

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
April 20, 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 the Minutes from the March 16th Board of Mayor and Aldermen meeting and March 27th Study Session
7. Welcome Visitors
8. Public Comment
9. Public Hearings
 - a. **Ordinance 23-04:** An ordinance to amend the Municipal Code Title 9, Chapter 6 Mobile Food Vendors Section 9-706.
 - b. **Ordinance 23-05:** An ordinance to amend the Zoning Ordinance Article VIII, Section 8.050 Impact Fees.
 - c. **Ordinance 23-06:** An ordinance amending the fiscal budget for the period ending June 30, 2023.
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 23-04:** An ordinance to amend the Municipal Code Title 9, Chapter 6 Mobile Food Vendors Section 9-706. *Second Reading.*
 - b. **Ordinance 23-05:** An ordinance to amend the Zoning Ordinance Article VIII, Section 8.050 Impact Fees. *Second Reading.*
 - c. **Ordinance 23-06:** An ordinance amending the fiscal budget for the period ending June 30, 2023. *Second Reading.*

- d. **Ordinance 23-07:** An ordinance amending the Municipal Codes Title 18, Chapter 3 **Sewer Rates, Fees, and Charges**, Section 18-301. *First Reading.*

14. Purchasing:

- a. To approve or reject the bid from GFL Environmental and allow City Administrator Gerald Herman to enter into an agreement for solid waste and recycling collection services. The Public Services recommends approval.

15. Other Business:

16. Discussion Items:

17. Other Information:

18. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
March 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 Young with Cherry Mound Baptist Church.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of Minutes of the February 16th Study Session and Board of Mayor and Aldermen meetings

Motion was made by Ald. Spicer, second by Ald. Hutson to approve the minutes. A voice vote was called for with all members voting aye. **The February 16th Study Session and Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Public Comment

Ms. Nicole Taylor of White House spoke against Resolution GNRC-2023-08 from the Greater Nashville Regional Council and urged the Board of Mayor and Aldermen to vote against the resolution. City Administrator Gerald Herman informed Ms. Taylor that the resolution was placed on the Board's agenda as informational only and will not be voted on by the Board.

9. Public Hearings

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

No one spoke for or against.

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

City Administrator Gerald Herman informed the Board that the strong winds that came through the area last week did substantial damage to city owned property. Mr. Herman continued that the estimated damage to the new tennis courts is \$34,000. Mr. Herman stated that the police department roof was also damaged and the estimated cost is \$5,000. Mr. Herman continued that several trees fell on fences that will also need to be replaced. Mr. Herman noted that the total estimated loss is over \$40,000. Mr. Herman continued that Public Entity Partners, the City's insurer, had an adjuster out to review all the damages. Mr. Herman stated that we are currently waiting for Public Entity Partners to determine what will be covered so the repairs can be completed.

City Administrator Gerald Herman mentioned that there is progress on the preparation of construction of the recreation center. Mr. Herman noted that construction was delayed due to a water and sewer line be relocated. Mr. Herman stated that a new waterline was installed to the current gymnasium to connect the restrooms and the water fountain. Mr. Herman discussed that the sewer line is still in the process of being relocated. Mr. Herman continued that the southwest corner of the gym has been shored up to keep it stable when digging out the new building foundation. Mr. Herman noted that the decision was made to have the heating/air conditioning unit shored up. Mr. Herman stated that moving the unit and extending ductwork and electrical was too costly. Mr. Herman continued that the parking lot on the north side is in progress and is expected to be done by the end of March. Mr. Herman mentioned that Romach, the contractor for the rec center, has advised the City that they will be bringing in heavy equipment to start the foundation work the first week in April.

City Administrator Gerald Herman reminded the Board of the decision from the budget retreat to keep the splash pad closed. Mr. Herman discussed that it would be better to reduce the size of the new splash pad maintenance building so it did not cover the underground water tank. Mr. Herman stated that the drawings are done and being reviewed by the contractor. Mr. Herman noted that as soon as the splash pad building is constructed, and the area is safe to play, the City will open the splash pad.

11. Acknowledge Reports

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

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.**

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.*

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Hutson, second by Ald. Matthews to approve. A roll call vote was requested by Mayor Corbitt: Ald. Hutson – aye; Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt – aye. Motion was approved. **Ordinance 23-03 was approved on 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.*

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was

made by Ald. Hutson, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. **Ordinance 23-04 was approved on First Reading.**

- c. **Ordinance 23-06:** An ordinance amending the fiscal budget for the period ending June 30, 2023. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Hutson to discuss. After discussion, motion was made by Ald. Matthews, second by Ald. Hutson to approve. A voice vote was called for with all members voting aye. **Ordinance 23-06 was approved on First Reading.**

14. Purchasing:

- a. None

15. Other Business:

- a. To approve or reject appointments to various Boards and Commissions.

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

- b. Election of Vice-Mayor

Motion was made by Mayor Corbitt, second by Ald. Silver to nominate Ald. Jana Spicer as Vice-Mayor. A roll call vote was requested by Mayor Corbitt: Ald. Hutson – aye; Ald. Matthews – aye; Ald. Silver – aye; Ald. Spicer – aye; Mayor Corbitt - aye. **Motion passed.**

16. Discussion Items:

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

The Board of Mayor and Aldermen discussed the proposed change to the 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.

Board reviewed Resolution GNRC-2023-08.

18. Adjournment:

Meeting was adjourned at 7:21 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen
Special Called Meeting
Minutes
March 27, 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. Silver – Present; Ald. Spicer– Present; **Quorum – Present.**

3. Adoption of the Agenda

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

4. New Business

- a. Ordinance 23-05: An ordinance to amend the Zoning Ordinance Article VIII, Section 8.050
Impact Fees. First Reading.

Motion was made by Ald. Spicer, second by Ald. Matthews to discuss. After discussion, motion was made by Ald. Spicer, second by Ald. Silver to approve. A voice vote was called for with all members voting aye. **Ordinance 23-05 was approved on First Reading.**

5. Adjournment

Meeting was adjourned at 6:17 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

REPORTS....

**Administrative & Legislative Services Department
March 2023**

Administration

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

- March 1:
 - White House Recreation Center Meeting
- March 2:
 - Rotary Department- Police Department Appreciation
 - Tate Ornamental Ribbon Cutting
 - Leisure Services Board
- March 6:
 - Department Head Staff Meeting
 - Americana Celebration Planning Meeting
 - Staff Plan Reviews
- March 7:
 - Beer Board Meeting
- March 9:
 - Budget Retreat with BMA
 - Library Board Meeting
- March 13:
 - Planning Commission
- March 15:
 - RTA Board Meeting
 - GNRC Transportation Policy Board Meeting
- March 16:
 - 2023 Non- Competitive Grant Virtual Workshop
 - Board of Mayor and Alderman Meeting
- March 20:
 - Department Head Staff Meeting
- March 21:
 - Mayor Update Meeting
 - Bid Opening for Sanitation
 - Economic Development Meeting
 - Board of Zoning Appeals
- March 22:
 - Sumner County Council of Governments Luncheon
- March 27:
 - Industrial Development Board Meeting
 - Special Called Board of Mayor and Aldermen meeting
- March 28:
 - Committee Evaluation Meeting
- March 30:
 - Tenn Properties Meeting
 - Monte Carlo Nights Chairman's Celebration

**Administrative & Legislative Services Department
March 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	\$18,570,414	↓4.47
Industrial Development	\$86,000	\$55,928	↓9.97
State Street Aid	\$495,000	\$470,667	↑20.07
Parks Sales Tax	\$2,526,000	\$1,479,962	↓16.42
Solid Waste	\$1,356,081	\$900,286	↓8.62
Parks Impact Fees	\$405,744	\$405,744	↑24.99
Police Impact Fees	\$25,098	\$25,098	↑24.99
Fire Impact Fees	\$116,554	\$16,554	↓60.80
Road Impact Fees	\$33,909	\$33,909	↑24.99
Police Drug Fund	\$4,500	\$2,000	↓30.56
Debt Services	\$1,236,600	\$192,286	↓59.46
Wastewater	\$20,265,581	\$16,489,484	↑6.35
Dental Care	\$74,500	\$54,379	↓2.01
Stormwater Fund	\$1,972,599	\$1,526,127	↑2.35
Cemetery Fund	\$90,565	\$58,818	↓10.06

*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	145	106	107	131	142
April		105	154	85	138	185
May		153	133	82	129	121
June		52	47	45	50	52
Total	1,241	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Mar 2023	FY 2023	FY 2022	FY 2021	Total for FY23	Total for FY22	Total for FY21
Purchase Orders \$0-\$9,999	141	1,179	1,442	1281	\$1,399,037.89	\$1,640,827.83	\$1,482,989.65
Purchase Orders \$10,000-\$24,999	2	26	24	29	\$330,470.64	\$404,406.65	\$417,161.17
Purchase Orders over \$25,000	2	36	40	45	\$39,093,456.65	\$11,687,700.37	\$11,050,535.17
Total	145	1,241	1,506	1355	\$40,822,965.18	\$13,732,934.80	\$12,367,741.04

**Administrative & Legislative Services Department
March 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	62	57	39	85	61	30,614	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	475	609	884	901	801	269,269	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	9	14	11	69
April		11	7	41
May		10	11	29
June		10	11	36
Total	99	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	41	38	36	34
April		26	26	35
May		39	48	26
June		47	58	28
FY Total	423	495	383	356

**Administrative & Legislative Services Department
March 2023**

White House Farmers Market

	Application Fees # (amount collected)	Booth Payments (\$)
January	2 (\$30)	\$300
February	5(\$75)	\$360
March	5(\$75)	\$600
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	12	\$1,260

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	16	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	128	164	200	98	162	266	201

**Finance Department
March 2023**

Finance Section

During March the Finance Office continued training / planning for new utility customer application process changes and continued working on fiscal year 2024 budgeting tasks. The total property taxes billed for tax year 2022 is \$5.4 million. As of the end of March, approximately \$5.12 million (94.8%) was collected. Members of the Finance Office also participated in the following events during the month:

March 1: TN Municipal Bond Fund meeting

March 6-7: Employee Open Enrollment meetings

March 9: BMA Budget Retreat

March 16: TDEC ARPA non-competitive grant virtual workshop

March 16: Monthly BMA meeting

March 28: Safety committee meeting

March 29: Finance staff meeting

Performance Measures

Utility Billing

	March 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
New Builds (#)	27	177	284	357	171	62
Move Ins (#)	82	689	977	737	649	534
Move Outs (#)	80	615	898	743	602	534
Electronic new customer signups (#)	54	336	410	300	127	104
Electronic new customer signups (%)	50%	39%	33%	27%	15%	17%

Business License Activity

	March 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Opened	9	78	92	76	69	75
Closed (notified by business)	1	6	7	6	10	9

Accounts Payable

	March 2023	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total	FY 2019 Total
Total # of Invoices Processed	428	3129	4254	4079	4003	3940

Property Tax Relief Applications

	March 2023	FY 2023 Total	FY 2023 Est.	FY 2022 Total
New Parcels (#)	7	26	30	29
Existing Parcels (#)	2	100	109	99
State Relief Credits (\$)	1,112	23,688	22,472	20,844
City Relief Credits (\$)	1,112	16,364	16,018	10,155
Combined Relief Credits (\$)	2,224	40,052	38,490	30,999

**Finance Department
March 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	7,694,271	64%
Cemetery Fund	69,355	20,807	268,098	387%
Debt Services	1,112,015	333,605	1,565,985	141%
Dental Care Fund	38,650	11,595	173,989	450%
Roads Impact Fees	59,190	17,757	457,190	772%
Parks Impact Fees	61,429	18,429	186,966	304%
Police Impact Fees	43,930	13,179	523,732	1192%
Fire Impact Fees	28,875	8,663	346,552	1200%
Industrial Development	120,145	36,044	159,468	133%
Parks Sales Tax	1,207,310	362,193	350,958	29%
Police Drug Fund	5,050	1,515	58,443	1157%
Solid Waste	1,146,400	343,920	660,928	58%
State Street Aid	467,832	140,350	571,000	122%
Stormwater Fund	1,036,000	310,800	1,524,198	147%
Wastewater	5,011,600	1,503,480	9,651,028	193%

*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	10,544,527	↑ 13.36%
Cemetery Fund	69,355	38,808	↓ 19.04%
Debt Services	1,112,015	897,435	↑ 5.70%
Dental Care	38,650	32,751	↑ 9.74%
Roads Impact Fees	59,190	242,508	↑ 334.71%
Parks Impact Fees	61,429	200,920	↑ 252.08%
Police Impact Fees	43,930	194,576	↑ 367.92%
Fire Impact Fees	28,875	128,512	↑ 370.06%
Industrial Development	120,145	133,946	↑ 36.49%
Parks Sales Tax	992,310	782,548	↑ 3.86%
Police Drug Fund	5,050	21,638	↑ 353.48%
Solid Waste	1,146,400	885,803	↑ 2.27%
State Street Aid	467,832	353,914	↑ 0.65%
Stormwater Fund	1,036,000	799,583	↑ 2.18%
Wastewater	5,011,600	5,832,241	↑ 41.37%

*Realized amounts reflect revenues realized from July 1, 2022—March 31, 2023

**Human Resources Department
March 2023**

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

March 02: Rotary Banquet - Police Appreciation

March 06: Insurance Open Enrollment Meeting

March 07: Insurance Open Enrollment Meeting
Chamber of Commerce Board Meeting

March 08: Police Officer Testing
Insurance Open Enrollment Meeting

March 09: Board of Mayor and Aldermen Budget Retreat
Library Board Meeting

March 15: Lamberth Family Chiropractic and Wellness Ribbon Cutting

March 20: Wastewater Tech I Interviews

March 23: Willis Towers Watson's Health and Benefits Bootcamp

March 30: MTAS Refining Your HR Core Processes Training
Chamber of Commerce Chairman's Celebration

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	0	2	0
April		0	1	2
May		1	0	1
June		1	3	0
Total	6	4	9	8

**Human Resources Department
March 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	0	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: 5

	FYE 2023	FYE 2022	FYE 2021	FYE 2020
January	0	4	2	2
February	0	2	0	1
March	2	3	0	1
April		2	2	0
May		2	0	2
June		1	3	2
Total	9	19	12	18
Percentage	8.74%	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	0
March		0	0	0
April		0	0	0
May		0	0	0
June		0	0	1 (T)
Total	1	1	3	4

**Police Department
March 2023**

Highlights



The White House Rotary Club honored the 2022 White House Police Officer of the Year, Corporal JC White, on March 2nd at Colorado Gill. Congrats Cpl. White on a job well done.

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in March:** White House Rotary Officer of the Year Banquet (March 2nd), Department Head Staff Meeting (March 6th & 20th), Americana Planning (March 6th), Beer Board Meeting (March 7th), Robertson County Chief's Meeting (March 8th), Budget Retreat (March 9th), Planning Commission Meeting (March 13th), Board of Mayor & Alderman Meeting (March 16th), Drug Task Force Meeting (March 29th) and Command Staff Meeting (March 30th).

➤ **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.

We hope to achieve re-accreditation from the Tennessee Law Enforcement Accreditation program this December 2023.

No date yet for the Spring LEACT Conference but Susan 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
March	0	652	24	676
Total	0	1,430	24	1,454

**Police Department
March 2023**

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	March 2023	FY 2022-23
Three (3) Officers per Shift	50	471
Four (4) Officers per Shift	0	21

*Two Officer Minimum staffing was put in place due to staff shortage. In the month of March, we had 12 shifts with Two (2) Officers per shift.

1. *Acquire and place into service two Police Patrol Vehicles.* Two new vehicles were approved at the August Board of Mayor & Alderman Meeting. The vehicles have been ordered from Lonnie Cobb Ford.
2. *Conduct two underage alcohol compliance checks during the Fiscal Year 2022-2023.*
Fall Compliance Checks – 100% Passed.
3. *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	March 2023	Per 1,000 Pop.	Total 2023	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	14	1	32	2
Crimes Against Property	27	2	72	6
Crimes Against Society	35	3	51	4
<i>Total</i>	76	6	155	12
Arrests			72	

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

4. *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.*

	March 2023	TOTAL 2023
Traffic Crashes Reported	21	107
Enforce Traffic Laws:		
Written Citations	23	62
Written Warnings	59	94
Verbal Warnings	227	590

**Police Department
March 2023**

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

COLLISION RATIO				
<u>2023</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
March	21	3 YTD 18	14%	17% YTD 107

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

Staffing:

- Ofc. Katie Sizemore, Ofc. Kris Sykes and Ofc. Dillon Loafman started the Academy on January 8th. They will graduate on March 31st.
- Ofc. Nicholas Lepore is currently in FTO. He attended three weeks in the Academy in March. He should be released from FTO the first of April.
- Ofc. Terry Brown (TJ) is currently on FTO. He will be attending the Academy April 2nd.
- Ofc. Christopher Sampson and Ofc. Blake McClusky are on FTO.
- We currently have 1 position open and are continuing to accept applications.

Sumner County Emergency Response Team:

ERT responded to the following calls in March:

- March 13th - Hostage Situation/Barricaded Suspect in White House.
- March 14th - Assisted Hendersonville with barricaded murder suspect.
- March 17th - ERT held monthly training at the National Guard Armory in Gallatin. This training was focused on utilizing night vision devices in no light/low light environments to clear the interior of structures

Support Services Performance Measurements

1. *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
March		

Communications Section

	March	Total 2023
Calls for Service	949	2,592
Alarm Calls	46	129

**Police Department
March 2023**

Request for Reports

	March	FY 2022-23
Requests for Reports	16	318
Amount taken in	\$9.60	\$239.65
Tow Bills	\$0.00	\$615.00
Emailed at no charge	30	416
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Officer Twedt attended quarterly network meeting in Gallatin on March 17 for Sgt. Bagwell.
- The grant for next year has been submitted.
- Upcoming traffic campaign for THSO is April 14-28, "Slow Down Tennessee"

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.***
 - March 1st – Sgt. Enck attended the Boss Studio's Grand Opening.
 - March 16th – Bicycle Helmet Giveaway at Wheels in Motion at Heritage Elementary.
 - March 16th – Sgt. Enck went over Bank Safety and Robbery procedures with the Farmer's Bank.
 - March 30th – Bicycle Helmet Giveaway at Wheels in Motion at H.B. Williams Elementary.

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

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

Upcoming Events:

- April 5th – Sgt. Enck instructing SPEARE at East Robertson High School.
- May 5th – SPEARE at White House Heritage High School.
- June 23rd - #NoFilter.
- July 1st - White House Americana.

<i>2023 Participation in Joint Community Events</i>		
	<u>March</u>	<u>Year to Date</u>
Community Activities	6	14

**Fire Department
March 2023**



Summary of Month's Activities

Fire Operations

The Department responded to 189 requests for service during the month with 121 responses being medical emergencies. The Department also responded to 3 vehicle accidents 2 of which had injuries, and only 1 had no injuries. On March 3rd the department responded to 31 calls for service caused by wind damage. Of the 189 responses in the month of March there were 54 calls that overlapped another call for service that is 28.57% of our responses for the month. That brings the overlapping call volume for FY22-23 to 228 or 15.79% of the call volume.

UT MTAS recommends for the WHFD an average response time from dispatched to on scene arrival of first "Fire Alarm" to be six minutes and thirty-five seconds (6:35). The average response time for all calls in March from dispatch to on scene time averaged was, five minutes and forty-six seconds (5:46). The average time a fire unit spent on the scene of an emergency call was eleven minutes and fifty-one seconds (11:51).

Department Event

- March 6-8th – Annual Inservice 24 of 40 hours of training
- March 6th – Annual fit testing for SCBA (Self Contained Breathing Apparatus)
- March 14th – Monthly Officer meeting
- March 27th – Preplan of Temple Baptist

Fire Administration

- March 9th – Budget retreat
- March 16th – Monthly BMA meeting
- March 23rd – Fire Drill at City Hall
- March 30th – Hazard Mitigation meeting with Sumner Co. EMA

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	984
Hazardous Conditions (No Fire)	45
Service Calls	93
Good Intent Call	106
False Alarms & False Call	145
Calls for The Month	189
Total Responses FY to Date	1419

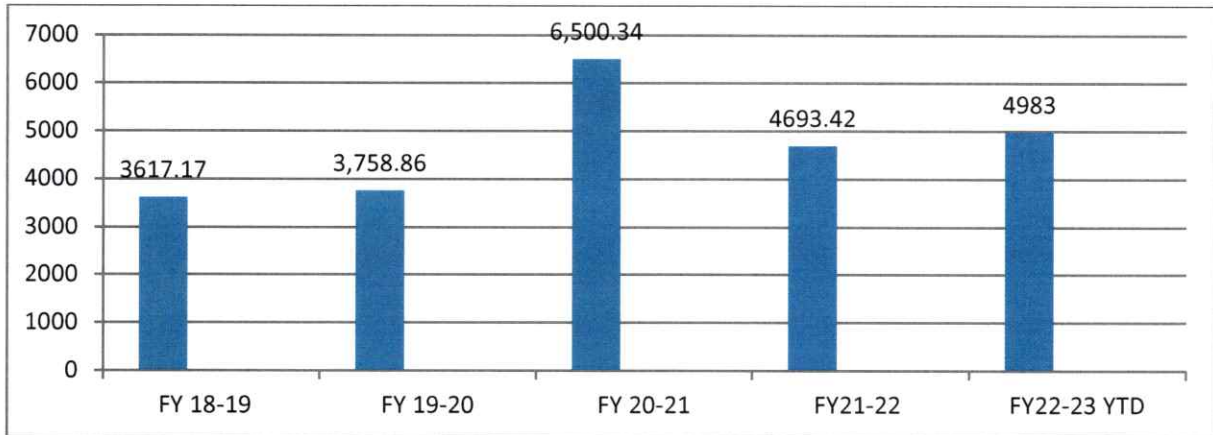
Response by Station

	Month	FY to Date	%
Station #1 (City Park)	131	917	64.62%
Station #2 (Business Park Dr)	58	502	35.37%

**Fire Department
March 2023**

Fire Fighter Training

The Department goal is to complete the annual firefighter training of 228 hours for career firefighters. The total hours of 4560 hours of training per year is based on twenty career firefighters.



	Month	FYTD
Firefighter Training Hours	646	4983

Training breakdown for ISO and NFPA*

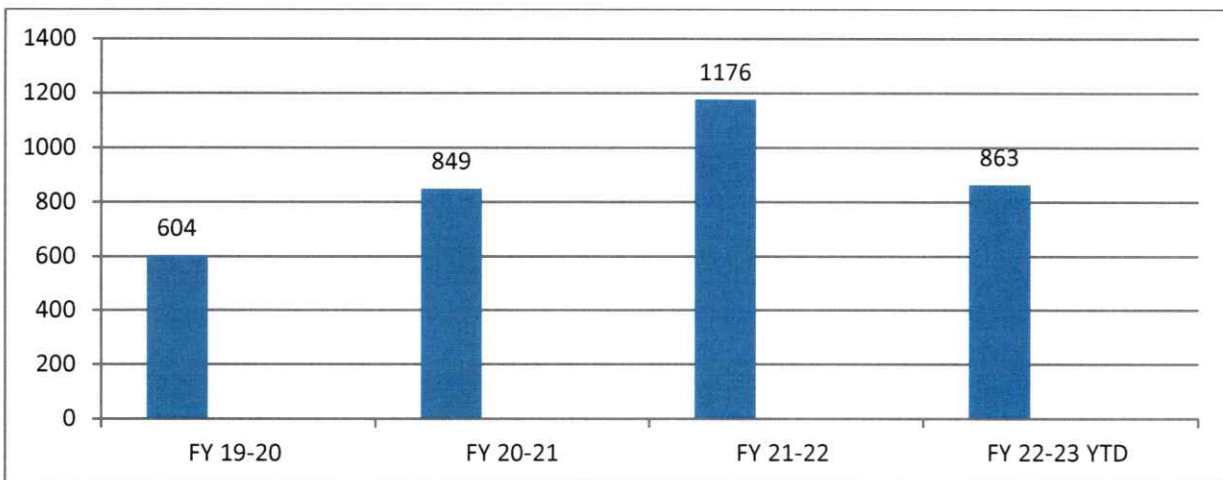
	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	11	69	220	53.18	140.5
Total for FY	478.55	2035.5	510	577.36	1391.59

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

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

Fire Inspection

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

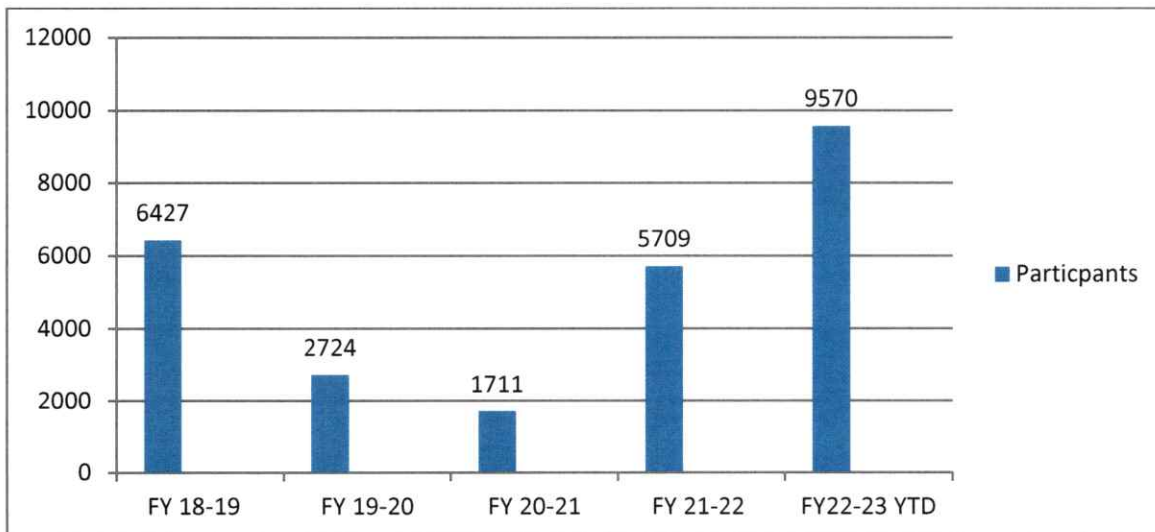


**Fire Department
March 2023**

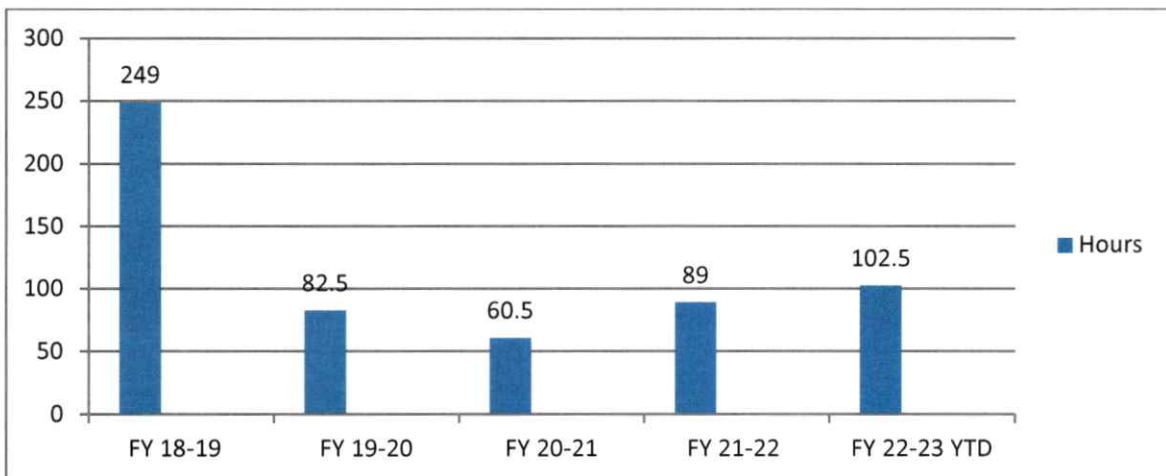
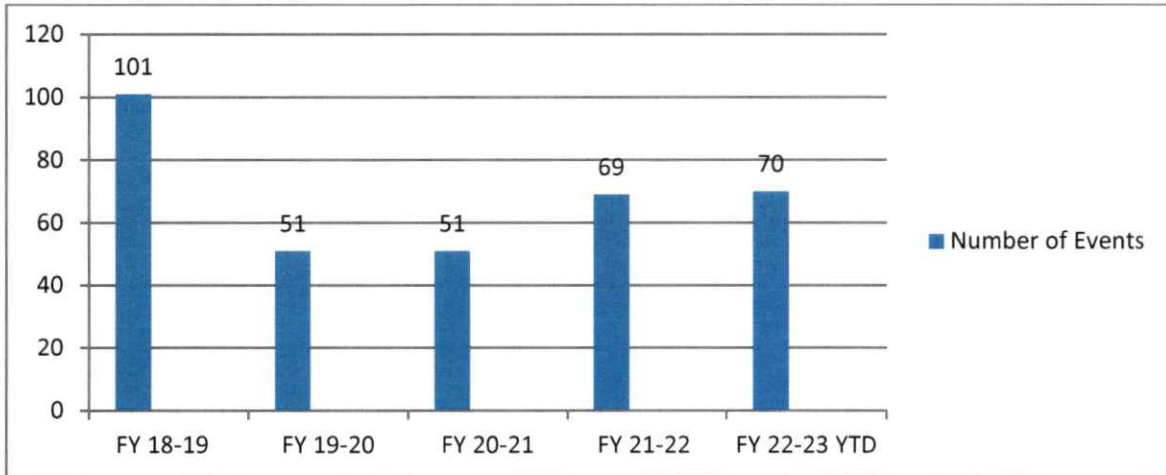
	Month	FYTD
March Fire Inspection	110	863
Reinspection	22	83
Code Violation Complaint	3	8
Violations Cleared	10	61
Annual Inspection	12	83
Commercial Burn Pile	Discontinued	9
Knox Box	5	25
Fire Alarms	2	29
Measure Fire Hydrant	1	1
Plans Review	15	48
Pre-C/O	3	14
Pre-incident Survey	14	200
Sprinkler Final	0	19
Final/Occupancy	3	19

Public Fire Education

It is a department goal to exceed our last three years averages in Participants (5720) Number of Events (112) and Contact Hours (215). The following programs are being utilized currently; Career Day, Station tours, Fire Extinguisher training and Discover WH/Safety Day.



**Fire Department
March 2023**



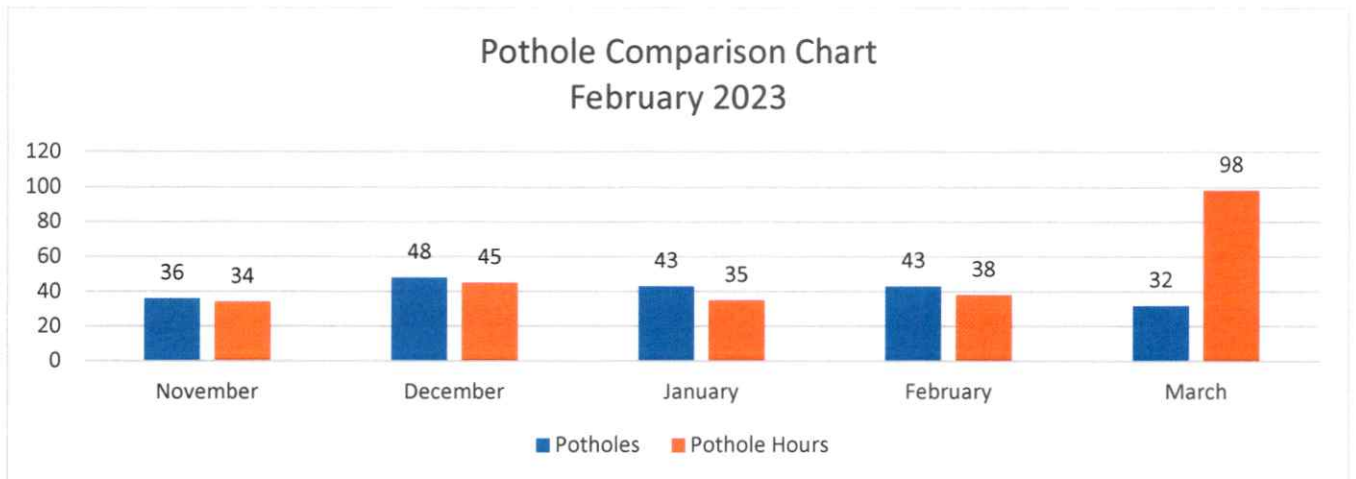
	Month	FYTD
Participants	6	9570
Number of Events	2	70
Education Hrs.	2.5	102.5

Social Media Statistics for the Month

Post Reach	13,031
Post Engagement	3,820
New Page Followers	53

**Public Services Department – Public Works Division
March 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.

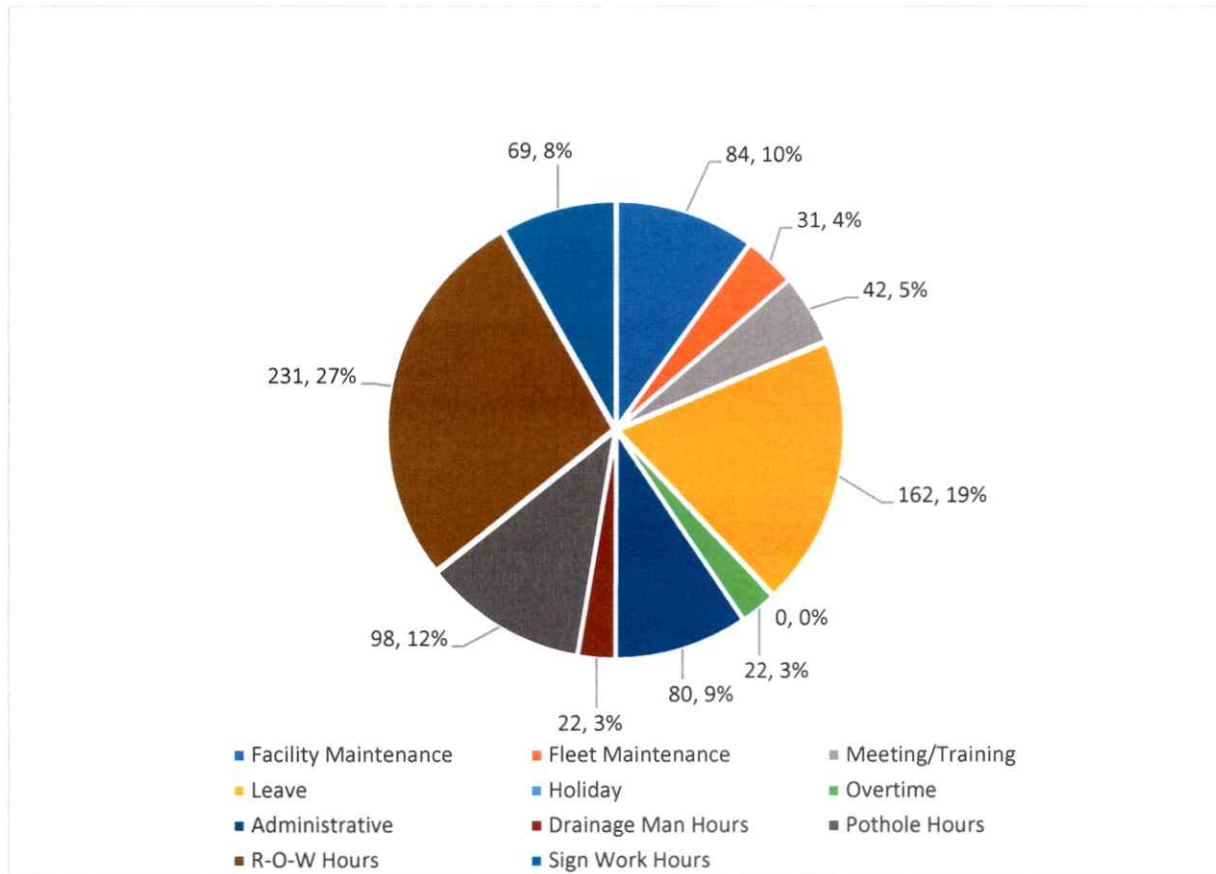
Pothole Complaint Response Time

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
Wilkinson Lane	3-6-2023	3-7-2023	12 Hours
Marlin Road	3-6-2023	3-7-2023	1 Day
Choctaw	3-7-2023	3-7-2023	Same Day
Portland Rd	3-7-2023	3-13-2023	6 Days
Kennedy	3-20-2023	3-23-2023	3 Days
Walnut	3-20-2023	3-23-2023	3 Days
Lone oak	3-20-2023	3-23-2023	3 Days
Cardinal	3-24-2023	3-27-2023	3 Days

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

Total Hours Worked in The Public Works Department were 819 Hours. The chart below show what percentage of time was spent on each job task.



Monthly Work Log

Wednesday 3-1-2023

- Removed Plows and Salt Boxes from plow trucks / Repaired potholes on Rachel Court / Cut tree limbs on Holly Lane and Willowleaf Lane in Holly Tree Subdivision that were hanging in the ROW.

Thursday 3-2-2023

- Cut trees back away from roads sidewalks and signs city wide for visibility purposes / Changed batteries in radar speed limit signs / Cleaned mowers / Washed Truck 1326

Monday 3-5-2023

- Open enrollment / Remove fallen trees from creek on Donal Terrace / Straightened right arrow sign on NB ramp / Fixed Raymond Hirsch sign on 76 / Repaired Byrum Drive sign / Repaired red light on Wilkinson Lane / Repaired Wilkinson Lane sign / Changed dates on message boards for paving

Tuesday 3-6-2023

Repaired potholes on Marlin Road and Wilkinson Lane / Worked on zero turn mowers / Cut the road at City hall for Wastewater / Repaired stop sign on Montelena / Straightened leaning Stop sign on Harpers Way / Cut tree on Thoroughbred from in front of sidewalk

Wednesday 3-7-2023

- Replaced Street Signs city wide / Repaired pothole on Choctaw / Took delivery of mower max and test cutting with Mower Max / Delivered roller to City Hall then picked up roller from City Hall for Wastewater / Shuttled millings from Magnolia Village back to the shop for stockpile.

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

Thursday 3-8-2023

- Facility maintenance / Removed spoils, concrete and rock to make room for rock staging area at PW Shop / Cleaned up paint from Sunny Parks target solutions

Monday 3-13-2023

- Assisted Stormwater at 413 Donal Terrace project / Repaired pothole on Portland Road and 31W / Looked at traffic light on 31W and McCurdy / Removed trash from creek at 407 Wilkinson Lane / Facility Maintenance

Tuesday 3-14-2023

- Cut and removed tree from AT&T lines on Robert Ave / Repaired stop sign on Kensington Green / Assisted Stormwater Crew with traffic control on Pinson Lane and Highland Drive / Assisted Wastewater crews by hauling two loads of dirt from 307 Hunterwood Drive

Wednesday 3-15-2023

- Removed debris from Bill Moss Road at Calista intersection / Repaired chevron sign on Union and Melton / Repaired Meadowlark Street sign / Repaired Sunnybrook Street sign / Cleaned and performed maintenance on chainsaws / Performed Proof Roll at Cope's Crossing Subdivision

Thursday 3-16-2023

Traffic Signal Controller Class at Stansell Electric / Repaired potholes on Kennedy, Walnut Circle and Lone Oak / Changed message board sign for Tree Giveaway / Picked up box on college and 31w fixed gate at shop

Monday 3-20-2023

Picked up couch, chair and tires off SB Ramps / Looked at Eastside Drive Street sign to repair / Cleaned spoil pile and loaded dumpster with concrete and asphalt debris

Tuesday 3-21-2023

Training on Mower Max / Installed Chevron sign on Tyree Springs / Assisted in fixing brakes on F-150 / Assisted Stormwater form concrete headwall on Kennedy Drive

Wednesday 3-22-2023

- Meeting about Community Clean Up Day / Repaired Stop Sign at Magnolia Blvd at 31W / Set message boards up for Community Clean-up Day / Set up temporary Stop Sign at Charles Drive / Facility Maintenance

Thursday 3-23-2022

- Traffic control on North Palmers Chapel / Repaired potholes on Wilkinson Lane and Calista Road / Evaluated potential road failure on Calista Road / Washed and cleaned Truck 1332

Monday 3-27-2023

- Repaired potholes on Cardinal Drive / Repaired ditch on Calista with drainage issue and collapsed section, repaired road by cutting and digging out damaged section of roadway filling with base stone and installing asphalt.

Tuesday 3-28-2023

- Safety committee meeting / Repaired green light as well as green and yellow arrows at Charles Drive / Evaluated Gridsmart issue on SB ramps and took down camera and junction box / Cleaned up debris left by Rogers Group on Blossom Ct, added dirt, seed and straw smashed dumpsters at shop picked up message boards from Community Clean Up day

Wednesday 3-29-2023

- Cut out road failure on Calista and repaired with base stone and installed asphalt

Thursday 3-29-2023

- Finished asphalt on Calista Repaired potholes on Kennedy Drive and Maiden Lane / Truck inspections on 1326 and 1332 / Changed school signs on West Drive / Performed traffic control for Stormwater Crew / Assembled curbing machine

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

On February 27th 2023 the Public Works Crew installed newly ordered signs that will help direct motorists on Westbound SR-76 that the left most lane is left turn only and the right most lane is a straight only lane. This was done because of the number of complaints that were fielded by Public Works about semi-trucks cutting people off in traffic when traveling Eastbound under I-65 NB & SB Lanes.



Also installed recently were LED Flashing Yield Sign at the Southbound Off Ramp and Chevron Sign installed on Tyree Springs Road.



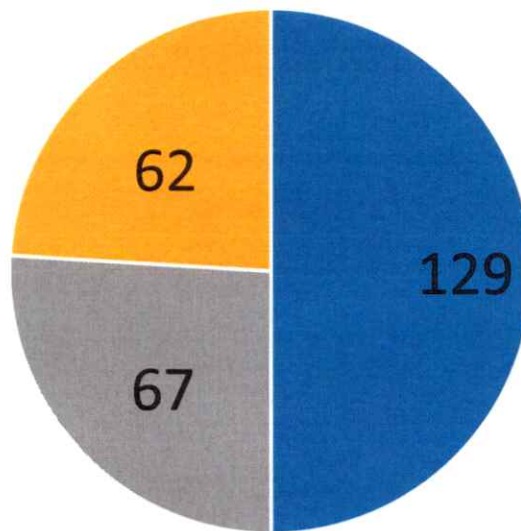
Public Services Department – Public Works Division
March 2023

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
March 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-Feb	23-Mar	YTD 22/23
Street	8,134	9,364	8,741	10,229	9191.25	699	819	5,775
Facility Maintenance	3494	2187	1,227	1,137	887.25	103	84	657
Fleet Maintenance	1034	514	282	380	422.5	62	31	409
Meeting/Training	502	510	517	400	457	16	42	203
Leave	1,253	576	613	810	823	83	162	564
Holiday	795	470	385	555	545	30	0	305
Overtime	508.5	488	414	311	152.75	9	22	267
Administrative	385	698	803	867	1153.25	171	80	1,259
Drainage Work (feet)	0	906	2749	10	0	0	0	0
Drainage Man Hours	0	1470	1045	170	14	18	22	85
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	32	254
Pothole Hours	0	759	734	1,181	831.5	35	98	284
R-O-W Hours	0	2835	2416	4,027	3044.5	91	231	1,414
Sign/Repaired	0	120	91	84	63	0	10	60
Sign Work Hours	0	289	179	234	109	9	69	131
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	0	153
Traffic Light Hours	0	0	65	20	158	0	0	15

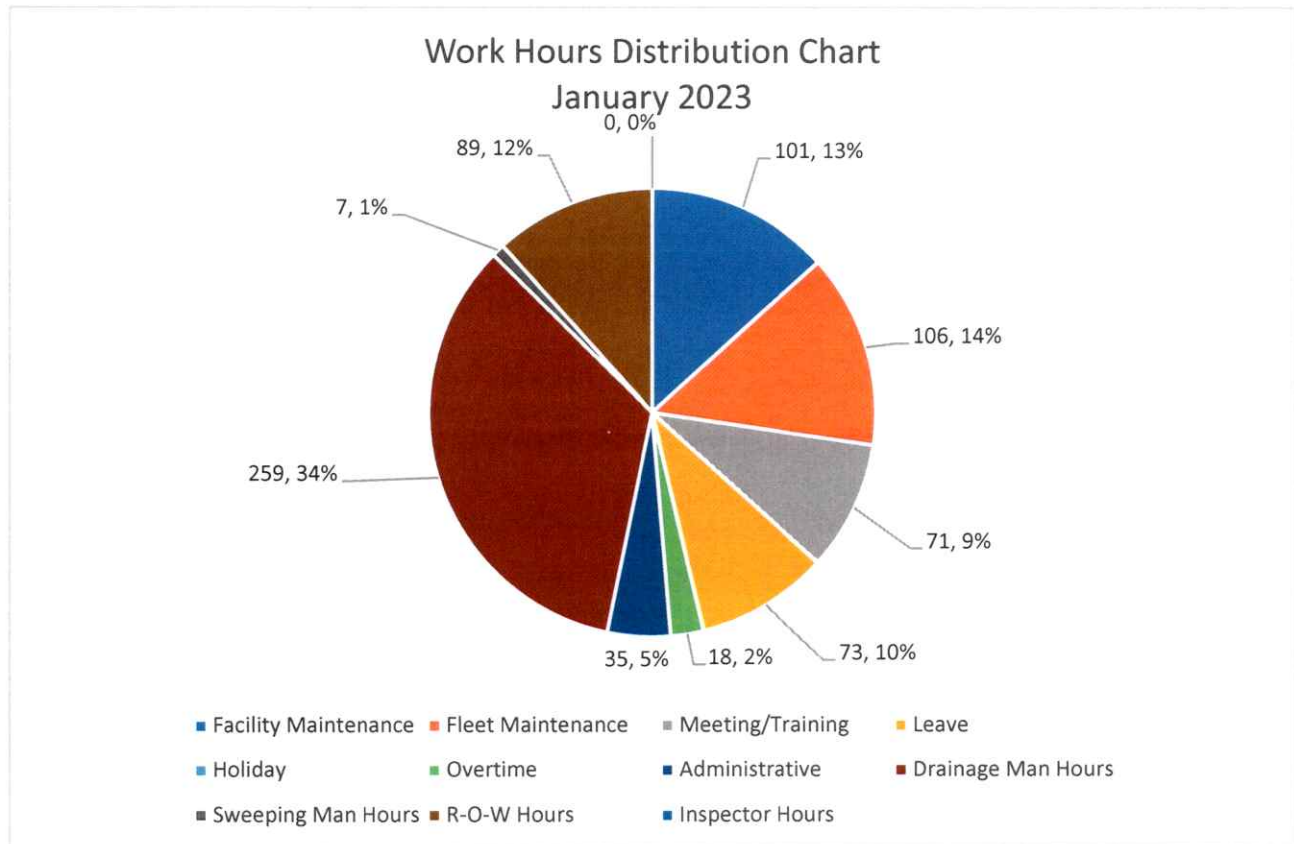
Sanitation Division

Sanitation Division	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	22-Feb	23-Mar	YTD 22/23
Total Hours Worked	2,685	3,634	4,406	4,024	4200.5	320	332	2,716
Facility Maintenance	3494	723	446	574	394.5	45	14	315
Fleet Maintenance	1034	488	445	331	294.5	19	4	112
Meeting/Training	502	265	130	135	127.5	7	5	103
Leave	1,253	428	700	476	336	50	34	375
Holiday	795	270	230	230	230	20	0	190
Overtime	508.5	119	4	12	39.5	0	12	16
Administrative	385	167	1	0	72.5	0	1	17
Sweeping Man Hours	0	1	0	0	0	0	0	0
Pothole Identification Hours	NEW					7	0	36
R-O-W Hours	0	166	30	97	170	32	15	109
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-Feb	23-Mar	YTD 22/23
Brush Collection Stops	5,944	6,080	5,605	5,620	5161	320	543	3,699
Brush Truck Loads	459	551	522	578	584	45	88	352
Leaves Pickup Bags	3741	3,542	3,422	3,535	2934	240	352	2,796
Brush/Leaves Hours	1366	1,492	1,239	1,300	1225.5	97	150	795
Litter Pickup Bags	334	507	546	511	456	21	79	356
Litter Pickup Hours	1147	1132	985	957	892	43	109	650

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

Total Hours Worked in The Stormwater Division were 754.75 Hours. The chart below show what percentage of time was spent on each job task.



Inspectors Notes

Stormwater / Public Works Inspections	
EPSC Site Inspections	20
Land Disturbance	29
Open Trench Inspections	11
Fence Inspections	14
Proof Rolls	2
Public Works Inspection	8
Final Storm	37
Final Road	36
Total Inspections Performed for the Month	157

Total Hours: 160

Hours Worked: 137.5

PTO: 22.5

Holiday:

Overtime: 7.5

Public Services Department – Stormwater Division
March 2023

Monthly Work Log

Wednesday 03/01/2023

- The Culvert was falling apart and was in need of repair we decide to ready pour concrete to correct the problem



Thursday 03/02/2023

- Fleet Maintenance

Public Services Department – Stormwater Division
March 2023

Monday 03/06/2023

- Meadowlark Dr: Service call concerning trees down in creek after storms. Clean and removed.



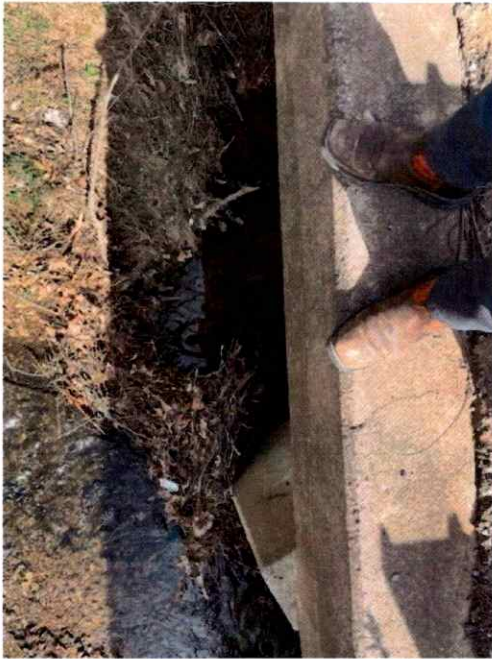
WO030623004 404 Hunterwood Drive: Homeowner states that 408 and 406 ditch remediation had been completed yet his was not taken care of after Ajuah stated it would be. Meet with homeowner in person and apologize about Ajuah not following up with him. Due to Salamanders in the area no further work can be done in the area. He thanks us for the information and understood about the Salamanders.

WO 030623008 7026 Indian Ridge Blvd: Ms. Rhonda reports that she's had ongoing issues with the drainage in her yard. She said when a rain event happens all of the water slopes toward her house and is washing out her yard. Meet with Ms. Rhonda and inspection of the area does need some work done but due to the lack of maintenance from the HOA we don't have access. Contacted HOA and have setup a meeting to discuss what need to be done by the HOA. They have agreed to have a meeting with landscaping and HOA board for the week of the 20th.



Public Services Department – Stormwater Division
March 2023

WO030623009 White House Greenway: Trees fallen into the creek and drain buildup of debris.



Public Services Department – Stormwater Division
March 2023

Tuesday 03/07/2023

- 253 Thoroughbred Way: Service call on trees down on sidewalks and creek. This was a joint project with Streets and road. The sidewalk was cleared the tree in the creek isn't causing a problem and being a Blue Line creek, no action required at this time.



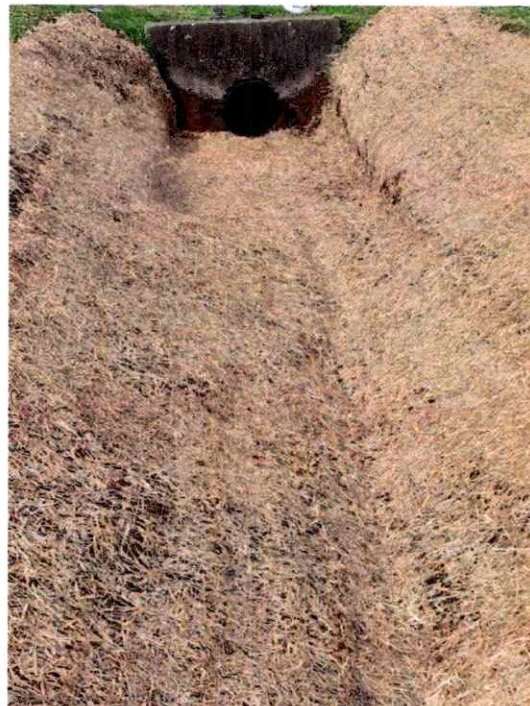
WO030723003 704 N Palmers Chape Rd. Service call drainage ditch falling. After storm drain blocked and was cleaned. We also noticed the ditch will need some reshaping we have added it to the schedule list.



WO030723007 105 Highland Dr: Ms. Shari Maynard reports that the water drainage at her address is washing out her driveway. She said she spoke with someone in June-July of last year and they told her she was on the list. Meet with Ms. Shari Maynard and apologize to her because there was no information about the last person that was there. Her driveway isn't washing out but the drainage does need some work. We have her on the schedule it should be done within the next two weeks weather permits. She is happy now.

Public Services Department – Stormwater Division
March 2023

WO030723015 104 Lockspur Court: M. Jimmy Ray came in looking to speak with someone regarding the clogged culvert in his backyard. He said nothing's getting through it and it's rutting out the yard. Meet with Mr. Ray at 104 Larkspur and the holes in his back yard is from some kind of animal and are not clogged culvert. We did notice that the homeowner fence is thru the drainage easements and due to being in place before the fence permits, we came to an agreement that stormwater will address the drainage in the front of the property and he'll do the back of the property.



Public Services Department – Stormwater Division
March 2023

Wednesday 03/08/2023

- 2995 Union Rd, and Harpers Way: Received a call about broken storm drain. After inspection it looks like a semi ran it over and broke it. We'll need to form concrete.



WO030823009 112 Iroquois Dr: Mr. Bennet reports that there's a ditch in the back of his property that is causing the water to run toward his foundation. He requested some topsoil and said he'd straw and seed it. Meet with Mr. Bennet and had him sign agreement for dirt. Once we have some dirt, we'll delivery it to him.

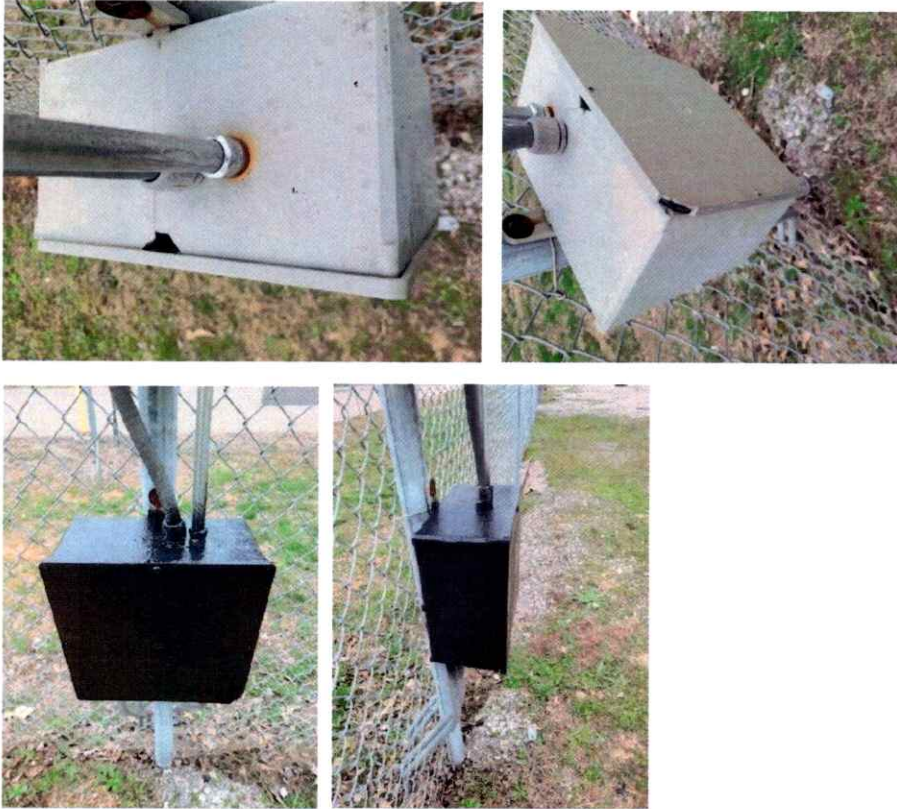
WO030823010 Was contacted by Wastewater and they requested we come out to SunnyBrook drive and help clean the roads where the waste water have run into the road.



Public Services Department – Stormwater Division
March 2023

Thursday 03/09/2023

- 725 Industrial Drive Security cameras box that holds the router and power is broken repaired with rubber sealant to protect from the weather.



WO030923004 During weekly vehicle inspection found that on 1327 the street sweeper the second motor muffler has rusted thru and causing lowing pressure light. Equipment has been tagged out of service until new muffler in found and installed.



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

WO030923009 307 Hunterwood Found that the pvc thread in the brass saddle tap was cracked. Broke out the old thread replaced with new brass to pvc connection and brass to pvc repair coupling.



Monday 03/13/2023

- Fleet and Facility Maintenance

Tuesday 03/14/2023

- WO030723007 Ms. Shari Maynard reports that the water drainage at her address is washing out her driveway. She said she spoke with someone in June-July of last year and they told her she was on



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

Wednesday 03/15/2023

- On Loves Lane and Harper way the truck drivers are parking on the stormwater system and causing damage. This is an example of the money being sent on repair. The Truck driver hooked the stormwater drainage and broke off concrete.



Thursday 03/16/2023

- 413 Donald Terrace Homeowner was having drainage problems. Reshaped ditch and drainage. Driveway pipe completely underground.



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

Saturday 03/18/2023

- Tree Giveaway Day

Monday 03/20/2023

- Site inspection at Applewood Ct, Applewood Dr, Hillwood and meeting with CEMC about Sage Road project. CEMC will remove the trees in drainage around the electric poles.

Tuesday 03/21/2023

- Inspected truck and found breaks were bad brakes on truck 1329.



Wednesday 03/22/2023

- Mike Parker at 4711 S Downs Circle called and said that a tow truck had just come and repossessed a car a couple houses down, and damaged the storm drain near 4151 S Downs Circle. Due to being new construction we clean the area and put-up cones to keep kids safe and reported the damage to Wastewater.



Thursday 03/23/2023

- Street Sweeping, Fleet and Facility Maintained

Saturday 03/25/2023

- Cleanup day

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

Monday 03/27/2023

- Start of Calista Road Project

Tuesday 03/28/2023

Resident at 303 Sage Road reports that there is water coming from the development being built near her home, and it is flooding both hers and her neighbor's yards. After inspection and pulling up the plat's the city has no easement in that area. Home owners notify and was satisfy with the information.



Wednesday 03/29/2023 Thru 03/30/2023

- This was a week-long project with Streets and Roads due to the road collapsing.



Public Services Department – Stormwater Division
March 2023

Public Services - Stormwater Division

Total Hours Worked	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	23-Feb	23-Mar	YTD 22/23
Stormwater	8,134	9,364	8,741	10,229	9191.25	800	755	7,283
Facility Maintenance	3494	2187	1,227	1,137	887.25	111	101	720
Fleet Maintenance	1034	514	282	380	422.5	103	106	613
Meeting/Training	502	510	517	400	457	35	71	418
Leave	1,253	576	613	810	823	53	73	1034.25
Holiday	795	470	385	555	545	50	0	435
Overtime	508.5	488	414	311	152.75	0	34	217
Administrative	385	698	803	867	1153.25	33	18	218
Drainage Work (feet)	0	906	2749	10	0	423	495	8,061
Drainage Man Hours	0	1470	1045	170	14	167	259	2739
Debris Removed Load	0	100	35	44	0	0	1	112
Sweeping Man Hours	0	18	13	0	0	0	7	80
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	0	0	69
Pothole Hours	0	759	734	1,181	831.5	12	0	57
R-O-W Hours	0	2835	2416	4,027	3044.5	79	89	520
Sign/Repaired	0	120	91	84	63	0	1	7
Sign Work Hours	0	289	179	234	109	0	8	12
Salt Hours	0	10	143	24	76.5	7	0	56
Salt Tons	0	12	20	23	18	0	0	0
Decorative Street Light Hours	0	57	46	125	133.5	0	0	11
Traffic Light Hours	0	0	65	20	158	0	0	0
Inspector Hours						0	0	626

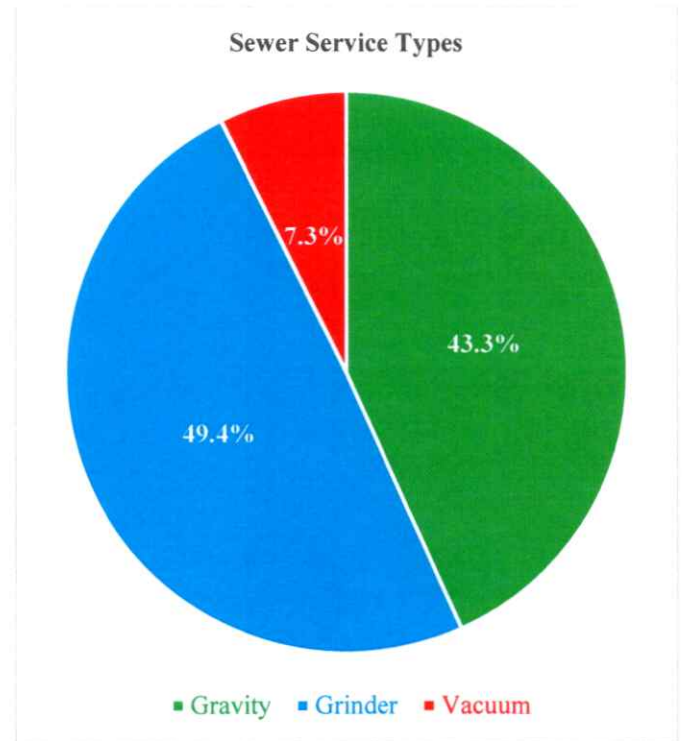
**Public Services Department - Wastewater Division
March 2023**

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 **March 31st, 2023**, City personnel count a total of **6,043** sewer system connections, with **27 new** applications for service in **March 2023**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	2,616
Low-Pressure Grinder Sewer Connections	2,982
Vacuum Sewer Connections	445

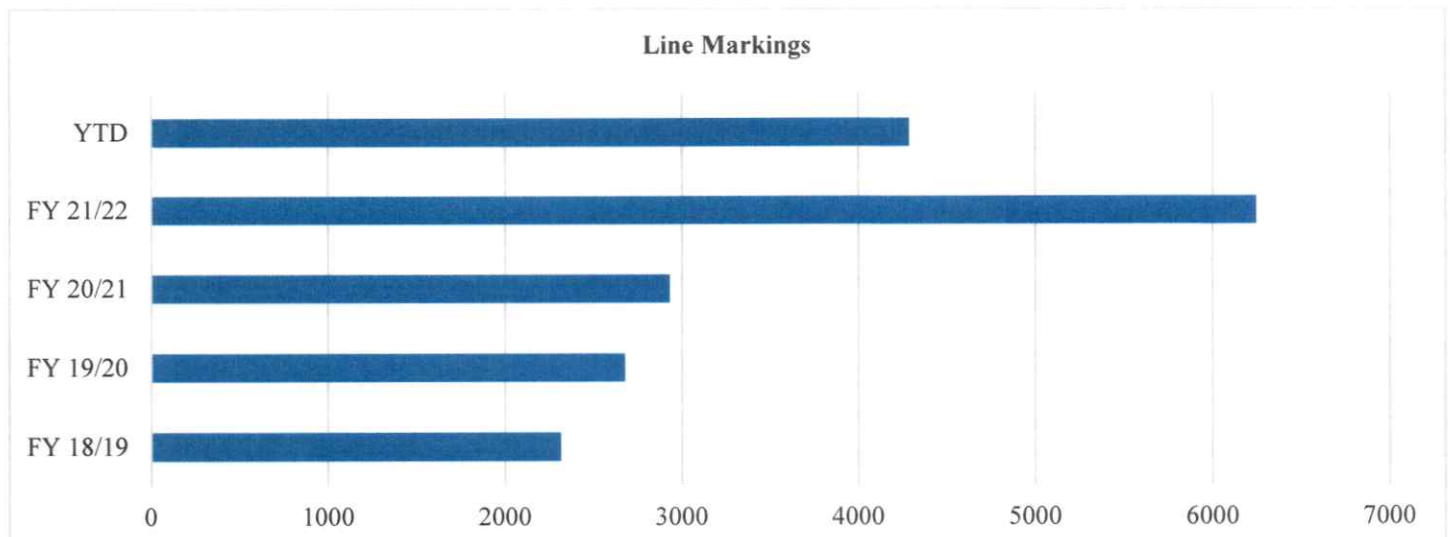
The City counts **187** commercial grinder stations, **2,795** residential grinder stations, and **28** major lift stations integrated into our system.



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>March 2023</u>	<u>FY 22/23 YTD</u>
Tennessee 811	2315	2680	2933	6245		413	4289



**Public Services Department - Wastewater Division
March 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>Mar 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		0	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
March 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.

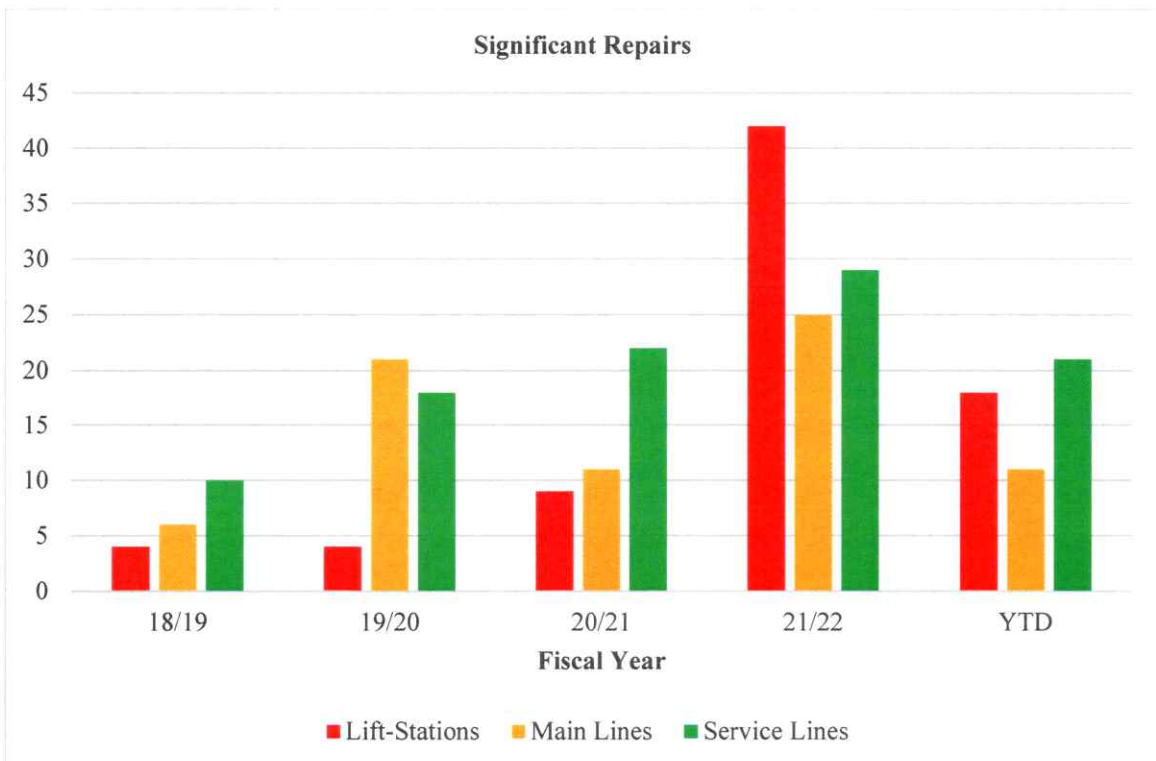
Major Alarms:

Station alarms received throughout the month of March, 2023 were caused by multiple power outages across the City. No major operational alarms were received.

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.

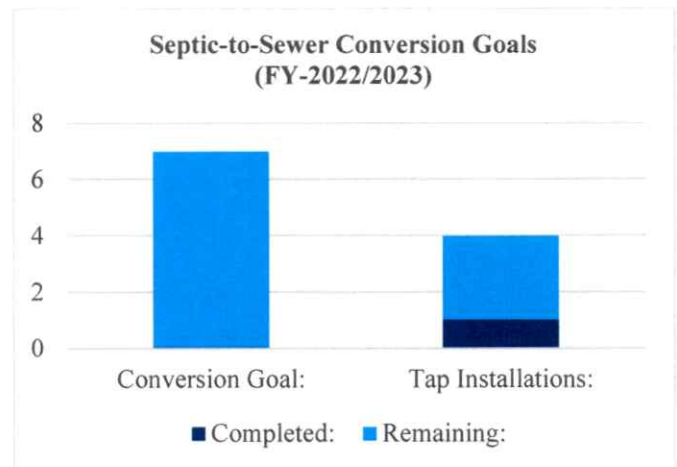
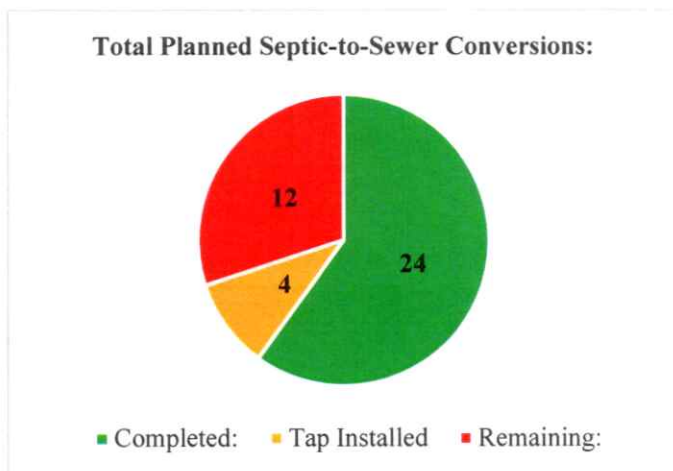
<u>Repairs</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>Mar 2023</u>	<u>FY 22/23 YTD</u>
Major Lift Stations	4	4	9	42		0	18
Main Line	6	21	11	25		3	11
Service Line	10	18	22	29		5	21



Public Services Department - Wastewater Division
March 2023

Ongoing Projects:

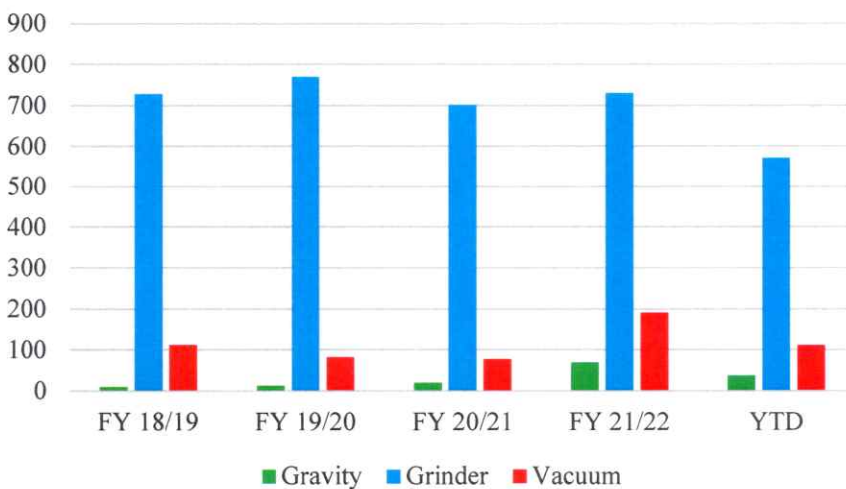
- 1. New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City's sewer flows. Replacement of the existing main will require 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. Phase-3 design is complete and currently released to bid, with a bid opening date of May 1st. Phase-3 will run from the intersection of DeeCee and SCT Dr to the Wastewater Treatment Plant located at the end of Industrial Dr.**
- 2. Calista Vacuum Station:** All three of the new Mink vacuum pumps installed in 2019 have failed prematurely, with metal shavings discovered in the oil pan of pumps #2 and #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pumps #2 and #3 back to the manufacturer to discover the cause of the failure, and for a quote on repairs. The replacement cost for a new pump is approximately \$30,000. **One of the older model Busch pumps previously removed from the station has been retrofitted as a replacement until the Mink pump can either be repaired or replaced.**
- 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.**



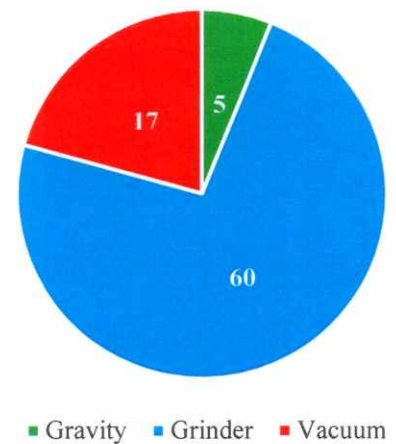
**Public Services Department - Wastewater Division
March 2023**

<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>Mar 2023</u>	<u>FY 22/23 YTD</u>
Vacuum System Service Request	112	82	78	191		17	111
Gravity Service Request	10	13	20	69		5	37
Low Pressure Service Request	728	770	702	730		60	571
Total Pumps Replaced	361	449	492	472		34	342
Total Pumps Rebuilt	n/a	n/a	135	114		0	30
Total Warranty Pumps Returned	n/a	n/a	n/a	129		8	102
Grinder Tank PM Program	358	267	219	117		9	94
Open Trench Inspections	103	226	409	702		75	490
Final Inspection for New Service	62	110	248	405		51	363
Grease Trap Inspections	n/a	n/a	n/a	n/a		43	89
Sanitary Sewer Overflow (SSO)	3	49	19	28		2	10
Odor Complaints	43	43	35	22		2	19

Sewer Service Calls by Connection Type (YTD)



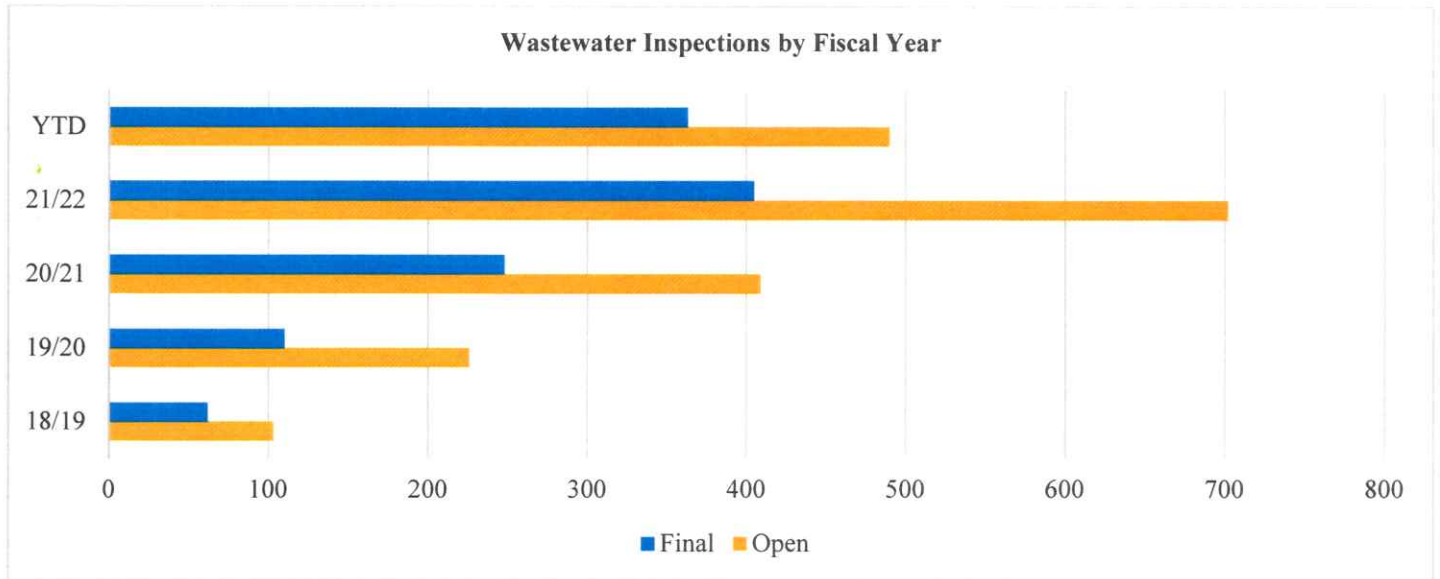
Sewer Service Calls by Connection Type (March 2023)



Public Services Department - Wastewater Division
March 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.

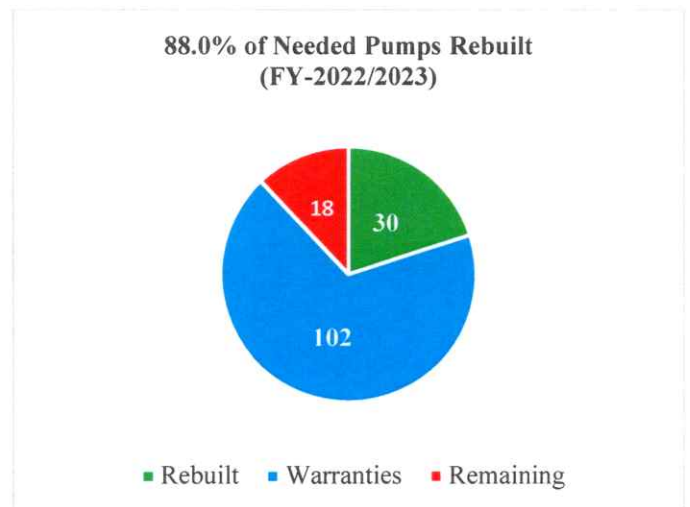


Pump Rebuilds:

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
March 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>Dec - 22</u>	<u>Jan - 23</u>	<u>Feb - 23</u>	<u>Mar - 23</u>	
Flow – To Creek	0.732 MGD	0.718 MGD	0.701 MGD	0.711 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	0.732 MGD	0.718 MGD	0.701 MGD	0.711	
Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Plant Throughput	52.3%	51.3%	50.1%	50.8%	(0.711 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	65.4%	64.1%	62.6%	63.5%	(0.701 MGD) / (1.120 MGD)
Rainfall	6.68"	6.37"	3.36"	4.99"	

	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>		<u>March 2023</u>	<u>FY 22/23 YTD</u>
Effluent Violations	7	12	7	32		6	18

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 five failures on ammonia limits in March. 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 was completed and the plant returned to normal operation, however, the time required for the plant to fully recover to normal treatment levels following the repair did result in ammonia levels being out of compliance with our permit for the first week of March.

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. **The City received written confirmation of this arrangement from TDEC on August 7th, 2020.**

**Public Services Department - Wastewater Division
March 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 **2.20** parts per million (ppm). The average residual was **0.22** PPM with a max residual of **0.37** PPM. *Last month the feed rate was 2.12 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 **34.0 CFU's** which is well below the limit. *Last month the average was 75.1 CFU.*

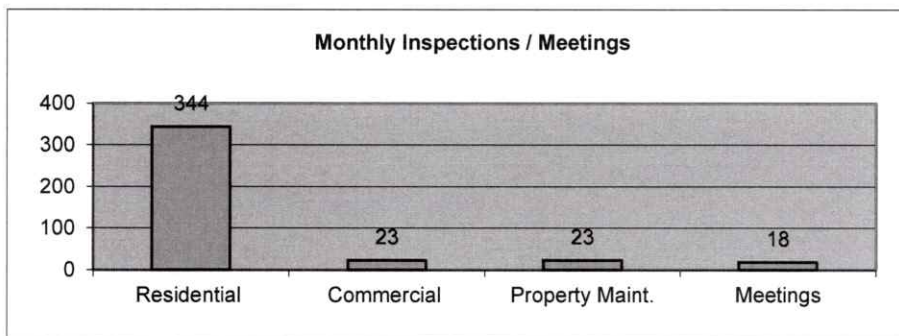
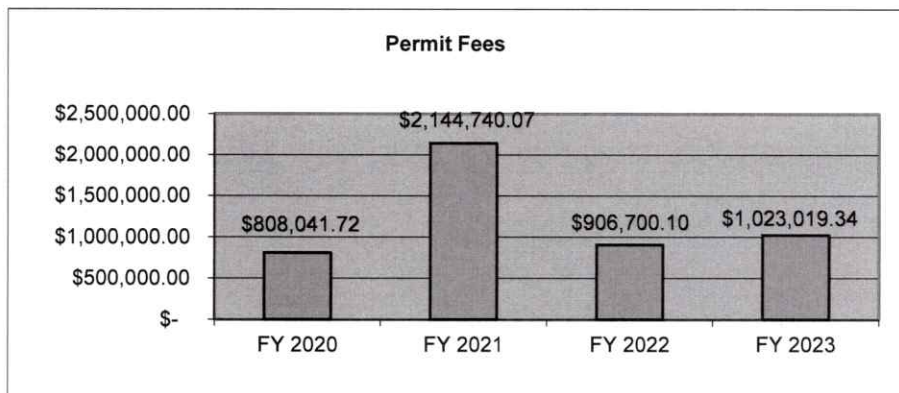
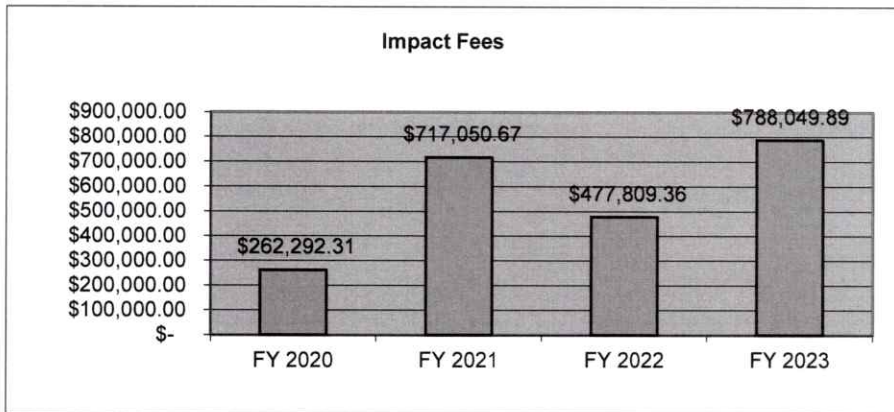
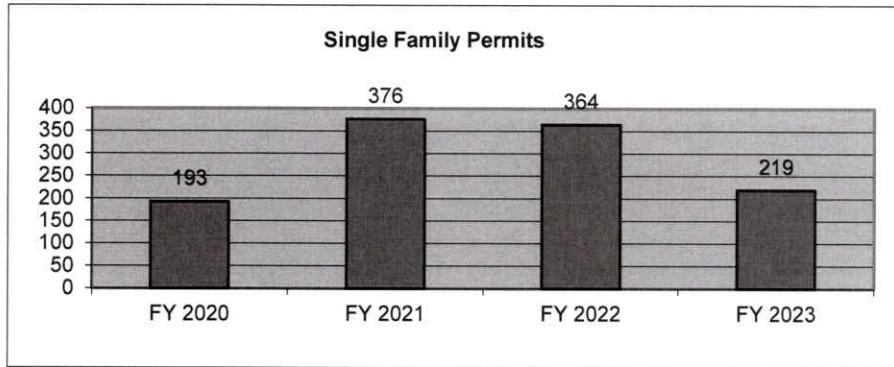
4. **Storm Damage:** On the evening of March 3rd, strong wind storms impacted the City's power grid and caused multiple blackouts. When power failed to the Wastewater Treatment Plant, the plant's generator (and transfer switch) engaged but failed to produce power on two of three phases and immediately shut off, leaving the plant without power. Wastewater personnel responded immediately when initial power was lost, but were unable to make repairs themselves.

Utility power was restored to the site approximately five hours later, but the facility transfer switch then failed in the open (generator feed) position, leaving the facility unpowered. The facility's main breaker was also tripped by the event. Representatives and service technicians from both the utility provider (Cumberland Electric) and the company responsible for maintaining the generator and transfer switch (Cummins Crosspoint) were unreachable, and at approximately midnight the plant began to overflow onto the facility grounds. A representative from an alternative generator repair company (Taylor Sudden Service) was able to be contacted early Saturday morning, and responded to the site within 45 minutes. The technician from Taylor Sudden Service was able to successfully engage the main breaker and transfer switch to restore utility power to the site and return the plant to proper operation. No solids were discharged from the plant to any waterways, and no spilled materials left the facility grounds.

A purchase order has been issued for repairs to the plant generator, and we are awaiting delivery of parts for the repairs to be completed. The transfer switch repairs are currently being diagnosed and quoted, but will not be able to be completed until the generator is restored to proper operation. Additionally, it was discovered during this event that the facility main breaker is badly corroded, and in need of full replacement. Quotes are currently being solicited, but repairs cannot proceed until both the generator and transfer switch are fully operational, as replacement of the main breaker will require that utility power to the site be disconnected.

The powered front gate to the facility grounds was also bent by the strong winds during the storm, and is no longer functioning properly. The gate was temporarily repaired in order to facilitate manual opening/closing, but requires replacement. Quotes have been solicited for the repairs, and a purchase order has been submitted.

Planning and Codes Department
March 2023



**Planning and Codes Department
March 2023**

	Month	FY2023	FY2022	FY2021	FY2020
MEETING AGENDA ITEMS#					
Planning Commission	14	73	67	74	69
Construction Appeals	0	0	0	0	0
Zoning Appeals	1	4	5	4	5
Tech. Review/Study Session	0	0	5	2	0
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	30	219	340	376	193
Multi-Family Residential	0	226	0	22	13
Other Residential	10	68	89	83	91
New Commercial	0	7	7	6	6
New Industrial	0	0	0	2	0
Other Com/Ind	5	31	25	23	33
Sign	2	16	11	17	14
Occupancy Permits	53	313	319	400	212
Other	3	20	11	12	3
BUILDING INSPECTIONS					
Residential	344	3588	5452	2621	2858
Hours	167	1664.5	1367	533	699
Commercial /Industrial	23	95	139	92	110
Hours	11.5	57	48	18	12.83
CODE ENFORCEMENT					
Total Cases	23	106	35	98	179
Hours	11.5	67.5	35.75	70.24	86.75
Complaints Received	23	101	55	41	116
MEETINGS					
Administration	6	67	117	72	58
Hours	3	79.5	127	70	38
Planning	10	92	127	53	76
Hours	5	96.5	96	50	70
Codes	1	6	8	11	28
Hours	2	10	10	9	37
FEES					
Permit Fees	\$62,800.00	\$ 1,023,019.34	\$ 906,700.10	#####	\$808,041.72
Board Review Fees	\$3,575.00	\$ 14,925.00	\$ 14,100.00	\$ 84,775.00	\$11,000.00
City Impact Fee	\$37,350.00	\$ 788,049.89	\$ 477,809.36	\$ 717,050.67	\$262,292.31
Roads	\$11,430.00	\$ 226,581.51	\$ 664,873.68	\$ 301,769.60	\$77,860.90
Parks	\$11,880.00	\$ 183,018.00	\$ 114,114.00	\$ 150,326.00	\$ 74,646.00
Police	\$8,460.00	\$ 162,711.73	\$ 125,535.54	\$ 191,431.41	\$ 59,096.30
Fire	\$5,580.00	\$ 118,950.00	\$ 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: 34	\$ 13,582,881.13	\$25.00	\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	18		17	16	15

Parks, Recreation, & Cultural Arts Department
March 2023

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Continue to work with TDEC on revising plans to meet the grant specifications
- Probably won't be until late fall/winter before construction actually begins

Tennis Courts

- Wind storm caused major damage to one set of courts and minor damage to the other
- Ribbon cutting postponed
- Getting things worked out with insurance to get fencing fixed on court that had major damage
- Hoping to have it fixed by the end of next month



Rec Center

- New water lines run for current civic center to help avoid problems when rec center construction begins. They are currently working on the sewer part of this project now and it should be complete early next month.
- We will also be moving the HVAC system to a safer location as it currently sits extremely close to where they will be shoring for the new building.
- The parking lot continues to progress – should be complete sometime next month
- Completing the parking lot will be the moment that the construction really kicks in gear

Splash Pad Maintenance Building

- Re-design continued this month – should know more once we have our progress meeting early next month

Cemetery Software

- We found more errors that need to be addressed this month, so now we hope to have the software live by next month but it will depend on how many changes we end up needing to make and how fast the company can make them

Museum Chimney Restoration

- Job Complete
- Some before and after photos are below:



Parks, Recreation, & Cultural Arts Department
March 2023

Greenway Bridge Restoration

- Awarded project to Williams Concrete Services
- Still waiting to hear when they want to start project but it will likely be after school lets out to make things a little easier.

Cemetery Fencing

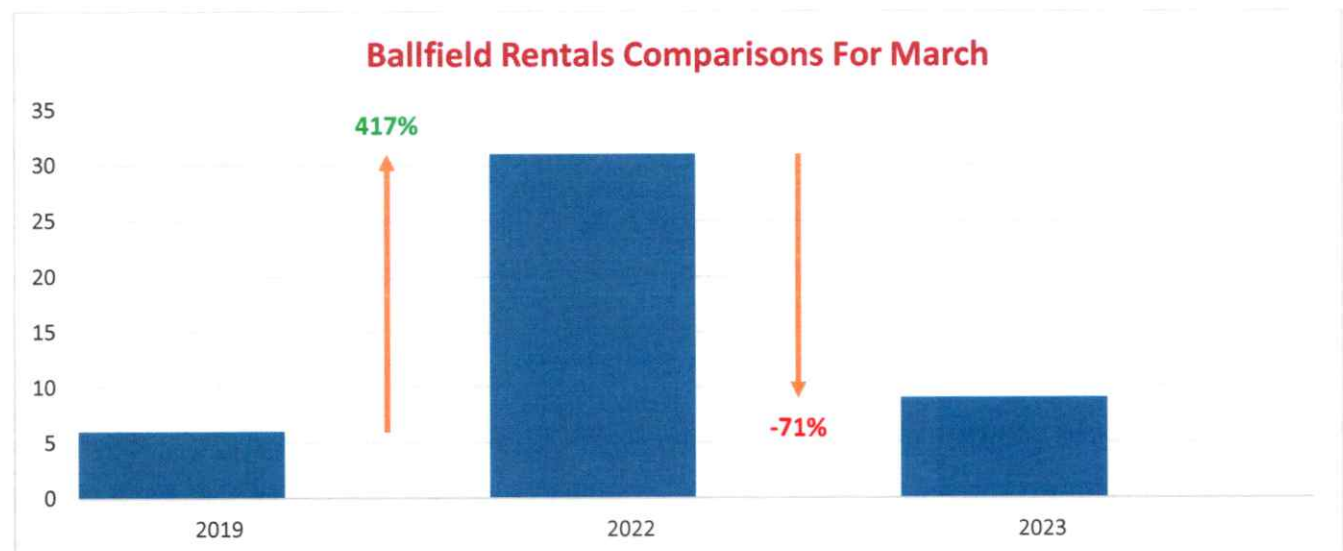
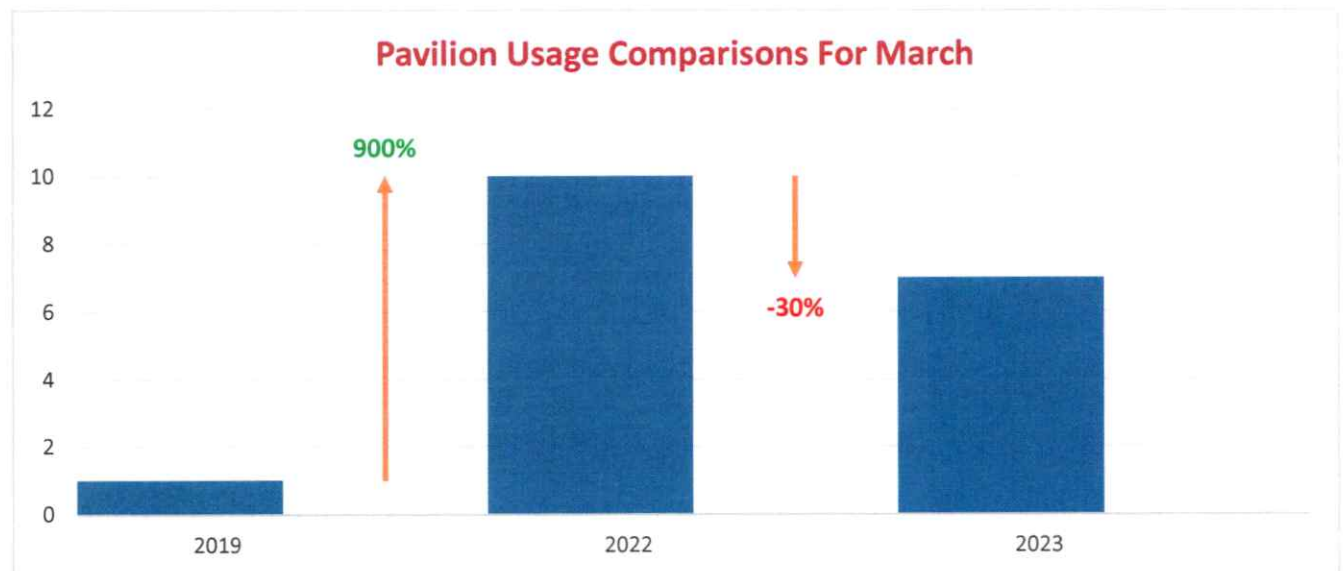
- Survey was completed – met with neighbor to discuss and agreed to cut back some of his bushes to accommodate the fence
- Received change order for section of fencing that is closer to the front
- They will go ahead and start the main part of the fencing that they already have in and then come back to do the front part, so full completion in likely a month away or so.

Dog Park Parking Lot Paving/Striping

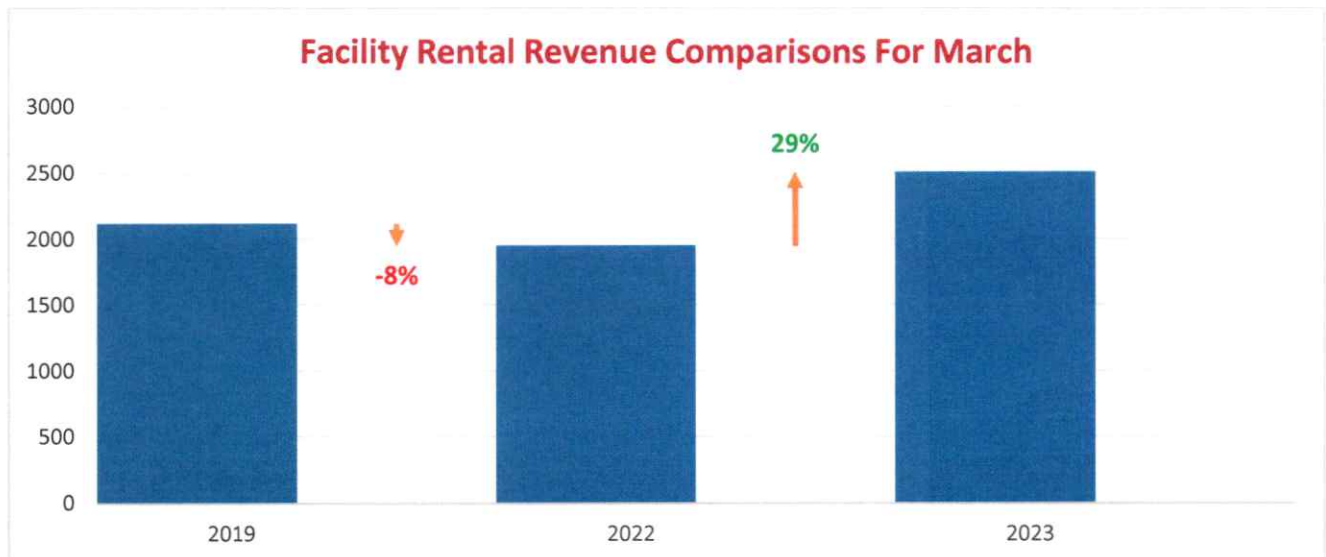
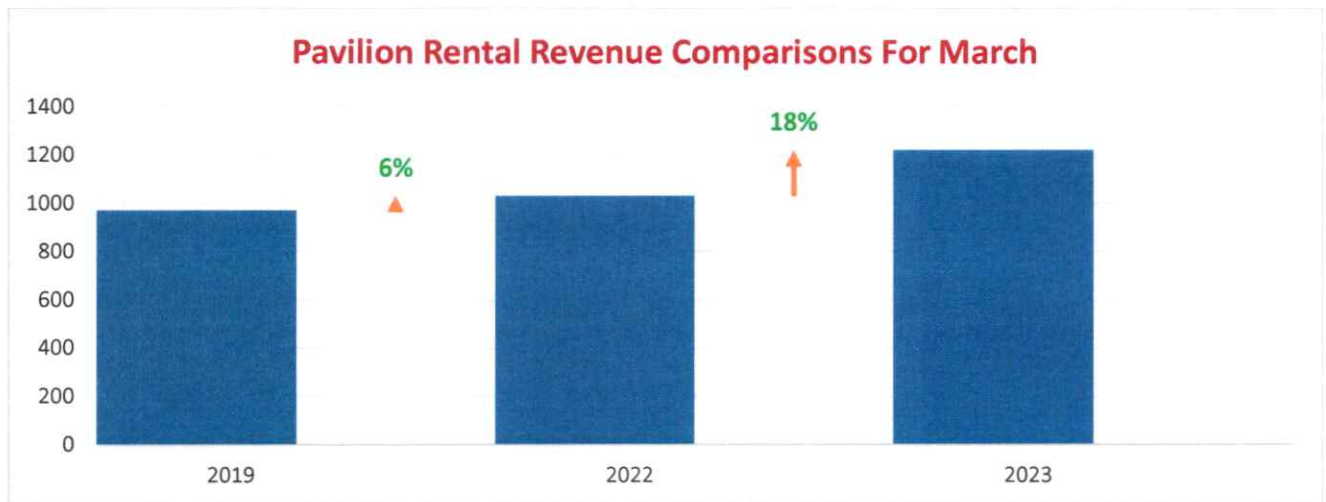
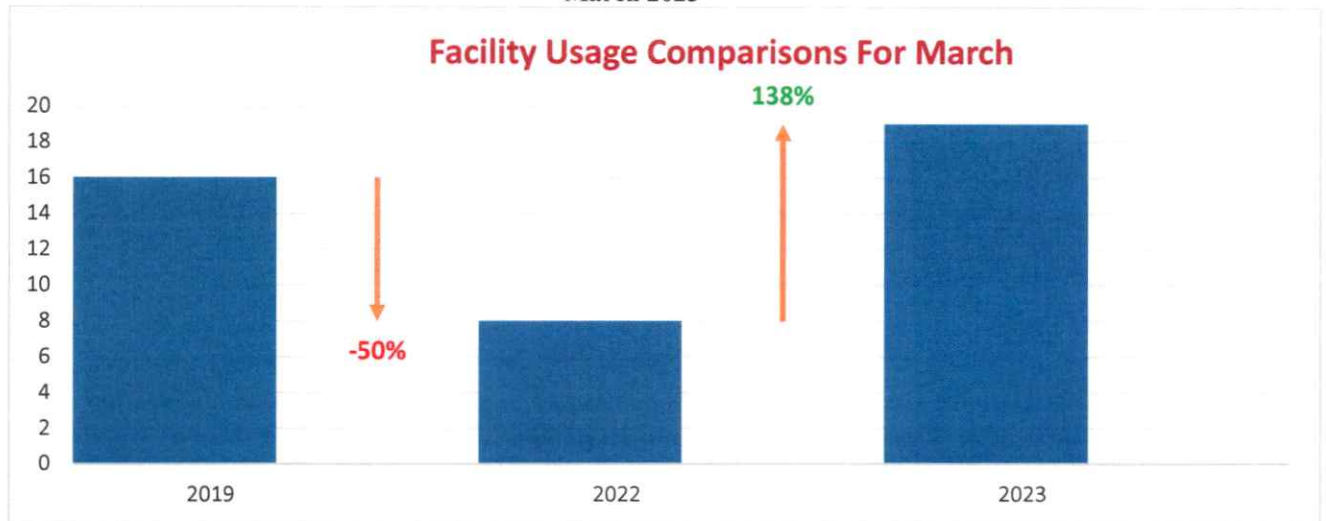
- Currently under design

Laser Grading & Top-Dressing Fields

- Laser Grading is complete on Fields 1 & 3
- Top dressing of soccer fields will not happen until June most likely



Parks, Recreation, & Cultural Arts Department
March 2023



Parks, Recreation, & Cultural Arts Department
March 2023

Recreation- Assistant Director

Special Events

The Great Egg Hunt- 03/27-04/09

- First 5 eggs were hidden
 - 45 households participated as of 03/31

Adult Athletics

Men's Basketball: 9 Teams total

- Games began: 03/20
- Monday Night Games

Adult Softball: 4 Teams total

- Games began 03/27
- Monday Night Games

Youth Athletics

Girls' Volleyball: 14 Teams Total

- Practices began: 03/11
- First Games Scheduled for 04/04

Challenger Baseball: 8 Players Total

- Practices began 03/28

Other

Open gyms: Averaged totals per a day

- Pickle Ball Open Gym
 - Tuesdays- 13
 - Thursdays- 17
- Open Gym Basketball
 - 15

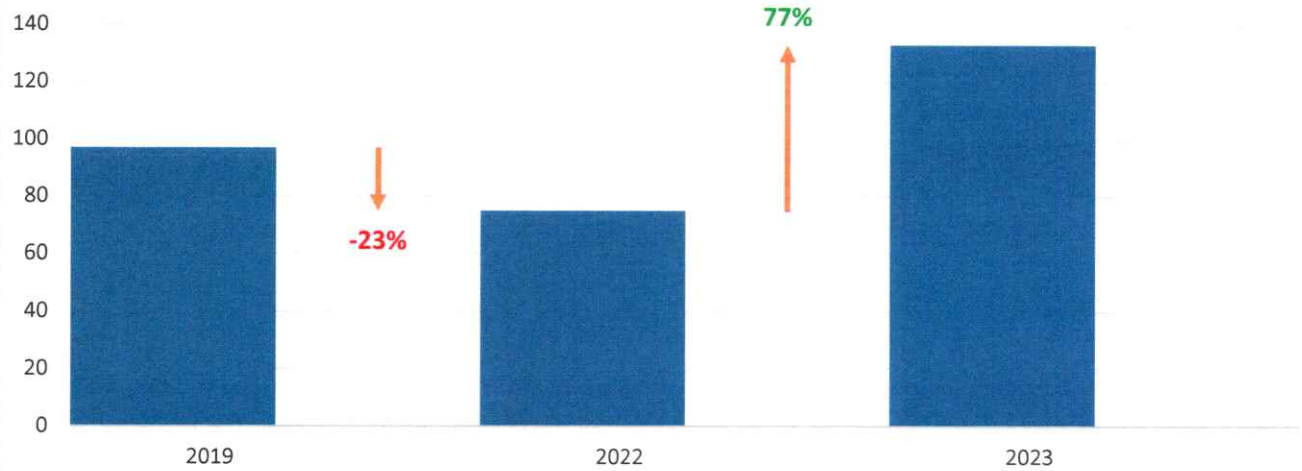
Facebook

- 495 Followers
- 34 total posts for March
- Best Performing Post: Egg Hunt Post
 - 8.4K reach
 - 111 Likes/ Reaction's
 - 36 Comments

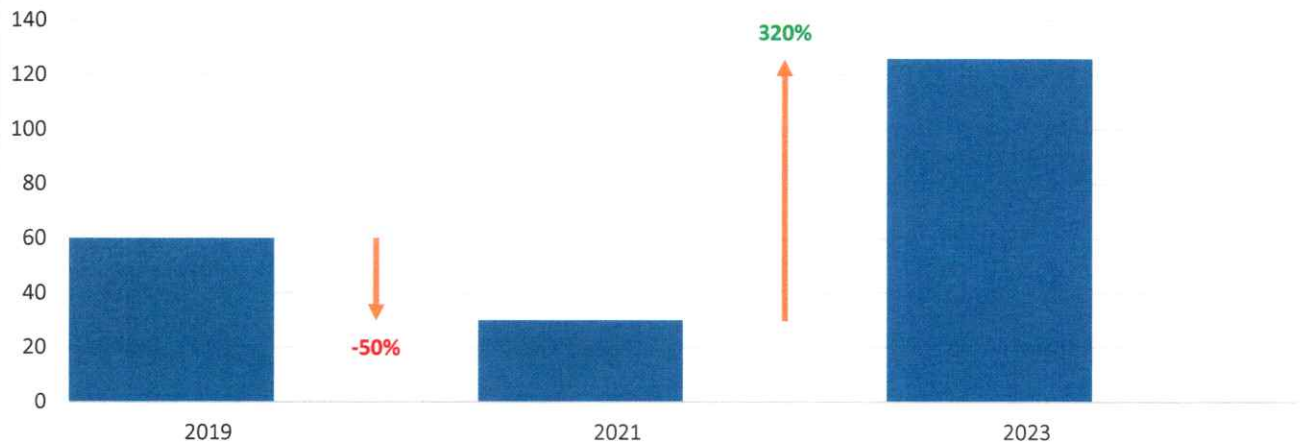


Parks, Recreation, & Cultural Arts Department
March 2023

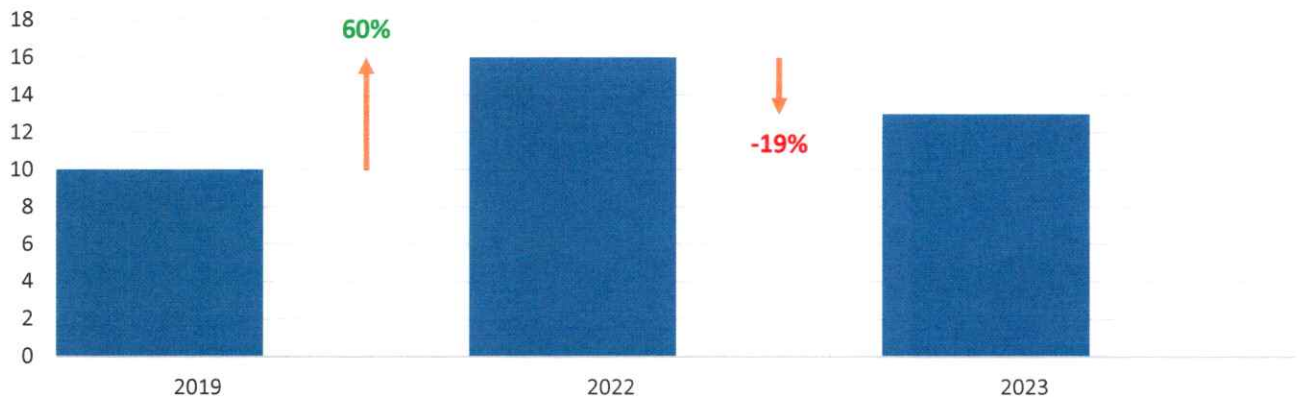
Youth Programming Attendance Comparisons For March



Adult Programming Attendance Comparisons for March

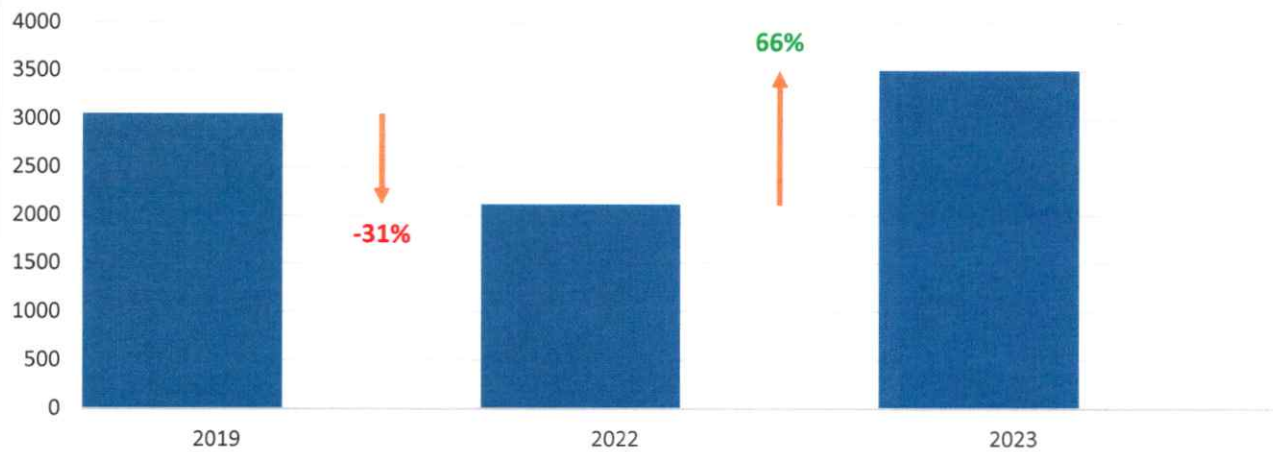


Total Program Offerings Comparisons For March

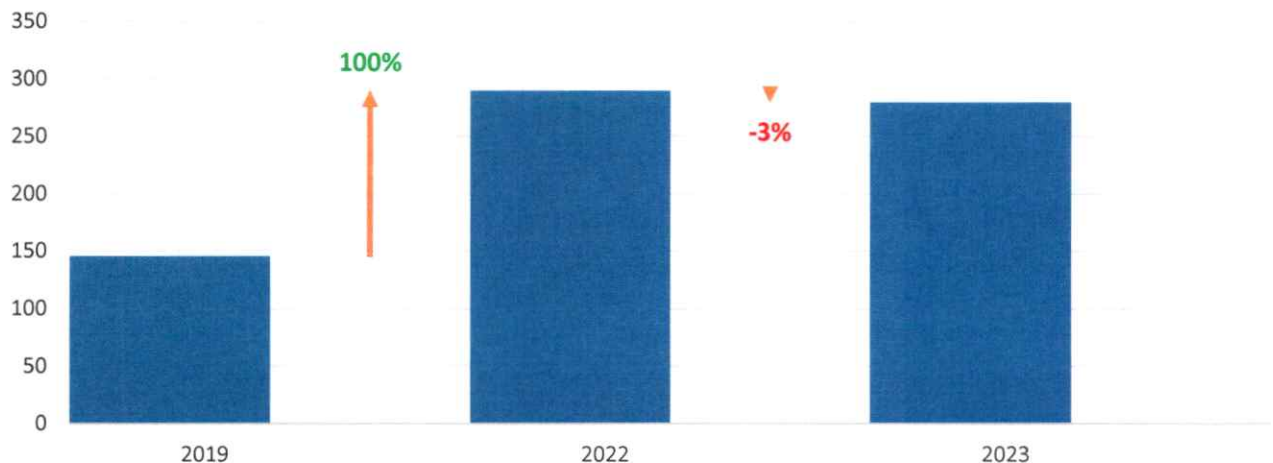


Parks, Recreation, & Cultural Arts Department
March 2023

Programming & Special Event Revenue Comparisons For March



Ballfield Rental Revenue Comparisons For March



Maintenance

- We put out 2500 pounds of fertilizer on the soccer and baseball fields.
- We put four skids of infield conditioner on the quad infield (one pallet per field).
- We put in new 70' base anchors on field 6 for adult softball. 1st base is a double safety base.
- We put out all new bases on the quad fields to be ready for games.
- We sprayed the Jr pro field for the second time to kill off any unwanted weeds before bermudagrass starts coming in.
- We painted more sign posts and trash can holders along the Greenway.
- The mowing has picked up and we are mowing about every day now.
- We had a soccer tournament we worked. Saturday was rained out but they played on Friday and Sunday.
- We have been cutting up trees at the park and along the Greenway every day for the last few weeks. We are getting close but we still have some to cut up.

**Parks, Recreation, & Cultural Arts Department
March 2023**

Museum

Volunteers

The volunteers are preparing for The Gathering at the White House Inn Museum on Saturday, September 23, 2023. We are currently working on living history demonstrators that will fit in our theme for this year. In addition to preparing for this third annual event, we are working on the new display featuring JT Albert. The museum volunteers are very faithful in working with the museum every week, and they have provided the museum with 10 hours of service in March.

Exhibits

There are no new exhibits in the month of March.

Tours at Museum



Tours were given to walk ins. We also had several visitors for the Great Egg Hunt!

Donations

Kay Hurt with the Sumner County Board of Education Archives contacted us about several Future Homemakers of America scrapbooks that were from White House High School. The archives donated these scrapbooks to the museum.

Loans

The most exciting artifact that was loaned to the museum is a Forte Grand piano that is from a descendent of Richard S. Wilks. The piano is dated circa 1830 and is believed to have sat in the original white house.



Education Conference

Attended the Tennessee Association of Museums (TAM) Conference in March in Memphis. Our focus this year was titled Unfinished Revolutions. The conference's focus was on reflecting on historical revolutions of the past, the unfinished revolutions of today and advocate for diverse and inclusion interpretation of our nation's past. I was able to make several contacts and attend sessions with other respected leaders in the museum field.

**Parks, Recreation, & Cultural Arts Department
March 2023**

Learn at Lunch

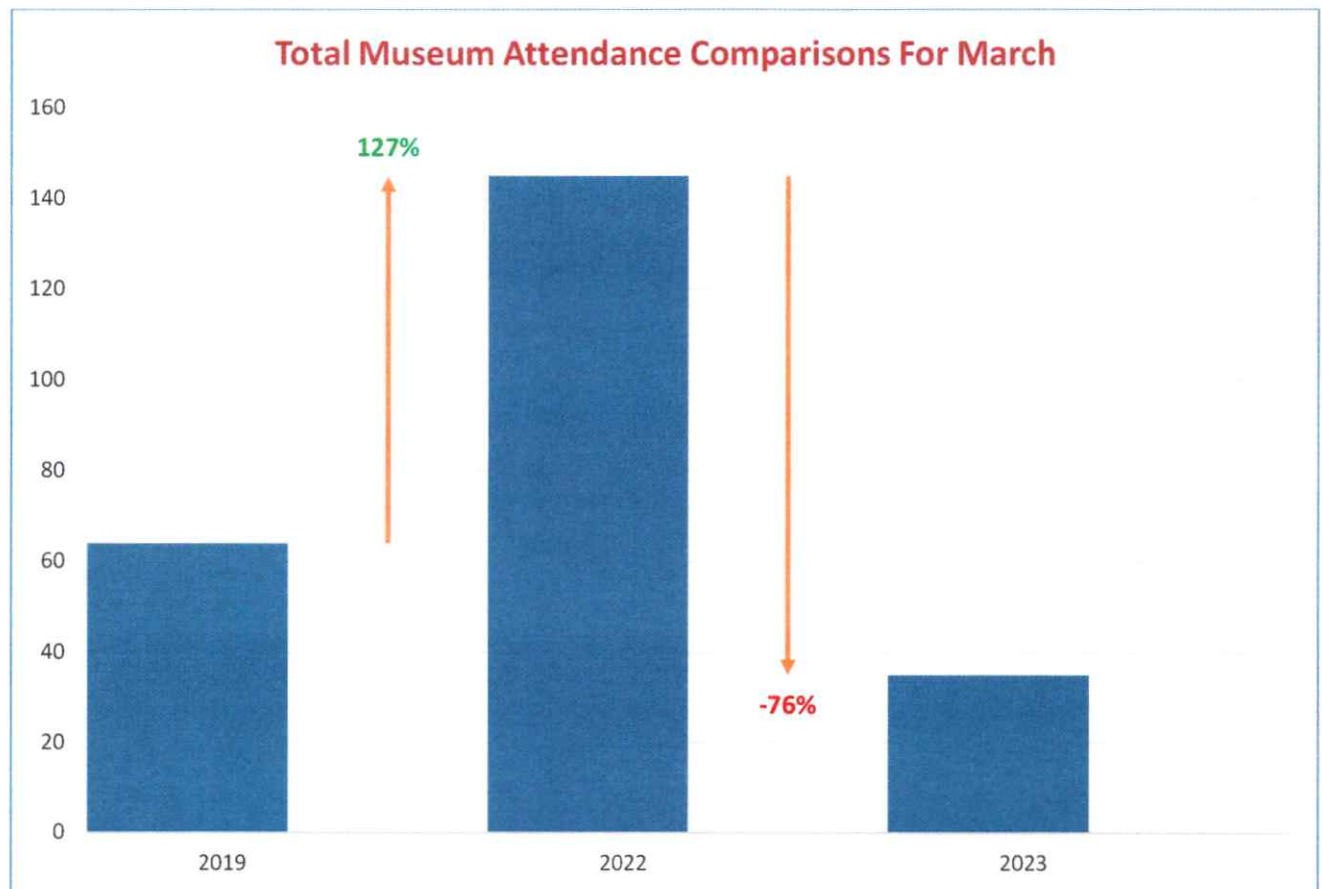
Attended the Chamber's Learn at Lunch concerning Instagram marketing learning how to promote through pictures.

Events and Meetings Assisted with and/or Attended

March 9 – Coffee with a Cop at Deja Moo
March 9 – Ribbon Cutting at Wave It Away
March 15-17 – TAM Conference
March 28 – Breakfast Power Hour at Uncle John's
March 30 – Chairman's Celebration at The Barn at Spring Lake

Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
6	17	18	35	

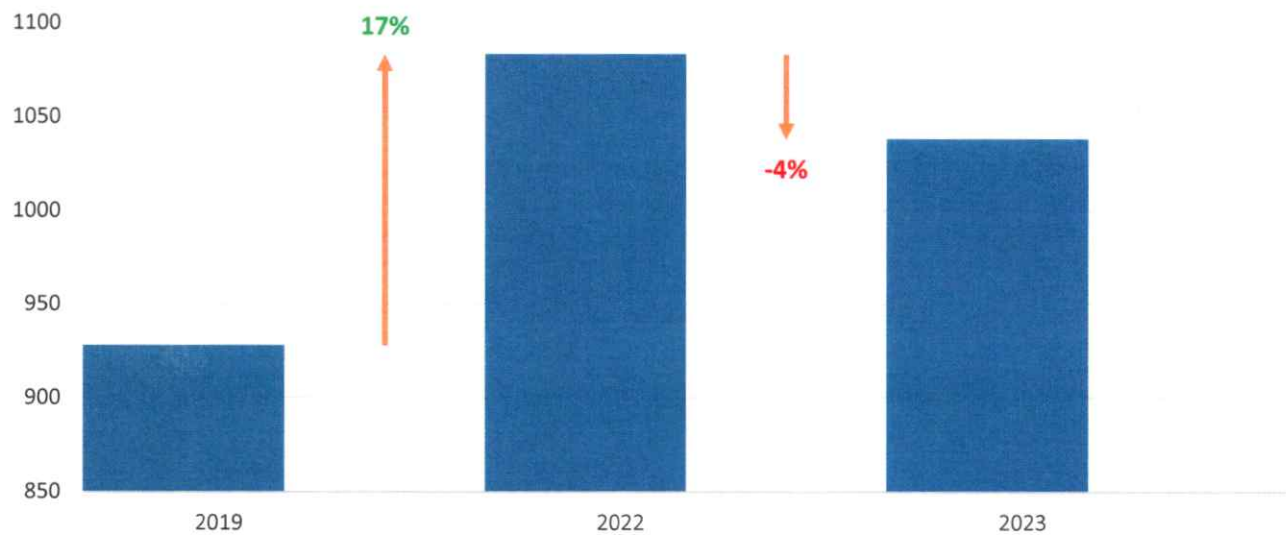


**Parks, Recreation, & Cultural Arts Department
March 2023**

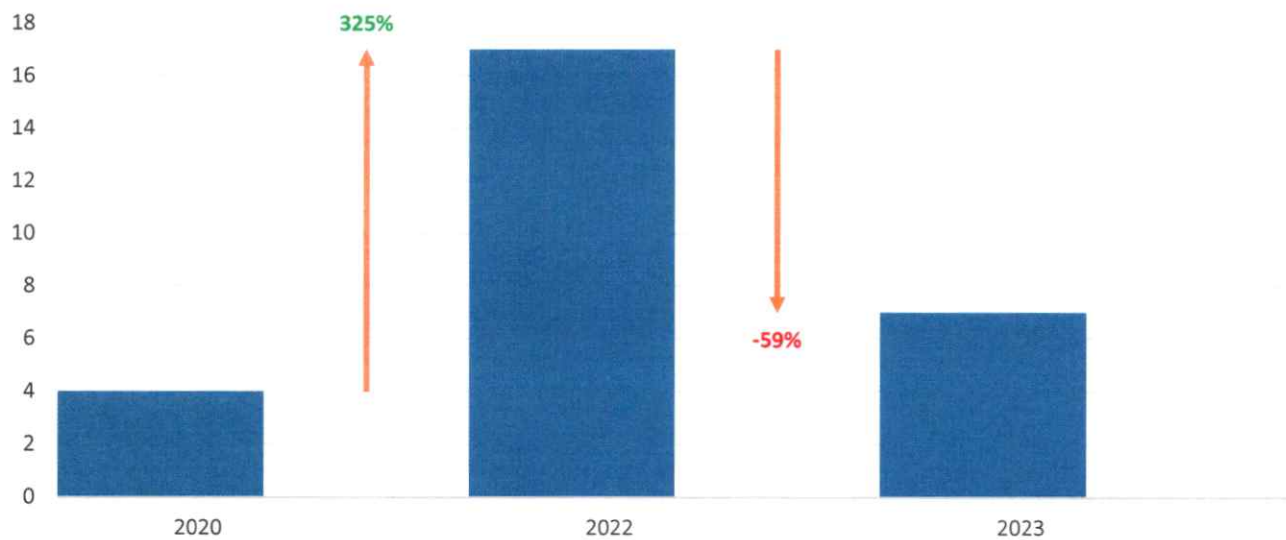
Senior Center Participation - March 2023			
<u>Outings:</u>			
McNamara Irish Pub	21		
Bowling	5		
Lawn & Garden Show	13		
Antique Mall/ Franklin KY	9		
Total	48		
<u>Events:</u>			
Vietnam Veterans Celebration	35		
Exercise Party	24		
St Patricks Party	15		
Total	74		
		<u>Sr Meals Wednesdays</u>	
		140	
		130	
		117	
		136	
		148	
		671	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	451		
Walk	180		
Bingo	34		
Birthday Potluck	26		
Garden Club	16		
Bunco	13		
Farmers Rummy	8		
Bible Study	7		
Cards, Games, Pool, Puzzles	158		
Pickle Ball	71		
TOTAL	964		
MEMBERS	311	Updated members	as of 2/28
1st time visitors			7
New Members			5
TOTAL Sr Center Participants:	1396	Total	1757

Parks, Recreation, & Cultural Arts Department
March 2023

Senior Programming Attendance Comparisons For March



Senior Center First Time Visitors Comparisons for March



	FYE 2019	FYE 2020	FYE 2021	March 2019	Mar-22	March 2023	YTD 22-23
Facility Usage							
Special Use Permits Submitted	13	15	39	0	3	3	17
Pavilion 1 Usage	3	7	21	0	1	0	7
Pavilion 2 Usage	11	5	13	0	2	1	6
Pavilion 3 Usage	106	38	74	1	5	6	71
Splash Pad Pavilion Usage	177	106	99	0	2	0	122
Total Number of Pavilions Usage	297	156	207	1	10	7	206
Gymnasium Rentals	130	79	23	16	8	2	68
Amphitheater Usage	3	0	1	0	0	0	7
Community Room				0	0	17	34
Total Number of Facility Rentals	196	89	30	16	8	19	109
Ballfield Rentals	7	45	146	6	31	9	117
Vistor Center Attendance	6	21	20	3	4	6	25
Vistors Who Also Toured Museum	14	84	70	0	80	17	135
Museum Attendance Only	85	668	115	64	65	18	964
Total Museum Attendance	99	752	189	64	145	35	1099
Programming							
Number of Youth Program Participants	679	578	417	97	75	133	800
Number of Adult Program Participants	240	76	100	60	0	126	195
Number of In-House Special Events Offered	8	7	9	0	0	1	8
Number of In-House Special Event Attendees	2987	2964	1077	0	0	0	2150
Number of Rec Programs Offered	34	18	19	2	4	0	17
Number of Senior Center Memberships	319	1768	2000		205	311	2223
Number of New Senior Center Memberships	16	16	0	0	0	5	20
Senior Center Participants	14,966	9594	4412	1,330	1,557	1,757	12723
Senior Center First Time Visitors	32	59	36	0	17	7	97
Number of Senior Trips Offered	54	37	9	5	2	4	36
Number of Senior Trip Participants	896	613	81	93	15	48	458
Number of Senior Programs Offered	117	76	34	8	12	13	105
Number of Senior Program Participants	9,989	6798	1061	928	1083	1038	8240
Number of Senior Meals Served	54	34	36	4	5	5	36
Number of Meals Participants	4052	2235	3277	309	459	671	4025
Offsite Presentation Attendees	0	15	0		0	0	435
Total Number of Programs Offered			53	10	16	13	122
Revenues							
Youth Programs	\$55,825.00	\$41,183.00	\$44,261.00	\$0.00	\$296.00	\$142.00	\$ 68,765.00
Adult Programs	\$ 8,460.00	\$ 3,580.00	\$ 6,230.00	\$2,250.00	\$260.00	\$1,145.00	\$ 11,580.00
Special Events	\$ 4,355.00	\$ 2,009.00	\$ 3,495.00	\$0.00	\$0.00	\$0.00	\$ 780.00
Senior Meals	\$10,875.00	\$ 5,961.50	\$ 8,222.50	\$800.50	\$1,556.50	\$2,216.00	\$ 13,342.00
Shelter Reservations	\$12,135.00	\$ 4,780.00	\$ 9,112.50	\$970.00	\$1,030.00	\$1,220.00	\$ 5,215.00
Facility Reservations	\$19,305.00	\$ 8,046.88	\$ 2,956.25	\$2,115.50	\$1,950.00	\$2,506.25	\$ 13,259.00
Field Rentals	\$ 2,521.00	\$ 1,203.34	\$ 5,820.50	\$145.00	\$290.00	\$280.00	\$ 4,351.00
Affiliate League/Tournament Fee Revenue	\$13,286.00	\$16,017.20	\$ -	\$0.00	\$0.00	\$950.00	\$ 22,995.50
Misc	\$11,744.00	\$15,394.74	\$ 9,686.39	\$3,388.08	\$1,426.40	\$1,050.00	\$ 5,467.18
Maintenance							
Mowing Hours	1,554	2,601	2,195	40	62	62	892.5
Work Orders Received	N/A	8	9	0	0	4	19
Work Orders Completed	N/A	8	9	0	0	4	18
Number of Projects Started	27	40	39			0	8
Number of Projects Completed	18	35	32			0	8
Number of ballfield rainouts	NA	NA	NA		37	122	172
Bags of Field Dry Used	NA	NA	NA		10	0	6

**White House Library
March 2023**

Summary of Activities

The library director and youth services librarian attended a spirit school night at H.B. Williams on March 2nd. The two made library cards and gave out calendars of events and bookmarks.

The library director attended a director's check-in with the region on March 7th. The topics discussed included: the tech grant, state and federal orders, virtual partnership fair, TLA, upcoming in-services, etc.

The library director attended a friends meeting on March 7th. The group discussed their budget, what they needed to do to file all tax related documents, the fandom fair, the garden space, and a staff appreciation lunch.

The library director attended a Lion's Club meeting on March 8th. The library director gave all the glasses that had been collected at the Farmer's Bank drop off location to the club members to take to the donation center in Nashville. The Lion's gave the library director a glasses donation box for the library, which is set up beside the seed lending library. The library director also will check to see when big tournaments are being held at the library to determine the best time for a Lion's fundraiser. Lastly, she agreed to talk with Dr. DeHaven about getting a free eye screening for kids at the library. The library director is going to try and coordinate the screening in July.

The library director attended the Board of Mayor and Alderman budget retreat on March 9th. At this retreat department heads present to the BMA what capital improvement projects they are requesting funding. The library director did not present at this meeting since the two library projects were under \$25,000, which is the amount a project must be to present at this meeting.

The library director attended the library board meeting on March 9th. However, there was not enough board members present to have a quorum. As such, the group did not discuss any of the documents. The library did tell those present the plans to move the juvenile collection into the teen room and the YA items to the main stacks. The library director and staff believe this will be a good idea as more juveniles use the chalk board wall and video game system than the teens. Also, adults will read more YA than juvenile books. Thus, moving the juveniles will give them their own space without many adults being around them.

The library director, children's librarian and library assistant met to discuss the Summer Reading Internship program. The group finalized all the details for that program and sent the information to the middle, high, and private schools.

The library director attended a lunch and learn at the Chamber of Commerce on March 22nd about Instagram marketing. After the class, the library director reached out to the city administrator to get approval for a library Instagram page. Once approved, the director coordinated with the city community outreach coordinator and held a training for all library staff on how to use Instagram as well as other social media tips. The community coordinator will also do a training for staff on how to make fliers.

The library director attended a leadership workshop on March 24th and 25th.

Department Highlights

The highlights for the month were the school event night and the training on Instagram and marketing.

**White House Public Library
March 2023**

Official Service Area Populations

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

Membership

March	2019	2020	2021	2022	2023
New Members	90	79	60	121	147
Updated Members	254	319	307	392	273
Yearly Totals	2019	2020	2021	2022	2023
Total Members	8,376	9,496	7,027	7,125	7,506
% of population with membership	59	66	49	48	51

Every year the library will purge the system of patrons that have not used their cards in the past 3 years. The library is also sending out notices when a patron's card is expired to help reduce the number of inactive cards.

Total Material Available: 39,710

Estimated Value of Total Materials: \$992,750

Total Materials Available Per Capita: 2.68

Last Month: \$989,225

Last Month: 2.67

State Minimum Standard: 2.00

Materials Added in March

2019	2020	2021	2022	2023
207	277	374	282	287

Yearly Material Added

2019	2020	2021	2022	2023
3,004	3,025	3,035	3,573	633

Physical Items Checked Out in March

2019	2020	2021	2022	2023
5,458	5,966	4,051	6,996	7,594

Cumulative Physical Items Check Out

2019	2020	2021	2022	2023
62,522	50,042	59,515	80,653	20,373

Miscellaneous item checkouts

March	2019	2020	2021	2022	2023
Technology Devices	45	36	68	67	56
Study Rooms	84	29	23	71	106
Games and Puzzles	86	91	59	202	182
Seeds	84	47	257	41	187
STEAM Packs	20	23	0	14	30
Cake Pans	1	1	0	1	3
Outdoor Items	*	*	*	*	7
Honor Books	*	*	*	*	27

Yearly Totals

2019	2020	2021	2022	2023
137	381	725	743	190
253	305	395	746	183
222	955	1,263	2,060	505
112	302	878	883	402
61	25	160	234	64
1	28	21	69	9
*	*	*	17	9
*	*	*	19	47

Library Services Usage

March	2019	2020	2021	2022	2023
Test Proctoring	14	6	2	6	2
Charging Station	8	1	2	3	1
Notary Services	*	4	18	15	15
Library Visits	4,743	3,132	3,292	4,112	4,573
Website Usage	1,118	1,882	2,264	2,467	4,340
Reference Questions	4	1	8	5	9

Yearly Totals

2019	2020	2021	2022	2023
27	74	108	61	7
19	47	45	21	6
16	88	144	135	29
55,728	30,007	38,913	48,253	11,748
16,935	17,977	27,907	33,678	12,315
77	60	73	31	11

Computer Users

March	2019	2020	2021	2022	2023
Wireless	650	341	357	414	552
Adult Users	380	178	178	270	228
Kids Users	194	78	7	209	217

Yearly Computer Users

2019	2020	2021	2022	2023
2,017	3,829	3,878	4,544	1,302
1,103	2,138	2,235	2,608	611
556	427	957	2,987	531

**White House Public Library
March 2023**

Library Volunteers

March	2019	2020	2021	2022	2023
Library Volunteers	14	39	9	8	11
Volunteer Hours	117	93	125	158	87.5

Yearly Totals

18-19	19-20	20-21	21-22	22-23
82	36	20	48	30
809	1,286	1,204	1,492.5	845.5

Universal Class Counts

March	
Sign ups	2
Courses started	1
Lessons viewed	71
Class Submissions	98

Yearly Totals

2019	2020	2021	2022	2023
9	10	13	18	8
16	53	39	2	3
194	1,771	1,008	876	166
105	800	515	465	229

Programs

1,000 books	2019	2020	2021	2022	2023
Monthly Sign-ups	2	1	1	5	6
total Sign-ups	60	83	84	106	142

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

March	2019	2020	2021	2022	2023
Programs	16	7	2	14	15
Attendees	284	145	49	403	407
Yearly	2019	2020	2021	2022	2023
Programs	154	43	91	136	38
Attendees	4,201	1,185	2,167	3,646	1,033

Grab & Go Kits

March	2020	2021	2022	2023
Kits	0	6	0	0
Taken	0	162	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

March	2020	2021	2022	2023
Programs	0	0	10	12
Attendees	0	0	49	39
Yearly	2020	2021	2022	2023
Programs	11	43	98	31
Attendees	77	370	437	85

Grab & Go

March	2020	2021	2022	2023
Kits	0	4	0	0
Taken	0	36	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

March	2019	2020	2021	2022	2023
Programs	14	8	3	6	8
Attendees	67	31	17	35	41
Yearly	2019	2020	2021	2022	2023
Programs	157	42	63	75	23
Attendees	1,343	214	351	377	105

Device Advice

March	2019	2020	2021	2022	2023
Sessions	*	*	8	10	9
Yearly	125	51	81	131	30
Passive					
March	*	*	0	0	0
Yearly	*	*	0	20	0

Interlibrary Loan Services

March	2019	2020	2021	2022	2023
Borrowed	73	63	51	74	68
Loaned	21	7	14	36	42

Yearly Interlibrary Loan Services

2019	2020	2021	2022	2023
690	534	673	872	170
410	151	226	317	73

March	R.E.A.D.S
Adults	2,213
Juvenile	163

Yearly Totals	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Adults	21,138	23,138	19,466	21,110	18,111
Juvenile	1,430	1,189	1,032	2,013	1,256

The READS statistics come from the state.

City Court
March 2023

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH	\$1,370.00
TOTAL MONIES COLLECTED YTD	\$30,289.00

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$2,919.59
TOTAL MONIES COLLECTED YTD	\$17,794.70

TOTAL REVENUE FOR MONTH	\$4,289.59
TOTAL REVENUE YTD	\$48,083.70

DISBURSEMENTS

LITIGATION TAX	\$122.05
DOS/DOH FINES & FEES	\$23.75
DOS TITLE & REGISTRATION	\$80.75
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
TOTAL DISBURSEMENTS FOR MONTH	\$226.55
TOTAL DISBURSEMENTS YTD	\$5,911.78

ADJUSTED REVENUE FOR MONTH	\$4,063.04
TOTAL ADJUSTED REVENUE YTD	\$42,171.92

DRUG FUND

DRUG FUND DONATIONS FOR MONTH	\$1,021.25
DRUG FUND DONATIONS YTD	\$5,652.48

Offenses Convicted & Paid For Month	Count	Paid
Careless Driving		
Financial Responsibility Law	3	\$165.00
Registration Law	6	\$415.00
Improper Equipment		
Texting/Hands Free Law		
Codes Violation	1	\$0.00
DL Exhibited		
Red Light	1	\$117.50
Animal Control		
Stop Sign		
Speeding	5	\$532.50
Seat Belt-Child Restraint	1	\$30.00
Anti-Noise Regulations		
Exercise Due Care	3	\$110.00
Following Too Close		
Total	20	\$1,370.00

RESOLUTIONS....

ORDINANCES....

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 PASSED

Second Reading: April 20, 2023

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder



City of White House, Tennessee

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

February 28, 2023

To: Members of the Planning Commission and
Board of Mayor and Alderman

In 1995 the City prepared a study that evaluated the impact of growth on our roads, police facilities and services, fire facilities and services, and park facilities and services. As a result of the study an ordinance was drafted. This ordinance was adopted by the Board of Mayor and Alderman and became Section 8.050 of the Zoning Code.

Section 8.050 is well written providing us with a very structured process of collecting fees. Fees can only be used for certain expenditures in each of the four service areas. An applicant for a building permit can choose to pay according to the calculations in the tables provided to us in our ordinance or they can do their own individual assessment. The ordinance provides the process needed to do an individual assessment. There is also due process in place for an applicant to appeal the our Board of Appeals.

The ordinance requires review of the fees at least every five years. The net cost in our tables in all four service areas have not been increased since the established fee in 1996. The City, however, during the great recession did lower the percentage that would be collected but later increased to 100 percent when the economy rebounded.

With the cost of projects inflating and the inability for these four service areas to keep up with services and facilities because of growth, raising impact fees is under consideration. The cost of living has increased significantly since 1996. The CPI inflation is up nearly 100% when you compare the value of a dollar in 1996 to 2023. See included document as reference.

It is staff's recommendation that the Planning Commission review, with a public hearing, the amended changes to the Zoning Ordinance Article VIII, Section 8.050 Impact Fees. A recommendation to the Board of Mayor and Alderman in support of the amendments would be appreciated.

Sincerely,

Gerald O. Herman
City Administrator

CPI Inflation Calculator

\$ 1.00

in January 1996

has the same buying power as

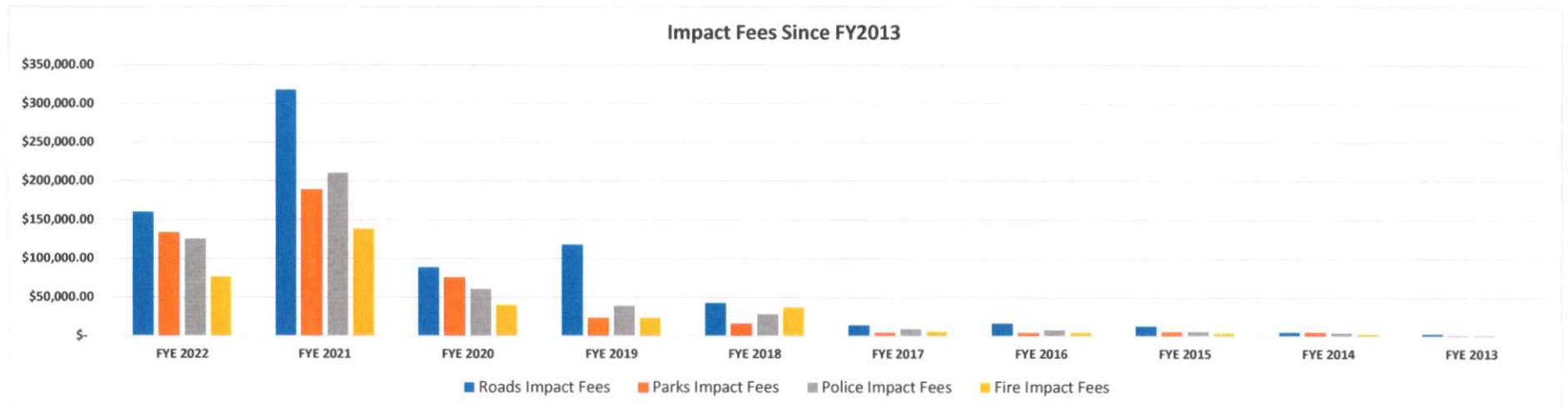
\$1.94

in January 2023

Calculate

	Roads Impact Fees	Parks Impact Fees	Police Impact Fees	Fire Impact Fees	TOTAL
YTD 2023	\$ 221,511.31	\$ 179,704.00	\$ 174,617.73	\$ 115,322.40	\$ 691,155.44

FYE 2022	\$ 159,794.00	\$ 133,879.00	\$ 125,534.54	\$ 76,498.26	\$ 495,705.80
FYE 2021	\$ 317,962.60	\$ 189,114.00	\$ 210,020.41	\$ 138,584.66	\$ 855,681.67
FYE 2020	\$ 88,141.19	\$ 75,438.00	\$ 60,397.83	\$ 39,840.69	\$ 263,817.71
FYE 2019	\$ 117,891.60	\$ 23,432.00	\$ 38,812.00	\$ 23,386.00	\$ 203,521.60
FYE 2018	\$ 42,559.00	\$ 15,819.00	\$ 28,138.00	\$ 37,293.00	\$ 123,809.00
FYE 2017	\$ 13,780.00	\$ 4,581.00	\$ 8,932.00	\$ 5,897.00	\$ 33,190.00
FYE 2016	\$ 16,316.00	\$ 4,478.00	\$ 7,414.00	\$ 4,894.00	\$ 33,102.00
FYE 2015	\$ 12,542.00	\$ 5,627.00	\$ 6,008.00	\$ 3,926.00	\$ 28,103.00
FYE 2014	\$ 5,367.00	\$ 4,954.00	\$ 4,494.00	\$ 2,953.00	\$ 17,768.00
FYE 2013	\$ 3,038.00	\$ 1,197.00	\$ 1,218.00	\$ 842.00	\$ 6,295.00



ORDINANCE 23-05

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE ZONING
ORDINANCE ARTICLE VIII SECTION 8.050 IMPACT FEES.**

WHEREAS, it is the policy of the City of White House to ensure the provision of adequate major road, park and recreation, police protection and fire protection facilities to accommodate the needs of development within the incorporated area of the City; and

WHEREAS, new development within the City of White House creates additional demands on the City's major road, park and recreation, police protection and fire protection facilities and results in the need for capital improvements to support such development; and

WHEREAS, it is fair and reasonable to require applicants for development approval to pay a fee to cover a proportionate share of the capital costs for major road, park and recreation, police protection and fire protection facilities and results in the need for capital improvements to support such development; and

WHEREAS, the Tennessee Code Annotated (TCA), Title 6, Part 2 establishes General Powers for every city incorporated under the Mayor and Aldermanic Charter, and TCA 6-2-201 provides that cities may "establish...construct, reconstruct...parks, public grounds, public facilities...assess fees for the use of or impact upon such property and facilities, and take appropriate property therefor under the provisions of 7-31-107, 7-31-111 and 29-16-114, or any other manner provided by general laws;" and

WHEREAS, the White House Board of Mayor and Aldermen in 1995 caused to be prepared a study, entitled Impact Fee Study for Road, Park, Police and Fire Facilities, which calculated the maximum impact fees for such facilities that could be assessed on new development consistent with rational nexus and proportionate fair-share principles; and

WHEREAS, the Zoning Ordinance requires review not less often than every five (5) years; and

WHEREAS, the amendments to this ordinance will be required on building permits issued on or after May 8, 2023.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Zoning Ordinance Article VIII, Section 8.050 Impact Fees be amended as follows:

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

8.050 Impact Fees (Entire Section Added by Ordinance No. 95-22, January 1, 1996)

A. Purpose

This section and Sections 8.051 through 8.054, may be referred to as the City of White House "Impact Fee Ordinance." This Impact Fee Ordinance is intended to ensure timely construction of off-site public capital improvements for major road, park and recreation, police protection and fire protection facilities that are necessary to serve new development by ensuring that necessary financing is available for such improvements. The impact fees to be paid by each new development pursuant to this Impact Fee Ordinance are to be proportional to the impact that the new development will have on the types of facilities for which the fees are charged.

B. Applicability

No building permit, certificate of occupancy, electrical permit or other permit shall be issued for the construction, reconstruction, enlargement, relocation or change of use of any building until the requirements of this Impact Fee Ordinance are met. The movement of a structure, including a mobile home, onto a lot shall be considered development and shall be subject to the impact fee provisions. A stop work order shall be issued on any such development for which the applicable impact fee has not been paid in full.

C. Exemptions

The impact fees shall not apply to the following actions:

1. Certificates of occupancy or other permits issued for a development for which a building permit was issued prior to the effective date of this ordinance.
2. Any development activity that does not involve the construction, reconstruction, enlargement, relocation or change of use of a building;
3. The movement of a mobile home onto a mobile home site in a mobile home park that was in existence on the effective date of the impact fee ordinance;
4. Placing on a lot in the City a temporary construction trailer or office, but only for the life of the building permit issued for the construction served by the trailer or office; and
5. Any minor development activity that, in the opinion of the Impact Fee Administrator, will not result in a net increase of more than one (1) One-Way Average Daily Trip, as defined in Section 8.051, B, Administrative Determination of Major Road Impact Fees.
6. Any development involving a governmental institution financed totally by funds from either federal, state or local taxes. **(Added by Ordinance No. 00-23, September 14, 2000)**

D. Impact Fee Service Area

1. There shall be one impact fee service area, which shall encompass the entire incorporated jurisdiction of the City, as such jurisdiction may be amended from time to time.
2. The appropriateness of the designation and boundaries of the service area shall be reviewed by the City as part of the impact fee revision process set forth in Section 8.050, P, Updates and Revisions of the Impact Fees. Following such review and a public hearing, the service area may be amended.
3. Impact fees collected within the service area shall be spent within the service area.

E. Calculation of Impact Fees Based on Fee Schedule

Unless an applicant requests an administrative determination or individual assessment as set forth in the following subsections, the impact fees shall be calculated for the proposed development based on the permit allowing the use, according to the applicable fee schedule. Impact fees shall be calculated and assessed at one hundred (100%) of the impact fee set forth in the police, fire, and parks impact fee schedule.

1. The following impact fee schedules are hereby adopted:
 - a. Major road impact fees: Section 8.051, A;
 - b. Parks and recreation impact fees: Section 8.052, A;
 - c. Police protection impact fees: Section 8.053, A; and
 - d. Fire protection impact fees: Section 8.054, A.
2. The land use categories and units of development specified in the fee schedules shall be interpreted as follows:
 - a. "Single-family" means "dwelling, one-family detached" as defined in Section 2.020, Definitions. The term may include modular/manufactured dwellings that otherwise meet the definition, but excludes mobile homes.
 - b. "Duplex" means "dwelling, two-family detached" as defined in Section 2.020, Definitions.
 - c. "Multi-family" includes apartment, townhouse, condominium, triplex, quadplex and attached dwellings, as these terms are defined in Section 2.020, Definitions.
 - d. "Mobile home" shall be as defined in Section 2.020, Definitions.
 - e. "Commercial" development includes, but is not limited to, the following land use categories: hotel/motel, bank, convenience market, discount store, golf course, racquet club, fast food restaurant, quality restaurant, service station, shopping center and supermarket/food store.
 - f. "Office/institutional" development includes, but is not limited to, the following land use categories: general and medical office, church, community college, day care center, elementary school, high school, hospital, library and park.
 - g. "Industrial" development includes, but is not limited to, the following land use categories: light industry, mini-warehouse and warehousing.
 - h. Building square footage shall be measured in terms of "floor area," as defined in Section 2.020, Definitions.
3. For categories of uses not specified in the applicable impact fee schedule, the Impact Fee Administrator shall apply the category of use set forth in the applicable fee schedule that is deemed to be most similar to the proposed use.
4. If the permit for the proposed development indicates a mix of uses in the development, the impact fees shall be calculated separately for each use according to the fee schedule, and the results aggregated.
5. For a change of use or an addition to or remodeling or replacement of existing structures, the impact fee to be paid shall be the difference, if any, between
 - a. the fee, if any, that would be payable for existing development on the site or, in the case of demolition or removal of a structure, the previous development on the site, provided that the demolition or removal has occurred within one (1) year of the date of submittal of the application for which impact fees are assessed; and

- b. the fee, if any, that would be payable for the total development on the site after the new development.

F. Administrative Determination of Impact Fees

If any person submitting an application for which payment of an impact fee is a prerequisite to approval believes that the impacts of the proposed development will be less than would be indicated by using a strict interpretation of the fee schedule, such person may request that the Impact Fee Administrator determine the amount of the fee, taking into consideration the special factors indicated by the applicant. The Impact Fee Administrator shall make the fee determination based on a review of the information provided and the guidelines for calculating the fee set forth in Section 8.050, E. Requests for administrative determinations of major road impact fees shall be subject to the additional criteria set forth in Section 8.051, B, Administrative Determination of Major Road Impact Fees.

G. Individual Assessment of Impact Fees

If any person submitting an application for which payment of an impact fee is a prerequisite to approval believes that the impacts of the proposed development will be substantially less than would be indicated by using a strict interpretation of the fee schedule or an administrative determination of the fee, such person may request that the City perform an individual assessment of the impact of the proposed development.

1. The individual assessment shall be subject to the following special standards and procedures:
 - a. Major road impact fees: Section 8.051, C;
 - b. Parks and recreation impact fees: Section 8.052, B;
 - c. Police protection impact fees: Section 8.053, B;
 - d. Fire protection impact fees: Section 8.054, B.
2. The Impact Fee Administrator shall make the fee determination based on review of the individual assessment, the guidelines for calculating the fee set forth in Section 8.050, E, and any special standards and procedures established pursuant to Section 8.050, G., 1, above.
3. The City shall accept the calculations of the individual assessment if the Planning Commission finds at a public meeting that:
 - a. The proposed development is in fact so unique that the strict application of the fee schedule or administrative determination would result in inaccurate impact projections; and
 - b. The individual assessment results in a fee which differs by at least five (5) percent from the fees calculated under the fee schedule or administrative determination.
4. If the City accepts the computations of the individual assessment under this section, the applicable fee shall be determined from the individual assessment, regardless of whether it is higher or lower than the fee calculated under the fee schedule or administrative determination.

H. Assessment and Collection of Impact Fees

1. Impact fees shall be calculated and collected in conjunction with the application for the first building or grading permit, electrical permit, certificate of occupancy, or other permit for such

development, whichever occurs first in time.

2. Upon written request of an applicant, the Impact Fee Administrator shall provide an estimate of the current fee based on the data provided by the applicant. However, the Impact Fee Administrator shall not be responsible for determining at such preliminary date the accuracy of the information provided.

I. Fund Accounting for Impact Fees

1. The City shall establish a separate accounting fund in which the impact fees collected for a particular type of facility within the service area shall be credited. Such fees shall be invested by the City and the yield on such fees, at the actual rate of return to the City, shall be credited to such accounting fund periodically in accordance with the accounting policies of the City. Such funds need not be segregated from other City monies for banking purposes.
2. Any yield on such accounting fund into which the fees are deposited shall accrue to that fund and shall be used for the purposes specified for such fund.
3. The City shall maintain and keep financial records for such accounting fund showing the revenues to such fund and the disbursements from such fund, in accordance with normal City accounting practices. The records of such fund shall be open to public inspection in the same manner as other financial records of the City.

J. Expenditure of Impact Fees

Impact fees may only be spent on qualifying improvements, as follows:

1. Major road impact fees shall only be spent in accordance with Section 8.051, D;
2. Parks and recreation impact fees shall only be spent in accordance with Section 8.052, C;
3. Police protection impact fees shall only be spent in accordance with Section 8.053, C;
4. Fire protection impact fees shall only be spent in accordance with Section 8.054, C;

K. Refunds of Impact Fees

1. ~~Any impact fee or portion thereof collected pursuant to this Impact Fee Ordinance, which has not been spent for a use permitted by Section 8.050, J, within six (6) years from the last day of the fiscal year in which it was received by the City, shall be refunded to the current record owner of the property upon written request. Impact fees shall be deemed to be spent in the order in which they are received by the City. The refund shall include accrued interest at the rate of return on investments earned by the City on such amount. In disbursing such funds the City may rely on the written certification of the current record owner of the property as to his entitlement to the refund; in the absence of a written assertion by another party that such proposed payee is not the proper payee. If in doubt, the City may deposit such funds in an appropriate court for disposition as the court may determine. In such event, the City may deduct from the funds deposited an amount equal to the reasonable cost of causing the funds to be deposited with the court, including reasonable attorney's fees.~~
12. If development for which an impact fee has been paid has not begun, the impact fee and any accrued interest thereon shall be returned to the applicant provided that the applicant applies for

the refund in writing within sixty (60) days after the expiration of the building permit or other approval (or any extension thereof) on which it was assessed.

- ~~23.~~ The City shall charge an administrative fee for verifying and computing the refund of ~~fifty dollars (\$50.00)~~ one hundred and fifty dollars (\$150) for each year or portion thereof that the fee has been deposited with the City.

L. Offsets to Impact Fees

Offsets, which are reductions from the impact fee that would otherwise be due from a development, shall be subject to the following provisions.

1. The City Board of Mayor and Aldermen shall grant an offset only for qualifying improvements, as defined in Section 8.050, J, that are required to be made by a developer as a condition of development approval after the effective date of the impact fee ordinance against which such offset is claimed.
2. Offsets shall be allowable and payable only to offset impact fees otherwise due for the same category of improvements and shall not result in reimbursement from, nor constitute a liability of, the City.
3. Offsets shall be given only for the value of any construction of improvements or contribution or dedication of land or money by a developer or his predecessor in title or interest for qualifying improvements of the same category for which an impact fee was imposed.
4. The person applying for an offset shall be responsible for providing appraisals of land and improvements, construction cost figures, and documentation of all contributions and dedications necessary to the computation of the offset claimed. The ~~Impact Fee Administrator~~ Board of Mayor and Aldermen shall have no obligation to grant offsets to any person who cannot provide such documentation in such form as the Impact Fee Administrator may reasonably require.
5. Offsets provided for qualifying improvements meeting the requirements of this section shall be valid from the date of acceptance of the improvement by the City until ten (10) years after the date of acceptance.
6. The right to claim offsets shall run with the land and may be claimed only by owners of property within the development for which the qualifying improvement was required.
7. Any claim for offsets must be made no later than the time of submittal of a development application that is subject to impact fees. Any claim not so made shall be deemed waived.

M. Developer Agreements for Impact Fees

1. Where a development includes or requires a qualifying improvement, as defined in Section 8.050, J, the City and the developer may agree in writing to have the developer participate in the financing or construction of part or all of the qualifying improvements. Such agreement may provide for cash reimbursements, offsets, or other appropriate compensation to the developer for the developer's participation in the financing and/or construction of the improvements.
2. The agreement shall include:
 - a. the estimated cost of the qualifying improvements, using the lowest responsive bid by a qualified bidder, which bid is approved by the Impact Fee Administrator; or, if no bid is

available, the estimated cost certified by a registered Tennessee engineer and approved by the Impact Fee Administrator;

- b. a schedule for initiation and completion of the improvement;
- c. a requirement that the improvement be designed and completed in compliance with any applicable City ordinances; and,
- d. such other terms and conditions as deemed necessary by the City.

N. Relief Procedures and Hearings

The developer who owes or has paid an impact fee may appeal the assessment or payment of the fee to the Board of Zoning Appeals in accordance with Section 9.030, Appeals.

O. Impact Fees as Supplemental Regulation

- 1. Except as herein otherwise provided, impact fees are in addition to any other requirements, taxes, fees, or assessments imposed by the City on development or the issuance of building permits or certificates of occupancy which are imposed on and due against property within the jurisdiction of the City. Such fees are intended to be consistent with the City's Comprehensive Plan, Capital Improvements Program and other City policies, ordinances and resolutions by which the City seeks to ensure the provision of capital facilities in conjunction with development.
- 2. In addition to the use of impact fees, the City may finance qualifying capital improvements through the issuance of bonds, the formation of assessment districts or any other authorized mechanism, in such manner and subject to such limitations as may be provided by law.

P. Updates and Revisions of the Impact Fees

Not less often than every five (5) years, following a public hearing, the Planning Commission shall review and, if warranted, recommend changes in the schedules of impact fees. Factors to be considered may include, without limitation, past and projected growth in residential and nonresidential development, qualifying improvements actually constructed, changing levels of service, revised cost estimates for qualifying improvements, changes in the availability of other funding sources, changes in demand generation characteristics, sources of non-City funds and such other factors as may be relevant.

8.051 Major Road Impact Fees

A. Major Road Impact Fee Schedule

At the option of the applicant, the major road impact fee may be calculated based on the attached fee schedule (Table 8.051). If the land use category in the fee schedule that best represents the proposed use is not clear, the Impact Fee Administrator shall determine the category, based on the most similar use in terms of trip generation characteristics.

TABLE 8.051

MAJOR ROAD IMPACT FEE SCHEDULE

Land Use	Unit	1-Way ADT	Primary Trips	Average Trip Length	Daily VMT	Net Cost/ VMT	Impact Fee/ Unit
Single Family	Dwelling	4.78	100%	1.00	4.78	\$80 240	\$381 1,147
Duplex	Dwelling	3.24	100%	1.00	3.24	\$80 240	\$258 778
Multi-Family	Dwelling	3.24	100%	1.00	3.24	\$80 240	\$258 778
Mobile home	Dwelling	2.41	100%	1.00	2.41	\$80 240	\$192 578
Hotel/Motel	Room	5.10	100%	1.00	5.10	\$80 240	\$407 1,224
Bank	1000 sf	132.60	15%	1.00	19.89	\$80 240	\$1,586 4,774
Church	1000 sf	4.66	100%	1.00	4.66	\$80 240	\$371 1,118
Community College	1000 sf	6.44	100%	1.00	6.44	\$80 240	\$513 1,546
Convenience Market	1000 sf	369.00	15%	1.00	55.35	\$80 240	\$4,412 13,284
Day Care Center	1000 sf	39.63	15%	1.00	5.94	\$80 240	\$474 1,426
Discount Store	1000 sf	35.07	75%	1.00	26.30	\$80 240	\$2,096 6,312
Elementary School	1000 sf	5.36	100%	1.00	5.36	\$80 240	\$427 1,286
Golf Course	Hole	18.80	100%	1.00	18.80	\$80 240	\$1,499 4,512
High School	1000 sf	5.45	100%	1.00	5.45	\$80 240	\$434 1,308
Hospital	1000 sf	8.39	100%	1.00	8.39	\$80 240	\$669 2,014
Library	1000 sf	22.75	100%	1.00	22.75	\$80 240	\$1,813 5,460
Light Industry	1000 sf	3.49	100%	1.00	3.49	\$80 240	\$278 838
Medical Clinic/Office	1000 sf	17.09	100%	1.00	17.09	\$80 240	\$1,362 4,102
Mini-Warehouse	1000 sf	1.31	100%	1.00	1.31	\$80 240	\$104 314
Office (25,000 sf+)	1000 sf	8.31	100%	1.00	8.31	\$80 240	\$662 1,994
Office (<25,000 sf)	1000 sf	11.65	100%	1.00	11.65	\$80 240	\$929 2,796
Park	Acre	1.12	100%	1.00	1.12	\$80 240	\$89 269
Racquet Club	1000 sf	8.57	100%	1.00	8.57	\$80 240	\$683 2,057
Restaurant, Fast Food	1000 sf	316.06	27%	1.00	85.34	\$80 240	\$6,803 20,482
Restaurant, Quality	1000 sf	48.23	100%	1.00	48.23	\$80 240	\$3,845 11,575
Service Station	Hose	48.29	15%	1.00	7.24	\$80 240	\$577 1,738
Shopping Center	1000 sf	35.34	55%	1.00	19.44	\$80 240	\$1,550 4,666
Supermarket/Food Store	1000 sf	43.91	40%	1.00	17.56	\$80 240	\$1,400 4,214
Warehousing	1000 sf	2.44	100%	1.00	2.44	\$80 240	\$195 586

FEE = One-Way Average Daily Trips (ADT) x Primary Trip Factor x Average Trip Length x Average Cost per Daily Travel Mile.

Where: "One-way average daily trips" means one-half the average daily trip ends on a weekday.

"Primary trip factor" means the percentage of average daily trips to or from the development that are primary trips, as opposed to pass-by or diverted-link trips.

"Average trip length" means the average distance per trip traveled on major roads in the City. The average trip length is estimated to be one mile based on analysis of the geographic layout of the major road network.

"Average cost per daily travel mile" means the average cost to construct a lane-mile of roadway to City standards divided by the capacity of the road. This cost shall be ~~eighty dollars (\$80)~~ **two hundred and forty dollars (\$240)** per daily mile until re-calculated by the City and this ordinance is updated to reflect such re-calculation.

B. Administrative Determination of Major Road Impact Fees

In the event that the applicant feels that the land use categories, trip generation rates or primary trip factors in the fee schedule do not accurately reflect the proposed development, the applicant may request that the Impact Fee Administrator determine the fee based on the land use categories, trip generation rates or equations and/or primary trip data contained in the most current edition of the Institute of Transportation Engineers Trip Generation Manual (ITE Manual). The Impact Fee Administrator shall make the determination of the appropriate land use category, trip generation rate or equation and primary trip factor based on the appropriateness and quality of the data, the guidelines for determining whether to use trip generation rates or equations set forth in the ITE Manual, and other relevant considerations. Once the appropriate land use and travel demand factors have been determined, the Impact Fee Administrator shall calculate the fee using the following formula.

C. Individual Assessments of Major Road Impact Fees

Individual assessments of major road impact fees shall be allowed as follows:

1. The traffic engineer or engineering firm to perform each individual assessment shall be selected by the applicant from a list of qualified traffic engineers or engineering firms maintained by the City. The list of engineers shall be created through the solicitation by the City of professional traffic engineers qualified to perform this service. The list shall contain the names of at least three traffic engineers or traffic engineering firms, along with statements of qualifications on each. The list shall be updated annually by the Planning Commission.
2. The applicant shall pay to the City in escrow a sufficient fee to pay the cost of obtaining such assessment from a professional engineer hired by the City. The City shall then obtain the services of a professional engineer to perform the study, paying the engineer from the escrow and remitting the balance to the person requesting the assessment.
3. The traffic study shall be signed by the traffic engineer submitting the assessment and shall include, without limitation, the following elements:
 - a. A projection of the number of vehicular trips entering and departing from the project during an average weekday.
 - b. If the site is already developed, and some or all of the existing development will be replaced by the completed project, a calculation of the number of vehicular trips for that portion of the existing development which will be replaced by the completed project.
 - c. The percentage of those trips identified in a. and b. above which are "new trips" (as opposed to "pass-by trips" or "diverted-link trips" for which the project is not the primary destination).
 - d. The assumptions and conclusions from which any projections are made. If the assumptions or conclusions are derived from the current edition of the ITE Manual or other standard reference materials, the materials shall be identified and appropriate excerpts or specific references provided. Otherwise, the reasoning underlying the assumptions and conclusions shall be clearly stated in writing.

- e. Such other information as the Impact Fee Administrator shall reasonably request.
- 4. The Impact Fee Administrator shall determine the fee based on the review of the independent assessment and the guidelines and formula described in the preceding Section 8.051, B, Administrative Determination of Major Road Impact Fees.

D. Use of Major Road Impact Fees

- 1. The revenues from major road impact fees collected within the service area and accrued interest on such revenues shall be used to finance project costs of qualifying major road improvements, provided that the improvements are to City-maintained arterials and collectors or state-maintained highways within the City limits, excluding I-65.
- 2. Qualifying major road improvements include project engineering costs; the acquisition cost of rights-of-way and easements; the construction cost of improvements, including, but not limited to, public street travel lanes, public pedestrian and bicycle pathways, turning lanes from public streets onto public streets, lighting, signalization, signage and landscaping improvements that are required for the road improvement to function effectively; and the principal, interest and other financing costs of bonds, notes or other obligations issued by or on behalf of the City to finance qualified improvements. Such revenues may also fund the cost of consultants used in preparing or updating the major road portion of the impact fee study or ordinance.
- 3. Monies collected as major road impact fees shall not be used to pay for any of the following:
 - a. construction, acquisition or expansion of public facilities other than qualifying major road improvements;
 - b. repair, reconstruction or maintenance of existing streets; or
 - c. streets and related improvements that are within and intended to serve only a specific development such as a new residential subdivision.

8.052 Parks and Recreation Impact Fees

A. Parks and Recreation Impact Fee Schedule

Parks and recreation impact fees shall apply only to residential development. At the option of the applicant, the parks and recreation impact fee may be calculated based on the attached fee schedule (Table 8.052). If the land use category in the fee schedule that best represents the proposed use is not clear, the Impact Fee Administrator shall determine the category, based on the most similar use in terms of persons per unit characteristics.

Table 8.052

PARKS AND RECREATION IMPACT FEE SCHEDULE

Land Use	Unit	Persons per Unit	Net Local Cost/Person	Impact Fee/Unit
Single-Family	Dwelling	2.81	\$141 423	\$396 1,189
Duplex	Dwelling	2.07	\$141 423	\$292 876
Multi-Family	Dwelling	1.74	\$141 423	\$245 736
Mobile Home	Dwelling	2.50	\$141 423	\$353 1,058

B. Individual Assessments of Parks and Recreation Impact Fees

Individual assessments of parks and recreation impact fees shall be allowed as follows:

1. The individual assessment shall be prepared by a qualified professional in the field of planning, engineering, or other appropriate discipline.
2. The assessment shall include an analysis of housing, demographic, or other data to support a calculation of the persons per unit that is appropriate to the proposed development.
3. The analysis shall follow the general methodology used to calculate persons per unit by housing type in the impact fee study, and shall include, without limitation, the following elements:
 - a. A projection of the number of the number of dwelling units by type or other characteristic, such as size, to be constructed in the project.
 - b. The average size of households expected to occupy dwelling units within the development.
 - c. The average long-term vacancy rate that is appropriate to the type of development project.
 - d. The proportionate share of persons residing in the City outside of households that should be attributed to the development.
 - e. The data and assumptions on which the calculations are based. The data source and the reasoning underlying the assumptions and conclusions shall be clearly stated in writing.
 - f. Such other information as the Impact Fee Administrator shall reasonably request.
4. The Impact Fee Administrator shall review the independent assessment and determine the persons per unit factors that are appropriate for the proposed development. Once the persons per unit factors have been determined, the Impact Fee Administrator shall calculate the fee using the following formula.

FEE = Persons per Unit x Net Local Cost per Person.

Where: "Persons per unit" means average number of persons per unit attributable to a particular housing type.

"Net local cost per person" means the net cost per person to the City of providing the current array of existing park and recreation capital facilities to the current City population. This cost shall be ~~one hundred forty one dollars (\$141.00)~~ **four hundred and twenty three dollars (\$423)** per person until re-calculated by the City and this ordinance is updated to reflect such re-calculation.

C. Use of Parks and Recreation Impact Fees

1. The revenues from parks and recreation impact fees collected within the service area and accrued interest on such revenues shall be used to finance project costs of qualifying parks and recreation improvements, provided that the improvements are used to acquire additional land for parks and recreation activities, to develop such land for active or passive use, to acquire or construct parks and recreation buildings, structures, or equipment with a useful life of at least three years, or for similar purposes that expand the capacity of the City's parks and recreation capital facilities.
2. Qualifying parks and recreation improvements include project engineering, construction and acquisition costs of improvements, including, but not limited to, active parks, nature preserves, library buildings and equipment, including circulation materials, gymnasiums, auditoriums, public meeting rooms, senior adult centers and associated support equipment and facilities. Qualifying parks and recreation improvements also include the principal, interest and other financing costs of bonds, notes or other obligations issued by or on behalf of the City to finance qualified improvements. Such revenues may also fund the cost of consultants used in preparing or updating the parks and recreation portion of the impact fee study or ordinance.
3. Monies collected as parks and recreation impact fees shall not be used to pay for any of the following:
 - a. construction, acquisition or expansion of public facilities other than qualifying parks and recreation improvements;
 - b. repair, operation or maintenance costs;
 - c. the replacement of existing facilities, vehicles or equipment that does not result in a net increase in the stock of such facilities, vehicles or equipment; or
 - d. private parks and recreation facilities that are not open to the public and owned and operated by the City.

8.053 Police Protection Impact Fees

A. Police Protection Impact Fee Schedule

At the option of the applicant, the police protection impact fee may be calculated based on the attached fee schedule (Table 8.053). If the land use category in the fee schedule that best represents the proposed use is not clear, the Impact Fee Administrator shall determine the category, based on the most similar use in terms of functional population characteristics.

Table 8.053

POLICE PROTECTION IMPACT FEE SCHEDULE

Land Use	Unit	Functional Population per Unit	Net Local Cost/Person	Maximum Fee/Unit
Single-Family	Dwelling	1.41	\$200 <u>600</u>	\$282 <u>846</u>
Duplex	Dwelling	1.04	\$200 <u>600</u>	\$208 <u>624</u>
Multi-Family	Dwelling	0.87	\$200 <u>600</u>	\$174 <u>522</u>
Mobile Home	Dwelling	1.25	\$200 <u>600</u>	\$250 <u>750</u>
Commercial	1,000 sq. ft.	4.03	\$200 <u>600</u>	\$806 <u>2,418</u>
Office/Institutional	1,000 sq. ft.	1.87	\$200 <u>600</u>	\$374 <u>1,122</u>
Industrial	1,000 sq. ft.	0.90	\$200 <u>600</u>	\$180 <u>540</u>

B. Individual Assessments of Police Protection Impact Fees

Individual assessments of police protection impact fees shall be allowed as follows:

1. The individual assessment shall be prepared by a qualified professional in the field of planning, engineering or other appropriate discipline.
2. The assessment shall include an analysis of housing, demographic, employment, trip rate or other data to support a calculation of the functional population per unit factors that are appropriate to the proposed development.
3. The analysis shall follow the general methodology used to calculate functional population by land use type in the impact fee study, and shall include, without limitation, the following elements:
 - a. All of the factors used to calculate persons per unit by housing type, as described in Section 8.052, B, Individual Assessments of Parks and Recreation Impact Fees.
 - b. The appropriate residential occupancy factor to be used.
 - c. The appropriate trip rates, employee/square footage ratios, vehicle occupancy, duration of visitor stays and other factors described in the impact fee study.
 - d. The data and assumptions on which the calculations are based. The data source and the reasoning underlying the assumptions and conclusions shall be clearly stated in writing.
 - e. Such other information as the Impact Fee Administrator shall reasonably request.
4. The Impact Fee Administrator shall review the independent assessment and determine the functional population factors that are appropriate for the proposed development. Once the functional population factors have been determined, the Impact Fee Administrator shall calculate the fee using the following formula.

$$\text{FEE} = \text{Functional Population per Unit} \times \text{Net Cost per Person.}$$

Where:

"Functional population per Unit" means the average number of full-time equivalent persons per unit of development present at the site of a land use during a typical week, based on a 16-hour day.

"Net cost per person" means the net cost per person to the City of providing the current array of police protection capital facilities to the current City population. This cost shall be ~~two hundred dollars (\$200.00)~~ six hundred dollars (\$600) per person until re-calculated by the City and this ordinance is updated to reflect such re-calculation.

C. Use of Police Protection Impact Fees

1. The revenues from police protection impact fees collected within the service area and accrued interest on such revenues shall be used to finance project costs of qualifying police protection improvements, provided that the improvements are used to acquire or develop additional land for police protection facilities, to acquire or construct police protection buildings, structures, or equipment with a useful life of at least three years, or for similar purposes that expand the capacity of the City's police protection capital facilities.
2. Qualifying police protection improvements include project engineering, construction and acquisition costs of improvements, including, but not limited to, land for police station facilities; office space, firing ranges, and other facilities for the use of Police Department personnel; patrol and support vehicles; ambulances; animal control vehicles and equipment; and communication and police station equipment. Qualifying police protection improvements also include the principal, interest and other financing costs of bonds, notes or other obligations issued by or on behalf of the City to finance qualified improvements. Such revenues may also fund the cost of consultants used in preparing or updating the police protection portion of the impact fee study or ordinance.
3. Monies collected as police protection impact fees shall not be used to pay for any of the following:
 - a. construction, acquisition or expansion of public facilities other than qualifying police protection improvements;
 - b. repair, operation or maintenance costs; or
 - c. the replacement of existing facilities, vehicles or equipment that does not result in a net increase in the stock of such facilities, vehicles or equipment.

8.054 Fire Protection Impact Fees

A. Fire Protection Impact Fee Schedule

At the option of the applicant, the fire protection impact fee may be calculated based on the attached fee schedule (Table 8.054). If the land use category in the fee schedule that best represents the proposed use is not clear, the Impact Fee Administrator shall determine the category, based on the most similar use in terms of functional population characteristics.

Table 8.054

FIRE PROTECTION IMPACT FEE SCHEDULE

Land Use	Unit	Functional Population per Unit	Net Local Cost/Person	Maximum Fee/Unit
Single-Family	Dwelling	1.41	\$132 396	\$186 558
Duplex	Dwelling	1.04	\$132 396	\$137 412
Multi-Family	Dwelling	0.87	\$132 396	\$115 345
Mobile Home	Dwelling	1.25	\$132 396	\$165 495
Commercial	1,000 sq. ft.	4.03	\$132 396	\$532 1,596
Office/Institutional	1,000 sq. ft.	1.87	\$132 396	\$247 741
Industrial	1,000 sq. ft.	0.90	\$132 396	\$119 356

B. Individual Assessments of Fire Protection Impact Fees

Individual assessments of fire protection impact fees shall be subject to the same requirements set forth in Section 8.053, B, for individual assessments of police protection impact fees, provided that the net cost per person shall be ~~one hundred thirty-two dollars (\$132)~~ **three hundred and ninety six dollars (396)** per person until re-calculated by the City and this ordinance is updated to reflect such re-calculation.

C. Use of Fire Protection Impact Fees

1. The revenues from fire protection impact fees collected within the service area and accrued interest on such revenues shall be used to finance project costs of qualifying fire protection improvements, provided that the improvements are used to acquire or develop additional land for fire protection facilities, to acquire or construct fire stations, structures, or equipment with a useful life of at least three (3) years, or for similar purposes that expand the capacity of the City's fire protection capital facilities.
2. Qualifying fire protection improvements include project engineering, construction and acquisition costs of improvements, including, but not limited to, land for fire protection facilities; fire stations; fire-fighting apparatus and support vehicles; office space, sleeping quarters, training facilities and other facilities and equipment for the use of paid or volunteer fire protection personnel; and communication and fire station equipment. Qualifying fire protection improvements also include the principal, interest and other financing costs of bonds, notes or other obligations issued by or on behalf of the City to finance qualified improvements. Such revenues may also fund the cost of consultants used in preparing or updating the fire protection portion of the impact fee study or ordinance.
3. Monies collected as fire protection impact fees shall not be used to pay for any of the following:
 - a. construction, acquisition or expansion of public facilities other than qualifying fire protection improvements;
 - b. repair, operation or maintenance costs; or
 - c. the replacement of existing facilities, vehicles or equipment that does not result in a net increase in the stock of such facilities, vehicles or equipment.

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 27, 2023 PASSED

Second Reading: April 20, 2023

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

February 28, 2023

MEMORANDUM

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 PASSED

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
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.						
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
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.						

April 6, 2023

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Jason Barnes, Finance Director
Re: Sewer rates, fees, and charges ordinance change

The following recommended ordinance changes would allow the City to streamline the new utility customer application process and make some delinquent cutoffs easier to calculate the balance due to be reconnected as well as limit some of the uncollectible utility accounts receivable exposure. Currently we are receiving 39% of our new utility customer applications electronically. However, the way our current process works, the application fees and deposits must be paid in office before we can open the new account. So, the new customer still must come to the office or mail the new customer initial payment. Also, we currently bill approximately 2 months behind the actual consumption period (which is 1 month behind the WHUD water bill). These recommended changes will allow new customers to pay the application fees and deposits on their first bill (which will be received approximately 1 month after the new utility customer application process and 1 month before the first consumption bill.) We are also recommending to remove the "30 day" wording from the \$500 past due balance cutoff criteria so that our staff that communicates with customers can view the correct balances in the software faster when corresponding with customers. This change would also help the City prevent customers from accumulating excessive delinquent balances. Customers would still have up to 6 weeks to make payments to get their balance below \$500 before being disconnected. The Finance Director recommends the following ordinance change to municipal code 18-301:

(4)Delinquent payments. Utility usage charges, application fees, and deposits shall be paid by the due date. The city may discontinue utility service to any utility user who fails or refuses to pay the utility charges, application fees, and deposits. The city may discontinue utility services for (i) ~~wastewater user~~ accounts with no payment activity for ninety (90) days and a past due balance or (ii) ~~utility user~~ accounts with total combined utility charges (wastewater, stormwater, sanitation) in excess of five hundred dollars (\$500.00) if such combined utility charges are ~~thirty (30) days~~ past due or (iii) accounts with past due application fees or deposits. The City of White House shall be entitled to recover costs incurred in collecting delinquent ~~wastewater usage~~ utility charges. Utility service can only be re-established through the application process for such utility service and payment of related charges, fees, and deposits.

If you have any questions please contact me.

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

ORDINANCE 23-07

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

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding the sewer rates, fees, and charges;

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

TITLE 18: MUNICIPAL PERSONNEL
CHAPTER 3: SEWER RATES, FEES AND CHARGES
SECTION: 18-301

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

18-301. Rates. (4) **Delinquent payments.** Utility usage charges, **application fees, and deposits** shall be paid by the due date. The city may discontinue utility service to any utility user who fails or refuses to pay the utility **charges, application fees, and deposits**. The city may discontinue utility services for (i) ~~wastewater-user~~ accounts with no payment activity for ninety (90) days and a past due balance or (ii) ~~utility-user~~ accounts with total combined utility charges (wastewater, stormwater, sanitation) in excess of five hundred dollars (\$500.00) if such combined utility charges are ~~thirty (30) days past due~~ **or (iii) accounts with past due application fees or deposits**. The City of White House shall be entitled to recover costs incurred in collecting delinquent ~~wastewater-usage~~ **utility** charges. Utility service can only be re-established through the application process for such utility service **and payment of related charges, fees, and deposits**.

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: April 20, 2023

Second Reading: May 18, 2023

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

PURCHASING....



City of White House Public Works

Memo

To: Public Services Department
From: Andy Cieslak, DPW
Date: April 20th, 2023
Re: Request to Authorize – Enter to an Agreement with GFL for Sanitation Contractual Services

On this date, April 20th, 2023, I am requesting that the Board of Mayor Aldermen approve the proposed contract agreement with GFL Environmental. The first year of service will cost \$888,811.20.

This will be a five-year term, not to exceed an annual 2.5% increase renewal with 90 days' notice in writing from GFL. The contract can be extended for an additional five-year term not to exceed 10 years total.

I've attached the GFL Environmental bid price and contract for your review and consideration.

Should you have any questions regarding this request, please feel free to call me at 615-672-3654 ext. 5102.

Andy Cieslak
Director of Public Services



CITY OF WHITE HOUSE

Bid No. 23-1097SA

Trash Collection Contract

Bid Opening: March 21st, 2023 @ 2:00 pm

DESCRIPTION				
Company Name	Stinky Pinky	Waste Management	GFL	WastePro of TN
Address	620 Frosty Morn Dr., Clarksville, TN 37040	255 Meridian Blvd., Ste 200 Franklin, TN 37067	7320 Centennial Blvd., Nashville, TN 37209	91 Polk Ave., Nashville, TN 37210
Back Door Svc per unit	\$12.50	\$12.49	\$9.74	\$17.67
Curbside per unit	\$12.50	\$12.49	\$9.74	\$17.67
Additional Cart	\$10.00	\$6.25	\$0.00	\$12.00
30 yd Rolloff container/2	575.00 per haul per container	\$362.00 per haul	\$379.00 per haul	\$395 per haul/\$70 per ton fees
Recycle Collection	\$6.50	\$5.25	\$4.04	\$6.59



CITY OF WHITE HOUSE

Bid No. 23-1097SA

Trash Collection Contract

Evaluation Scores

Committee Meeting: March 28th, 2023 @ 10:00 am

	Stinky Pinky	GFL Environment	Waste Management	Waste Pro
Ability and relevant expertise of the firm's personnel to be used in performing the service.	16	23	28	27
Past experience in the required field of similar tasks (i.e., Public Outreach, Refuse/Recycle Services, Dumpster Service, & Incident Mitigation)	15	22	26	25
Qualification and Availability of Staff	13	22	28	28
Proposal demonstrates the firm's ability to meet schedules and perform the work without compromising quality of life	13	20	28	29
Overall cost of Refuse/Recycle and Dumpster Services	21	30	22	14
Experience with similar sized accounts (including references)	12	27	28	29
Overall Project Submittal and Appearance	12	25	25	28
OVERALL				
Overall qualifications and likelihood to succeed in your opinion	12.5	24	28	24.5

TOTAL SCORE	114.5	193	213	204.5
	48%	80%	89%	85%

Refuse & Recycling Collection Contract

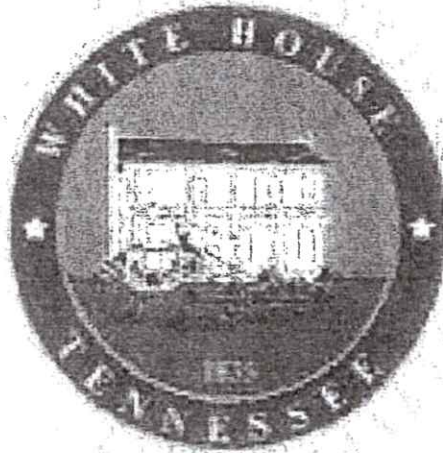
City of White House, TN

23-1097SA

Submittal: Tuesday, March 21, 2023, 2:00 PM CST

Attn: Carol Sturm, Purchasing Coordinator





**Proposal for
City of White House, TN
23-1097SA
March 21, 2023**

GFL Environmental is pleased to provide our proposal package for RFCSP 2301-0003. Please direct any questions about this proposal package to Brad Smith, Government Contracts Manager by phone at (615) 336-7954 or by email at bradfordsmith@gflenv.com

Submitted to:

City of White House
105 College Street
White House, TN 37188

Submitted by:

Waste Services of TN
DBA GFL Environmental
7320 Centennial Blvd.
Nashville, TN 37209
License: 105506; Exp. 5/15/2024

Lana Alderdice 3/17/2

Lana Alderdice
Regional Vice President

Letter of Transmittal

March 21, 2023

RE: Trash Collection Contract; Solicitation 23-1097SA,

On behalf of GFL Environmental, we are pleased to submit this package in response to the City's Refuse and Recycling RFP. The City of White House is not just another contract for us, The City of White House is a place where several our employees and their families call home. It is a place where their families attend school, support local businesses, and take part in community organizations. We have a vested interest in ensuring that the City of White House is beautiful and continues to have a long and lasting partnership with a great solid waste and recycling collection provider.

GFL is the **ONLY** major diversified environmental services company in North America offering services in solid waste management, liquid waste management, and infrastructure development.

Our services include:

- Collection, hauling, sorting, transfer, and disposal of non-hazardous solid waste (including recyclable materials and organics).
- Identification, collection, transport, processing, recycling, and disposal of a broad range of hazardous and non-hazardous liquid wastes (plus sale of recycled liquid wastes and other liquid products).
- Infrastructure services, including site excavation, demolition, shoring and foundations, civil projects, soil retention and remediation, and more.

Through GFL's strategically located network of facilities across The United States and Canada, we have capabilities that can be mobilized to service our customers wherever they are. Our dedicated, professional team of more than **18,000 employees** provides local service to more than **4 million households** under municipal contracts, and more than **135,000 industrial, commercial, and residential customers**.

In all our diverse service offerings, GFL is known for an unparalleled commitment to customer service, reliability, and efficiency plus an unwavering focus on safety and ensuring compliance with environmental and legislative requirements.

We believe that by providing accessible, cost-effective environmental solutions we will encourage greater environmental responsibility and allow our customers and the communities we serve to be **GREEN FOR LIFE**.

GFL Environmental's solid waste services in The United States and Canada include the collection, transportation, transfer, recycling, and disposal of solid waste for municipal, residential, commercial, industrial, and institutional customers. Our **extensive industry knowledge** and experience – combined with our teams of trained professionals and fleets of **modern equipment** – allow us to provide any solid waste collection or disposal service you may require. In addition to a full range of tailored collection and disposal services with 24/7 dispatch, we offer comprehensive waste audits and environmental consulting to make GFL your full-service environmental solutions partner.

Our solid waste facilities include hauling yards, transfer stations, material recovery facilities, organics processing facilities and landfills – all serviced by our dependable fleet of signature green GFL vehicles.

GFL's services reduce the impacts that customer waste materials can have on public health and the environment thanks to responsible management practices such as the recovery of reusable resources and the composting of organics.

Thank you for your consideration during this bid process and we look forward to developing a wonderful partnership not only with your city staff and council but with the residents of White House.

In accordance with the RFP specifications, this response is valid for sixty (60) days from the submission date.

During this RFP process, GFL Environmental will be represented by the following team members.

Brad Smith
Government Contracts Manager
7320 Centennial Blvd.
Nashville, TN 37209
615-336-7945
bradfordsmith@gflenv.com

Blaine Ellzey
General Manager
7320 Centennial Blvd.
Nashville, TN 37209
252-723-0723
blaine.ellzey@gflenv.com

Lana Alderdice
Regional Vice President
7320 Centennial Blvd.
Nashville, TN 37209
270-816-0061
lalderdice@gflenv.com

Firm's Qualification, Staffing Plan and Approach

GFL understands the requirements as well as the scope of services set forth in the RFP and will provide the personnel and equipment to meet the minimum requirements of the RFP. As you review our proposal package, you will see that we are not only meeting the minimum requirements of the RFP, but we have gone above and beyond those minimum requirements because we believe in truly partnering with the City and ensuring GFL is viewed as that partner and extension of the City. Throughout our proposal there are items we feel are important and will provide the City a value that goes beyond the minimum requirements of the RFP. Items such as additional collection services beyond those requested, dedicated management and services oversight, financial and volunteer contributions to City associated organizations and events, educational programs, and investing in local schools.

GFL Environmental, Inc., a publicly traded company, is the third largest and a leading North American provider of diversified environmental solutions. Recognized by our signature fleet of well-maintained, **bright green trucks**, we offer a robust, consolidated, and sophisticated approach to meeting our customer's environmental service requirements.

GFL is the **ONLY** major diversified environmental services company in North America offering services in solid waste management, liquid waste management, and infrastructure development.

OUR 2021 RESULTS

\$5.525 billion

Revenue

\$1.464 billion

Adjusted EBITDA

\$540 million

Adjusted Free Cash Flow



SEC filings and a complete 2022 Annual Report can be found at:
<https://investors.gflenv.com/english/financials/annual-report/default.aspx>

GFL Nashville has made several significant process and personnel improvements over the past year to better service its customer base. Below are several of the key enhancements:

- Hired a new, highly experienced operations manager.
- Reduced the Nashville service area to better service the market with current staff and assets.
- Hired a Nashville-based government contracts manager who is more accessible and available for in-person meetings.
- Hired a customer services supervisor to hire, train and manage the local customer service representatives so that they can assist customers in a more timely, efficient, and professional manner.
- Hired a driver trainer to on-board new drivers, review their skills and have them operate in a more timely, safe, and professional manner.
- Reassigned responsibilities so that our residential route supervisor can assess potential challenges or issues and respond in real-time to service all residential routes in a safer manner with fewer misses.

References

- City of Millersville:**
Scott Avery, City Manager
615-664-8914
citymanager@cityofmillersville.com
- City of Goodlettsville:**
Tim Ellis, City Manager
615-851-2200
tellis@goodlettsville.gov
- Metro Nashville Waste Services:**
Sharon Smith, Special Projects Manager
615-862-8715
Sharon.smith@nashville.gov
- State of Tennessee General Services:**
Cami Howard, Category Specialist
615-770-3829
camihoward@tn.gov

About GFL's Background and Experience

Founded in 2007, GFL Environmental is a leading North American provider of diversified environmental solutions. Recognized by our signature fleet of well-maintained, **bright green trucks**, we offer a robust, consolidated, and sophisticated approach to meeting our customer's environmental service requirements.



Customer Service Call Center

Unlike many other nationwide waste service providers, our Customer Service teams and facilities are **based locally**, within or near the communities we serve. Our customer service team is available during regular business hours to assist customer's needs via telephone or e-mail communication.

All calls received from customers are handled by local representatives in our local office. As a company, we **don't use centralized call centers**. This allows our Customer Service teams to be closer to our customers and provide that local relationship and knowledge.

All our Customer Service representatives are **fully trained and knowledgeable** on our systems and local service contracts. Our Customer Service leadership team continually provides on-going training and quality control measures. All our phone calls are recorded which allows our Customer Service teams to review these calls and provide coaching and feedback to the Customer Service representatives monthly.

The customer service center is staffed with sufficient representatives and has operating hours between 8:00 a.m. and 5:00 p.m., Monday through Friday, except holidays. Customers will also have access to submit inquiries online or through a customer service email box.



Tracking and Verifying Customer Issues

Our goal is to have **zero complaints**, yet perfection in anything is often challenging. We do not lay blame on our customers. Instead, our focus is on taking care of the issue or concern. Environmental services are one of those areas in which the best-case scenario is, the less one hears about the service, the better. Customers are most happy when they do not have to think about their waste and recycling collection. The most important thing is that their materials are collected consistently, safely, timely and with no interruptions.

Through our on-line, web-based system, all compliments, service requests, complaints, spills, or property damage are logged into our system as actionable work orders or note items and attached to the customer's account or tagged by address by our customer service representatives. This system allows a user to check the status of these requests in real time. It also allows generation of reports that may be customized to show trends, call patterns and other data. This tool can also be used to communicate other situations, such as street closures, blocked access, etc.

The actionable work orders (spills and litter resulting from collection, etc.) are monitored throughout the day by the dispatch, management team, and **dedicated supervisor** to ensure the work orders are completed on time as specified in the agreement.

Missed Pick-up Resolution Procedures

In the event of being notified of a missed pick-up, it is immediately entered into a customer service tracking database. The appropriate driver, or supervisor if needed, is notified and corrective actions are taken. All missed collection issues will be resolved within 24 hours. We will make every effort to recover the missed collection the same day the notification is received. If circumstances do not allow for same day resolution, priority is assigned for resolution the next morning. We understand that a timely recovery is essential to maintain customer service expectations.

Since all customer incidents are logged into our system and database and we have full access to the customer's incident history, this information is reviewed continually and discussed with our frontline drivers to ensure they handle these customers appropriately. If there are repeat-issues, a member of the management team is also notified to investigate further to identify a root cause of the issue and a path to resolution. In all cases, we utilize GPS technology to verify if service was completed, and if the collection truck was physically on the street and at what specific time. This information can be very valuable if there is a repeat issue in which our dedicated supervisor would communicate directly to the customer to resolve.

Once a customer concern is logged into our system, the system will initiate our escalation process. This process includes the local Dispatch Center, the assigned Route Driver, dedicated Route Supervisor, or Operations Manager. This customer is reported to the dispatch center after collection by route driver with the time and resolution which will be noted into system. Our system allows us to attach various types of documents, including photographs, to specific service instances. If a driver or supervisor takes a photo of an issue or a photo of a completed issue, we can store that information in our system, and it is linked to a specific customer or address.

Key GFL Personnel

a. **Blaine Ellzey, General Manager**

252-723-0723

blaine.ellzey@gflenv.com

With more than 25 years of waste management experience, Blaine has overall responsibility of every facet within the Nashville office, including operations, maintenance, and customer service.

b. **Bill Ketchum, Operations Manager**

629-241-9437

bketchum@gflenv.com

Bill has 31 years of industry experience and was brought back to the Nashville office in August of 2022. Bill has implemented several initiatives to increase driver safety, reliability, and enhanced customer satisfaction. Bill is a daily point of contact if Joshua Mangrum is not available.

c. **Joshua Mangrum, Residential Route Supervisor**

615-642-0996

joshuamangrum@gflenv.com

With more than 25 years of industry experience, including more than 20 with Metro Nashville, Joshua is the primary day to day point of contact regarding residential service.

d. **Brad Smith, Government Contracts Manager**

615-336-7945

bradfordsmith@gflenv.com

Brad joined GFL in February 2022 after spending more than 20 years in the meeting and exhibitions industry. Brad's primary focus is on account management, customer communication and is a conduit between the municipality and the GFL office.

Education and Community Stewardship Matters to GFL

Our goal as a solid waste and recycling collection provider is to be a true partner to the City and a steward of the community. You will see throughout our proposal that we are committed to partnering with the City and giving back to the community. As a part of our offer, we would like to donate **Two (2) \$500.00 scholarships** annually to any City residents or any other organization at the City's discretion who have a positive environmental impact.

We will also offer educational programs for schools, HOAs, and businesses on the importance of recycling and sustainability as well in partnership with the City of White House, as requested.

Finally, our **Full Circle Project** is an exciting community driven charitable giving program that lets you, our customers, decide how a portion of our donations are directed. GFL will nominate one Goodlettsville based group, company or entity that meets the **Full Circle Project** criteria every six months for the duration of the agreement. These grants range from \$1,000 to \$10,000. Our charities are divided into seven classes, so you can pick the one you feel best represents where you'd like our funds to be spent. They are Animal Welfare, Cancer and Medical Wellness, Nature Conservation, Poverty Reduction, First Responders and Veterans, Family Wellness and Arts, Culture and Education. Our goal is to support local, high-impact charities that make a difference within our communities. We don't simply give donations- we focus on building relationships with the organizations that shape where we live and work. These charities become our partners, and GFL employees proudly volunteer their time regularly to extend our support beyond a monetary donation. You can view more info on our **Full Circle Project** here by visiting our website at the following: <https://gflenv.com/full-circle-project/>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NFP Property & Casualty Services(Primary Casualty) 45 Executive Drive, Plainview, NY 11803 NFP Canada Corp * 184 Front Street - Suite 601 Toronto ON M5A 4N3	CONTACT NAME: RISK MANAGEMENT NE PHONE (A/C, No, Ext): 516-327-2700 E-MAIL ADDRESS: RiskCerts@nfp.com FAX (A/C, No): 516-327-2800
INSURED GFL Environmental Holdings (US), Inc and its subsidiaries 26999 Central Park Blvd - Suite 200 Southfield MI 48076	INSURER(S) AFFORDING COVERAGE INSURER A: ACE American Insurance Company INSURER B: XL Specialty Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 22667 37885

COVERAGES

CERTIFICATE NUMBER: 1222360698

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Loc/Project Agg		HDOG72486742	4/1/2021	6/1/2022	EACH OCCURRENCE \$4,400,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$4,400,000 GENERAL AGGREGATE \$20,000,000 PRODUCTS - COMP/OP AGG \$5,000,000 Designated Loc A \$4,400,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		ISAH25549776	4/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$4,400,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		CA00010960L121A*	4/1/2021	6/1/2022	EACH OCCURRENCE \$20,000,000 AGGREGATE \$20,000,000 Limits shown in CND \$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N <input type="checkbox"/> N/A	WLCR68929167 (AOS) SCFC68929209 (WI)	4/1/2022 4/1/2022	6/1/2022 6/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$5,000,000 E.L. DISEASE - EA EMPLOYEE \$5,000,000 E.L. DISEASE - POLICY LIMIT \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of insurance.

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

THIS CERTIFICATE SUPERSEDES PREVIOUSLY ISSUED CERTIFICATE

GFL NAMED INSURED CERTIFICATE ATTACHMENT

GFL ENVIRONMENTAL HOLDINGS (US), INC.

American Waste Transfer Station, LLC
American Waste, Inc.
Baldwin Pontiac LLC
County Recycling, LLC
County Waste of Fredericksburg, LLC
County Waste of Pennsylvania, LLC
County Waste of Virginia, LLC
County Waste Southwest Virginia, LLC
County Waste, LLC
CWV Holdco, Inc.
EMA Development, LLC
GFL Earth Services, Inc.
GFL Environmental Real Property, Inc.
GFL Environmental Recycling Services LLC
GFL Environmental Services USA, Inc.
GFL Environmental USA Inc.
GFL Environmental USA Roll-Off Inc.
GFL Holdco (US), LLC
GFL North Michigan Landfill, LLC
GFL Slim Jim 2, LLC
GFL Slim Jim 3, LLC
Green Ridge Recycling and Disposal Facility, LLC
Hazar Bestos Corporation
J&E Recycling, LLC
Mead Holdings, LLC
North Andrews Employment Park, LLC
Northeastern Environmental, LLC
Northeastern Exploration, Inc.
Northern A-1 Industrial Services, L.L.C
Soil Safe of California, Inc.
Soil Safe, Inc.
South Andrews Employment Park, LLC
Spare Lots, LLC
SWD Specialties, LLC
WCA Waste Corporation
Wexford County Landfill, LLC
Wexford Water Technologies LLC
Wrangler Holdco Corp.
Coulter Companies, Inc.
PDC Services, Inc.
Area Disposal Service, Inc.
Wigand Disposal Company
ADS Missouri Inc.
Coulter Construction Company
PDC Technical Services, Inc.
PDC Landfills, Inc.

GFL ENVIRONMENTAL HOLDINGS (US), INC. (Continued)

Tazewell County Landfill, Inc.
Peoria Disposal Company
Peoria City County Landfill, Inc.
Coulter Properties, Inc.
Area Landfills Inc.
Hickory Ridge Landfill, Inc.
Clinton Landfill, Inc.
Area Recycling, Inc.
Pink Trash Company Inc. dba Potomac Disposal

WASTE INDUSTRIES USA, LLC.

Alpine Disposal, Inc.
Bestway Recycling, Inc.
Black Creek Renewable Energy, LLC
ETC of Georgia, LLC
Five Part Development, LLC
GFL Everglades Holdings LLC
Haw River LandCo, LLC
L&L Disposal, LLC
Lakeway LandCo, LLC
Lakeway Sanitation & Recycling C&D, LLC
Lakeway Sanitation & Recycling MSW, LLC
Laurens County Landfill, LLC
Mountain States Packaging, LLC
Ponderosa LandCo, LLC
Red Rock Disposal, LLC
S&S Enterprises of Mississippi, LLC
Safeguard Landfill Management, LLC
Sampson County Disposal, LLC
Southeastern Disposal, LLC
Transwaste Services, LLC
Wake County Disposal, LLC
Wake Reclamation, LLC
Waste Industries Atlanta, LLC
Waste Industries of Delaware, LLC
Waste Industries of Maryland, LLC
Waste Industries of Pennsylvania, LLC
Waste Industries of Tennessee, LLC
Waste Industries USA, LLC
Waste Industries, LLC
Waste Services of Decatur, LLC
WI Burnt Poplar Transfer, LLC
WI High Point Landfill, LLC
WI Shiloh Landfill, LLC
WI Taylor County Disposal, LLC
Wilmington LandCo, LLC
Wimberly Hill, LLC

GFL NAMED INSURED CERTIFICATE ATTACHMENT

WCA WASTE SYSTEMS, INC.

6ish Holdings, Inc.
American Waste, LLC
Eagle Ridge Landfill, LLC
Emerald Waste Services, LLC
EWS Central Florida Hauling, LLC
Fort Bend Regional Landfill, L.P.
Freedom Waste Service, LLC
Grace Disposal Systems, L.L.C.
Jones Sanitation, L.L.C.
N.E. Land Fill, LLC
Pauls Valley Landfil, LLC
Royal Disposal and Recycle, LLC
Ruffino Hills Transfer Station, L.P.
Sooner Waste, LLC
Sunbelt Leasing Enterprises, LLC
Sunshine Recycling, Inc.
Town & Country Disposal Solid Waste Transfer Station, LLC
Town & Country Recycling, LLC
Town and Country Disposal of Western Missouri, LLC
Transit Waste, LLC
TransLift, LLC
TRex Auto Auction, LLC
V.F. Waste Services, LLC

Waste Corporation of Arkansas, LLC
Waste Corporation of Kansas, LLC

Waste Corporation of Missouri, LLC (WCA of Missouri, LLC)
Waste Corporation of Tennessee, LLC
Waste Corporation of Texas, L.P.
WCA – Kansas City Transfer, LLC
WCA Cares, Inc.
WCA Management Company, LP
WCA Management General, Inc.
WCA Management Limited, Inc.
WCA of Alabama, L.L.C.
WCA of Central Florida, Inc.
WCA of Chickasha, LLC
WCA of Florida, LLC
WCA of Oklahoma, LLC
WCA of St. Lucie, LLC
WCA Texas Management General, Inc.
WCA Waste Corporation
WCA Waste Systems, Inc.
WRH Gainesville Holdings, LLC
WRH Gainesville, LLC
WRH Orange City, LLC

GFL EVERGLADES HOLDINGS LLC

Advanced Disposal Services Zion Landfill, Inc.
Arbor Hills Landfill, Inc.
Chestnut Valley Landfill, LLC
Cobb County Transfer Station, LLC
Diller Transfer Station, LLC
Eagle Bluff Landfill, Inc.
Eagle Point Landfill, LLC
Emerald Park Landfill, LLC
GFL Illinois LLC
GFL Muskego LLC
GFL Pennsylvania LLC
GFL Solid Waste Midwest LLC
GFL Solid Waste Southeast LLC
Glacier Ridge Landfill, LLC
Greentree Landfill, LLC
Gwinnett Transfer Station, LLC
Hickory Meadows Landfill, LLC
Hoosier Landfill, Inc.
Land & Gas Reclamation, Inc.
Mallard Ridge Landfill, Inc.
Mobile Transfer Station, LLC
Montgomery Transfer Station, LLC
Mountainview Landfill, Inc.

Opelika Transfer Station, LLC
Renewable Energy – Eagle Point, LLC

Rolling Hills Landfill, Inc.
Sandy Run Landfill, LLC
Seven Mile Creek Landfill, LLC
Smyrna Transfer Station, LLC
Southern Alleghenies Landfill, Inc.
Stone's Throw Landfill, LLC
Tallassee Waste Disposal Center, Inc.
Turkey Trot Landfill, LLC
Welcome All Transfer Station, LLC
Containers by Reaves, LLC
Pine Hollow, Inc.
PH Land, LLC.
Reaves Wrecking Co. LLC.
Alabama Dumpster Service, L.L.C.
Rock N Bar D, LLC.
Great American Disposal of Wisconsin, LLC.
Wood Island Waste Management, Inc.
Great American Environmental Services Inc.
Pauls Industrial Garage Inc.

Exhibit C
Bid Submittal Form and Proposal

Project: City of White House Trash Collection Contract

Bidder's	GFL Environmental, LLC
Name:	Lana Alderdice, Regional Vice President
Business	7320 Centennial Blvd, Nashville, TN 37209
Address:	
Business Telephone No.:	615-350-5901
Company Name:	Waste Industries, Inc.
Contractor's License No. and Classification:	105506/Nashville & Davidson County Tax License
License Expiration Date:	5/15/2024
Liability Insurance Carrier:	NFP Property & Casualty Services
Policy Number	HDOG72486742
Automobile Insurance Carrier:	NFP Property & Casualty Services
Policy Number	ISAH25549776
Workmen's Compensation Carrier:	NFP Property & Casualty Services
Policy Number	WLRC68929167(AOS)/ SCFC68929209(WI)

In accordance with the specifications and other bid requirements provided, the undersigned agrees to provide the below-listed bid items at the price(s) set forth below. This is a firm bid and not subject to withdrawal or change by the bidder for a period of one-hundred twenty (120) days.

The Bidder understands that the Owner reserves the right to reject any or all bids and to waive any irregularities in the bidding for the best interest of the City.

Item	Estimated Units	Monthly Price Per Unit*
Backdoor Once per Week Trash Collection	38 (currently)	\$9.74/home
Curbside Once per Week Trash Collection	5,294	\$9.74/home
Cost per each additional cart per residence	Q	N/A
Trash Collection (30yd Municipal Roll-off)	2	\$379.00/container/haul
Recycle Collection (Every other Week)	5,332	\$4.04/home

* The rate will be adjusted annually on the anniversary date of the contract per a maximum rate of 2.5%

NOTES:

1. Curbside service shall be provided with automated or semi/automated equipment.
2. Contractor to include cost of cart and delivery to each residential unit for curbside service.
3. The Contractor shall provide backdoor collection for a maximum of 5% of the total residential unit count at no extra charge to allow for problems with customers unable to place carts curbside. If the backdoor collection percentage is more than 5% the rate may be adjusted proportionally.
4. Unit bids are Complete and should include all improvements and fees and are unit price/service unit/month. Municipal carts are only required to have once per week collection. Collection amount is an approximate monthly average. The unit price for each of the several items in the proposal of each bidder shall include its pro-rata share of overhead and incidental costs; so that the sum of the products obtained by multiplying the quantity shown for each item by the unit price bid represents the total bid. Any bid not conforming to this requirement may be rejected as incomplete.
5. If a unit price or lump sum already entered by the Contractor on the bid form is to be altered, it shall be crossed out with ink and the new unit price or lump sum amount entered above or below it, and initialed by the Contractor.

Intentionally Left Blank

Additional Service Fees

*In the event that the cost of fuel as reported by the U.S. Energy Information Administration's, On Highway Diesel Prices, US DOE for Diesel, meets or exceeds an average cost of \$5.00 per gallon for a 30-day period a 5% surcharge will be added. The surcharge will remain in effect until the average cost reduces below \$5.00 for a 30-day period.

**The City of White House and GFL will conduct a house count and cart audit every six months in order to confirm proper billing and accurate route sheets.



City of White House, Tennessee

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

Solicitation Document B Affidavits

Iran Divestment Act

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

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

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

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

Non-Collusion Affidavit

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

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

Non-Boycott of Israel Affidavit

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

Signed:

Lana Alderdice

Date:

3/17/23

Title Regional Vice President

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



City of White House, Tennessee

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

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

DRUG-FREE WORKPLACE AFFIDAVIT OF PRIME BIDDER

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

1. He/She is the principal officer for;

GFL Environmental, LLC
Company Name

7320 Centennial Blvd, Nashville, TN 37209
Address

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

23-1097SA
Requisition Number

Trash Collection Contract
Project

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

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

5. That this affidavit is made on personal knowledge.

Further Affiant saith not.

[Signature]
Affiant

SUBSCRIBED AND SWORN TO before me this 13 day of March 2023

[Signature]
Notary Public

My commission expires: 06/24/2024



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

ADDENDUM ACKNOWLEDGEMENT FORM

I have received and acknowledge Addendum #1 for the Trash Collection Contract

Date: 3/16/23

Signature: Brian Smith

Title: Gen Contracts Mgr

ADDENDUM ACKNOWLEDGEMENT FORM

I have received and acknowledge Addendum #2 for the Trash Collection Contract

Date: 3/16/23

Signature: Bled Smith

Title: Govt Contracts Mgr.

ADDENDUM ACKNOWLEDGEMENT FORM

I have received and acknowledged Addendum #3 for the Trash Collection Contract

Date: 3/16/23

Signature: 

Title: Gar Contractors Mgr.

OTHER BUSINESS...

DISCUSSION ITEMS...

OTHER INFORMATION....