



CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
March 16, 2023
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 February 16th Study Session and Board of Mayor and Aldermen meetings
7. Welcome Visitors
8. Public Comment
9. Public Hearings
 - a. **Ordinance 23-03:** An ordinance to amend the Municipal Code Title 17, Refuse and Trash Disposal in its entirety.
10. Communication from Mayor, Aldermen, City Attorney, and City Administrator
11. Acknowledge Reports
 - A. General Government
 - B. Finance
 - C. Human Resources
 - D. Police
 - E. Fire
 - F. Public Services
 - G. Planning & Codes
 - H. Parks & Recreation
 - I. Library/Museum
 - J. Municipal Court
12. Consideration of the Following Resolutions:
 - a. None
13. Consideration of the Following Ordinances:
 - a. **Ordinance 23-03:** An ordinance to amend the Municipal Code Title 17, Refuse and Trash Disposal in its entirety. *Second Reading.*
 - b. **Ordinance 23-04:** An ordinance to amend the Municipal Code Title 9, Chapter 6 Mobile Food Vendors Section 9-706. *First Reading.*
 - c. **Ordinance 23-06:** An ordinance amending the fiscal budget for the period ending June 30, 2023. *First Reading.*

14. Purchasing:

- a. None

15. Other Business:

- a. To approve or reject appointments to various Boards and Commissions.
- b. Election of Vice-Mayor

16. Discussion Items:

- a. Municipal Code Title 8, Chapter 3 Package Liquor Stores, Section 8-305 Limitations on number of licenses.

17. Other Information:

- a. Resolution GNRC-2023-08 endorsing the Governor's proposals to increase transportation funding and to accelerate project delivery.

18. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Minutes
Study Session
February 16, 2023
6:00 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 6:00 pm.

2. Roll Call

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

3. Adoption of the Agenda

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

4. New Business

a. Discuss amendments to Municipal Code Title 17 Refuse and Trash Disposal

Public Services Director Andy Cieslak was present and reviewed the amendments to Municipal Code 17 Refuse and Trash Disposal. Mr. Cieslak recommended the entire Title 17 be replaced since the current Title references the City picking up the refuse with internal staff and not through a contractor. Mr. Cieslak discussed the major changes with the Board. The Board reviewed the proposed Title 17 and asked Mr. Cieslak questions or clarification as needed.

The Board and Mr. Cieslak recommended a couple of changes in the ordinance. The first change was in Section 17-116 to lower the length from 2500 feet to a more reasonable length. The second change was in Section 17-102 to correct the definition of “electronic waste.”

The first reading of the ordinance will be during the regularly scheduled meeting of the Board of Mayor and Aldermen on January 16th.

b. Discuss the Cyber Security Plan for wastewater infrastructure

Public Services Director Andy Cieslak discussed the legal requirements from the State of Tennessee for utilities including the wastewater departments to create a Cyber Security Plan and maintain compliance annually for their infrastructures starting July 1, 2023. Mr. Cieslak cited State Senate Bill 2282 and House Bill 2346 for the requirements. Mr. Cieslak recommended Jacobs Engineering to complete the Cyber Security Plan for the wastewater department based on their prior work and knowledge of the current wastewater infrastructure. Mr. Cieslak informed the Board that Jacobs Engineering did a model update for wastewater in 2021 and have roughly 95% of the department’s inner workings including designing of the new treatment plant. Mr. Cieslak discussed that another firm would have to consult with Jacobs Engineering to complete the project and would most likely not meet the deadline.

Mr. Cieslak introduced Mr. Paul Steele with Jacobs Engineering to help answer any questions the Board may have. The Board asked several questions to Mr. Steele about the pricing, cyber security capabilities and some contract details.

The contract for Jacobs Engineering to create a Cyber Security Plan for the wastewater department in the amount of \$125,000 will be on the agenda of the regularly scheduled meeting of the Board of Mayor and Aldermen on January 16th.

5. Adjournment

Meeting was adjourned at 6:40 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
February 16, 2023
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 Pastor Koontz with Temple Baptist Church.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of Minutes of the January 19th Board of Mayor and Aldermen and the January 26th Study Session meetings

Motion was made by Ald. Spicer, second by Ald. Matthews to approve the minutes. A voice vote was called for with all members voting aye. **The January 19th Board of Mayor and Aldermen and January 26th Study Session meeting minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Public Hearings

- a. **Ordinance 23-01:** An ordinance to amend the Municipal Code Title 1, Chapter 1 Board of Mayor and Aldermen, Sections 1-104 and 1-108.

No one spoke for or against.

- b. **Ordinance 23-02:** An ordinance to amend the Municipal Code Title 2, Chapter 1 Leisure Services Board, Section 2-101.

No one spoke for or against.

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

City Administrator informed the Board that there will be a soft opening of the tennis courts with an official ribbon cutting on March 8th at 4pm.

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. Mathews, second by Ald. Spicer 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 23-01:** A resolution adopting Section 125 Premium Only Plan for plan year ending March 31, 2024.

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

- b. **Resolution 23-02:** A resolution approving certain amendments and revisions to the Personnel Manual.

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

12. Consideration of the Following Ordinances:

- a. **Ordinance 23-01:** An ordinance to amend the Municipal Code Title 1, Chapter 1 Board of Mayor and Aldermen, Sections 1-104 and 1-108. *Second Reading.*

Motion was made by Ald. Matthews, second by Ald. Spicer to approve. A roll call vote was requested by Mayor Corbitt: Ald. Hutson – aye; Ald. Matthews – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-01 was approved on Second Reading.**

- b. **Ordinance 23-02:** An ordinance to amend the Municipal Code Title 2, Chapter 1 Leisure Services Board, Section 2-101. *Second Reading.*

Motion was made by Ald. Hutson, second by Mayor Corbitt to discuss. After discussion, a motion was made by Ald. Spicer to approve with no second. Motion made by Ald. Hutson, second by Ald. Matthews to deny. A roll call vote was requested by Mayor Corbitt: Ald. Hutson – aye; Ald. Matthews – aye; Ald. Spicer – aye; Mayor Corbitt - aye. Motion was approved. **Ordinance 23-02 failed on Second Reading.**

- c. **Ordinance 23-03:** An ordinance to amend the Municipal Code Title 17, Refuse and Trash Disposal in its entirety. *First Reading.*

Motion was made by Ald. Hutson, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. **Ordinance 23-03 was approved on First Reading.**

13. Purchasing:

- a. To approve or reject City Administrator Gerald Herman to enter into an agreement with Jacobs Engineering to develop a Cyber Security Plan for wastewater infrastructure in the amount of \$125,000. The Public Services Director recommends approval.

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

14. Other Business:

- a. To approve or reject Willis Towers Watson's recommendations for Cigna Healthcare for medical, vision, LIFE/AD&D and long-term disability insurance coverage, Abacus for short-term disability insurance coverage, and Delta Dental for dental insurance coverage for plan year ending March 31, 2024. The Human Resources Director recommends approval.

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

- b. Appointment of Ward 3 Alderman

Motion was made by Ald. Spicer, second by Ald. Hutson to discuss. After discussion, motion was made by Mayor Corbitt, second by Ald. Spicer to appoint Ms. Linda Silver for Ward 3 Alderman. A roll call vote was requested by Mayor Corbitt: Ald. Hutson – aye; Ald. Matthews – aye; Ald. Spicer – aye; Mayor Corbitt - aye. **Motion passed.**

15. Discussion Items:

- a. None

16. Other Information:

- a. None

17. Adjournment:

Meeting was adjourned at 7:21 pm.

ATTEST:

Farris H. Bibb, Jr., Mayor

Derek Watson, City Recorder

REPORTS....

Administrative & Legislative Services Department
February 2023

Administration

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

- February 1:
 - Management Fellow- Selection Committee Meeting
 - Bid Opening Cemetery Fence
- February 6:
 - Department Head Staff Meeting
 - Roads Assessment Review
 - Staff Plans Review
- February 7:
 - Tour of City Hall with City of Franklin
 - Industrial Development Board
- February 13:
 - Planning Commission
- February 14:
 - Mid-TN TCMA Luncheon
 - Robertson County Economic Development Board
- February 15:
 - GNRC Transportation Policy Board
- February 16:
 - Sumner County Joint Economic Development Board
 - Board of Mayor and Aldermen Study Session
 - Board of Mayor and Alderman Meeting
- February 21:
 - Power Hour at the Meat Sweats
 - Board of Zoning Appeals
- February 23:
 - Rotary Banquet- Fire Appreciation
- January 24:
 - White House Area Chamber Power Hour at Bad Ass Coffee
- February 27:
 - Ward 3 Alderman On-Boarding Meeting - Linda Silver
- February 28:
 - Mandatory Pre-Bid Trash Collection Contract
 - White House Area Chamber of Commerce Awards Luncheon

**Administrative & Legislative Services Department
February 2023**

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.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$26,329,432	\$17,519,376	↓0.14
Industrial Development	\$86,000	\$13,777	↓50.65
State Street Aid	\$495,000	\$461,725	↑26.59
Parks Sales Tax	\$2,526,000	\$1,529,439	↓6.13
Solid Waste	\$1,356,081	\$809,497	↓6.98
Parks Impact Fees	\$405,744	\$421,406	↑37.18
Police Impact Fees	\$25,098	\$25,098	↑33.32
Fire Impact Fees	\$116,554	\$16,554	↓52.47
Road Impact Fees	\$33,909	\$33,909	↑33.32
Police Drug Fund	\$4,500	-	↓66.68
Debt Services	\$1,236,600	\$192,286	↓51.13
Wastewater	\$20,265,581	\$15,979,830	↑12.17
Dental Care	\$74,500	\$48,837	↓1.12
Stormwater Fund	\$1,972,599	\$1,460,242	↑7.34
Cemetery Fund	\$90,565	\$58,335	↓2.26

*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

	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
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	84	73	71	58	72	104
January	116	117	123	81	122	177
February	111	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
Total	1,096	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Feb 2023	FY 2023	FY 2022	FY 2021	Total for FY23	Total for FY22	Total for FY21
Purchase Orders \$0-\$9,999	103	1,038	1,442	1281	\$1,218,736.14	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	6	24	24	29	\$309,303.64	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	2	34	40	45	\$30,858,732.65	\$11,687,700.37	\$11,050,535.17
Total	111	1,096	1,506	1355	\$32,386,772.43	\$13,732,934.80	\$12,367,741.04

**Administrative & Legislative Services Department
February 2023**

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.

	2022-2023 Update Requests	2021-2022 Update Requests	2020-2021 Update Requests	2019-2020 Update Requests	2018-2019 Update Requests	2022-2023 Page Visits	2021-2022 Page Visits	2020-2021 Page Visits	2019-2020 Page Visits	2018-2019 Page Visits
July	52	54	15	152	61	31,946	32,401	11,536	1,164,517	1,080,668
Aug.	63	66	20	126	133	31,340	25,635	9,145	752,932	835,519
Sept.	65	48	17	43	22	27,594	24,833	8,335	679,248	214,406
Oct.	47	52	10	78	86	29,829	23,816	8,390	386,735	864,091
Nov.	54	63	174	56	40	30,449	23,022	7,587	695,971	812,527
Dec.	32	39	13	156	82	27,768	22,904	17,483	847,724	1,055,111
Jan.	53	56	108	67	68	31,686	26,942	17,123	720,531	934,562
Feb.	47	52	135	22	40	28,043	23,253	19,796	N/A	762,985
March		57	39	85	61		30,026	22,930	N/A	879,671
April		68	101	43	56		31,127	20,881	N/A	820,505
May		54	38	27	29		31,335	23,514	5,998	946,897
June		674	214	48	123		34,600	30,909	10,251	901,328
Total	413	609	884	901	801	238,655	329,885	197,629	5,263,907	9,053,159

“City of White House, TN” Mobile App

	FY 23 New Downloads	FY22 New Downloads	FY21 New Downloads	FY20 New Downloads
July	8	8	45	19
Aug.	13	9	44	21
Sept.	9	13	19	21
Oct.	11	6	40	12
Nov.	11	6	29	13
Dec.	10	10	10	15
Jan.	18	18	11	23
Feb.	10	9	20	70
March		14	11	69
April		11	7	41
May		10	11	29
June		10	11	36
Total	90	124	258	369

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

	FY23 # of Request	FY22 # of Request	FY21 # of Request	FY20 # of Request
July	50	38	20	36
Aug.	43	54	27	39
Sept.	40	46	16	18
Oct.	45	64	15	40
Nov.	53	19	20	27
Dec.	70	42	27	20
Jan.	61	41	18	24
Feb.	20	41	72	41
March		38	36	34
April		26	26	35
May		39	48	26
June		47	58	28
FY Total	382	495	383	356

**Administrative & Legislative Services Department
February 2023**

White House Farmers Market

	Application Fees # (amount collected)	Booth Payments (\$)
January	2	\$300
February	5	\$360
March	0	0
April	0	0
May	0	0
June	0	0
July	0	0
August	0	0
September	0	0
October	0	0
November	0	0
December	0	0
Total	7	\$660

Building Maintenance Projects

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

Major projects this month include:

	2022-2023 Work Order Requests	2021-2022 Work Order Requests	2020-2021 Work Order Requests	2019 – 2020 Work Order Requests	2018 – 2019 Work Order Requests	2017 – 2018 Work Order Requests	2016 – 2017 Work Order Requests
July	14	19	11	10	22	21	27
August	23	8	27	10	26	24	28
September	21	12	9	13	19	22	13
October	13	10	6	7	14	18	12
November	12	23	16	7	18	34	12
December	8	17	19	3	8	19	9
January	11	6	11	16	14	16	23
February	10	8	16	18	7	21	6
March		14	12	11	7	17	16
April		13	17	2	12	25	14
May		20	25	11	6	26	27
June		14	31	10	9	23	14
Total	112	164	200	98	162	266	201

**Finance Department
February 2023**

Finance Section

During February the Finance Office continued training / planning for new utility customer application process changes. The total property taxes billed for tax year 2022 is \$5.4 million. As of the end of February, approximately \$4.91 million (90.9%) was collected. Members of the Finance Office also participated in the following events during the month:

February 14: City Employee Appreciation lunch provided by White House Area Chamber of Commerce

February 14: State of TN Comptroller Division of Local Government Finance introductory meeting

February 15: Refuse rate review with Public Services

February 22: Finance CIP budget meeting with City Administrator

February 27: Alderman Linda Silver Meet and Greet

February 28: Safety committee meeting

February 28: Finance staff meeting

Performance Measures

Utility Billing

	February 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	25	150	284	357	171	62
Move Ins (#)	64	607	977	737	649	534
Move Outs (#)	54	535	898	743	602	534
Electronic new customer signups (#)	38	282	410	300	127	104
Electronic new customer signups (%)	43%	37%	33%	27%	15%	17%

Business License Activity

	February 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	5	69	92	76	69	75
Closed (notified by business)	0	5	7	6	10	9

Accounts Payable

	February 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	343	2701	4254	4079	4003	3940

Property Tax Relief Applications

	February 2023	FY 2023 Total	FY 2023 Est.	FY 2022 Total
New Parcels (#)	8	20	30	29
Existing Parcels (#)	22	98	109	99
State Relief Credits (\$)	3,513	22,662	22,472	20,844
City Relief Credits (\$)	2,400	15,338	16,018	10,155
Combined Relief Credits (\$)	5,913	38,000	38,490	30,999

**Finance Department
February 2023**

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

Operating Fund	Budgeted Operating Revenues (\$)	General Fund Cash Reserves Goal (\$)	Current Month Fund Cash Balance (\$)	G.F. Cash Reserves Goal Performance
General Fund	11,933,868	3,580,160	8,102,983	68%
Cemetery Fund	69,355	20,807	264,907	382%
Debt Services	1,112,015	333,605	1,467,637	132%
Dental Care Fund	38,650	11,595	176,653	457%
Roads Impact Fees	59,190	17,757	443,625	749%
Parks Impact Fees	61,429	18,429	210,698	343%
Police Impact Fees	43,930	13,179	512,965	1168%
Fire Impact Fees	28,875	8,663	339,446	1176%
Industrial Development	120,145	36,044	204,834	170%
Parks Sales Tax	1,207,310	362,193	303,060	25%
Police Drug Fund	5,050	1,515	42,253	837%
Solid Waste	1,146,400	343,920	647,251	56%
State Street Aid	467,832	140,350	543,751	116%
Stormwater Fund	1,036,000	310,800	1,551,987	150%
Wastewater	5,011,600	1,503,480	8,931,970	178%

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.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	11,933,868	9,712,439	↑ 14.72%
Cemetery Fund	69,355	34,141	↓ 17.44%
Debt Services	1,112,015	799,087	↑ 5.19%
Dental Care	38,650	28,956	↑ 8.25%
Roads Impact Fees	59,190	228,944	↑ 320.13%
Parks Impact Fees	61,429	187,905	↑ 239.22%
Police Impact Fees	43,930	183,809	↑ 351.75%
Fire Impact Fees	28,875	121,406	↑ 353.79%
Industrial Development	120,145	133,256	↑ 44.25%
Parks Sales Tax	992,310	699,703	↑ 3.85%
Police Drug Fund	5,050	5,448	↑ 41.21%
Solid Waste	1,146,400	784,515	↑ 1.77%
State Street Aid	467,832	316,955	↑ 1.08%
Stormwater Fund	1,036,000	709,867	↑ 1.85%
Wastewater	5,011,600	5,325,994	↑ 39.61%

*Realized amounts reflect revenues realized from July 1, 2022—February 28, 2023

**Human Resources Department
February 2023**

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

February 06: New Hire Orientation for Police Officer
February 07: Chamber of Commerce Board Meeting
February 09: Public Works Maintenance Worker Interviews
February 14: Tennessee City Managers Association Middle Tennessee Meeting
February 16: Board of Mayor and Aldermen Meeting
February 21: New Hire Orientation for Public Works Maintenance Worker
February 22: Rotary Banquest - Fire Appreciation

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	0

Three-year average:

8.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	1	0	1	1
February	0	1	0	3
March		0	2	0
April		0	1	2
May		1	0	1
June		1	3	0
Total	6	4	9	8

**Human Resources Department
February 2023**

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	2	0	0	0

Three-year average: 5.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	0	0	0	1
February	0	0	0	0
March		1	0	0
April		1	0	0
May		0	0	0
June		0	0	0
Total	4	5	7	4

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	1	2	1

Current year turnovers that occurred within
90 day probationary period: 3

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	0	4	2	2
February	0	2	0	1
March		3	0	1
April		2	2	0
May		2	0	2
June		1	3	2
Total	7	19	12	18
Percentage	6.80%	18.45%	11.65%	17.48%

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	0	1 (T)	0

Three-year average: 3.5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	0	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)
Total	0	1	3	4

Police Department
February 2023

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in February:** White House Rotary Club (Feb. 2nd, 9th, 16th and 23rd), Department Head Staff Meeting (Feb. 6th), Robertson County Chief's Meeting (Feb. 8th), Planning Commission Meeting (Feb. 13th), City Appreciation Lunch (Feb. 14th), Command Staff Meeting (Feb. 16th), Board of Mayor and Alderman Meeting (Feb. 16th) and Ward 3 Alderman Introductions.

➤ **Police Department Administration Performance Measurements**

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

Susan Johnson, Accreditation Manager, is in the 4th edition of our TLEA program into PowerDMS which includes 164 standards. She is working on finishing up 2021, 2022 and starting on 2023 proofs.

No date as of yet for the Spring LEACT Conference but she will be attending it when it's announced.

1. Our department training goal is that each police employee receives 40 hours of in-service training each year. The White House Police Department has 28 Employees. With a goal of 40 hours per employee, we should have an overall Department total of 1,120 hours of training per calendar year.

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	168	0	168
February	0	610	0	610
Total	0	168	0	778

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	February 2023	FY 2022-23
Three (3) Officers per Shift	11	421
Four (4) Officers per Shift	14	21

*Two Officer Minimum staffing was put in place due to staff shortage. In the month of February, we had 31 shifts with Two (2) Officers per shift.

2. ***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.
3. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.***
Fall Compliance Checks – 100% Passed. We will be doing Spring Compliance Checks.

Police Department
February 2023

4. *Maintain or reduce TBI Group A offenses at the three-year average of 60 per 1,000 population during the calendar year of 2023.*

Group A Offenses	February 2023	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	15	1	18	1
Crimes Against Property	27	2	45	3
Crimes Against Society	13	1	16	1
Total	55	4	79	6
Arrests	28		72	

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

5. *Maintain a traffic collision rate at or below the three-year average of 405 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2023.*

	February 2023	TOTAL 2023
Traffic Crashes Reported	48	86
Enforce Traffic Laws:		
Written Citations	22	39
Written Warnings	24	35
Verbal Warnings	213	363

6. *Maintain an injury to collision ratio of not more than the three-year average of 11% by selective traffic enforcement and education during the calendar year 2023.*

COLLISION RATIO				
<u>2023</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
February	48	6 YTD 15	13%	17% YTD 86

Traffic School: There was no Traffic School in the month of February.

Staffing:

- Ofc. Triston Twedt and Ofc. Jake Hunter have been released from FTO and are on the road.
- Ofc. Katie Sizemore, Ofc. Kris Sykes and Ofc. Dillon Loafman started the Academy on January 8th. They will graduate in March.
- Ofc. Nicholas Lepore is currently in FTO. He will have to attend a few weeks in the Academy. He was a certified Officer from Alabama.
- Ofc. Terry Brown (TJ) is back from deployment and started back with us February 21st. He will be going to the Academy in April.
- Ofc. Christopher Sampson started on January 30th and Ofc. Blake McClusky started on February 6th. They are both on FTO.
- We currently have 1 position open and are continuing to accept applications.

Police Department
February 2023

Sumner County Emergency Response Team:

- On February 17th, ERT members conducted a joint training exercise with Sumner County hostage negotiators and representatives from the Federal Aviation Administration. The training scenario simulated a hostage situation inside a grounded aircraft at the Music City Executive Airport in Gallatin.

Support Services Performance Measurements

- Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2023.***

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

2023 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
February		

Communications Section

	February	Total 2023
Calls for Service	876	1,643
Alarm Calls	45	83

Request for Reports

	February	FY 2022-23
Requests for Reports	13	302
Amount taken in	\$21.00	\$230.05
Tow Bills	\$240.00	\$615.00
Emailed at no charge	39	386
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Sgt. Bagwell attended the Super Bowl press event for THSO at Nissan Stadium Feb 10th.

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. D.A.R.E. classes started on January 30th. There are 155 students this year.
2. ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House Expo & Safety Day is normally in October.
3. ***Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.*** Citizen's Police Academy has been cancelled. We are planning to have several new programs for the public.
4. ***Participate in joint community events monthly in order to promote the department's crime prevention efforts and community relations programs.***
 - February 15th - Wheels in Motion Helmet giveaway CCS.
 - February 16th – Wheels in Motion Helmet giveaway H. B. Williams Elementary.
 - February 23th – Wheels in Motion Helmet giveaway Heritage Elementary.
 - February 28th – Sgt. Enck spoke and presented the Citizen of the Year Award at the White House Chamber Luncheon.

Special Events: *WHPD Officers participated in the following events during the month of February:*
Nothing to report.

Upcoming Events:

- March 2nd – White House Rotary Officer of the Year Banquet
- March 9th – Coffee with a Cop – Deja Moo

2023 Participation in Joint Community Events		
	<u>November</u>	<u>Year to Date</u>
Community Activities	4	8

**Fire Department
February 2023**



Summary of Month's Activities

Fire Operations

The Department responded to 148 requests for service during the month with 95 responses being medical emergencies. The Department also responded to 10 vehicle accidents 3 of which had injuries, and 7 had no injuries. Of the 148 responses in the month of February there were 18 calls that overlapped another call for service that is 12.26% of our responses for the month. That brings the overlapping call volume for FY22-23 to 13.92%.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in January from dispatch to on scene time averaged was, five minutes and thirty-four seconds (5:34). The average time a fire unit spent on the scene of an emergency call was thirteen minutes and one second (13:01).

Department Event

- February 2nd – Station tour with Brownie Pack
- February 14th – Chamber of Commerce Employee Appreciation Luncheon
- February 17th – Station tour for Girl Scout Troop
- February 23rd – Firefighter of the Year Rotary Luncheon

Fire Administration

- February 1st – RV park plans review
- February 13th – Days Inn inspection
- February 14th – Monthly Officer meeting
- February 15th – Training tower inspection
- February 27th – Introductions with Linda Silver
-

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	30
Rescue & Emergency Services	863
Hazardous Conditions (No Fire)	29
Service Calls	79
Good Intent Call	96
False Alarms & False Call	130
Calls for The Month	148
Total Responses FY to Date	1230

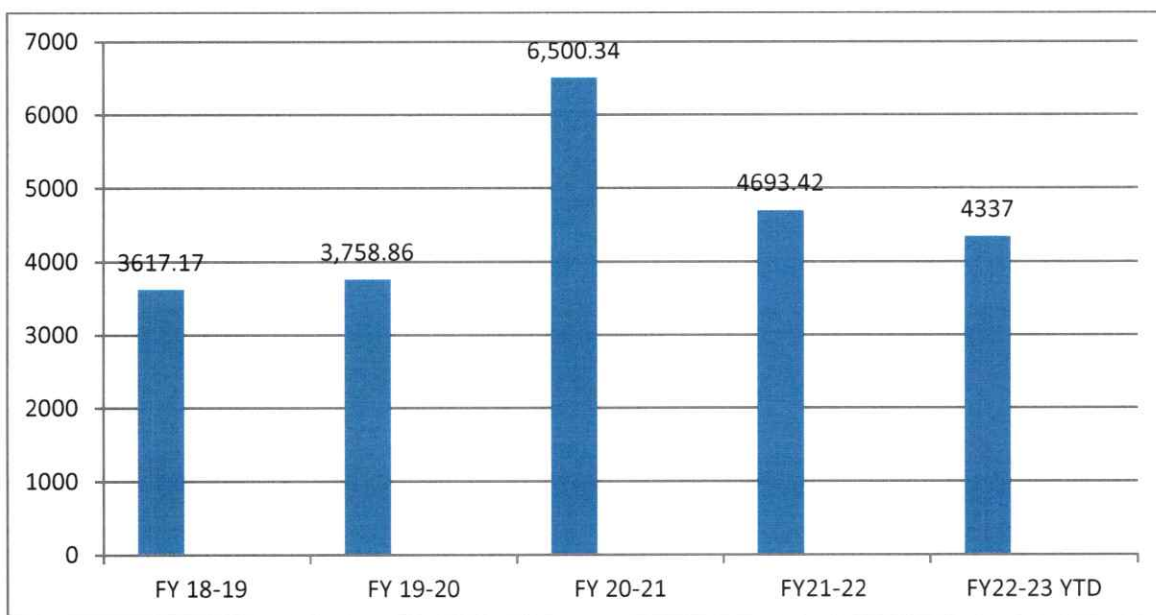
**Fire Department
February 2023**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	96	786	63.90%
Station #2 (Business Park Dr)	52	444	36.09%

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
Firefighter Training Hours	590.03	4337.0

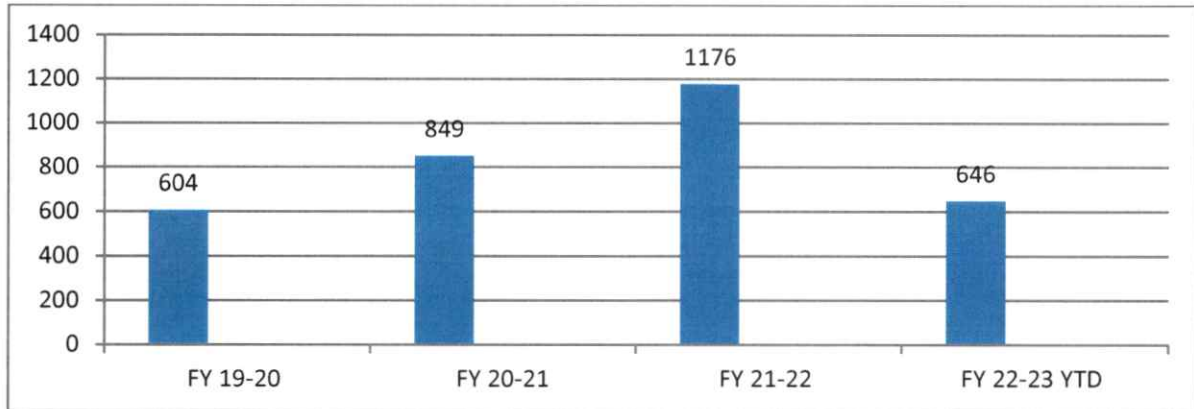
Training breakdown for ISO and NFPA

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	18	168.5	36	68.87	16.5
Total for FY	467.55	1966.55	290	524.88	1251.09

**Fire Department
February 2023**

Fire Inspection

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

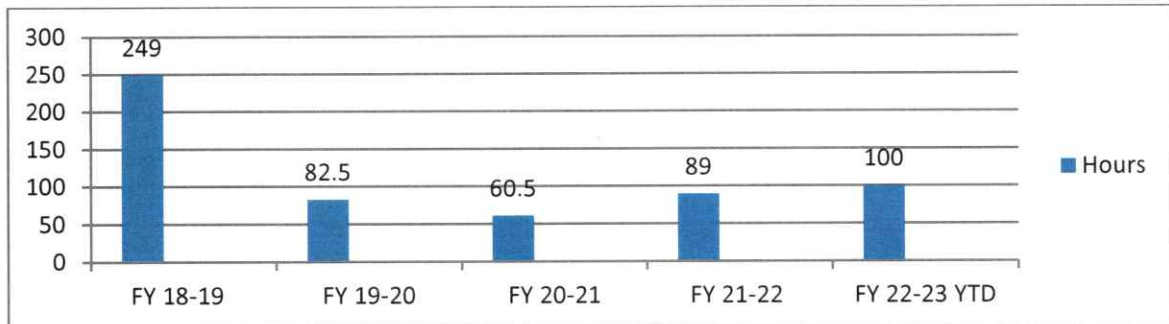
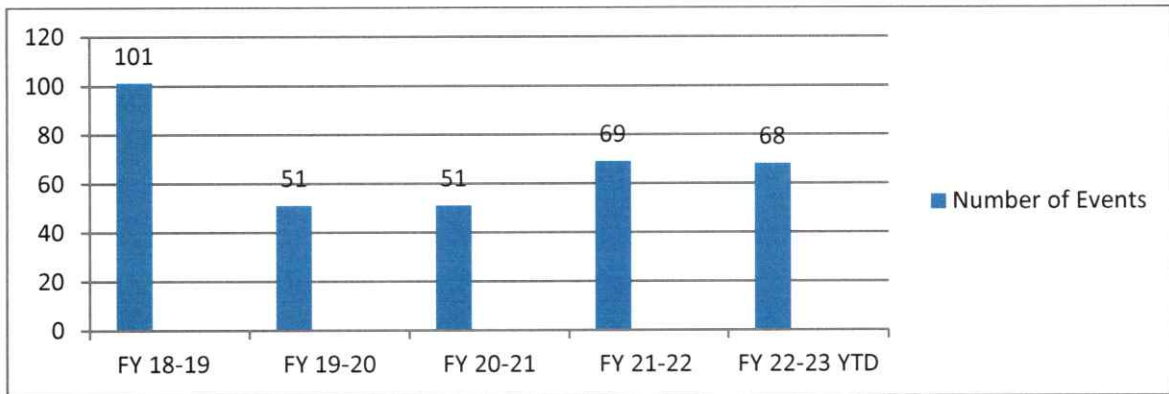
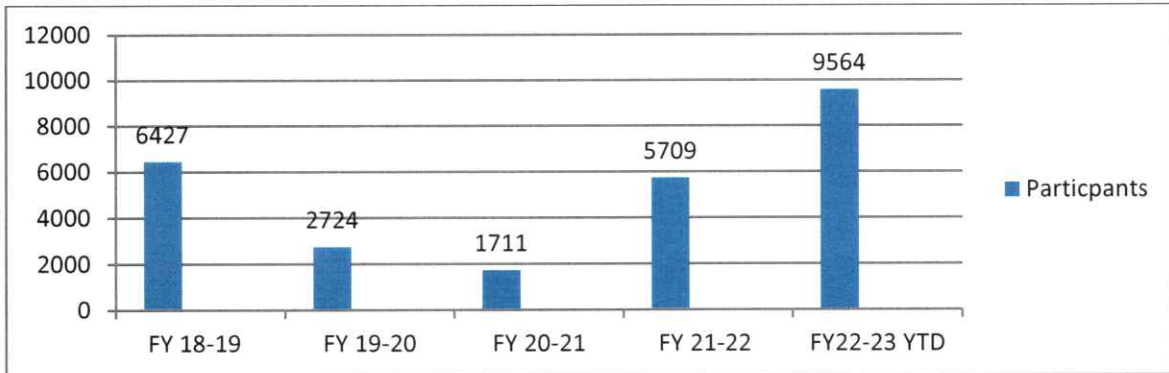


	Month	FYTD
February Fire Inspection	107	753
Reinspection	8	61
Code Violation Complaint	4	5
Violations Cleared	6	51
Annual Inspection	16	71
Commercial Burn Pile	Discontinued	9
Knox Box	6	20
Fire Alarms	4	27
Measure Fire Hydrant	0	0
Plans Review	4	33
Pre-C/O	0	11
Pre-incident Survey	19	186
Sprinkler Final	0	19
Final/Occupancy	3	16

**Fire Department
February 2023**

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.



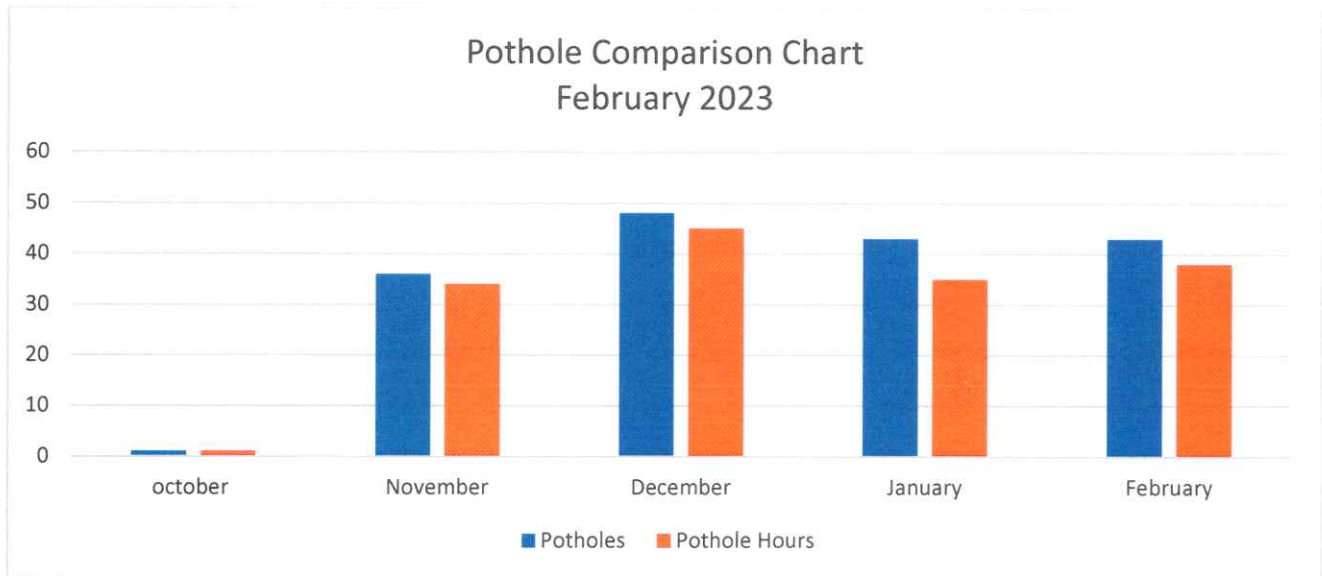
	Month	FYTD
Participants	47	9564
Number of Events	4	68
Education Hrs.	4	100

Social Media Statistics for the Month

Post Reach	4560
Post Engagement	1711
New Page Followers	16

**Public Services Department – Public Works Division
February 2023**

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.

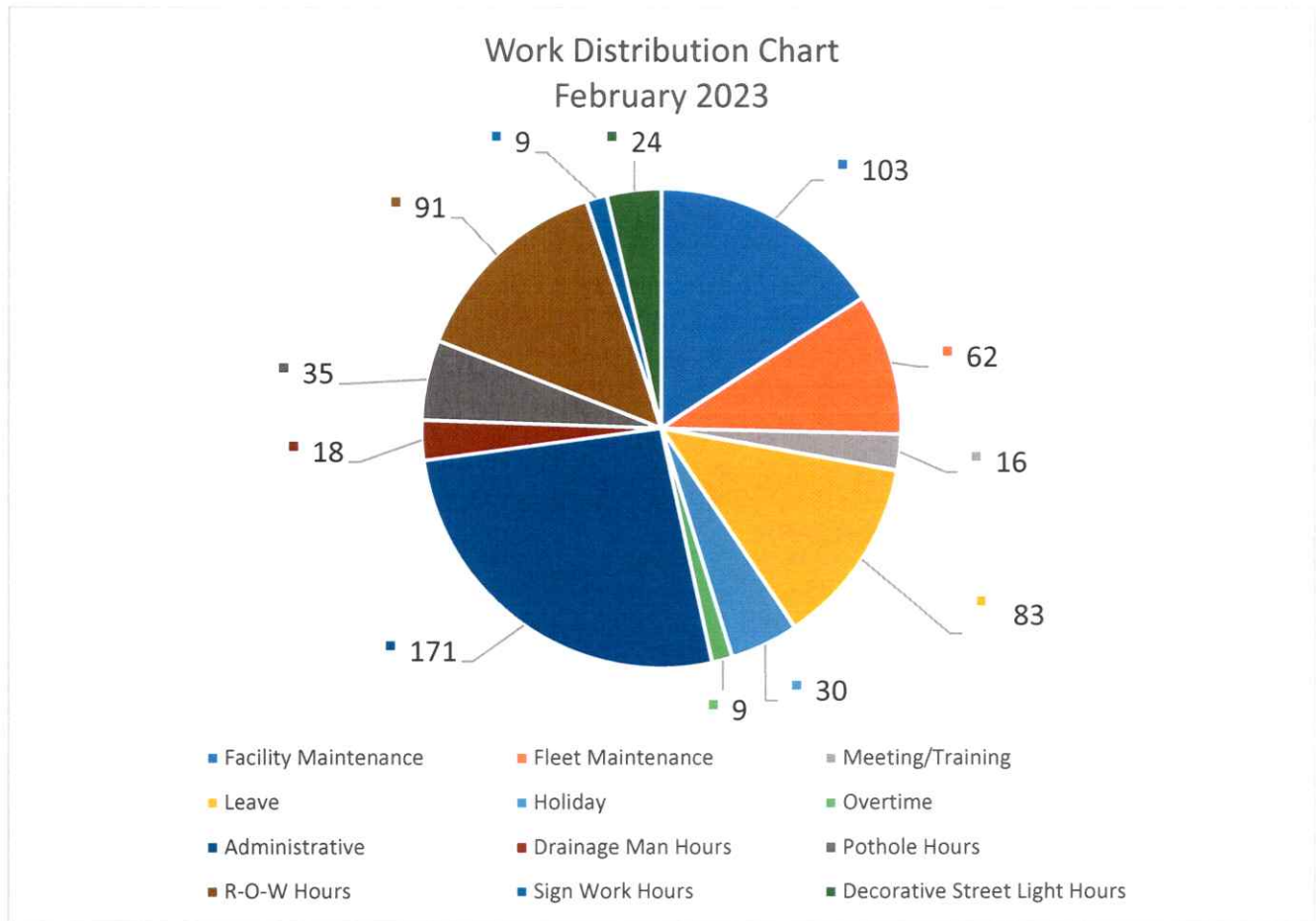
Pothole Complaint Response Time

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
South Palmers Chapel Road	2-1-2023	2-5-2023	4 days
Calista Road	2-14-2023	2-15-2023	1 day
Meadowbrook Drive	2-14-2023	2-15-2023	1 day
Patana Drive	2-14-2023	2-15-2023	1 day
Beechbrook Drive	2-21-2023	2-21-2023	Same day
Rachel Court	2-28-2023	2-28-2023	Same day

**Public Services Department – Public Works Division
February 2023**

Total Hours Worked in The Public Works Department were 699 Hours. The chart below show what percentage of time was spent on each job task.



**Public Services Department – Public Works Division
February 2023**

Monthly Work Log

Wednesday 2-1-2023

- Salting and Plowing Operations

Thursday 2-2-2023

- Salted Union Road Bridge and Renee Court / Evaluated to Signal at Sage and 31W because it was in flash / Facility and Fleet Maintenance

Monday 2-6-2023

- Meeting about Tison Lane/ Removed deer from road on Brinkley Lane / Cut road to make straight edge on Tison Lane / Used cold patch to repair Tison Lane / Delivered barricades to City Hall fixed bucket truck battery terminals / Adjusted timeline on message board to let citizens know when paving will occur in Magnolia Subdivision

Tuesday 2-7-2023

- Reset Gridsmart Camera at SB Ramp / Cut and Dug out hole on Glory Court and repaired with cold patch / Cleaned salt and plowing equipment

Wednesday 2-8-2023

- Cleaned and organized tool room / Cleaned and organized 1332 / Organized bucket truck / Repaired area that was washing out on Wilkinson Lane near The Flats Apartment Complex with cold patch

Thursday 2-9-2023

- Meeting / Safety meeting / Safety stand down meeting at shop / Repaired globe on decorative street light on Brigham Court

Monday 2-13-2023

- Meeting about tree down on Blossom Court / Cut tree and brush from fallen tree and delivered to area easily accessible for brush truck to remove.

Tuesday 2-14-2023

Seed straw 102 blossom Court/ Meeting / Put up post for WHPD to mount digital speed sign / Repaired Decorative Street Lights in Holly Tree

Wednesday 2-15-2022

- Swept glass off Roadway on South Palmers Chapel Road / Retrieved IP address for camera at Richard Wilks and Wilkinson Lane / Picked up Sage and 31W cabinet USB Drive / Worked on appraisals / Repaired potholes on Calista Road Meadowbrook Lane Patana Drive / Troubleshooting of Pedestrian Button at Greenway Crossing near Firehall 1

Thursday 2-16-2022

- Employee luncheon / Ran wire for flashing lights on truck 200 / Picked up truck 200 from shop after repairs

Monday 2-20-2022

- Holiday President's Day

Tuesday 2-21-2023

- I-65 brush clean-up / Repaired pothole on Beechbrook

Wednesday 2-22-2023

- Rewired Gridsmart Camera at Sage Road / Delivered barricades to City Hall

Thursday 2-23-2023

- Brush Clean-up on 65 / Installed Stop sign / Repaired pothole on Rachel Court

Monday 2-27-2023

- Moved stop sign and moved closer to the road on McCurdy Road / Cut tree away from stop sign / Checked Camera at Wilkinson Lane and 76 / Changed yield sign on SB Off Ramp to flashing yield sign . Moved barricades at City Hall / Installed two interstate signs.

Tuesday 2-28-2023

- Picked up Stump Grinder / Tested Camera at Wilkinson Lane and 76 and removed it to be sent back to be repaired / Reinstalled Street name sign on Hunterwood Drive / Checked pothole on Overlook Drive / Started grinding stumps on the interstate brush clean-up job

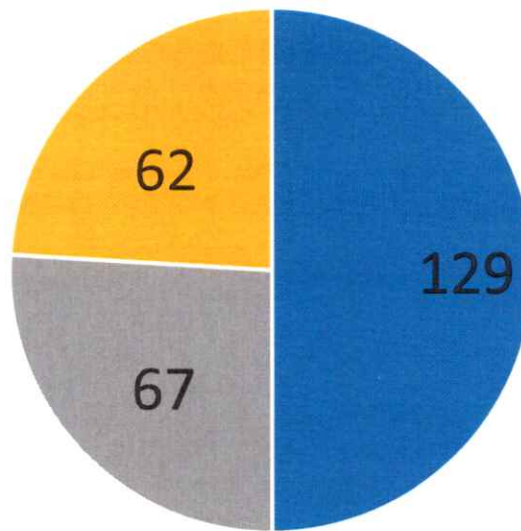
Public Services Department – Public Works Division
February 2023

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: No Signs were installed in the month of February. Only signs in need of repair were replaced in the month of February.

Sign Replacement Graph



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

Public Services Department – Public Works Division
February 2023

Public Works/Streets & Roads Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-Jan	23-Feb	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	540	699	4,956
Facility Maintenance	3494	2187	1,227	1,137	887.25	113	103	573
Fleet Maintenance	1034	514	282	380	422.5	37	62	378
Meeting/Training	502	510	517	400	457	23	16	161
Leave	1,253	576	613	810	823	54	83	402
Holiday	795	470	385	555	545	80	30	305
Overtime	508.5	488	414	311	152.75	3	9	245
Administrative	385	698	803	867	1153.25	180	171	1,179
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	18	18	63
Debris Removed Load	0	100	35	44	0	0	0	0
Sweeping Man Hours	0	18	13	0	0	0	0	0
Mowing Hours	0	22	175	219	221	0	0	176.5
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	43	43	222
Pothole Hours	0	759	734	1,181	831.5	35	35	186
R-O-W Hours	0	2835	2416	4,027	3044.5	91	91	1,183
Sign/Repaired	0	120	91	84	63	0	0	50
Sign Work Hours	0	289	179	234	109	9	9	62
Salt Hours	0	10	143	24	76.5	0	0	78.5
Salt Tons	0	12	20	23	18	0	0	18
Decorative Street Light Hours	0	57	46	125	133.5	24	24	153
Traffic Light Hours	0	0	65	20	158	0	0	15

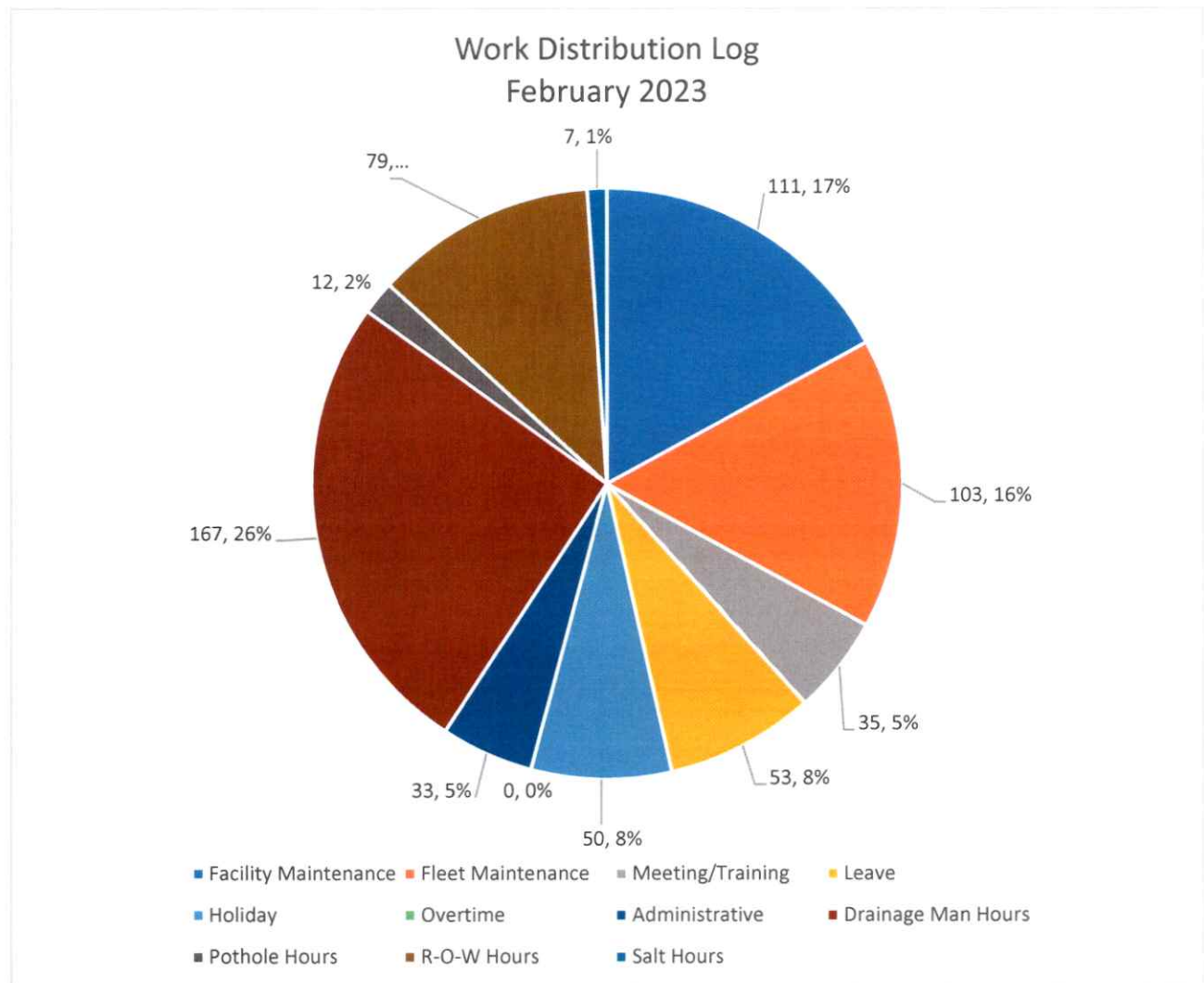
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Jan	23-Feb	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	320	320	2,384
Facility Maintenance	3494	723	446	574	394.5	85	45	301
Fleet Maintenance	1034	488	445	331	294.5	18	19	108
Meeting/Training	502	265	130	135	127.5	9	7	98
Leave	1,253	428	700	476	336	10	50	341
Holiday	795	270	230	230	230	40	20	190
Overtime	508.5	119	4	12	39.5	0	0	4
Administrative	385	167	1	0	72.5	0	0	16
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					9	7	36
R-O-W Hours	0	166	30	97	170	7	32	94
Salt Hours	0	0	0	0	0	0	0	79
Salt Tons	0	0	0	0	0	0	0	15

Sanitation	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Jan	23-Feb	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	240	320	3,476
Brush Truck Loads	459	551	522	578	584	18	45	309
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	459	240	2,684
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	49	97	742
Litter Pickup Bags	334	507	546	511	456	43	21	298
Litter Pickup Hours	1147	1132	985	957	892	62	43	584

Public Services Department – Stormwater Division
February 2023

Total Hours Worked in The Stormwater Division were 800 Hours. The chart below show what percentage of time was spent on each job task.



Monthly Work Log

02/01/2023 WO020123001 Snow/Salting operation

02/02/2023 WO020223007 Preventative Maintenance on equipment 416(Kubota Excavator) during drainage operations we notice that the hydraulic hose with rubbing. We purchase a hose guard (\$30.96) to stop it from failing.



**Public Services Department – Stormwater Division
February 2023**

02/06/2023 WO020623001 Preventative Maintenance on equipment 1330 Oil Change, wiper blades. Due to Safety concern, we added work light on plow, strobe lights in rear bumper and salt box.



WO020623004 Equipment 237 driver side lights wouldn't come on after inspection found the connected was loose and dirty cleaned and repaired.



02/07/2023 WO020823006 Received a complaint at 108 Bedrock due to drainage concerns. After inspection we don't have an easement for this area contacted the HOA and advised them that there landscaping personal could address this issue.



02/08/2023 Road Maintenance South Palmers at Tison Lane. Joint operation with streets and roads repairing damage road.

**Public Services Department – Stormwater Division
February 2023**

02/09/2023 WO020823007 and WO020823008 Customer came into the office and advised that they were run off the road into a hole. Added cold patch and repaired. Found another area on Wilkerson Lane and repaired it also.



02/13/2023 WO021323008 Received a complaint at 504 Cedarbrook of dead trees in the ditch behind the property. After inspection the trees are still standing and we don't have an easement or drainage in the rear of the property and it would fall to the homeowner to clean up the yard.



02/14/2023 Target Solution, vehicle inspection.

**Public Services Department – Stormwater Division
February 2023**

02/15/2023 WO021523005 Inspection of drains before rain storms. There were 23 issues found and were corrected before the storms came into the area.



02/16/2023 WO021623006 Received a call from 106 East Side Drive, Mr. Banker states that there is ponding water in the field near his home. After inspection and talking to Mr. Banker there is standing water in this area and it is not a field the area is in a trust, we have no easement to enter the property to correct the problem.



02/20/2023 Holiday (President's Day)

02/21/2023 WO022123007 Cleaning, removing trees, trash from I-65 and SR-76 area. This work continues until the 23rd



02/22/2023 Continue WO022123007

Public Services Department – Stormwater Division
February 2023

02/23/2023 Facility Maintenance: Due to safety and access to the electrical meter we cleaned and moved the pipe in from of the building.



02/27/2023 WO022723002 Took F-150, (#1329), to mechanic shop for General Repair on AC, General Repair on Engine Fan, and Cabin Air Filter Replaced... Engine fan kept running on high constantly and AC only blew warm/hot air. Total cost of repair \$3453.59



Inspector Notes / Daily Log

Stormwater / Public Works Inspection	
EPSC Site Inspections	12
Land Disturbance	22
Open Trench Inspections	10
Fence Inspections	10
Proof Rolls	2
Public Works Inspection	12
Final Storm	33
Final Road	35

**Public Services Department – Stormwater Division
February 2023**

Daily Work Log:

Feb 1. - Re-inspection on concrete forms at Legacy Farms. Updated reports, work logs, work orders, BMA. Assisted with salt operations. Delivered Ice-Melt.

Feb. 6 – Proof Roll at Copes. Tidal Inspection of Storm Infrastructure. Legacy Farms Open Trench. Calista Farms track out issues addressed.

Feb. 7 – Cambria Open Trench & EPSC. Cardinal Pointe Open Trench and EPSC. Legacy Farms Open Trench. Sage Farms EPSC.

Feb. 8 – Site Walkthrough at Dorris Farms Ph.1, Jackson Farms Ph.1. Copes Crossing Site meeting. EnerGov meeting. Form inspection at The Reserve.

Feb. 9 – Inspection of The Flatts. Updated LTMAP to the Flatts. Proof Roll at Legacy Farms.

Feb. 13 – LDP discussion with engineer and director. Cambria Open Trench. Fence Permits. Form inspections at 300 Covington bend. Copes Crossing inspections on forms.

Feb. 14 – Open Trench @ Cambria. Final Inspections at Legacy. LDP for Legacy's Monthly New Starts.

Feb. 15 – LD Permits and Inspections for Summerlin and Willow Grove. Update work orders and inspections.

Feb. 16 - Sick Time.

Feb. 21 – Legacy Farms Open trench. The Parks Final Inspections on 13 lots. The Reserve form inspections. Complaint Regarding Track out from the Mill. Addressed questions regarding LTMAP for Twin Springs. Moved Equipment for Parks and Rec.

Feb. 22 – Legacy Farms Open Trench. Finals at Legacy Farms. The Parks Finals and EPSC Inspection. 1 hr. PTO.

Feb. 23 – Summerlin Walkthrough, remarking curbs and sidewalks for Repair. 2 hrs. PTO.

Inspector Hours:

Hours Worked: 137
Holiday Hours: 10
PTO: 13
Total Hours: 160

Public Services Department – Public Works Division
February 2023

Public Works Stormwater Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Dec	23-Feb	YTD 22/23
Stormwater	8,134	9,364	8,741	10,229	9191.25	720	800	6,528
Facility Maintenance	3494	2187	1,227	1,137	887.25	146	111	619
Fleet Maintenance	1034	514	282	380	422.5	45	103	507
Meeting/Training	502	510	517	400	457	23	35	347
Leave	1,253	576	613	810	823	107	53	961.75
Holiday	795	470	385	555	545	70	50	435
Overtime	508.5	488	414	311	152.75	3	0	183
Administrative	385	698	803	867	1153.25	22	33	200
Drainage Work (feet)	0	906	2749	10	0	1,628	423	7,566
Drainage Man Hours	0	1470	1045	170	14	265	167	2480.5
Debris Removed Load	0	100	35	44	0	28	0	111
Sweeping Man Hours	0	18	13	0	0	0	0	73
Mowing Hours	0	22	175	219	221	0	0	109
Curb Repair	0	0	0	15	0	0	0	0
Shoulder LF	0	4485	630	5	640	0	0	20
Shoulder Hours	0	155	160	49	176	0	0	12
# of Potholes	0	250	473	346	385	43	0	69
Pothole Hours	0	759	734	1,181	831.5	12	12	57
R-O-W Hours	0	2835	2416	4,027	3044.5	22	79	432
Sign/Repaired	0	120	91	84	63	0	0	6
Sign Work Hours	0	289	179	234	109	0	0	4
Salt Hours	0	10	143	24	76.5	0	7	56
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	11	0	11
Traffic Light Hours	0	0	65	20	158	0	0	0
Inspector Hours						180	0	626

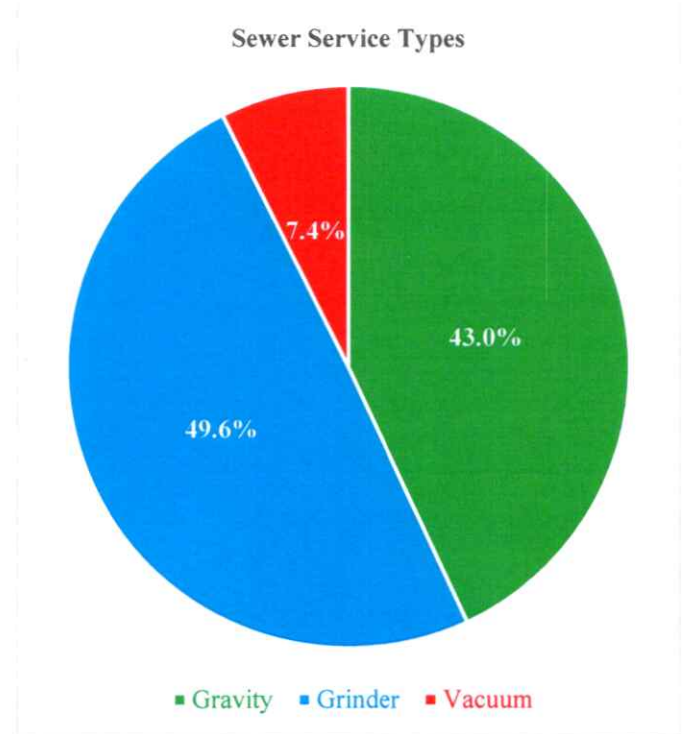
**Public Services Department - Wastewater Division
February 2023**

Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, vacuum services, and various types of lift-stations. As of **February 28th, 2023**, City personnel count a total of **6,015** sewer system connections, with **25 new** applications for service in **February 2023**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,589
Low-Pressure Grinder Sewer Connections	2,982
Vacuum Sewer Connections	444

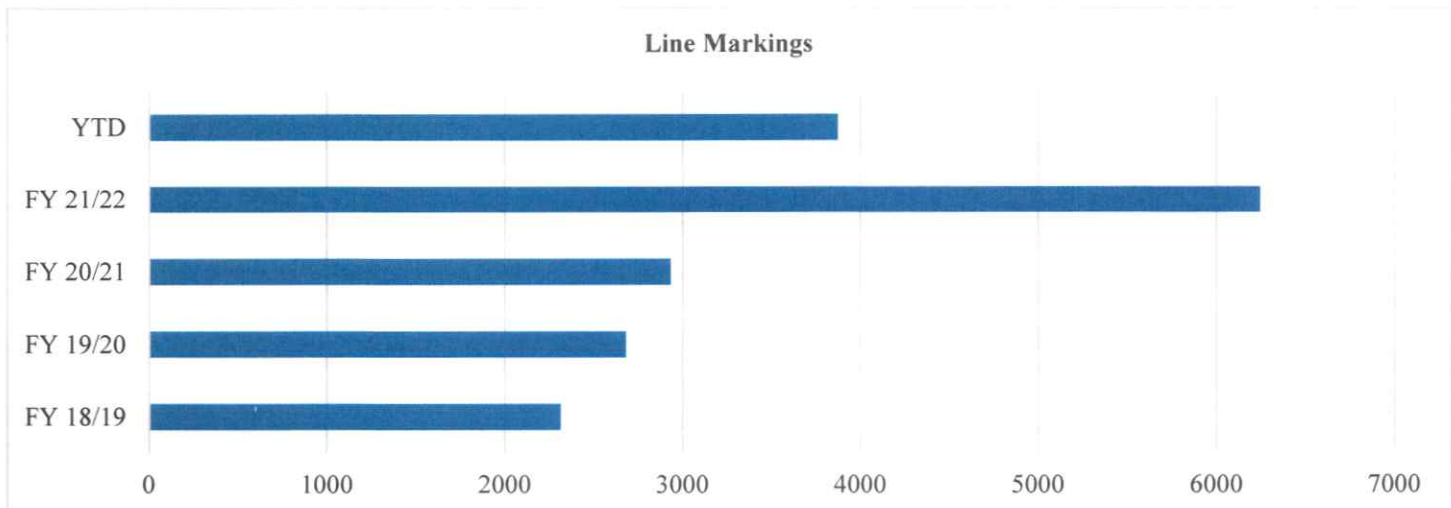
The City counts **187** commercial grinder stations, **2,795** residential grinder stations, and **28** major lift stations integrated into our system.



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.**

Line Markings	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>February 2023</u>	<u>FY 22/23 YTD</u>
Tennessee 811	2315	2680	2933	6245	351	3876



Public Services Department - Wastewater Division
February 2023

<u>Lift Station Location</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Feb 2023</u>	<u>FY 22/23 YTD</u>
Union Road	6	6	9	0		0	1
Summerlin	2	5	22	0		0	0
Settlers' Ridge	1	1	1	1		0	0
Cope's Crossing	7	8	6	9		0	3
Cambria	1	4	3	4		0	0
Belmont Lodge Apartments	n/a	n/a	n/a	0		0	1
Kensington Green	n/a	1	0	0		0	0
Meadowlark Townhomes	n/a	n/a	n/a	0		0	0
Meadowlark	4	2	1	1		0	2
Sage (aka Hester)	0	1	0	0		0	1
Loves Truck Stop	n/a	0	0	3		0	1
Highway 76 (aka Springfield)	1	1	0	0		0	0
Portland	1	0	1	0		0	1
North Palmers Chapel Vacuum Station	8	3	1	7		0	1
Villas at Honey Run	n/a	n/a	n/a	1		0	2
31W Apartments	n/a	n/a	n/a	0		0	0
Calista Apartments	n/a	n/a	n/a	0		0	0
Calista Vacuum Station	4	2	1	9		0	3
Concord Springs	n/a	0	0	2		0	0
Fields at Oakwood	n/a	n/a	2	2		0	0
Los Jalapenos	n/a	n/a	n/a	0		0	0
Mt. Vernon Apartments	n/a	n/a	n/a	0		0	0
Grove at Kendall	n/a	n/a	n/a	0		0	0
Wilkinson Lane	1	3	1	3		1	1
Heritage High School	2	1	0	0		0	0
Legacy Farms	n/a	n/a	n/a	0		0	0
The Parks #1	n/a	0	0	0		0	0
Treatment Plant	4	6	3	0		0	0

Public Services Department - Wastewater Division
February 2023

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.

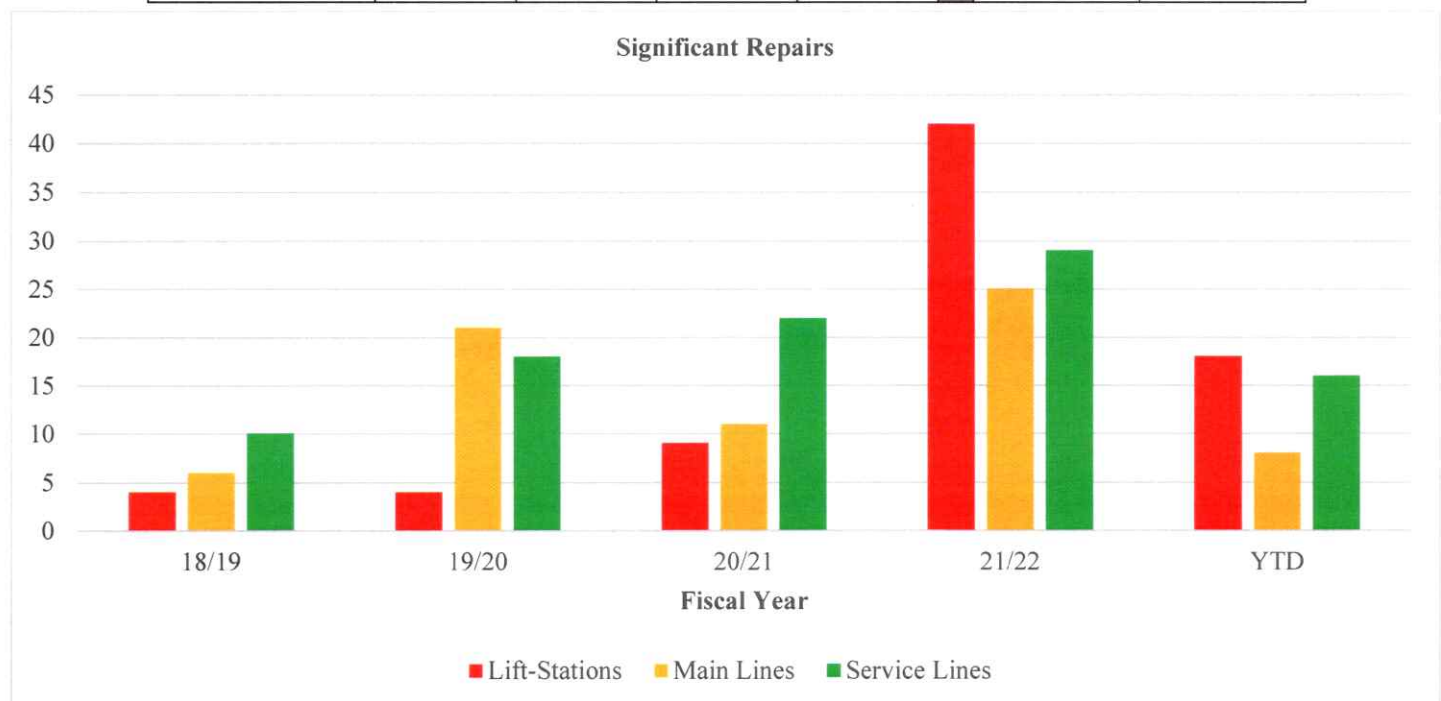
Major Alarms:

- Wilkinson Lane: Discharge line on pump-1 within the wet-well has completely separated, and pump-2 line has developed a small hole. Pump-1 has been temporarily taken out of order, and plans are in motion to repair/replace both lines. Parts are currently on order, and repairs are expected to be completed by mid-March.

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.

<u>Repairs</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Feb 2023</u>	<u>FY 22/23 YTD</u>
Major Lift Stations	4	4	9	42		1	18
Main Line	6	21	11	25		2	8
Service Line	10	18	22	29		0	16

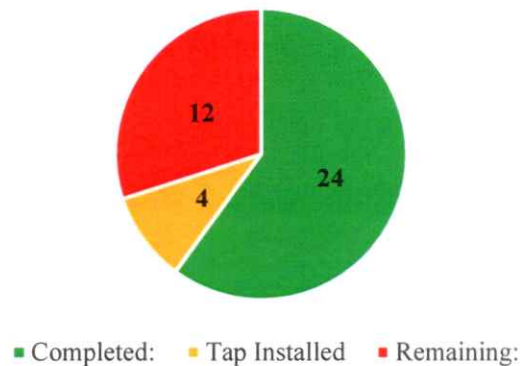


Public Services Department - Wastewater Division
February 2023

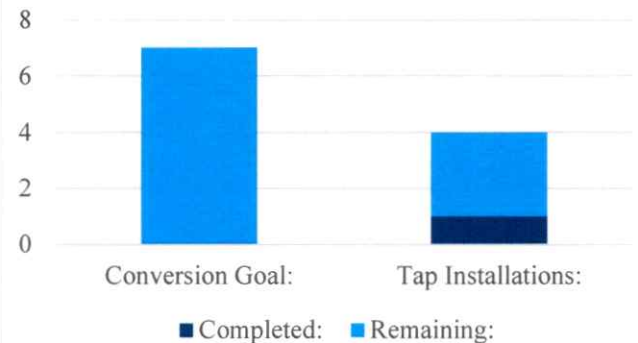
Ongoing Projects:

- 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 pipe fusing has begun. 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.**
- 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. 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:



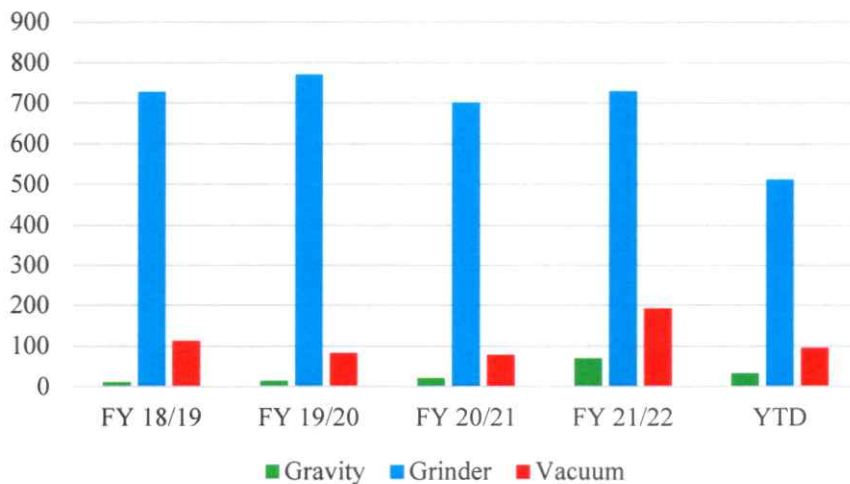
Septic-to-Sewer Conversion Goals
(FY-2022/2023)



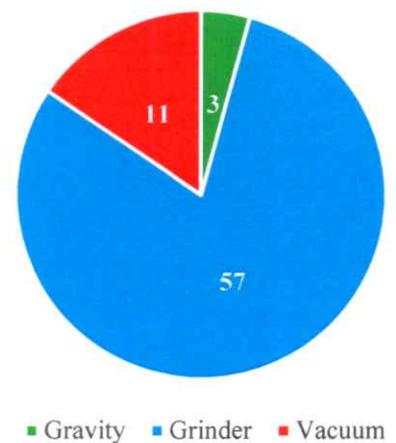
**Public Services Department - Wastewater Division
February 2023**

<u>Work Orders</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Feb 2023</u>	<u>FY 22/23 YTD</u>
Vacuum System Service Request	112	82	78	191		11	94
Gravity Service Request	10	13	20	69		3	32
Low Pressure Service Request	728	770	702	730		57	511
Total Pumps Replaced	361	449	492	472		43	308
Total Pumps Rebuilt	n/a	n/a	135	114		0	30
Total Warranty Pumps Returned	n/a	n/a	n/a	129		4	94
Grinder Tank PM Program	358	267	219	117		13	85
Open Trench Inspections	103	226	409	702		44	415
Final Inspection for New Service	62	110	248	405		39	312
Sanitary Sewer Overflow (SSO)	3	49	19	28		0	8
Odor Complaints	43	43	35	22		1	17

Sewer Service Calls by Connection Type (YTD)



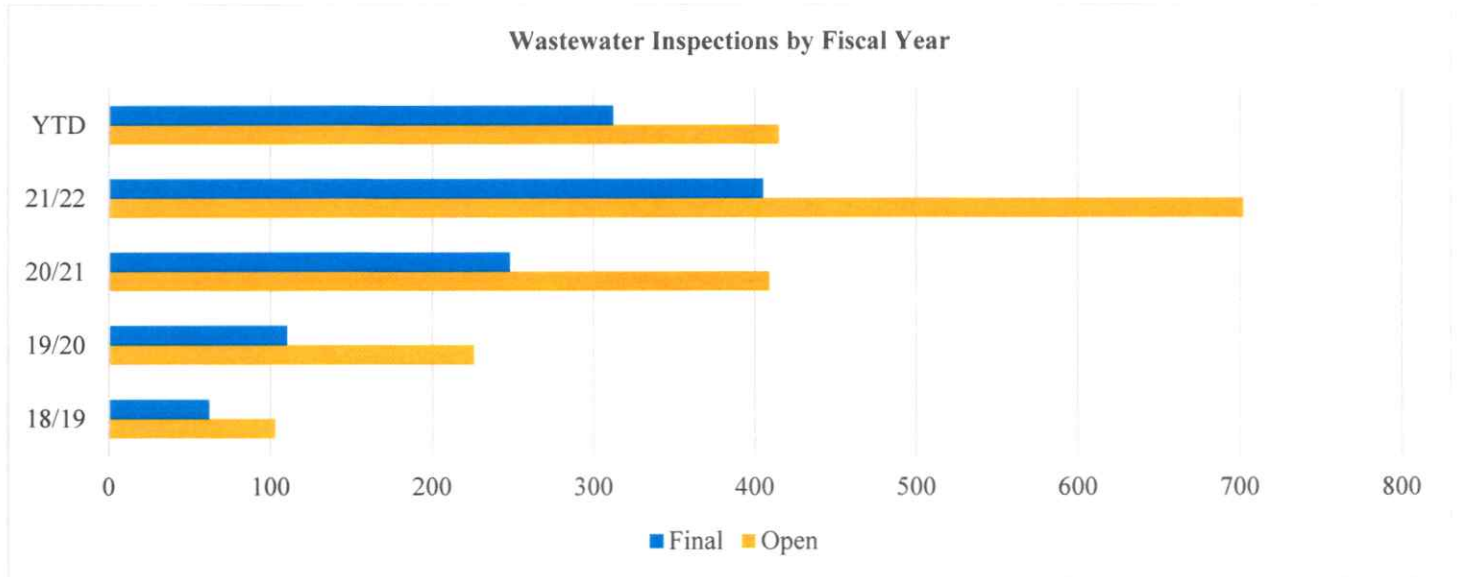
Sewer Service Calls by Connection Type (February 2023)



Public Services Department - Wastewater Division
February 2023

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.

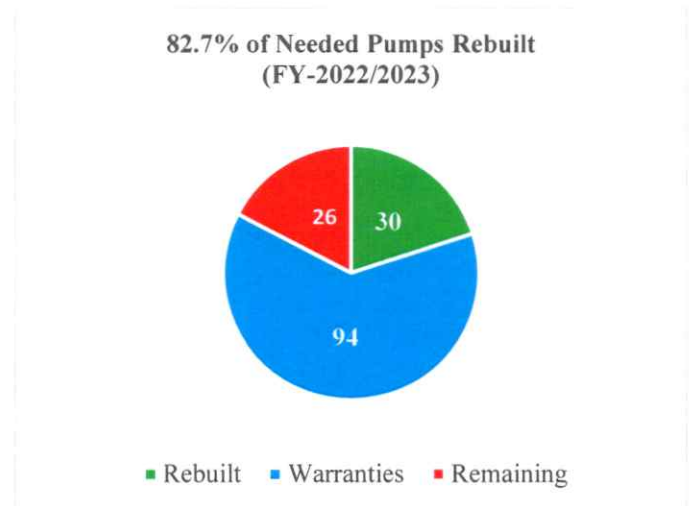


Pump Rebuilds:

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
February 2023

Treatment System Activities:

Wastewater Treatment Plant Goals:

The primary goal for the treatment plant is to provide an effluent quality that meets or exceeds the TDEC required limits as set forth in our NPDES permit. This is measured by a violation occurrence that must be notated on the monthly report. The secondary goal is to provide a high-level operation and maintenance program to ensure the plant runs as designed. This plant was built in 2001 and has been experiencing mechanical failures on components that operate 24/7.

<u>Parameter</u>	<u>Nov - 22</u>	<u>Dec - 22</u>	<u>Jan - 23</u>	<u>Feb - 23</u>	
Flow – To Creek	0.648 MGD	0.732 MGD	0.718 MGD	0.701 MGD	MGD = Million Gallons/Day
Flow – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.648 MGD	0.732 MGD	0.718 MGD	0.701 MGD	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	46.3%	52.3%	51.3%	50.1%	(0.701 MGD) / (1.400 MGD)
Actual Capacity	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
% of Allocated Capacity	57.9%	65.4%	64.1%	62.6%	(0.701 MGD) / (1.120 MGD)
Rainfall	4.95"	6.68"	6.37"	3.36"	

	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>February 2023</u>	<u>FY 22/23</u> <u>YTD</u>
Effluent Violations	7	12	7	32	5	12

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.

On February 25th, an aerator bearing failed on the oxidation ditch, which prevented the treatment plant from being able to entrain enough air in the water, and resulted in three daily failures on ammonia limits. Although a spare bearing was on-hand, repairs on this particular bearing could not be completed without access to a large crane to remove the gearbox and shaft. As of March 1st, this repair has been completed and the plant has been returned to normal operation.

Annual WET testing of C. Dubia reproduction rates failed on diluted samples (but passed on undiluted effluent). Retests are currently underway, as required by permit.

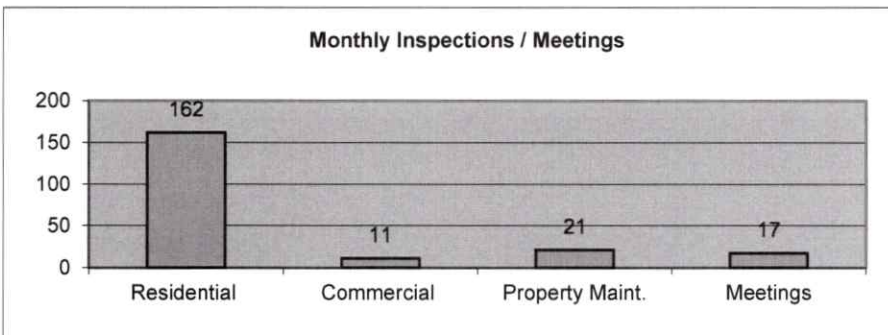
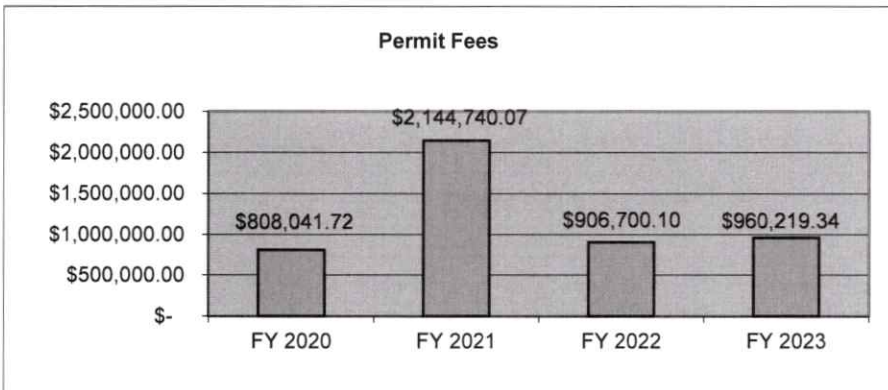
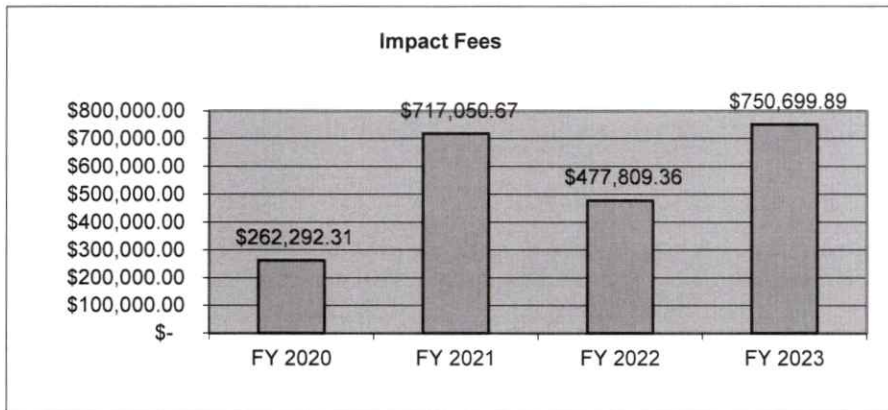
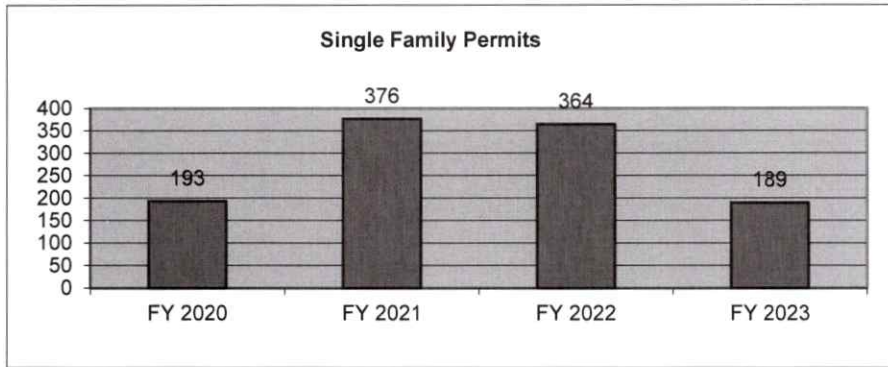
2. **TDEC Order and Assessment:** On July 15th, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average).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

Public Services Department - Wastewater Division
February 2023

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 **2.12** parts per million (ppm). The average residual was **0.21** PPM with a max residual of **0.30** 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 **75.1 CFU's** which is well below the limit. *Last month the average was 37.7 CFU.*

Planning and Codes Department
February 2023



Planning and Codes Department
February 2023

	Month	FY2023	FY2022	FY2021	FY2020
MEETING AGENDA ITEMS#					
Planning Commission	2	59	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	3	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	27	189	340	376	193
Multi-Family Residential	216	226	0	22	13
Other Residential	8	58	89	83	91
New Commercial	0	7	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	6	26	25	23	33
Sign	3	14	11	17	14
Occupancy Permits	25	260	319	400	212
Other	7	17	11	12	3
BUILDING INSPECTIONS					
Residential	162	3244	5452	2621	2858
Hours	81	1497.5	1367	533	699
Commercial /Industrial	11	72	139	92	110
Hours	5.5	45.5	48	18	12.83
CODE ENFORCEMENT					
Total Cases	21	83	35	98	179
Hours	10	56	35.75	70.24	86.75
Complaints Received	21	78	55	41	116
MEETINGS					
Administration	3	61	117	72	58
Hours	1.5	76.5	127	70	38
Planning	14	82	127	53	76
Hours	7	91.5	96	50	70
Codes	2	5	8	11	28
Hours	2	8	10	9	37
FEES					
Permit Fees	\$285,991.63	\$ 960,219.34	\$ 906,700.10	#####	\$808,041.72
Board Review Fees	\$1,775.00	\$ 11,350.00	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	\$227,574.58	\$ 750,699.89	\$ 477,809.36	\$ 717,050.67	\$262,292.31
Roads	\$71,284.00	\$ 215,121.51	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$63,612.00	\$ 171,138.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$48,736.60	\$ 154,251.73	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$32,100.13	\$ 113,370.00	\$ 76,498.26	\$ 79,900.66	\$ 36,749.61
OTHER ITEMS					
Subdivision Lots	0	0	0	235	51
Commercial/Ind. Sq Ft	0	0	15,216	214,206	27,006
Multi-Family Units	216	428	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 30	\$ 9,592,874.60	\$25.00	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	15		17	16	15

**White House Library
February 2023**

Summary of Activities

The marketing committee met on February 7 to discuss the Fandomcon. The committee discussed the date and time of the event, the event location and the name of the event. Once the committee decided on those items, the library director has been actively getting vendors, performers, etc. for the event and has made some good progress.

The Library Director and Children's Librarian met to discuss Summer Reading performers, dates, and prizes.

The library staff attended an appreciation luncheon hosted by the chamber of commerce. The staff was very appreciative of the meal.

The library director attended a Lions club meeting on February 15. She reported that she had invited a community member to join the club and had spoken with Doctor DeHaven about possibly getting eye screenings done at the library. Dr. DeHaven said he would work on getting the equipment brought over to the library. The director picked up the eyeglasses that were donated to Farmer's bank and will bring them to the next Lion's club meeting so that another member can take those to Nashville. The director also received information about leader dogs, which are guide dogs for the blind. A brochure with that information was put out in the library. Lastly, the director is going to learn how to add new members to the lion's club database and is working on getting a box at the library for people to donate their old glasses.

The library director met with the city administrator to present the library board's recommended budget request of general fund increases and CIP projects. The city administrator also showed the library director their evaluation. Lastly, because the city believes there will be enough funds in the employee health insurance line to make up for the TCRS increase, the city administrator approved the library to move forward with the self-check kiosk for this budget year. Thus, there will only be two CIP projects next year, the one carry over and the one new one.

The library director completed the yearly evaluations of all the staff at the library and turned that in to HR.

Representatives from Stokes Brown met with the library director and library assistant at the White House Library to look at the RFID tags system. The group was shown how to write and erase tags, how the gate system worked, how the self-checkout station functioned, and a number of other details. This meeting was very helpful for Stokes Brown as they are going to be getting their own RFID system.

The library director met with the newly appointed Alderwoman for ward 3, Linda Silver. Linda was on the library board in the past, so the director updated her on the newly hired Youth Services Librarian, possible changes to the teen programs, and that she will be planning a meet and greet with all library staff, library board members and the board of mayor and aldermen.

Department Highlights

The highlights for the month were the progress made on the con, the lion's club work, and being able to get the self-check kiosk this year.

**White House Public Library
February 2023 Performance Measures**

Official Service Area Populations

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

Membership

February	2019	2020	2021	2022	2023
New Members	91	100	46	60	80
Updated Members	214	259	339	254	183
Yearly Totals	2019	2020	2021	2022	2023
Total Members	8,376	9,496	7,027	7,125	7,367
% of population with membership	59	66	49	48	50

Every year the library will purge the system of patrons that have not used their cards in the past 3 years.

Total Material Available: 39,569

Estimated Value of Total Materials: \$989,225

Total Materials Available Per Capita: 2.67

Last Month: \$986,350

Last Month: 2.66

State Minimum Standard: 2.00

Materials Added in February

2019	2020	2021	2022	2023
181	140	218	204	163

Yearly Material Added

2019	2020	2021	2022	2023
3,004	3,025	3,035	3,573	346

Physical Items Checked Out in February

2019	2020	2021	2022	2023
4,992	5,320	3,782	5,331	6,612

Cumulative Physical Items Check Out

2019	2020	2021	2022	2023
62,522	50,042	59,515	80,653	12,779

Miscellaneous item checkouts

February	2019	2020	2021	2022	2023
Technology Devices	41	33	54	50	67
Study Rooms	74	66	19	47	77
Games and Puzzles	67	127	109	101	158
Seeds	28	115	135	64	119
STEAM Packs	19	32	0	12	14
Cake Pans	0	2	5	1	2
Outdoor Items	*	*	*	*	1
Honor Books	*	*	*	*	9

Yearly Totals

2019	2020	2021	2022	2023
137	381	725	743	134
253	305	395	746	77
222	955	1,263	2,060	323
112	302	878	883	215
61	25	160	234	34
1	28	21	69	6
*	*	*	17	2
*	*	*	19	20

Library Services Usage

February	2019	2020	2021	2022	2023
Test Proctoring	11	10	0	3	4
Charging Station	5	4	3	0	4
Notary Services	*	10	1	1	5
Library Visits	4,445	4,242	2,305	3,186	3,677
Website Usage	1,079	1,559	1,859	2,089	4,065
Reference Questions	4	3	5	4	2

Yearly Totals

2019	2020	2021	2022	2023
27	74	108	61	5
19	47	45	21	5
16	88	144	135	14
55,728	30,007	38,913	48,253	7,175
16,935	17,977	27,907	33,678	7,975
77	60	73	31	2

Computer Users

February	2019	2020	2021	2022	2023
Wireless	636	532	186	290	378
Adult Users	354	399	160	211	194
Kids Users	176	123	5	276	153

Yearly Computer Users

2019	2020	2021	2022	2023
2,017	3,829	3,878	4,544	750
1,103	2,138	2,235	2,608	383
556	427	957	2,987	314

Library Volunteers

February	2019	2020	2021	2022	2023
Library Volunteers	16	12	9	8	9
Volunteer Hours	88	143	82.5	85.5	64

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	27
809	1,286	1,204	1,492.5	758

**White House Public Library
February 2023 Performance Measures**

Universal Class Counts

February	
Sign ups	2
Courses started	0
Lessons viewed	28
Class Submissions	43

Yearly Totals

2019	2020	2021	2022	2023
9	10	13	18	6
16	53	39	2	2
194	1,771	1,008	876	95
105	800	515	465	131

Programs

1,000 books	2019	2020	2021	2022	2023
Monthly Sign-ups	0	2	1	2	3
total Sign-ups	60	83	84	106	136

Achievements	2019	2020	2021	2022	2023
100 Mark	0	0	22	10	0
500 Mark	2	0	2	5	5
Completion	1	2	4	7	3

Face-to-face Kids Programs

February	2019	2020	2021	2022	2023
Programs	15	11	0	11	12
Attendees	216	272	0	256	362
Yearly	2019	2020	2021	2022	2023
Programs	154	43	91	136	23
Attendees	4,201	1,185	2,167	3,646	626

Grab & Go Kits

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

The library is pleased that story times are still drawing large attendance even with the limited parking situation.

Teen/tween Face-to-Face Programs

February	2020	2021	2022	2023
Programs	0	0	8	11
Attendees	0	0	37	28
Yearly	2020	2021	2022	2023
Programs	11	43	98	19
Attendees	77	370	437	46

Grab & Go

February	2020	2021	2022	2023
Kits	0	4	0	0
Taken	0	55	0	0
Yearly	2020	2021	2022	2023
Kits	13	24	7	0
Taken	152	409	151	0

Since the library has only done combined teen/tween classes for the last year, the director will only record those numbers until the program grows and needs to be divided by age. The library did cancel one of its sewing classes due to weather and rescheduled it in February.

Face-to-face Adult Programs

February	2019	2020	2021	2022	2023
Programs	13	11	2	5	7
Attendees	77	58	12	21	28
Yearly	2019	2020	2021	2022	2023
Programs	157	42	63	75	15
Attendees	1,343	214	351	377	64

Device Advice

February	2019	2020	2021	2022	2023
Sessions	*	*	2	3	7
Yearly	125	51	81	131	21
Passive					
February	*	*	0	0	0
Yearly	*	*	0	20	0

Interlibrary Loan Services

February	2019	2020	2021	2022	2023
Borrowed	53	69	41	74	48
Loaned	45	16	10	33	15

Yearly Interlibrary Loan Services

2019	2020	2021	2022	2023
690	534	673	872	102
410	151	226	317	31

February	R.E.A.D.S
Adults	1,958
Juvenile	147

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	15,898
Juvenile	1,430	1,189	1,032	2,013	1093

The READS statistics come from the state.

City Court Report
February 2023

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$3,354.50
TOTAL MONIES COLLECTED YTD	\$28,919.00

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$1,074.31
TOTAL MONIES COLLECTED YTD	\$14,875.11

TOTAL REVENUE FOR MONTH	\$4,428.81
TOTAL REVENUE YTD	\$43,794.11

DISBURSEMENTS

LITIGATION TAX	\$207.47
DOS/DOH FINES & FEES	\$205.20
DOS TITLE & REGISTRATION	\$57.00
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
TOTAL DISBURSEMENTS FOR MONTH	\$469.67
TOTAL DISBURSEMENTS YTD	\$5,685.23

ADJUSTED REVENUE FOR MONTH	\$3,959.14
TOTAL ADJUSTED REVENUE YTD	\$38,108.88

DRUG FUND

DRUG FUND DONATIONS FOR MONTH	\$420.85
DRUG FUND DONATIONS YTD	\$4,631.23

Offenses Convicted & Paid For Month	Count	Paid
Careless Driving	1	\$105.00
Financial Responsibility Law	8	\$360.00
Registration Law	9	\$445.00
Improper Equipment	1	\$10.00
Texting/Hands Free Law	6	\$202.00
Codes Violation	2	\$892.50
DL Exhibited		
Red Light	3	\$290.00
Animal Control		
Stop Sign	1	\$75.00
Speeding	7	\$602.50
Seat Belt-Child Restraint	3	\$50.00
Anti-Noise Regulations		
Exercise Due Care	4	\$277.50
Following Too Close		
Total	45	\$3,309.50

RESOLUTIONS....

ORDINANCES....

ORDINANCE 23-03

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 17, REFUSE AD TRASH DISPOSAL IN ITS ENTIRETY.

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

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 17, Refuse and Trash Disposal be replaced in its entirety.

First Reading: February 16, 2023 PASSED

Second Reading: March 16, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

TITLE 17

REFUSE AND TRASH DISPOSAL

Chapter

1. Refuse
2. Brush Collection – Bulk Rubbish Pick-up

CHAPTER 1

REFUSE

SECTION

- 17-101. Purpose
- 17-102. Definitions
- 17-103. Rules and regulations to implement
- 17-104. Premises to be kept clean
- 17-105. Garbage Dumpsters & Carts
- 17-106. Swill, Handling of
- 17-107. Disposal of Garbage and other Refuse
- 17-108. Collection, Contraction of
- 17-109. Refuse Collection
- 17-110. Disposal or Burning
- 17-111. Cart Weight
- 17-112. Animals
- 17-113. Replacement Carts
- 17-114. Oversized wastes
- 17-115. Disposal of waste
- 17-116. Hours of collection located near residential buildings
- 17-117. Nurserymen - Duty to Remove Trash

- 17-118. Fee Schedule
- 17-119. Littering Prohibited
- 17-120. Prohibited Substances and Practices
- 17-121. Back Door Service
- 17-122. City Empowered to Collect Refuse

17-101. Purpose. This chapter is determined and declared to be a sanitary measure for the protection and promotion of the health, safety and welfare of the Citizens of White House, Tennessee.

17-102. (1) Definitions. (a) "**Apartment units.**" The term "apartment units," as hereinafter referred to in this chapter shall mean and include all multi-family dwellings where more than one (1) family unit is in one complex located in the city limits of the City White House and shall include duplexes and triplexes as well as multi-unit apartments and shall include government subsidized apartments.

(b) "**Back Door Service.**" All handicapped, disabled, or elderly (over the age of sixty-five (65) customers, who have provided verification to the Owner/Collector from a physician as to their inability to transport carts to the curbside, may place carts at their front doorstep to be visible from the street, or at a location as may be determined by the Owner/Collector. Back Door Service is provided at no additional charge to owner or persons with a disability and with no able-bodied person in the household.

(c) "**Bulk rubbish.**" The term "bulk rubbish," as hereinafter referred to in this chapter shall include but not be limited to wooden and cardboard boxes, crates, furniture, bedding, appliances, and certain other household items, such as stoves, water tanks, washing machines, furniture bedding and other refuse items which by their size and shape cannot be readily placed in city approved cart.

(d) "**Cart.**" The term "cart," as hereinafter referred to in this chapter shall mean containerized carts distributed and owned by the City of White House and its current collector provided to the residents of the City of White House.

(e) "**Collector.**" The term "collector," as hereinafter referred to in this chapter shall mean a qualified contractor, its designee, or private collecting company, that collects, transports, or disposes of any refuse within the corporate limits of the City of White House, Tennessee.

(f) "**Construction waste.**" The term "construction waste," or "construction and demolition" (C&D) as hereinafter referred to in this chapter shall include but not be limited to materials from construction, demolition, remodeling, and construction site preparation, including but not limited to rocks, brick, dirt, roofing, wood, debris, fill, plaster, guttering and all types of scrap materials.

(g) "**Commercial waste.**" The term "commercial waste," as hereinafter referred to in this chapter shall include solid waste resulting from the operation of any commercial, industrial, institutional, or agricultural establishment, and multiple housing facilities or any entity that produces more refuse than will fill no more than two (2) 96-gallon carts per week. Commercial establishments shall be responsible for removal of their solid waste or shall contract with a private collector having a valid permit or license to do business within the city.

(h) "**Cooking waste.**" The term "cooking waste," as hereinafter referred to in this chapter shall include putrescible and non-putrescible materials originating from the preparation, cooking, and consumption of food.

(i) "**Dumpster.**" The term dumpster, as hereinafter referred to in this chapter shall mean 2-yards or higher capacity receptacles, usually constructed primarily of steel.

(j) "**Electronic waste**", sometimes called "e-waste", includes all devices that require electricity to operate. If it plugs in, charges up, or takes batteries, it's considered e-waste when it breaks. Please check local and state regulations for proper disposal.

(k) "**Ferrous metal.**" The term "ferrous metal," as hereinafter referred to in this chapter shall include but not be limited to metals, white goods, appliances, including, but not limited to stoves, metal roofing, siding and other metal items.

(l) "**Garbage.**" The term "garbage," as hereinafter referred to in this chapter shall include putrescible wastes, except sewage and body wastes, including vegetable and animal offal (organs) and carcasses of dead animals, but excluding recognizable industrial by-products.

(m) "**Owner.**" Hereinafter referred to the City of White House.

(n) "**Public Services Director.**" The person (or his designee) hired by the City for the position of Public Services Director and has the responsibility of overseeing the Public Services Department, including Refuse Collection and/or Sanitation Division.

(o) "**Producer.**" Either the person responsible for the ashes, garbage, refuse, industrial waste, and any other waste material or the occupant of the place or building in which such is produced or in which the person responsible for

such has a place of business or residence.

(p) "**Recyclables.**" The term "recyclables," as hereinafter referred to in this chapter shall include magazines, office paper, brown paper bags, paperboard, junk mail, phone books, newspapers, aluminum cans, tin or steel cans, cardboard, plastic bottles and containers #1-7, or others that may from time to time be added or removed by the City of White House as markets and innovations allow.

(q) "**Refuse.**" The term "refuse," as hereinafter referred to in this chapter shall include garbage, rubbish, ashes, and all other combustible and non-combustible materials, market refuse, waste from the handling and sale of produce and other similar unwanted materials, but shall not include sewage, bulk rubbish, body wastes or recognizable industrial byproducts. Refuse shall also mean and include all garbage, rubbish and waste as those terms are generally defined except that dead animals, fowls and body wastes are expressly excluded therefrom and shall not be stored there within.

(r) "**Residential units.**" The term "residential units," as hereinafter referred to in this chapter shall mean solid waste resulting from the maintenance and operation of dwelling units, excluding multiple housing facilities. The City of White House shall be the sole provider of residential solid waste collection in the city limits.

(s) "**Rubbish.**" The term "rubbish," as hereinafter referred to in this chapter shall include non-putrescible waste materials that are not recyclable.

(t) "**Small commercial customers.**" The term "small commercial customers" as hereinafter referred to shall mean commercial customers not requiring dumpster service. An entity that produces more than two (2) 96 gallons carts per week of refuse will not be considered a "small commercial customer". Small commercial establishments may participate in the city's refuse collection program, remove their own solid waste, or contract with a private collector having a valid permit or license to do business within the city.

(u) "**Yard waste.**" The term "yard waste," as hereinafter referred to in this chapter shall include but not be limited to grass clippings, leaves, tree and shrubbery trimmings, and other related yard waste materials.

17-103. Rules and regulations to implement. The Public Services Director may make such necessary or desirable rules and regulations as are consistent with the provisions of this chapter to aid in its administration and to ensure compliance and enforcement.

17-104. Premises to be kept clean. All persons within the City are required to keep their premises in a clean and sanitary condition, free from the accumulation of refuse except when stored as provided in this chapter. It shall be the duty of every person in possession, charge, or control of any premises of a residential establishment, where refuse is created or accumulated to keep or cause to be kept at all times in carts, specified herein, for the deposit of refuse generated on the premises.

All persons are hereby required to store such refuse in garbage carts or dumpsters between the intervals of collection or to dispose of such material in a manner prescribed by the provisions of this chapter so as to not cause a nuisance or become injurious to the public health and welfare.

No person should place any refuse in any street, alley or other public place, or upon any private property whether owned by such person or not, within the City except it be in proper carts or dumpsters for collection or under express approval granted by the Public Services Director. Nor shall any person throw or deposit any refuse in any stream or other body of water.

Any unauthorized accumulation of refuse on any premises is hereby declared to be a nuisance and is prohibited. The Planning and Codes Department shall be notified when unauthorized refuse is found and to be accumulating on any premises.

No person shall cast, place, sweep or deposit anywhere within the City any refuse in such a manner that it may be carried or deposited by the elements upon any street, sidewalk, alley, sanitary sewer system, drain, stormwater system, stream, ditch, greenway, or other public place, or into any occupied premises within the City.

17-105. Garbage Dumpster & Cart. Each owner, occupant, or producer using or occupying any building or other premises within the City of White House where garbage, refuse, or trash accumulates or is likely to accumulate, shall provide and keep covered an adequate number of garbage or refuse dumpsters or carts for the storage of such refuse.

(1) **Policy for garbage cart collection.** The City of White House hereby establishes a policy for the collection of refuse through a contractor with the use of a semi-automated/automated garbage system. The policy of placement of the carts and contents shall be as follows:

(a) This policy shall apply for all single-family residential customers, condominiums, town homes, multi-family dwellings, certain apartment units and government subsidized apartment units and small

commercial establishments that can be served by the regular residential collection truck as follows:

- (i) All refuse must be placed in the cart with lid closed and placed at the curb on public city street before 5:30 A.M. on the designated collection day and removed the same day. If possible, please have your cart(s) out and ready to be serviced the night before your scheduled pickup date.
- (ii) One pickup per week will be provided
- (iii) One (1) cart for garbage/refuse and one (1) cart for recycling shall be given to each costumer. One (1) additional cart for garbage/refuse can be purchased at the standard monthly rate. If the allowable number of carts is insufficient, other arrangements must be made for the removal and disposal of the refuse.
- (iv) Disturbing cart(s). No unauthorized person shall uncover, rifle, pilfer, dig into, turn over, or in any other manner disturb any refuse cart belonging to another.
- (v) Condition of cart(s). When refuse is placed in or taken from the carts, the lids shall promptly be replaced. Each cart shall be kept clean and free of odor.
- (vi) All trash must be bagged and fit inside your cart with the lid closed.
- (vii) Place your cart at least 3 feet away from all objects including your second cart (if applicable), mailbox, car or trees. The lid opening should face the street with the wheels of the cart toward your house. Do not place cart in road to obstruct the flow of traffic.

17-106. Swill, Handling of. It shall be unlawful for any person, firm or corporation conducting any hotel, restaurant, or any public eating place to deposit, throw or place swill or other refuse food matter in the sanitary sewer system, stormwater system, alley, street, or other public place or to deposit, throw or place any swill upon any private property, trails, or streams, regardless of the ownership, unless the swill is enclosed in vessels or tanks of approved type by the Public Services Director and which shall be watertight and shall have tightly fitting covers, which covers shall not be removed except when necessary for depositing or removing swill. Vessels and tanks shall be kept readily accessible for collection.

17-107. Disposal of garbage and other refuse. All disposal of refuse shall be by method or methods approved by the city and such disposal shall also conform to all laws of the State of Tennessee regulating the disposal of refuse.

17-108. Collection, contraction of. The City of White House, as the need arises, may advertise for bids for a contract covering the exclusive right to collect, remove and dispose of all domestic refuse from the city or any specific portion thereof under such terms and conditions as the owner may set in the bidding specifications. The contract shall be for a period of not more than two five-year increments totaling ten (10) years. Advertising shall precede bid opening by at least thirty (30) days. The Board of Mayor Aldermen may reject any and all bids and may award the contract based upon any of the following factors: (1) Bid price. (2) Qualification, reputation, education, training, experience and financial ability of the bidder and its key employees and owners. (3) The place of residence and accessibility of the owners, managers, supervisors and/or the other employees.

17-109. Refuse collection. No company or person shall haul refuse within the city other than in a vehicle having a tight refuse compartment including a tight cover so that no leakage of liquids onto the street or blowing of trash and paper shall occur. Refuse collected by the City of White House or its designated agent shall become the property of the City of White House upon collection.

17-110. Disposal or burning. It shall be unlawful for any person to burn, dump, or in any manner dispose of garbage, refuse, rubbish, swill, ashes or other waste upon any streets, alleys, public places, trails or streams, or private property within the city. The disposal of refuse in any quantity by any person in any place, public or private, other than at a site or sites designated for refuse disposal is expressly prohibited.

17-111. Cart weight. Residential users of trash pickup shall not load carts to a weight in excess of 50 pounds

17-112. Animals. Animal owners shall restrain any animal known to be vicious so that they cannot reach refuse cart or intercept collector coming onto the property to pick up refuse.

17-113. Replacement carts. Collector in coordination with Owner shall be responsible for supplying and replacing refuse carts. Refuse carts which are unsanitary, broken, or bent so that they cannot be tightly closed shall be replaced within fourteen (14) days after being tagged as unsatisfactory. Fourteen (14) days after being tagged, the collector of refuse may remove and replace the cart at the next routine trash pickup.

17-114. Oversized wastes. Oversized wastes including but not limited to Christmas trees, appliances, & mattresses are not included in regular refuse service.

17-115. Disposal of waste. All persons or companies collecting solid wastes within the City of White House are directed to deliver the solid waste at such places as designated by the Board of Mayor and Aldermen of the City of White House. The term "solid waste" shall include trash, garbage, chipped tree limbs, leaves and other waste products which would otherwise be transported to a landfill or other suitable dumping site for disposition.

17-116. Hours of collection located near residential buildings. No person shall empty or remove any carts used for the accumulating of garbage or handling of rubbish between the hours of 10:00 p.m. and 6:00 a.m. when said containers are located within one hundred (100) feet of any building or structure used for residential purposes. Carts used for commercial purposes installed or placed after the effective date of this ordinance shall have contact information in a clearly visible location on such cart. Provided, however, the prohibition of such activity shall not be applicable when specifically permitted by the Director of Public Services.

17-117. Nurserymen - Duty to Remove Trash. Every nurseryman, commercial tree and landscaping service, non-resident, or other person who cuts trees or trims shrubs or grass as an independent contractor of the occupant of the premises, shall remove or cause to be removed all such trash from the premises serviced by him. If you hire or solicit someone to cut your brush, be sure that the cost of hauling the brush, yard waste and other debris away is included in the price and that it is hauled away by the company.

17-118. Fee schedule. (1) Garbage/Refuse and Recyclable collection fee. Each customer who owns or rents property within the corporate limits shall pay a refuse and recyclable collection fee of nineteen dollars (\$19.00) per month. Residents may add a second refuse cart and pay an additional nineteen dollars (\$19.00) per month. Any commercial business with more than two carts must contract refuse pickup with a private hauler.

(2) Residents and commercial accounts that have city provided solid waste disposal service shall be permitted two disposal drop-offs per calendar year at the Public Services convenience center, not including bulk rubbish. The material load shall be limited to a pickup truck, or a trailer no larger in size than four by eight feet (4' x 8'). Proper ID is required at time of drop-off. This convenience center provides a suitable way for White House residents to dispose of excess residential trash, recyclables, compostable, and other waste items that are not accepted in our curbside trash program. Vehicles with commercial tags will not be allowed to enter.

(3) Once the two permitted dumps are used the fee schedule for bringing refuse to the Public Services Facility, not including bulk rubbish is as follows:

Single item: \$15

Pick-up truck load or 4' x 8' Trailer: \$50

(4) Residents that have city provided refuse service are allowed to bring brush and limbs to the Public Services Facility at no additional charge. Bio-Degradable Brown Paper Lawn/Leaf bags are available at the Public Works Facility at no additional charge. Limit 10 bags per household on any given day.

(5) Semi-Annually the city holds a bulk rubbish drop-off day from 8am to 12pm that occurs on the second Saturday in January and June. Residents that have city provided solid waste disposal service shall be allowed to dump with proper ID.

(6) Recycling Drop-off is open during regular business hours Monday through Thursday 7:15 am to 5:15 pm to all White House residents to recycle metal (Tin Cans, Iron, Aluminum, Steel, Copper, Brass). A separate roll off for recycling according to the signage that states "metal only" is located at the convenience center / Public Services Facility.

17-119 Littering Prohibited. (1) General Prohibition. No person shall throw, deposit or accumulate litter in or upon any public place or private premises as hereinbefore defined within the city, except while such person is temporarily engaged in clearing the public place or private premises of litter or improving the public place or private premises.

- (2) Litter on Streets Prohibited. No person or persons shall leave, discard, deposit, throw away or cause to be left, discarded, deposited or thrown away, any container of any type material, waste, food paper, wood, trash or any refuse upon any street, on/off ramps, alley, gutter, sidewalk or greenway.
- (3) Deposit of Sweepings upon Street Prohibited. It is unlawful for any person, firm, company or corporation to deposit upon any sidewalk or street within the city any sweepings from any sidewalk, stairway or other opening leading to the street or sidewalk. All such sweepings or materials from any sidewalk or any other opening leading to the street or sidewalk within the city shall be removed in a pan, shovel or other container and placed in a receptacle for rubbish.
- (4) Littering Parks Prohibited. No person shall throw or deposit litter in any park within the city except in public receptacles and in such a manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any street or other public place. Where public receptacles are not provided, all such litter shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere as provided herein.
- (5) Depositing Litter on Occupied Private Property Prohibited. No person shall throw or deposit litter on any occupied private property within the city, whether owned by such person or not; except, that the owner or person in control of private property may maintain authorized private receptacles for collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any street, sidewalk or other public place or upon any private property.
- (6) Deposit of Litter on Vacant Lots Prohibited. No person shall throw or deposit litter on any open or vacant private property within the city, whether owned by such person or not.
- (7) Debris Dropped from Vehicles Prohibited on Streets. No person shall throw, deposit or drop, or cause to be thrown, deposited or dropped, any dirt, debris, boulders, pebbles, hardpan, rock, glass or any material whatsoever on any street in the city, or permit any dirt, debris, pebbles, hardpan, rock, boulders, or glass to drop, roll or leak from any vehicle on any street in the city. It is unlawful for any person to place upon the surface of the street, alley or public place in the city any nails, broken glass, sharp implements, crushed rock, or any other substance tending to cause injury to the tires of vehicles passing along such street, alley or public place. In the event that such debris is deposited on any street in the city, the Director of Public Services shall require the person responsible to immediately remove the debris and clean the street right-of-way. In the event that the city undertakes to affect such cleanup, the cost thereof shall be charged to the person responsible.
- (8) Throwing Litter from Vehicles Prohibited. No person, while a driver or passenger in a vehicle, shall throw or deposit litter upon any street or other public place within the city, or upon private property.
- (9) No person shall throw or deposit litter in any fountain, pond, lake, stream, or any other body of water in a park or elsewhere within or partly within the city.
- (10) Scattering Waste Paper, Lunch Remains, etc. To leave or scatter about any boxes, empty or otherwise, waste paper, remains of lunches, newspaper or rubbish of any kind, except that such material and matter may be left and deposited in receptacles provided for such purpose.
- (11) Every person operating a tow vehicle on public or private streets or alleys is responsible for the pickup and removal of all residue from vehicle collision scenes, from which such operator is engaged in the removal of damaged vehicles. Such pickup shall be done at the time of the vehicle removal.

17-120. Prohibited Substances and Practices. (1) The following substances are hereby prohibited and shall not be deposited in garbage carts or dumpsters:

- (a) Flammable liquids, solids or gases, such as gasoline, benzine, alcohol or other similar substances.
- (b) Any material that could be hazardous or injurious to collector or owner which could cause damage to city/collector equipment.
- (c) Construction and Demolition (C&D) waste which shall include materials from

construction, demolition, remodeling, construction site preparation, including but not limited to rocks, trees, debris, dirt, bricks, fill, plaster, and types of scrap building materials.

(d) Hot materials such as ashes, cinders, etc.

(e) Human or animal waste shall be prohibited from being placed in garbage container.

(f) Infectious waste, hypodermic needles, syringes, Pasteur pipettes, broken glass, scalpel blades, etc. used in patient care or which have come into contact with infectious agents unless placed in approved medical waste containers.

(g) Animal carcasses, body parts (including fluids), and bedding of animals.

(h) The city does not take any type of electronics including but not limited to TV's, Computers, Office Equipment, Audio and Visual Equipment, Telephones and Cell phones. If it plugs in, charges up, or takes batteries, it cannot be accepted.

(i) No carpet, padding or associated materials shall be accepted.

(j) No household hazardous waste shall be accepted.

(k) Prohibited substances encompasses the refuse service and convenience center located at the Public Services facility.

(2) No appliance or machinery containing any gaseous substances will be taken.

(3) The following unlawful practices are hereby prohibited:

(a) It shall be unlawful for any person, other than the occupant-user, to move, remove, upset, scatter, tamper, use, carry away, deface, mutilate, destroy, damage, or interfere with the garbage cart.

(b) It shall also be unlawful for any person to dump waste or grass upon any street, alley, or public place or public way.

(c) The disposal of refuse in any quantity by any person in any place, public or private, other than at a site or sites designated for refuse disposal is expressly prohibited.

17-121. Back Door Service. (1) Application for back door service can be picked up at the Public Services Department or filled out online at the City's website. All requests must be approved by the Public Services Director. Requests can be made by any resident who:

(a) Qualifies as defined by or in the Title 17-102 Section (1), Part (b)

(b) Any resident that is located three-hundred feet (300') or more from the street

(c) Any resident that can clearly show that they have an uncommon reason for the request

17-122. City empowered to collect refuse. The city is hereby empowered to carry out all the terms and provisions of this chapter and to collect and dispose of refuse in the manner provided herein.

CHAPTER 2

Brush Collection – Bulk/Rubbish Pick-up

SECTION

17-201. Purpose.

17-202. Definitions

17-203. Leaf and Limb Removal Service

17-204. Bulk/Rubbish Pick-up Service

17-205. Nurserymen - Duty to Remove Trash

17-206. Fee schedule

17-207. Prohibited Practices

17-208. Permitted Practices

17-201. Purpose. This chapter is determined and declared to be a sanitary measure for the protection and promotion of the health, safety and welfare of the Citizens of White House, Tennessee.

17-202 Definitions (a) "**Bulk rubbish.**" The term "bulk rubbish," as hereinafter referred to in this chapter shall include but not be limited to wooden and cardboard boxes, crates, furniture, bedding, appliances, and certain

other household items, such as stoves, water tanks, washing machines, furniture bedding and other refuse items which by their size and shape cannot be readily placed in city approved containers.

(b) **"Brush Collection"** Brush collection takes place throughout the year but may be altered during leaf collection periods. The City defines brush as tree trimmings, shrubbery (with no roots), limbs, etc., generated by routine maintenance of a property by the homeowner.

(c) **"Collector"** The term "collector," as hereinafter referred to in this chapter shall mean a City of White House, qualified contractor, its designee, or private collecting company, that collects, transports, or disposes of any refuse within the corporate limits of the City of White House, Tennessee.

(d) **"Electronic waste"** sometimes called "e-waste", includes all devices that require electricity to operate. If it plugs in, charges up, or takes batteries, it's considered e-waste when it breaks. Please check local and state regulations for proper disposal.

(e) **"Knuckle Boom or Grapple Truck"** Hereinafter is referred to a truck that has a grapple loader or boom that is used for loading brush and bulky material.

(f) **"Owner"** Hereinafter referred to the City of White House

(g) **"Producer"** Either the person responsible for the ashes, garbage, refuse, industrial waste, and any other waste material or the occupant of the place or building in which such is produced or in which the person responsible for such has a place of business or residence.

(h) **"Yard waste"** The term "yard waste," as hereinafter referred to in this chapter shall include but not be limited to grass clippings, leaves, tree and shrubbery trimmings, and other related yard waste materials.

17-203. Leaf and Limb Removal Service (a) It shall not be the responsibility of the refuse collecting agency of the city to shovel or pick up leaves or lawn clippings. It shall be the responsibility of the property owner to bag their lawn clippings and leaves in a city approved, eco-friendly, compostable bag. The city shall make the approved eco-friendly bags available to the residents at no additional cost. The approved bags will be made available at the Public Services Facility (725 Industrial Drive). Bagged material that is not in the city approved bags shall not be collected, or accepted, at the Public Services drop-off facility. Furthermore, it shall not be the responsibility of the collecting agency of the city to remove any trunks or limbs of trees unless said brush shall have been cut into lengths of not more than six (6) feet. The trunks or limbs of trees measuring six (6) inches or more in diameter shall be cut into lengths of no more than two (2) feet and of a weight of no more than fifty (50) pounds, and all of said material shall be piled at curbside. The city pickup based on availability for limb and leaf collection at a maximum of once per month.

(b) Brush piles must be piled straight, and placed behind or on the curb for collection.

(c) Do not place brush on center medians or islands.

(d) Do not place brush next to objects such as fences, guy wires, and poles or under trees. Equipment is restricted in those areas.

(e) Brush may not be mixed with other debris. If mixed with dirt, rocks, lumber, etc., brush will not be collected until properly separated

(f) Do not obstruct or place brush on sidewalks, or pedestrian walkways

17-204. Bulk/Rubbish Pick-up Service Residents that have refuse service with the city are subject to call the Public Services office for bulk pick-up items. Public Services Director or his designee will approve or disapprove pickup based on availability and items being removed.

17-205. Fee schedule. (1) Customer requested fee for pickup and disposal at the Public Services Facility:

Single item = \$30,

Pick-up truck load = 100

17-206. Nurserymen - Duty to Remove Trash Every nurseryman, commercial tree and landscaping service, non-resident, or other person who cuts trees or trims shrubs or grass as an independent contractor of the occupant of the premises, shall remove or cause to be removed all such trash from the premises serviced by him. If you hire or solicit someone to cut your brush, be sure that the cost of hauling the brush, yard waste and other debris away is included in the price and that it is hauled away by the company.

17-207. Prohibited Practices. (a) Using plastic bags for grass and leave clippings

(b) Placing brush, clippings and/or leaves in medians or where they can be washed into a storm sewer, catch basin or stream and clog up drainage systems.

(c) Blow or sweep leaves, grass clippings, and other yard debris onto City streets, sidewalks or bike lanes.

(d) Stack brush against mailboxes, trees, fences, utility poles, guardrails or other stationary objects.

(e) Put lumber, household trash and other types of debris in your brush pile.

(f) Bamboo over 8 feet long

(g) Limbs more than 4 inches in diameter or longer than 6 feet.

(h) Tree stumps more than 6 inches in diameter or longer than 2 feet not exceeding 50 pounds. Stumps with dirt and root balls will not be collected.

(i) Brush piles too far from the curb or City right-of-way will not be collected.

(j) Electronics will not be accepted at the city's bulk drop off sites

17-208 Permitted Practices. (a) Set brush and/or yard waste out before the scheduled start date in your area where your garbage is collected (at the curb or in the alley).

(b) Place leaves and grass clippings in biodegradable paper bags only.

(c) Only place limbs, branches and true yard waste by the curb for brush crews.

(d) Large branches can only be up to 6 inches in diameter and 2 feet long.

(e) Tree stumps up to 6 inches in diameter and 2 feet in length. Stumps must be free of dirt and root balls.

(f) Limit one Knuckle Boom Truck load on the week of scheduled service. The owners current grapple truck measures 19 Feet Length, 9 Feet Width, and 5 Feet in Height.

ORDINANCE 23-04

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 9 CHAPTER 6 MOBILE FOOD VENDORS SECTION 9-706.

WHEREAS, Mobile Food Vendors have found a service need in the City of White House at various construction sites, sporting events, private properties in commercial and residential areas, and public parks;

WHEREAS, Mobile Food Vendors provide a variety of foods and beverages at City sponsored events such as the Farmers Market, Americana, Music Under The Stars, and other similar events;

WHEREAS, it is important to have regulations and limitations on such Mobile Food Vendors;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 9, Chapter 6 MOBILE FOOD VENDORS be amended as follows:

TITLE 9: BUSINESS, PEDDLERS, SOLICITORS, ETC.

CHAPTER 7: MOBILE FOOD VENDORS

SECTION: 9-706

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

9-506. **Location of Operations.** (1) All canteen, food and ice-cream vehicles must follow these requirements for operating on private and public property within the City of White House.

(2) Private Property. (a) Permission. All mobile vendors selling to the public from private property shall have the written permission of the property owner, which shall be made available to the inquiring city employee immediately upon request.

(b) Unimproved properties. Regardless of any agreement with the owner of the property, mobile food vendor vehicles may not operate on an unimproved parcel. For purposes of this section, a parcel is considered "unimproved" if the parcel of property does not contain a building that may be occupied pursuant to applicable building codes.

(c) Maximum number of mobile food vendor vehicles on any parcel of private property is two (2) unless prior written approval by the city administrator is given for special events.

(d) No mobile food vendor vehicle shall operate within ~~fifty feet (50')~~ **two hundred feet (200')** of a door intended for regular public use of a lawfully established eating establishment that is open for business (other than another mobile food vendor vehicle).

(e) No mobile food vendor vehicle shall operate within fifty feet (50) of any property line of any lot used for residential purposes.

(f) Mobile food vendor vehicles shall not block fire lanes, designated traffic lanes or ingress or egress to or from a building or street.

(3) Public Property. (a) Mobile food vendor vehicles may not operate on property owned by a public entity other than city property unless written permission has been given to operate on such public entity property.

(b) Mobile food vendor vehicles shall not operate as defined in 9-502 on any public street, sidewalk, alley, trail or right-of-way or any city owned or controlled property, including, and not limited to, city parks without written approval from the Parks and Recreation Director or the City Administrator.

(c) Mobile food vendors given written permission to operate on city owned or controlled property, including, but not limited to city parks must comply with all rules, regulations and requirements related to any city approved special event, including, but not limited to, provision as to where mobile food vendor vehicles will be located, how long the mobile food vendors can be present at the location, and how many and which mobile food vendor vehicles can participate in the city approved special event.

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: March 16, 2023

Second Reading: April 20, 2023

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

February 28, 2023

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 II (3/15/2023)

The following budget amendment is recommended for approval.

The first item on this budget amendment is for the Debt Service Fund bond interest expenditures. While calculating the proposed appropriations for this line last year, I mistakenly referenced the wrong year on the amortization schedule for the 2020 Community Event Center bond interest because this bond was still in the drawn-down period and interest calculations changed with every bond draw. We also did not anticipate interest due for the closing cost on the 2022 Recreation Center bond because all that information was very fluid during budget preparation for the current fiscal year.

The second item on this budget amendment is for the Dental Care Fund Delta Dental admin fees and dental claims paid. The appropriated expenditures for the Dental Care Fund are based upon historical trends and the current projections for these expenditures will likely exceed the current appropriations.

None of the expenditures for either of these items have exceeded the original appropriations, but we anticipate these expenditures to exceed the original appropriations before the end of the current fiscal year.

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 23-06

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: March 16, 2023

Second Reading: April 20, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

				Current Budget	Proposed Budget	Amendment
200	27100		Debt Service Fund	Fund Balance (ending)	947,723	902,723 (45,000)
200	49000	631	Debt Service Fund	Debt Service - Bonds (Interest)	326,000	371,000 45,000
<p>1. To amend current 2022-2023 budget to recognize unbudgeted costs related to miscalculated interest expenditures for the 2020 Community Event Center and 2022 Recreation Center Bonds during the current fiscal year.</p>						
416	27100		Dental Care Fund	Fund Balance (ending)	159,231	146,231 (13,000)
416	51520	200	Dental Care Fund	Contractual Services	9,500	10,500 1,000
416	51520	826	Dental Care Fund	Medical Claims Paid	65,000	77,000 12,000
<p>2. To amend current 2022-2023 budget to recognize unbudgeted costs related to unexpected increased expenditures for Delta Dental admin fees and dental claims during the current fiscal year.</p>						

PURCHASING....

OTHER BUSINESS...

March 6, 2023

MEMORANDUM

To: Board of Mayor and Aldermen

From: Derek Watson, City Recorder

Re: Board Appointments

Mayor Corbitt has reviewed the individuals below and they have agreed to serve. Mayor Corbitt requests that the Board approve his appointment.

Appointments

Board of Zoning Appeals

1. Linda Silver – Replacing John Decker – Expires with Term

Leisure Services Board

1. Jana Spicer – Replacing Farris Bibb – Expires with Term
2. Carlos Payne – Replacing Fran Hutson – June 2025
3. Morgan Holloway – Replacing Helen Timberlake – June 2025

Beer Board

1. Jana Spicer – Replacing John Corbitt – Expires with Term
2. Farris Bibb – June 2025

Library Board

1. Sam Matthews – Replacing John Corbitt – Expires with Term

Industrial Development Board

1. Gary Faust – Replacing Kris Freeman – June 2026

DISCUSSION ITEMS...

3/8/2023

MEMORANDUM

To: Board of Mayor and Aldermen
From: Gerald Herman, City Administrator
Re: Package Liquor Stores

On November 4, 2014, the residents, by referendum, elected to allow package liquor stores in White House. Staff and I after reviewing area city ordinances developed the current ordinance that was subsequently passed by the Board. We choose to limit the number of liquor stores by population as did Hendersonville and Gallatin. Goodlettsville only allowed two permits (if they would have used the 12,000 population as the others did that would have given them 2 stores like we have now).

On occasion we get requests for us to allow more than two stores. The question comes up as to why the city is regulating the number of this type of business. Mayor Corbitt has asked that this Board have a discussion concerning this limitation on this type of business. Section 8-305 of our ordinances is the section that regulates the number of licenses issued. The Board could possibly remove the section in its entirety allowing the market to determine how many package stores or the Board could amend the section.

The following is a possible amendment that could be considered by the board:

8-305. **Limitations on number of licenses.** No more than ~~two (2)~~ **four (4)** licenses for the sale of alcoholic beverages ~~shall be issued until such time the official census of the city's population is equal to or greater than twenty four thousand (24,000). Thereafter, no more than one license for each twelve thousand (12,000) population for the sale of alcoholic beverages shall be issued under this chapter.~~ **Two (2) licenses may be issued on the Robertson County side of the city and two (2) licenses on the Sumner County side of the city.** Further, that the ~~population~~ limitations and restrictions as provided for above shall not be decreased unless, first, a public notice of such proposed change is published at least one (1) time fifteen (15) days before the first reading on such proposed amendment.

Sincerely,

Gerald Herman
City Administrator
615-672-4350 option 4

CHAPTER 3

PACKAGE LIQUOR STORES

SECTION

- 8-301. Alcoholic beverages subject to regulation.
- 8-302. Definitions.
- 8-303. License required.
- 8-304. Limitations on issuance of licenses.
- 8-305. Limitations on number of licenses.
- 8-306. Bond of licenses.
- 8-307. Retailer's license.
- 8-308. Display of license.
- 8-309. Transfer of licenses restricted.
- 8-310. Expiration date of license.
- 8-311. Federal license; effect of.
- 8-312. Inspection fee.
- 8-313. Regulations for purchase and sale of intoxicating liquors.
- 8-314. Solicitation.
- 8-315. Regulation of retail sales.
- 8-316. Failure to pay inspection fee.
- 8-317. Inspection of books, etc.
- 8-318. Violation and penalty.
- 8-319. Deleted.

8-301. Alcoholic beverages subject to regulation. It shall be unlawful to engage in the business of selling, storing, transporting, distributing, or to purchase or possess alcoholic beverages within the corporate limits of this municipality except as provided by Tennessee Code Annotated, title 57, by rules and regulations promulgated thereunder, and as provided in this chapter. (as added by Ord. #14-27, Dec. 2014)

8-302. Definitions. Whenever used herein unless the context requires otherwise:

(1) "Alcoholic beverage" or "beverage" means and includes alcohol, spirits, liquor, wine and every liquid containing alcohol, spirits, wine and capable of being consumed by a human being, other than patented medicine, beer, or wine, where the latter two (2) contain an alcoholic content of eight percent (8%) by weight, or less.

(2) "License" means the license issued herein and "licensee" means any person to whom such license has been issued.

(3) "Retailer" means any person who sells at retail any beverage for the sale of which a license is required under the provisions herein.

(4) "Retail sale" or "sale at retail" means a sale to a consumer or to any person for any purpose other than for resale.

(5) "Manufacturer" means and includes distiller, vintner and rectifier. "Manufacture" means and includes distilling, rectifying and operating a winery.

(6) "Wholesale sale" or "sale at wholesale" means a sale to any person for purposes of resale.

(7) "Wholesaler" means any person who sells at wholesale beverage for the sale of which a license is required under the provisions of Tennessee Code Annotated, §§ 57-3-101--57-3-110.

(8) Words importing the masculine gender shall include the feminine and the neuter, and singular shall include the plural.

(9) The term "federal license" as used herein shall not mean tax receipt or permit. (as added by Ord. #14-27, Dec. 2014, as amended by Ord. #17-34, Dec. 2017)

8-303. License required. (1) Before any person or other legal entity (the "applicant") shall receive a license for the establishment of a retail liquor store, the applicant shall make application for a license for a specific location and be granted such license for such specific location by the board of mayor and aldermen as required by Tennessee Code Annotated, § 57-3-208. When the applicant which intends to obtain a liquor license is a legal entity owned, directly or indirectly, by a combination of persons and/or entities, the group of persons owning an interest, directly or indirectly, in the applicant is referred to herein as the "applicant group." The application for the license shall be filed with the city recorder along with a two hundred fifty dollar (\$250.00) application fee giving the following information:

(a) The name, date of birth and street address of each person to have an interest, direct or indirect, in the retail liquor store as an owner, partner, stockholder or otherwise. In the event that a corporation, partnership, limited liability company or other legally recognized entity is an applicant or member of an applicant group, each person with an interest therein must be disclosed and must provide the information herein required by the city;

(b) The name of the retail liquor store proposed;

(c) The address of the retail liquor store proposed and its zoning designation;

(d) Number of years applicant and persons in applicant group have been residents of the State of Tennessee;

(e) The name of the licensee and the address of other retail liquor stores in which an ownership interest is held by the applicant or any member of the applicant group identifying the applicant or group member holding each interest;

(f) Occupation or business and name and location of such business, of applicant and persons in applicant group and length of time engaged in such occupation or business;

(g) Whether or not the applicant or any persons in the applicant group has been convicted within the ten (10) year period immediately preceding the date of the application of any violation of any state or federal law or of any violation of any municipal ordinance (with the exception of minor traffic violations such as speeding or traffic signal violations, but not excepting alcohol related violations), and, if so, provide the details of such violation (i.e., charging entity, citation to and copy of law convicted of violating, copy of charge, etc.);

(h) If employed, the name and address of the employer;

(I) The name and address of the owner of the real property of the proposed location, together with a letter from such owner affirming either

(I) That the parties have reached a written agreement on the terms of a lease, or

(ii) That the parties have reached a written agreement on the terms of a sale of the premises to the applicant;

(j) The name of any person who will have any interest, direct or indirect, in the business of the applicant or in the profits thereof, and the nature and character thereof, and whether the person holds a wholesale or retail liquor license;

(k) The identity of the applicant(s) who will be in actual charge of the day-to-day operation of the business, and a certification that that individual has not been convicted of a felony within a ten (10) year period immediately preceding the date of the application, and if the applicant is a corporation the identity of the officer or employee who will be in actual charge of the day-to-day operations of the business and that such officer or employee has not been convicted of a felony within a ten (10) year period immediately preceding the date of the application;

(l) A statement that the persons receiving the requested license to the best of their knowledge if awarded the license could comply with all the requirements for obtaining the required licenses under state law and the provisions of this chapter for the operation of retail liquor stores in the city.

(2) Further documentation. (a) A written certification by the applicant that the premises of the proposed retail liquor store are in full and complete compliance with the distance requirements of this chapter; and, that the applicant has taken steps to verify compliance with the distance requirements. To the extent that the applicant has documentation of such verification, or the process of verification, then applicant shall submit such documentation with the application.

(b) In the case where the applicant is a partnership, the application shall be accompanied by a copy of the partnership agreement and an indication of who are general partners and who are limited

partners, if any, and for each partner the profit sharing percentage in the partnership;

(c) In the case where the applicant is a corporation or limited liability company, the application shall be accompanied by a copy of the corporate charter or the operating agreement and a list of shareholders/members with their ownership percentage, a list of officers/managers and a list of names and addresses of directors.

(3) Signature. The application shall be signed and verified by each person to have any interest in the retail liquor store either as an owner, partner, stockholder or otherwise.

(4) Misrepresentation-concealment of fact-duty to amend. If any applicant, member of an applicant group, or licensee either intentionally or innocently misrepresents or conceals any material fact in any application form or as to any other information required to be disclosed by this chapter, such applicant, member of an applicant group or licensee shall be deemed to have violated the provisions of this chapter and his or her application may be disregarded or his or her license restricted or revoked as deemed appropriate by the board. In addition, if an application submitted does not contain the information required by this chapter, it will not be deemed filed until all information has been submitted in writing. It shall be the duty of the applicant to determine and submit the information required.

(5) In issuing the required license for the licensing of liquor stores in the city permitted by this chapter, the board will consider all applications filed before a closing date to be fixed by it and select from such applications the persons deemed by it in its sole discretion to have qualifications required by law and the most suitable circumstances and location in consideration of the health, safety and welfare of the citizens of the city for the lawful operation of liquor stores without regard to the order of time in which the applications are filed. Such persons and only such persons so selected shall receive licenses issued by the city. (as added by Ord. #14-27, Dec. 2014)

8-304. Limitations on issuance of licenses. (1) No license shall be granted for the operation of a retail store for the sale of alcoholic beverages when, in the opinion of the board of mayor and aldermen, expressed by a majority thereof, the carrying on of such business at the premises covered by the application for a license would be closer than one hundred fifty feet (150') as measured from the main and principal front entrance of such business at such premises of licensee to the main and principal front entrance of a church, school, or library with the exception that there shall be no distance requirement between a permit location and any permitted use or use permitted as a special exception locations within the C-6, Town Center Commercial District; a retailer's license issued under this chapter shall not be valid except at the premises recited in the application, and any change of location of said business

shall be cause for immediate revocation of said, unless the location is approved by a majority of the board of mayor and aldermen.

(2) Pursuant to the authority contained in the Tennessee Code Annotated, § 57-3-406, no retail license shall be issued to any applicant for a new location that is within one thousand five hundred feet (1,500') of an existing operating establishment holding a license issued.

(3) No license shall be granted for the operation of a retail store for the sale of alcoholic beverages in a building structure that provides less than one thousand two hundred fifty (1,250) square feet of retail floor space.

(4) No license shall be granted for the operation of a retail store for the sale of alcoholic beverages on property not properly zoned for such use according to the White House Zoning Ordinance. (as added by Ord. #14-27, Dec. 2014, and amended by Ord. #18-16, June 2018 *Ch18_12-19-19*)

8-305. Limitations on number of licenses. No more than two (2) licenses for the sale of alcoholic beverages shall be issued until such time the official census of the city's population is equal to or greater than twenty-four thousand (24,000). Thereafter, no more than one license for each twelve thousand (12,000) population for the sale of alcoholic beverages shall be issued under this chapter. Further, that the population limitations and restrictions as provided for above shall not be decreased unless, first, a public notice of such proposed change is published at least one (1) time fifteen (15) days before the first reading on such proposed amendment. (as added by Ord. #14-27, Dec. 2014)

8-306. Bond of licenses. Bonds required herein shall be executed by a surety company, duly authorized and qualified to do business in Tennessee; bonds of retailers shall be two thousand five hundred dollars (\$2,500.00.00). Said bond shall be conditioned that the principal thereof shall pay any fine which may be assessed against such principal. (as added by Ord. #14-27, Dec. 2014)

8-307. Retailer's license. (1) No retailer shall be a person who has been convicted of a felony involving moral turpitude, within ten (10) years prior to the time he or the concern with which he is connected shall receive a license; provided, however, that this provision shall not apply to any person who has been so convicted, but whose rights of citizenship have been restored or judgment of infamy has been removed by a court of competent jurisdiction; and in the case of any such conviction occurring after a license has been issued and received, the said license shall immediately be revoked, if such convicted felon be an individual licensee, and if not, the partnership, corporation or association with which he is connected shall immediately discharge him.

(2) No license shall under any condition be issued to any person who, within ten (10) years preceding application for such license or permit shall have

been convicted of any offense under the laws of the State of Tennessee or of any other state or of the United States prohibiting or regulating the sale, possession, transportation, storing, manufacturing, or otherwise handling intoxicating liquors or who has, during said period, been engaged in business alone or with others, in violation of any of said laws or rules and regulations promulgated pursuant thereto. Any conviction of such offense could be reason for revocation of license.

(3) It shall be unlawful for any person to have ownership in, or participate, either directly or indirectly, in the profits of any retail business licensed, unless his interest in said business and the nature, extent and character thereof shall appear on the application; or if the interest is acquired after the issuance of a license, unless it shall be fully disclosed and approved by the majority of the board of mayor and aldermen. Where such interests is owned by such person on or before the application for any license, the burden shall be upon such person to see that this section is fully complied with, whether he, himself, signs or prepares the application, or whether the same is prepared by another; or if said interest is acquired after the issuance of the license, the burden of said disclosure of the acquisition of such interest shall be upon the seller and the purchaser.

(4) No retailer, or any employee thereof, engaged in the sale of alcoholic beverages shall be a person under the age of eighteen (18) years, and it shall be unlawful for any retailer to employ any person under eighteen (18) years of age for the physical storage, sale, or distribution of alcoholic beverages, or to permit any such person under said age on its place of business to engage in the storage, sale or distribution of alcoholic beverages.

(5) No retailer shall employ in the storage, sale or distribution of alcoholic beverages, any person who, within ten (10) years prior to the date of his employment, shall have been convicted of a felony involving moral turpitude, and in case an employee should be so convicted, he shall immediately be discharged; provided, however, that this provision shall not apply to any person who has been so convicted but whose rights of citizenship have been restored, or judgment of infamy has been removed by a court of competent jurisdiction.

(6) The issuance of a license does not vest a property right in the licensee, but is a privilege subject to revocation or suspension according to this chapter.

(7) Misrepresentation of a material fact, or concealment of a material fact required to be shown in application for license shall be a violation of this chapter. (as added by Ord. #14-27, Dec. 2014)

8-308. Display of license. Persons granted a license to carry on the business or undertaking contemplated therein shall, before being qualified to do business, display and post, and keep displayed and posted, in the most conspicuous place in their premises, such license. (as added by Ord. #14-27, Dec. 2014)

8-309. Transfer of licenses restricted. The holder of a license may not sell, assign or transfer such license to any other person unless same is approved by a majority of the board of mayor and aldermen and the state commissioner and said license shall be good and valid only for the calendar year in which the same was issued. Provided, however, that licensees who are serving in the military force of the United States in the time of war may appoint an agent to operate under the license of the licensee during the absence of the licensee. In such instances, the license shall continue to be carried and renewed in the name of the owner. The agent of the licensee shall conform to all the requirements of a licensee. No person who is ineligible to obtain a license shall be eligible to serve as the agent of a licensee under this section. (as added by Ord. #14-27, Dec. 2014)

8-310. Expiration date of license. Licenses issued under this chapter shall expire at the end of each calendar year and, subject to the provisions of this chapter, may be renewed with a two hundred fifty dollar (\$250.00) renewal fee by February 1st of each calendar year. (as added by Ord. #14-27, Dec. 2014)

8-311. Federal license; effect of. The possession of any federal license to sell alcoholic beverages without the corresponding requisite state license, shall in all cases be prima facie evidence that the holder of such federal license is selling alcoholic beverages in violation of the terms of this chapter. (as added by Ord. #14-27, Dec. 2014)

8-312. Inspection fee. There is hereby levied and imposed an inspection fee of five percent (5%) on all gross purchases of alcoholic beverages made by licensee under this chapter. The payment of said fee shall be accompanied by copies of all billings made to the licensee by all wholesalers or distributors for said calendar month on a form, prescribed by the finance director. Failure to pay said fee and make said report accurately within the time prescribed, at the sole discretion of the board of mayor and aldermen, be cause for revocation of said license. (as added by Ord. #14-27, Dec. 2014)

8-313. Regulations for purchase and sale of intoxicating liquors.

(1) It shall be unlawful for any person in this city to buy any alcoholic beverages herein defined from any person who does not hold the appropriate license under this chapter authorizing the sale of said beverages to him.

(2) No retailer shall purchase any alcoholic beverages from anyone other than a license wholesaler; nor shall any wholesaler sell any alcoholic beverages to anyone other than a licensed retailer.

(3) No alcoholic beverages shall be sold for consumption inside the establishment of a retail liquor store.

(4) The sale and delivery of alcoholic beverages shall be confined to the inside of the retail establishment of the licensee, and curb services is not permitted. (as added by Ord. #14-27, Dec. 2014)

8-314. Solicitation. No holder of a license issued shall employ any canvasser or solicitor for the purpose of receiving an order from a consumer for any alcoholic beverages at the residence or places of business of such consumer, nor shall any such license receive or accept any such order which shall have been solicited or received at the residence or place of business of such consumer. This paragraph shall not be construed so as to prohibit the solicitation by a state licensed wholesaler of an order from any licensed retailer at the licensed premises. (as added by Ord. #14-27, Dec. 2014)

8-315. Regulation of retail sales. (1) No retailer shall hold more than fifty percent (50%) of the licenses authorized for issuance in this municipality.

(2) No retailer shall sell, lend or give away any alcoholic beverages to any person who is known to be insane or mentally defective, or to any person who is visibly intoxicated, or to any person who is known to habitually drink alcoholic beverages to excess, or to any person who is known to be a habitual user of narcotics or other habit forming drugs.

(3) No retailer shall sell, lend or give away any alcoholic beverages to a person under twenty-one (21) years of age.

(4) Package liquor store license holders shall follow the hours of sale of package liquor as regulated by the Tennessee Alcoholic Beverage Commission.

(5) No retailer of alcoholic beverages shall keep or permit to be kept upon the licensed premises any alcoholic beverages in any unsealed bottles or other unsealed containers.

(6) No retailer as herein defined shall own, store or possess upon the licensed premises any unstamped merchandise required by the laws of Tennessee to have affixed thereto revenue stamps of said state. (as added by Ord. #14-27, Dec. 2014, and amended by Ord. #18-16, June 2018 *Ch18_12-19-19*)

8-316. Failure to pay inspection fee. Whenever any person licensed hereunder fails to account for or pay over to the finance director any inspection fee, or defaults in any of the conditions of his bond, the finance director shall report the same to the city attorney who shall immediately institute the necessary action for the recovery of any such inspection fee. (as added by Ord. #14-27, Dec. 2014)

8-317. Inspection of books, etc. The finance director is authorized to examine the books, papers and records of any dealer for the purpose of determining whether the provisions of this chapter are being complied with. The refusal to permit the examination of any such books, papers, and records, or the

investigation and examination of such premises, shall constitute, sufficient reason for the revocation of a license or the refusal to issue a license. (as added by Ord. #14-27, Dec. 2014)

8-318. Violation and penalty. Any violation of the terms of this chapter shall be punishable by a fine of not more than two thousand five hundred dollars (\$2,500.00); and in the discretion of the board of mayor and aldermen may be cause for revocation of said license. (as added by Ord. #17-09, May 2017, and replaced by Ord. #18-27, Oct. 2018 ***Ch18_12-19-19***)

8-319. Deleted. (as added by Ord. #14-27, Dec. 2014, renumbered by Ord. #17-09, May 2017, and deleted by Ord. #18-27, Oct. 2018 ***Ch18_12-19-19***)

OTHER INFORMATION....

RESOLUTION GNRC-2023-08

A RESOLUTION ENDORSING THE GOVERNOR'S PROPOSALS TO INCREASE TRANSPORTATION FUNDING AND TO ACCELERATE PROJECT DELIVERY

WHEREAS, the Greater Nashville Regional Council (GNRC) was established in 1965 by the Tennessee General Assembly as a public body corporate and politic to serve as the development district for northern Middle Tennessee and further empowered as a regional council of governments in 1988 to enhance regional planning and coordination in preparation for anticipated growth and development of the region; and

WHEREAS, GNRC serves as a forum for local and state officials to cooperatively plan and prioritize state and federal investments into public infrastructure, community development projects, and a range of social services across 13 counties and 52 municipalities; and

WHEREAS, the governing body of GNRC, referred to as the "Regional Council," includes mayors and county executives who serve as board members to four of Tennessee's federally recognized transportation planning organizations including the Clarksville Urbanized Area Metropolitan Planning Organization, the Nashville Area Metropolitan Planning Organization, the Middle Tennessee Rural Planning Organization, and the Dale Hollow Rural Planning Organization; and

WHEREAS, those transportation planning organizations have adopted regional plans that establish local priorities for investment in multi-modal transportation infrastructure to mitigate congestion, improve roadway safety, and to connect Middle Tennesseans to jobs and prosperity; and

WHEREAS, the population of GNRC's 13 counties increased by more than 3,000 people per month between 2010 and 2020 and is expected to grow by another 1 million people between 2020 and 2045 to a total of 3.1 million people; and

WHEREAS, Middle Tennessee's growth is outpacing the resources available to maintain and expand transportation infrastructure including funds made available by the 2017 IMPROVE Act of the Tennessee General Assembly; and

WHEREAS, to address growing concerns about falling behind on critical infrastructure, the Tennessee Governor has proposed to create the Transportation Modernization Fund with an initial appropriation of \$3 billion to fund strategic transportation initiatives related to congestion mitigation and economic development, and \$300 million to be distributed to local governments in the form of grants; and

WHEREAS, the Governor's proposal also seeks to expedite the construction of projects by authorizing the expanded use of public-private partnerships and alternative contracting and project delivery methods by the Tennessee Department of Transportation (TDOT).

NOW, THEREFORE, BE IT RESOLVED, that the Regional Council hereby endorses the Governor's proposal to create the Transportation Modernization Fund and to empower TDOT to pursue innovative methods of project delivery.

IT IS FURTHER RESOLVED that the Regional Council calls on TDOT to coordinate with local governments through the appropriate regional transportation planning organization to determine the individual projects that will benefit from the Governor's proposal and to consult with those organizations to ensure that the design of proposed improvements is consistent with the regional transportation plan for the respective area.

ADOPTED, this 15th day of February 2023, the general welfare of the citizens of this region requiring it.

APPROVED AS TO FORM AND LEGALITY:

APPROVED:

Candi Henry
Chief Legal Counsel

The Honorable Bob Rial
Chairperson

ATTEST:

Michael Skipper
Executive Director and Secretary

Transportation Modernization Act

Build With Us

Background

- Tennessee's growth has far exceeded any projection developed during the 2017 IMPROVE Act and the state is falling behind on delivering the miles of road, bridges, and other mobility tools needed to continue supporting a high-quality of life for all Tennesseans. Traffic congestion is now becoming more prominent throughout Tennessee, and not just in urban areas.
- Independent congestion studies show a \$26 billion backlog of congestion related needs over and above the 2017 IMPROVE Act, with only \$500 million in annual new construction funds to address these needs.
- In addition to addressing these congestion-specific needs, TDOT continues to construct the remaining 70% of projects in the 2017 IMPROVE Act, while simultaneously developing infrastructure plans to accommodate the increased economic opportunity and population growth we've experienced in the past several years.
- The proposed Transportation Modernization Act will provide the state with innovative tools to address traffic congestion, especially in our urban areas, freeing up additional dollars to invest in our rural and suburban communities, all without raising the gas tax or taking on transportation debt.

Choice Lanes

Leveraging private-sector investment to deliver major congestion mitigation solutions

- TDOT is requesting the authority to partner with the private sector to design, build, finance, operate and maintain **new and additional** lanes on existing interstates called Choice Lanes – the state would retain ownership of the roads.
- Partnering with the private sector allows those expensive urban congestion challenges to be addressed using private-sector investment, freeing up state funds to invest in rural communities, like three-laning rural interstates.
- Drivers make a choice to use the existing lanes or pay a user fee to enter the new additional lanes for a guaranteed minimum speed. This is different from a traditional toll road where *all* drivers must pay a user fee to use a specific route. While many motorists may choose to stay in the existing lanes, they still enjoy the benefit of reduced congestion as other motorists move into the additional Choice Lanes.
- On average in P3 delivery, such as Choice Lanes, 70% of the work performed is accomplished by local contractors. This is work over and above the current road and maintenance program.

Choice Lanes Benefits

- Increases ability to invest in rural communities with new roads, repairs and bridge modernization
- Improves traffic conditions in general purpose lanes due to fewer vehicles
- Provides reliable travel speeds and trip times
- Offers enhanced transit options which are proven to increase ridership, such as Bus Rapid Transit
- Improves the quality of life as motorists spend less time in traffic
- Impacts regional economic prosperity positively

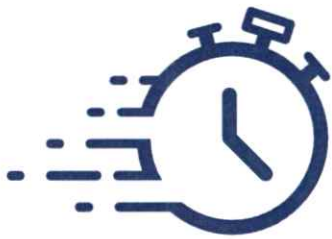
How Choice Lanes Work

- **They are not toll roads.** Drivers have the option to utilize the existing general purpose lanes where a user fee is not charged
- New lanes are constructed that require a user fee to drive in them for a reliable trip time
- Revenue generated is used to operate the Choice Lanes and help pay back the original private investment costs of building the project
- Pricing is used to control the use of the lane. Choice lanes operate around 50 mph during rush hour.

Alternative Delivery

The right tool for the right job

- TDOT is currently statutorily limited in its ability to deliver projects through alternative delivery methods that have shown to promote efficient and expedited project delivery when constructing complex roadway projects.
- Expanding TDOT's existing alternative delivery tools (including Design-Build (DB) and Construction Manager/General Contractor (CM/GC)) will put TDOT in a strong position to optimize the delivery of increasingly complex infrastructure solutions.
- To date, TDOT's alternative delivery program has seen a \$22 million cost savings and almost 70% faster delivery compared to traditional delivery.



**Expedited
Delivery**



**Design/Construction
Innovation**



**Efficient Risk
Transfer**



**Cost
Savings**

Creating Parity with Electric Vehicles

- On average, Tennessee combustion engine vehicle owners pay approximately \$274 (Source: University of Tennessee) in federal and state gas taxes each year, which goes to the state's highway fund. These funds are shared with local communities. Meanwhile, Electric Vehicle (EV) owners currently pay \$100 into that fund, which is not currently shared with local governments.
- The adoption of EVs and hybrids will continue to erode Tennessee's primary revenue source for building and maintaining our state's critical infrastructure, the gas tax. This comes at a time when the need for revenue to build and maintain roads is increasing at a rapid pace.
- There is an expectation of exponential growth in the EV/hybrid sector, with possibly upwards of 200,000 EVs in Tennessee by 2028, which creates a challenge for TDOT's ability to build and maintain transportation infrastructure. These vehicles cause just as much, if not more wear and tear to our roads as they weigh, on average, 800 pounds more than the average combustion engine vehicle (Source: EPA).
- To ensure the state can build and maintain roads, there must be parity between what the drivers of combustible engine vehicles and EVs are paying. The Transportation Modernization Act proposes sharing the EV fee with local governments just like the gas tax is shared.



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Build With Us
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