

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
April 18, 2024
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 21st Board of Mayor and Aldermen meeting.
7. Welcome Visitors
8. Public Comment
9. Public Hearings
 - a. **Resolution 24-03:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee.
 - b. **Ordinance 24-03:** An ordinance to amend the Zoning Map from Robertson County Agricultural, AG-2, to General Commercial, C-2, at 7769 Highway 76.
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
 - J. Municipal Court
12. Consideration of the Following Resolutions:
 - a. **Resolution 24-02:** Whereas, T.C.A. 6-51-102 requires that a plan of service be adopted by the governing body of the City prior to passage of a resolution annexing any area.
 - b. **Resolution 24-03:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
13. Consideration of the Following Ordinances:
 - a. **Ordinance 24-03:** An ordinance to amend the Zoning Map from Robertson County Agricultural, AG-2, to General Commercial, C-2, at 7769 Highway 76. *Second Reading.*
14. Purchasing:
 - a. None

15. Other Business:

- a. To approve or reject a Certificate of Compliance for Publix Tennessee, LLC located at 453 Hwy 76. The Administrative Services Director recommends approval.
- b. To approve or reject subdivision infrastructures and street acceptance for The Parks Phase 3B. The Planning and Codes Director recommends approval.
- c. To approve or reject the City of White House Parks Master Plan from Kimley-Horn. The Leisure Services Board approved the plan at its April 1st meeting. The Parks and Recreation Director recommends approval.

16. Discussion Items:

- a. None

17. Other Information:

- a. None

18. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
March 21, 2024
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 HD Jones from Temple Baptist Church.

3. Pledge by Aldermen

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

4. Roll Call

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

5. Adoption of the Agenda

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

6. Approval of the Minutes from the February 15th Study Session and Board of Mayor and Aldermen meeting as well as the February 22nd Study Session.

Motion was made by Ald. Silver, second by Ald. Wall to approve the minutes. A voice vote was called for with all members voting aye. **The February 15th Study Session and Board of Mayor and Aldermen meeting as well as the February 22nd Study Session minutes were approved.**

7. Welcome Visitors

Mayor Corbitt welcomed all visitors.

8. Proclamations

Mayor John Corbitt presented a proclamation recognizing Ms. Abby Page for her outstanding achievements on the White House Heritage High School wrestling team.

Mayor John Corbitt presented a proclamation recognizing Mr. Nik Taylor for his outstanding achievements on the White House Heritage High School wrestling team.

9. Public Comment

No one signed up to speak.

10. Public Hearings

a. None

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

Ald. Sam Matthews congratulated Mr. Chris Keith in the Public Services Department for his most recent retirement announcement after working for the City of White House for over 30 years.

City Administrator Gerald Herman announced that the Sage Road widening project between Madeline and Cardinal is completed.

City Administrator Gerald Herman discussed that the grading work is ongoing at the Soccer Complex for the parking lot project. Mr. Herman continued that the contractor is scheduled to finish the project before the Americana Celebration in July.

City Administrator Gerald Herman stated that TDOT Local Programs notified the City that there is \$230,000 available from the federal Small Cities Local Surface Transportation Grant. Mr. Herman mentioned that this is the first time in 12 years the City has been offered this type of grant. Mr. Herman continued that the City must have the money obligated by the end of September 2024. Mr. Herman discussed that these funds will be used for construction costs on the sidewalk and safety project at Raymond Hirsch and US31W. Mr. Herman noted that the additional funds will be helpful since the cost estimates submitted for that grant were two years ago and costs have risen sharply. Mr. Herman continued that the City is in the process of getting new cost estimates to update the grant application and to get these extra funds added to the MPO transportation improvement plan projects.

12. Acknowledge Reports

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

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

13. Consideration of the Following Resolutions:

- a. **Resolution 24-03:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. After discussion, a motion was made by Ald. Silver, second by Ald. Wall to approve. A voice vote was called for with all members voting aye. Motion passed. **Resolution 24-03 was on First Reading.**

14. Consideration of the Following Ordinances:

- a. **Ordinance 24-03:** An ordinance to amend the Zoning Map from Robertson County Agricultural, AG-2, to General Commercial, C-2, at 7769 Highway 76. *First Reading.*

Motion was made by Ald. Spicer, second by Ald. Wall to discuss. After discussion, a motion was made by Ald. Silver, second by Ald. Spicer to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 24-03 was approved on First Reading.**

15. Purchasing:

- a. To approve or reject the purchase of an LTE Video Surveillance Trailer from Wireless CCTV from the GSA cooperative contract# GS-07F-031DA in the amount of \$46,328.57. The Chief of Police recommends approval.

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

16. Other Business:

- a. To determine the level of debt service for road improvement project(s) discussed during the Study Session.

Motion was made by Ald. Spicer, second by Ald. Silver to discuss. During the discussion, it was determined to continue gathering information for the debt service for all six proposed road improvement projects.

- b. To approve or reject subdivision infrastructures and street acceptance for The Parks Phase 3B. The Planning and Codes Director recommends approval.

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

- c. To approve or reject subdivision infrastructures and street acceptance for Legacy Farms Phase 1. The Planning and Codes Director recommends approval.

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

17. Discussion Items:

- a. None

18. Other Information:

- a. None

19. Adjournment:

Meeting was adjourned at 8:13 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

REPORTS....

Administrative & Legislative Services Department
March 2024

Administration

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

- March 4:
 - Department Head Staff Meeting
 - TML Legislative Conference
 - Staff Plan Reviews
- March 5:
 - Industrial Development Meeting
- March 6 :
 - White House Recreation Center Meeting
- March 7:
 - Mayor Update Meeting
 - Rotary Fire Department Appreciation Banquet
 - Leisure Services Board
- March 11:
 - Engineering Projects Discussion
 - Stormwater Advisory Board Meeting
 - Planning Commission
- March 12:
 - Economic Development Meeting
- March 14:
 - Rotary Police Department Appreciation Banquet
 - Library Board Meeting
- March 18:
 - Department Head Staff Meeting
 - Americana Celebration Planning Meeting
- March 19:
 - Colorado Grill Joint Chambers Ribbon Cutting
- March 20 :
 - RTA Board Meeting
 - GNRC Transportation Policy Board
- March 21 :
 - Mayor Update Meeting
 - Board of Mayor and Alderman Meeting
- March 22 :
 - Project Blue Wing Site Visit
- March 27 :
 - Sumner County Council of Governments Luncheon

**Administrative & Legislative Services Department
March 2024**

Performance Measurements

Finance Update

The Administration Department's goal is to keep each budgetary area's expenditures at or under the approved budget as set by the Board of Mayor and Aldermen by the end of fiscal year 2023-2024.

Budget	Budgeted Amount	Expended/Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$34,261,901	\$18,410,276	↓21.27
Economic Development	\$136,600	\$64,900	↓27.48
State Street Aid	\$505,000	\$478,423	↑19.72
Parks Sales Tax	\$2,296,000	\$2,104,064	↑16.63
Solid Waste	\$1,657,227	\$1,338,852	↑5.77
Parks Impact Fees	\$1,055,000	\$1,017,741	↑21.45
Police Impact Fees	\$110,000	\$101,112	↑16.91
Fire Impact Fees	\$274,000	\$53,044	↓55.65
Road Impact Fees	\$650,000	\$650,000	↑24.99
Police Drug Fund	\$25,000	\$23,436	↑18.73
Debt Services	\$2,512,200	\$247,028	↓65.17
Wastewater	\$15,952,225	\$11,928,873	↓0.23
Dental Care	\$100,000	\$57,777	↓17.95
Stormwater Fund	\$1,672,625	\$1,184,486	↓4.19
Cemetery Fund	\$42,690	\$29,711	↓5.41

*Expended/Encumbered amounts reflect charges from July 1, 2023 – June 30, 2024.

Purchasing

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

Total Purchase Orders

	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	341	313	325	261	269	346	362
August	161	166	132	128	106	151	166
September	108	104	98	106	98	126	119
October	145	98	98	79	97	91	147
November	130	104	103	72	78	120	125
December	98	84	73	71	58	72	104
January	125	116	117	123	81	122	177
February	132	111	105	75	93	119	113
March	112	145	145	106	107	131	142
April		103	105	154	85	138	185
May		138	153	133	82	129	121
June		35	52	47	45	50	52
Total	1,352	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Feb 2024	FY 2024	FY 2023	FY 2021	Total for FY24	Total for FY23	Total for FY22
Purchase Orders \$0-\$9,999	109	1,291	1,448	1281	\$1,496,757.96	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	0	25	32	29	\$434,447.24	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	3	36	37	45	\$13,933,165.08	\$39,313,456.65	\$1,687,700.37
Total	132	1,352	1,517	1355	\$15,864,370.28	\$41,380,107.6	3,732,934.80

**Administrative & Legislative Services Department
March 2024**

Website Management

It is important that the city maintain a reliable web site that is updated as requests come in from various sources. The number of page visits confirms that we are providing reliable and useful information for staff and the public.

	2023-2024 Update Requests	2022-2023 Update Requests	2021-2022 Update Requests	2020-2021 Update Requests	2019-2020 Update Requests	2023-2024 Page Visits	2022-2023 Page Visits	2021-2022 Page Visits	2020-2021 Page Visits	2019-2020 Page Visits
July	51	52	54	15	152	34,294	31,946	32,401	11,536	1,164,517
Aug.	44	63	66	20	126	38,060	31,340	25,635	9,145	752,932
Sept.	48	65	48	17	43	31,899	27,594	24,833	8,335	679,248
Oct.	55	47	52	10	78	33,673	29,829	23,816	8,390	386,735
Nov.	42	54	63	174	56	30,149	30,449	23,022	7,587	695,971
Dec.	38	32	39	13	156	30,202	27,768	22,904	17,483	847,724
Jan.	46	53	56	108	67	32,467	31,686	26,942	17,123	720,531
Feb.	58	47	52	135	22	35,251	28,043	23,253	19,796	N/A
Mar.	43	62	57	39	85	35,610	30,614	30,026	22,930	N/A
April		72	68	101	43		31,817	31,127	20,881	N/A
May		51	54	38	27		35,606	31,335	23,514	5,998
June		42	674	214	48		23,919	34,600	30,909	10,251
Total	425	640	609	884	901	301,608	360,611	329,885	197,629	5,263,907

“City of White House, TN” Mobile App

	FY 24 New Downloads	FY 23 New Downloads	FY22 New Downloads	FY21 New Downloads
July	9	8	8	45
Aug.	4	13	9	44
Sept.	4	9	13	19
Oct.	2	11	6	40
Nov.	4	11	6	29
Dec.	3	10	10	10
Jan.	3	18	18	11
Feb.	1	10	9	20
Mar.	4	9	14	11
April		11	11	7
May		3	10	11
June		1	10	11
Total	34	114	124	258

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

	FY24 # of Request	FY23 # of Request	FY22 # of Request	FY21 # of Request
July	55	50	38	20
Aug.	46	43	54	27
Sept.	52	40	46	16
Oct.	40	45	64	15
Nov.	38	53	19	20
Dec.	34	70	42	27
Jan.	61	61	41	18
Feb.	82	20	41	72
March	66	41	38	36
April		68	26	26
May		50	39	48
June		47	47	58
FY Total	474	588	495	383

**Administrative & Legislative Services Department
March 2024**

White House Farmers Market 2024

	Application Fees # (amount collected)	Booth Payments (\$)
January	3(\$45)	2(\$300)
February	6(\$90)	5(\$660)
March	2(\$30)	2(\$210)
April		
May		
June		
July		
August		
September		
October		
November		
December		
Total	11(\$165)	9(\$1,170)

Building Maintenance Projects

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

	2022-2023 Work Order Requests	2022-2023 Work Order Requests	2021-2022 Work Order Requests	2020-2021 Work Order Requests	2019 – 2020 Work Order Requests	2018 – 2019 Work Order Requests	2017 – 2018 Work Order Requests
July	18	14	19	11	10	22	21
August	23	23	8	27	10	26	24
September	13	21	12	9	13	19	22
October	13	13	10	6	7	14	18
November	13	12	23	16	7	18	34
December	8	8	17	19	3	8	19
January	14	11	6	11	16	14	16
February	7	10	8	16	18	7	21
March	7	16	14	12	11	7	17
April		6	13	17	2	12	25
May		34	20	25	11	6	26
June		19	14	31	10	9	23
Total	116	187	164	200	98	162	266

**Finance Department
March 2024**

Finance Section

During March the Finance Office continued collecting current year property taxes, and continued working on FYE 6/30/2025 budget tasks. The total property taxes billed for tax year 2023 was \$5.6 million. As of the end of March, approximately \$5.4 million (96.4%) was collected. Members of the Finance Office also participated in the following events during the month:

March 5: Semi-annual expired financial record destruction

March 5-7: Annual Employee Open Enrollment

March 6: Regions Bank master agreement document review virtual meeting

March 6: Compensation Study review with HR

March 11: Stormwater Advisory Board meeting

March 14: EnerGov onsite meeting

March 19: Recreation Center construction budget meeting

March 26: EPL software Custom Fields training

March 26: Finance Staff meeting

March 27: Compensation Study follow-up meeting

Performance Measures

Utility Billing

	Mar 2024	FY 2024 Total							
New Build Applications (#)	66	382							
Move In Applications (#)	100	773							
Total Applications (#)	166	1155							
Move Outs (#)	14	287							
Electronic new customer signups (#)	85	622							
Electronic new customer signups (%)	51%	54%							

Business License Activity

	Mar 2024	FY 2024 Total							
Opened	10	64							
Closed (notified by business)	3	10							

Accounts Payable

	Mar 2024	FY 2024 Total							
Total # of Invoices Processed	393	4016							

Property Tax Relief Applications

	Mar 2024	FY 2024 Total	FY 2024 Est.						
New Parcels (#)	6	45	29						
Existing Parcels (#)	3	113	124						
Total Parcels (#)	9	158	153						
State Relief Credits (\$)	1,760	26,190	21,040						
City Relief Credits (\$)	1,315	22,664	18,255						
Combined Relief Credits (\$)	3,075	48,854	39,295						

**Finance Department
March 2024**

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

Operating Fund	Operating Fund Balance	Operating Fund Revenue	Operating Fund Balance as % of Revenue
General Fund	12,575,765	19,050,000	67%
Economic Development Fund	141,900	67,500	210%
State Street Aid Fund	456,800	375,000	123%
Parks Sales Tax Fund	1,093,500	1,030,000	109%
Solid Waste Fund	1,577,500	2,540,000	62%
Parks Impact Fees Fund	440,484	695,227	63%
Police Impact Fees Fund	315,200	89,000	351%
Fire Impact Fees Fund	208,200	61,500	340%
Roads Impact Fees Fund	421,800	288,000	146%
Police Drug Fund	5,250	615	851%
Debt Services Fund	2,530,300	2,480,000	102%
Wastewater Fund	6,293,000	4,370,000	144%
Dental Care Fund	78,300	35,700	216%
Stormwater Fund	1,100,750	1,420,000	77%
Cemetery Fund	55,450	11,400	484%

*Balances do **not** reflect encumbrances not yet expended.*

The Finance Department's goal is to meet or exceed each fund's total revenues as proposed in the approved budget as set by the Board of Mayor and Aldermen by the end of the fiscal year 2023-2024.

Operating Fund	Operating Fund Balance	Operating Fund Revenue	Operating Fund Balance as % of Revenue
General Fund	12,575,765	10,885,891	↑ 11.56%
Economic Development Fund	141,900	115,708	↑ 6.54%
State Street Aid Fund	456,800	359,167	↑ 3.63%
Parks Sales Tax Fund	1,093,500	901,635	↑ 7.45%
Solid Waste Fund	1,577,500	1,213,867	↑ 1.95%
Parks Impact Fees Fund	440,484	345,791	↑ 3.50%
Police Impact Fees Fund	315,200	446,538	↑ 66.67%
Fire Impact Fees Fund	208,200	294,820	↑ 66.60%
Roads Impact Fees Fund	421,800	563,408	↑ 58.57%
Police Drug Fund	5,250	6,808	↑ 54.68%
Debt Services Fund	2,530,300	2,042,581	↑ 5.72%
Wastewater Fund	6,293,000	5,253,664	↑ 8.48%
Dental Care Fund	78,300	67,553	↑ 11.27%
Stormwater Fund	1,100,750	872,919	↑ 4.30%
Cemetery Fund	55,450	45,279	↑ 6.66%

*Realized amounts reflect revenues realized from July 1, 2023—March 31, 2024

**Human Resources Department
March 2024**

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

March 05: Insurance Open Enrollment Meeting

March 06: Insurance Open Enrollment Meeting
Compensation Study Results Discussion with Department Heads

March 07: Insurance Open Enrollment Meeting
Compensation Study Results Discussion with Department Heads

March 11: New Hire Orientation for Assistant Library Director

March 19: Colorado Grill Joint Chamber Ribbon Cutting

March 20: Compensation Study Results Discussion with Employees

March 21: Board of Mayor and Aldermen Meeting

March 25: Compensation Study Results Discussion with Employees

March 26: Compensation Study Results Discussion with Employees

March 27: Compensation Study Results Discussion with Employees

March 28: Chamber Chairman's Celebration 2024 - Casino at the Prom

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

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

Three-year average: 6.33

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	1	1	0	1
February	0	0	1	0
March	1	0	0	2
April		0	0	1
May		0	1	0
June		0	1	3
Total	4	6	4	9

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

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

Three-year average: 5.33

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

Human Resources Department

March 2024

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

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

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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	2	0	4	2
February	2	0	2	0
March	0	2	3	0
April		0	2	2
May		0	2	0
June		1	1	3
Total	12	10	19	12
Percentage	9.45%	8.40%	16.52%	10.91%

Three-year average:

11.94%

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

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

Three-year average:

1.667

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

**Police Department
March 2024**

Meetings/Civic Organizations

- **Chief Brady attended the following meetings in March:** Department Head Staff Meeting (March 4th and March 18th), White House Rotary Club (March 7, 21 & 28), Planning Commission Meeting (March 11th), White House Rotary Club Law Enforcement Appreciation Lunch/Officer of the Year (March 14), Americana Celebration Planning (March 18), Sumner County Drug Task Force Meeting (March 20), Command Staff Meeting (March 21) and Board of Mayor & Alderman Meeting (March 21).

➤ **Police Department Administration Performance Measurements**

Achieve re-accreditation from the Tennessee Law Enforcement Accreditation program by April 2024.

Susan Johnson, Accreditation Manager, is in the 4th edition of our TLEA program into PowerDMS, which includes 164 standards.

Susan had her accreditation file review in March through PowerDMS and onsite visit with assessors on March 14, 2024.

Capt. Elizabeth Leonard from Springfield Police Dept and Lt. Michael Foster from Spring Hill Police Dept were the assessors.

The file review and onsite were completed and the final assessment report was sent to the Professional Standards Committee. Chief Brady, Susan Johnson and the assessment team will appear before a review subcommittee meeting on April 3, 2024 in Franklin, Tn for their completion of the 2021-2023 accreditation process.

They will then be awarded with the 4th accreditation award at the 2024 Tennessee Association of Chief of Police Conference.

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

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	460	0	460
February	0	300	24	324
March	20	500	38	558
Total	20	1260	62	1,342

Patrol Division Performance Measurements

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 570 shifts during the Fiscal Year 2023-2024. (There are 730 Patrol Shifts each year.) *Three officer minimum staffing went into effect August 5, 2015.***

Number of Officers on Shift	March 2024	FY 2023-24
Three (3) Officers per Shift	16	144
Four (4) Officers per Shift	42	388

1. ***Acquire and place into service two Police Patrol Vehicles.*** Four new vehicles have been ordered from Lonnie Cobb Ford. We have been advised by Lonnie Cobb Ford the vehicles possibly could be here the first of June.
2. ***Conduct two underage alcohol compliance checks during the Fiscal Year 2023-2024.***
Spring Compliance check letters will be sent out by April 15th.

**Police Department
March 2024**

3. *Maintain or reduce TBI Group A offenses at the three-year average of 60 per 1,000 population during the calendar year of 2024.*

Group A Offenses	March 2024	Per 1,000 Pop.	Total 2024	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	16	1	29	2
Crimes Against Property	23	2	65	4
Crimes Against Society	15	1	44	3
Total	54	4	138	10
Arrests	77		175	

**U.S. Census Estimate 7/1/2022 – 14,516*

4. *Maintain a traffic collision rate at or below the three-year average of 446 collisions by selective traffic enforcement and education through the Tennessee Highway Safety Program during calendar year 2024.*

	March 2024	TOTAL 2024
Traffic Crashes Reported	26	103
Enforce Traffic Laws:		
Written Citations	37	144
Written Warnings	28	104
Verbal Warnings	294	881

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 2024.*

COLLISION RATIO				
<u>2024</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
March	26	0 YTD 10	0%	10% YTD 103

Staffing:

- Ofc. Blake McClusky graduated from the Tennessee Law Enforcement Academy on March 29th.
- Officer Devin Keen and Officer Tyler Miller are on FTO.
- Detective Keith Anglin is on FMLA.
- Officer Nicholas Lepore has turned in his resignation.
- We are continuing to accept applications. We will have three positions open when Officer Lepore leaves.

Sumner County Emergency Response Team:

ERT March 2024

- March 15th – ERT conducted training at the Sumner Co range. ERT members conducted firearms qualifications and participated in night vision training.
- March 28th – ERT executed two high-risk narcotics search warrants in Gallatin. Investigators seized an undisclosed amount of narcotics and a firearm.

**Police Department
March 2024**

Support Services Performance Measurements

1. *Maintain or exceed a Group A crime clearance rate at the three-year average of 83% during calendar year 2024.*

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

2023 CLEARANCE RATE		
Month	Group A Offenses	Year to Date
March		

Communications Section

	March	Total 2024
Calls for Service	920	2,656
Alarm Calls	34	114

Request for Reports

	March	FY 2023-24
Requests for Reports	32	211
Amount taken in	\$6.00	\$104.95
Tow Bills	\$0.00	\$650.00
Emailed at no charge	21	258
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Due to staffing, Sgt. Bagwell was unable to attend the THSO monthly meeting.
- Of the paperwork turned in to THSO, officers have worked 63.5 hours of overtime with the THSO Grant totaling \$3,175.00 in overtime Grant money used.
- \$8,175.00 remains in THSO Grant Money in the overtime budget.
- Sgt. Bagwell is working on quotes to purchase handheld radar/lidar with current grant.
- Upcoming grant has been applied for and waiting on THSO for approval (20,000.00).

Volunteer Police Explorers: Nothing to report currently.

Item(s) sold on Govdeals: Nothing to report currently.

Crime Prevention/Community Relations Performance Measurements

- *Teach D.A.R.E. Classes (10 Week Program) to one public elementary school by the end of each school year.* D.A.R.E. should start in the Fall at White House Middle School.
- *Plan and coordinate Public Safety Awareness Day as an annual event.* Discover White House will be in the Fall.
- *Plan, recruit, and coordinate a Citizen's Police Academy as an annual event.* Citizen's Police Academy has been cancelled. We are planning to have several new programs for the public.

**Police Department
March 2024**

- ***Participate in joint community events monthly to promote the department's crime prevention efforts and community relations programs.***
 - March 6th – Sgt. Enck participated in Read Across America at Robert F. Woodall.
 - March 21st – Wheels in Motions at H.B. Williams Elementary.
 - March 28th – Wheels in Motion at Heritage Elementary.
 - March 30th – WHPD escorted a Little League Parade.

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

- WHPD Rotary Luncheon. – March 14th.

Upcoming Events:

- May 7th – WHPD Annual Awards Ceremony
- National Police Week –
May 12 to May 18th, 2024

2024 Participation in Joint Community Events		
Community Activities	February	Year to Date

Fire Department
March 2024



Summary of Month's Activities

Fire Operations

The Department responded to 127 requests for service during the month with 90 responses being medical emergencies. The Department also responded to 6 vehicle accidents of which 1 had injuries, and 5 had no injuries. Of the 127 responses in the month of March there were 10 calls that overlapped another call for service which is 7.87% of our responses for the month. That brings the overlapping call volume for FY23-24 to 247 or 18.07% 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 thirty-five seconds (5:35). The average time a fire unit spent on the scene of an emergency call was fourteen minutes and twenty-five seconds (14:25).

Department Event

- March 5th-7th – Open Enrollment
- March 7th – Firefighter of the Year Rotary Banquet
- March 29th – Medical Training (Pre-hospital Trauma Life Support)
- March 31st – Advanced Pump Operator class (TN Fire and Codes Academy)

Fire Administration

- March 7th – Firefighter of the Year rotary Banquet
- March 4th- 6th – Peer Support training
- March 6th – Read Across America
- March 12th – Monthly Officer meeting
- March 18th – Americana Celebration Planning
- March 21st – "Get Alarmed TN" smoke detector Installation

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	29
Rescue & Emergency Services	954
Hazardous Conditions (No Fire)	25
Service Calls	83
Good Intent Call	80
False Alarms & False Call	158
Calls for The Month	127
Total Responses FY to Date	1355

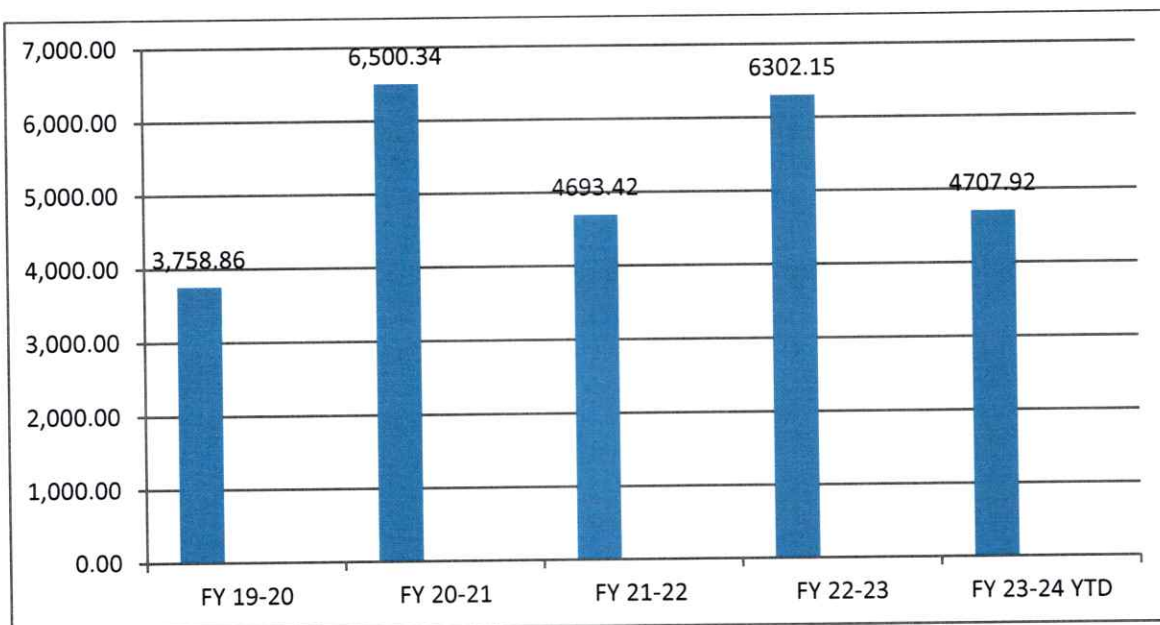
**Fire Department
March 2024**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	81	881	65.01%
Station #2 (Business Park Dr)	46	469	34.61%

Fire Fighter Training

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



	Month	FYTD
Firefighter Training Hours	735.2	4707.92

Training breakdown for ISO and NFPA*

	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	19	119	305	57.45	234.75
Total for FY	216	2146.05	768	844.13	1314.44

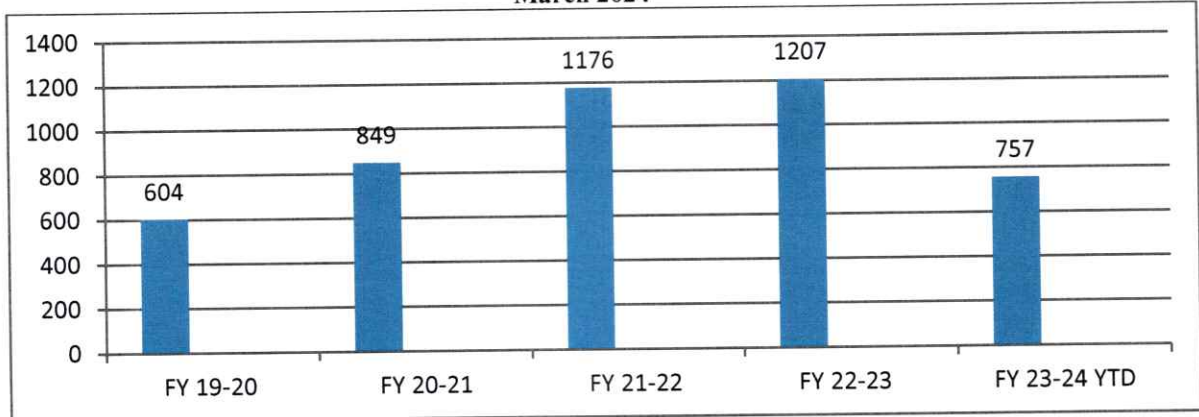
*National Fire Protection Association – The fire service industry standard.

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.

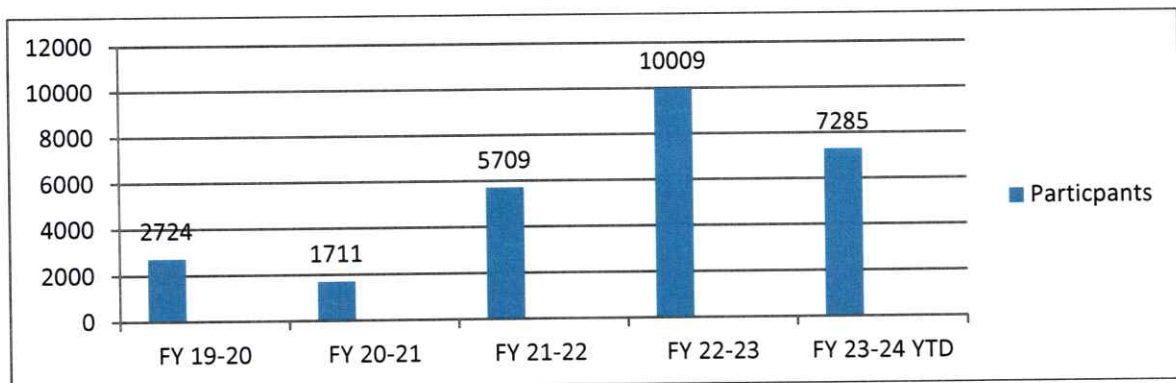
**Fire Department
March 2024**



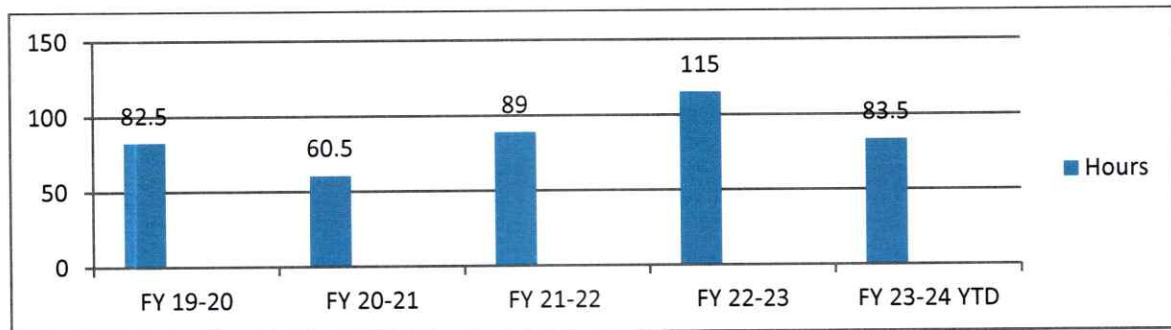
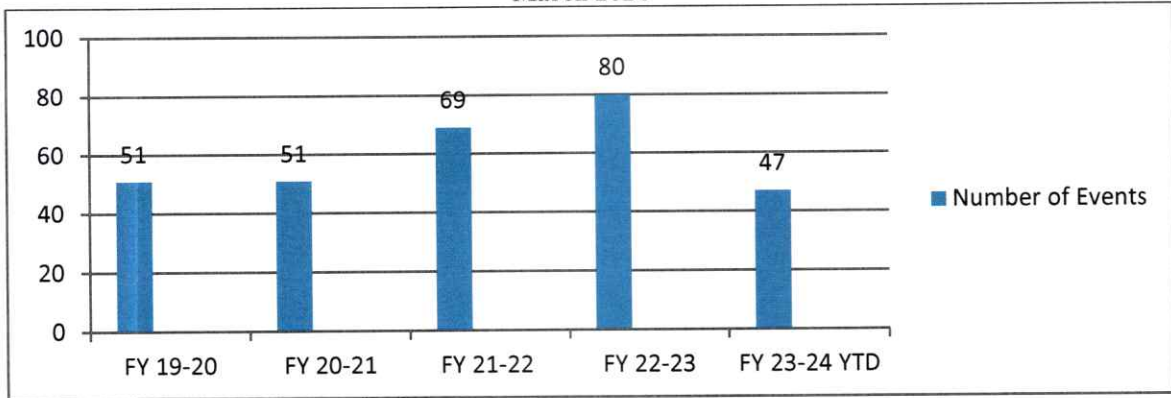
	Month	FYTD
March Fire Inspection	82	757
Reinspection	2	111
Code Violation Complaint	0	12
Violations Cleared	2	78
Annual Inspection	3	99
Knox Box	9	41
Fire Alarms	4	68
Measure Fire Hydrant	1	10
Plans Review	12	52
Pre-C/O	3	22
Pre-incident Survey	11	169
Sprinkler Final	0	1
Final/Occupancy	1	15

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 2024**



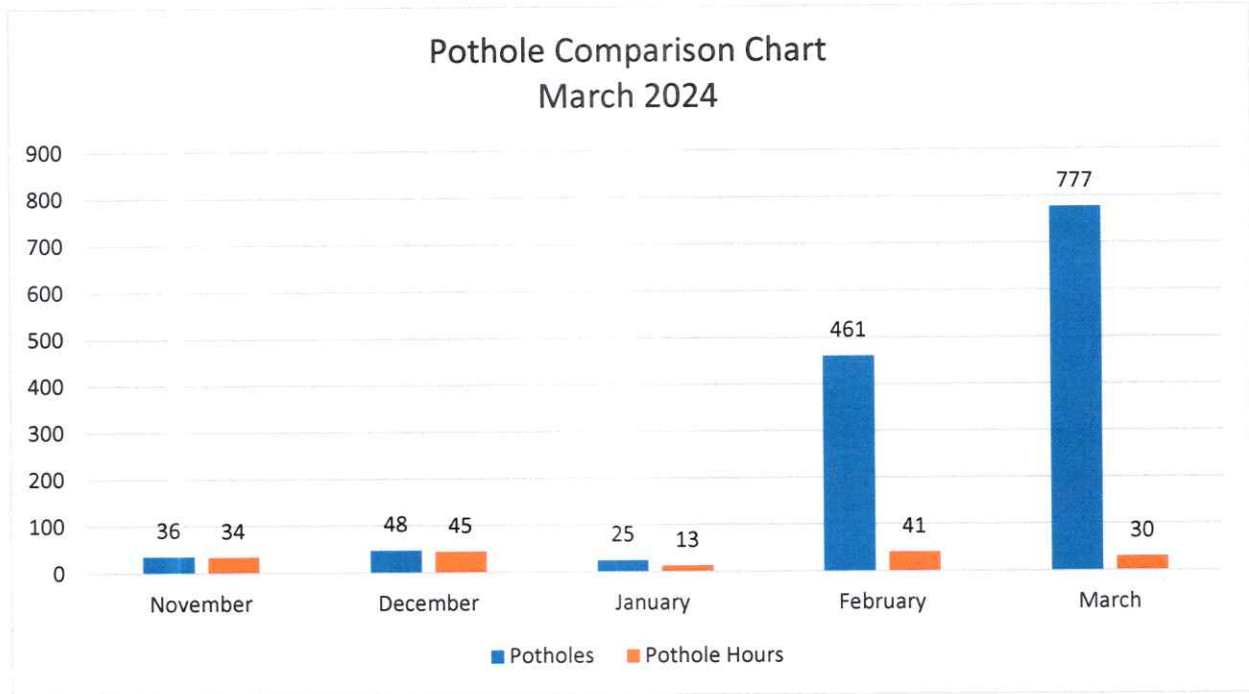
	Month	FYTD
Participants	51	7285
Number of Events	2	47
Education Hrs.	1.5	83.5

Social Media Statistics for the Month

Post Reach	3314
Post Engagement	208
New Page Followers	27

Public Services Department
Public Works
March 2024

Pothole Comparison



Location of Pothole Repairs

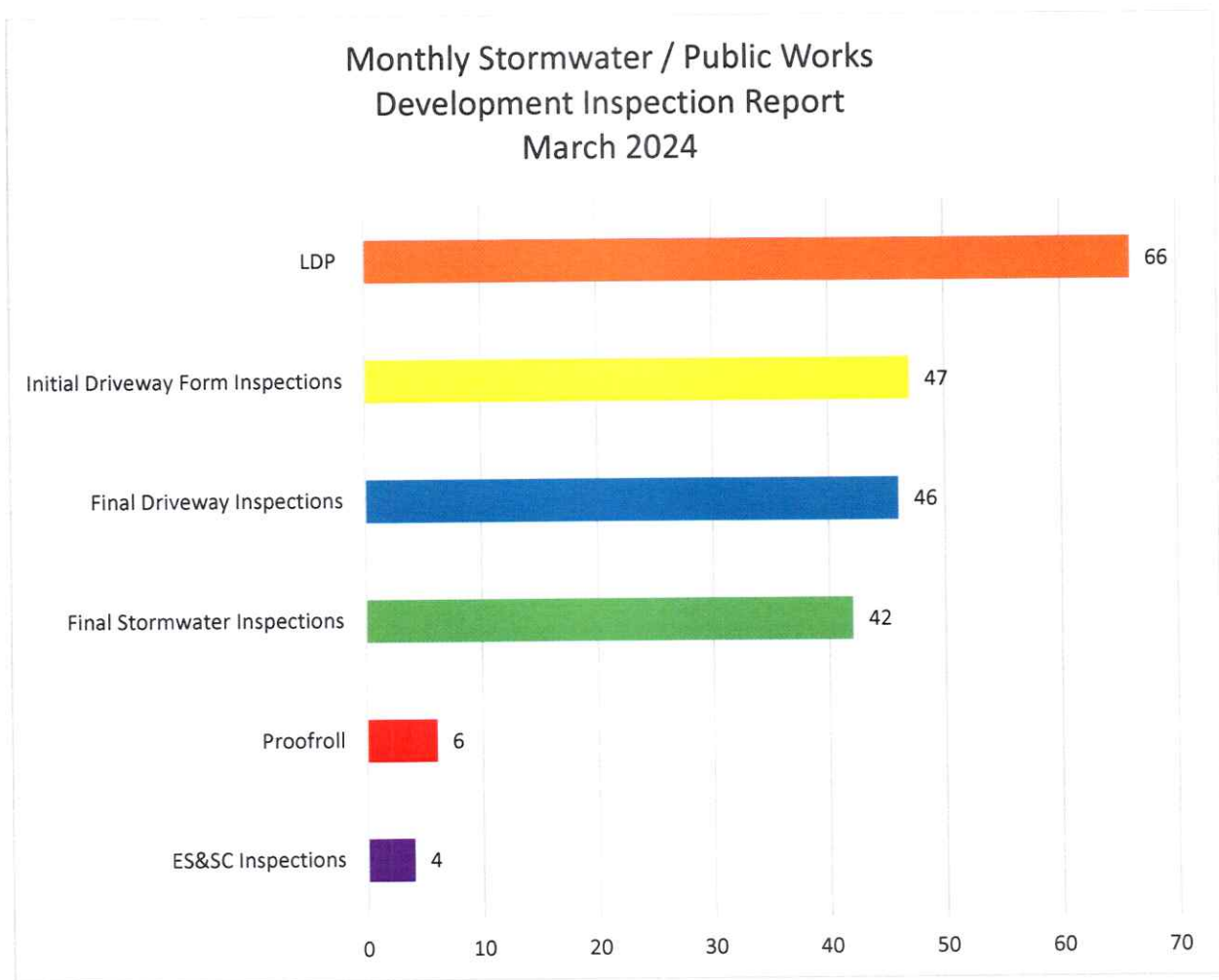
Street Address	Date Resolved
200 Creekwood Drive	03-11-2024
101 Hickory Trail	03-11-2024
200 Louise Drive	03-11-2024
330 South Palmers Chapel	03-12-2024
Stephanie Drive	03-12-2024
Pleasant Grove Road	03-12-2024
Peachtree Drive	03-16-2024
210 Blueberry	03-16-2024
Cherry Lane	03-16-2024
Wilkinson Lane	03-28-2024
Calista Road	03-28-2024
Peachtree Drive	03-28-2024
Marlin Road	03-28-2024
Wilkinson Lane	03-28-2024
Calista Road	03-28-2024
South Palmers Chapel	03-31-2024
Creekwood Drive	03-31-2024

Public Services Department
Public Works
March 2024

Inspector Notes

New Construction and Inspections:

The Public Works Inspector performs various different types of inspections throughout the process of a new home being built within City of White House City Limits, additionally the Public Works Inspector performs proof rolls on subgrade and base stone during the construction of new roads within new developments that are being built within The City of White House. Below gives an accurate account of how many Initial Drive Form Inspections, Final Driveway Inspections, EP&SC (Erosion Prevention & Sediment Control Inspections, and Final Stormwater Inspections were performed on a monthly basis.



**Public Services Department
Public Works
March 2024**

Monthly Work Log

Monday 03/04/24

- Performed weekly inspections on fleet vehicles / Acquired 2.25 tons of asphalt and finished asphalt work on Morgan Trace / Repaired road cut made by Wastewater Septic to Sewer Conversion on Union Road / Repaired potholes on Peachtree, Christian Dr, Hickory Trail, Creekwood, Louise, Apache Trail, Wyoming, and Cheyenne.

Tuesday - 03-05-24

- Traffic Control training / Insurance Open Enrollment / Repaired weed sprayer / Completed Target Solutions.

Wednesday - 03-06-24

- Traffic Control Training / Cleaned off and maintenance zero-turn mowers / Repaired Pressure Washer / Picked up hubcap and cone as well as put top bolt in stop sign on Pleasant Grove.

Thursday - 03-07-24

- Acquired asphalt and Repaired potholes on Pleasant Grove Road from 76 to Holly Tree / Repaired potholes on Stephanie Dr, and Rachel Ct / Public Services weekly planning meeting / Installed right turn arrow on Meadowlark / Installed Road May Flood signs on Calista Road.

Monday - 03-10-24

- Performed Weekly Vehicle Inspection / Utilized bulk cold patch and loaded in hotbox to repair potholes / Repaired potholes on Pleasant Grove, Old HWY 31, South Palmers Chapel Road, Peachtree, Blueberry, and Cherry / Picked up trash at 2952 Hwy 31.

Monday 03-11-24

- Marked with orange ribbon 4 CEMC lights on 31w for repair / Went to Ace and TSC purchase repair parts weed sprayer / Removed fuel tank out of 1333 and re-installed in Vehicle 206 / Individual Compensation Study Meetings.

Tuesday - 03-12-24

- Changed oil in both zero turn mowers / Washed and vacuumed 1332 / Mowed Industrial Drive / Edited and added areas mowing list.

Wednesday - 03-13-24

- Installed shoulder stone in the shoulder of Autumnwood Drive / Repaired belt on plate compactor / Repaired potholes on Cardinal, Maiden Ln, Wilkinson (down to Calista and back, ran out at Volunteer), and Cheyenne. Repaired decorative street lights at 209 Chesire and 200 Picadilly.

Monday - 03-18-24

- Cut road in preparation of road repair on Covington Bend / Helped fill weed sprayer tank 3 times / Traffic Control for weed control operations on Union Road / Looked at wash out on Union Rd. Went with Josh to pick up the Mini X from Kubota.

Tuesday - 03-19-24

- Prepared equipment for job on Covington Bend

Wednesday - 03-20-24

- Covington Bend Road Work Project (road was failing due to settling of utility crossing.

Thursday - 03-21-24

**Public Services Department
Public Works
March 2024**

- Finished Covington Bend Project / Repaired flat tire on new tilt trailer in order to get back to shop / Public Works Staff Meeting.

Monday - 03-25-24

- Springbrook Stormwater Project.

Tuesday - 03-26-24

- Yard repair on Chesire Cout

Wednesday 03-27-24

- Cleaned out drain on Christian Drive / Evaluated drainage issue on Hillwood Drive / Evaluated Ravenwood Court to help with drainage issue / Worked through IT Issues with phones and tablets.

Thursday - 03-28-24

- Went and got asphalt at Crossplains. Went to ace for strikers for hotbox. Filled propane tanks on hotbox. Potholes on Peachtree, Blueberry, Cherry, Marlin, Calista, Sage, and Wilkinson. Filled in shoulder with asphalt at intersection of Cheyenne and Wilkinson.

Traffic Signal Complaint Log

Traffic Signal Complaints Log	December	January	February	March	FY 23/24 YTD
SR-76 & Love's Lane	0	0	4	0	4
SR-76 & I-65 Southbound Ramps	0	0	1	0	1
SR-76 & I-65 Northbound Ramps	0	0	0	0	0
SR-76 & Hester Drive	1	0	0	0	2
SR-76 & Wilkinson Lane	0	0	0	0	1
SR-76 & Sage Road	0	0	0	0	0
SR-76 & Raymond Hirsch	1	0	0	0	3
SR-76 & Hwy 31W	0	2	3	0	5
SR-76 & Pleasant Grove Road (Flashing Signal)	1	0	0	0	2
Hwy 31W & Portland Road	0	0	0	0	0
Hwy 31W & Raymond Hirsch	0	0	0	1	1
Hwy 31W & Sage Road	0	0	2	0	2
Tyree Spring Road & Raymond Hirsch Parkway	0	0	1	3	4
Wilkinson Lane & Richard Wilks	0	0	0	0	0
Tyree Springs Road & South Palmers Chapel	N/A	N/A	N/A	6	6

Hwy 31W & Ray Hirsch - Complaint: Left turn arrow on Raymond Hirsch traveling South is activating with no vehicles in the zone.

Resolution: Shelf mounted detector was failing it has been switched out with a new operational detector.

Tyree Springs and South Palmers Chapel Road – Complaint: Cycle length is too long; vehicles are sitting too long on Major approach because light minor approaches are being serviced when no vehicles are present.

Resolution: Timing adjustments made by City of White House City Engineer, Cameras were rebooted to provide detection to this intersection as they were offline when City Staff arrived on-site to evaluate on April 8th, 2024. Stansell Electric was on-site April 9th, 2024 to assist with entering Flash Operation Day Plan (11:00 PM -5:30 AM).

Public Services Department – Stormwater Division
March 2024

3/4/24: Vehicle inspections. 221 Hillwood and 400 Autumnwood drainage mitigation.



3/5/24: 309 Wyoming drainage mitigation. Facility maintenance. Insurance open enrollment.



3/6/24: Facility maintenance. Target Solutions

3/7/24: Pleasant Grove Potholes. Installed “road may flood” signs on Calista.

3/11/24: Finished Morgan Trace Job. SWAB meeting.

3/12/24: Street Sweep SR 78, Hwy 31W and Raymond Hirsch. Individual pay study meeting.

3/13/24: Autumnwood sign repair. Met owners about drainage concerns at Hillwood an Ravenwood.

Public Services Department – Stormwater Division
March 2024

3/14/24: 303 Autumnwood repaired road shoulder. Filled potholes at Cardinal Drive, Maiden Lane, Cheyanne drive, Wilkinson Lane. Traffic control for wastewater line break.



3/18/24: 301 Covington Bend road cut. Traffic control for mower max. Fixed drainage on Tyree Springs after wastewater line break.



3/19/24: 301 Covington Bend road repairs.



3/20/24: 301 Covington Bend

3/21/24: 301 Covington Bend. Staff meeting

**Public Services Department – Stormwater Division
March 2024**

3/25/24: 203 Laura drainage mitigation and Calista pond drainage mitigation.



3/26/24: Safety meeting. Facility maintenance. Emergency tree removal on Pleasant Grove.



03/27/24: Filled potholes on Ravenwood, Christian, Hillwood, Cherry. Target solutions.

Stormwater Inspections

EPSC Site Inspections	31
Facility Site Inspections	4
Land Disturbance	2
Open Trench Inspections	17
Fence Inspections	18
Proof Rolls	0
Final Storm	1
Final Road	42
Total Stormwater Inspections	115

**Public Services Department – Stormwater Division
March 2024**

Inspector's Notes

March 4th: Reviewed and submitted comments for the McNerney Industrial Project on Union. Assisted PW Inspector with Technology processes for saving and downloading pictures to the desktop and accessing the Inspection sheet on the mobile tablet. Open Trench Inspections at Calista Farms. Inquired about upcoming proprietary device "R-Tank" installation at Towne Center. EPSC Inspections at Dorris Farms Phases 1 & 2. Met Black Lion for Tech Support for Mobile Tablet. Provided Explanation of LDP Fees to Director on Site-specific questions. Update and Review Fence Applications. Reviewed Long-Term Maintenance Agreement and Plan for WH Assisted Living and Legacy Farms. Reviewed Calista Road Subdivision EPSC violations.

March 5th: Reviewed Fence Permit applications. Reviewed and commented on LTMAP submissions for WH Assisted Living and Legacy Farms. Created a drain inspection case type in EnerGov for Stormwater Infrastructure for review and approval to have configured and active to run on the mobile inspection application IGInspect. EPSC Inspection at Bridal Creek. Inspected 311 Wyoming Dr. for obstruction to drainage easement. Performance Appraisal meeting with the Director.

March 6th: Met with Contractor for Liberty Market to review sealant product and requested approval of Director of PW. Updated Inspection Reports, Spreadsheets, and work logs. Reviewed updates and next steps on the training course with EnviroCert. EPSC Inspections at 711, Exotic Marble, McNerney, Core 5, and WH Assisted Living.

March 11th: Checked emails, and notifications, reviewed fence applications, scheduled inspections. Vehicle Inspection. EPSC inspections at SRM, Center Dr., Marlin Pointe, Summerlin, Willow Grove, Springbrook, Town Center, Drew C. Dev. Open Trench at Towne Center, and Marlin. Met PW Inspector to review the correct phase of Summerlin for Curbing Repairs.

March 12th: Check Notifications in EP&L, updated schedule. Completed open enrollment and submitted documentation. Open trench at WH Shops(x2), Towne Center of R-Tank. EPSC Inspection at WH Shops, The Mill, and Cambria. Scheduled meeting with Asst. Director, No Show and not rescheduled. Compensation Review.

March 13th: Reviewed Fence Apps. Pre-Con with McNerney and provided additional Information for LTMAP. Scheduled Inspections and provided email notification of such. Met with the Development Team @ Legacy Farms to address the Repair and installation of a Concrete Apron to Lift Station and the sidewalks identified as damaged in the area. EPSC Inspections at Copes Crossing, Rec. Center, and Legacy Farms. Open Trench at WH Shops. Sent Reports from the Previous day's inspections.

March 14th: Checked notifications and reviewed Fence applications. Plans review with Inspectors, Asst. PW Director, and PW Director. Form Inspection at Infill lot on NPC, and 711. Open Trench Inspection at Marlin Pointe.

March 18th: Reviewed Fence Applications, Updated work orders, Inspection cases, and Title 16 research for site-specific issues. Field inspection of fence installation per adjacent property's request and researched the concern. Open Trench at Dorris Farms.

March 19th: Meeting on Title 16 requirements with Public Works Director, Asst. Public Works Director, and Public Works Inspector. Onsite review of Driveway widths and related concerns with Builder. Open Trench at Towne Center and Dorris Farms Phase 2 with a review of violation issues of EPSC at Dorris Farms Phase 2. Liberty Market review of outstanding items requested for correction for a final certificate of occupancy. WH Assisted Living form inspection. EPSC inspection at Sage Farms, Highland Park, WH Assisted Living, Frey Branch, Rec. Center.

March 20th: Updated Notes, Reports, and Inspections. Reviewed Fence Apps. Discussion with PW Inspector on Asphalt Temperature requirements, review of Towne Center proprietary device "R-Tank" and infiltration of Stormwater concepts and benefits, and the zoning and planning for Towne Center. Calista Rd. Sub. EPSC inspection at Pinson Pointe and The Parks. Reviewed and recorded current conditions of asphalt damages on Boyles Road. Fence Permit inspections. Updated Notes.

Public Services Department – Stormwater Division
March 2024

March 21st: EPSC Inspections at Jackson Farms, Fields @ Oakwood, Jackson Farms, White House Intermediate School. Open Trench inspections at Marlin Point and Calista Rd. Sub. Onsite review of TDOT ROW at 711 with lane widening with the contractor, engineering team, CEMC, and other staff.

March 25th: Revied, Issued, and Updated Fence Apps & Permit Information. Updated EnviroCert Training information. Composed and sent inspection reports from 3/21. Updated Project files with Related documentation. Open Trench inspections @ Marlin Pointe. EPSC Inspections at Cardinal Point, Dollar General. Reached out to SRM on Violations to Ordinance and CGP.

March 26th: Reviewed Fence Apps, updated and Sent inspection reports. Open Trench Inspections at WH Shops. Complimentary Site Review with the contractor at Springbrook. Post-Construction/City Facility BMP Inspections at Community Center. Splash Pad, Municipal Park, Calista Rd. Pond. Confirmed requirement on CCTV with Asst. Director.

March 27th: Target Solutions. Reviewed Jackson Farms SWPPP for updates. Met Developer/Owner and Contractor onsite to discuss EPSC Violations, required corrections, and updates to SWPPP for consideration of lifting STOP WORK ORDER with the Public Services Asst. Director. Reviewed the Calista Rd. Sub. for corrections from the Inspection Report.

March 28th: P.T.O. Hours. Open Trench at Town Center. Additional Research in Ordinance Requirements.

**Wastewater Department
March 2024**

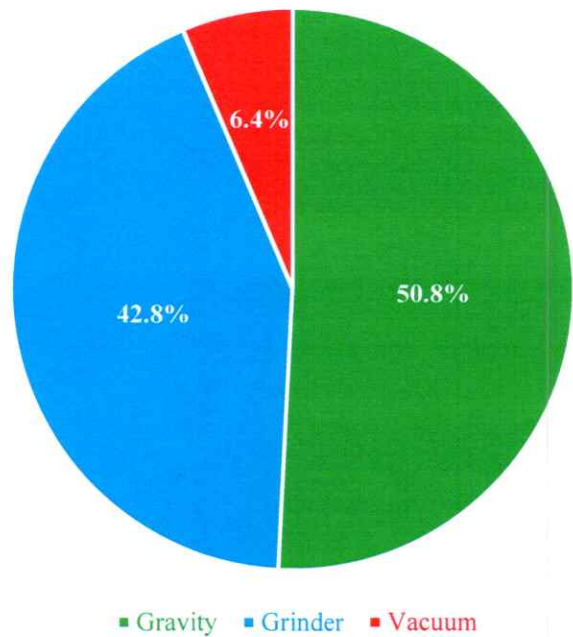
Collections System Activities:

The City of White House operates a dynamic and unique sanitary sewer system consisting of gravity services, low-pressure grinder services, vacuum services, and various types of lift-stations. As of **March 31st, 2024**, City personnel count a total of **6,998** sewer system connections, with **69 new** applications for service in **March 2024**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,556
Low-Pressure Grinder Sewer Connections	2,996
Vacuum Sewer Connections	446

The City counts **195** commercial grinder connections, **2,801** residential grinder stations, and **36** lift-stations integrated into our Sanitary Sewer System.

Sewer Service Types

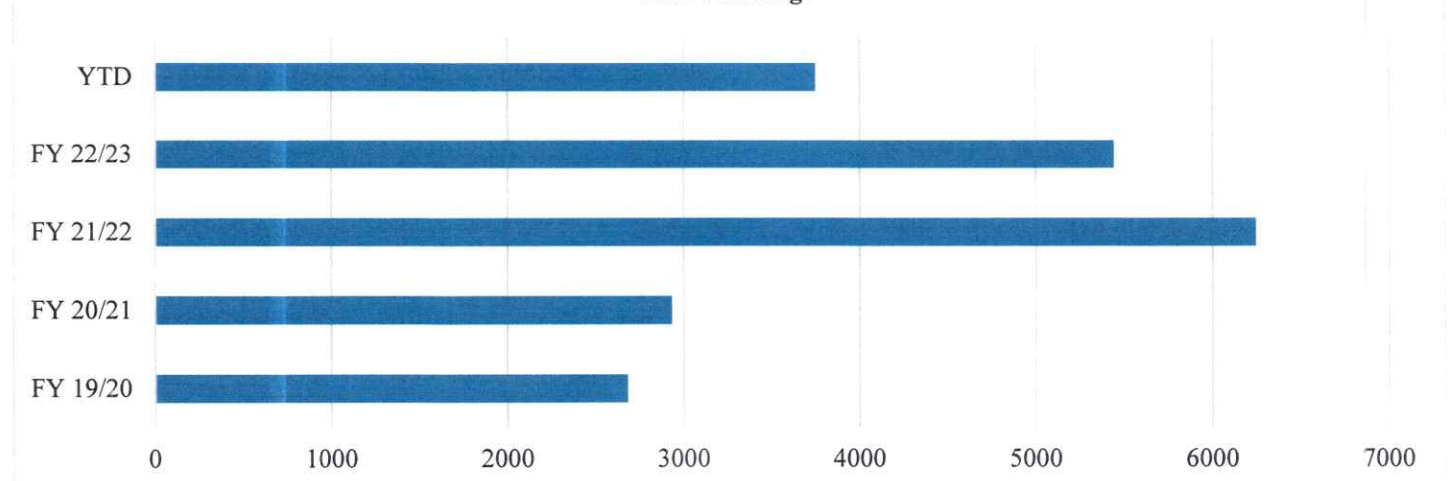


811 Utility Locate Service:

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal-driven task: This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities. **Wastewater personnel received 213% more line-markings in the 2021/2022 fiscal year than in the 2020/2021 fiscal year, largely due to new construction and utility boring activities. Total requests decreased slightly in the 2022/2023 fiscal year, but remain nearly double 2020/2021 levels.**

Line Markings	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>March 2024</u>	<u>FY 23/24 YTD</u>
Tennessee 811	2680	2933	6245	5441		466	3750

Line Markings



**Wastewater Department
March 2024**

<u>Lift-Station Repairs</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>Mar 2024</u>	<u>FY 23/24 YTD</u>
Union Road	6	9	0	0	0	1
Summerlin	5	22	0	0	0	1
Settlers' Ridge	1	1	1	1	0	0
Springbrook	n/a	n/a	n/a	n/a	0	0
Willow Grove	n/a	n/a	n/a	n/a	0	1
Dorris Farms	n/a	n/a	n/a	n/a	0	0
Cope's Crossing	8	6	9	9	1	4
Cambria	4	3	4	4	0	1
Belmont Apartments	n/a	n/a	0	0	0	0
Kensington Green	1	0	0	0	0	0
Meadowlark Townhomes	n/a	n/a	0	0	0	0
Meadowlark	2	1	1	1	1	1
Sage Farms	n/a	n/a	n/a	n/a	0	1
Sage Rd (Hester Dr)	1	0	0	0	0	0
Loves Truck Stop	0	0	3	3	0	1
Highway 76	1	0	0	0	0	0
Portland	0	1	0	0	0	0
North Palmers Vacuum	3	1	7	7	1	4
Villas at Honey Run	n/a	n/a	1	1	0	0
31W Apartments	n/a	n/a	0	0	0	0
Calista Apartments	n/a	n/a	0	0	0	0
Calista Vacuum	2	1	9	9	0	2
Concord Springs	0	0	2	2	0	0
Fields at Oakwood	n/a	2	2	2	0	0
The Mill	n/a	n/a	n/a	n/a	0	0
Highland Park	n/a	n/a	n/a	n/a	0	0
Los Jalapenos	n/a	n/a	0	0	0	2
Mt. Vernon Apartments	n/a	n/a	0	0	0	3
Grove at Kendall	n/a	n/a	0	0	0	0
Wilkinson Lane	3	1	3	3	0	1
Heritage High School	1	0	0	0	0	0
Legacy Farms	n/a	n/a	0	0	0	1
The Parks #1	0	0	0	0	1	3
The Parks #2	n/a	n/a	n/a	n/a	0	0
Treatment Plant #1	6	3	0	0	0	0
Treatment Plant #2	0	0	0	0	0	1

**Wastewater Department
March 2024**

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

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

Major Alarms/Repairs:

Meadowlark Station: The new Variable Frequency Drives (VFD's) for the station have been installed. The station has been returned to normal operation.

North Palmers Chapel Vacuum Station: The damaged (cracked) volute for sewer pump #1 has been able to be temporarily patched from the inside at a repair shop and returned to service. Due to the condition of the volute, this is a temporary solution. A replacement pump is on order, with delivery anticipated in August of 2024.

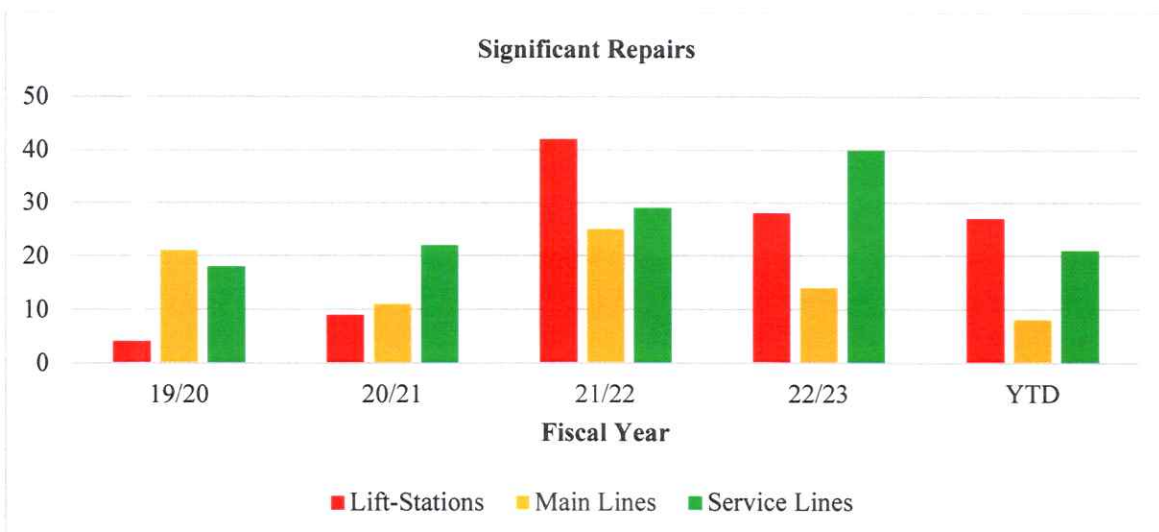
Copes Crossing Station: Pump #2 has experienced an electrical issue and had to be pulled and taken to a repair shop. We are currently awaiting the repairs to be completed, and the station is currently operating on one pump.

Parks Station #1: The flapper-check-valve on the suction line of pump #1 failed and has been replaced. The station has been returned to normal operation.

System Repair Goals:

The goal is to minimize failures with the major lift stations and the mainline gravity, low-pressure and high-pressure force-mains, and the air-vacuum systems. Key personnel have been trained over the last six (6) years on the proper operation and maintenance of the major lift stations. This program has been very successful in reducing the number of station failures. Some of the lift stations are either at or near their anticipated useful life. Therefore, we will continue to encounter equipment failures until the stations are replaced. The mainline and service line repairs are mitigated in a large part by the 811 line marking program. However, we do encounter residents or contractors that dig without notifying the 811 call center. Under these circumstances the City must make repairs; and if the line break was due to negligence, the responsible party will be billed. In some cases, the breaks are due to weather events or age.

<u>Repairs</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Mar 2024</u>	<u>FY 23/24 YTD</u>
Major Stations	4	9	42	28		4	27
Main Line	21	11	25	14		2	8
Service Line	18	22	29	40		3	21

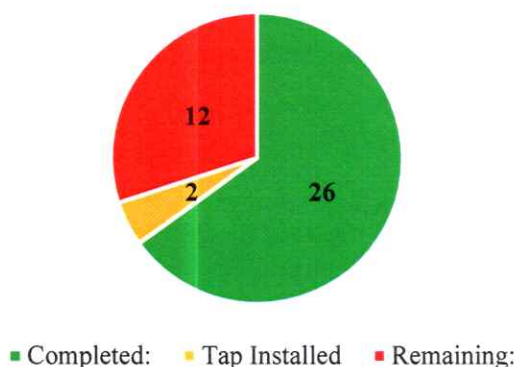


**Wastewater Department
March 2024**

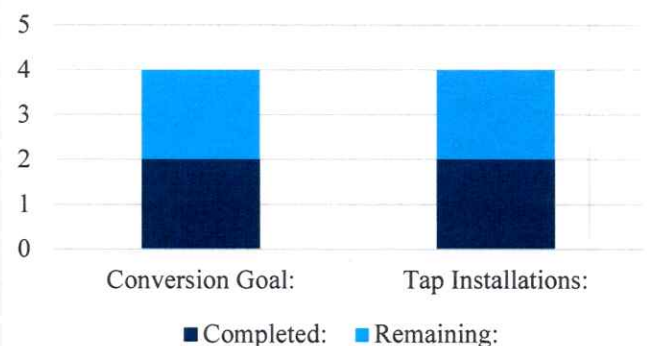
Ongoing Projects:

1. **New Southern Force-Main:** The sewer model and master plan updates completed by Jacobs Engineering revealed significant flow restrictions in our existing 12-inch Southern Force-Main, which currently takes approximately 60% of the City's sewer flows. Replacement of the existing main will require running a new upsized line approximately four (4) miles from the Wastewater Treatment Plant at the end of Industrial Drive to the new Dorris Farm development on Tyree Springs Road. **Phase-1 (from the intersection of DeeCee/SCT to the end of Hester Dr) has been fully completed. Phase-2 (Hester Dr to the intersection of Sage/Cardinal) pipe installation and site cleanup is complete, and is only pending final pavement patching of Sage Rd to close out. Phase-3 pipe installation, testing, and tie-ins have been completed, as have service line relocations along the Industrial Dr corridor. As of October 31st, 2023, all three phases of the new Southern Force-Main are receiving active flow (flow is diverting from the old 12" line into the new upsized line beginning at the intersection of Sage Rd / Cardinal Dr and flowing to the Wastewater Treatment Plant located at 725 Industrial Dr), and the old 12" and old 6" lines along Industrial Dr have been physically disconnected and abandoned from the intersection of SCT Dr and Industrial Dr to the treatment plant. Final paving of the disturbed areas within the campus of the Wastewater Treatment Plant, as well as full-width repaving of Industrial Dr and SCT Dr (including restriping) has also been completed. Bids for Phase-4 were opened on February 5th, and the contract has been awarded to Norris Bros. Excavation. Phase-4 Project work began with a bore and casing installation under Hwy 31W at the Sage/31W intersection, with the bore now complete.**
2. **Calista Vacuum Station:** All three of the new Mink vacuum pumps installed in 2019 have failed prematurely, with metal shavings discovered in the oil pan of pumps #2 and #3, and a splined coupler failure in both pump #1 and pump #2. We are sending pumps #2 and #3 back to the manufacturer to discover the cause of the failure, and for a quote on repairs. The replacement cost for a new pump is approximately \$30,000. **One of the older model Busch pumps previously removed from the station has been retrofitted as a replacement until the Mink pump can either be repaired or replaced. A second Busch pump has been rebuilt by the manufacturer and installed, and the station is currently operating normally.**
3. **North Palmers Vacuum Station:** The volute of one of the in-line centrifugal sewer pumps has cracked, and the pump has been removed from service. Due to the age of the pump, a matching volute cannot be sourced, and the entire pump must be replaced. **A replacement pump has been ordered and delivery is anticipated in August, 2024. The old pump was been pulled and sent out for an emergency interior repair patch to the failed volute, and has been received and returned to service. The patch will not hold permanently, but is anticipated to function until the new pump gets delivered.**
4. **Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. Four (4) full conversions are planned for the FY23/24 fiscal year, with one of the conversions already having a tap installed. **A total of 26 projects have now been completed on the list of 40, and taps are installed for two additional locations.**
5. **Copes Crossing Lift-Station:** The control panel for the Copes Crossing lift-station has been replaced. However, an additional issue was identified with the pump power cables during the panel replacement. **A quote was solicited, and the replacement power cables have been placed on order. Pump #2 has since experienced an electrical issue due to the corroded cables, and has been pulled for repairs. The new power cables have been delivered, and we are awaiting installation.**

Total Planned Septic-to-Sewer Conversions:



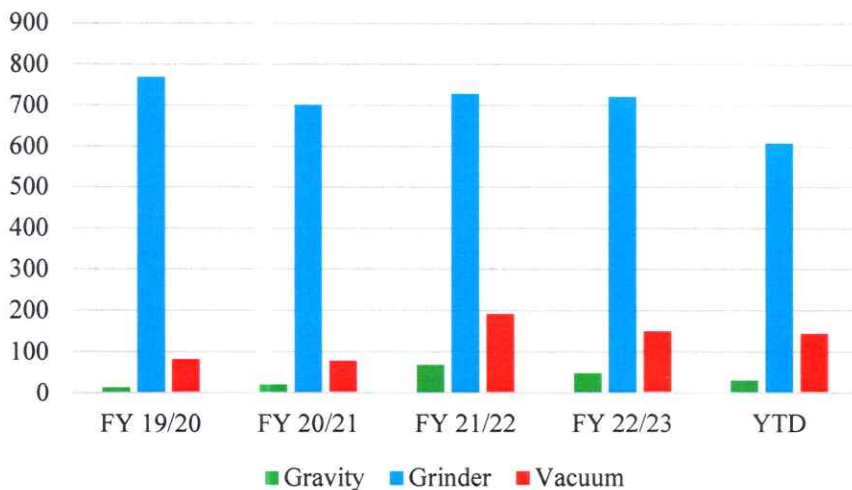
**Septic-to-Sewer Conversion Goals
(FY-2023/2024)**



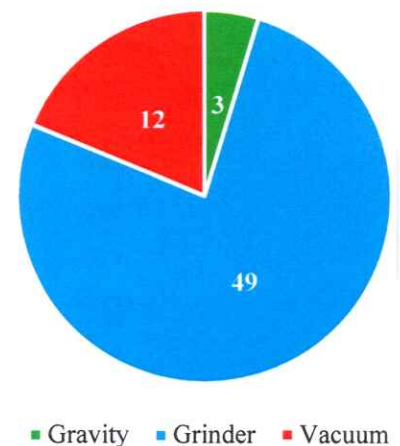
**Wastewater Department
March 2024**

<u>Work Orders</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Mar 2024</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149		12	144
Gravity Service Request	13	20	69	48		3	30
Low Pressure Service Request	770	702	730	723		49	609
Total Pumps Replaced	449	492	472	459		30	257
Total Pumps Rebuilt	n/a	135	114	30		0	15
Total Warranty Pumps Returned	n/a	n/a	129	125		8	67
Grinder Tank PM Program	267	219	117	132		10	106
Open Trench Inspections	226	409	702	653		99	659
Final Inspection for New Service	110	248	405	489		49	475
Grease Trap Inspections	n/a	n/a	n/a	162		12	130
Sanitary Sewer Overflow (SSO)	49	19	28	14		1	11
Odor Complaints	43	35	22	28		3	27

Sewer Service Calls by Connection Type (YTD)



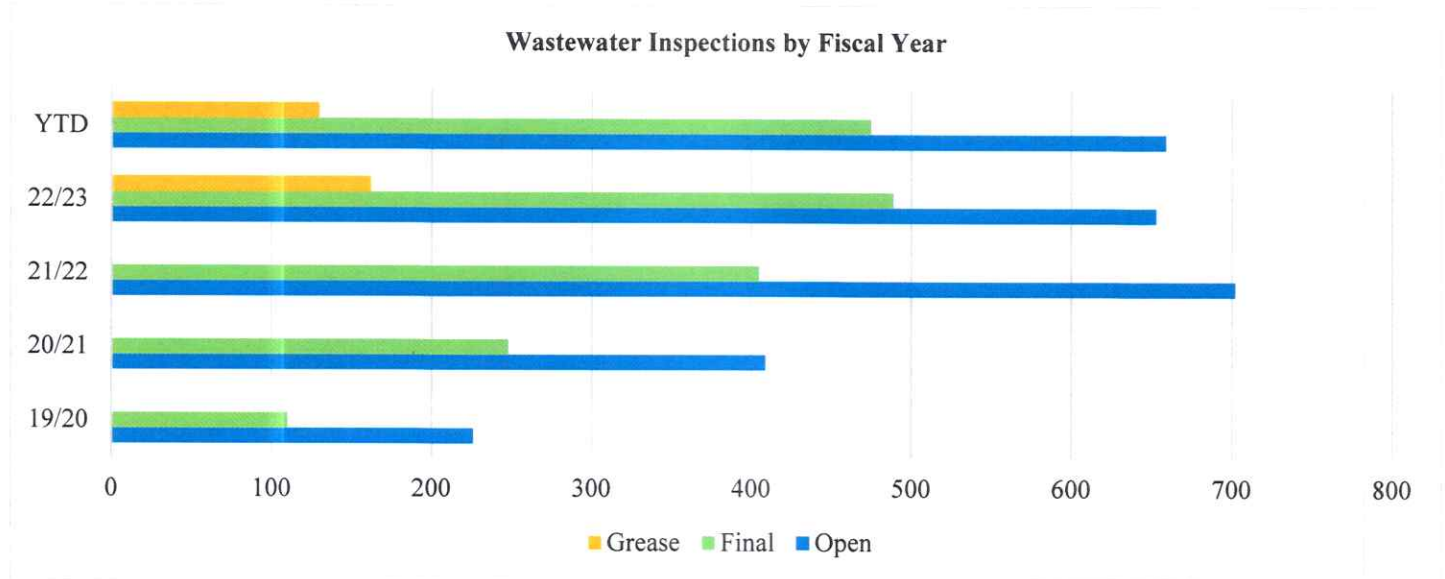
Sewer Service Calls by Connection Type (March 2024)



Wastewater Department March 2024

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 five years, with FY22/23 numbers remaining similar to the FY21/22 inspection requests.



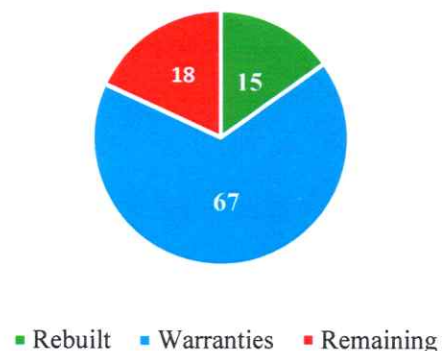
Pump Rebuilds:

The capital outlay budget was designed for a total purchase of 350 new E-One grinder pumps for the 2022/2023 Fiscal Year, though product price increases reduced the total number of anticipated new pumps to approximately 325. However, **459** grinder pumps were needed to meet all the service call requests for the year, and supply-chain issues led to long delays in receiving new pumps that were on order. To supplement the amount of pumps on-hand, the department rebuilt **30** pumps throughout the year, in addition to **125** warranty-return pumps received. Wascon rebuilds all pumps that fail prior to expiration of their 5-year and 3-month warranty period. The capital outlay budget for the 2023/2024 fiscal year was again designed for the purchase of approximately 325 new pumps, though the City was able to secure better pricing for a brief window to enable the purchase of 400 pumps, with an anticipated need for approximately 475 pumps throughout the year (to be supplemented by in-house rebuilds and warranty-return pumps). As such, the City is targeting to rebuild a minimum of 100 pumps (inclusive of rebuilt warranty-return pumps) throughout the year for buffer.

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

There have been an abnormally high number of warranty-returns in the last three years caused by a known manufacturing defect in the 2018/2019 E-One models that the manufacturer has since corrected.

82.0% of Needed Pumps Rebuilt (FY-2023/2024)



**Wastewater Department
March 2024**

Treatment System Activities:

Wastewater Treatment Plant Goals:

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

<u>Parameter</u>	<u>Dec - 23</u>	<u>Jan - 24</u>	<u>Feb - 24</u>	<u>Mar - 24</u>	
Influent – To Plant	-	-	0.955 MGD	See Note	MGD = Million Gallons/Day
Effluent – To Creek	0.646 MGD	0.820 MGD	0.763 MGD	See Note	MGD = Million Gallons/Day
Effluent – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.646 MGD	0.820 MGD	0.763 MGD	See Note	
Design Capacity	1.400 MGD	1.400 MGD	1.400 MGD	1.400 MGD	
% of Influent Capacity	-	-	68.2%	See Note	(Influent) / (1.400 MGD)
% of Effluent Capacity	46.1%	58.6%	54.5%	See Note	(Effluent) / (1.400 MGD)
Actual Capacity	1.120 MGD	1.120 MGD	1.120 MGD	1.120 MGD	(1.400 MGD x 80%)
% Actual Influent Capacity	57.7%	73.2%	68.1%	See Note	(Influent) / (1.120 MGD)
% Actual Effluent Capacity	-	-	85.3%	See Note	(Effluent) / (1.120 MGD)
Rainfall	2.15"	11.02"	4.53"	1.76"	

	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>Mar 2024</u>	<u>FY 23/24 YTD</u>
Effluent Violations	12	7	32	25		6	23

- 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. Additional violations were daily ammonia exceedances. When the new Waste and Return pumps and associated flow meters were brought online, the new pumps began operating off of the volumes that the plant flow meters were reading, and were removing sludge volumes from the facility accordingly. The new plant effluent meter was found to be reading incorrectly, thus causing the facility to “over waste”. Additionally, although the pump run times were able to be adjusted locally, they were resetting after each cycle to their factory defaults and running too frequently. The end result of both of these issues was a “young sludge” that did not consist of the correct ratios of organisms needed for ammonia treatment, and led to the violations. The new flow meter has since been adjusted, recalibrated, and field-tested to confirm accuracy, and is operating normally. The programming of the pump run times has also been adjusted locally (including resetting a new “default” state), and they are now holding the programming put in place by our operators.
- TDEC Order and Assessment:** On July 15th, 2020, TDEC issued the City of White House an Order and Assessment notice in the amount of \$63,040 for a total of 29 violations that occurred between March 2018 and February 2020 (the only unresolved violation being the rolling total phosphorous average). An initial payment in the amount of \$12,608 was required within 30 days, with other penalties only being applicable if the provisions of the order and assessment were not met. Two (2) provisions were of concern to City staff: The City must begin to initiate the implementation of the state-approved plans for the WWTP expansion within 90 days; and the City must remain within “significant compliance” of the facility’s permit for a period of two (2) years following completion of construction of the new facility. City personnel spoke with TDEC officials on July 29th, and were able to confirm that the City is already compliant with the 90-day initiation period as a result of the progress made with the SRF Loan process for the facility, and received an extension of the “significant compliance” period to begin one (1) year after completion of construction, to allow for the influence of the old facility’s treatment effectiveness on annual rolling averages to be completely phased out. The City received written confirmation of this arrangement from TDEC on August 7th, 2020.

**Wastewater Department
March 2024**

3. **Flow Readings:** The installation and calibration issues of the new plant effluent meter caused the plant discharge numbers to be unreliable (facility was routinely recording discharge numbers in great excess of our influent, which is not physically possible). The ultrasonic meter was found to be installed/calibrated to read a greater distance between the meter head and the water level than the actual depth of the flume itself, causing it to record flow even when the channel was dry. This issue has been corrected, with the meter installed at the proper height, recalibrated based on exact installation height, and certified/verified by a third-party agency.
4. **Peracetic Acid:** Although TDEC has approved our use of peracetic acid (PAA) as the method of disinfection and has modified our NPDES permit accordingly, our new permit allows for the use of Ultraviolet (UV) Light disinfection, and the UV system has recently been brought online as part of the new facility expansion. As such, we operated on UV disinfection for the month of March, 2024. *Last month the PAA feed rate was 1.90 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 operating on the new UV disinfection system showed an average of **less than 1.0 CFU's**, which is not only below the permitted limit but also at the lowest detectable limits of the test. *Last month the average was 59.4 CFU, operating on the PAA feed for disinfection.*

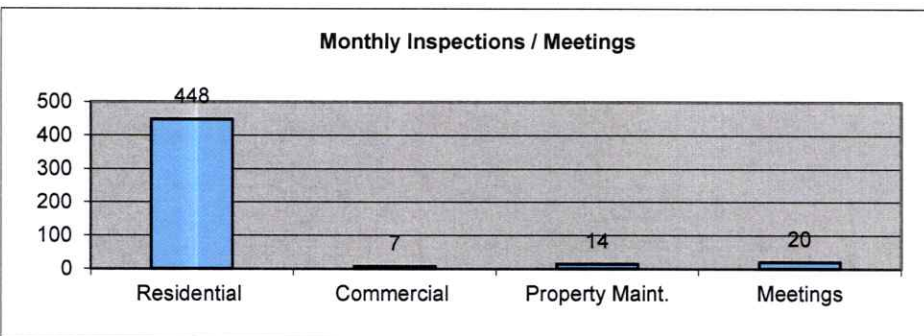
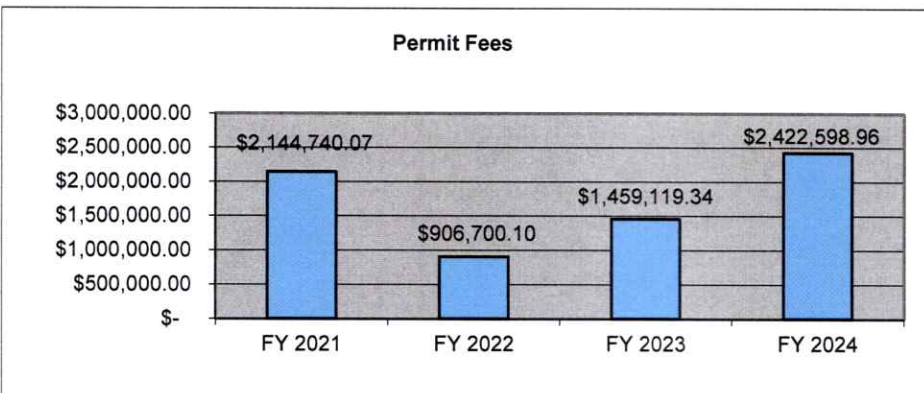
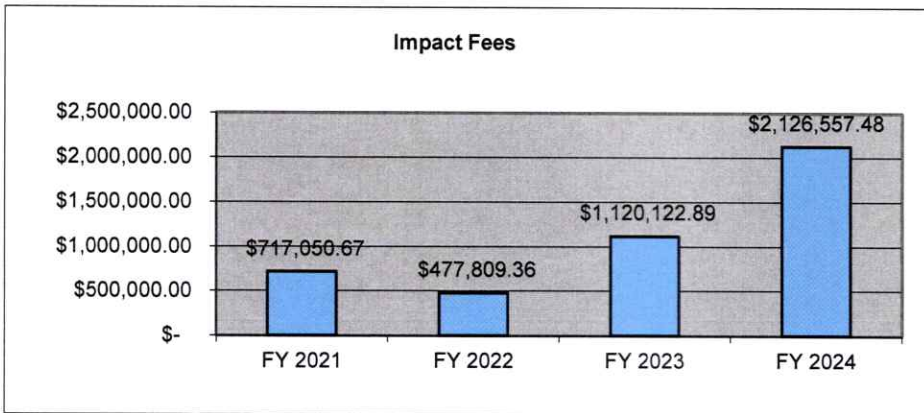
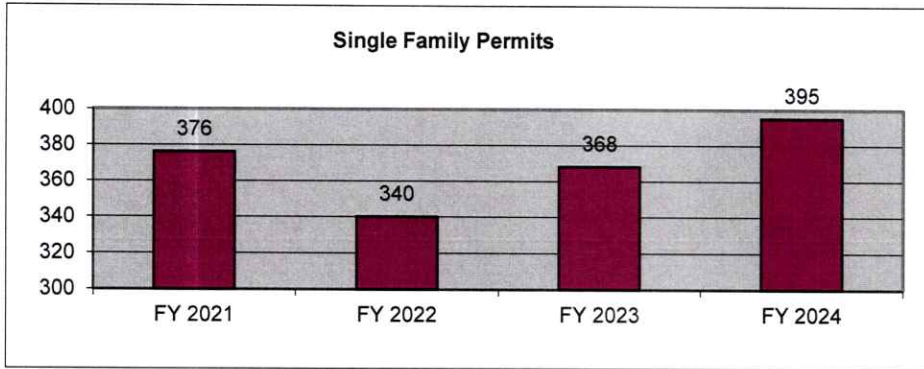
5. **WWTP Expansion Project:**

UV Disinfection: The UV disinfection has been successfully started up and is functioning normally. The UV is now being used as the primary means of disinfection for the existing plant, and preliminary analyses have shown it is providing more effective disinfection than the PAA. PAA totes are still on-site as a backup if needed.

Secondary Effluent Filters: The secondary effluent filters have also been successfully started up and are now functioning.

RAS/WAS Pumps: The Return (RAS) and Waste (WAS) sludge pumps for clarifiers #1 and #2 have been replaced and are operating, and flow rates for these pumps are being adjusted to the needs of the facility.

Planning and Codes Department
MARCH 2024



**Planning and Codes Department
MARCH 2024**

	Month	FY2024	FY2023	FY2022	FY2021
Planning Commission	6	62	91	67	74
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	6	5	4
Tech. Review/Study Session	0	0	0	5	2
Property Maintenance	0	0	0	0	0
Single Family Residential	63	395	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	4	56	96	89	83
New Commercial	0	9	7	7	6
New Industrial	0	1	0	0	0
Other Com/Ind	3	38	51	25	23
Sign	1	14	22	11	17
Occupancy Permits	31	283	397	319	400
Other	0	1	31	11	12
Residential	448	3602	4885	5452	2621
Hours	224.5	1466.25	2250.5	1367	533
Commercial /Industrial	7	139	125	139	92
Hours	5	58.25	125	139	92
Total Cases	14	153	35	98	179
Hours	3.5	55.75	35.75	70.24	86.75
Complaints Received	14	142	199	55	41
Administration	5	55	80	117	72
Hours	2.5	28.25	86	127	70
Planning	11	108	112	127	53
Hours	5.5	56.75	116.5	96	50
Codes	4	16	10	8	11
Hours	2	11.5	13	10	9
Permit Fees	\$222,424.00	\$ 2,422,598.26	\$ 1,459,119.34	\$ 906,700.10	\$2,144,740.07
Board Review Fees	\$2,350.00	\$ 8,080.00	\$ 18,050.00	\$ 14,100.00	\$84,775.00
City Impact Fee	\$198,220.00	\$ 2,126,557.48	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
Roads	\$60,791.00	\$ 639,773.48	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$63,017.00	\$ 457,765.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$44,838.00	\$ 553,809.44	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41
Fire	\$29,574.00	\$ 365,596.28	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
Subdivision Lots	0	103	0	0	235
Commercial/Ind. Sq Ft	156,500	331,999	0	15,216	214,206
Multi-Family Units	0	0	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 41	\$ 23,519,873.35		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	16		17	16	15

City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Project ongoing – currently at 23% complete according to most recent invoice
- Substantial completion still on schedule for June 15th



Splash Pad Maintenance Building

- Some electrical work and some of the roof was installed this month
- Tank will be replaced sometime in May
- Target opening date is Memorial Day weekend

City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024



Rec Center

- Stairs have been installed
- Track and gym pours took place this month
- Walking track roof decking installed



**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**



Master Plan

- Finishing touches have been made and final draft has been reviewed by staff and Leisure Service Board
- Study Session scheduled with Leisure Service Board on April 1st
- Plan is to take it to Board of Mayor & Alderman for April meeting for acceptance/approval before May 3rd deadline.

**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**

List of upcoming projects yet to begin:

Parks Truck

- Still waiting on this project

Dirt for Laser Grading & Sand for Top Dressing

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

Recreation- Assistant Director

Adult Programs

Women's Exercise Class:

- Dates: 6th, 13th, 27th
- 03/20- Canceled due to spring break
- Total Attendees: 15

Adult Softball: Registration Closed- 03/17

- 3 Teams registered
- 12 Free Agents

Men's Basketball: Registration Closed- 03/06

Reached max number of teams before registration deadline

- 8 Teams
- 7 Free Agents

Youth Athletics

Girl's Volleyball – Registration Closed Feb. 18th

- 165 players registered
 - 3rd-5th Grade: 10 Teams
 - 6th – 8th Grade: 9 Teams
- Coach's meetings held 03/04 & 03/05
- First practices- 03/09

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

- 10 Players registered
- First practice scheduled: 03/ 26
- Sponsorship Proceeds- \$3,500

Special Events

The Great Egg Hunt- March 17th- 31st

- 270 Photo Submissions
- 95 Household participated

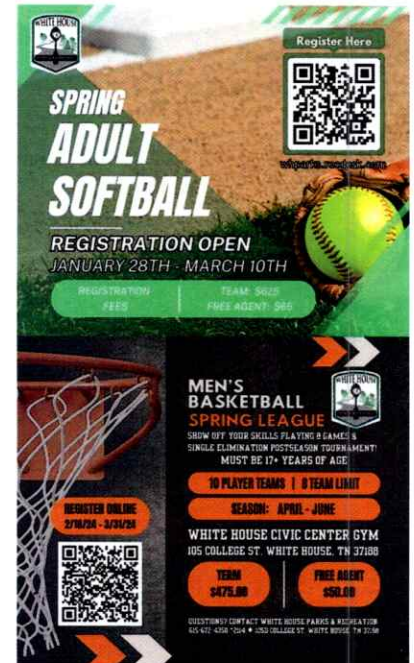
Other

Master Plan:

- Leisure Service Board Public Input Session- March 7th

Open gyms: Averaged totals per a day

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



SPRING ADULT SOFTBALL
REGISTRATION OPEN
JANUARY 28TH - MARCH 10TH

REGISTER HERE
QR CODE

REGISTER ONLINE
3/7/24 - 3/24/24
QR CODE

MEN'S BASKETBALL SPRING LEAGUE
SHOW OFF YOUR SKILLS PLAYING 8 GAMES & SINGLE ELIMINATION POSTSEASON TOURNAMENT! MUST BE 17+ YEARS OF AGE

10 PLAYER TEAMS | 8 TEAM LIMIT
SEASON: APRIL - JUNE
WHITE HOUSE CIVIC CENTER GYM
105 COLLEGE ST. WHITE HOUSE, TN 37188

TEAM \$475.00
FREE AGENT \$50.00

QUESTIONS? CONTACT WHITE HOUSE PARKS & RECREATION
415-412-4348 • 105 COLLEGE ST. WHITE HOUSE, TN 37188



CHALLENGER BASEBALL
AN OPPORTUNITY TO PLAY BASEBALL FOR ALL YOUTH WITH DISABILITIES

PRACTICES BEGIN IN MARCH
SATURDAY GAMES START APRIL

BOYS & GIRLS
AGES 4-18

VOLUNTEERS & SPONSORS NEEDED!

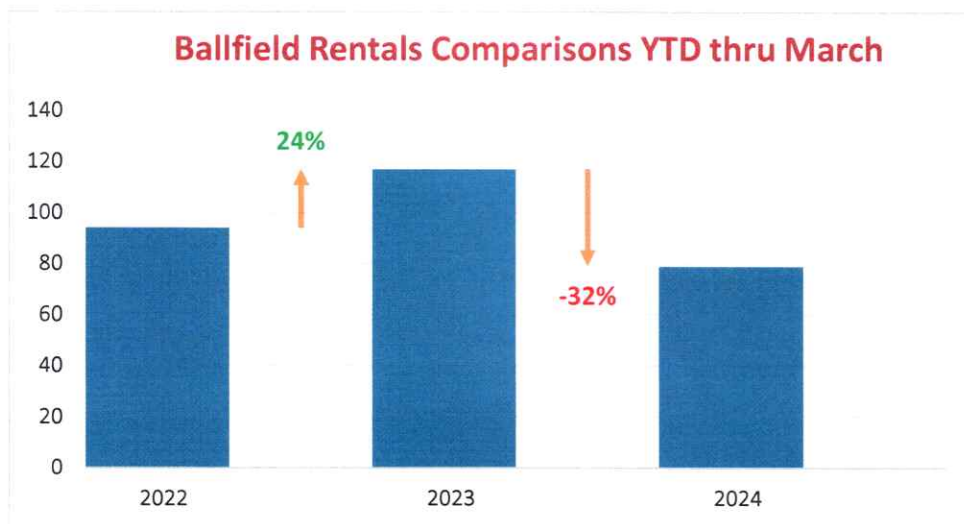
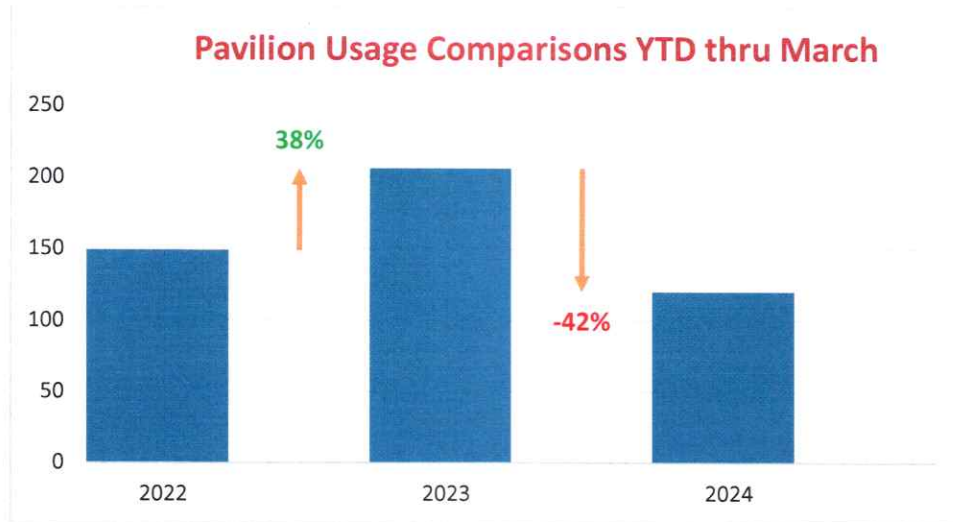
ONLINE REGISTRATION
JANUARY 1ST - MARCH 17TH
whparks.recdesk.com/
Community/Program



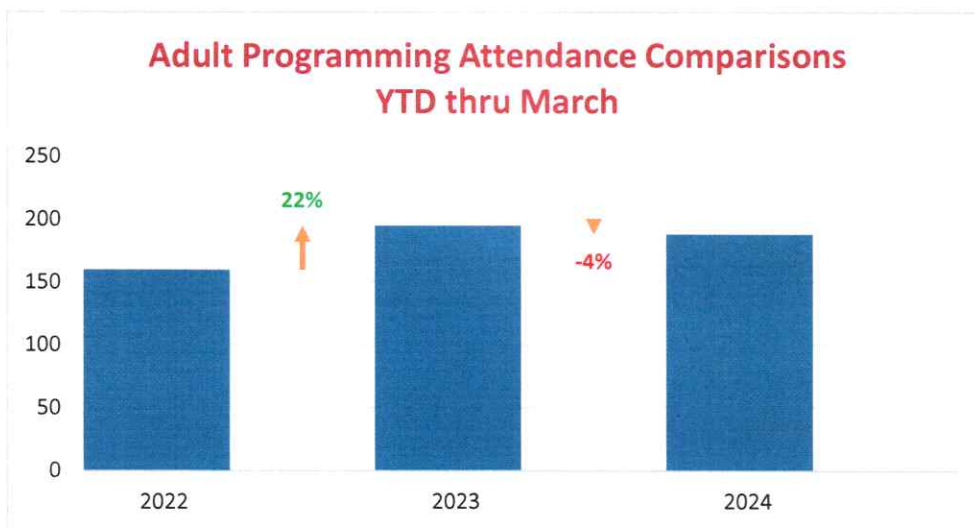
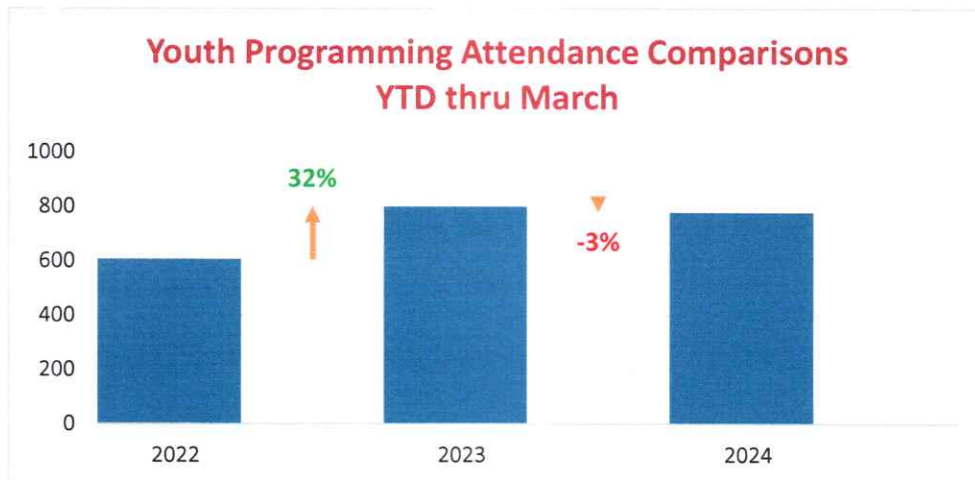
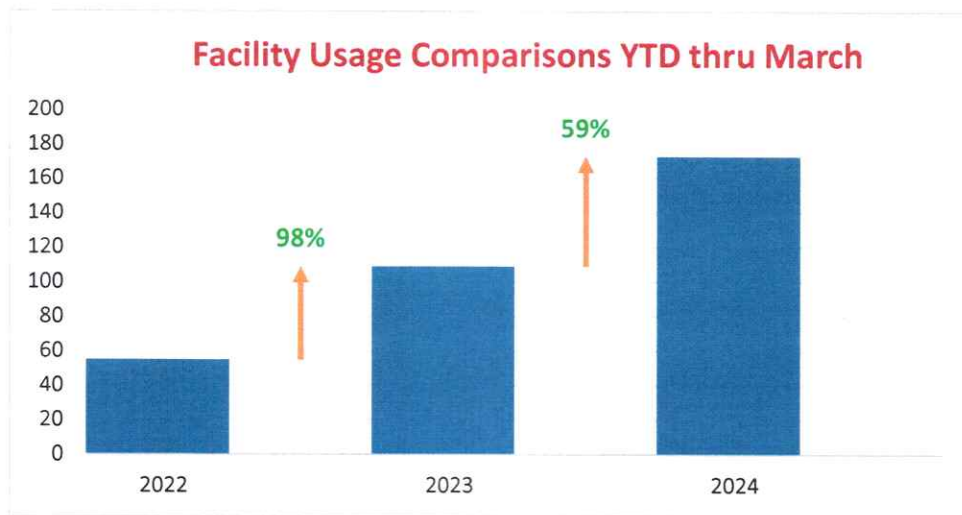
**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**

Social Media

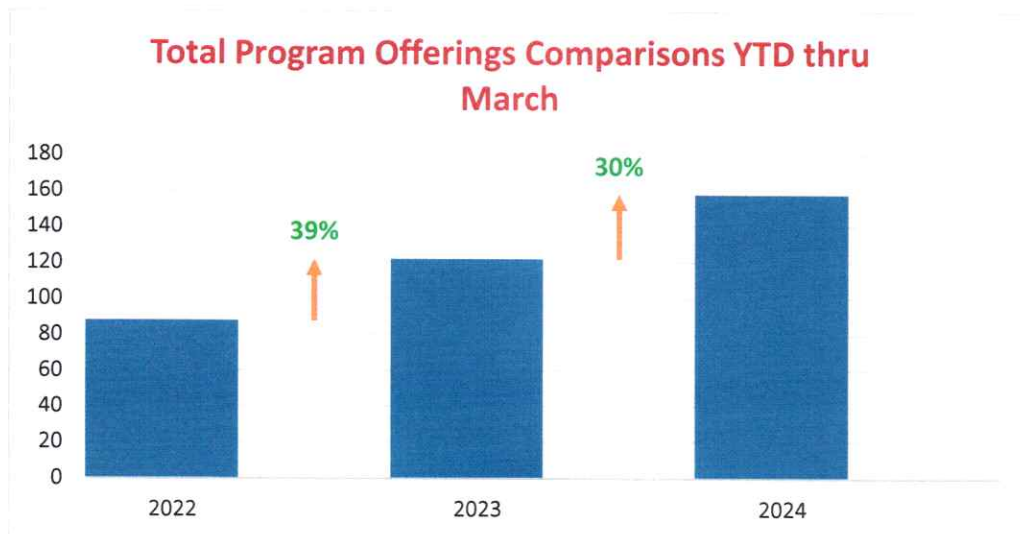
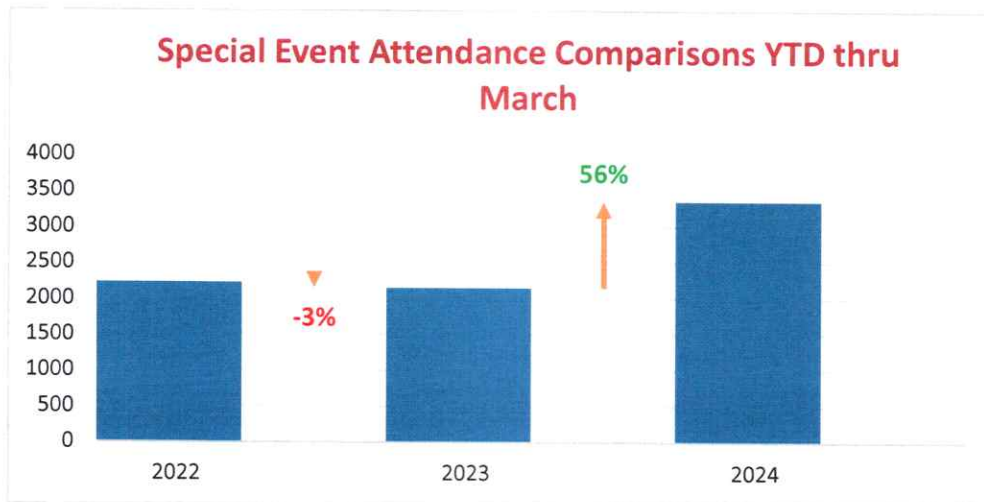
- Facebook
 - 1,146 Followers
 - Reach: 8,300
 - Total posts: 26
 - Best Performing Post: Sand Volleyball Registration
 - Reach: 2,900
 - Shares: 30



City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024



**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**



Maintenance

- We have painted the metal and posts and put up new trim boards on the two small pavilions at the park. We have painted the posts on the large pavilion at the park.
- We planted two living legacy trees on the Greenway.
- We took down the white plastic fence on the spur trail next to Heritage Elementary.
- We put out 160 bags of conditioner on the quad fields. (40 bags per field)
- We used our top dresser and put down sand on the infields of 1,2,3,4,5,6 to help with compaction.
- We poured a concrete pad next to field 5 bathrooms for the new donated drinking fountain. We smoothed out dirt and put down seed and straw where the new water line was installed for the fountain.

**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**

Museum

Volunteers

The volunteers are helping with new displays. The volunteers have provided the museum with 12 volunteer hours.

Exhibits

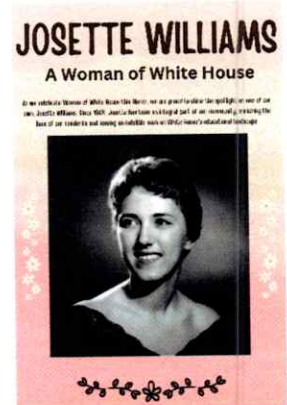
Josephine Holloway will remain up for Women's History Month.

Mabel Baggett Rhodes and Josette Williams are also be our special exhibits for Women's History Month.

As we are working on the new exhibit for May, these women will remain up through April.

Tours at Museum

Tours were given to walk ins. Several visitors came by as participants in the Parks & Rec Egg Hunt.



Social Media

In March, the museum began a new series on its Facebook page called "What is This?" Volunteer, Terry Palmer, gives the insight on an artifact that is in the museum.

Education

I attended the Tennessee Association of Museums (TAM) Annual Conference in Murfreesboro, TN.



Events and Meetings Assisted with and/or Attended

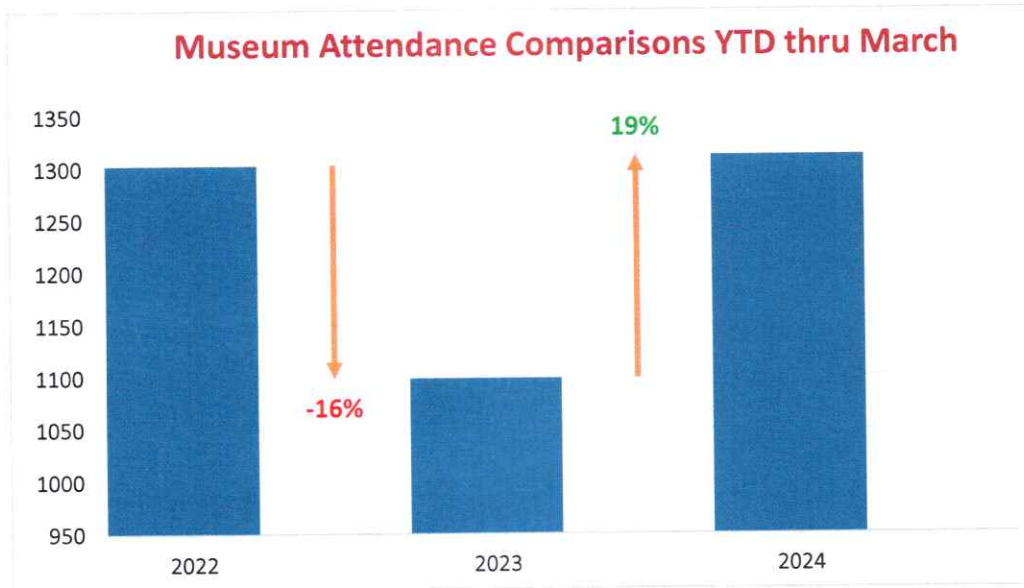
March 6 – Multi Ribbon Cutting @ Chamber Office
March 14 – Parks Recognition Luncheon
March 28 – Chairman's Celebration



**City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024**

Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
8	40	49	89	

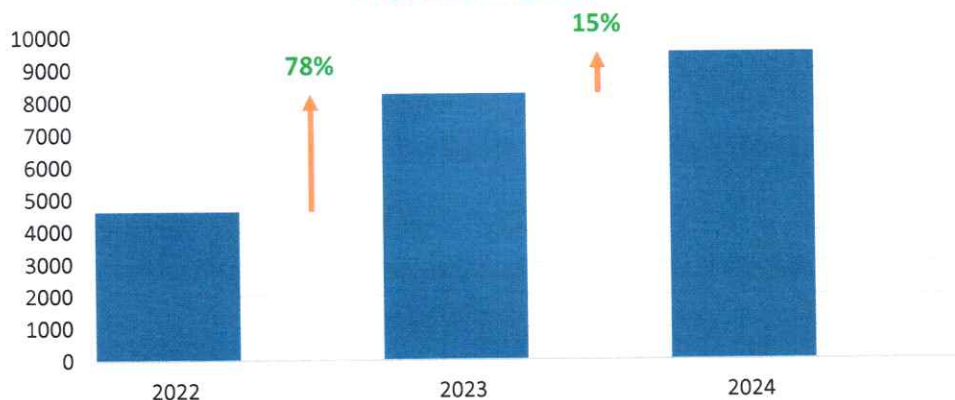


Senior Center Participation - MARCH 2024			
Outings:			
McNarmas Irish Pub	30		
Monells Restaurant	28		
Bowling	12		
Total	70		
Events:			
Veterans	35		
Sack Lunch/Easter Egg Hunt	26		
Total	61		
		Sr Meals Wednesdays	
		151	
		122	
		103	

City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024

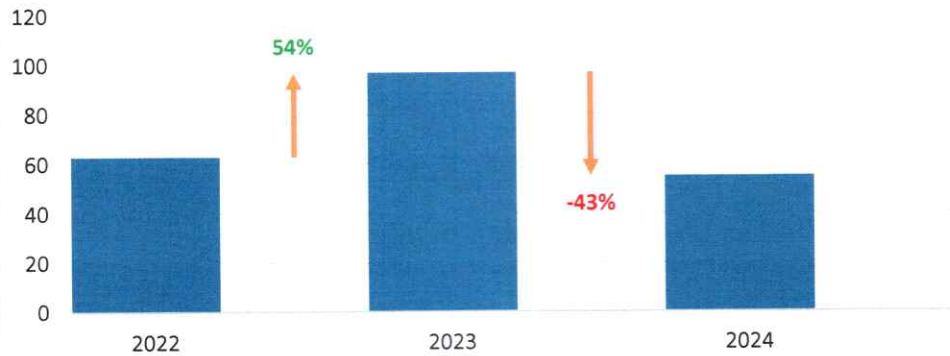
		122	
		498	TOTAL
Programs:			
Fittercise-Strength, Yoga	543		
Walk	103		
Bingo	72		
Birthday Potluck	35		
Ballroom & Country Western Dance Lessons	21		
Farmers Rummy	9		
Garden Club	44		
Quilting	6		
Meals on Wheels	93		
Bunco	10		
Bible Study	5		
Crafts	0		
Cards, Games, Pool, Puzzles	130		
Pickle Ball	88		
TOTAL	1159		
MEMBERS	396	Updated members	as of 3/31
1st time visitors	4		
New Members			
TOTAL Sr Center Participants:	1396	Total	1788

Senior Programming Attendance Comparisons
YTD thru March

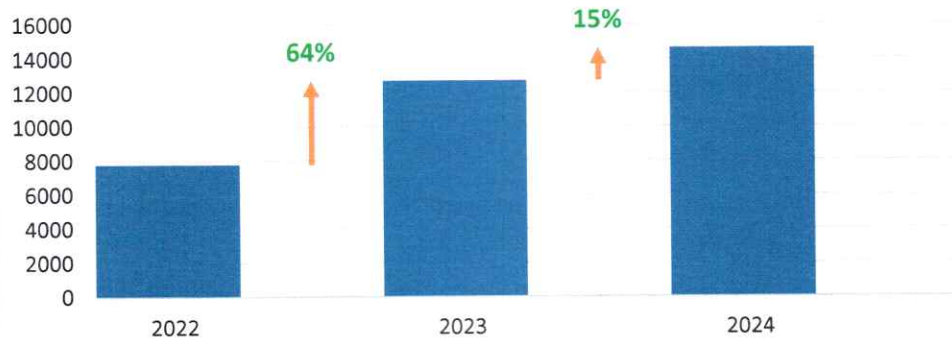


City of White House
Parks, Recreation, & Cultural Arts Department
Monthly Report March 2024

**Senior Center First Time Visitors Comparisons YTD
thru March**



**Total Senior Center Participants Comparisons YTD
thru March**



Parks and Recreation
March 2024

	FYE 2021	FYE 2022	FYE 2023
Facility Usage			
Special Use Permits Submitted	39	20	23
Pavilion 1 Usage	21	16	16
Pavilion 2 Usage	13	16	14
Pavilion 3 Usage	74	94	137
Splash Pad Pavilion Usage	99	165	136
Total Number of Pavilions Usage	207	291	303
Gymnasium Rentals	23	83	82
Amphitheater Usage	1	9	9
Community Room			66
Total Number of Facility Rentals	30	92	157
Ballfield Rentals	146	134	165
Vistor Center Attendance	20	29	30
Visitors Who Also Toured Museum	70	303	191
Museum Attendance Only	115	1116	1142
Total Museum Attendance	185	1419	1333
Programming			
Number of Youth Program Participants	417	615	800
Number of Adult Program Participants	100	260	195
Number of In-House Special Events Offered	9	7	11
Number of In-House Special Event Attendees	1077	2223	2158
Number of Rec Programs Offered	19	21	24
Number of Senior Center Memberships	2000	2454	3186
Number of New Senior Center Memberships	0	5	38
Senior Center Participants	4412	11605	16,821
Senior Center First Time Visitors	36	95	115
Number of Senior Trips Offered	9	28	46
Number of Senior Trip Participants	81	235	617
Number of Senior Programs Offered	34	101	142
Number of Senior Program Participants	1061	7304	10,566
Number of Senior Meals Served	36	47	48
Number of Meals Participants	3277	3965	5658
Offsite Presentation Attendees	0	145	435
Total Number of Programs Offered	53	124	166
Revenues			
Youth Programs	\$44,261.00	\$57,366.00	\$ 79,821.40
Adult Programs	\$ 6,230.00	\$ 7,925.00	\$ 11,780.00
Special Events	\$ 3,495.00	\$ 3,080.00	\$ 2,940.00
Senior Meals	\$ 8,222.50	\$11,442.00	\$ 18,754.00
Shelter Reservations	\$ 9,112.50	\$12,995.00	\$ 7,675.00
Facility Reservations	\$ 2,956.25	\$19,181.75	\$ 16,978.25
Field Rentals	\$ 5,820.50	\$ 3,913.00	\$ 5,578.50
Affiliate League/Tournament Fee Revenue	\$ -	\$13,666.50	\$ 29,825.50
Misc	\$ 9,686.39	\$25,818.31	\$ 8,763.20
Maintenance			
Mowing Hours	2,195	1660.25	1548.5
Work Orders Received	9	15	24
Work Orders Completed	9	14	23
Number of Projects Started	39	31	8
Number of Projects Completed	32	29	8
Number of ballfield rainouts	NA	156	321
Bags of Field Dry Used	NA	100	42

YTD March 2022	YTD March 2023	March 2024	YTD 23-24
14	17	2	20
8	7	2	13
6	6	0	9
43	71	9	80
92	122	3	18
149	206	14	120
55	68	4	23
0	7	0	1
	34	24	149
55	109	28	173
94	117	2	79
19	25	8	26
239	135	40	180
1,059	964	49	1132
1,303	1099	89	1312
607	800	169	779
160	195	14	188
5	8	1	9
2,223	2,150	95	3355
18	17	4	23
1839	2223	396	3353
5	20	0	68
7,776	12,723	1,788	14612
63	97	4	55
16	36	3	25
124	458	70	394
70	105	16	135
4623	8240	1220	9498
36	36	4	38
3029	4025	498	5352
120	435	0	525
88	122	20	158
\$46,302.00	\$68,765.00	\$77.00	\$ 65,718.00
\$2,825.00	\$11,580.00	\$5,260.00	\$ 11,790.00
\$765.00	\$780.00	\$0.00	\$ 785.00
\$8,280.00	\$13,342.00	\$1,648.00	\$ 17,801.50
\$5,950.00	\$5,215.00	\$775.00	\$ 3,562.50
\$13,781.75	\$13,259.00	\$1,662.50	\$ 18,007.50
\$2,850.00	\$4,351.00	\$40.00	\$ 2,093.00
\$13,666.50	\$22,995.50	\$0.00	\$ 11,527.50
\$22,342.95	\$5,467.18	\$195.00	\$ 8,441.95
1263.25	892.5	46	999
9	19	2	13
8	18	2	13
20	8	3	15
18	8	3	14
90	172	55	255
10	6	5	33

White House Library March Monthly Report

Summary of Activities

The friends of the library met on March 5th. The group discussed increase the Fandom Fair budget by another \$650, Larry's vet bill and the Go Fund Me for that bill, and trying to get a small little library for the reading garden.

The new staff furniture was installed on March 7th. The Assistant Director, Adult Services and Youth Services Librarian all got a new desk for their office space. This completed the other library CIP project.

The library had a discussion with their circulation system, TLC, about the setting changes for going fine free. They made all the necessary changes on the back end and waived all past late fees on March 18th. The library is now fine free on all things but technology devices and hotspots. Patrons will still have to pay for lost or damaged items and will be charged the cost of an item once it is 7 days past its due date.

The director and staff met with the HR director to go over the results of the city wide paid study.

The library director attended a Lions Club meeting on March 9th to discuss getting a go fund me started.

The library director met with the Clarksville Public Library director. The two discussed each other's library and shared tips.

The new Assistant Library Director, Althea Manges, started on March 11th.

Caitlyn from the regional library did a presentation to the library staff on the role of the library director, library board, and city government.

The library board met on March 14th. They voted to update the library policy to reflect the new fine free changes and on committee chairs.

The library director attended an American Celebration. The committee discussed the issue of the parking lot not being completed by the date of the event.

The director attended a meeting with Tech Logic about scheduling a date for the gate installation. The new gates will hopefully be installed after Memorial Day.

Jobeth from the regional library provided training to Althea on how to place book orders using regional funding.

The library director had her monthly one-on-one meetings with library staff to check-in on how things are going, progress on goals, etc.

The library director and assistant director attended the Chamber Chairman celebration on March 28th.

The library director attended and completed a time management course through the regional library and an AI course through Library Journal. The director will be sharing the AI information with the rest of her staff.

Department Highlights

The highlights for the month were going fine free, hiring a new assistant director, and the AI course that the director got to take.

**White House Public Library
March 2024 Performance Measures**

Official Service Area Populations

	2020	2021	2022	2023	2024
	14,363	14,455	14,820	15,094	

Membership

	2020	2021	2022	2023	2024
New Members	79	60	121	147	129
Updated Members	319	307	392	273	416
Total Members	9,496	7,027	7,125	7,442	7,772
% of population with membership	66	49	48	49	51

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

Total Material Available: 39,635

Estimated Value of Total Materials: \$990,875

Total Materials Available Per Capita: 2.63

Last Month: \$991,350

Last Month: 2.63

State Minimum Standard: 2.00

Materials Added in March

	2020	2021	2022	2023	2024
	277	374	282	287	152

Yearly Material Added

	2020	2021	2022	2023	2024
	3,025	3,035	3,573	2,641	569

Physical Items Checked Out in March

	2020	2021	2022	2023	2024
	5,966	4,051	6,996	7,594	6,487

Cumulative Physical Items Check Out

	2020	2021	2022	2023	2024
	50,042	59,515	80,653	81,667	19,321

Miscellaneous item checkouts

	2020	2021	2022	2023	2024
Technology Devices	36	68	67	56	62
Study Rooms	29	23	71	106	95
Games and Puzzles	91	59	202	182	164
Seeds	47	257	41	187	188
STEAM Packs	23	0	14	30	28
Cake Pans	1	0	1	3	13
Outdoor Items	*	*	*	7	12
Honor Books	*	*	*	27	5
Adult Kits	*	*	*	*	3

Yearly Totals

	2020	2021	2022	2023	2024
	381	725	743	794	211
	305	395	746	888	234
	955	1,263	2,060	1,855	563
	302	878	883	767	361
	25	160	234	351	83
	28	21	69	45	30
	*	*	17	59	22
	*	*	19	104	20
	*	*	*	*	3

Library Services Usage

	2020	2021	2022	2023	2024
Test Proctoring	6	2	6	2	11
Charging Station	1	2	3	1	1
Notary Services	4	18	15	15	17
Library Visits	3,132	3,292	4,112	4,573	4340*
Website Usage	1,882	2,264	2,467	4,340	878
Reference Questions	1	8	5	9	0

Yearly Totals

	2020	2021	2022	2023	2024
	74	108	61	54	15
	47	45	21	16	3
	88	144	135	167	42
	30,007	38,913	48,253	48,053	11,662
	17,977	27,907	33,678	36,648	2,663
	60	73	31	37	8

Computer Users

	2020	2021	2022	2023	2024
Non-Resident	341	357	414	552	351
Adult Users	178	178	270	228	201
Kids Users	78	7	209	217	112

Yearly Computer Users

	2020	2021	2022	2023	2024
	3,829	3,878	4,544	4,338	958
	2,138	2,235	2,608	2,255	604
	427	957	2,987	2,030	364

Library Volunteers

	2020	2021	2022	2023	2024
Library Volunteers	39	9	8	11	8
Volunteer Hours	93	125	158	87.5	50

Yearly Totals

	2020	2021	2022	2023	2024
	36	20	48	54	38
	1,286	1,204	1,492.5	1,227	424.5

**White House Public Library
March 2024 Performance Measures**

Universal Class Counts

Measure	2024
Sign ups	0
Courses started	2
Lessons viewed	125
Submissions	188

Yearly Totals

Measure	2023	2024
Sign ups	10	13
Courses started	53	39
Lessons viewed	1,771	1,008
Submissions	800	515

Kanopy

Measure	2024
Visits	293
Pages	379
Plays	69
Accounts	2

Measure	2023	2024
Visits	2,350	1,612
Pages	3,547	2,121
Plays	608	426
Accounts	89	15

Programs

Measure	2023	2024
Monthly Sign-ups	2	1
Total program Sign-ups	67	124

Measure	2024
500 Mark	19
Total Completion	19

We did a purge of participants that have aged out of the program.

Face-to-face Kids Programs

Measure	2023	2024
Programs	7	2
Attendees	145	49

Grab & Go Kits

Measure	2023	2024
Kits	0	6
Taken	0	162

Teen/tween Face-to-Face Programs

Measure	2023	2024
Programs	0	0
Attendees	0	0

Teens Programs

Measure	2024
Programs	2
Attendance	3

Grab & Go

Measure	2023	2024
Kits	0	4
Taken	0	36

We are trying to hold teen only programs and are hoping those will start to draw more attendance.

Face-to-face Adult Programs

Measure	2023	2024
Programs	8	3
Attendees	31	17

Device Advice

Measure	2023	2024
Sessions	0	8
Yearly	51	81

Interlibrary Loan Services

Measure	2023	2024
Borrowed	63	51
Loaned	7	14

Yearly Interlibrary Loan Services

Measure	2023	2024
Borrowed	534	673
Loaned	151	226

Measure	2024
Adults	2,524
Juvenile	219

Measure	2023	2024
Adults	23,138	19,466
Juvenile	1,189	1,032

The READS statistics come from the state.

City Court
March 2024

CITATIONS

TOTAL MONIES COLLECTED FOR THE MONTH \$2,942.25

TOTAL MONIES COLLECTED YTD \$12,942.25

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH \$3,147.33

TOTAL MONIES COLLECTED YTD \$15,130.58

TOTAL REVENUE FOR MONTH \$6,089.58

TOTAL REVENUE YTD \$21,220.14

DISBURSEMENTS

LITIGATION TAX \$177.23

DOS/DOH FINES & FEES \$180.50

DOS TITLE & REGISTRATION \$0.00

RESTITUTION/REFUNDS \$0.00

ON-LINE CC FEES \$0.00

CREDIT CARD FEES \$0.00

WORTHLESS CHECKS \$0.00

TOTAL DISBURSEMENTS FOR MONTH \$357.73

TOTAL DISBURSEMENTS YTD \$1,357.73

ADJUSTED REVENUE FOR MONTH \$5,731.85

ADJUSTED REVENUE YTD \$20,862.29

DRUG FUND

DRUG FUND DONATIONS FOR MONTH \$777.49

DRUG FUND DONATIONS YTD \$777.49

Offenses Convicted & Paid For Month	Count	
Careless Driving		
Financial Responsibility Law	4	
Registration Law	6	
Improper Equipment		
Texting/Hands Free Law	1	
Codes Violation		
DL Exhibited	2	
Red Light	5	
Animal Control		
Stop Sign		
Speeding	19	
Seat Belt-Child Restraint	3	
Following Too Close		
Exercise Due Care	1	
Failure to Yield		
Total	41	

RESOLUTIONS....

RESOLUTION 24-02

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

WHEREAS, the City of White House is contemplating annexation of certain areas that are bounded as shown on the map of the annexation areas, dated 2024. The annexed property contains a 7.32-acre property with one existing residential structure at 7769 SR 76 and 760 feet of the SR. 76 road and right-of-way. Development of the property will require development plans to be approved by the City of White House and Utility Providers. Except for sewer services, City services will be provided to the property with the approval of the plan of service and annexation. Sewer service will be provided to the property upon development of the property. If no development has begun within three years from the annexation date the City will evaluate the Plan of Services and Annexation Approval.

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

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

A. Police

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

B. Fire

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

C. Water

An adequate water supply for fire protection is required by the City in its subdivision regulations affecting the development of this property. Service provided by the White House Utility District. Development of the property will require improvements and payment of associated fees as determined by the White House Utility District.

D. Wastewater

The property including two existing houses is being annexed as a vacant property for future development with the understanding that the owners or developers of the properties will be required to extend sewer service and pay associated costs and rates in accordance with the established policies of the City of White House. Due to property being annexed for future commercial development, the City anticipates the two existing residents will be removed. Sewer capacity is available for the development of these properties at the City's Waster Water Plant. On and off-site sewer infrastructure improvements will be required to be engineered and constructed by owners or developers of the properties for the development of these properties to be permitted. If no sewer line infrastructure required with the development of these properties has begun within (3) years then the City will reevaluate the designated sewer capacity at the City's Waste Water Plant and annexation approval.

E. Refuse Collection

The same regular collection service now provided within the City will be extended to the annexed area. The service shall commence upon approval of annexation ordinance.

F. Streets and Roads

Routine maintenance of the streets and roads will be provided by the State of Tennessee with exception of litter removal. The service shall commence upon approval of annexation ordinance.

G. Inspection Services

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

H. Planning and Zoning

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

I. Street Lighting

Street lighting will be installed in accordance with the established policies of the City.

J. Recreation and Parks

Residents of the annexed area may use all existing park and recreational facilities and programs on the effective date of the annexation. The same standards and policies now used in the present City will be followed in expanding the recreational program and facilities of the enlarged city boundaries, when and where needed.

Section 2. This resolution shall be effective from and after its adoption.

Adopted this day April 18, 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

RESOLUTION 24-03

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

WHEREAS, a public hearing before this body will be held the 18th day of April 2024, and notice thereof published in the White House Connection on April 2nd, 2024; and,

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

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

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

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

7.32 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, PARCEL 011.00.
PROPERTY IS LOCATED AT 7769 HIGHWAY 76. **“EXHIBIT A”**.

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

First Reading: March 21, 2024 PASSED

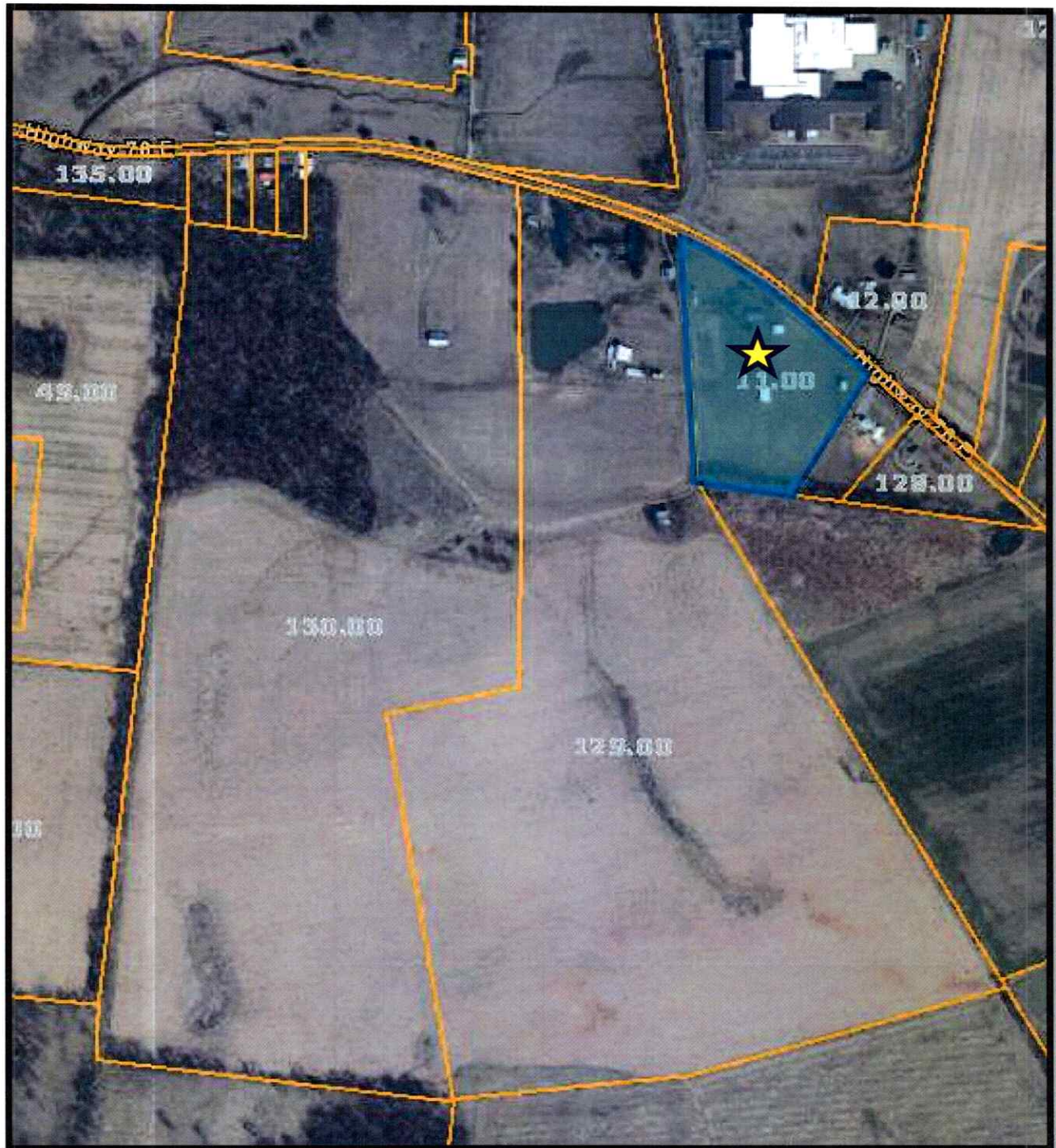
Second Reading: April 18, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

RESOLUTION 24-03
"EXHIBIT A"



ORDINANCES....

ORDINANCE 24-03

AN ORDINANCE TO AMEND THE ZONING MAP FROM ROBERTSON COUNTY AGRICULTURAL, AG-2, TO GENERAL COMMERCIAL, C-2, AT 7769 HIGHWAY 76

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

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

WHEREAS, The City of White House Planning Commission on Monday February 12, 2024, reviewed and approved the rezoning request; and,

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

SECTION 1. That the City of White House Zoning Map be amended from Robertson County Agricultural, AG-2, to General Commercial, C-2, for the property included in "EXHIBIT A" and described as follows:

7.32 ACRES ARE REFERENCED AS PART OF ROBERTSON COUNTY TAX MAP 106, Parcel 011.00. PROPERTY IS LOCATED AT 7769 HIGHWAY 76. **"EXHIBIT A"**.

SECTION 2. That the Board of Mayor and Aldermen of the City of White House, Tennessee, hereby certify that this Ordinance has been submitted to the Planning Commission of the City of White House for a recommendation, and a notice of hearing thereon has been ordered after at least fifteen (15) days' notice of the time and place of said meeting has been published in a newspaper circulated in the City of White House, Tennessee. This Ordinance shall take effect fifteen (15) days from the date of its final reading and adoption by the Board of Mayor and Aldermen, and publication, the public welfare demanding it.

SECTION 3. If any section, clause, provision, or portion of this Ordinance is for any reason declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, clause, provision or portion of this Ordinance which is not itself invalid or unconstitutional.

SECTION 4. In case of conflict between this Ordinance or any part thereof and the whole or part of any existing or future Ordinance of the City of White House, the most restrictive shall in all cases apply.

First Reading: March 21, 2024 PASSED

Second Reading: April 18, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 24-03
"EXHIBIT A"



PURCHASING....

OTHER BUSINESS...



City of White House, Tennessee

105-D College Street • White House, TN 37188

www.whitehousetn.gov

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

"Valuing our Future while Protecting our Heritage"

CERTIFICATE OF COMPLIANCE

Applicant name: Publix Tennessee, LLC

Address of applicant: 453 Hwy 76, White House, TN 37188

Date of Beer Permit Approval: April 2, 2024

Store name: Publix Tennessee, LLC
#2020

Owner name: Publix, Tennessee, LLC

Owner home address: P.O. Box 32027 Lakeland, FL 33802

As a condition precedent to the issuance of a license under Tennessee Code Annotated §57-3-204, every applicant for a license under that section shall submit with the application to the commission a certificate signed by the Mayor of the City of White House.

Compliance Checklist

Yes or No

Yes	The applicant or applicants who are in charge of the business have not been convicted of a felony within a ten-year period immediately preceding the date of application and, if a corporation, that the executive officers or those in control have not been convicted of a felony within a ten-year period immediately preceding the date of the application; and further, that in the official's opinion the applicant will not violate any of the provisions of Tennessee Code Annotated §57-3-208
Yes	The applicant or applicants have secured a location for the business which complies with all restrictions of any local law, ordinances, or resolution, duly adopted by the City of White House (Municipal Code Title 8).
Yes	The applicant or applicants have complied with any local law, ordinance or resolution duly adopted by the local authorities regulating the number of retail licenses to be issued within the City of White House.

On Thursday, April 21, 2023, the Board of Mayor, and Aldermen granted the Certificate of Compliance for Publix Tennessee, LLC. The location of said business complies with all restrictions of local law, ordinance or resolution, duly adopted by the Board of Mayor and Aldermen.

The applicant has the right to seek review of any denial of a certificate by instituting an action in the chancery court having jurisdiction over the municipality or county within sixty (60) days of the denial. A failure on the part of the issuing authority to grant or deny the certificate within sixty (60) days of the written application for such shall be deemed a granting of the certificate. The requirement imposed by this section to submit a certificate shall not be applicable to any applicant if:

1. The authority of the City of White House charged with the responsibility to issue the certificate required herein shall have failed to grant or deny the certificate within sixty (60) days after written application for such certificate is failed; or
2. The applicant submits a final order of a court holding that the denial of the required certificate was unreasonable.

The content in this certificate is based on information located in the Tennessee Code Annotated §57-3-208.

John Corbitt, Mayor

Date

cc: Rosemary Adams, Alcoholic Beverage Commission

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.

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Ceagus Clark, Planning and Codes Director
Re: Subdivision and Street Acceptance, The Parks Phase 3B
Date: March 11, 2024

The White House Planning Commission on Monday February 12, 2024 recommended acceptance of the improvements in The Parks, Phase 3B. All plats for this phase have been recorded at the Robertson County Register of Deeds office. This phase is beyond the required maintenance bonds. The public subdivision improvements were inspected and approved by Public Services and meet the subdivision regulations for acceptance under section 3-101.7

3-101.7 Acceptance of Dedication Offers

Acceptance of formal offers of dedication of public ways, easements, and parks shall be by formal action of the governing body or other agency ultimately responsible for acceptance of the facilities. Such action shall be in the form of a resolution recommended by the Planning Commission to the accepting body. The approval by the Planning Commission of a subdivision plat shall not be deemed to constitute or imply an acceptance by the local government or other agency ultimately responsible for acceptance of the facilities of any public way, easement, or other ground shown on the plat. The Planning Commission may require the plat to be endorsed with appropriate notes to this effect.



City of White House

Parks, Recreation & Cultural Arts

105 College Street
White House, TN 37188
Phone: 615.672.4350 x.2114
Fax: 615.616.1057

Kevin Whittaker
Director

Selena McCall
Assistant Director

Linda Brooks
Office Administrator

Steven Russell
Park Maintenance Supervisor

MEMORANDUM

Date: April 3, 2024

To: Board of Mayor and Aldermen
Gerald Herman, City Administrator

From: Kevin Whittaker, Director of Parks and Recreation

Re: Parks Master Plan

I am writing this memo in regards to acceptance of the Parks Master Plan. There was some confusion over the main purpose of the Master Plan at our most recent Leisure Service Board Study Session, so I just wanted to clear things up before it came up at the board meeting.

The catalyst for us pursuing a Parks Master Plan was TDEC now requiring a Master Plan when applying for their grants. While a Master Plan was something we have wanted to pursue for some time, it was never given serious consideration until this became a reality.

As a result, a scope of work was done to address the requirements that TDEC is looking for in a Master Plan and to give us a high -level roadmap for the future of our department and that was the main focus of it from our perspective. Some members of the Leisure Service Board felt the final plan was lacking in specific future recommendations and in the implementation plan. For example, it is clear the public values adding aquatics to our parks but the Master Plan does not provide a recommendation on how to get there. But that is a separate issue from what this Master Plan was trying to accomplish. It is up to us as a department/Leisure Board/Board of Mayor & Alderman to decide how to implement the things that were highlighted in the Master Plan. If, for example, we feel it necessary to pursue an aquatics center because it was highlighted in the Master Plan as a high priority for the public, then that is something we should study more/possibly do a feasibility study for/possibly update the Master Plan for Byrum Park (if that's a location we would like to look into pursuing for it), etc. However, this Master Plan was not tasked with those specific focuses in mind.

Acceptance of the final Master Plan is the final TDEC requirement and the final Master Plan is due to TDEC by May 3rd if we want to apply for future grants (I have already done an Intent to Apply for the Concession Stand Renovation/New Building for Baseball and Softball, Dog Park Parking Lot and Shade structure for the tennis courts). I know our department is pleased with the way the Master Plan turned out. It met our expectations and provides us with plenty of information about the current state of our department and what to work on for the future of our department. As a result, I am requesting acceptance of this Master Plan. If you have any questions or concerns before the meeting you would like to discuss with me regarding the plan please feel free to reach out.

Thank You



WHITE HOUSE



PARKS & RECREATION

CITY OF WHITE HOUSE
PARKS &
RECREATION
MASTER PLAN 2024





SPECIAL THANKS

CITY OF WHITE HOUSE

BOARD OF MAYOR & ALDERMEN

John Corbitt, Mayor

Sam Matthews, Alderman

Jana Spicer, Alderman

Linda Silver, Alderman

Michael Wall, Alderman

PARKS & RECREATION DEPARTMENT

Kevin Whittaker, Parks & Recreation Director

Selena Clouse, Assistant Director

Steven Russell, Maintenance Supervisor

Susan Holcraft, Museum Coordinator

Linda Brooks, Office Administrator

Billie Hyndman, Senior Center Coordinator

LEISURE SERVICE BOARD

Carlos Payne

James Varellie

Maureen Boling

Mark Smith

Morgan Holloway

Jana Spicer

CITY STAFF

Gerald Herman, City Administrator

Derek Watson, Administrative Services Director

Ceagus Clark, Planning & Codes Director

Carol Sturm, Purchasing Coordinator

KIMLEY-HORN

CONSULTANT TEAM

Alisha Eley

Ashley Akers

Jack Stockhausen

Sara Dufek

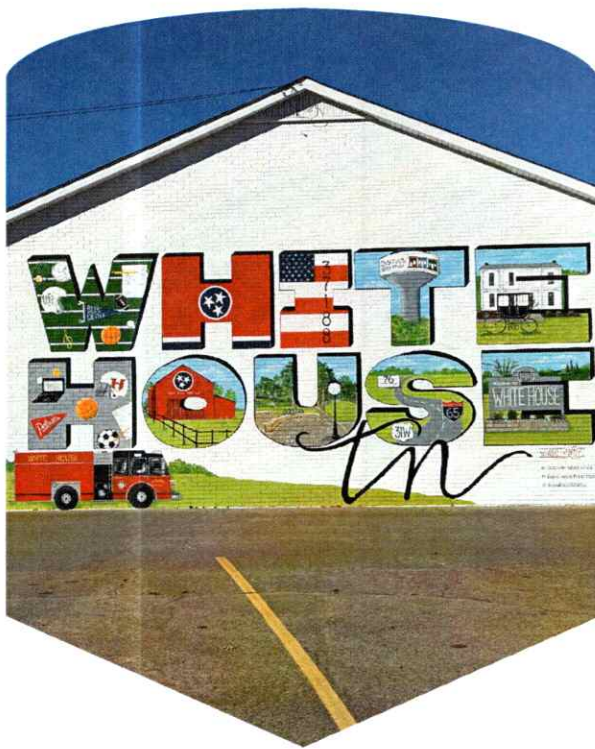
Rachel Nobles

TABLE OF CONTENTS

INTRODUCTION	1
COMMUNITY ENGAGEMENT	5
DEMOGRAPHICS & TRENDS ASSESSMENT.....	25
BENCHMARK ANALYSIS.....	35
FACILITY INVENTORY & ANALYSIS.....	43
PROGRAM ASSESSMENT.....	59
MAINTENANCE & OPERATIONS PLAN	71
FINANCIAL & REVENUE STRATEGIES	77
IMPLEMENTATION PLAN	87
CONCLUSION	97
APPENDIX	101



WHITE HOUSE | PARKS & RECREATION



SECTION 1 INTRODUCTION



WHITE HOUSE | PARKS & RECREATION

MISSION

To provide programs and facilities that will enrich the quality of life for our citizens and preserve it for the future.

VISION

To Improve the health and wellness for the entire community.

This will be achieved using three criteria:

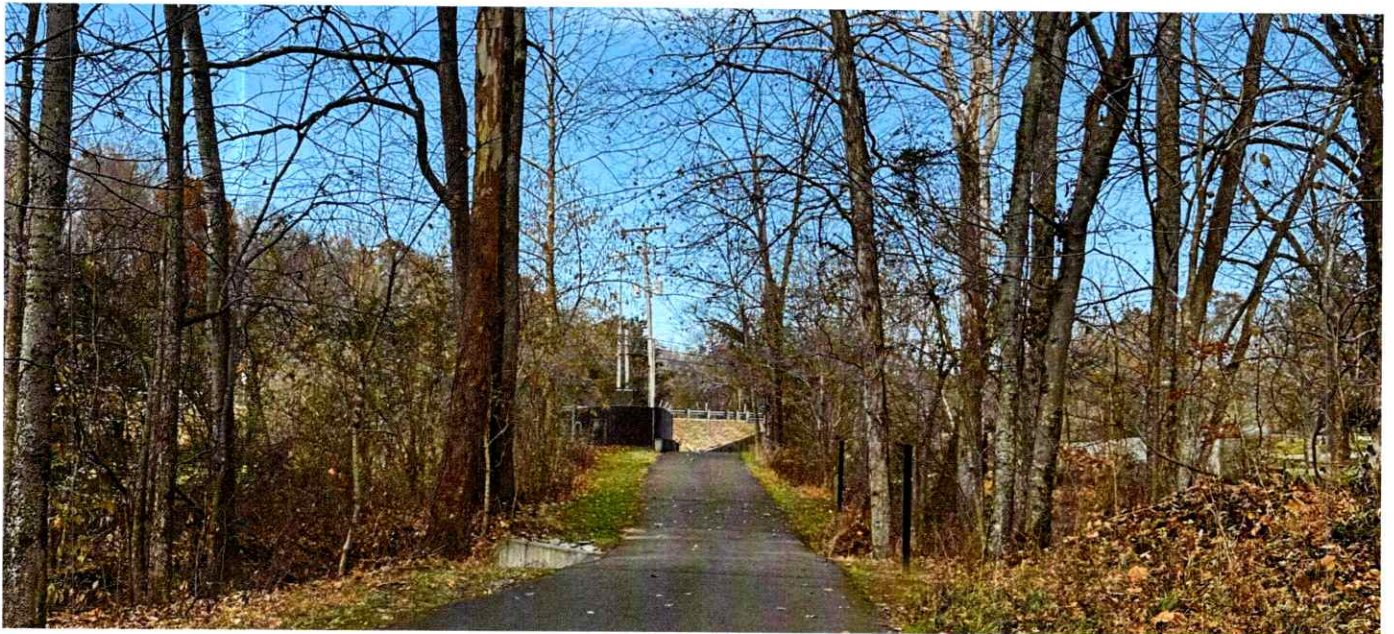
1. Take care of what we have
2. Plan for expansion/growth
3. Accommodate for aging community needs

PURPOSE

Uniquely situated in both Robertson and Sumner counties and approximately 22 miles north of downtown Nashville, White House is an idyllic city that blends urban and rural living with the convenience of close proximity to the big city.

The goal of this comprehensive parks and recreation master plan is to serve as a long-range strategy for decision-making and financial investments for the creation, optimization, and maintenance of White House's parks and recreation assets over the next 10 years. This plan includes community and stakeholder engagement, demographics analysis, assessment and analysis of existing programs and facilities, staffing and maintenance operations, and an implementation plan. The process is designed to ensure that the community, stakeholders, and the data align around a central vision.







WHITE HOUSE | PARKS & RECREATION



SECTION 2

COMMUNITY ENGAGEMENT



PUBLIC SURVEY

APPROACH

An online survey served as a key public engagement strategy to gathering feedback from the community. The 15 questions in the survey were developed to gather data regarding perceptions, programming, and user trends across the community's parks and recreation facilities. White House promoted awareness and participation for the survey through social media, yard signs at parks and trailheads, flyers, and an email blast. The survey received 722 responses. The survey was opened early December 2023 and closed early January 2024.

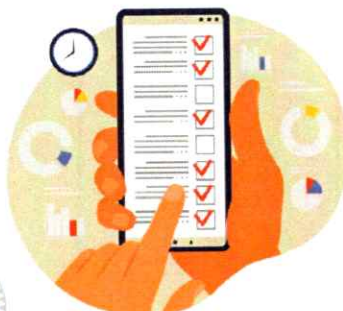
The results summarized in the following exhibits reflect the feedback provided by the participants that completed the survey. The input they offered provided the master plan team with critical insights that will be utilized by the City to determine future focus areas, current shortcomings, and proposed improvements.

The public survey had a total of 15 questions that can be grouped into four categories:

- Demographics
- Facility and Amenity Usage
- Facility and Amenity Perception
- Future Facility and Amenity Usage

White House Parks and Recreation Master Plan
PUBLIC INPUT NEEDED!

Help us plan for the future of White
House Parks and Recreation!



ONLINE SURVEY

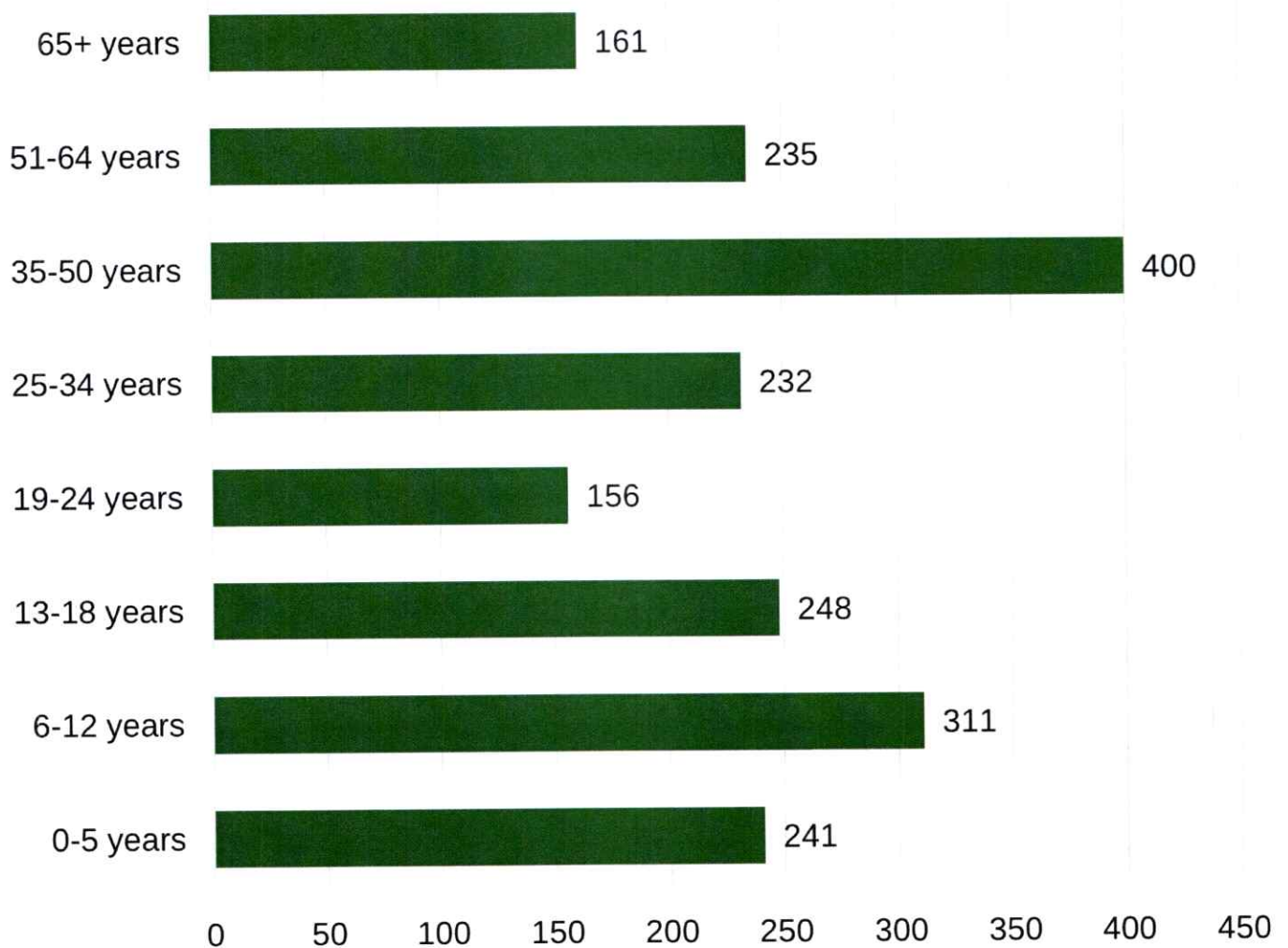


https://www.surveymonkey.com/r/WhiteHouse_MP



PROVIDE THE NUMBER OF PEOPLE IN EACH AGE GROUP PRESENT IN YOUR HOUSEHOLD:

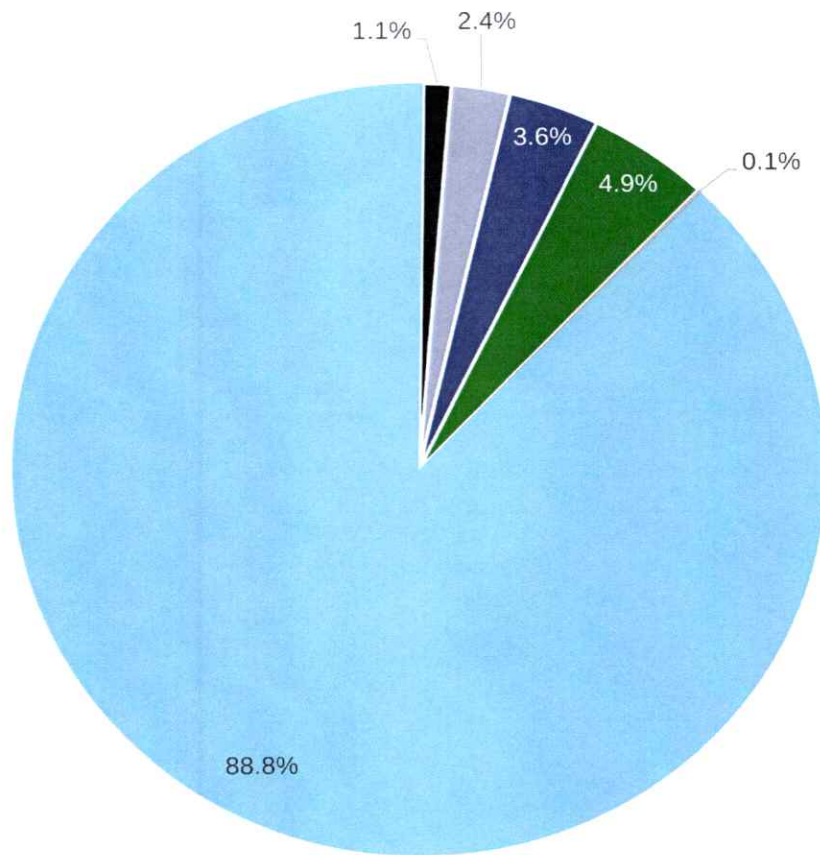
Survey participants were asked about the age groups in their individual homes. The two largest age groups representing the respondents were 35-50 years and 6-12 years of age. The smallest group represented in the respondents' households was 19-24 years.





WHAT ETHNICITY/RACE IS REPRESENTED IN YOUR HOUSEHOLD?

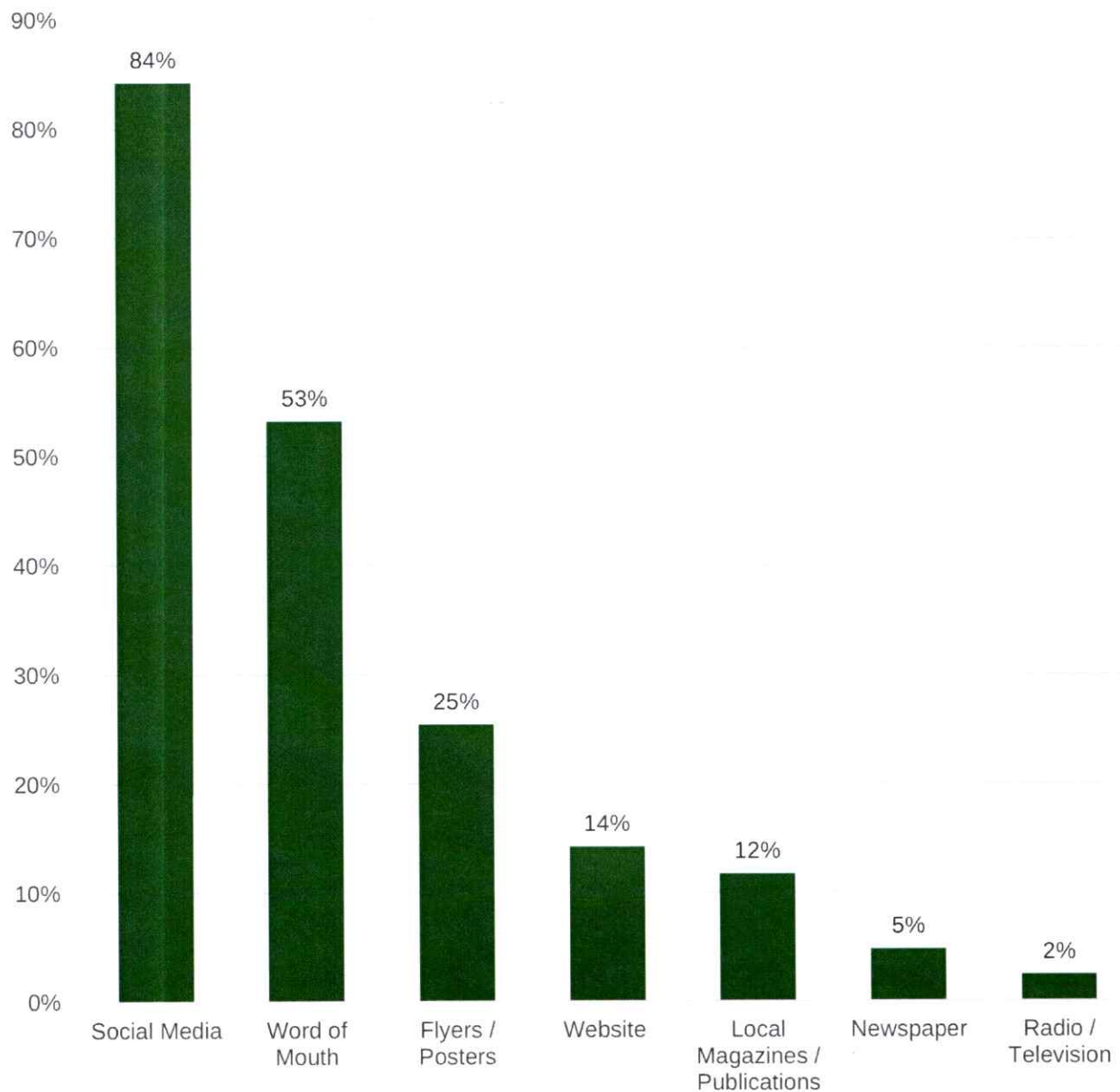
The ethnic distribution of survey participants' households matches closely with the ethnic and racial makeup of White House. Survey respondents' household were 88.8% White, 4.9% Hispanic or Latino, 3.6% Black or African American, 2.4% Asian, 1.1% American Indian or Alaska Native, and 0.1% were Native Hawaiian or Other Pacific Islander. 8.5% of respondents declined to share their ethnic identification.



- American Indian or Alaska Native
- Asian
- Black or African American
- Hispanic or Latino
- Native Hawaiian or Other Pacific Islander
- White

HOW DO YOU LEARN ABOUT COMMUNITY EVENTS?

Survey participants were asked to share how they learn about community events. They were encouraged to select each of the avenues of engagement they utilize to learn more about community events. The figure below shows social media and word of mouth as being the most popular responses. In the comments, many expanded upon their answers and wrote in Facebook as a popular social media platform for learning about community events. Many others wrote in the city website as their primary source of information about community events.

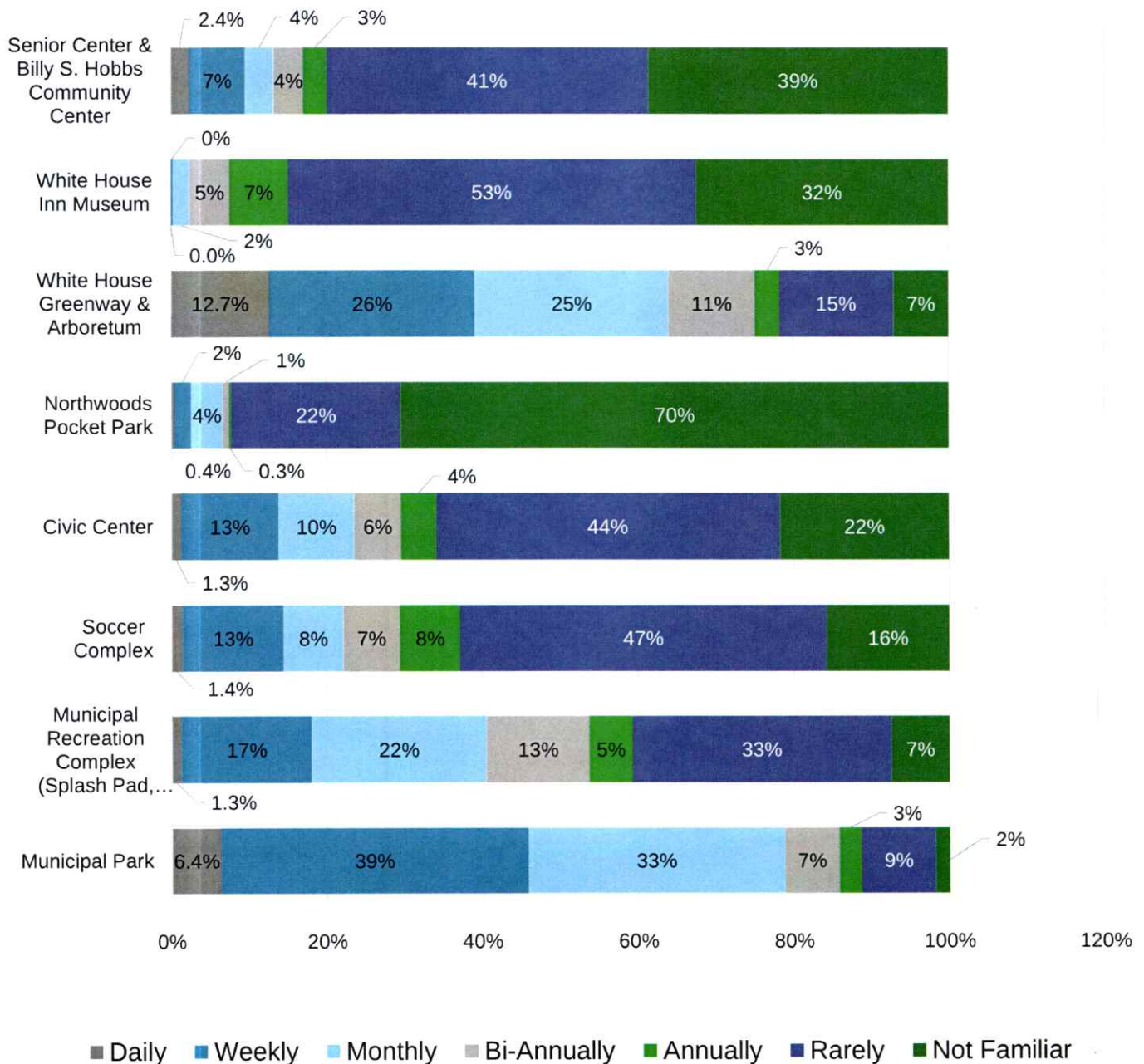




WHITE HOUSE | PARKS & RECREATION

HOW OFTEN DOES YOUR HOUSEHOLD VISIT THE LISTED WHITE HOUSE FACILITIES, PARKS, AND GREENWAYS?

Survey respondents were asked how often they and their families visited certain parks within the community. The top three visited parks and facilities, in order of most visited to least visited, were Municipal Park, White House Greenway and Arboretum, and Municipal Recreation Complex. The least visited park and facility was the White House Museum.



WHICH ACTIVITIES/PROGRAMS/EVENTS WOULD YOU LIKE WHITE HOUSE TO ADD?

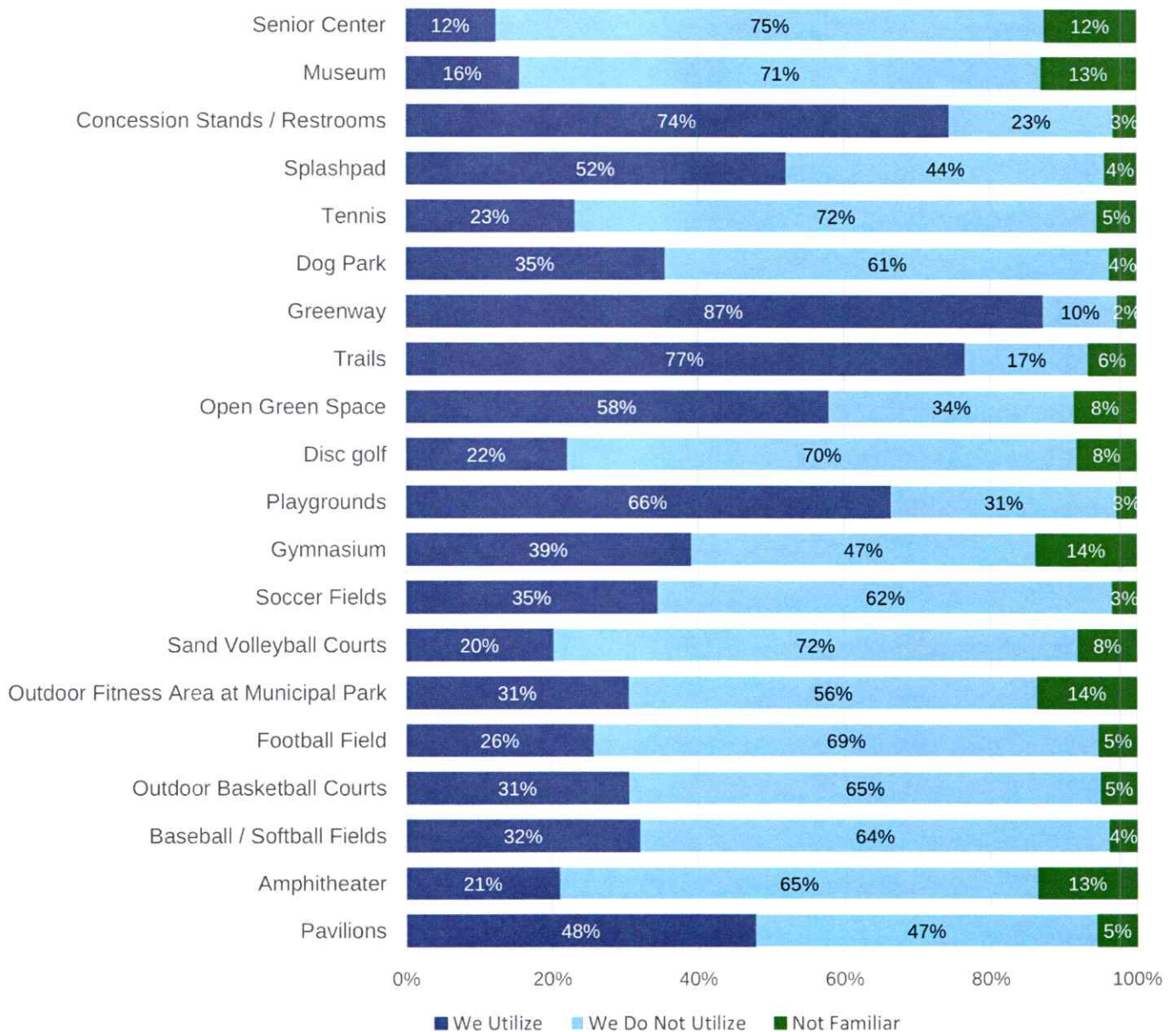
When asked what activities, programs, or events residents would like White House to add, many respondents selected swimming, pickleball, adult sports, and walking. These results are shown in a word cloud, which highlights common responses.





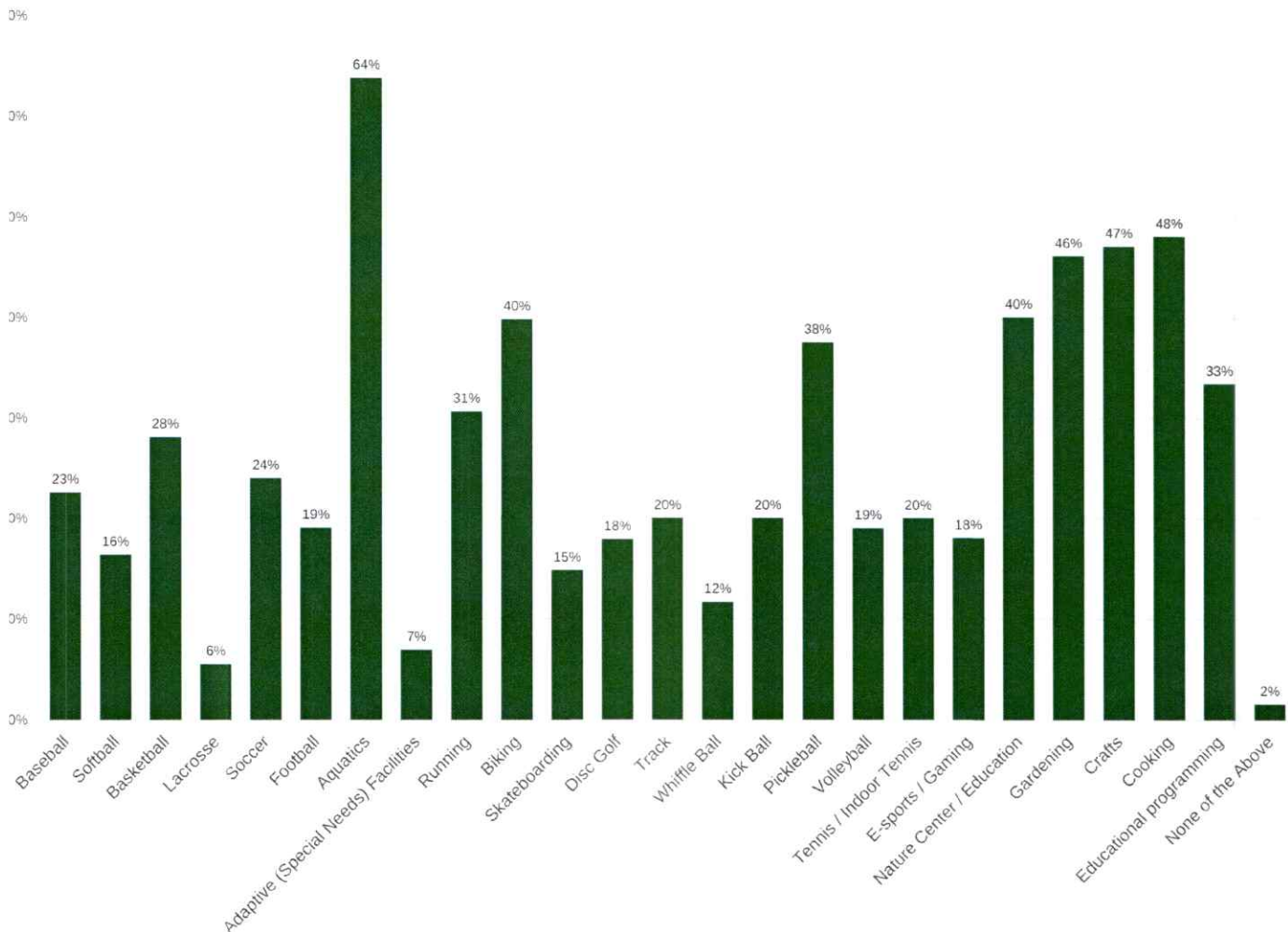
WHICH FACILITIES AND AMENITIES DOES YOUR HOUSEHOLD UTILIZE?

The most utilized facilities selected were the greenway (87%), trails (77%), concession stands/restrooms (74%), and the playgrounds (66%). The least utilized facilities were senior center (75%), tennis (72%), sand volleyball courts (72%), and disc golf (70%).



WHAT TYPE OF ATHLETIC FACILITIES/PROGRAMMING WOULD YOUR HOUSEHOLD UTILIZE, IF AVAILABLE?

Respondents were asked to select all the recreation facilities and programming their household would utilize if it were available. Aquatics (64%) was submitted highest with cooking (48%) and crafts (47%) as second and third. The least desired facilities were lacrosse (6%) and adaptive facilities (7%).





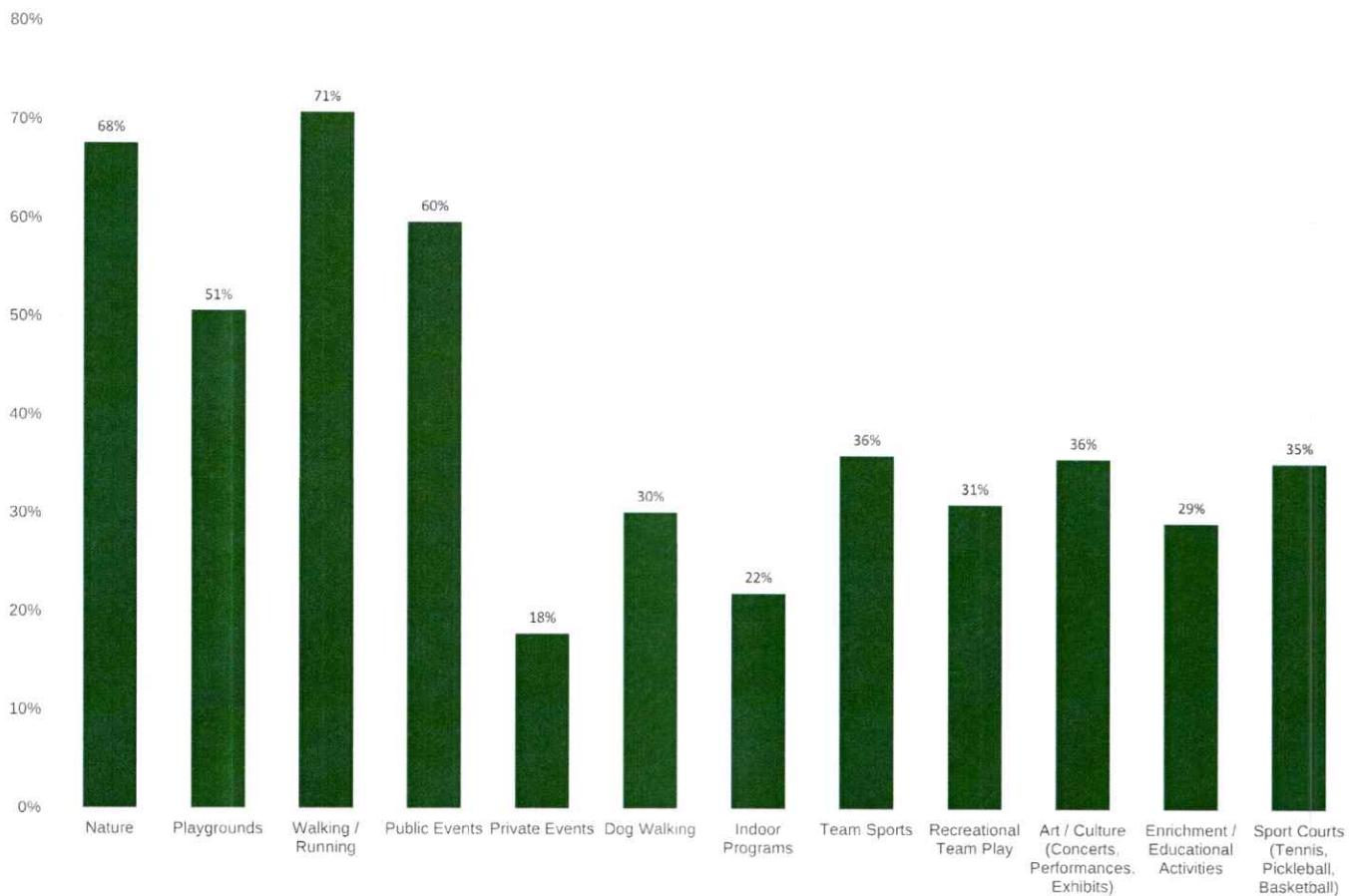
WHAT TYPE OF FACILITIES WOULD YOU LIKE WHITE HOUSE TO ADD OR EXPAND?

Respondents identified the type of facilities they would like to see added or expanded upon in White House and the most common response was overwhelmingly aquatics. Other noteworthy responses include pickleball courts, greenways, and skate parks.

Skate Park
Fitness Classes
Playground
Greenways Parking
Aquatics
Bike Paths Basketball
Pickleball Court

WHAT ATTRACTS YOU TO THE PARKS AND/OR RECREATIONAL FACILITIES?

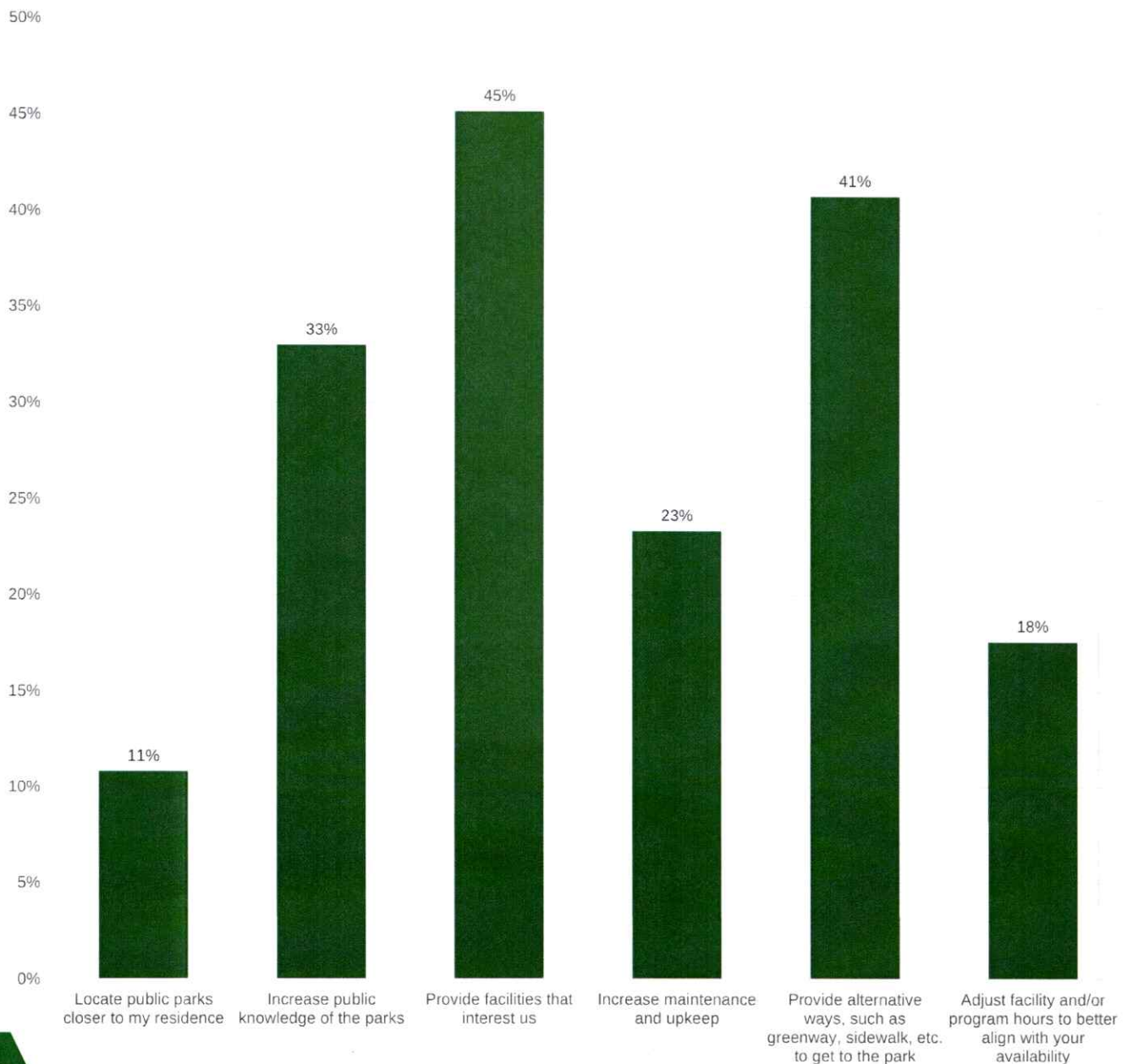
Residents were asked what attracts them to their local park or facility, with walking/running being the favorite at 71%, and nature being a close second at 68%. The lowest attractions identified were private events at 18% and indoor programs at 22%. Biking, disc golf and farmers markets were amongst the top attractions that were written in.





WHAT COULD THE CITY DO TO INCREASE THE NUMBER OF TIMES YOU VISIT A WHITE HOUSE PARK OR FACILITY?

Survey respondents cited a wide variety of ways that the City could increase the number of times they visit the parks and recreation facilities. The graph below shows the most frequent answer was to provide facilities that interested the community (45%). The next most common response was to providing alternative ways to access the parks, such as greenways and sidewalks (41%) and to increase the public knowledge of the parks (33%). Around 27% of respondents added an additional comment and the most common responses were to improve parking, expand greenways, and expand operating hours for programs and classes.



WHAT ARE THE STRENGTHS OF THE PARKS IN WHITE HOUSE THAT WE NEED TO BUILD ON FOR THIS MASTER PLAN?

Survey participants identified several strengths of the parks and recreation system in White House, including the greenway system, cleanliness and maintenance standards, and softball/baseball facilities being the most frequent responses. The word cloud lists several other comments about the strengths of the City parks.

Softball Facilities
Cleanliness
Greenway
Nature Accessibility
Maintenance
Baseball Facilities



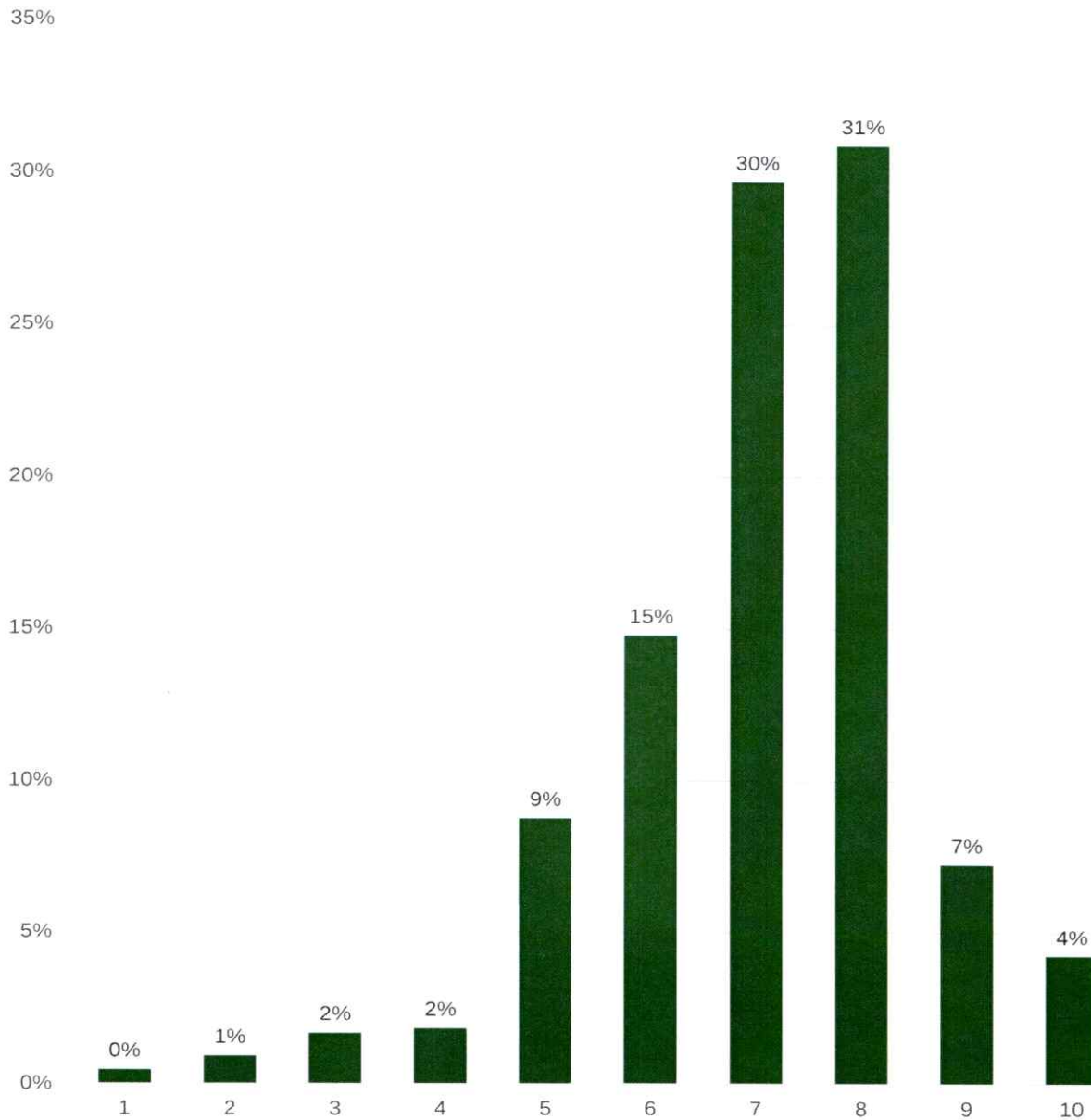
WHAT ARE THE WEAKNESSES OF THE PARKS IN WHITE HOUSE THAT WE NEED TO SUGGEST IMPROVING IN THIS MASTER PLAN?

Respondents identified several weaknesses of the parks and recreation system in White House, including lack of parking, adding more trails, lack of pool and aquatics in the City. Additional frequent responses included the ongoing overdevelopment subtracting the “feeling of being in nature” in the park and playground updates. The word cloud illustrates some of the more frequently mentioned weakness in the comments.

Outdated Playground
Additional Trails
Additional Parking
Lacking Aquatics
Overdevelopment
Lacking Pickleball Courts

ON A SCALE OF 1 TO 10 WITH 10 BEING SUPERIOR, HOW WOULD YOU RATE THE PARKS AND RECREATIONAL FACILITIES CITYWIDE?

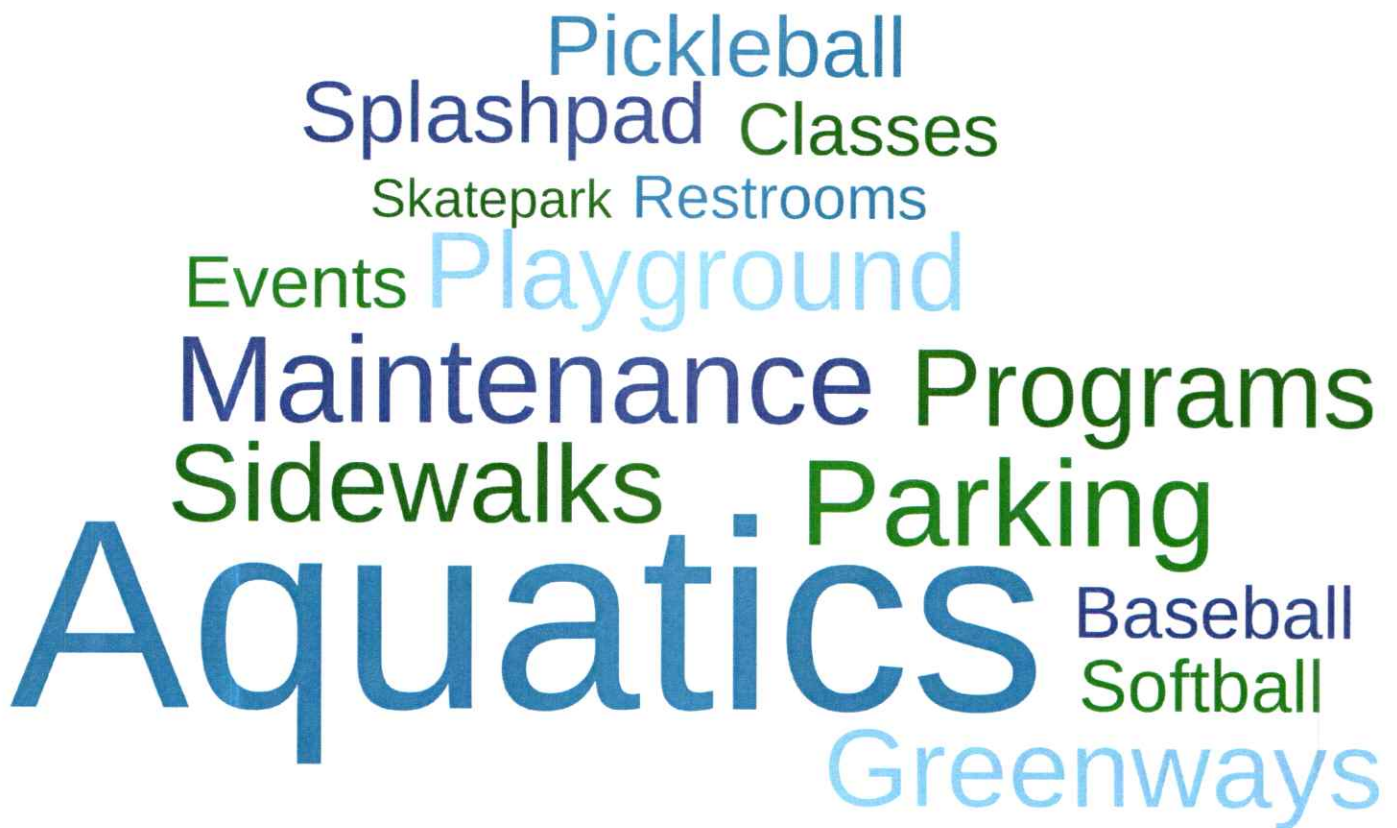
When asked to rate the City's park systems on a scale of 1 to 10, the most frequent rating was 8 out of 10, and the average rating was 7.1 out of 10. This suggests that the park and recreation facilities are above average.





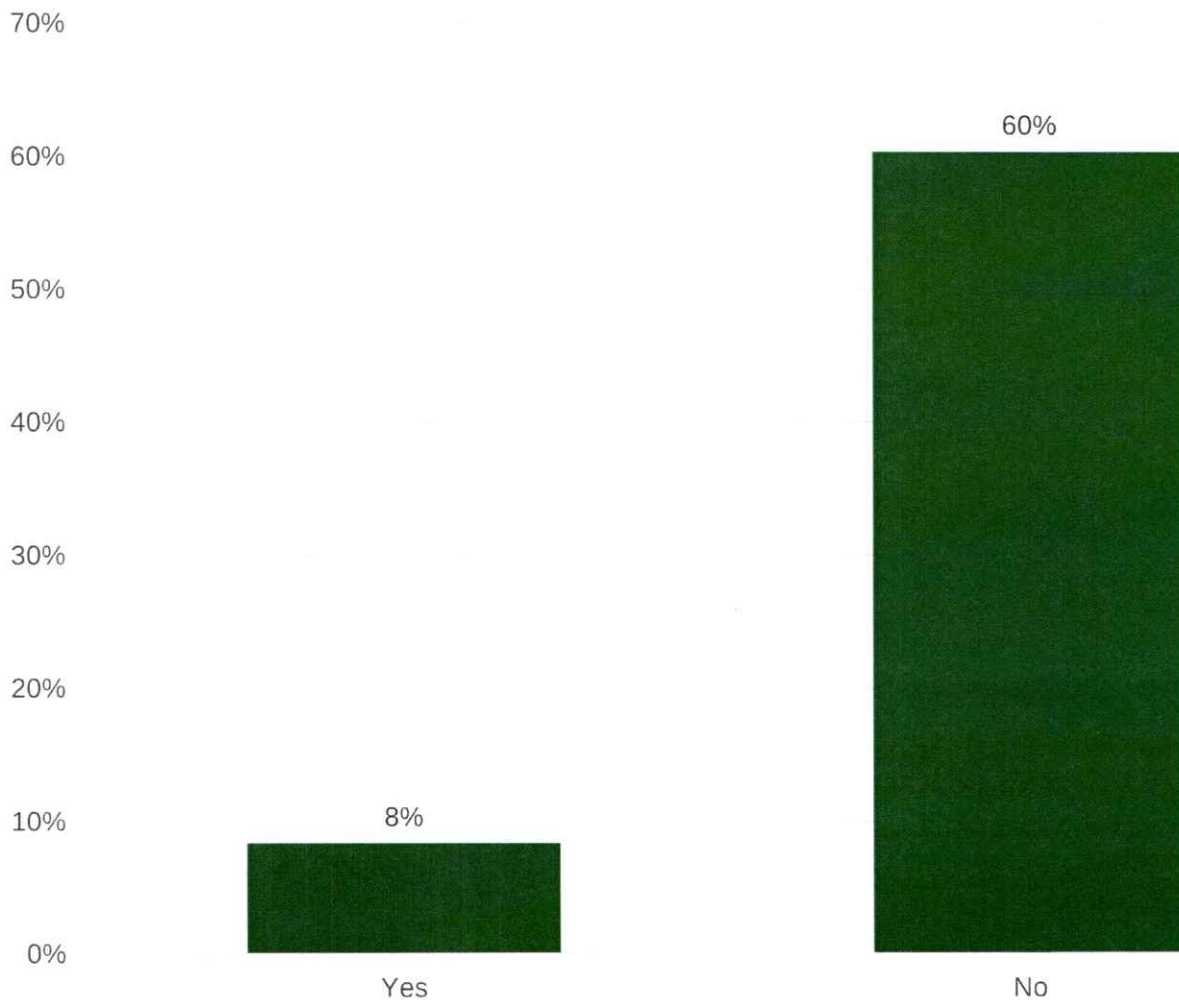
BASED ON YOUR ANSWERS FROM THE QUESTION ABOVE, WHERE SHOULD THE CITY FOCUS ITS RESOURCES TO IMPROVING THE CITY'S PARKS AND FACILITIES?

When asked where the City should focus its resources, respondents mentioned adding a community pool or aquatics center, expand greenways and sidewalks, and to improve and expand parking as the top responses. Respondents also listed that they would enjoy more attention to maintenance and upkeep in the parks; expand classes, programs, and events; and pickleball.



DO THE CITY'S RECREATIONAL FACILITIES HAVE OPERATIONAL OR MAINTENANCE ISSUES THAT NEED TO BE ADDRESSED AND IMPROVED UPON?

When asked if there were any operational or maintenance issues to be addressed, just over half (60%) of respondents responded no, while just over 8% responded yes. 31 percent of respondents who answered yes included an additional comment. 195 respondents did not provide an answer. Most of the comments pertained to the restrooms or parking as well as providing more safety and maintenance of existing grounds and facilities.





SWOT ANALYSIS

The consultant team conducted a strengths, weaknesses, opportunities, and threats (SWOT) analysis on Tuesday, February 20th, 2024, with City staff and key stakeholders. The input provided during the SWOT analysis is integral to the master planning process and is used in conjunction with staff interviews and the public survey to get a broad spectrum of public and stakeholder input. Several strengths, weaknesses, opportunities, and threats were identified by project stakeholders are listed below.



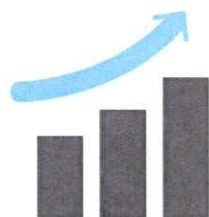
STRENGTHS

- Strong maintenance department
- Dedicated staff and faculty members
- Greenway and pedestrian connectivity
- The number of baseball and softball fields
- Existence of the park tax
- New recreation center and facilities
- City investment in the park system
- Active community participation
- City investment in the park system
- Flexibility of Byrum Park
- Addition of new facilities and athletic groups
- Online registration and convenience of online payment option.



WEAKNESSES

- Lack of aquatic facilities
- Ongoing maintenance of the splash pad
- Aging facilities
- Aging pavilions
- Limited parking at Municipal Park
- Lack of restroom facilities along the greenway
- Lack of training opportunities
- Playground maintenance
- Lacking certified pesticide
- Lack of places for skateboarding
- Lack of teen programming
- Lacking multipurpose fields and facilities
- Lacking soccer fields
- Basketball courts needed
- Lacking non sport programming such as crafting, cooking, and gardening
- Difficulty communicating to park users that is not Facebook
- Lacking a way to receive feedback from park users
- Heavy reliance on volunteers
- Limited staff for recreation center and concessions
- No connection to parks from west side of town
- New housing development is being under served



OPPORTUNITIES

- Increase certifications
- Staffing
- Integration of programs between partnerships
- Acquiring new park land
- Amphitheatre
- New cemetery software
- New bulk emailing software or system
- Special Olympics
- Engage with surrounding schools
- Partnerships with entities (e.g., schools, library, local non-profits etc.)
- Overall city growth
- Athletic tournaments
- Adult sports leagues
- Partnership with other towns and cities in leagues
- Increase events, aiming for hosting one each season
- Improve communication about park projects, activities and events
- Greenway expansion
- More transportation opportunities to the parks and facilities
- Increase connection to the West side of town
- New land ordinances
- Having other leagues in the city
- Amount of land for potential growth
- "Friends of Northwood Parks" like the library
- Nature center



THREATS

- Inability to react quickly to the demands of the city
- Keeping up with the demands of a rapid growing city
- Secure future funding
- New counsel with different priorities
- Staffing with strong people especially for the recreation center
- Growth of city and the higher land prices
- Over privatizing different aspects of the parks
- Travel sports
- Becoming a tourist attraction
- Keeping kids' attention and engaged with outdoor activity
- Public involvement expanding beyond volunteering
- Northwoods Parks



WHITE HOUSE | PARKS & RECREATION



SECTION 3

DEMOGRAPHICS & TRENDS ASSESSMENT



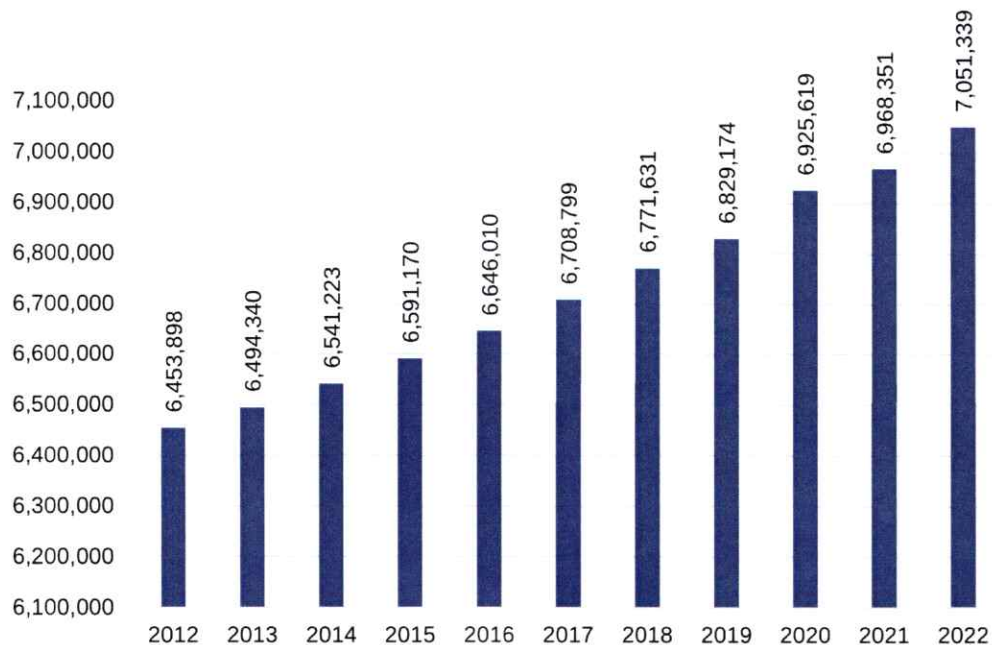
POPULATION TRENDS AND PROJECTIONS

According to the U.S. Census, the population of White House in 2022 was 14,516 residents. White House has seen a consistent growth in population numbers since 2012, with an overall average increase of 0.55%. The graphs below illustrate the change in population between 2012 and 2022 in White House and in the state of Tennessee. Population growth percentages from 2012-2022 indicate consistent growth in White House that trend alongside the growing population of the state of Tennessee.

POPULATION ESTIMATES FOR WHITE HOUSE, TN

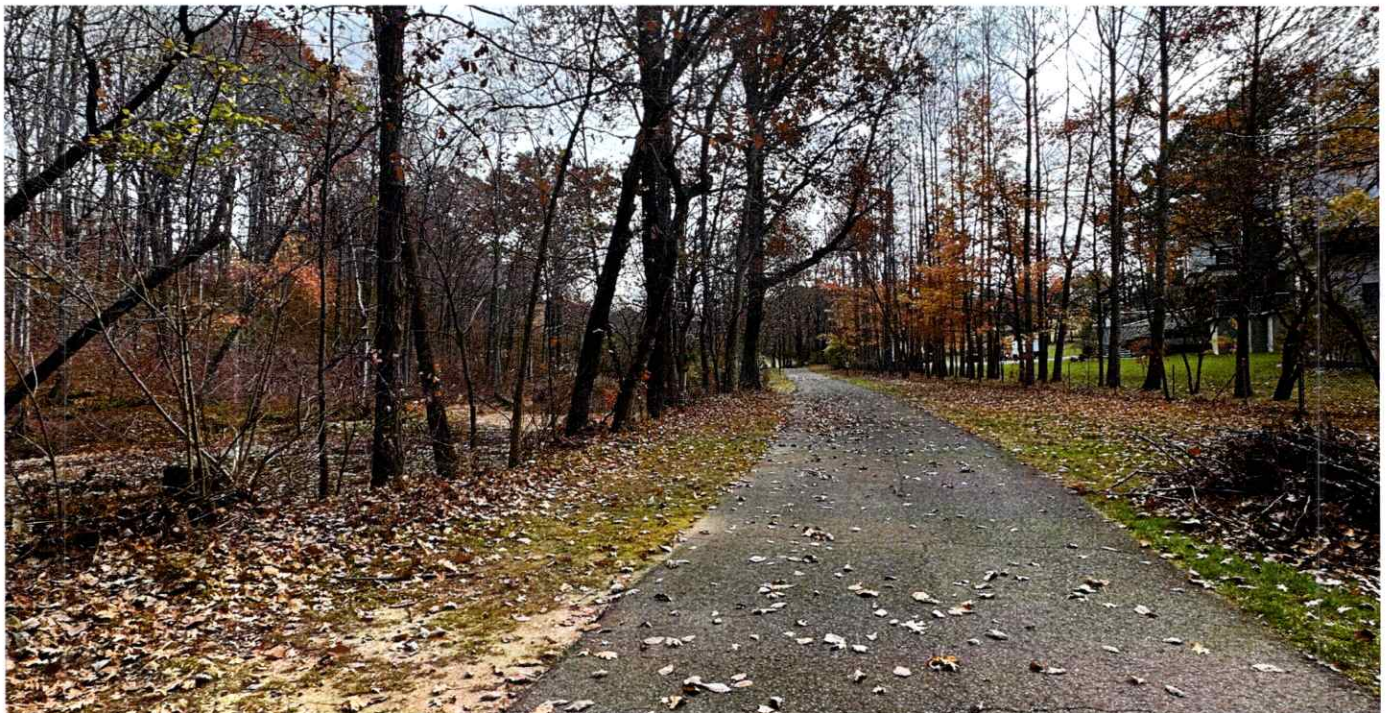
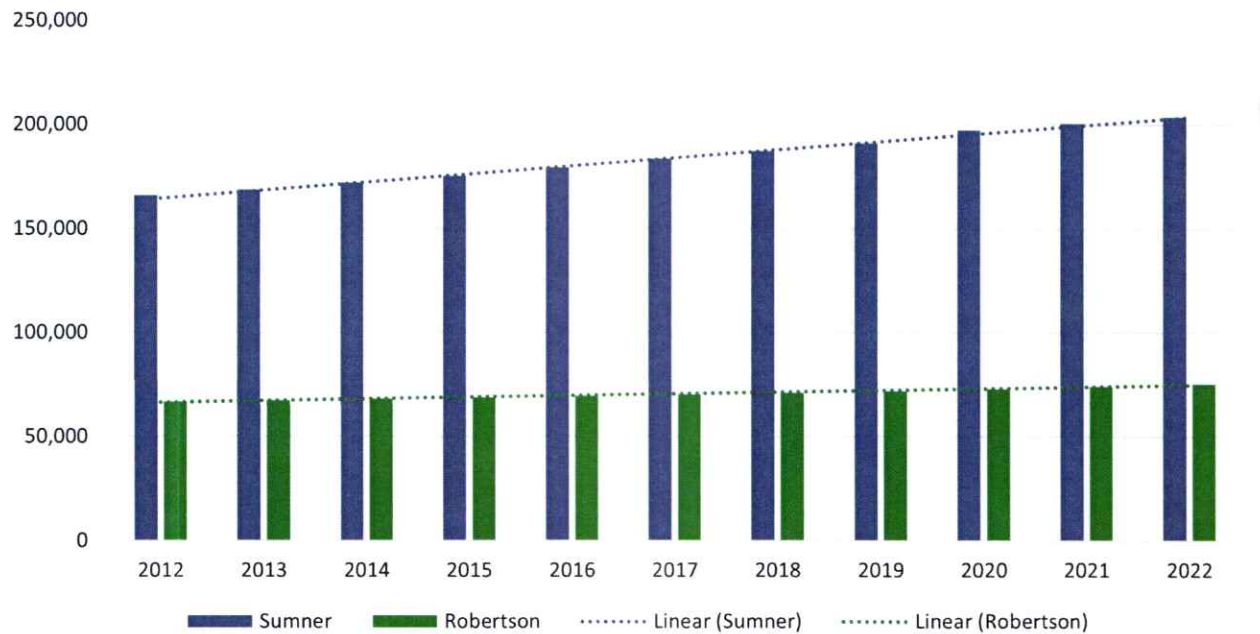


POPULATION ESTIMATES FOR THE STATE OF TENNESSEE



White House sits within both Sumner and Robertson counties, both of which have experienced consistent growth from 2012-2022, in stride with the state's increased growth.

POPULATION ESTIMATES FOR SUMNER AND ROBERTSON COUNTIES



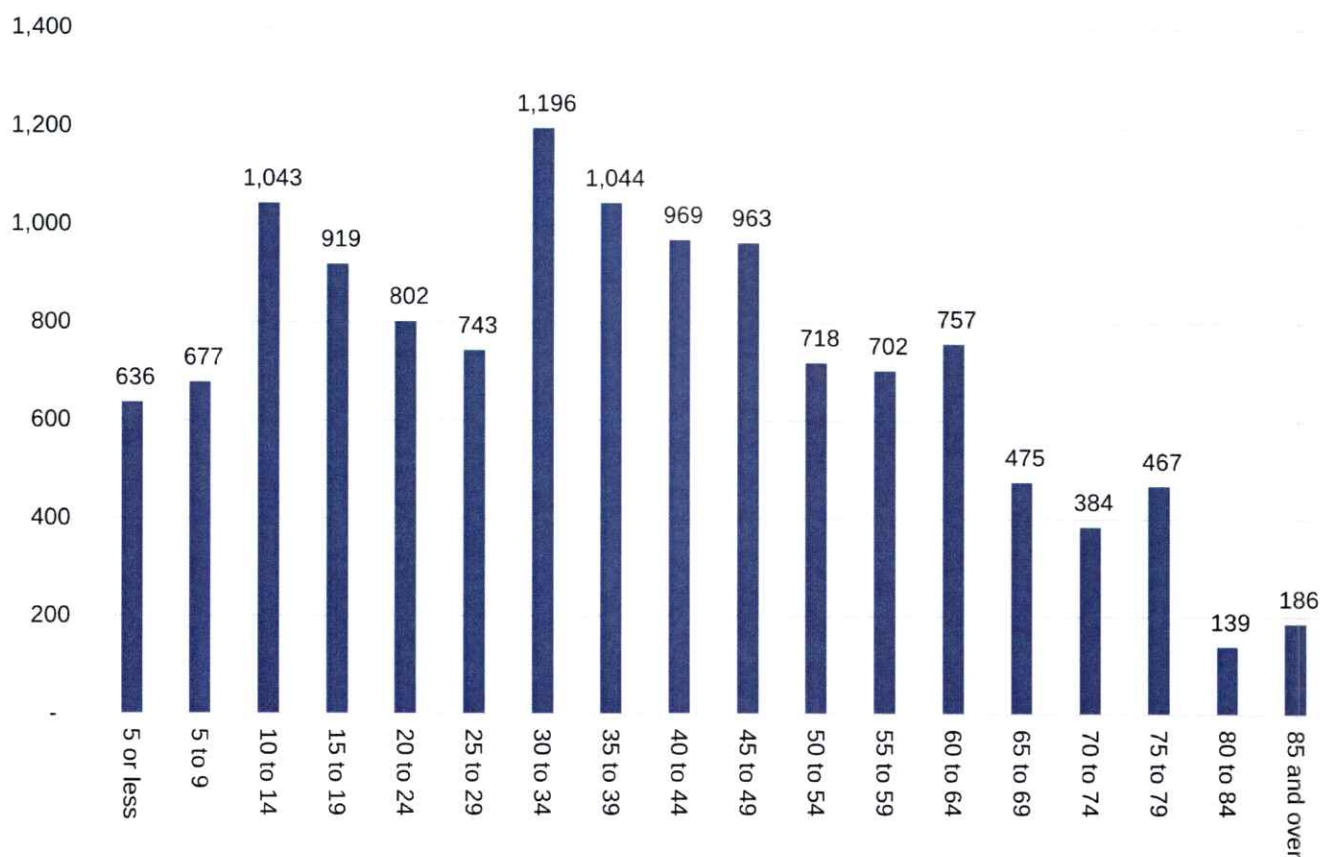


WHITE HOUSE | PARKS & RECREATION

AGE

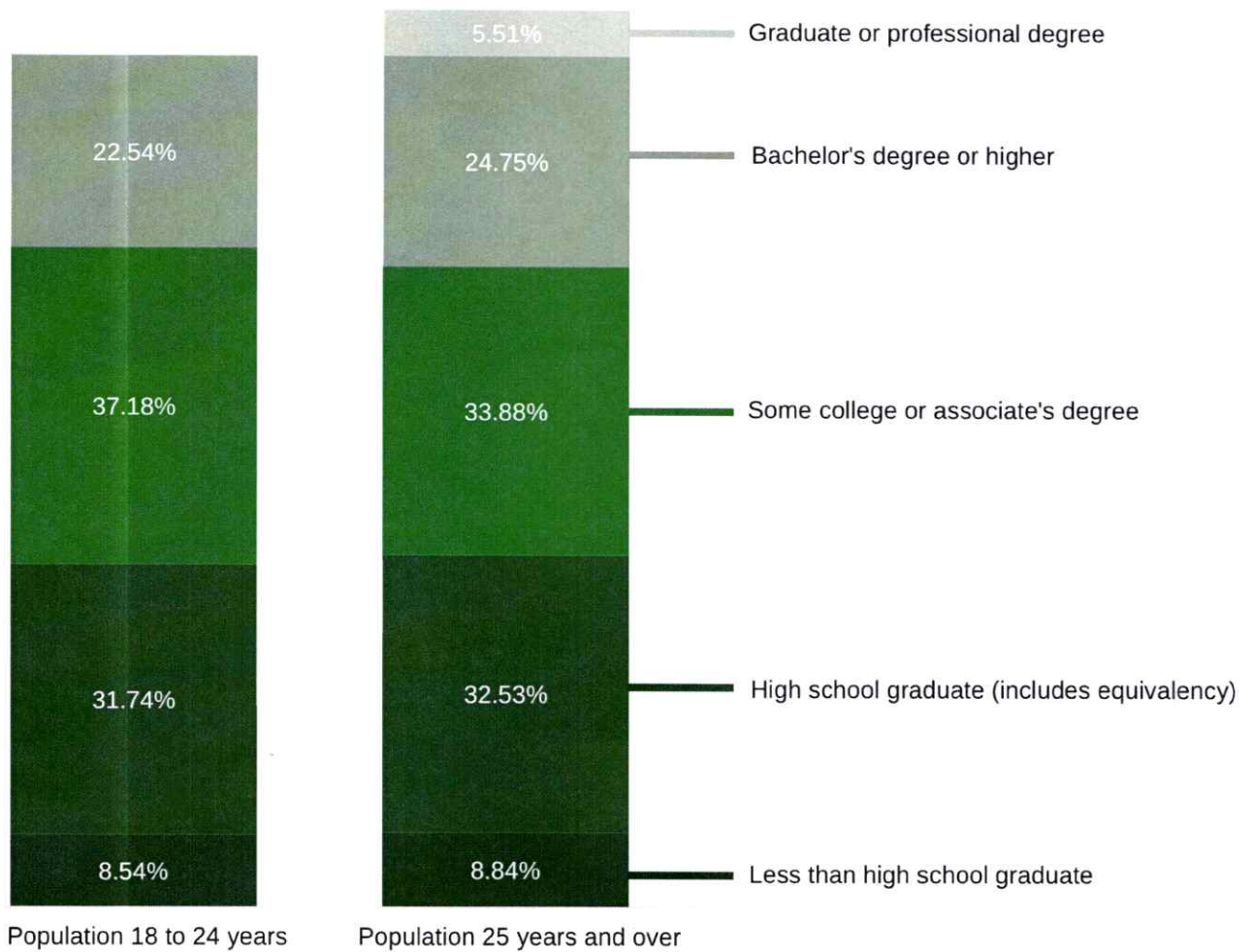
The median age of White House's residents is 36.5 years old which is slightly younger than the statewide average of 38.8 years old. White House's largest age bracket includes 30 to 34 years old, comprising approximately 54% of the population. The second two largest age brackets are 35-39 years old (8.14%) and 10 to 14 years old (8.14%). Approximately 26% of White House's population is under the age of 19, 50% are 20-54, and 24% are 55+ years old. These age percentages show nearly half of White House's residents are adults and the other half are children, teens, and seniors.

AGE OF WHITE HOUSE RESIDENTS



EDUCATION

The table below lists the educational attainment for White House's population from the U.S. Census Bureau. Educational attainment refers to the highest level of education that an individual has completed. This is distinct from the level of schooling that an individual is attending. All categories for the highest level of education attained by White House's residents ages 25 and over are all trending higher than the state averages.

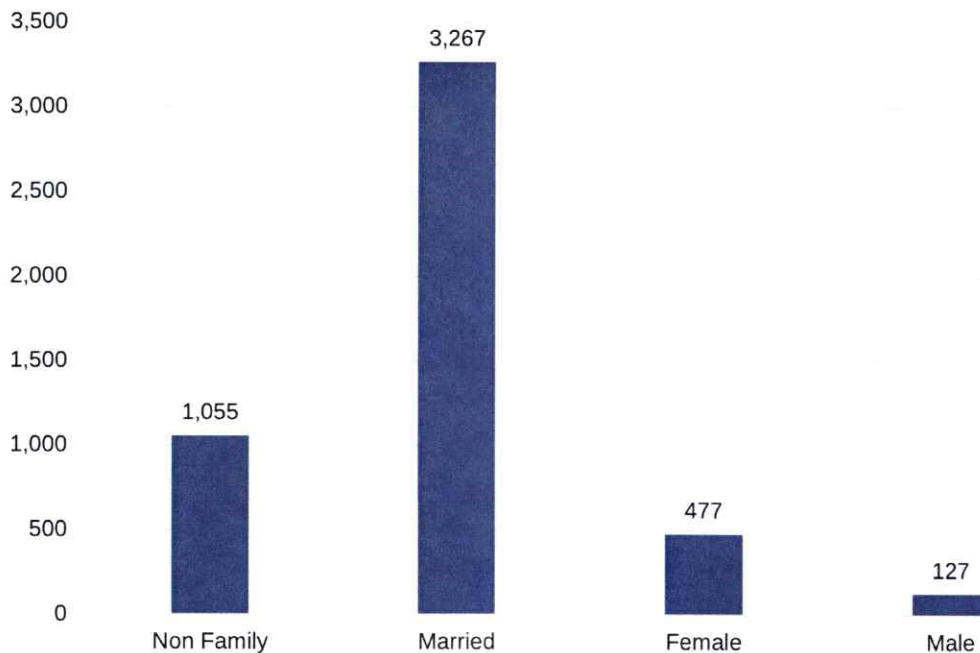




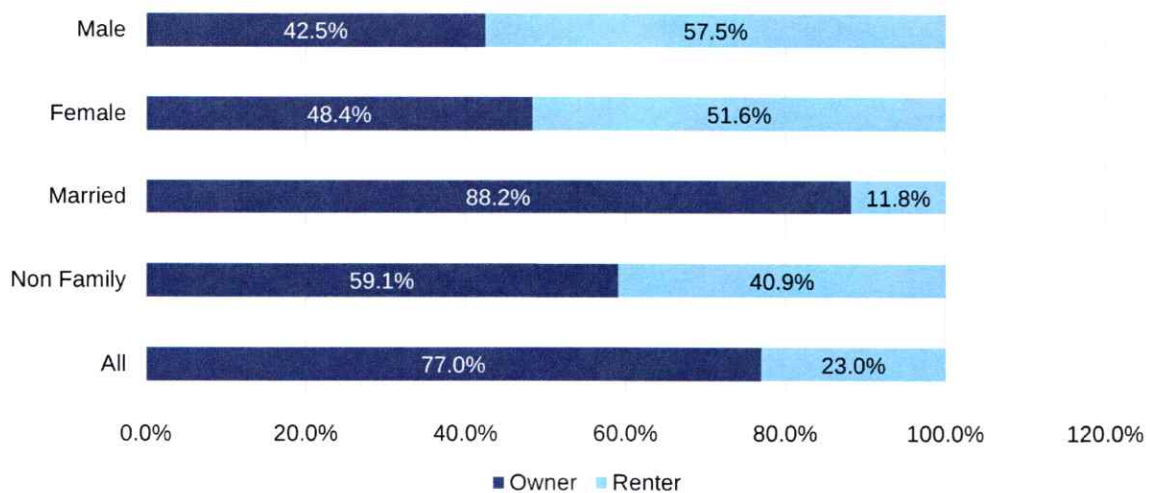
HOUSEHOLDS

The total estimated number of households in White House is 4,926 households with an average household size of 2.6 individuals. White House is predominantly made up of married households. The second highest reported household type were non-family households. 77% of White House's residents are homeowners and 23% are renters.

HOUSEHOLD TYPE



OWNER VS. RENTER



White House Household Breakdown	Total
Households	
Total Households	4,926
Average Family Size	2.60
Families	
Total Families	3,871
Average Family Size	2.97
Household Statistics	
Households with one or more people under 18 y/o	38.3%
Households with one or more people 60 years and over	33.5%
Households with one or more people 65 years and over	24.5%
Householders living alone	18.9%
65 years and over	8.0%





ETHNICITY

77.43% of residents in White House are White and the second highest reported race is Black or African American (1.96%). 4.23% of White House's population are Hispanic or Latino. It is important for White House to understand the racial and ethnic diversity in the community to help the City identify any potential inequity for racial/ethnic minorities and traditionally disadvantaged groups.

White House Race and Ethnicity	Percentage
Ethnicity	
Hispanic or Latino	4.23%
Not Hispanic or Latino	85.20%
Race	
White	77.43%
Black or African American	1.96%
American Indian or Alaska Native	0.19%
Asian	1.05%
Native Hawaiian and other Pacific Islander	0.01%
Other	0.35%







WHITE HOUSE | PARKS & RECREATION



SECTION 4 **BENCHMARK ANALYSIS**



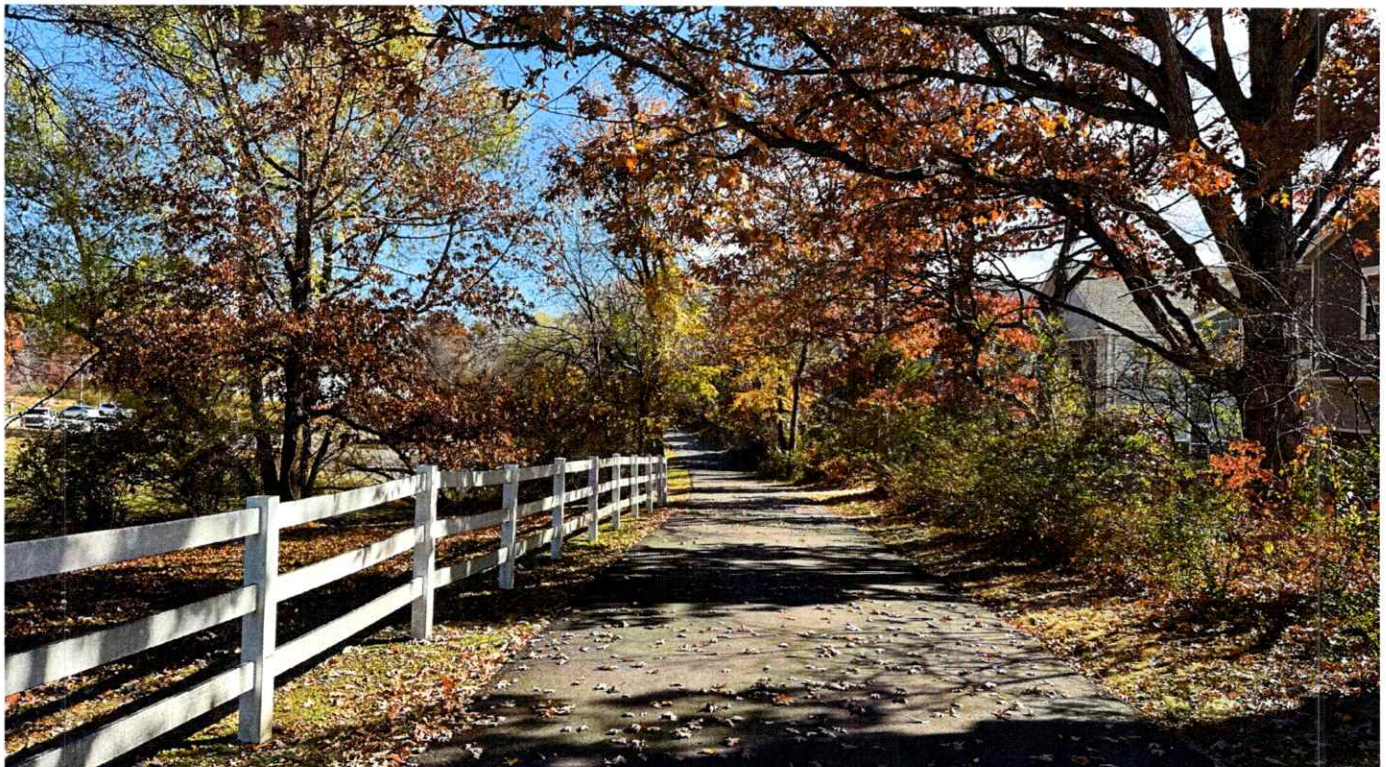
NRPA BENCHMARK APPROACH

The National Recreation and Park Association (NRPA) collects data and performance measures from agencies and park departments across the United States. This benchmarking analysis section uses the 2023 NRPA Performance review data, the most recent figures available. The information provided to the NRPA is self-reported, and thus may have some variations and discrepancies due to tracking methods. Annual tourist stays are not factored into the NRPA data and should be considered when evaluating overall park use.

To create a useful comparison for White House's Parks and Recreation Department, five primary metrics were used to identify relevant NRPA data for the benchmarking analysis:

- Acres of parkland per 1,000 residents
- Outdoor park and recreation facilities – population per facility
- Full-time employees (FTEs) per 10,000 residents
- Park and recreation agency staffing – full-time equivalents (FTEs)
- Annual operating expenditures per capita

The 2022 population estimate from the U.S. Census Bureau reported White House had a population of 14,516 residents. As a result, this benchmarking section compares White House to other jurisdictions with populations less than 20,000 residents.

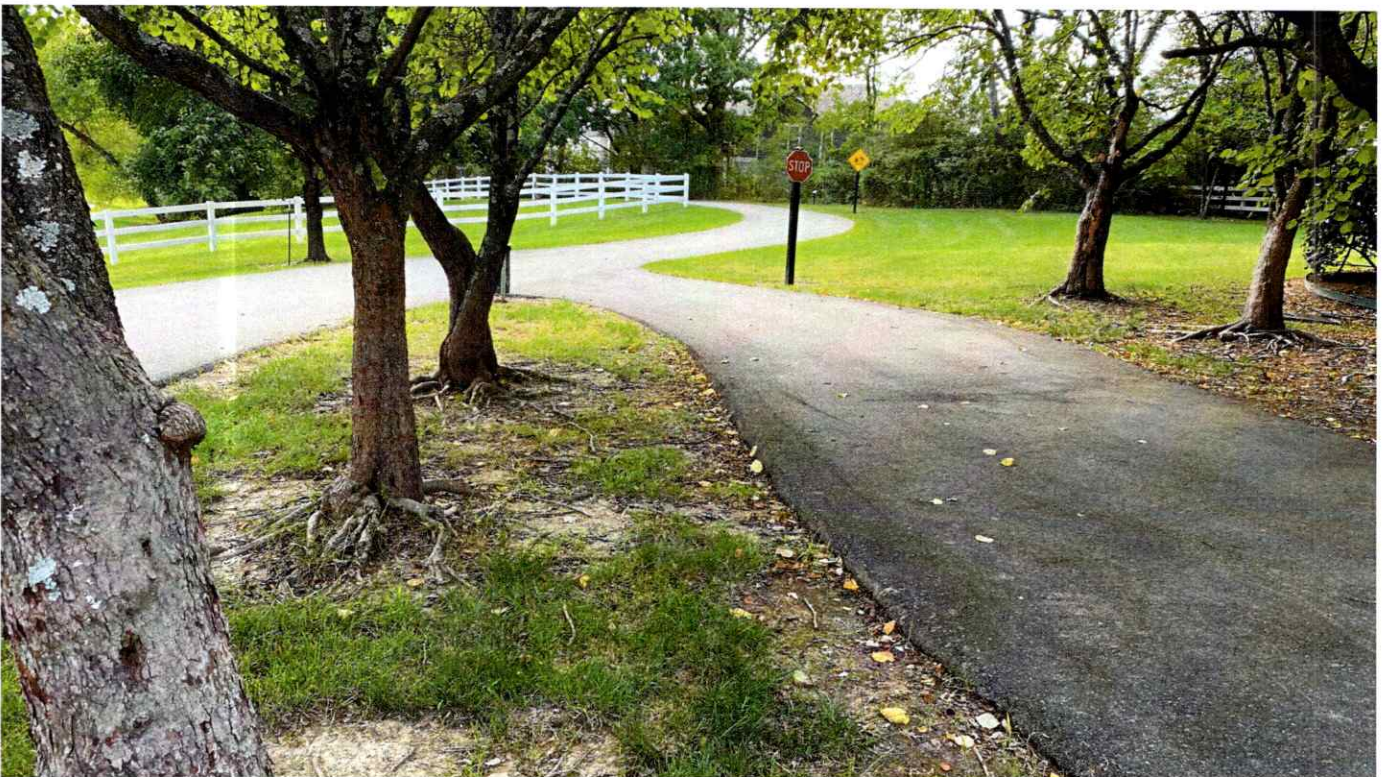


ACRES OF PARKLAND PER 1,000 RESIDENTS

This metric analyzes the 2022 population of White House and the most recent park acreage quantity against similarly sized communities. White House currently has 237.09 acres of parkland and a 2022 population count of 14,516 residents. This equates to an overall ratio of 16.3 acres of parkland per 1,000 residents, which means White House is well above the median average for both the national average (cities of all sizes) and similar sized communities and is on the cusp of the upper quartile for both averages.

This is an overall number and does not reflect the dispersion of parkland throughout the entire city as there are areas that have a high volume of parkland and other areas that are lacking accessible parkland. The map of existing facilities in the facility inventory and analysis section provides an overall map of White House's parks and recreation facilities to note areas of the city with lower levels of service.

	National	Less Than 20,000 Residents
Upper Quartile	18.4	21.1
Median Quartile	10.8	3
Lower Quartile	5.3	6
White House	16.3	





OUTDOOR PARK AND RECREATION FACILITIES - POPULATION PER FACILITY

This benchmark analysis measures the number of residents served by each outdoor facility offered in White House and compares White House's numbers to similar sized communities as well as the national averages. This metric is calculated by dividing the total population by number of facilities. Currently, White House is providing a comparable number of playgrounds, softball, baseball, soccer fields, and tennis courts compared to similar sized communities and the national averages. Swimming or aquatic facilities, skate parks, multi-purpose fields, and pickleball courts are outdoor facilities White House does not currently provide. It is recommended that White House expand their outdoor facility offerings to meet the demands of their population.

	National	Less than 20,000 Residents	White House
Playground	3,759	2,014	3,629
Basketball Courts	7,404	3,792	7,258
Tennis Courts	5,860	2,805	2,419
Dog Park	43,532	11,100	14,516
Swimming Pool	38,635	9,745	N/A
Soccer Field	7,228	3,600	2,419
Softball/Baseball Field - Youth	11,384	5,079	4,839
Softball/Baseball Field - Adult	15,345	5,800	2,903
Skate Park	53,144	10,726	N/A
Football Field	26,780	8,637	14,516
Multi-Purpose Field	9,177	3,859	N/A
Pickleball Court	13,922	3,252	N/A
Disc Golf - 18-Hole Course	94,109	9,587	14,516

PARK AND RECREATION AGENCY STAFFING - FULL-TIME EQUIVALENTS (FTEs)

A full-time equivalence (FTE) is a unit of measurement standardized to show how many full-time equivalent employees a department employs. White House currently employs 13 full-time and seven part-time employees, equaling approximately 16.5 total FTEs. The Parks and Recreation Department umbrella includes recreation and administration, parks maintenance, museum and visitor center, senior center, and cemetery employees. White House is above the median quartile for similar sized communities, but slightly short of the upper quartile. Currently, White House is in a manageable position with the number of employees they have, however once the recreation center is open, White House will need to hire more employees to meet the demand of increased programming.

	National	Less Than 20,000 Residents
Upper Quartile	134.7	22.0
Median Quartile	51.5	11.3
Lower Quartile	17.3	6.0
White House	16.5	

FULL-TIME EQUIVALENT EMPLOYEES (FTEs) PER 10,000 RESIDENTS

The next metric is the number of parks and recreation full-time equivalent employees (FTEs) per 10,000 residents. This metric is calculated by dividing the total number of FTEs by White House's population, then multiplying that number by 10,000. This metric analyzes the quantity of staff to resident ratio against the national average and similar sized communities. White House has 14,516 residents and 16.5 full-time equivalent employees. For every 10,000 residents, White House has 11.4 FTEs. This is above the median quartile for the national average and similar sized communities.

	National	Less Than 20,000 Residents
Upper Quartile	15.5	20.1
Median Quartile	8.9	11.5
Lower Quartile	4.8	6.5
White House	11.4	



ANNUAL OPERATING EXPENDITURES PER CAPITA

Measuring operating expenditure data by population served provides a more accurate way of understanding and comparing funding for parks and recreation. This metric is traditionally calculated by dividing White House's total budget expenditure (all expenses accrued by the department) for the 2024 fiscal year by the total population. White House's 2024 fiscal year budget of \$19,162,936 is uniquely high due to the construction of the new Recreation Center, adding an additional \$17,367,400 to the total budget. The budget used to calculate the data below does not include the cost of the new Recreation Center, bringing the total down to \$1,795,536 to better represent a normal fiscal year that White House's Parks and Recreation Department would experience.

By this measure, White House has an annual operating expense of \$123.69 on a per capita (or per person) basis. White House is slightly above the median quartile for both the national average and for similar sized communities. Operating expenses are important for White House to grow its Parks and Recreation Department and maintain the current high-quality maintenance and operations standards they currently have.

	National	Less Than 20,000 Residents
Upper Quartile	\$173.05	\$229.61
Median Quartile	\$94.77	\$120.79
Lower Quartile	\$53.23	\$69.65
White House	\$123.69	



SUMMARY

The benchmark analysis using NRPA metrics provides a peer comparison of White House's Parks and Recreation Department's performance relative to other park and recreation systems across the United States with similar sized jurisdictional populations. The benchmarking metrics highlighted in this chapter provide insight on how White House compares in important areas such as quantity of parkspace, available outdoor amenities, staffing, and budget expenditures. White House currently has an adequate number of staff to sustain everyday operations and run programs however, additional staff will need to be hired once the new recreation center is built and as the population continues to steadily increase. The Department has a unique funding source that most other departments do not have which is a parks tax that White House residents pay that helps fund the Parks and Recreation Department. The Park Sales fund is a special revenue fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The park sales fund specifically authorizes expenditures for parks and recreation capital improvements and debt service specific to these improvements.

Key takeaways from this benchmark analysis show that White House is providing comparable or above average services compared to similar sized communities in nearly all metrics measured for this master plan, however there is room for improvement. The City manages a comparable number of parkland acreage compared to the national average and similar sized communities. White House is lacking in several outdoor amenities such as swimming or aquatic facilities, skate parks, multi-purpose fields, and pickleball courts.

An opportunity exists to expand the outdoor offerings to improve upon the existing assets the Department already provides to the community. The new recreation center and the future Byrum Park will bring additional programming opportunities and allow the City to host larger parks and recreation programs, athletic leagues, and events. It is recommended that the City conduct a feasibility study for how many staff is required to sustain the new recreation center in addition to the increased workload demand brought on by increasing population and acquiring additional parkland.





WHITE HOUSE | PARKS & RECREATION



SECTION 5

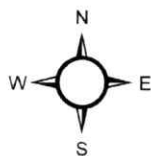
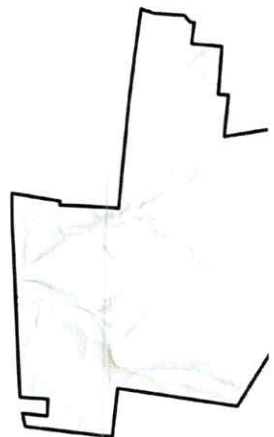
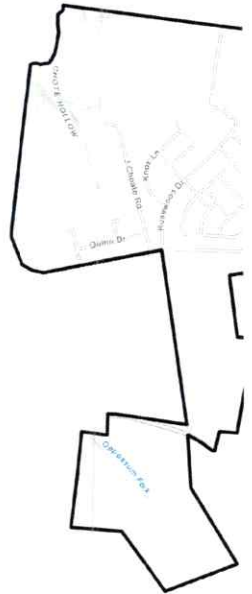
**FACILITY
INVENTORY
& ANALYSIS**



OVERVIEW & EVALUATION COMPONENTS

For a better understanding of the existing assets White House is providing, the consultant team and Department staff visited each park location to document existing conditions and identify amenities. Existing facility evaluations were performed at the following facilities:

- 1 Municipal Park
- 2 White House Inn Museum
- 3 Billy S. Hobbs Community Center & Senior Center
- 4 Civic Center
- 5 Municipal Recreation Complex
- 6 Hillcrest Municipal Cemetery
- 7 New Recreation Center
- 8 White House Greenway & Arboretum
- 9 W.L. Anderson Soccer Complex
- 10 Northwoods Pocket Park
- 1 Byrum Park (Future)





BILLY S. HOBBS COMMUNITY CENTER & SENIOR CENTER

105-D COLLEGE ST | THREE-STORY, 26,000 SF FACILITY

Serving as the heart of the City operations, the Billy S. Hobbs Community Center & Senior Center officially opened in June of 2022. The community center contains three floors of government and administrative offices, a board room for Mayor and Alderman meetings, a new senior center, and event rooms available for the community to rent. The community center along with the library and the ADA accessible playground, splashpad, and amphitheater provide a campus-like feel for the City.



AMENITIES	CONDITION
Floor 1	
Parks & Recreation Offices	Good
Senior Center	Good
Community Events Room	Good
Floor 2	
Administrative Offices	Good
Floor 3	
HR & Other Administrative Offices	Good

RECOMMENDATIONS

SHORT-TERM

- N/A

LONG-TERM

- N/A



BYRUM PARK

100 BYRUM DRIVE | 104 ACRES

The Leisure Services Board formed a committee to seek out new parkland for the City. The committee in partnership with the Mayor selected the Byrum property at approximately 104 acres in size. The City has developed a master plan for the property that includes a greenway connection, farmers market, nature center, pickleball, and open green space.



AMENITIES	CONDITION
Open Green Space	Good
Homestead	N/A
Barn	N/A
Storage Sheds	N/A

RECOMMENDATIONS

SHORT-TERM

- N/A

LONG-TERM

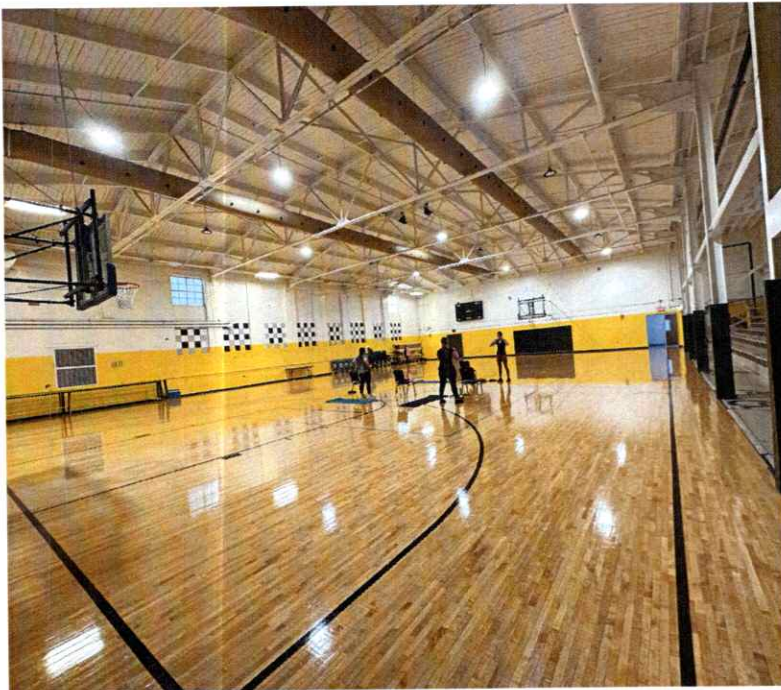
- Implement amenities outlined in master plan



CIVIC CENTER

105 COLLEGE STREET | TWO-STORY, 70,800 SF FACILITY

White House's former recreation center, the civic center gymnasium is to be demolished when the new recreation center is to be complete, but currently still serves the community for indoor recreation opportunities.



AMENITIES	CONDITION
Gymnasium	Fair
Lobby	Poor
Restrooms	Poor
Storage Room	Poor

RECOMMENDATIONS

SHORT-TERM

- N/A

LONG-TERM

- N/A



HILLCREST MUNICIPAL CEMETERY

3141 US-31 W | 10.72 ACRES

Hillcrest Municipal Cemetery is centrally located in White House directly off of US-31 and is the only City-owned cemetery out of the twelve total cemeteries in White House.



AMENITIES	CONDITION
Storage Shed	Fair
Gravesites	Good

RECOMMENDATIONS

SHORT-TERM

- Add benches and seating options around the main drive throughout the cemetery
- Repave the main drive
- Install new columbarium

LONG-TERM

- Plant additional shade trees
- Build new maintenance shop
- Build parking lot
- Upgrade entrance sign



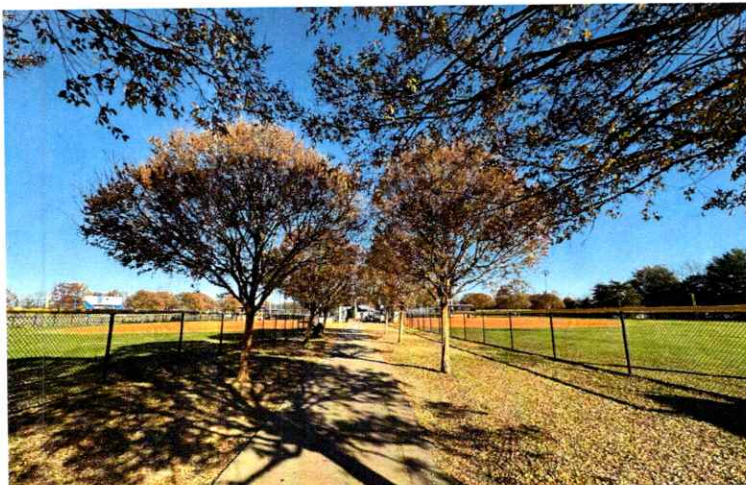
MUNICIPAL PARK

420 HIGHWAY 76 | 78.01 ACRES

Centrally located within White House, Municipal Park provides a space for special events, active and passive recreational opportunities, and is home to many league games and tournaments at the baseball, softball, and football fields. The 18-hole disc golf course was designed by Will Schusterick with Prodigy Disc Golf Course Design and opened in 2018. The inclusive playground at Municipal Park won an award for excellence in parks and recreation in 2014.



AMENITIES	CONDITION
Large Pavilion	Good
Small Pavilions	(2) Poor
Baseball/Softball Fields	Good(7)/Fair(1)
Tennis Courts	Good
Football Field	Good
Playground	Good(1)/Poor(1)
Paved Nature Trail	Fair
18-hole Disc Golf Course	Fair
Dog Park	Good
Sand Volleyball Courts	Fair
Fitness Area	Fair
Half-court Basketball Courts	(2) Fair
Restroom Facilities	Fair
Old Ticket Booth Building	Poor
Concessions Stand	Poor



RECOMMENDATIONS

SHORT-TERM

- Add new surfacing and concrete edging to workout area
- Address drainage issues at football field
- Stripe three tennis courts with pickleball court lines
- Concession stand renovation
- Upgrade to electronic entrance sign
- Add shade structure to tennis courts
- Add new restroom facilities at the northeastern side of the park near the tennis courts
- Replace fencing and field surfacing at baseball field six
- Upgrade all lights to LED at football field
- Clean up graffiti at disc golf course
- Update images on baseball field signs
- Field Eight Renovation - Phases I and II

LONG-TERM

- Provide ADA access to all park amenities and fields
- Construct new main pavilion
- Repave parking lot at football field
- Repair pavement and improve drainage at trailhead/overlook near baseball fields six and seven
- Upgrade scoreboards at baseball fields
- Upgrade playground structure at old playground and add poured-in-place surfacing
- Pave parking lot at dog park
- Replace older agility equipment as necessary at dog park
- Install disc golf bridges
- Add lighting to sand volleyball courts
- Renovate pavilions one and two





MUNICIPAL RECREATION COMPLEX

105 COLLEGE STREET | 8.12 ACRES

Funded by a combination of bonds and state grants, this complex was part of the overall master plan for this site which includes the library, constructed in 2013, the Billy S. Hobbs Community Center and Senior Center, constructed in 2022, the Fran Hutson Amphitheater, splashpad, and playground. This complex was built on a former high school campus built in the 1940's that now serves as the heart of White House's City operations.



AMENITIES	CONDITION
Splashpad	Good
Playground	Good
Amphitheater	Good
Restroom Building	Good
Maintenance Shed	Good

RECOMMENDATIONS

SHORT-TERM

- Add City-ran programming and events at amphitheater

LONG-TERM

- N/A

NEW RECREATION CENTER

105 COLLEGE STREET | TWO-STORY, 70,800 SF FACILITY

Construction began on the new recreation center in fall 2022 and is projected to be completed by late 2024. The new recreation center will be located in the municipal recreation complex on the same parcel as the Community Center, City Hall, Public Library, amphitheater, splashpad, and playground.



RECOMMENDATIONS

SHORT-TERM

- N/A

LONG-TERM

- N/A

AMENITIES

First Floor

- Game Room
- Concession/Warming Kitchen
- Fitness Center
- Locker Rooms
- Main Gym
 - 860 Seats
 - (3) Basketball Courts
 - (3) Volleyball Courts
- Maintenance Office & Storage

Second Floor

- Main Entry
- Kids Camp
- Multi-Purpose Room
- Running Track
- Auxiliary Gym
 - Practice Basketball Half Court
 - Volleyball Court
 - (2) Pickleball Courts
- Receiving



NORTHWOODS POCKET PARK

201 NORTHWOOD DRIVE | 1.72 ACRES

Northwoods Pocket Park is the only park facility located on the southern portion of White House and serves the surrounding residential neighborhood. The park houses a playground structure, small pavilion, and stormwater detention area.



AMENITIES	CONDITION
Playground	Poor
Pavilion	Fair
Walking Trail	Fair
Stormwater Detention Area	Fair

RECOMMENDATIONS

SHORT-TERM

- Create a master plan for the park to help inform next steps for future park programming

LONG-TERM

- Replace playground structure and add poured-in-place surfacing to playground
- Add shade structures and trees to provide more shade options in the park

W.L. ANDERSON SOCCER COMPLEX

2760 US-31 W | 34.52 ACRES

Located directly off of US-31 W, the W.L. Anderson Sports Complex is a complex with 6 soccer fields that accommodate leagues and tournaments for various ages. Currently, the six full-sized fields are divided into 11 youth sized fields and two adult sized fields. The fields are owned by the City and operated by the White House Youth Soccer Club.



AMENITIES	CONDITION
Concessions Building	Fair
Restrooms	Fair
Soccer Fields	Good
Picnic Pavilion	Fair
Maintenance Shed	Good

RECOMMENDATIONS

SHORT-TERM

- Add additional maintenance shed
- Convert field 2 lighting to LED
- Add more shade structures and shaded seating options
- Upgrade bulletin boards at concession stand building

LONG-TERM

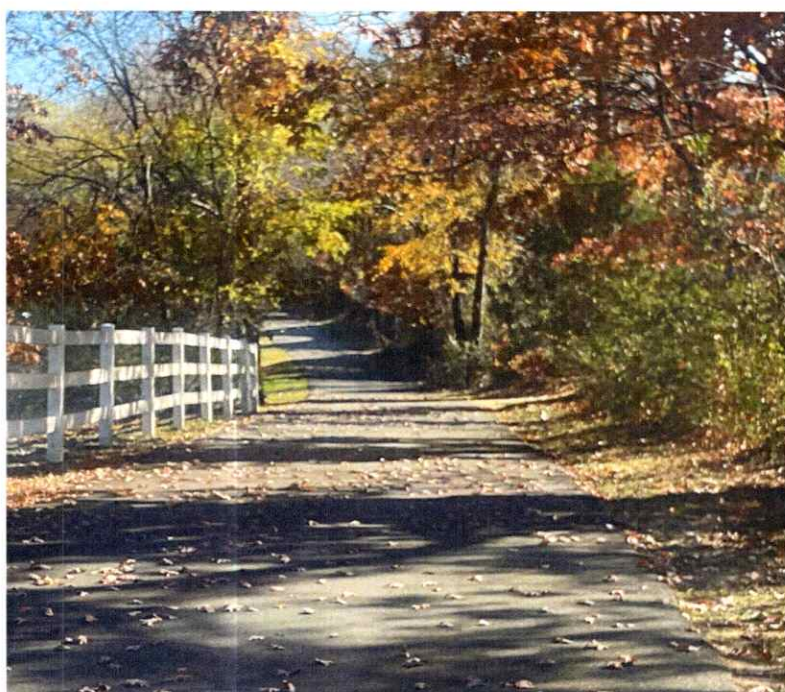
- Soccer Complex Renovation - Phase II
- Add playground structure
- Convert remaining fields to LED lights
- Add trails to wooded wetland area
- Upgrade entrance sign



WHITE HOUSE GREENWAY & ARBORETUM

3.6 MILES

Consisting of approximately 3.6 miles of paved trail, bridges, and boardwalk the White House Greenway and Arboretum provides users White House a chance to immerse themselves in White House's exquisite natural setting. Level II arboretum status was obtained from the Tennessee Urban Forestry Council, meaning it has at least 100 species of woody plants and public educational programs. Sidewalks running adjacent to Highway 31 W create a full loop around central White House. There are five defined trailheads along the greenway.



AMENITIES	CONDITION
Andrew Jackson Trailhead	Fair
James K. Polk	Fair
Tyree Springs Trailhead	Fair
Veterans Memorial Trailhead	Fair
Honey Run Creek Trailhead	Fair

RECOMMENDATIONS

SHORT-TERM

- Add more wayfinding signage around the City and along greenway
- Add "you are here" markers at all trailhead maps
- Indicate mileage between each trailhead on all trailhead maps
- Replace rules signage at all trailheads
- Repair sections of asphalt greenway where needed
- Repair broken fence at Tyree Springs Trailhead

LONG-TERM

- Repair wooden boardwalk
- Upgrade all paver areas to meet ADA compliance at Honey Run Creek Trailhead
- Expand greenway system to create a full loop

WHITE HOUSE INN MUSEUM

201 NORTHWOOD DRIVE | 1.72 ACRES

Built in 1986 as part of the Tennessee Homecoming to serve as the City library and archives, the White House Inn Museum houses the City's Museum, Visitor's Center, and Chamber of Commerce. The Museum is a replica of the original White House Inn, a two-story house built around 1826 that housed travelers and stagecoach drivers traveling along the route connecting Nashville to Louisville. The White House Inn is the namesake of the City of White House.



AMENITIES	CONDITION
Museum	Good
Gift Shop	Good

RECOMMENDATIONS

SHORT-TERM

- N/A

LONG-TERM

- N/A



WHITE HOUSE | PARKS & RECREATION



SECTION 6

PROGRAM ASSESSMENT



WHITE HOUSE | PARKS & RECREATION

Programs offered through a parks and recreation department are generally defined as resources and services provided for purposes of leisure, entertainment, and recreational pursuits. Examples include recreation activity programs, athletic leagues, special events, arts programs, and environmental education programs. Oftentimes communities produce a significant portion of operating revenues generated from fees and charges associated with these programs, in addition to significant indirect revenues to local and regional economies from sports tournaments and special events such as arts, music, and holiday festivals. Parks and recreation programs also provide social, health, and environmental benefits for residents.

To understand how well White House's recreational programs and events are fulfilling the community's needs, this section of the Master Plan evaluates existing recreation programs offered through both White House's Parks and Recreation Department and local athletic and civic organizations. For this analysis, the target audience, lifecycle, gap analysis, and duplication of service analysis of current program offerings were evaluated.



ATHLETIC LEAGUES

The City of White House offers a variety of athletic programming options for a wide range of ages. Additionally, there are numerous local athletic leagues and programs that the City partners with to expand their program offerings. Having the local leagues and organizations facilitate the majority of the athletic leagues limits the amount of effort required by the Parks Department which allows for less staffing and costs that need to be covered by the City. The Parks Department provides the athletic fields and maintenance and works jointly with the local leagues and organization leaders to make these leagues a success. Adult sports were identified as a highly desired program in the public survey results and are all noted as growing programs in the community. It is recommended that the City review the lifecycle of the adult sports and conduct surveys to determine what adult sports leagues are desired annually to continue to successfully meet the communities needs.

Athletic Leagues - Offered by White House		
Program/Event	Target Age	Growing/Mature/Declining
Youth Basketball	Youth (5-12)	Mature
Youth Volleyball	Youth (5-12)	Mature
Challenger Baseball	Youth-Teens (5-17)	Declining
Adult Softball	Adult (18-49)	Growing
Adult Men's Basketball	Adult (18-49)	Growing
4v4 Sand Volleyball	Adult (18-49)	Growing
Youth Baseball	Youth (5-12)	Mature
Youth Softball	Youth (5-12)	Declining

Athletic Leagues - Offered by Local Organizations		
Program/Event	Target Age	Growing/Mature/Declining
Youth Baseball	Youth (5-12)	Mature
Youth Softball	Youth (5-12)	Mature
White House Youth Soccer	Youth-Teen (5-17)	Mature
Sloan's Side Kicks Soccer	Youth (5-12)	Mature
Football	Youth (5-12)	Mature
Cheer	Youth (5-12)	Mature



PROGRAMS & EVENTS

The City of White House currently offers six different programs and events to their residents throughout the year. The City is in the process of building a new recreation facility that will allow the City to facilitate more programs and events for White House's residents. Based on the public survey results, the community very much enjoys the current programs and events offered by the City and would like the City to expand upon its offerings. 33% of the programs are growing, 50% are mature, and 17% are declining.

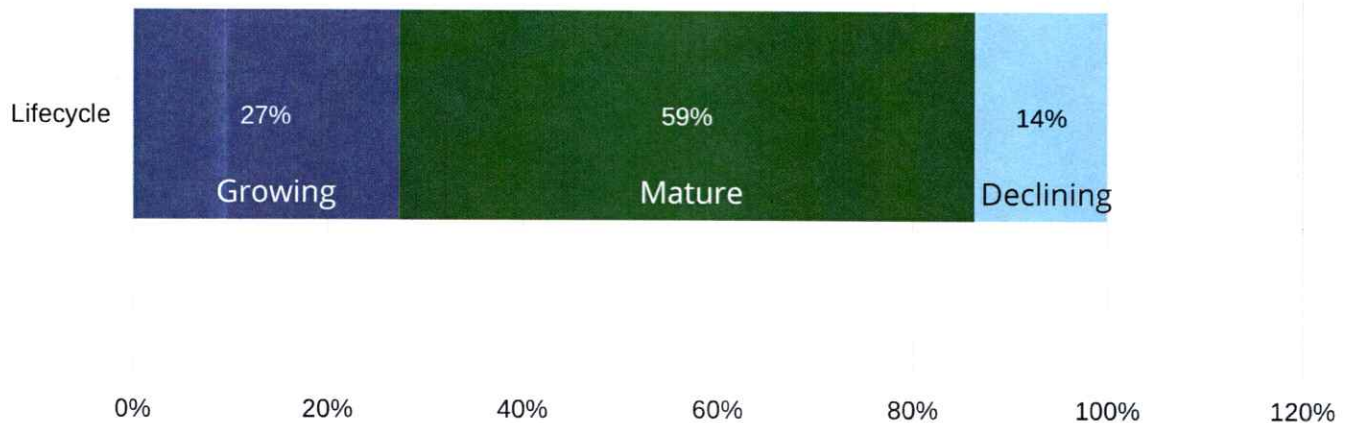
The Senior Citizens' Center provides a wide variety of recreational, educational, and social programs and events to the seniors in the White House community. The White House Senior Center has no membership fees. Additionally, the Senior Center offers lunches for members at a small fee.

Programs & Events - White House		
Program/Event	Target Age	Growing/Mature/Declining
Christmas Parade	All Ages	Mature (50%)
White House Egg-cellent Adventure	All Ages	Growing (33%)
Independence 5K Race	All Ages	Mature (50%)
White House Bike Parade	Youth (5-12)	Declining (17%)
Trails of Treats	All Ages	Mature (50%)
Women's Exercise Class	Adult (18-49)	Growing (33%)

Programs & Events - Senior Center (Ages 50+)			
Program/Event			
Exercise (includes Fittercise, Strength, Yoga)	Senior Lunch	Meals on Wheels	Indoor Pickleball
Walk-In Gym	Quilting	Bunco	Flu Shots (Annual)
Bingo	Monthly Birthday Potluck	Outings (Historic Sites, Shopping, Lunch at New Restaurant, Golf Outings, Seasonal Events, Movie Outings)	Cards, Games, Pool, Puzzles
Ballroom & Country Western Dance Lessons	Holiday Parties	Dances with Band	Crafts
Garden Club	Informal Meetings for Seniors	Bible Study	Bowling (Monthly)

LIFECYCLE ANALYSIS

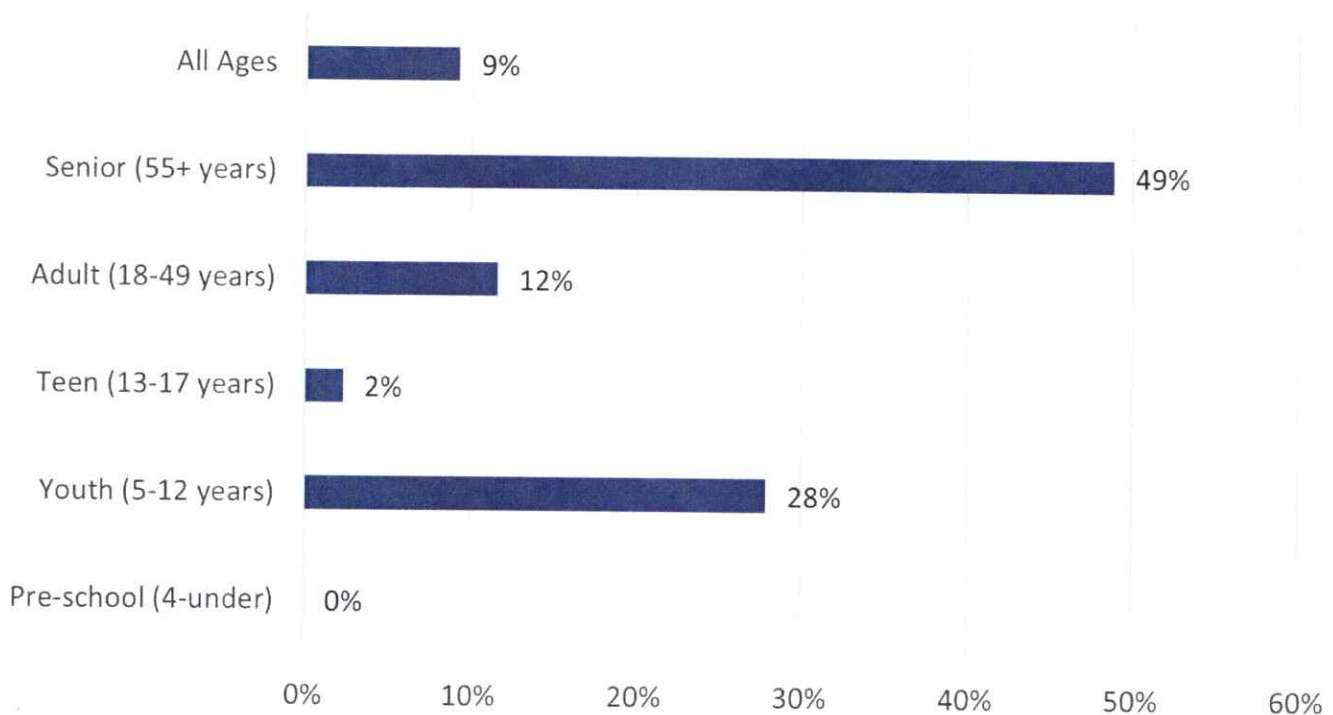
All programs offered in White House, including City, local organization, and the Senior Center, were evaluated based on their current participation trends. The lifecycle analysis is positive, showing a majority of programs that are growing (27%) or mature (59%). The large number of mature and growing programs could be an indicator that the Department has provided successful programs to the community. The City and its partners need to be cognizant of this and provide sufficient staff to support these growing programs into maturity.





AGE SEGMENT DISTRIBUTION

An age segment distribution analysis was conducted based on the target audience for each existing program. This analysis helps to better understand how the current program system serves each age group in the community. White House is successfully providing programs to the senior and youth ages, however, lacks programming for teens and toddlers. Expanding adult sports offerings was identified in the public survey as the third highest written response when asked what programs they would like White House to add or expand upon. Department staff should review age segment distribution annually to better understand level of service for each age group and check for a good balance of programs.



GAP ANALYSIS

This gap analysis compares what parks and recreational programs and events are being offered in White House to the desired programs and events noted by the community in the public survey responses. This analysis is meant to help identify any gaps or shortcomings in recreational programs and events that the Department can work to fill to best meet the needs of the community. Programs currently being offered by White House are organized into two categories: programs to expand upon and programs providing adequate service. Programs not currently being offered by White House are organized into high and low priority, with high priority being programs identified as highly desired by the community based on public survey results.

Programs Currently Offered by White House		
Programs to Expand Upon	Identified as a need in the public survey (20% or more)	<ul style="list-style-type: none"> • Biking • Pickleball • Running • Basketball • Soccer • Baseball
Programs Providing Adequate Service	Identified as a need in the public survey (less than 20%)	<ul style="list-style-type: none"> • Disc Golf • Softball • Adaptive (Special Need) Facilities

Programs Not Currently Offered by White House		
High Priority	Identified as a need in the public survey (30% or more)	<ul style="list-style-type: none"> • Aquatics • Cooking • Crafts • Gardening • Nature Center / Education
Low Priority	Not identified as a high priority need in the public survey (less than 30%)	<ul style="list-style-type: none"> • Track • Kick Ball • Tennis/Indoor Tennis • E-sports / Gaming • Skateboarding • Whiffle Ball • Lacrosse



DUPLICATION OF SERVICES ANALYSIS

Interlocal partnership is an effective way for White House to respond to the communities' recreational needs. Partnerships and cooperative programs with surrounding cities and local organizations can eliminate unnecessary duplication of services, reduce overall park and recreation costs, reduce the overall workload on the Department, and more effectively meet the needs of the community.

This analysis compared White House's current athletic programming and offerings against athletic and programming gaps identified in both the public survey and this programming analysis section. The current listings and identified gaps were then compared to a list of programs offered by surrounding jurisdictions accessible within a 20-minute drive from White House which include Portland, Cross Plains, Millersville, and Goodlettsville.

The table below lists all current athletic programming offered by White House and cities within a 20-minute drive from White House. Both city and non-city athletic programs are listed for all entities. Millersville is located within a 20-minute drive from White House, however, it is predominantly served by Goodlettsville for all athletic purposes.

Athletic Programs Duplication of Services Chart				
Program Offering	White House	Portland	Cross Plains	Goodlettsville
Basketball	Y/A	Y		Y
Baseball	Y	Y	Y	Y
Cheer	Y	Y		Y
Football	Y	Y		Y
Kick Ball				A
Pickleball (Outdoor)				Y/A
Pickleball (Indoor)	Y/A			Y/A
Swimming		Y		Y
Soccer (Indoor)	Y	Y		Y
Soccer (Outdoor)	Y	Y		Y
Softball	Y/A	Y	Y	Y/A
Volleyball (Indoor)	Y	Y		Y/A
Volleyball (Sand)	A			A

Y = youth only, A = adult only, Y/A = both youth and adult leagues

Of the programs not offered by White House, outdoor pickleball and swimming were identified as being high priorities for the community. While the City does have a splashpad located at the Municipal Recreation Complex, there is no public swimming pool in the City. It is recommended that the City conduct feasibility studies for outdoor pickleball and aquatics facilities to meet the needs for swimming and outdoor pickleball in the community. While kick ball was identified as being desired by the community it was not as high of a priority as outdoor pickleball and swimming. It is recommended that the City form partnerships with Goodlettsville for kick ball programming (e.g., leagues utilizing both Goodlettsville and White House's facilities).

Current social, recreational, and special events programming offered by cities located within a 20-minute drive are listed in the table below. Programs and events identified as highly desired by the White House community in the public survey results include, cooking, crafts, gardening, educational programming, running races, farmers markets, and exercise classes. Once the new recreation center is completed, White House will have more opportunities to provide programs and events for the community. It is recommended that the City conduct annual reviews of the programs and events being offered once the new recreation center is complete to ensure the community's needs are being adequately met. Additionally, there are potential partnership opportunities with the surrounding municipalities to host programs and events for the community to prevent duplication of services.

Programs & Events Provided by Nearby Communities
Portland
Touch a Truck
Back to School Bash
Safety Day
Trick or Treat
Christmas Parade
Visit with Santa
Daddy Daughter Dance
Yoga in the Park
Easter Egg Hunt
Strawberry Art Showcase
Harvest Festival
Millersville
Millersville Fit Club
Sit & Stitch Quilting Club
Goodlettsville
Gooddog Doggy Egg Hunt
Hometown Holidays
Music on Main
Halloween in the Park
Independence Day Celebration
Spring Speggtacular Egg Hunt
Daddy Daughter Dance
Family Bingo Night
Mother & Son Night of Fun
Fun Fridays
Quarterly Senior Adult Concert Series
Cross Plains
Christmas Parade



SUMMARY

The purpose of this program analysis is to identify the strengths and shortfalls of the types of recreational, social, and educational programs and events offered by the department. It is important to measure the current status of existing programs against the results from the public survey.

Based on the lifecycle analysis showing most of the programs and athletic leagues are growing or mature, it is recommended that the department continue providing the current programming and conduct annual reviews. This will help to identify if any programs are declining and consider removing and replacing them with a new program that better meets the needs of the community at the time.

Based on the gap analysis, there is a wide range of programs that are currently being offered that the community would like to see expanded and further developed. There are also programs that are not currently being offered, such as aquatics, that were identified as high priority to the community. It is recommended that the City determine which programs both being offered and not currently being offered could be offered at the new recreation center and which programs will require additional facilities and parkland.

The age segment distribution identified a lack of programming and events tailored for teens and toddlers. The City is currently doing a good job of offering programs for the other age ranges and should conduct an annual review to identify any potential gaps as the communities' needs change over time.

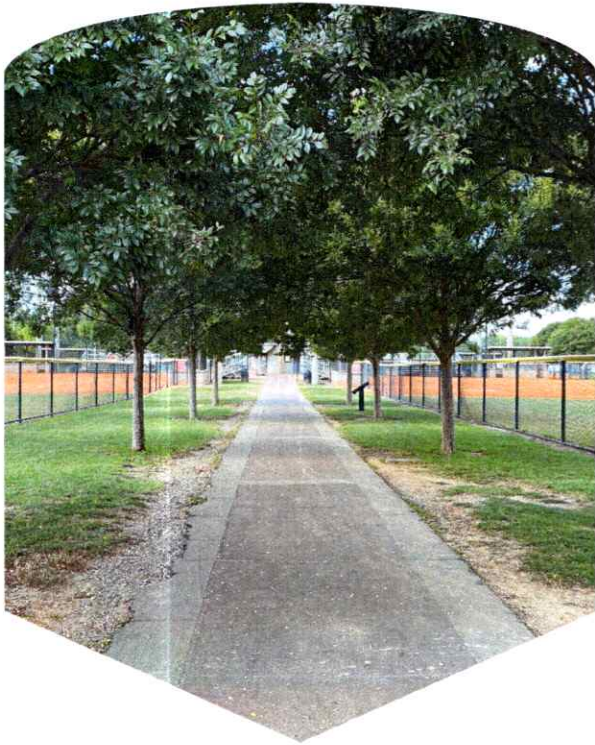
It is recommended that the City compile an annual comprehensive inventory and analysis of the programs and events offered that includes community feedback. Additional staff and funding will be required to meet the outlined recommendations in this section. The completion of the recreation center will allow the City to facilitate more programs and events to the community.







WHITE HOUSE | PARKS & RECREATION



SECTION 7

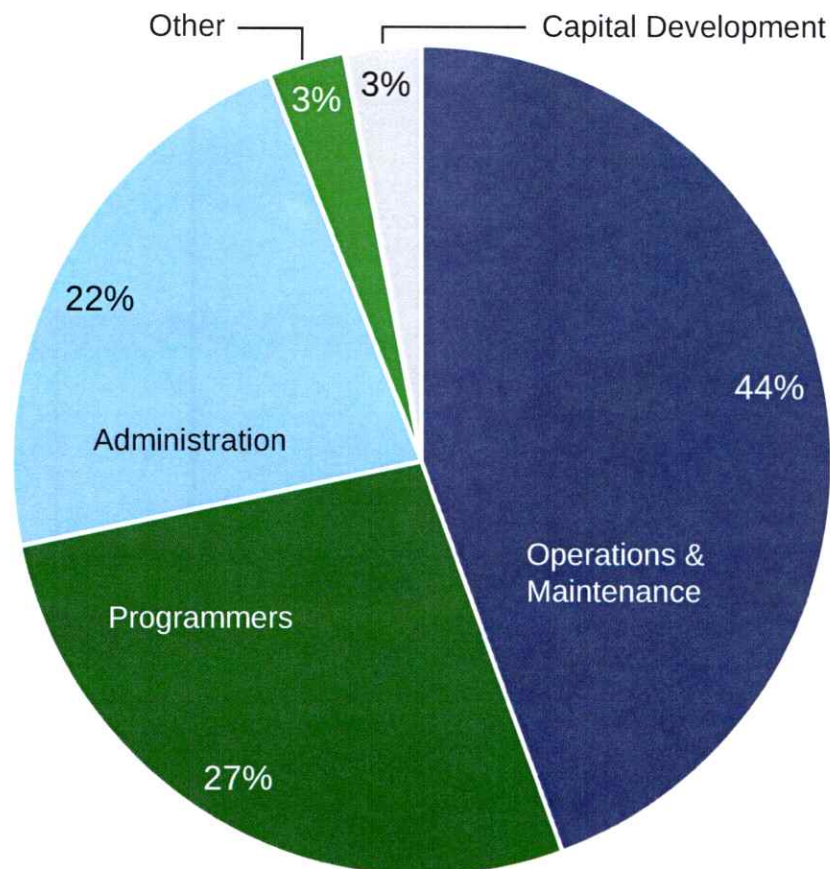
MAINTENANCE & OPERATIONS PLAN



STAFFING

This section analyzes staffing and maintenance operations, identifies issues, and provides recommendations. The goal from this analysis is to identify opportunities for improved efficiencies within the Department. This assessment utilized information from staff interviews, best practices in the field of parks and recreation, and data metrics from the National Recreation and Parks Association (NRPA).

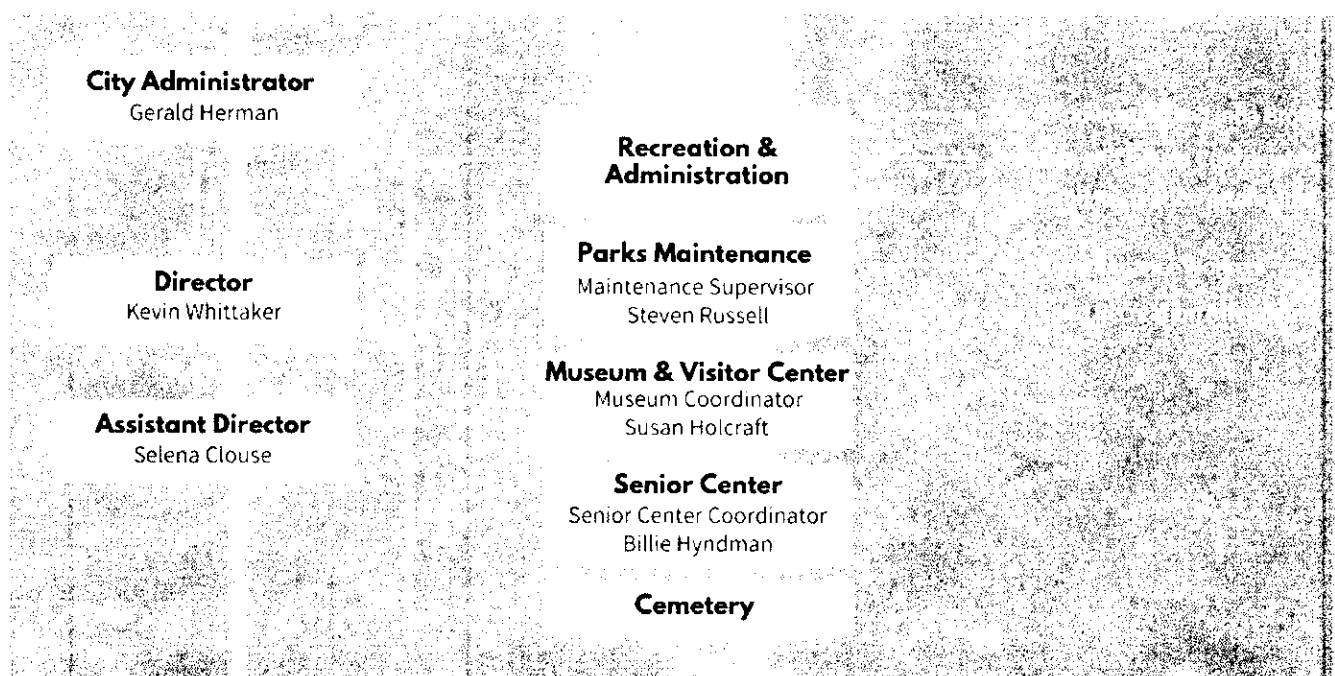
Recreation departments nationwide are tasked with a variety of responsibilities in their communities, and it is not uncommon for these professional to take on various roles to operate effectively. The NRPA organizes these responsibilities into several key focus areas, which include operations and maintenance, programming, administration, capital development, and others as a catch all for miscellaneous responsibilities. The chart below outlines the average breakdown of staff time spent on various responsibility types for jurisdictions with a population less than 20,000.



CURRENT STAFFING OPERATIONS

White House's Parks Department is responsible for the operation and maintenance of eight parks, a greenway system spanning 3.6 miles, one community center, and one museum. Currently, the Department manages approximately 133.08 acres of parkland and will be managing an additional 104 acres once Byrum Park is developed for a total of 237.09 acres of parkland. Areas in need of improvement indicated in the public survey include upkeep related to restrooms, parking lots, and maintenance of existing grounds and facilities.

White House currently has 13 full-time equivalent employees and seven part-time equivalent employees. According to the NRPA's 2023 Field Report, the median park and recreation agency in communities with populations less than 20,000 have an average of 11.3 FTEs. Based on White House's metrics of 16.5 FTEs, the Department is operating slightly above average compared to similar sized communities. The Department's organizational chart is shown in the image below.



The Department will need to hire additional part-time staff and at least one full-time staff member when the new recreation center is finished. Additional maintenance staff will be needed when both the new recreation center and Byrum Park are open.

In addition to full-time and part-time staff, the Department has contracts for maintenance and daily operational tasks such as mowing, catering of meals to the Senior Center, pest control, landscape maintenance (separate from mowing), umpires, referees, scorekeepers, HVAC, portable restrooms, electrical repairs, tree removal, and grave-digging. Other common maintenance issues the Department deals with include that could be contracted out include irrigation, splashpad issues, and tree and limb



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removal that are too high for the Department's current equipment to reach. It is recommended that the City either contract out the irrigation and splashpad maintenance issues or provide training and certification opportunities for current employees to keep common irrigation and splashpad maintenance issues in-house.

Currently, all maintenance work is conducted through one maintenance shop, located centrally in Municipal Park, across from the ballfields. Based on interviews with staff, a new building/shop built at the soccer complex to store reel mowers would cut down man hours and transit time to the fields, as the soccer fields require a high level of mowing maintenance. Additionally, once Byrum Park is complete, it would be beneficial for a group of staff be dedicated solely to the maintenance and operational needs at Byrum Park, so a small shed or area to store maintenance equipment will be needed.

The Department currently has all of the essential equipment needed to successfully conduct daily maintenance tasks as most equipment is routinely replaced or repaired when needed. Within the next five-years the Department will need to purchase additional or replace reel mowers, infield groomers, landscape truck, dump truck, weed eaters, blowers, handheld tools, and work trucks. Within the next 10-years, the Department will need to purchase a mini-excavator, skid loader, tractor, irrigation systems, and other additional maintenance equipment to meet the demands of the City's growing population. Additionally, the Department has borrowed equipment from Public Works when needed. The Department should create a prioritized list of equipment adds and replacements and include several of these in each year's annual budget request.



TECHNOLOGY

The Department has adopted an electronic reporting tool for managing maintenance task orders and daily operations, however there is still room for improvement with the current system. Currently, the Department tracks work orders through emails, text messages, the City mobile application, and phone calls. The Department would like to find a work order software for streamlining maintenance requests to simplify the process and reduce work orders being on multiple platforms.

Additionally, the Department uses the online software, RecDesk for online sign-ups and reservations to efficiently track information in one place. The City's mobile application allows residents to submit requests, apply for a burn permit, view public notices, pay their wastewater/refuse collection service/stormwater utility bill, view current employment opportunities, and see requests submitted by other users. The mobile application provides links to other White Houses' social media and Chamber of Commerce website in addition to sending push notifications of important updates to the app users.

When asked what the long-term maintenance, equipment, and technology needs are for the Department, the following were noted: GPS system for the spray rig to aid in spraying sports turf fields, work order software, irrigation systems controlled by an application, and more security cameras at all of the White House parks and recreation facilities.

SUMMARY

White House has a wide variety of parks and recreation assets and therefore requires many types of maintenance and operational needs spread out across multiple locations. Currently, the Department has a six-year capital project timeline for parks and recreation projects which includes the purchase of new equipment, a maintenance truck, landscape truck, dump truck, maintenance updates at the various parks, and a new maintenance shop.

Based on public survey results, the public has high perceptions of the White House maintenance upkeep. Additionally, survey respondents were supportive of the City focusing resources on maintenance and upkeep of parks and recreational resources. As White House continues to expand its assets and staff to keep up with the demands of the growing population, it will be important to have an efficient system in place to keep track of daily maintenance and recreation operations. Additional storage space and necessary maintenance equipment will need to be added within the next five to ten years to accommodate the additional maintenance demands.



WHITE HOUSE | PARKS & RECREATION



SECTION 8

FINANCIAL AND REVENUE STRATEGIES



PRICING POLICIES

White House's Parks and Recreation Department offers many different recreational programming and amenities that serve both City residents and non-residents. The Department has been fortunate enough to receive ample funding for new projects. Currently, the Department receives funding for projects primarily through the Park Sales Tax and the Park Impact Fee Fund while the operating budget is funded through the General Fund. Project funds are also allotted for through the capital budget line in the General Fund.

White House's current budget process begins when Department staff meets both internally and with the Leisure Service Board to review what projects, new positions, and fee increases they would like to ask council for in the following fiscal budget year. This meeting takes place before the budget process begins in January. Priority capital projects items of \$25,000 or more, new positions, and proposed fee increases identified in the meeting will then be brought by the Director to the Department Head Budget retreat to be proposed to internal White House leadership. The department heads are given a limited number of votes to use on the different projects they would like to be funded.

Additionally, the Department Director and supervisors will review the individual operating budgets and adjust individual budget lines to reflect any changes in the following budget. All updates to the budget are tracked through a software system reviewed by the finance department who uses the data to determine how many projects are financially viable for the upcoming fiscal year.

Traditionally, the City has financed new projects and park facilities which has allowed White House to expand its assets. However, that has left existing facilities in need of updates. It is recommended that the City focus a percentage of the budget towards upgrading outdated facilities. Updating outdated facilities also improves user safety.



USER FEES

User fees serve as a tool for the Department to recover costs associated with daily maintenance and operational tasks of White House's parks and recreational facilities. Fees for reserving certain amenities and locations vary per location and style of amenity. An overview of the fees for several facilities in White House are listed in the table on the following page. This fee breakdown shows differences for resident and non-resident fees if applicable. Additionally, the table notes whether the fees are above average, comparable with peer agencies, or below average.

White House Parks and Recreation		
Amenity	Fee	Compared to Peers
Open Space		
Open Space	\$10/hour (resident) \$20/hour (non-resident) \$50 flat fee (0-100 group size) \$75 flat fee (101-250 group size) \$100 flat fee (251-500 group size) \$250 flat fee (500+ group size)	Above Average
Municipal Park		
Pavilions 1 and 2	\$5/hour (resident) \$10/hour (non-resident)	Comparable
Pavilion 3	\$10/hour (resident) \$20/hour (non-resident)	Comparable
Baseball/Softball Fields	\$15 for 1.5 hours without lights \$25 for 1.5 hours with lights \$100/day per field	Comparable
Municipal Recreation Complex		
Splashpad Pavilion	\$15/hour (resident) \$30/hour (non-resident)	Below Average
Fran Hutson Amphitheater	\$37.50/hour (resident) \$75/hour (non-resident)	Comparable
Billy S. Hobbs Community Center		
Community Room (CR)	\$100 (refundable deposit)	Below Average
CR - Access to tables, chairs, and warming kitchen	\$75 (resident) \$150 (non-resident)	Comparable
CR - Stage access and set up	\$250 (refundable deposit) \$250 (flat fee)	Above Average
CR - Audio visual access (projector and sound system)	\$250 (refundable deposit) \$250 (flat fee)	Above Average
Civic Center Gymnasium		
Entire Gymnasium	\$50 (refundable deposit) \$31.25 (residents) \$62.50 (non-residents)	Below Average



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PROGRAM FEES

Stakeholders in local athletic organizations were asked to compare their pricing and note how often rates were reviewed. The following table shows each organization, fees charged, and whether the fees are above average, comparable with peer agencies, or below average.

Program Fee Rates (Offered by White House)		
Amenity	Fee	Compared to Peers
Offered by White House		
Youth Basketball	\$100/player (resident) \$112/player (non-resident)	Comparable
Youth Volleyball	\$65/player (resident) \$77/player (non-resident)	Comparable
Challenger Baseball	Free to participant	Below Average
Adult Softball	\$625/team \$65/free agent	Comparable
Adult Men's Basketball	\$475/team \$50/free agent	Below Average
4v4 Sand Volleyball	\$75/team \$20/free agent	Below Average
Youth Baseball and Softball	\$100/player (resident) \$112/player (non-resident)	Comparable
Offered by Local Organizations		
Youth Baseball	\$55/player (tball) \$130/player (5-12 y/o) \$160/player (13-U) 12\$ additional fee for non-resident \$1,200/team	Comparable
Youth Softball	\$130/player (5-12 y/o) \$160/player (13-U) \$1,200/team	Comparable
White House Youth Soccer	\$110/player (resident) \$120/player (non-resident)	Comparable
Sloan's Side Kicks Soccer	\$10/player	Below Average
Youth Football	\$150/player	Below Average
Youth Cheer	\$250/participant	Comparable

ANNUAL BUDGET

For the fiscal year 2024 budget, the City of White House had \$19,162,936 budgeted in the annual budget for parks and recreation facilities. As noted in the benchmark analysis section, this number is uniquely high due to the construction of the new Recreation Center, adding an additional \$17,367,400 to the total budget. This report breaks down each budget into two categories: expenses and revenues. A breakdown of the 2024 budget summary is outlined in the table below.

According to the National Recreation and Park Association's (NRPA) 2023 Agency Performance Review, the typical park and recreation agency has an annual operating expense of \$94.77 per capita. White House's Parks and Recreation Department currently has an annual operating expense of \$123.69 on a per capita (or per person) basis, based on the unique annual budget of 17,367,400, which means the City is well above the national average.

The Agency Performance Review also breaks down the average operating expenditures per acre for park and recreation agencies at \$7,388 per acre. To better represent White House's average annual budget, the \$17,367,400 has been removed from the total budget. This puts the Department's total annual expenditures at a total of \$1,795,536. With an annual expenditure of \$1,795,536, White House spends approximately \$7,574 per acre, which is in-line with the national average.

2024 Budget Summary	
Budget Line Item	Total
Revenues	
Park Sales Tax Fund	\$381,328
Parks Impact Fee Fund	\$242,047
Expenditures	
Parks and Recreation	\$19,162,936





REVENUE GENERATION

All revenue generated by White House's Parks and Recreation Department goes into the General Fund. There are no current enterprise funds, however the Department does receive a portion of sales tax called the Parks Sales Tax and impact fee money called the Park Impact Fee Fund. The Department also receives funds through user fees to help fund daily operational costs. Additionally, the City has applied for and been awarded federal parks and recreation grants.

REVENUE STRATEGIES

Investment in parks and facility expansion will be necessary to improve the level of service provided by White House's Parks and Recreation Department. These needs become even more acute when considering the projected population growth for the community. In addition to new parkland projects, it is recommended that the City invest in upgrading existing infrastructure.

Both new projects and upgrades to existing facilities projects become more feasible when multiple funding sources are considered. The City has already created a long-term capital improvements plan in the form of a six-year capital improvements list, which was recently updated to provide an active blueprint for sustaining and improving White House's parks and recreation facilities. The following paragraphs outline potential revenue strategies the City can pursue to aid in funding future parks and recreation projects.

BOND FUNDING AND TAX STRATEGIES

Bond funding has been used by White House to finance investments in park and recreational infrastructure and has been a particularly cost-effective strategy for capital improvements. The capital improvements for parks and recreation in White House are partially repaid from the dedicated funding source, the park tax, but can also be funded through other avenues such as a hotel-tax or portion of local property taxes. Projects utilizing bond funding can also be funded through the creation of special taxing authorities, or TIFs, which leverage the value created for adjacent properties by assessing a tax on the increase in value of those properties after the park and recreation improvements are built.

CORPORATE SPONSORSHIPS

Local businesses in the community can also play a role in supporting community park facilities. These businesses are often interested in giving back to the community in the form of funding or in-kind donations (labor, materials, land) and may be interested in positive media attention generated by these partnerships. Additionally, some businesses may also be willing to pay for naming rights or can also open additional avenues for funding.

DEVELOPER CONTRIBUTIONS

Encouraging developers to donate land or easements for parks or greenways can also be a successful strategy, particularly if the new recreational infrastructure will be located near or adjacent to the rest of the new development, enhancing the value of the development. Some communities have found this to be a successful approach for a variety of public improvements, such as trails, parks, or schools.

White House's zoning ordinance is currently being updated. It is recommended the City consider revisiting the Open Space Ordinance that will require new developments to have a certain amount of open space based on number of lots and units going on site to alleviate imbalance between developed land and open parkland that can occur with rapid development and population growth. The open space in the ordinance can be defined as land on a developed site that is set aside, dedicated, designated, or reserved for active or passive recreation for the use and enjoyment of owners, occupants, and visitors.

Developer contribution requirements for new developments would be a beneficial planning tool for White House to implement and ensure there will be an adequate amount of green open space to accommodate the anticipated increase in population and development in White House.

GRANT FUNDING

There are a variety of state and federal grant programs that can be used to fund recreational infrastructure. Sometimes, pairing recreational enhancements as a component of other project types can also open additional avenues for funding. Some examples of grants may include STP (Surface Transportation Program), Land and Water Conservation Funds (LWCF), Local Parks and Recreational Fund (LPRF), or Built Environment Grants.

White House has utilized grant funding in the past for parks and recreation projects such as the ADA compliant playground, amphitheater, and splash pad at the Municipal Recreation Complex which was partially funded through an LPRF Grant. Additionally, an LPRF Grant was awarded to the City for the renovation project at W.L. Anderson Soccer Complex, set to be completed in summer 2024.

FUNDRAISING/COMMUNITY ACTIVISM

A successful fundraising strategy in many communities around the country is the implementation of adopt-a-trail or adopt-a-park programs, where community groups or corporate entities can commit to donations of time or money to maintain specific pieces of park and recreation infrastructure. Other options for fundraising can include community events to raise funds, or the ability to pay for names to be included on park equipment, benches, bricks, or other items.



PARTNERSHIPS

Partnerships can play a key role in leveraging the resources of the community together with other public or non-profit entities to accomplish larger projects or more complex goals that might not otherwise be possible by the City alone. Partnerships with other governmental units, such as Sumner or Robertson County schools and parks and recreation systems, can be particularly effective strategies. These are similar to corporate sponsorships and developer contributions in that the partner receives positive media attention while providing funds for the City.

USAGE FEES

While it should always be a priority to provide recreational opportunities without fees being a barrier to access so all members of the community can participate, it may be necessary in some instances to charge usage fees to pay for maintenance or prevent over-use of facilities. White House currently utilizes these fees for most facility rentals such as the pavilions, fields, and open green space. Residents do receive a discount to certain facilities compared to visitors. Fees for recreation leagues are used to pay for the cost to facilitate and operate the leagues, including the cost of facility utility fees, maintenance, coaches, referees, and jerseys.



GRANT OPPORTUNITIES

There are a variety of state and federal grant programs that can be used to fund recreational infrastructure. Sometimes, pairing recreational enhancements as a component of other project types can also open additional avenues for funding. Some examples of grants may include:

BUILT ENVIRONMENT GRANTS

From the Department of Health, these grants provide activity-promoting infrastructure such as playgrounds, trails, walking tracks, sports facilities, green spaces and more. Matching funds are not required, although these funds can be used as a match for other grant programs.

LOCAL PARKS AND RECREATION FUND (LPRF)

From TDEC, these can be used to acquire land and develop new parks. This would require a 50% match from the community. White House has successfully utilized this grant on past projects.

RECREATIONAL TRAILS PROGRAM (RTP)

This can be used to fund trail maintenance, construction, rehabilitation, and trailhead support facilities. This grant will cover 80% of the cost with a 20% match by the community.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

From TDOT, these grants can be used for bicycle and pedestrian infrastructure.

MULTIMODAL ACCESS GRANT

From TDOT, these grants can be used for bicycle and pedestrian infrastructure associated with a state route roadway.

BLUE CROSS BLUE SHIELD - HEALTHY PLACES

The Blue Cross Blue Shield of Tennessee Foundation works with both government entities and non-profit organizations to create Blue Cross Healthy Places which consist of playgrounds, exercise equipment, pavilions, and other active amenities.



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SECTION 9 IMPLEMENTATION PLAN

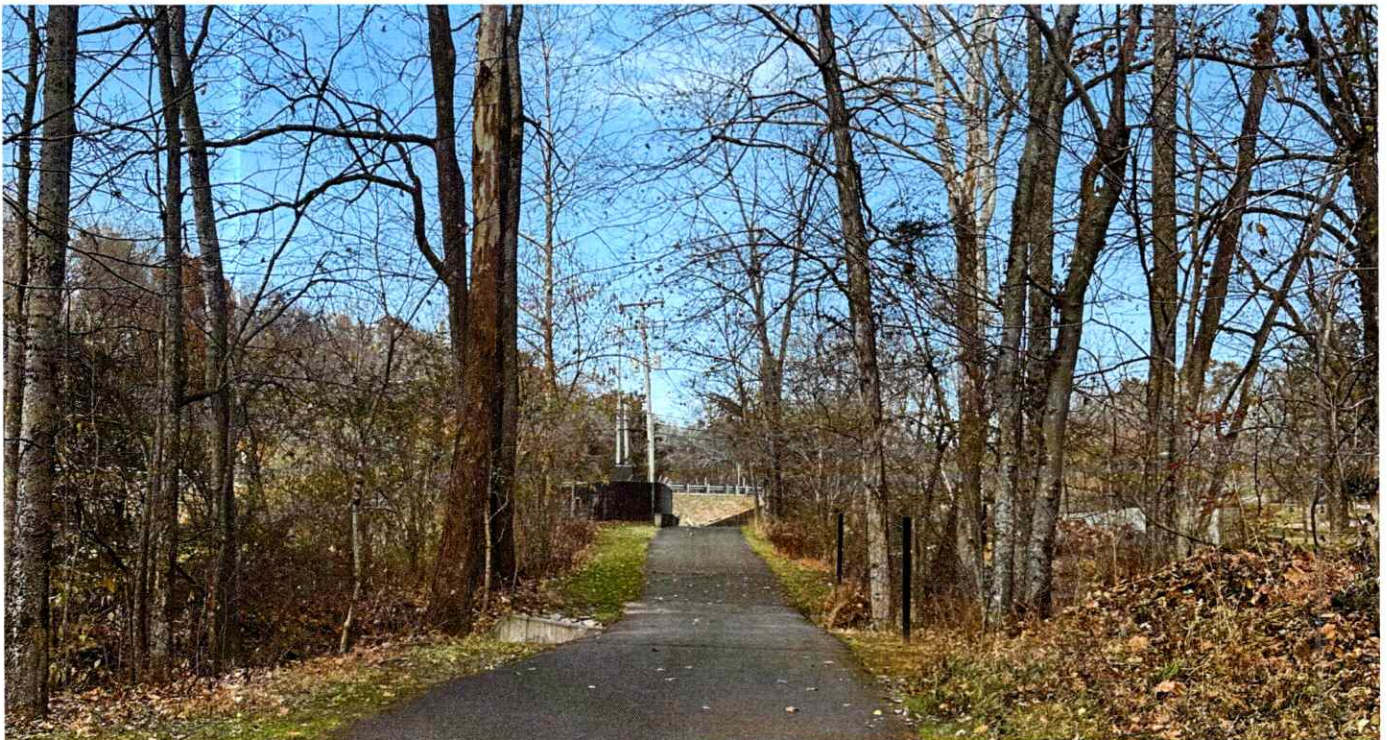


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This systemwide parks and recreation master plan will serve as a working document for White House to use as the City and Department continue to grow through the examination of the City's existing assets' ability to meet the needs of the community. This master plan outlines steps for closing the gap between the current level of service and where the City should be compared to national and local standards. Additionally, this master plan aims to provide a level of forethought for the future needs of White House's growing community. The implementation plan lays out strategies to improve the City of White House's Park and Recreation System by organizing recommendations based on priority, scope, and potential budget impact. These recommendations will serve as a guide to help the Department approach the implementation plan methodically and create realistic goals while also preserving White House's identity and character.

Buy-in from the community and decision makers will impact the success or failure of the recommendations in this master plan. The public survey feedback and stakeholder interviews highlighted a desire to expand White House's current facilities, programming, and staffing. This can be achieved through investing in a few short-term projects or "quick wins" with a 6- to 12-month implementation to build momentum for continued investment. Key stakeholders and the general public should be engaged at every step in the planning of new facilities to ensure the facilities reflect the needs of the public and to increase future buy-in and ownership from the greater community. Additionally, the adoption and implementation of this plan makes the City eligible for grant funding for parks and recreation related grants from the state.

The recommendations in this section are intended to address existing shortfalls within the City's Parks and Recreation System based on current and future population levels. The overarching goal is to form a solid foundation for the City by addressing the current deficiencies within the system, then moving onto growing staff, programming, and amenities.



RECOMMENDATIONS

EXISTING PARKS

White House provides many parks and recreation facilities that provide recreational opportunities to the community. As with any capital, these parks require upgrades and expansion efforts to ensure that users continue to enjoy the facilities provided.

After analyzing the existing parks and facilities, the following improvements and updates are categorized into high and low priorities. Additionally, the table on the following page provides a comprehensive breakdown of the short- and long-term goals outlined in the Facility Inventory and Analysis section and organizes them into high and low priorities.

PRIORITY RECOMMENDATIONS:

- Upgrade to electronic sign at Municipal Park
- Complete second phase of the soccer complex renovation at W.L. Anderson Soccer Complex
- Renovate field eight at Municipal Park
- Pave parking lot at Dog Park
- Northwoods Park improvements
- Renovate concession stand at Municipal Park
- Add pavilion at tennis courts
- Repair pedestrian bridge at greenway
- Add disc golf bridges at Municipal Park
- Pave parking lot at Hillcrest Cemetery
- Add new main pavilion at Municipal Park
- Convert lighting at soccer field two to LED
- Add new playground at W.L. Anderson Soccer Complex
- Expand greenway system to connect a full loop
- Add additional trash receptacles and dog waste dispensers at parks and greenways
- Add pickleball striping to the tennis courts



IMPLEMENTATION MATRIX

Facility	Priority	Scope	Potential Budget Impact	Potential Funding Source
Existing Facilities				
Municipal Park	High	Add new surfacing and concrete edging to workout area	\$30,000	LPRF Grant, Department of Health Grant, Project Diabetes Grant, Sponsorships, Partnerships
		Address drainage issues at football field	\$8,000	
		Stripe three tennis courts with pickleball court lines	\$25,000	
		Concession stand renovation	\$200,000	
		Upgrade to electronic entrance sign	\$30,000	
		Add shade structure to tennis courts	\$100,000	
		Add new restroom facilities at the northeastern side of the park near the tennis courts	\$500,000	
		Replace fencing and field surfacing at	\$50,000	
		Upgrade all lights to LED at football field	\$150,000	
		Clean up graffiti at disc golf course	-	
		Update images on baseball field signs	\$5,000	
		Field Eight Renovation - Phases I and II	\$60,000	
	Low	Provide ADA access to all park amenities and fields	\$500,000	
		Construct new main pavilion	\$50,000	
		Repave parking lot at football field	\$50,000	
		Repair pavement and improve drainage at trailhead/overlook near baseball fields six and seven	\$50,000	
		Upgrade scoreboards at baseball fields	\$50,000	
		Upgrade playground structure at old playground and add poured-in-place surfacing	\$500,000	
		Pave parking lot at dog park	\$25,000	
		Replace older agility equipment as necessary at dog park	\$20,000	
		Install disc golf bridges	\$50,000	
		Add lighting to sand volleyball courts	\$80,000	
		Renovate pavilions one and two	\$20,000	

Facility	Priority	Scope	Potential Budget Impact	Potential Funding Source
Existing Facilities				
Billy S. Hobbs Community Center & Senior	High	N/A	-	N/A
	Low	N/A	-	
Byrum Park	High	N/A	-	LPRF Grant, RTP Grant, Department of Health Grant, Sponsorships, Partnerships
	Low	Implement amenities outlined in master plan	-	
Civic Center	High	N/A	-	N/A
	Low	N/A	-	
Hillcrest Municipal Cemetery	High	Add benches and seating options around the main drive throughout the cemetery	\$8,000	Sponsorships, Partnerships
		Repave the main drive	\$100,000	
		Install new Columbarium	\$20,000	
	Low	Plant additional shade trees	\$5,000	
		Build new maintenance shop	\$200,000	
		Build parking lot	\$50,000	
		Upgrade entrance sign	\$10,000	
Municipal Recreation Center	High	Add City-ran programming and events at amphitheater	-	N/A
	Low	N/A	-	
New Recreation Center	High	N/A	-	N/A
	Low	N/A	-	
Northwoods Pocket Park	High	Create a master plan for the park to help inform next steps for future park programming	-	LPRF Grant, Department of Health Grant, Project Diabetes Grant, Sponsorships, Partnerships
	Low	Replace playground structure and add poured-in-place surfacing to playground	\$500,000	
		Add shade structures and trees to provide more shade options in the park	\$10,000	



WHITE HOUSE | PARKS & RECREATION

Facility	Priority	Scope	Potential Budget Impact	Potential Funding Source
Existing Facilities				
White House Greenway & Arboretum	High	Add more wayfinding signage around the City and along greenway	\$30,000	LPRF Grant, Sponsorships, Partnerships
		Add "you are here" markers at all trailhead	\$1,000	
		Indicate mileage between each trailhead on all trailhead maps	\$1,000	
		Replace rules signage at all trailheads	\$1,000	
		Repair sections of asphalt greenway where	\$10,000	
		Repair broken fence at Tyree Springs	\$1,000	
	Low	Repair wooden boardwalk	\$500,000	
		Upgrade all paver areas to meet ADA	\$20,000	
White House Inn Museum	High	N/A	-	N/A
	Low	N/A	-	
W.L. Anderson Soccer Complex	High	Add additional maintenance shed	\$100,000	LPRF Grant, Department of Health Grant, RTP Grant, Sponsorships, Partnerships
		Convert field 2 lighting to LED	\$100,000	
		Add more shade structures and shaded	\$50,000	
		Upgrade bulletin boards at concession	\$2,000	
	Low	Soccer Complex Renovation - Phase II	\$3,000,000	
		Add playground structure	\$80,000	
		Convert remaining fields to LED lights	\$500,000	
		Add trails to wooded wetland area	\$25,000	
		Upgrade entrance sign	\$30,000	

PROGRAMMING

Based on the existing programming evaluation, public survey results, and stakeholder interviews, the following priority recommendations were developed to best serve the City.

PRIORITY RECOMMENDATIONS:

- Expand adult sports offerings
- Expand athletic offerings identified as a high priority in the public survey
- Develop partnerships with local groups and groups from surrounding municipalities for additional programming
- Expand upon current program offerings identified as high priority in the gap analysis
- Conduct a feasibility study for the top programs identified as a need in the public survey
- Provide classes for adults outside of normal business hours

MAINTENANCE AND OPERATIONS

The success of White House's Parks and Recreation Department lies within a well-organized staffing system. Current staffing and maintenance and operations models have been evaluated, and the following recommendations reflect areas in which current operations could improve and expand. These recommendations will maximize productivity and efficiency within parks maintenance.

PRIORITY RECOMMENDATIONS:

- Hire additional staff when the new Recreation Center opens for daily operations, maintenance, recreation, and programming
- Provide more training and certification opportunities to diversify staff capabilities to keep frequent maintenance issues in-house
- Improve communication to the community about park projects, activities, and events
- Implement new maintenance and recreation software
- Improve ability for the community to communicate with the City about suggestions, maintenance issues, questions, comments, and concerns
- Purchase new park maintenance, landscape, and dump trucks within the next five years



FINANCIAL AND REVENUE STRATEGIES

Based on interviews with White House's staff, the City currently has a successful model for financial and revenue strategies. Additionally, the City is open to exploring new financial revenue strategies for funding parks and recreation related operations. Currently, the City generates revenue for parks and recreation through the Park Tax, rental fees, grant funding, and CIP budget. The recommendations below were developed after interviews with both the City and key stakeholders in the community.

PRIORITY RECOMMENDATIONS:

- Explore the funding options recommended in the Financial Revenue and Strategies section of this Master Plan
- Continue to seek out grant funding for future parks and recreation projects
- Explore additional dedicated funding sources to supplement the current dedicated funding sources being utilized by the City
- Continue to plan for multi-year CIP budgets

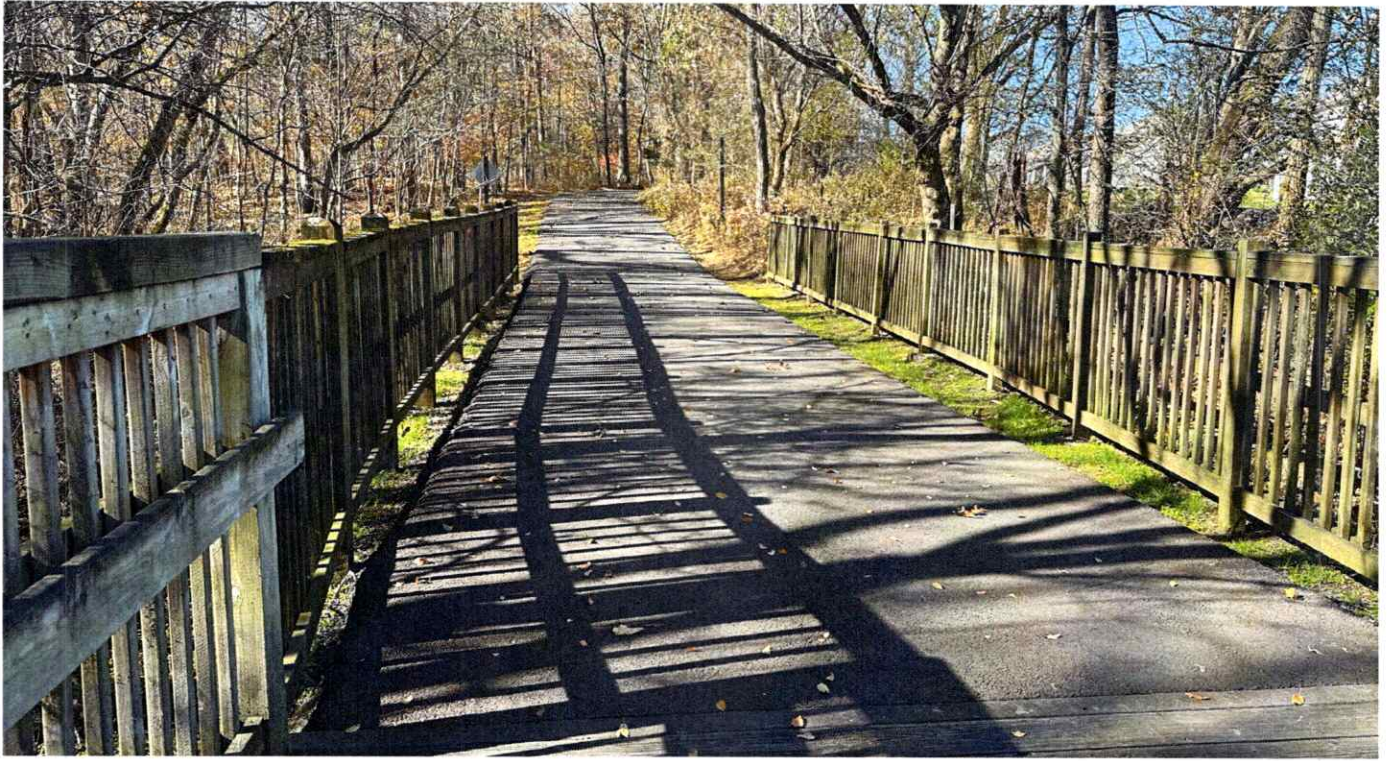
NEW FACILITIES

During the peer inventory and analysis phase, it was determined that White House will need to provide additional parks and recreation facilities to accommodate both the current communities' needs and anticipated population growth. These new facilities will provide a high level of service with new recreation opportunities for the City's residents and build upon the current offerings.

PRIORITY RECOMMENDATIONS:

- Purchase land for new parks and recreation facilities, focusing on areas with a low level of service currently, e.g., the western side of White House
- Build a new maintenance shop
- Conduct a land feasibility study to determine the best location for a new indoor aquatics center







WHITE HOUSE | PARKS & RECREATION



SECTION 10

CONCLUSION



CONCLUSION

The Department is successfully managing the demands and expectations placed on the community's parks and recreation system, however the demands will increase with a growing population. The purpose of this Master Plan is to help alleviate the imbalance of users and facilities by providing a realistic implementation plan based on White House's current and future resources, partnerships, and funding scenarios that can be applied over the next 10 years to help White House's Parks and Recreation staff keep pace with the growing population's needs.

The demographic analysis provided a thorough understanding of the residents within White House's community. According to Census data, the population was around 14,516 in 2022 and has seen a steady increase of approximately 0.55% since 2012. Additionally, Sumner and Robertson counties have seen consistent growth since 2012, with future steady growth projected for both Counties. As the City continues to grow, the demands and expectations placed on the community's parks and recreation system will also continue to grow.

In order to preserve White House's identity and character while also meeting the needs of a growing and changing community, meaningful public engagement and community feedback was a very important part of the planning process. Interviews were held with key City staff and stakeholders in which valuable input regarding existing and future park facilities was shared. Stakeholders across the City were asked their opinion on strengths, weaknesses, opportunities, and threats in White House. Additionally, a 15 question online public survey was used to gather feedback from the community regarding perceptions, programming, and user trends across the community's park and recreational facilities. The final community input session included a public open-house style meeting beginning with a short presentation, interactive summary boards, and comment cards allowing the public multiple forms of input on the draft master plan.

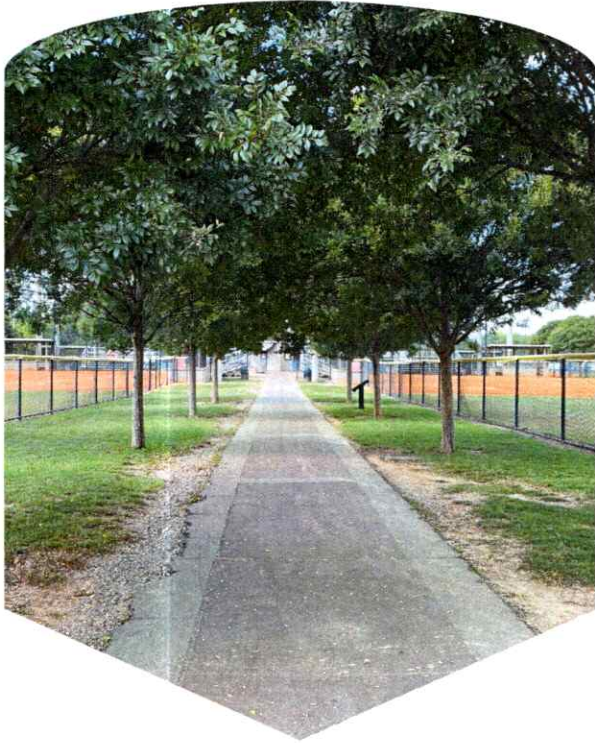
The benchmark analysis revealed that the City has been able to stay competitive with the amount of parkland, trails, and spending CIP dollars compared to national averages and similar sized communities. The Department has built a strong foundation for being able to adapt to the changing and increasing demands a growing population puts on the Parks and Recreation System.

By developing this Master Plan, the City has recognized the need to make key investments to support existing facilities and increase staffing to remain competitive with peer communities, both locally and across the country. This plan provides recommendations for how and where to focus those investments, which allows the City to strategically expand and improve its parks and recreation system.





WHITE HOUSE | PARKS & RECREATION



SECTION 11
APPENDIX



WHITE HOUSE | PARKS & RECREATION

SWOT ASSESSMENT MEETING

2/20/2024 - LEISURE SERVICE BOARD

MEETING ATTENDANCE SHEET

WHITE HOUSE PARKS AND RECREATION MASTER PLAN – SWOT ASSESSMENT

105-D College Street, White House, TN 37188 February 20, 2024 6:00 pm

	Name	Telephone	Email
1	Linda Brooks	615-390-9461	lbrooks@whitehousetn.gov
2	Steven Russell	615-406-8587	S.Russell@Whitehouse.tn.Gov
3	Selena Clouse	615-672-4350	sclouse@whitehousetn.gov
4	Kevin Whittaker	615-672-4350	Kwhittaker@whitehousetn.gov
5	Morgan Holloway	918-284-3231	fore.morgan@gmail.com
6	Jim Varella	615-668-5195	JVARELL@COMCAST.NET
7	Jana Spicer	615-428-9468	jaspicer jspicer@whitehousetn.gov
8	Mauveen Boling	615-756-5797	mauveenboling26@gmail.com
9	Gerald Herman	615-329-0057	gherman@whitehousetn.gov
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PUBLIC ENGAGEMENT MEETING

3/7/2024 - LEISURE SERVICE BOARD & PUBLIC

WHITE HOUSE PARKS AND RECREATION MASTER PLAN – DRAFT PLAN

PUBLIC MEETING

105-D College Street, White House, TN 37188 @ 7:00 pm

	Name	Address	Telephone	Email
1	Brandon Funk	4816 Starks Rd	615-642-1614	hewytostfunkcore@hotmail.com
2	Chris Taylor	437 Chickasaw Tr ^{6ville} TN	615-512-1268	CTAYLOR885@comcast.net
3	Ron Maupin	320 COVINGTON BEND	615-812-6462	r-maupin@bellsouth.net
4	Sueann Pippin	3947 Jernigan Rd	615-642-6400	Sueann.pippin@gmail.com
5	Stacie Funk	4816 Starks Rd.	(615) 389-4254	staciefunk@hotmail.com
6	Bradon Funk	4816 Starks Rd.	(615) 389-4254	braden.funk@gmail.com
7	Paul Ripson	202 Overlook Ct.	615-430-476	ngipson97@gmail.com
8	LeRoy Fore	112 Montelena Dr	918-693-8905	loyleff@gmail.com
9	Linda Fore	✓	918-693-8905	✓
10	Rick GUARIENTI	416 MEANDERING WAY	309-830-6289	Rick.GUARIENTI@GMAIL.COM
11	BETH GUARIENTI	416 MEANDERING WAY	309-830-0090	bethguarienti@gmail.com
12	Debbie Martin	501 Calista Rd	615-509-1906	tmartins7@gmail.com
13	Avery Mouser	503 Calista Rd	615-681-1040	amenmouser@gmail.com
14	DeAnn Mouser	503 Calista Rd	615-681-1040	amenmouser@gmail.com
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March 07, 2024



WHITE HOUSE | PARKS & RECREATION

WHITE HOUSE PARKS AND RECREATION MASTER PLAN UPDATE

PUBLIC MEETING

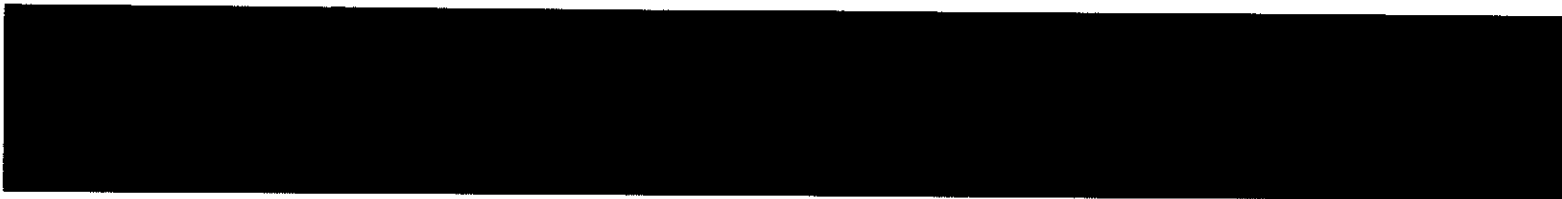
105-D College Street, White House, TN 37188 @ 7pm

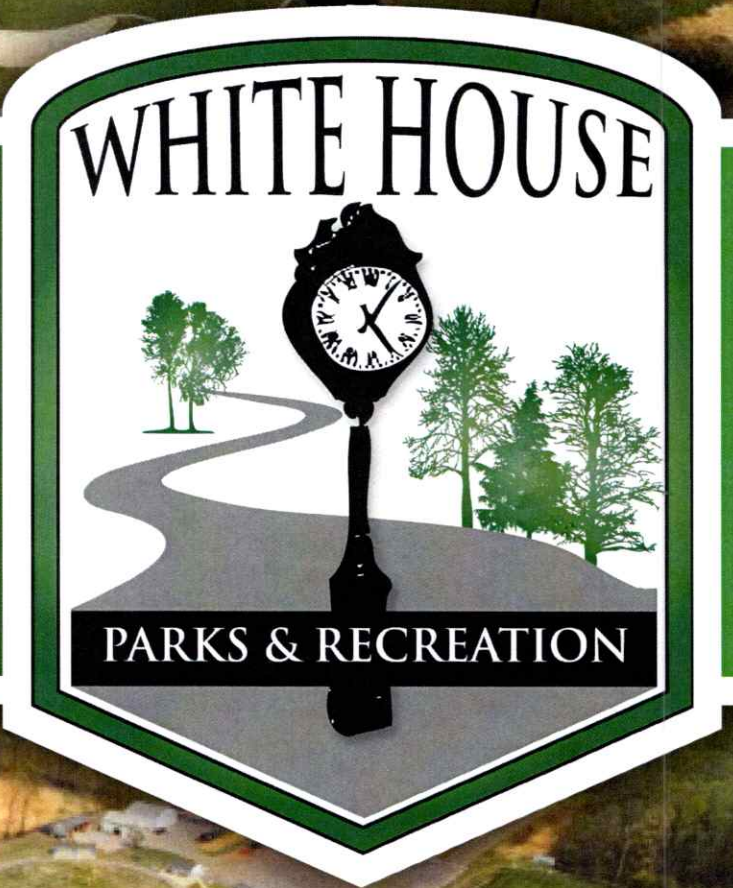
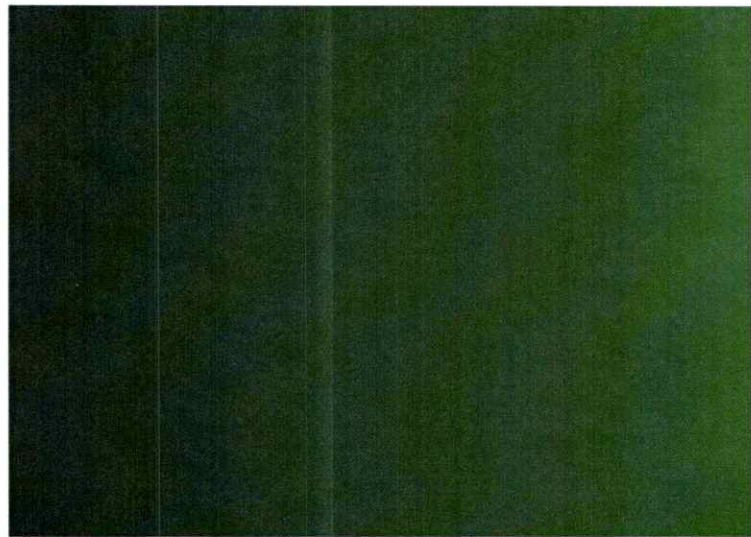
	Name	Address	Telephone	Email
18	Brenda Causey	3384 Maxie Jones Rd	615-585-7055	bcausey48@gmail.com
19	Corey McKenzie	112 Louise Dr	440-202-3888	cmckenzie@gmail.com
20	Stephanie Mitchell	919 Meadowlark Dr	646-272-8878	stephr.mitchell@gmail.com
21	TED ADDISON	376 STREAMVIEW DR.	925-783-4731	tincup58@hotmail.com
22	Ben Harms	308 Dunbar Ln	615-545-3843	benjaminharms@gmail.com
23	Rob Ary	614 Lincoln St	615-344-4474	garage.concert.net
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Kimley»Horn



March 07, 2024





DISCUSSION ITEMS...

OTHER INFORMATION....