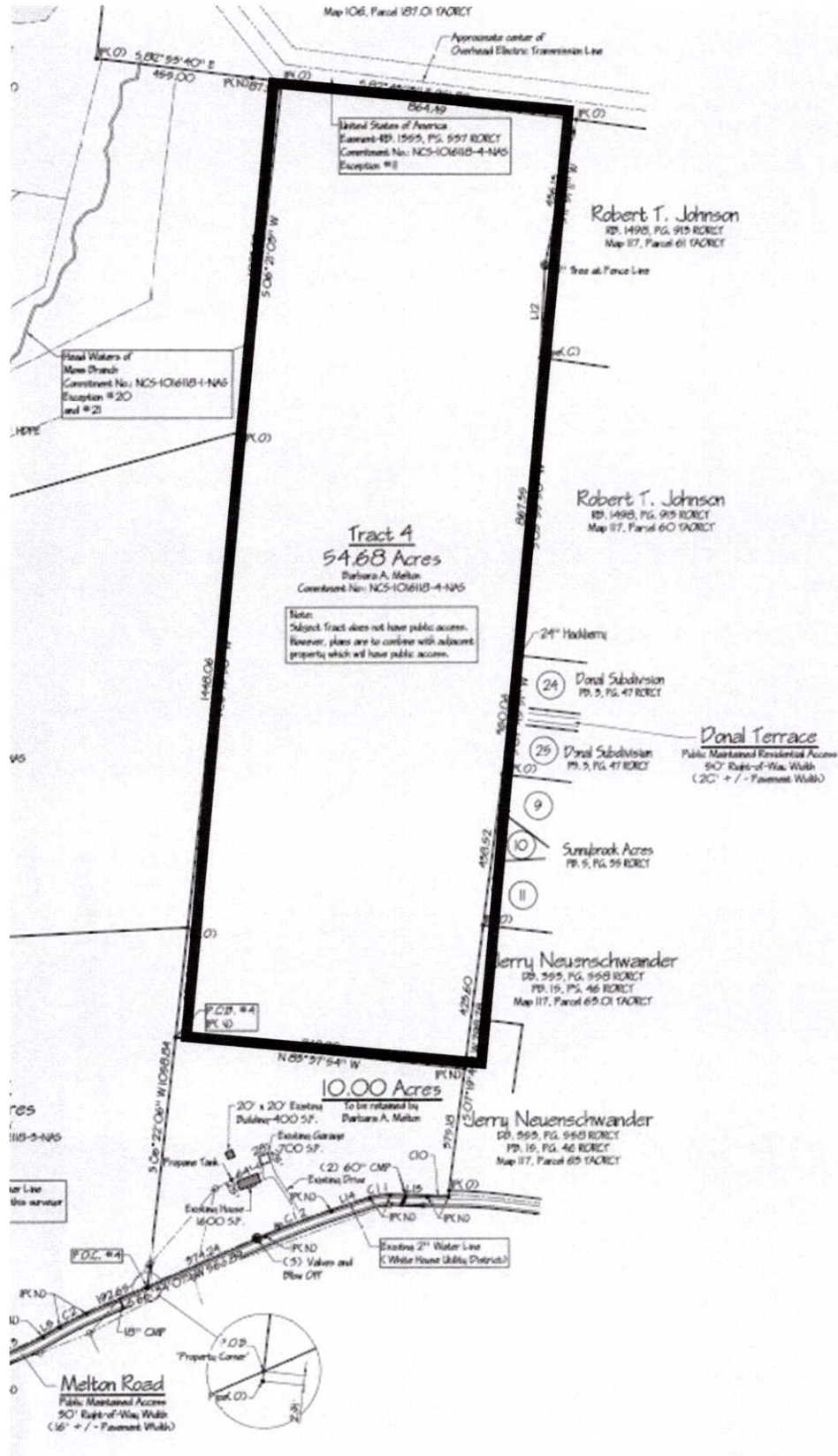
\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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



# ORDINANCE 22-24 "EXHIBIT A"



**ORDINANCE 22-25**

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING ARTICLE V, SECTION 5.053.2, C-2, GENERAL COMMERCIAL, TO ADD AN INDUSTRIAL OVERLAY DISTRICT TO INCLUDE CERTAIN BOUNDARIES WITHIN I-1, LIGHT INDUSTRIAL.**

**WHEREAS**, the Board of Mayor and Aldermen wishes to amend the Zoning Ordinance to provide defined regulation for automobile sales.

**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:                      November 17, 2022                      PASSED

Second Reading:                      December 15, 2022

ATTEST:

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

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

**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.**
- 19. Essential municipal services.**
- 20. Interstate Sign District (C-2) (Zoning Atlas, Dated: (July 10, 1995)**
- 21. Accessory Firework Sales.**
- 22. Retail Package Stores**
- 23. 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.**

**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)**
- (3) Motor Vehicle Service and Repair, Major Automobile sales provided buffer screen is provided and banner and flag streamers are not placed on the property.**



#### 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

<u>Front Yard</u>	<u>20 feet</u>
-------------------	----------------

Two-thirds (2/3) of the front yards must be dedicated to landscaping).

<u>Side Yard</u>	<u>10 feet</u>
------------------	----------------

<u>Rear Yard</u>	<u>20 feet</u>
------------------	----------------

<u>Building Setback</u>	<u>35 feet</u>
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##### 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. 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.

#### O, Industrial District Overlay

A. District Description This district is designed for a concentration of uses is intended to focus an area for industrial and economic development; however, civic uses are also appropriate. The general development pattern reflects a high level of intensity allowable within the city for industrial, manufacturing, research, and similar type uses. The built environment consists of one- to multi-story buildings and includes both single use and mixed-use activities, including campus-style developments. Street networks and intersections are defined by site and transect context. Cohesive landscaping should be used to soften and minimize the intense economic and industrial activities in this character area, including a wide range of industrial and related uses which conform to a high level of performance standards. Industrial establishment of



this type, within completely enclosed buildings, provide a buffer between commercial districts and other industrial uses which involve more objectionable influences. New residential development is excluded from this district, both to protect residences from an undesirable environment and to ensure the reservation of adequate areas for industrial development. Community facilities which provide needed services to industrial development are permitted. The area generally includes parcels along the east side of Union Road (north of where Union Road crosses I-65) to Hwy 76. Additionally, the I-O District contains parcels that are in the Industrial Zoning District on the east side of I-65 and parcels on Sage Road that abut residential zoning.

B. Uses Permitted In the I-1, Light Industrial District, the following uses and their accessory uses are permitted

1. Food and kindred products manufacturing, except meat products.
2. Textile mill products manufacturing except dyeing and finishing textiles.
3. Apparel and other finished products made from fabrics, leather, and similar materials manufacturing.
4. Furniture and fixtures manufacturing.
5. Printing, publishing and allied industries.
6. Fabricated metal products manufacturing, except ordinance and accessories.
7. Professional, scientific, and controlling instruments; photographic and optical goods, watch and clock manufacturing.
8. Miscellaneous manufacturing including jewelry, silverware and plated ware, musical instruments and parts, toys, amusement and sporting goods manufacturing, pens, pencils, and other office materials, costume jewelry, novelties and miscellaneous notions; tobacco manufacturing, motion picture production.
9. All types of wholesale trade.
10. Signs and billboards as regulated in Article IV, Section 4.080.
11. Warehouse and storage uses.
12. Agricultural equipment sales and repair.
13. All public utilities including buildings, necessary structures, storage yards and other related uses.
14. Animal health facilities including veterinary clinics.
15. Building materials storage and sales.
16. Retail trade.
17. Professional, financial consulting and administrative services.
18. Communication services.
19. Essential municipal services

C. Uses Permitted as Special Exception In the I-1, Light Industrial District, the following uses and their accessory uses may be permitted as special exceptions after review and approval by the Board of Zoning Appeals.

1. Day care centers.
2. Special institutional care facilities. (Added by Ordinance No. 97-15, December 20, 1997)



3. Twenty (24) Hour Veterinarian Clinic Accessory Residential Quarter meeting requirements of 4.160, Excluding Medical Clinics. (Added by Ordinance No. 05-09, May 19, 2005)

D. Uses Prohibited Uses not specifically permitted or uses not permitted upon approval as a special exception.

E. Dimensional Regulations All uses permitted in the I-1, Light Industrial District, shall comply with the following requirements except as provided in Article VII, Section 7.020, (Nonconforming Uses).

1. Minimum Lot Size Requirements No minimum lot size is required in the I-1 District.

2. Minimum Yard Requirements Front Yard 10 feet Side Yard 20 feet Rear Yard 15 feet Front Building Setback 40 feet

3. Maximum Lot Coverage On any lot or parcel of land, the area occupied by all buildings including accessory buildings may not exceed fifty (50) percent of the total area of such lot or parcel.

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.

5. Parking Space Requirements In addition to the provisions of this ordinance regulating parking spaces and loading areas (Article IV, Section 4.010 and 4.020), the following provisions shall apply to parking and loading areas for uses permitted in this district: a. All off-street parking lots and loading areas shall be surfaced with dustless, hard surfaced materials such as asphalt or concrete and so constructed to provide for adequate drainage and to prevent the release of dust. b. Each parking space shall be appropriately marked with painted lines or curbs. c. Entrances and exits onto and off of a public street shall be paved with a dustless, hard surfaced material for a distance which is at least the equivalent of the required front building setback line measured from the property line at which the access point is located.

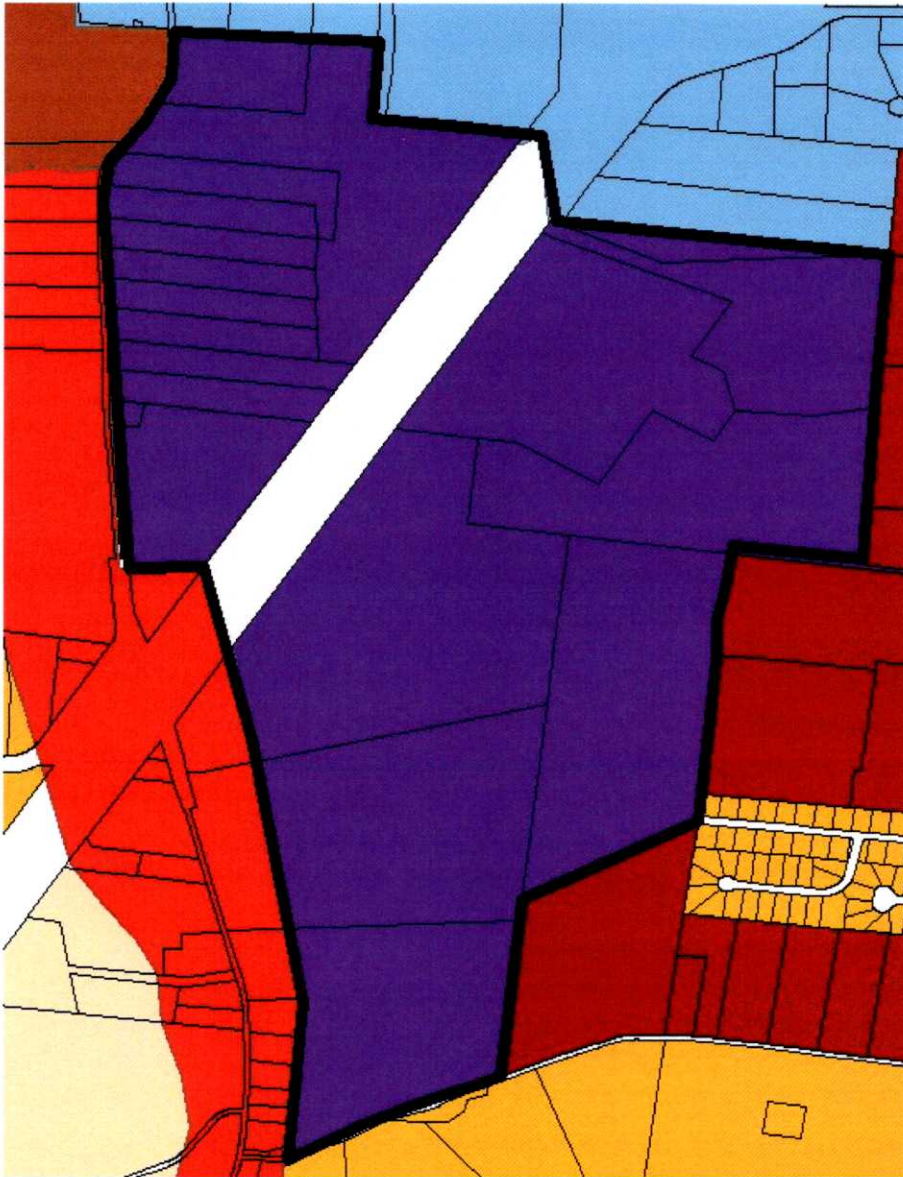
6. Landscaping Requirements Landscape and irrigation plans shall be prepared in accordance with Chapter Article III, Section 3.130.

7. Dock Requirements Loading dock doors shall be limited to one door per 5,000 sf of building footprint. F. Outdoor Storage There shall be no outdoor storage of either materials or products G. Site Design

1. Buildings should be sited to reinforce the public road network by incorporating façades that give interest to the building wall along the sidewalk, with windows, doors, and other architectural elements. 2. Wherever possible, the main office and visitor entrance should be oriented toward the street. 3. Visitor entrances to buildings should be clearly visible from a public street. 4. Buildings should be as close as possible to the front setback line or immediately behind a landscaped setback area between the street and the building. Large front setbacks are discouraged



## Boundary



**ORDINANCE 22-26**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM SUMNER COUNTY  
AGRICULTURAL TO R-20, LOW DENSITY RESIDENTIAL, ON HIGHWAY  
31W and NEW HALL 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 Municipal Planning Commission on Tuesday October 11, 2022 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 Sumner County Agricultural to R-20, Low Density Residential for the property included in "EXHIBIT A" and described as follows:

23.4 ACRES ARE REFERENCED AS PART OF SUMNER COUNTY TAX MAP 099, PARCELS 055.00 AND 007.01. PROPERTY IS LOCATED AT HIGHWAY 31W AND NEW HALL 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: November 17, 2022 PASSED

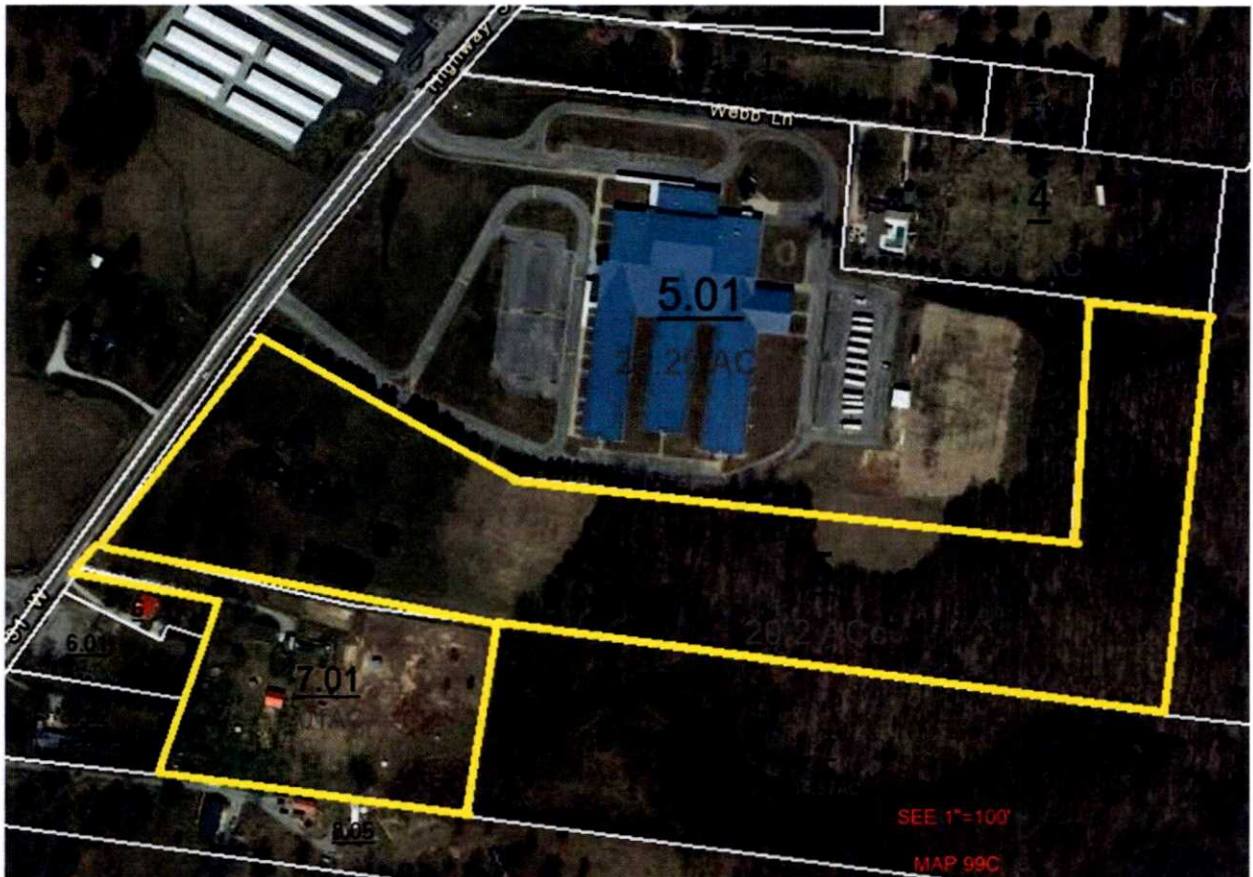
Second Reading: December 15, 2022

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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

ORDINANCE 22-26  
"EXHIBIT A"





**ORDINANCE 22-27**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY C-2, GENERAL COMMERCIAL, TO I-1, LIGHT INDUSTRIAL AT  
LOVE'S LANE AND UNION ROAD.**

**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 Municipal Planning Commission will review the rezoning request on Monday November 14, 2022; 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.** ROBERTSON COUNTY C-2, GENERAL COMMERCIAL, TO I-1, LIGHT INDUSTRIAL for the property included in "EXHIBIT A" and described as follows:

21 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, PARCEL 175.00.  
PROPERTY IS LOCATED AT LOVE'S LANE AND UNION ROAD.

**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:                      November 17, 2022                      PASSED

Second Reading:                      December 15, 2022

\_\_\_\_\_  
Farris H. Bibb Jr., Mayor

ATTEST:

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

ORDINANCE 22-27  
"EXHIBIT A"







CONCEPT CIVIL PLAN  
**LOVES LANE / UNION ROAD INDUSTRIAL**  
 WHITE HOUSE, TN

September 23, 2022



This map is a general plan of the development which is for discussion purposes only. It does not constitute a contract and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and similar features are for illustrative purposes only and are subject to on-site survey and property description.

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**ORDINANCE 22-28**

**AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON  
COUNTY R-20, LOW DENSITY RESIDENTIAL, TO C-2, GENERAL  
COMMERCIAL AT 2811 HIGHWAY 31W.**

**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 Municipal Planning Commission on Monday December 12, 2022 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.** ROBERTSON COUNTY R-20, LOW DENSITY RESIDENTIAL, TO C-2, GENERAL  
COMMERCIAL for the property included in "EXHIBIT A" and described as follows:

1.23 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, PARCEL 201.00.  
PROPERTY IS LOCATED AT 2811 HIGWAY 31W.

**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: December 15, 2022

Second Reading: January 19, 2022

\_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ATTEST:

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

ORDINANCE 22-28  
"EXHIBIT A"





PURCHASING....



## *City of White House Public Works*

### *Memo*

**To:** Public Services Department  
**From:** Andy Cieslak, DPW  
**Date:** December 6<sup>th</sup>, 2022  
**Re:** Request to Authorize – Stormwater Box Culvert Projects (4)

---

On this date, December 15<sup>th</sup>, 2022 I am requesting that the Mayor and Board of Alderman authorize the City Administrator to enter into an agreement with Covenant Constructors for the four box culvert location improvements to the City's stormwater infrastructure.

Ultimately, the project will consist of demolition/removal of existing stormwater pipe network, ARAP permits, new roadway and sidewalks (where applicable) and install new box culverts at 4 locations – Hobbs Drive, Apache Trail, & Villages Ct.

The quote from Covenant Constructors is for \$1,250,434.00. We recommend reducing the project quantities to align with the budgeted line item of \$1,000,000 for this year and then add the remaining portion of work through budgeting for next fiscal year. The recommended quantities are attached and equal a contract amount of \$967,759.75 to be approved currently. This allows all project materials to be ordered and 3 of 4 structures to be built within this contract and current fiscal year.

I have also attached Covenant Constructors bid 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

ORIGINAL BID QUANTITIES								Covenant Constructors		Scott & Ritter		Jarrett Builders	
ITEM NO.	ITEM	UNIT	HOBBS	VILLAGES WEST	VILLAGES EAST	APACHE	TOTAL UNITS	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
1	CONSTRUCTION STAKES, LINES, AND GRADE	L.S.	1	1	1	1	4	\$46,903.25	\$187,613.00	\$1,040.00	\$4,160.00	\$26,500.00	\$106,000.00
2	CLEARING AND GRUBBING	L.S.	-	-	-	1	1	\$1,896.00	\$1,896.00	\$6,400.00	\$6,400.00	\$27,154.00	\$27,154.00
3	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1	1	1	1	4	\$51,855.75	\$207,423.00	\$19,360.00	\$77,440.00	\$15,000.00	\$60,000.00
4	PRECAST BOX CULVERT (DIM. VARIES, SEE PLANS)	L.F.	50	42	83	71	246	\$1,653.00	\$406,638.00	\$2,715.00	\$667,890.00	\$3,100.00	\$762,600.00
5	WINGWALLS	S.F.	247	208	221	375	1,051	\$192.00	\$201,792.00	\$395.00	\$415,145.00	\$570.00	\$599,070.00
6	TYPE A, GRADING D BACKFILL	C.Y.	37	26	95	325	483	\$135.00	\$65,205.00	\$70.00	\$33,810.00	\$75.00	\$36,225.00
7	ASPHALT SURFACE	TONS	4	5	6	13	28	\$1,000.00	\$28,000.00	\$400.00	\$11,200.00	\$1,015.00	\$28,420.00
8	ASPHALT BASE	TONS	5	7	8	17	37	\$750.00	\$27,750.00	\$410.00	\$15,170.00	\$480.00	\$17,760.00
9	8" STONE BASE (303-01)	TONS	24	30	37	77	168	\$120.00	\$20,160.00	\$30.00	\$5,040.00	\$117.00	\$19,656.00
10	CURB INLET - SINGLE	EA.	-	1	2	-	3	\$4,318.00	\$12,954.00	\$3,200.00	\$9,600.00	\$5,650.00	\$16,950.00
11	CURB INLET - DOUBLE	EA.	-	1	-	-	1	\$5,518.00	\$5,518.00	\$6,600.00	\$6,600.00	\$5,840.00	\$5,840.00
12	SIDEWALK REPLACEMENT (ADA compliant)	L.F.	-	-	-	75	75	\$45.00	\$3,375.00	\$190.00	\$14,250.00	\$77.00	\$5,775.00
13	ADA COMPLIANT HANDRAIL	L.F.	-	-	-	33	33	\$293.00	\$9,669.00	\$475.00	\$15,675.00	\$350.00	\$11,550.00
14	EROSION CONTROL	L.S.	1	1	1	1	4	\$18,110.25	\$72,441.00	\$19,240.00	\$76,960.00	\$9,500.00	\$38,000.00
								Total Bid	\$1,250,434.00	Total Bid	\$1,359,340.00	Total Bid	\$1,735,000.00

REVISED CONTRACT QUANTITIES								Covenant Constructors		Scott & Ritter		Jarrett Builders	
ITEM NO.	ITEM	UNIT	HOBBS	VILLAGES WEST	VILLAGES EAST	APACHE	TOTAL UNITS	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL	UNIT PRICE	ITEM TOTAL
1	CONSTRUCTION STAKES, LINES, AND GRADE	L.S.	1	1	1		3	\$46,903.25	\$140,709.75	\$1,040.00	\$3,120.00	\$26,500.00	\$79,500.00
2	CLEARING AND GRUBBING	L.S.	-	-	-		0	\$1,896.00	\$0.00	\$6,400.00	\$0.00	\$27,154.00	\$0.00
3	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1	1	1		3	\$51,855.75	\$155,567.25	\$19,360.00	\$58,080.00	\$15,000.00	\$45,000.00
4	PRECAST BOX CULVERT (DIM. VARIES, SEE PLANS)	L.F.	50	42	83	71	246	\$1,653.00	\$406,638.00	\$2,715.00	\$667,890.00	\$3,100.00	\$762,600.00
5	WINGWALLS	S.F.	247	208	221		676	\$192.00	\$129,792.00	\$395.00	\$267,020.00	\$570.00	\$385,320.00
6	TYPE A, GRADING D BACKFILL	C.Y.	37	26	95		158	\$135.00	\$21,330.00	\$70.00	\$11,060.00	\$75.00	\$11,850.00
7	ASPHALT SURFACE	TONS	4	5	6		15	\$1,000.00	\$15,000.00	\$400.00	\$6,000.00	\$1,015.00	\$15,225.00
8	ASPHALT BASE	TONS	5	7	8		20	\$750.00	\$15,000.00	\$410.00	\$8,200.00	\$480.00	\$9,600.00
9	8" STONE BASE (303-01)	TONS	24	30	37		91	\$120.00	\$10,920.00	\$30.00	\$2,730.00	\$117.00	\$10,647.00
10	CURB INLET - SINGLE	EA.	-	1	2	-	3	\$4,318.00	\$12,954.00	\$3,200.00	\$9,600.00	\$5,650.00	\$16,950.00
11	CURB INLET - DOUBLE	EA.	-	1	-	-	1	\$5,518.00	\$5,518.00	\$6,600.00	\$6,600.00	\$5,840.00	\$5,840.00
12	SIDEWALK REPLACEMENT (ADA compliant)	L.F.	-	-	-		0	\$45.00	\$0.00	\$190.00	\$0.00	\$77.00	\$0.00
13	ADA COMPLIANT HANDRAIL	L.F.	-	-	-		0	\$293.00	\$0.00	\$475.00	\$0.00	\$350.00	\$0.00
14	EROSION CONTROL	L.S.	1	1	1		3	\$18,110.25	\$54,330.75	\$19,240.00	\$57,720.00	\$9,500.00	\$28,500.00
								Total Bid	\$967,759.75	Total Bid	\$1,098,020.00	Total Bid	\$1,371,032.00



## BID FORM

Place: City of White House, Tennessee

Date: December 5, 2022

BID for the City of White House, Tennessee.

TO THE PURCHASING COORDINATOR  
CITY OF WHITE HOUSE, TENNESSEE

I/WE Tim Walker  
Name of Bidder  
213 West Maplewood Lane, Suite 100, Nashville, TN, 37203  
Address of Bidder

The undersigned, as Bidder, in compliance with your invitation for bids for the **2023 BOX CULVERTS PROJECT**, propose to furnish all necessary labor, machinery, tools, apparatus, equipment, service, and other necessary supplies, in strict accordance with the terms and conditions of the Plans and Bid Documents hereto attached and the Specifications referred to herein and do such other work incidental thereto as may be ordered by the Engineer or his/her agent, in writing, within the time set forth therein, and the price stated below.

The Bidder declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Plans, Specifications and Bid Documents for the work, and has read all documents furnished prior to the opening of bids; and that he has satisfied himself relative to the work expected to be performed.

**TIME FOR COMPLETION AND LIQUIDATED DAMAGES:** Bidder hereby agrees that if they are awarded the contract for this work, they will commence work within 7 days from the date of a Notice to Proceed/Start Work Order from the Owner and to substantially complete the work within one hundred and twenty (120) days for each phase (each project location) and full completion within one hundred and fifty (150) calendar days (see TDOT Standard Specifications for details of time requirements). As time is of the essence, bidder also agrees to pay **\$800.00/day** as liquidated damages for each consecutive calendar day thereafter and shall include completion of all punch list items. Separate contract duration times with start and finish dates will be issued for each project location to allow individual installations. The issuance of each location will be started at no more than two-month intervals to provide the entire contract substantial completion in a maximum of 10 months.

**PROJECT PROPOSAL:** Bidder agrees to perform all of the WORK on said box culvert installations described in the bid documents and shown on the plans as estimated and itemized below and to be completed within the project duration limits, as follows:

# PRIMARY PROJECT BID ITEMS

ESTIMATED QUANTITIES									
ITEM NO.	ITEM	UNIT	HOBBS	VILLAGES WEST	VILLAGES EAST	APACHE	TOTAL UNITS	UNIT PRICE	ITEM TOTAL
1	CONSTRUCTION STAKES, LINES, AND GRADE	L.S.	1	1	1	1	4	\$46,903.25	\$187,613.00
2	CLEARING AND GRUBBING	L.S.	-	-	-	1	1	\$1,896.00	\$1,896.00
3	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	L.S.	1	1	1	1	4	\$51,855.75	\$207,423.00
4	PRECAST BOX CULVERT (DIM. VARIES, SEE PLANS)	L.F.	50	42	83	71	246	\$1,653.00	\$406,638.00
5	WINGWALLS	S.F.	247	208	221	375	1,051	\$192.00	\$201,792.00
6	TYPE A, GRADING D BACKFILL	C.Y.	37	26	95	325	483	\$135.00	\$65,205.00
7	ASPHALT SURFACE	TONS	4	5	6	13	28	\$1,000.00	\$28,000.00
8	ASPHALT BASE	TONS	5	7	8	17	37	\$750.00	\$27,750.00
9	8" STONE BASE (303-01)	TONS	24	30	37	77	168	\$120.00	\$20,160.00
10	CURB INLET - SINGLE	EA.	-	1	2	-	3	\$4,318.00	\$12,954.00
11	CURB INLET - DOUBLE	EA.	-	1	-	-	1	\$5,518.00	\$5,518.00
12	SIDEWALK REPLACEMENT (ADA compliant)	L.F.	-	-	-	75	75	\$45.00	\$3,375.00
13	ADA COMPLIANT HANDRAIL	L.F.	-	-	-	33	33	\$293.00	\$9,669.00
14	EROSION CONTROL	L.S.	1	1	1	1	4	\$18,110.25	\$72,441.00

and for the **Project Total** of

One million, two hundred fifty thousand, four hundred thirty four  
dollars (\$ 1,250,434.00 )

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

The above itemized and total price for the project shall include all labor, materials, shoring, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for.

Bidder understands that the Owner reserves the right to reject any or all bids, and any combination including or not including add alternatives, and to waive any informality in the bidding. The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 calendar days after the scheduled closing time for receiving bids. Upon receipt of written notice of the acceptance of this bid, Bidder will execute a formal Agreement provided by the City and deliver as defined in the attached project schedule below.

The undersigned Bidder does hereby declare and stipulate that this bid is made in good faith, without collusion or connection with any other person or persons bidding for the same work, and that it is made in pursuance of and subject to all the terms and conditions of the Bid Documents and Specifications, and the Plans pertaining to the work to be done.

Respectfully submitted:

  
\_\_\_\_\_  
Prime Contractor Signature

Name: Tim Walker

Company: Covenant Constructors LLC

Title: President

Business Address: 213 West Maplewood Lane, Suite 100  
Nashville, TN, 37207

Contractor's License No: 70924

License Expiration Date: March 31, 2023

Telephone Number: 615-452-8332

Email Contact: Twalker@covenantconstructorsllc.com





## **City of White House, Tennessee**

105 College Street • White House, TN 37188

[www.WhiteHouseTN.gov](http://www.WhiteHouseTN.gov)

Phone (615) 672-4350 • Fax (615) 672-2939

*"Valuing our Heritage while Protecting our Future"*

### **Solicitation Document B      Affidavits**

#### **Iran Divestment Act**

Concerning the Iran Divestment Act (TCA 12-12-101 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not on the list created pursuant to 12-12-106.

Tenn. Code Ann. § 12-12-106 requires the chief procurement officer to publish, using credible information freely available to the public, a list of persons it determines engage in investment activities in Iran, as described in § 12-12-105.

While inclusion on this list would make a person ineligible to contract with the state of Tennessee, if a person ceases its engagement in investment activities in Iran, it may be removed from the list.

If you feel as though you have been erroneously included on this list, please contact the Central Procurement Office at [CPO.Website@tn.gov](mailto:CPO.Website@tn.gov).

#### **Non-Collusion Affidavit**

Neither the said supplier nor any of its officers, partners, owners, agents, representatives, employees or parties interest, including the affiant, has in any way colluded conspired, connived or agreed, directly or indirectly, with any other responder, supplier, or person to submit a collusive or sham proposal in connection with the contract or agreement for which the attached offer has been submitted or to refrain from making a proposal in connection with such contract or agreement, or collusion or communication or conference with any other supplier, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of White House or any person interested in the proposed contract or agreement.

The proposal of service outlined in the proposal is fair and proper and is not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees or parties including this affiant.

#### **Non-Boycott of Israel Affidavit**

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et. Seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

Signed: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Jim Walk", is written over a horizontal line.

Date: \_\_\_\_\_

12.5.22

Title \_\_\_\_\_

PRESIDENT

The City of White House is working towards the daily pursuit of excellence in management and delivery of services; while balancing the preservation of our small town atmosphere by nurturing orderly, proactive growth.



## City of White House, Tennessee

105 College Street • White House, TN 37188  
 www.WhiteHouseTN.gov  
 Phone (615) 672-4350 • Fax (615) 672-2939  
 "Valuing our Heritage while Protecting our Future"

STATE OF TENNESSEE/CITY OF WHITE HOUSE  
 COUNTY OF SUMNER/ROBERTSON

### DRUG-FREE WORKPLACE AFFIDAVIT OF PRIME BIDDER

NOW COMES AFFIANT, who being duly sworn, deposes and says:

1. He/She is the principal officer for;

Covenant Constructors LLC  
 Company Name

213 West Maplewood Lane, Suite 100, Nashville, TN, 37207  
 Address

2. That the bidding entity has submitted a bid to the City of White House for;

23-1095PW  
 Requisition Number

White House Stormwater 2023 Box Culvert Project  
 Project

3. That the bidding entity employs no less than five (5) employees;

4. That Affiant certifies that the bidding entity has in effect, at the time of submission of its bid to perform the construction referred to above, a drug-free workplace program that complies with 50-9-113, Tennessee Code Annotated.

5. That this affidavit is made on personal knowledge.

Further Affiant saith not.

[Signature]  
 Affiant

SUBSCRIBED AND SWORN TO before me this 5th day of December 2022.

[Signature]  
 Notary Public  
 My commission expires: 4/12/25



The City of White House is working towards the daily pursuit of excellence in management and delivery of services; while balancing the preservation of our small town atmosphere by nurturing orderly, proactive growth.

# OTHER BUSINESS...



*December 6, 2022*

## **M E M O R A N D U M**

To: Board of Mayor and Aldermen  
From: Jason Barnes, Finance Director  
Re: Audit for the Year Ended June 30, 2022

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Our City auditing firm, KraftCPAs, is wrapping up their independent audit work for the City of White House annual financial report for the year ended June 30, 2022. Representatives from the firm will attend the December 15, 2022 Board of Mayor and Aldermen study session to present the audit results.

The final audit document will not be completed until after it is accepted by the Board of Mayor and Aldermen. A draft copy will be delivered to us before the study session, and we will be distributing that for you to review before the presentation at the December 15<sup>th</sup> study session.

If you have any questions about the audit process, or the draft report, please feel free to contact me.

Thank you,  
Jason Barnes  
Finance Director  
615-672-4350 x \*2103  
JBarnes@WhiteHouseTN.gov

## Budget Calendar for FY 2023-2024 Annual Budget

<u>Milestone</u>	<u>Date</u>	<u>Chk</u>
<b>CIP templates</b> (including 6-year CIP schedules) distributed to Dept. Heads by Admin. Svcs.	Thurs., Jan. 12 <sup>th</sup>	<input type="checkbox"/>
<b>Department Head Budget Retreat</b> 1.) New position requests 2.) Capital project requests 3.) Proposed fee increases	Tues., Jan. 31 <sup>st</sup>	<input type="checkbox"/>
<b>6-year CIP</b> submissions due to Admin. Svcs.	Thurs., Feb. 2 <sup>nd</sup>	<input type="checkbox"/>
List of <b>projects/expenditures</b> between <b>\$5k - \$25k</b> due from Dept. Heads at individual meeting with City Administrator at time mutually scheduled	Tues.-Thurs., Feb. 21 <sup>st</sup> – 23 <sup>rd</sup>	<input type="checkbox"/>
<b>Board of Mayor and Aldermen Budget Retreat</b>	Thurs., Mar. 9 <sup>th</sup>	<input type="checkbox"/>
<b>Projection Scenario Worksheets</b> prepared by Finance and access given to Departments.	Thurs., Mar. 16 <sup>th</sup>	<input type="checkbox"/>
<b>Current year projections</b> and <b>next year proposed expenditures</b> due to Finance from Directors.	<b>Thurs., Mar. 30<sup>th</sup></b> <b>*Extremely Time Sensitive*</b>	<input type="checkbox"/>
<b>Next year CIP (funding source) summary sheet</b> due to Finance from Admin. Svcs.	<b>Thurs., Apr. 6<sup>th</sup></b>	<input type="checkbox"/>
<b>Salary projections</b> including, breakdown of city cost for insurance by departments for insurance ( <b>Life, LTD, Health, Dental</b> ), <b>salary adjustments, Longevity Pay, Authorized Position Schedule, Authorized Position FY Comparison</b> and <b>Benefit Summary Chart</b> due to Finance from HR	<b>Thurs., Apr. 6<sup>th</sup></b> <b>*Extremely Time Sensitive*</b>	<input type="checkbox"/>
<b>Current year revenue projections</b> and <b>next year proposed revenue detail</b> due to City Administrator from Finance. <b>City Administrator &amp; Finance review</b> proposed budget	Mon.-Thurs., Apr. 24 <sup>th</sup> – 27 <sup>th</sup>	<input type="checkbox"/>
<b>Board Study Session</b>	Mon., May 1 <sup>st</sup>	<input type="checkbox"/>
<b>CIP detail sheets</b> due to Purchasing Coordinator for review from Departments (sheets due to Admin. Svcs. after reviewed)	Thurs., May 11 <sup>th</sup>	<input type="checkbox"/>
<b>Budget Ordinance</b> delivered to Board of Mayor and Aldermen	Thurs., May 11 <sup>th</sup>	<input type="checkbox"/>
<b>First Reading</b> of Budget (Regular Board Meeting)	Thurs., May 18 <sup>th</sup>	<input type="checkbox"/>
<b>Budget publication</b> due 10 days before final passage	Mon., May 22 <sup>nd</sup>	<input type="checkbox"/>
Public Hearing and <b>Second Reading</b> of Budget (Regular Mtg.)	Thurs., June 15 <sup>th</sup>	<input type="checkbox"/>
<b>Beginning of FY 2023-2024 Annual Budget</b>	Sat., July 1 <sup>st</sup>	<input type="checkbox"/>



## 2023 BMA Meeting Calendar

January 19<sup>th</sup>

July 20<sup>th</sup>

February 16<sup>th</sup>

August 17<sup>th</sup>

March 16<sup>th</sup>

September 21<sup>st</sup>

April 20<sup>th</sup>

October 19<sup>th</sup>

May 18<sup>th</sup>

November 16<sup>th</sup>

June 15<sup>th</sup>

December 14<sup>th</sup> \*\*

\*\*Due to the closeness of the holiday schedule on the 3<sup>rd</sup> Thursday of December 2023, the meeting is scheduled the week prior on Thursday, December 14<sup>th</sup>. \*\*



12/7/2022

## MEMORANDUM

**To:** Board of Mayor and Aldermen  
**From:** Gerald Herman, City Administrator  
**Re:** City Administrator Contract

---

It has been an honor and privilege to serve you, the employees, and most importantly the citizens of White House these past eight (11) years as your City Administrator. The responsibilities of the position has been very challenging and yet very rewarding. Each day in this position has given me an opportunity to grow professionally and personally. The encouragement received from each of you is very uplifting and much appreciated. My four-year contract with the City expires December 2023. It is with great respect that I request that you consider extending my contract to December 2025. This will allow me time to finish the Recreation Center and to make final financial preparations for my wife Lori and I to retire from full time employment.

Please contact me directly or Amanda Brewton, our Human Resources Director if you would like more information concerning salary and benefits or other language in the contract.

Respectfully,

Gerald Herman  
615-672-4350 option 4

## CITY ADMINISTRATOR CONTRACT OF EMPLOYMENT

This **Contract of Employment** made and entered into this 15th day of December, 2022, by and between the Board of Mayor and Alderman, hereinafter "Board" of the CITY OF WHITE HOUSE, TENNESSEE, a municipal corporation, hereinafter "City", and Gerald O. Herman, hereinafter "City Administrator":

### RECITALS

WHEREAS, pursuant to Title 6, *Tennessee Code Annotated*, and in accordance with TCA 6-4-101, the Board of Mayor and Alderman has created by Title 1, Chapter 6 of the White House Municipal Code, the office of City Administrator and set qualifications for the office: and

WHEREAS, the Board has extended an offer of employment to the City Administrator subject to the terms and conditions set forth in this agreement, and;

WHEREAS, the City Administrator has agreed to accept the offer made by the Board in accordance with the terms and conditions set forth in this agreement;

NOW THEREFORE, in consideration of the mutual promises set forth in this agreement, the City and the City Administrator agree as follows:

#### A. EMPLOYMENT

The Board appoints the City Administrator and the City Administrator accepts the appointment with the Board on the terms and conditions set forth in this agreement.

#### B. POWERS AND DUTIES OF OFFICE

1. The City Administrator shall be the Chief Administrative Officer of the City (White House Municipal Code 1-601).
2. The City Administrator will have the following duties:
  - a. The City Administrator shall be under the control and direction of the Board. The City Administrator shall report and be responsible to the Board.
  - b. The City Administrator administers the business of the municipality;
  - c. The City Administrator makes recommendations to the Board for improving the quality and quantity of public services to be rendered by the officers and employees to the inhabitants of the municipality;

- d. The City Administrator keeps the board fully advised as to the conditions and needs of the municipality;
  - e. The City Administrator reports to the Board the condition of all property, real and personal, owned by the municipality and recommends repairs or replacements as needed;
  - f. The City Administrator recommends to the Board and suggests the priority of programs or projects involving public works or public improvements that should be undertaken by the municipality;
  - g. The City Administrator recommends specific personnel positions, as may be required for the needs and operations of the municipality, and may propose personnel policies and procedures for approval of the Board;
  - h. The City Administrator performs such duties as may from time to time be designated or required by the Board.
  - i. The City Administrator shall employ, promote, discipline, suspend, and discharge all employees and department heads, in accordance with personnel policies and procedures, as adopted by the Board;
  - j. The City Administrator shall act as purchasing agent for the municipality in the purchase of all materials, supplies and equipment for the proper conduct of the municipality's business; provided, that all purchases shall be in accordance with policies, practices and procedures established by the Board;
  - k. The City Administrator shall prepare and submit the annual budget and capital program to the Board for their adoption by ordinance.
- 3. The City Administrator shall enforce and follow all personnel rules as contained in the adopted personnel rules and regulations manual, which may be amended by the Board when necessary.
  - 4. The City Administrator shall log all requests for service from the Board and from citizens. Requests will be sent out within 24 hours to the department that could best respond to the request. Requests for service will be responded to with a resolution and information in a timely manner.

C. COMPENSATION

The compensation of the City Administrator shall be set annually in the operating budget. The position of the City Administrator shall be separate from the established employee compensation plan as set forth in *White House Municipal Code* 1-604.



The City Administrator shall be paid his current annual salary payable in equal bi-weekly installments so long as he remains employed. His current salary shall be increased by two and one-half percent (2.5%) plus any cost of living adjustment granted to city employees on the first full pay period in July, 2023 and every July thereafter, during the term of this contract.

D. BENEFITS

The City Administrator shall be entitled to all of the benefits afforded to regular employees. In addition, the City Administrator shall be entitled to family medical, dental, and vision insurance paid entirely by the city. Further, the City Administrator shall have the use of a city owned vehicle for the execution of duties as set forth in *White House Municipal Code* 1-605.

E. TERM OF OFFICE

The City Administrator shall be re-appointed for a term of three (3) years beginning January 1, 2023 and terminating December 31, 2025. The City Administrator may be terminated by a majority vote of the fully constituted Board (all five board members present). If such termination should occur the City Administrator shall be entitled to severance pay for four (4) months. Severance pay in this contract is to include regular compensation, medical and dental benefits, accrued vacation time, personal days, and holiday pay. If the City Administrator desires to resign his position, he shall give the Board sixty (60) days prior written notice of his resignation.

F. MISCELLANEOUS

1. The failure to insist or enforce any of the terms, provisions or conditions of this agreement shall not constitute a waiver of any rights to either party under this agreement or constitute acquiescence in or consent to any further or succeeding breach of the same provision or condition or any other provision of this agreement. No delay or omission to exercise or assert any right or remedy under this agreement shall be construed as a waiver thereof or as a waiver of any right or remedy arising under this agreement.
2. This agreement has been executed in and shall be construed and enforced in accordance with the laws of the State of Tennessee and the White House Municipal Code. This agreement is intended to be severable in that if any provision is determined to be unenforceable; such determination shall have no effect on the remainder of this agreement. This agreement shall be binding upon, and inure to the benefit of, the parties hereto, and their

respective heirs, successors, assigns, and personal and legal representatives.

3. This agreement contains all the terms and conditions agreed on by the parties hereto, and no other agreement (oral or otherwise) regarding the subject matter of this agreement shall be deemed to exist or bind any of the parties to this agreement, and formally approved by the Board of Mayor and Alderman.

IN TESTIMONY WHEREOF, witness the signatures of the parties hereto on the day and date first above written.

CITY OF WHITE HOUSE, TENNESSEE

ATTEST:

By: \_\_\_\_\_  
Derek Watson, City Recorder

By: \_\_\_\_\_  
Farris H. Bibb, Jr., Mayor

ACCEPTED AND AGREED TO:

By: \_\_\_\_\_  
Gerald O. Herman

# DISCUSSION ITEMS...



# OTHER INFORMATION....