

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Agenda
June 20, 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 May 13th Joint Study Session, May 14th Study Session, May 16th regularly scheduled, and May 23rd Special Called Board of Mayor and Aldermen meetings.
7. Welcome Visitors
8. Proclamation
9. Public Comment
10. Public Hearings
 - a. **Resolution 24-05:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee.
 - b. **Resolution 24-07:** An initial resolution authorizing a loan agreement with The Public Building Authority of Sevier County, Tennessee in a principal amount not to exceed \$11,000,000 to finance the construction and improvement of roads, streets, bridges and highways and payment of the costs incident to the financing.
 - c. **Resolution 24-08:** A loan resolution authorizing a loan agreement with The Public Building Authority of Sevier County, Tennessee in a principal amount not to exceed \$11,000,000 to finance the construction and improvement of roads, streets, bridges and highways and payment of the costs incident to the financing.
 - d. **Ordinance 24-04:** An ordinance to amend the Zoning Map from Sumner County Residential, to General Commercial, C-2, at 170 Old Highway 31 W.
 - e. **Ordinance 24-05:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee.
 - f. **Ordinance 24-06:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025.
11. Communication from Mayor, Aldermen, City Attorney, and City Administrator
12. 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 24-04:** 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.
- b. **Resolution 24-05:** A resolution to annex certain territories and incorporate same within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
- c. **Resolution 24-06:** A resolution authorizing appropriations for financial aid of non-profit organizations.
- d. **Resolution 24-07:** An initial resolution authorizing a loan agreement with The Public Building Authority of Sevier County, Tennessee in a principal amount not to exceed \$11,000,000 to finance the construction and improvement of roads, streets, bridges and highways and payment of the costs incident to the financing.
- e. **Resolution 24-08:** A loan resolution authorizing a loan agreement with The Public Building Authority of Sevier County, Tennessee in a principal amount not to exceed \$11,000,000 to finance the construction and improvement of roads, streets, bridges and highways and payment of the costs incident to the financing.
- f. **Resolution 24-09:** A resolution approving certain amendments and revisions to the Personnel Manual.

13. Consideration of the Following Ordinances:

- a. **Ordinance 24-04:** An ordinance to amend the Zoning Map from Sumner County Residential, to General Commercial, C-2, at 170 Old Highway 31W. *Second Reading.*
- b. **Ordinance 24-05:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *Second Reading.*
- c. **Ordinance 24-06:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025. *Second Reading.*
- d. **Ordinance 24-07:** An ordinance amending the Municipal Code Title 18, Chapter 3 Sewer Rates, Fees, and Charges, Section 18-301. *First Reading.*
- e. **Ordinance 24-08:** An ordinance amending the Municipal Code Title 8, Chapter 2 Beer Sections 8-207 and 8-214. *First Reading.*

14. Purchasing:

- a. To approve or reject the bid from Key Heating and Cooling in the amount of \$27,900 annually and allow City Administrator Gerald Herman to execute a three (3) year agreement for HVAC preventative maintenance for all city-owned facilities. The Administrative Services Director recommends approval.
- b. To approve or reject single source requests for FY 2024-2025. The Wastewater Director recommends approval.

15. Other Business:

- a. To approve or reject subdivision infrastructures and street acceptance for Concord Springs Phase 2. The Planning and Codes Director recommends approval.

- b. To approve or reject the Library Board Chair to enter into the Tennessee State Library and Public Library Service Agreement. The Library Director recommends approval.
- c. To approve or reject appointments to various Boards and Commissions.

16. Discussion Items:

- a. None

17. Other Information:

- a. None

18. Adjournment:

CITY OF WHITE HOUSE
Board of Mayor and Aldermen and Planning Commission
Joint Study Session
Minutes
May 13, 2024
5:30 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 5:30 pm.

2. Roll Call

Mayor Corbitt – Absent; Ald. Matthews - Present; Ald. Silver – Present; Vice-Mayor Spicer– Present; Ald. Wall – Present; Mr. McCormick – Absent; Ms. Collado – Absent; Mr. Murphy – Present; Ms. Peay – Present; Mr. Whited – Present; **Quorum – Present.**

3. Adoption of the Agenda

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

4. New Business

a. Discuss land regulations update.

Planning and Codes Director Ceagus Clark provided background of the Zoning Ordinance and Subdivision Regulations and the process taken to update these regulations. Planning and Codes Director Ceagus Clark introduced Kelley Klepper, Josh Rowland, and George Riad who are representatives from Kimley Horn that is working on the updates.

The Kimley Horn representatives and Planning and Codes Director Ceagus Clark fielded questions from the Board and Commission members regarding the update process. Board and Commission members provided feedback and recommendations on current land regulations. The Board and Commission members were encouraged by Planning and Codes Director Ceagus Clark to think about more items and send them to him to be addressed in the updates.

The Kimley Horn representatives discussed the future timeline with three phases of the update process. Phase 1 is assessment of existing development regulations from January 2024 to June 2024. Phase 2 is the development of new regulations from July 2024 to December 2024. Phase 3 is review and approval of new development regulations from January 2025 to June 2025.

Planning and Codes Director Ceagus Clark said there will be more meetings scheduled in the future to provide more input during the update process. A final update is planned to be presented to the Board of Mayor and Aldermen for approval in June 2025.

5. Adjournment

Meeting was adjourned at 6:31 pm.

ATTEST:

Jana Spicer, Vice-Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen
Study Session
Minutes
May 14, 2024
5:30 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 5:31 pm.

2. Roll Call

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

3. Adoption of the Agenda

4. New Business

a. Review the FY 2024-2025 proposed budget

City Administrator Gerald Herman presented the Board of Mayor and Aldermen the proposed budgets for FYE 2025. The Board reviewed each budget, line by line, and asked questions as needed.

Following the Board of Mayor and Aldermen Budget Retreat in April each requested capital project was ranked based on the CIP Matrix score, department head priority, and Board member priorities. City Administrator Gerald Herman advised that the City is in great financial standing and most capital projects for FYE 2025 will be budgeted. The Board of Mayor and Aldermen agreed to move forward with the proposed CIP project to be funded during the FYE 2025 budget.

City Administrator Gerald Herman stated that the wastewater charge will increase by three percent (3%) as recommended in previous years to allow the fund balance to stay at the recommended percentage.

The FYE 2025 budget will be presented before the Board for its first reading on Thursday, May 23, 2024.

5. Adjournment

Meeting was adjourned at 8:01 pm.

ATTEST:

John Corbitt Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Meeting
Minutes
May 16, 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 White House Fire Department Chaplain Adrecus Boyle.

3. Pledge by Aldermen

The Pledge to the American Flag was led by Vice-Mayor Spicer.

4. Roll Call

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

5. Adoption of the Agenda

Motion was made by Ald. Matthew, 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 April 18th Board of Mayor and Aldermen meeting.

Motion was made by Ald. Wall, second by Ald. Matthews to approve the minutes. A voice vote was called for with all members voting aye. **The April 18th Board of Mayor and Aldermen meeting minutes were approved.**

7. Welcome Visitors

Vice-Mayor Spicer welcomed all visitors.

8. Proclamation

Vice-Mayor Spicer read a proclamation on behalf of Mayor Corbitt to proclaim May 17th, 2024, as Childhood Leukemia Awareness Day in honor of Ms. Cora Fuller.

9. Public Comment

Mr. Brandon Frank of White House spoke in favor of adding Pickleball courts or converting some existing tennis courts into Pickleball courts.

10. Public Hearings

a. None

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

Vice-Mayor Jana Spicer stated that Mayor Corbitt was not able to make the meeting due to his son being honored at the White House High School's Honors Night.

Ald. Wall thanked Public Services and the stormwater crew for their work during the flooding rain storm.

Ald. Matthews thanked all the participants and elected officials from the TDOT, State of Tennessee, Robertson County, and city for the public meeting regarding the Hwy 76 widening project in the IMPROVE Act. Ald. Wall echoed Ald. Matthews.

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. Wall 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 24-05:** 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. Matthews, second by Ald. Matthews to discuss. After discussion, a motion was made by Ald. Wall, second by Ald. Matthews to approve. A voice vote was called for with all members voting aye. Motion passed. **Resolution 24-05 was approved on First Reading.**

14. Consideration of the Following Ordinances:

- a. **Ordinance 24-04:** An ordinance to amend the Zoning Map from Sumner County Residential, to General Commercial, C-2, at 170 Old Highway 31 W. *First Reading.*

Motion was made by Ald. Wall, second by Ald. Matthews to discuss. After discussion, a motion was made by Ald. Matthews, second by Ald. Wall to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 24-04 was approved on First Reading.**

- b. **Ordinance 24-05:** An ordinance to de-annex certain territories within the corporate boundaries of the City of White House, Tennessee. *First Reading.*

Motion was made by Ald. Matthews, second by Ald. Wall to discuss. After discussion, a motion was made by Ald. Wall, second by Ald. Matthews to approve. A voice vote was called for with all members voting aye. Motion passed. **Ordinance 24-05 was approved on First Reading.**

15. Purchasing:

- a. To approve or reject the purchase of tactical gear in the amount of \$43,363.20 from ADS, Inc. off GSA Cooperative Contract# 47QSM19D08Q1. The Police Chief recommends approval.

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

- b. To approve or reject authorizing the City Administrator Gerald Herman to enter into a one-year Interlocal E911 agreement between E911 Emergency Communication District of Robertson County, Robertson County, the City of Springfield, the City of White House, and other cities within Robertson County in the amount of \$297,274.00 for furnishing dispatching services for the purpose of emergency dispatch at the E911 facility. The Police Chief recommends approval.

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

- c. To approve or reject the sole source purchase of a replacement pump for Copes Cross Lift Station in the amount of \$61,323.75 from Wascon Sales and Service. The Wastewater Director recommends approval.

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

- d. To approve or reject the sole source purchase of installing an in-plant lift station in the amount of \$46,900 from Southern Sales. The Wastewater Director recommends approval.

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

16. Other Business:

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

17. Discussion Items:

- a. None

18. Other Information:

- a. None

19. Adjournment:

Meeting was adjourned at 7:31 pm.

ATTEST:

Jana Spicer, Vice-Mayor

Derek Watson, City Recorder

CITY OF WHITE HOUSE
Board of Mayor and Aldermen Agenda
Special Called Meeting
May 23, 2024
5:30 p.m.

1. Call to Order by the Mayor

Meeting was called to order at 5:30 pm.

2. Roll Call

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

3. 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.**

4. Proclamations

Mayor Corbitt presented proclamations commending local high schools students who showed exemplary courage and selflessness by choosing to embark on a noble journey of service to our nation by enlisting in various branches of the United States military. These students are the following: Erika Bucket (Air Force), Garrett Johnson (Air Force), Abby Page (Air Force), Odis Swallows (Air Force), Shawn Upchurch (Air Force), Christian White (Air Force), Micah Mickelson (Army National Guard), Tristan Donald (Marines), Marcellus Gunter (Marines), and William Knack (Marines).

5. New Business

- a. **Ordinance 24-06:** An ordinance adopting the annual budget for the fiscal year beginning July 1, 2024, and ending June 30, 2025. *First Reading.*

Motion was made by Ald. Silver, second by Ald. Spicer to discuss. After discussion, a motion was made by Ald. Wall, second by Ald. Spicer to approve. A voice vote was called for with Ald. Spicer, Ald. Wall, and Mayor Corbitt voting aye and Ald. Matthews and Ald. Silver voting no. Motion passed. **Ordinance 24-06 was approved on First Reading.**

6. Adjournment

Meeting was adjourned at 6:30 pm.

ATTEST:

John Corbitt, Mayor

Derek Watson, City Recorder

REPORTS....

Administrative & Legislative Services Department
May 2024

Administration

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

- May 1:
 - White House Recreation Center Meeting
 - Part-Time Public Services Administrative Assistant Interviews
- May 2:
 - National Day of Prayer
 - Tal Plumlee Golf Tournament- Chamber Event
 - Leisure Services Board
- May 6:
 - Budget Review Meeting #1
 - Staff Plan Reviews
- May 7:
 - Budget Review Meeting #2
 - Police Annual Awards Ceremony
- May 9:
 - Cigna Quarterly Review
 - Library Board Meeting
- May 13:
 - Department Head Staff Meeting
 - Gallatin Chamber of Commerce
 - Planning Commission
- May 14:
 - Legislative Update Chamber Luncheon
 - IMPROVE Act SR76 Project Discussion
 - Mayor Update Meeting
 - Board of Mayor and Alderman Study Session- FY25 Budget Review
- May 15:
 - RTA Board Meeting
 - GNRC Transportation Policy Board
- May 16:
 - Sumner County Joint Economic Development
 - Board of Mayor and Alderman Meeting
- May 18-22:
 - ICSC Conference
- May 23 :
 - Nashville Chamber Meeting
 - Special Called BMA Meeting (FY25 Budget First Reading)
- May 27:
 - Memorial Day Ceremony
- May 29 :
 - Sumner County Council of Governments Luncheon
- May 30:
 - Mayor Update Meeting

**Administrative & Legislative Services Department
May 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	\$22,488,114	↓26.03
Economic Development	\$136,600	\$127,621	↑1.75
State Street Aid	\$505,000	\$492,215	↑5.70
Parks Sales Tax	\$2,296,000	\$2,268,592	↑7.13
Solid Waste	\$1,657,227	\$1,380,398	↓8.37
Parks Impact Fees	\$1,055,000	\$984,047	↑1.60
Police Impact Fees	\$110,000	\$101,112	0.00
Fire Impact Fees	\$274,000	\$53,044	↓72.31
Road Impact Fees	\$650,000	\$650,000	↑8.33
Police Drug Fund	\$25,000	\$23,547	↑2.52
Debt Services	\$2,512,200	\$2,389,359	↑3.79
Wastewater	\$15,952,225	\$13,331,895	↓8.09
Dental Care	\$100,000	\$72,024	↓19.64
Stormwater Fund	\$1,672,625	\$1,335,122	↓11.84
Cemetery Fund	\$42,690	\$33,171	↓13.96

*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	147	103	105	154	85	138	185
May	174	138	153	133	82	129	121
June		35	52	47	45	50	52
Total	1,673	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	April 2024	FY 2024	FY 2023	FY 2021	Total for FY24	Total for FY23	Total for FY22
Purchase Orders \$0-\$9,999	171	1,606	1,448	1281	\$1,890,394.71	\$1,645,212.29	\$1,640,827.83
Purchase Orders \$10,000-\$24,999	0	27	32	29	\$461,225.72	\$421,438.69	\$404,406.65
Purchase Orders over \$25,000	3	40	37	45	\$14,573,250.85	\$39,313,456.65	\$11,687,700.37
Total	174	1,673	1,517	1355	\$16,924,871.28	\$41,380,107.63	\$13,732,934.80

**Administrative & Legislative Services Department
May 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	50	72	68	101	43	44,802	31,817	31,127	20,881	N/A
May	41	51	54	38	27	41,768	35,606	31,335	23,514	5,998
June		42	674	214	48		23,919	34,600	30,909	10,251
Total	516	640	609	884	901	388,178	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	4	11	11	7
May	6	3	10	11
June		1	10	11
Total	44	114	124	258

	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	61	68	26	26
May	81	50	39	48
June		47	47	58
FY Total	616	588	495	383

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

**Administrative & Legislative Services Department
May 2024**

White House Farmers Market 2024

	Application Fees # (amount collected)	Booth Payments (\$)
January	3(\$45)	2(\$300)
February	6(\$90)	5(\$660)
March	3(\$45)	4(\$510)
April	7(\$105)	9 (\$1,260)
May	10(\$150)	9(\$1,080)
June		
July		
August		
September		
October		
November		
December		
Total	29(\$435)	29(\$3,810)

Building Maintenance Projects

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

	2023-2024 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	10	6	13	17	2	12	25
May	17	34	20	25	11	6	26
June		19	14	31	10	9	23
Total	143	187	164	200	98	162	266

**Finance Department
May 2024**

Finance Section

During May the Finance Office continued collecting current year property taxes, continued working on FYE 6/30/2025 budget tasks, and began working on transitioning to Regions Bank. The total property taxes billed for tax year 2023 was \$5.6 million. As of the end of May, approximately \$5.5 million (98.2%) was collected. Members of the Finance Office also participated in the following events during the month:

May 6: Budget review with City Administrator
 May 7: Budget review with City Administrator
 May 8: Regions Bank virtual meeting
 May 9: Budget review with City Administrator
 May 14: BMA Budget Study Session
 May 15: Regions Bank virtual meeting
 May 21: Finance Staff meeting
 May 22: State of TN, Local Government Finance virtual meeting
 May 23: Special Called BMA meeting
 May 28: TDEC ARP SWIG grant virtual meeting
 May 29: SRF 449 Audit meeting
 May 29: Regions Bank virtual meeting

Performance Measures

* = Data Not Currently Available

Business License Activity	May 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Opened	12	85	95	92	76	69
Closed (notified by business)	0	11	9	7	6	10

Accounts Payable	May 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
Total # of Invoices Processed	532	4945	4455	4254	4079	4003

**Finance Department
May 2024**

Finance Office Calls / Emails	May 2024	Apr 2024	Mar 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total
Total Calls	1,045	1,147	1,010	*	*	*
Calls per day	62	64	64	*	*	*
Total Emails Sent/Received	3,344	3,851	3,142	*	*	*
Emails per day	197	214	197	*	*	*

Finance Cashiering Transactions (#)	May 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
In-Person	397	7,098	6,369	*	*	*
Drop Box / Mail	984	13,030	15,138	*	*	*
Online	2,949	30,045	28,084	*	*	*
Deposit Batches Prepared	216	2,498	2,594	*	*	*

Utility Billing	May 2024	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total	FY 2020 Total
New Build Applications (#)	73	532	307	284	357	171
Move In Applications (#)	96	963	926	977	737	649
Total Applications (#)	169	1495	1233	1261	1094	820
Electronic new customer signups (#)	80	715	476	410	300	127
Electronic new customer signups (%)	47%	48%	39%	33%	27%	15%
Move Outs (#)	24	322	831	898	743	602
Addl. Trash/Recycle Req. Accts. (#)	3	*	*	*	*	*
New Build Account Activations (#)	45	*	*	*	*	*
Accounts Billed (#)	5865	*	*	*	*	*
Disconnect Warning Calls / Emails (#)	250	*	*	*	*	*
Disconnect Warning Letters (#)	71	*	*	*	*	*
Non-Active / Delinquent Disconnects (#)	20	*	*	*	*	*
Delinquent Accts. Ref. to Collections (#)	5	*	*	*	*	*
Delinquent Accts. Ref. to Collections (\$)	\$2,155	*	*	*	*	*
Successful Delinquent Collections (\$)	\$536	*	*	*	*	*
Processed Account Adjustments (#)	9	*	*	*	*	*
Denied Account Adjustments (#)	3	*	*	*	*	*
Auto Draft Pre-Notes (#)	48	*	*	*	*	*
Returned Payments (#)	8	*	*	*	*	*

**Finance Department
May 2024**

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

Operating Fund	Budgeted Operating Revenues (\$)	General Fund Cash Reserves Goal (\$)	Current Month Fund Cash Balance (\$)	G.F. Cash Reserves Goal Performance
General Fund	12,575,765	3,772,730	10,176,254	81%
Economic Development Fund	141,900	42,570	246,648	174%
State Street Aid Fund	456,800	137,040	562,737	123%
Parks Sales Tax Fund	1,093,500	328,050	750,975	69%
Solid Waste Fund	1,577,500	473,250	994,898	63%
Parks Impact Fees Fund	440,484	132,145	163,215	37%
Police Impact Fees Fund	315,200	94,560	1,155,658	367%
Fire Impact Fees Fund	208,200	62,460	740,550	356%
Roads Impact Fees Fund	421,800	126,540	530,381	126%
Police Drug Fund	5,250	1,575	44,459	847%
Debt Services Fund	2,530,300	759,090	922,004	36%
Wastewater Fund	6,293,000	1,887,900	8,608,286	137%
Dental Care Fund	78,300	23,490	172,205	220%
Stormwater Fund	1,100,750	330,225	940,347	85%
Cemetery Fund	55,450	16,635	273,438	493%

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	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	12,575,765	12,552,954	↑ 8.15%
Economic Development Fund	141,900	117,984	↓ 8.52%
State Street Aid Fund	456,800	436,112	↑ 3.80%
Parks Sales Tax Fund	1,093,500	1,098,809	↑ 8.82%
Solid Waste Fund	1,577,500	1,494,998	↑ 3.10%
Parks Impact Fees Fund	440,484	722,293	↑ 72.31%
Police Impact Fees Fund	315,200	496,256	↑ 65.77%
Fire Impact Fees Fund	208,200	327,419	↑ 65.60%
Roads Impact Fees Fund	421,800	622,335	↑ 55.88%
Police Drug Fund	5,250	8,859	↑ 77.08%
Debt Services Fund	2,530,300	2,523,388	↑ 8.06%
Wastewater Fund	6,293,000	6,492,868	↑ 11.51%
Dental Care Fund	78,300	82,940	↑ 14.26%
Stormwater Fund	1,100,750	1,064,169	↑ 5.01%
Cemetery Fund	55,450	52,842	↑ 3.63%

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

**Human Resources Department
May 2024**

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

May 01: Part Time Public Services Administrative Assistant Interviews

May 02: 2024 Tal Plumlee Golf Tournament

May 07: Chamber of Commerce Board Meeting

May 08: New Hire Orientation for Part Time Parks Attendant

May 09: Cigna Quarterly Review Meeting and Virgin Pulse Discussion

May 13: New Hire Orientation for Police Officer
New Hire Orientation for Part Time Public Services Administrative Assistant
Joint Study Session for Land Regulations

May 14: Return to Work Coordinator Training
Chamber of Commerce Legislative Update Luncheon
Highway 76 and Improve Act Update Meeting
Board of Mayor and Alderson Study Session - FY25 Budget Review

May 15: Chamber of Commerce Ground Breaking Ceremony for The Smile Center

May 16: Wastewater Tech I Interview
Ribbon Cutting for Compassion Church
Board of Mayor and Alderman Meeting

May 21: Chamber of Commerce Power Hour

May 22: Middle Tennessee - Tennessee City Managers Association Meeting

May 23: Special Call Board of Mayor and Alderman Meeting

May 27: Memorial Day Celebration

May 28: New Hire Orientation for Wastewater Tech I
Return to Work Coordinator Training

May 29: Launch and Ribbon Cutting for NP Mental Health

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	1	0	0	1
May	1	0	1	0
June		0	1	3
Total	6	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

	FYE 2024	FYE 2023	FYE 2022	FYE 2021
January	0	0	0	0

Human Resources Department
May 2024

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

February	0	0	0	0
March	0	0	1	0
April	1	0	1	0
May	0	0	0	0
June		0	0	0
Total	1	4	5	7

**Human Resources Department
May 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	2	0	2	2
May	1	0	2	0
June		1	1	3
Total	15	10	19	12
Percentage	11.81%	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	0
May	0	0	0	0
June		0	0	0
Total	2	1	1	3

**Police Department
May 2024**

Highlights

May 12th to May 18th was National Police Week

On May 7th, the White House Police Department held their Annual Awards Ceremony in the Donald L. Eden Community. We had an outstanding attendance and a magnificent dinner catered by "It's a Pear Catering" with the awards presentation to follow.

Officer of the Year 2023 – Officer Dillion Loafman

Police Star Awards

Five Years of Service – Sergeant Brandon Waller

Fifteen Years of Service – Detective Keith Anglin

Life Saving Award

- ❖ Sergeant David Segerson, Corporal JC White and Officer Blake McCluskey
- ❖ Officer Brent Loveday
- ❖ Officer TJ Brown

Exceptional Duty Award

- ❖ Corporal Lars Carlson and Officer Perry Gerome
- ❖ Corporal JC White, Officer TJ Brown, Officer Katie Sizemore, Officer Christopher Sampson and Officer Blake McCluskey
- ❖ Corporal Ethan Hoffman
- ❖ Detective Sergeant Dan Hunter, Sergeant Erinn Martin, Corporal Triston Twedt, Officer Kristopher Sykes
- ❖ Officer Dillon Loafman
- ❖ Corporal Triston Twedt
- ❖ Corporal Lars Carlson

Enforcement Awards

- ❖ Most Criminal Arrests – Corporal J C White
- ❖ Most DUI's – Officer Perry Gerome
- ❖ Most Citations – Corporal Triston Twedt

Civilian Commendation

Susan Johnson

Citizen Commendations

Ben Lee

Mandy Christenson

Meetings/Civic Organizations

- ***Chief Brady attended the following meetings in May:*** White House Rotary Club (May 9, 16, 23 & 30), Department Head Staff Meeting (May 13th), Command Staff meeting (May 16th), Board of Mayor & Alderman Meeting (May 16th), Sumner County Drug Task Force Meeting (May 22nd), Board of Mayor & Alderman Special Called Meeting (May 23rd) and City of White House Memorial Day Ceremony (May 27th).

➤ **Police Department Administration Performance Measurements**

Achieve our 5th re-accreditation from the Tennessee Law Enforcement Accreditation program by December 2026.

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

She already has 50% of the proofs done for 2024.

Susan Johnson will be attending a LEACT conference in September in Pigeon Forge, Tn.

**Police Department
May 2024**

- 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
April	0	208	40	248
May	0	242	0	242
Total	20	1710	102	1,832

Patrol Division Performance Measurements

- 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	May 2024	FY 2023-24
Three (3) Officers per Shift	16	183
Four (4) Officers per Shift	46	471

- 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.
- Conduct two underage alcohol compliance checks during the Fiscal Year 2023-2024.* Spring Compliance is Complete. We had no Business fail.
- 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	May 2024	Per 1,000 Pop.	Total 2024	Per 1,000 Pop.
<i>Serious Crime Reported</i>				
Crimes Against Persons	14	1	59	4
Crimes Against Property	21	1	109	8
Crimes Against Society	7	<1	65	4
Total	42	3	233	16
Arrests	61		290	

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

**Police Department
May 2024**

5. *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.*

	May 2024	TOTAL 2024
Traffic Crashes Reported	33	174
Enforce Traffic Laws:		
Written Citations	35	226
Written Warnings	35	224
Verbal Warnings	315	1,537

6. *Maintain an injury to collision ratio of not more than the three-year average of 11% by selective traffic enforcement and education during the calendar year 2024.*

COLLISION RATIO				
<u>2024</u>	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
May	33	5 YTD 17	15%	10% YTD 174

Staffing:

- Officer Devin Keen is on FTO. He will be going to the Tennessee Law Enforcement Academy in July 7th.
- Detective Keith Anglin has transferred to the Public Works Department.
- Ofc. Sean McElheiny started on May 13th and resigned May 14th.
- We are continuing to accept applications. We have four positions open.

Sumner County Emergency Response Team:

- May 9th – ERT operators gave presentations for career day at Millersville Elementary and Howard Elementary.
- May 15th – ERT conducted the 21-gun salute at the Sumner County Courthouse in honor of Police Week 2024.
- May 17th – ERT conducted training on room clearing and EVOC training utilizing armored vehicles.
- May 26 – ERT held a team PT session at 1440 Fitness in honor of Memorial Day. The team completed “The Murph” which is a Crossfit workout in body armor consisting of a mile run, 100 pull-ups, 200 push-ups, 300 body weight squats, and a mile run.

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
May		

**Police Department
May 2024**

Communications Section

	May	Total 2024
Calls for Service	1016	4,668
Alarm Calls	42	197

Request for Reports

	May	FY 2023-24
Requests for Reports	30	252
Amount taken in	\$7.80	\$221.30
Tow Bills	\$0.00	\$650.00
Emailed at no charge	21	305
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Click it or Ticket began 5/20 through 6/2. Information was put out through Facebook on departments page. Yard signs were also placed on different city properties.
- We had our on-site audit May 15th. We were notified on May 29th TDOSHS/THSO found no issues of noncompliance during the review.

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.
- ***Participate in joint community events monthly to promote the department's crime prevention efforts and community relations programs.***
 - May 3rd – Sgt. Enck instructed a S.P.E.A.R.E class at East Robertson High School.
 - May 6th - Sgt. Enck instructed an active shooter class at Summit Prep Academy.
 - May 13-17th – the WHPD hosted a THSO DUI/SFST Instructor class.
 - May 15th - Sgt. Enck handed out badges and stickers at the Farmers Market.

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

- May 7th – WHPD Annual Awards Ceremony

Upcoming Events:

- 7/3 to 7/6 Americana
- 6/11 Challenger Baseball Game
- 6/14 #Nofilter

2024 Participation in Joint Community Events		
	May	Year to Date
Community Activities	4	23

**Fire Department
May 2024**



Summary of Month's Activities

Fire Operations

The Department responded to 182 requests for service during the month with 130 responses being medical emergencies. The Department also responded to 15 vehicle accidents of which 8 had injuries, 1 vehicle vs pedestrian, and 4 had no injuries. Of the 182 responses in the month of May there were 50 calls that overlapped another call for service which is 27.47% of our responses for the month. That brings the overlapping call volume for FY23-24 to 317 or 18.68% 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 May 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 thirteen minutes and three seconds (13:03).

Department Event

- May 14th – Monthly Officer Meeting
- May 15th – Dayspring Academy Station Tour
- May 17th – Career Day at HB Williams
- May 31st – Ladder testing and inspections

Fire Administration

- May 2nd – Tal Plumlee Gold Tournament
- May 23rd – Met with ESO (new reporting program)
- May 23rd – Special Called BMA Budget first reading
- May 30th – Robertson Co Radio System Cutover plan meeting
- May – Numerous inspections at The Mill and Sage North apartment complexes

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	34
Rescue & Emergency Services	1192
Hazardous Conditions (No Fire)	33
Service Calls	104
Good Intent Call	97
False Alarms & False Call	195
Calls for The Month	182
Total Responses FY to Date	1684

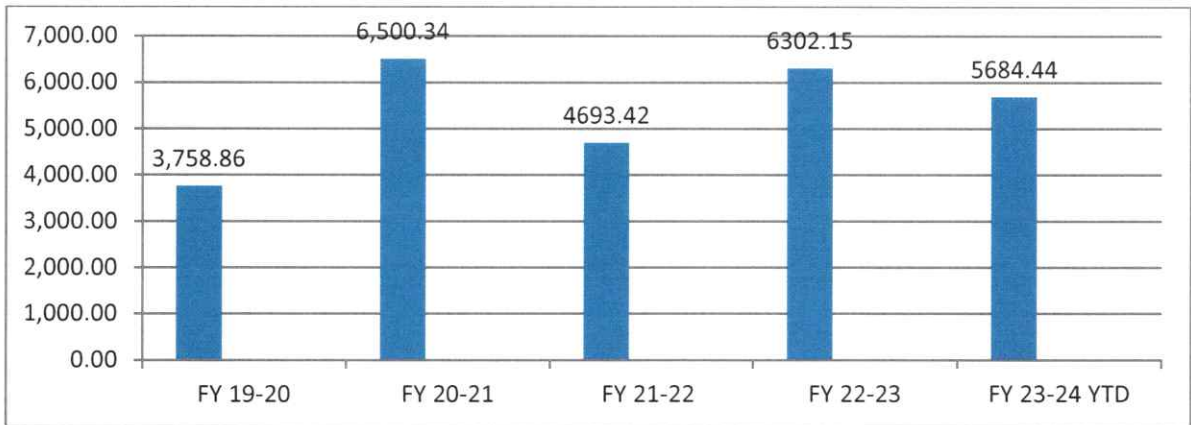
**Fire Department
May 2024**

Response by Station

	Month	FY to Date	%
Station #1 (City Park)	118	1101	65.57%
Station #2 (Business Park Dr)	64	578	34.42%

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	409.63	5684.44

Training breakdown for ISO and NFPA*

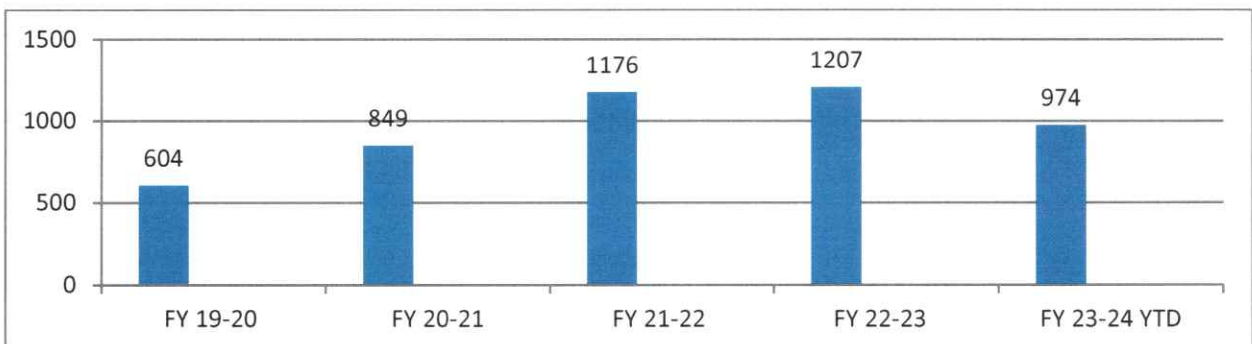
	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	15	228.5	0	78.63	101.33
Total for FY	240	2661.55	846.5	1013.82	1517.1

*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.

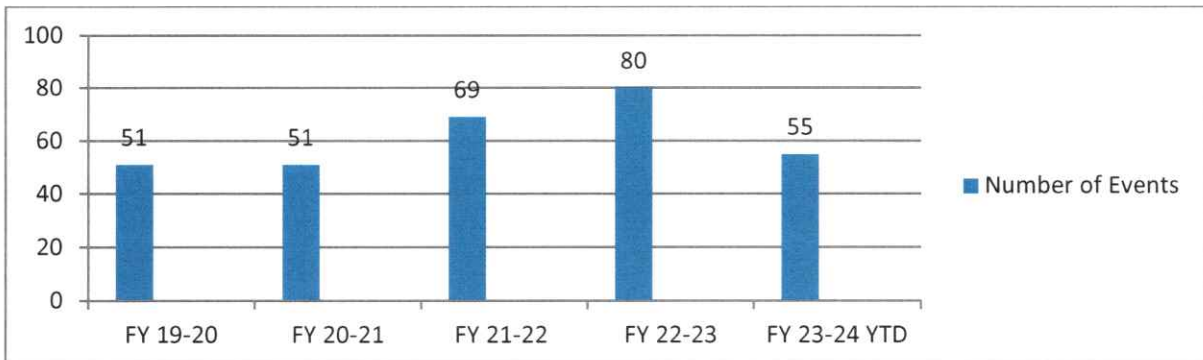
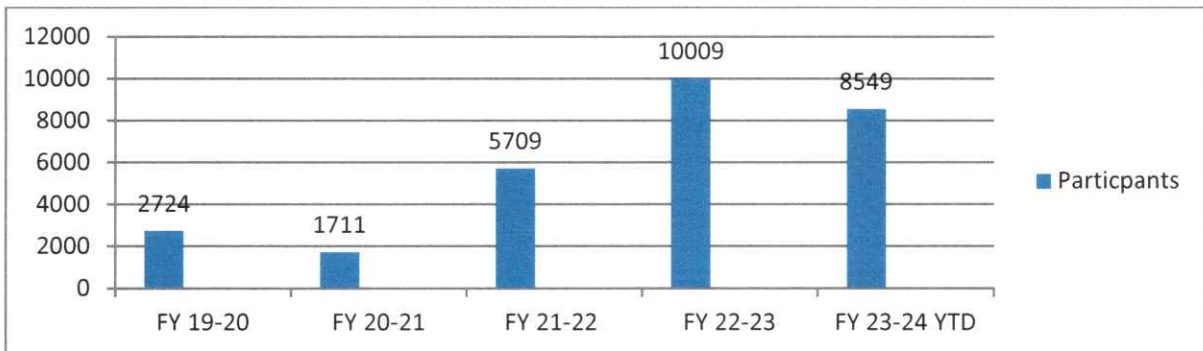


**Fire Department
May 2024**

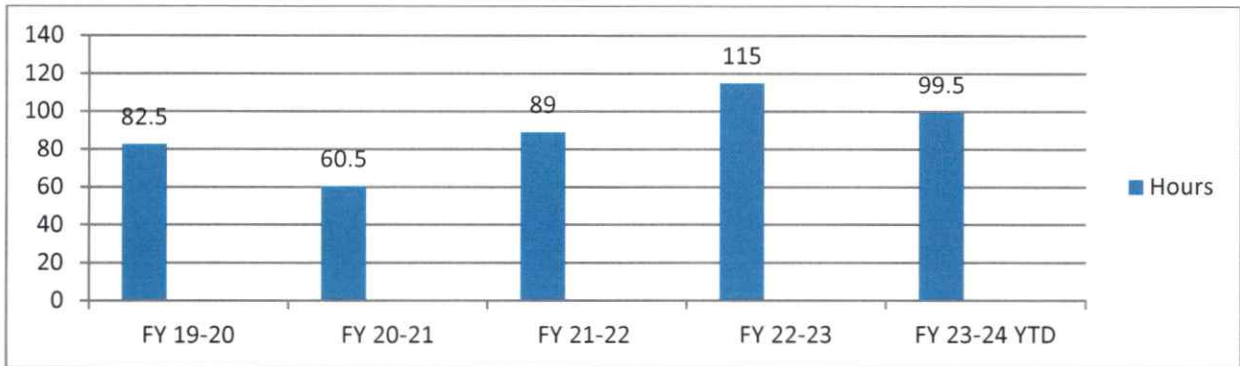
	Month	FYTD
May Fire Inspection	102	974
Reinspection	4	119
Code Violation Complaint	0	12
Violations Cleared	3	85
Annual Inspection	14	121
Knox Box	1	56
Fire Alarms	15	91
Measure Fire Hydrant	0	10
Plans Review	9	67
Pre-C/O	3	27
Pre-incident Survey	7	189
Sprinkler Final	6	7
Final/Occupancy	12	31

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
May 2024**



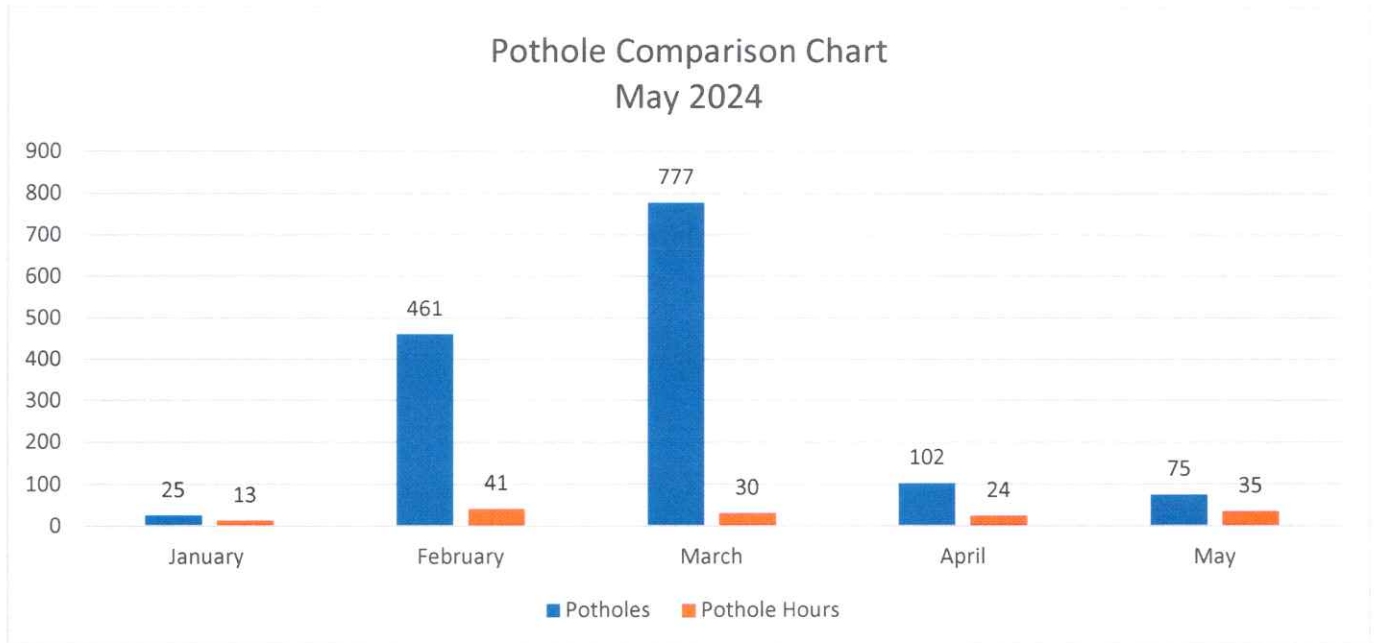
	Month	FYTD
Participants	360	8549
Number of Events	3	55
Education Hrs.	4.5	99.5

Social Media Statistics for the Month

Post Reach	5388
Post Engagement	731
New Page Followers	17

**Public Services Department
Public Works
May 2024**

Pothole Comparison



Location of Pothole Repairs

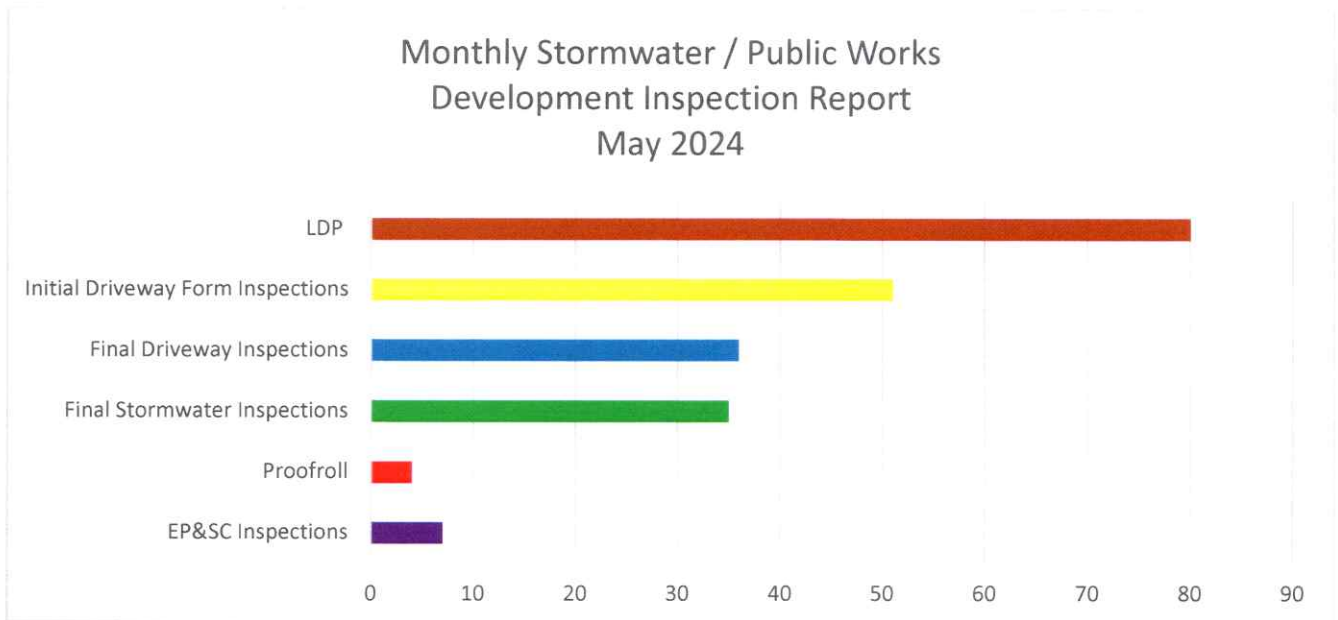
Street Address	Date Resolved
213 Sage Rd	May 16 th 2024
Villages Ct	May 16 th 2024
Calista Rd	May 16 th 2024
Blueberry	May 16 th 2024
Pleasant Grove	May 20 th 2024
Pleasant Grove	May 21 st 2024
Meadows Ct	May 30 th 2024
Pleasant Grove	May 23 rd 2024
Pleasant Grove	May 22 nd 2024

**Public Services Department
Public Works
May 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 withing 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.



Monthly Work Log

Wednesday 05-01-24

- Loaded materials for job on Carmack. Put concrete by pipe on Carmack. Went to Pleasant Grove and Bill Moss and put dirt in edge of road. Finished cutting tree on Boyles Rd. Moved dirt at shop for building.

Thursday 05-02-24

- Put ribbon on CEMC pole on Artesa Drive / Installed signs on Meadowlark / Removed forms from sidewalk on Indian Ridge Blvd after sidewalk repair was completed / Crack sealed road on Indian Ridge Blvd. / Changed batteries on digital speed limit sign at Municipal Park / Repaired speed limit sign on Old 31 W.

Monday 05-06-24

- Sharpened all chainsaws to prepare for inclement weather / Fleet maintenance / Stored dump truck plow in shed, as well as stormwaters plow / Cut curb by drains on Covington Bend / Installed mortar in cuts by the curbs.

**Public Services Department
Public Works
May 2024**

Tuesday 05-07-24

- Performed preventative maintenance on traffic cabinets and Gridsmart GS2 Processors / Installed new ethernet cable at SB Ramps for GS2 to give better connection / Loaded Stop Signs for job on Fieldstone Drive / Arrived at Fieldstone Drive to remove old stop sign post and install new / Fleet Maintenance.

Wednesday 05-08-24

- Storm drain “hot spot” inspections Zone 1 / Closed Wilkinson Ln due to flooding / Removed tree that fell across SR-76 / On-call Emergency operations for EMS and Fire support.

Thursday 05-09-24

- Removed road closed signs off Sage Road and Wilkinson Lane / Removed high water signs on Wilkinson Lane / Cut tree from fiber optic wires Sage Road and Hampton Village entrance / Mitigated wash-out due to flooding near Wilkinson Lane Lift Station / Closed Longview Drive due to flooding conditions / Closed Calista so that TPM could pump down Calista Pond / Staff meeting about North Palmers Chapel ROW mitigation.

Friday 05-10-24

- Installed 48” pipe and repaired collapsed ROW area on North Palmers Chapel.

Monday 05-13-24

- Hauled fill dirt to North Palmers Chapel / Evaluated and troubleshot Solar Lights at Concord Springs with Blue Collar Electric / Retrieved new Sanitation vehicle after having lights installed.

Tuesday 05-14-24

- Removed logs from drainage easement and culvert at 311 Hillwood Dr. / Diagnosed oil leak on Vehicle #1333 / Assisted Stormwater Crew with hot spot evaluation before flooding.

Wednesday 05-15-24

- Responded to all drainage concerns on Accela and responded in person to Stormwater issues / Repaired Ferris zero turn mower / Installed Handicap signs in the park for Farmer’s Market.

Thursday 05-16-24

- Assisted Stormwater clear debris from drainage “hot spots”.

Monday 05-20-24

- Loaded skidsteer, hotbox, roller, and signs for milling on Pleasant Grove / Milled two spots on Pleasant Grove Road and installed 2 tons of asphalt hot mix asphalt / Temporarily repaired undermined curbing on Granda Flora Drive / Repaired potholes in Orchard Park.

Tuesday 05-21-24

- Milled Pleasant Grove Road and repaired with hotmix asphalt / Installed asphalt in washout on Meadows Ct. / Torqued preventative maintenance on MowerMax / ROW mowing on Meadowlark and near the pump station on Meadowlark / Mowed DeeCee and SCT.

Wednesday 05-22-24

- Torqued MowerMax lugnuts / Cut 76 and Pleasant Grove ditch with MowerMax due to public safety issue (restricted line of sight) / Mowed drainage ditch on Wilkinson Lane / Mowed across from Hickerson Drive / Repaired potholes on Pleasant Grove Road / Installed Meadowlark street sign on 31W.

**Public Services Department
Public Works
May 2024**

Thursday 05-23-24

- Facility and Fleet Maintenance / Performed traffic control for brush truck collection.

Monday 05-27-24

- Memorial Day

Tuesday 05-28-24

- Evaluated North Palmers Chapel Road for sink hole in driveway / Cleared debris from drainage pipe on Hillwood Drive and Brinkley Lane / Inspected drainage pipe on Wilkinson Lane, Sioux Ct, and Sundance Way. Evaluated stormwater flow on Willowleaf Lane / Evaluated drainage issue at Municipal Park / Performed maintenance on backhoe.

Wednesday 05-29-24

- ROW Mowing on Calista Road with MowerMax / Assisted Parks Department load trash pump / Mowed NB off ramp, SR-76 near Farmer's Bank / Mowed near SB off ramp and corner of DeeCee / Cleaned off Mowers and sprayed for weeds.

Thursday 05-30-24

- Milled 130' X 2' section on Pleasant Grove and repaired with hot mix asphalt / Installed asphalt on Meadows Ct. to prevent further washout / Repaired potholes on Marlin Rd / Evaluation of GS3 Processors.

Traffic Signal Complaint Log

<u>Traffic Signal Complaints Log</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>FY 23/24 YTD</u>
SR-76 & Love's Lane	4	0	0	0	4
SR-76 & I-65 Southbound Ramps	1	0	0	0	1
SR-76 & I-65 Northbound Ramps	0	0	0	0	0
SR-76 & Hester Drive	0	0	0	0	2
SR-76 & Wilkinson Lane	0	0	0	0	1
SR-76 & Sage Road	0	0	0	1	1
SR-76 & Raymond Hirsch	0	0	0	2	5
SR-76 & Hwy 31W	3	0	0	0	5
SR-76 & Pleasant Grove Road (Flashing Signal)	0	0	0	0	2
Hwy 31W & Portland Road	0	0	1	0	1
Hwy 31W & Raymond Hirsch	0	1	1	0	2
Hwy 31W & Sage Road	2	0	1	0	3
Tyree Spring Road & Raymond Hirsch Parkway	1	3	0	0	4
Wilkinson Lane & Richard Wilks	0	0	0	0	0
Tyree Springs Road & South Palmers Chapel	N/A	6	3	0	9

SR-76 & Sage Road - Complaint: Asking to have timing added to Phase 3 left turn from Sage Road to SR-76.

Resolution: Response to complaint was to speak to City Engineer to evaluate the possibility of adding time to this approach.

SR-76 & Raymond Hirsch Pkwy. – Complaint: Byrum Drive left turn movement does not give enough time for queue length to clear.

Resolution: Continued monitoring of this intersection due to online/offline network occurrences.

HWY 31 W & Raymond Hirsch Pkwy. – Complaint: Eastbound approach to intersection did not receive green light.

Resolution: In-ground lane loop detector was repaired.

Public Services Department
Stormwater Division
May 2024

Stormwater General Maintenance

05/01/2024

7724 Bill Moss – Drainage mitigation, reshape ditch.



05/02/2024

725 Industrial – facility & fleet repair and maintenance

05/06/2024

124 Covington Bend – Curb inlet repair.



Public Services Department
Stormwater Division
May 2024

05/07/2024

340 Hester – Curb inlet repair.



05/08/2024

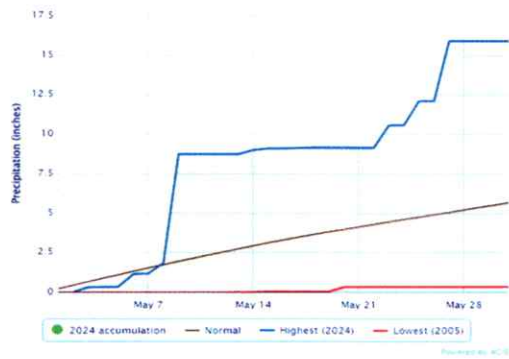
903 Meadowlark – concrete over storm pipe.



Public Services Department
Stormwater Division
May 2024

05/09/2024 – 05/31/2024

City wide – 500 yr. flood, road closings, hot spots, drainage mitigation



10:15 PM - May 8, 2024

①



**Public Services Department
Stormwater Division
May 2024**

Stormwater Inspections

Work Log:

May 1st: Updated Previous Month's records, Notes, and Work Orders. Fence Permit Reviews. EPSC Inspections at 711. Form Inspection at 711. Follow-up on LGI's Request and scheduled response. Reviewed Post-Construction and Maintenance of Briarwood.

May 2nd: Open Trench Inspections at Jackson Farm. Reviewed EPSC @ Dollar General, Marlin, Jackson, Calista Rd., Highland Park both Builder and Development. Reviewed concerns at Volunteer Dr. on Sediment-laden discharges and spoke with the development team to improve and correct issues. Staff Review meeting canceled but not informed.

May 6th: Consolidated previous month's inspection photos and organized folders and files in software and file storage. Composed April's Report and SCM Inspection Results.

May 7th: Reviewed Fence Applications. Updated LDP spreadsheet and permit information in Tyler. Online Webinar Training. EPSC Inspection at Summerlin. Open Trench inspection at Marlin Pointe.

May 8th: Rain Event: Review meeting with the Assistant Director to review the Fence Permitting process and potential changes that need to be incorporated into the software to enhance our efficiency. The meeting was interrupted by panic from the rain event. 4" in 4 hours(6-10). Deployed Truck and trailer equipped with barricades. Inspected after effects at Copes Crossing, Dorris Phase 2, Bridle Creek, Towne Center, Hwy 76E, Union Rd. and Sage Rd. EPSC at Cambria, Dorris 1&2, McNerney, Exotic Marble, Sage Farms, and WHUD.

May 9th: Composed and sent reports from previous days' inspections. Provide additional correspondence on inspection procedures for final inspections and how all teams involved can review and flow through the workflow within Tyler. Reviewed Applications and files, emails, organized records, and confirmation of signed sent reports.

May 13th: P.T.O 10 Hours.

May 14th: Reviewed Emails, Notifications, and Fence Applications. Provided correspondence of reviews. I tested the correction with the Issuance of the Fence Permits once the Approval of Inspection was completed and notified the Administration Assistant to increase her efficiency. Starting Video recording as a tutorial for training on EP&L for the Fence Application and Permitting process, not completed, but initiated request with IT to trigger access to Microsoft product Clip Champ to edit the recording. Updated EPSC Reports from the previous week and uploaded and organized photos and records. Correspondence sent to Developer on Citizen concern in Fields of Oakwood of disturbed soils eroding onto the property from developer property. I completed TTAP training.

May 15th: Reviewed Emails, Notifications, etc. Discussion with internal maintenance and inspection staff about the previous day's rain event, and its effects, and brainstorming potential solutions for certain problematic areas. I updated the Assistant Director on areas assigned to investigate the prior day, discussed the new TDEC updates with the MS4 permit, and discussed an internal issue I had experienced and the personnel manual.

May 16th: Tennessee Association of Utility Districts Training and Operator Expo. for Continuing Education Credits.

May 20th: Open Trench inspection at McNerney Industrial. EPSC Inspections at Legacy Farms, The Parks Pinson Pointe, Rec. Center, and Spring Brook.

May 21st: EPSC Inspections at Highland Park, Fields at Oakwood, Cardinal Pointe, the Mill., Calista Rd. Sub. and Drew C. Development.

May 22nd: Rain Event: SRM ERU evaluation onsite, observed finished product for the project had increased the Impervious Area significantly to what was submitted on Construction Documents and researched further. Reviewed Fence Applications and provided correspondence on reviews.

**Public Services Department
Stormwater Division
May 2024**

May 23rd: Review Notifications in Tyler, emails, and permit status. Correspondence was provided, again, to Goodall on LDP Expiration for Summerlin Phase 9 and initiated a "Hold" on the project.

May 27th: Holiday Hours, Memorial Day.

May 28th: Updated and reviewed Fence Applications and provided the Administrative Assistant with the current status of the permit status in review.

May 29th: **TDEC Audit onsite 8-3:30.** Reviewed and discussed information from the audit and reviewed facility with the Assistant Director of Public Services.

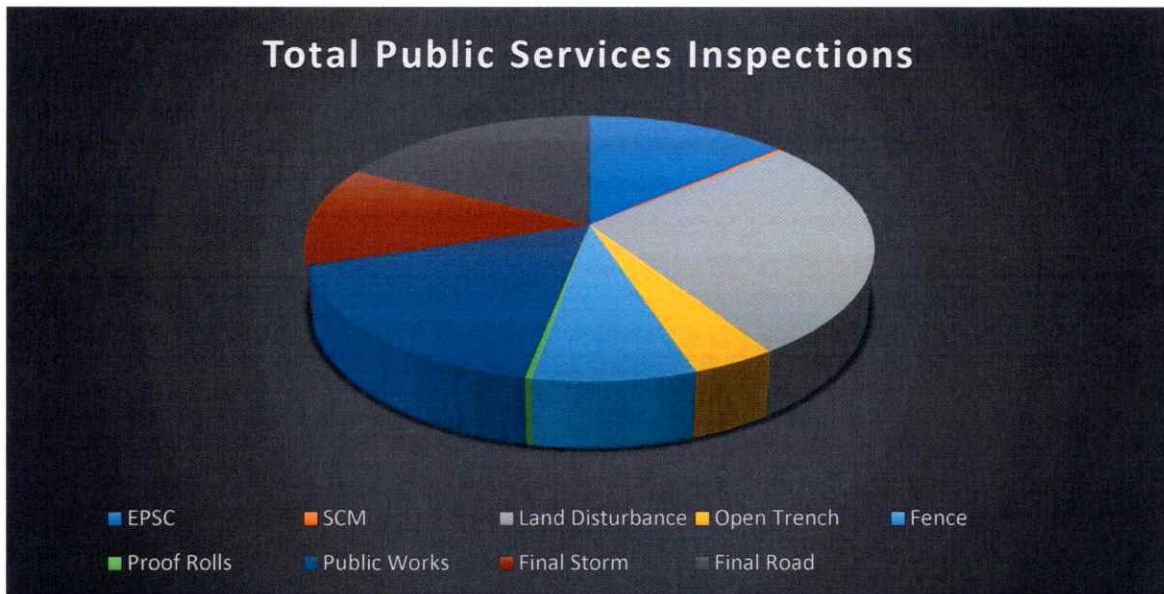
May 30th: **Continued TDEC Audit onsite: 8:30-12:00, 12:00-2:00 on a CGP project.** Reviewed Jackson Farm with TDEC Staff to review inspection procedures. Provided documentation and correspondence per Municipal Code on the requirements for geotechnical testing for open trench inspections for Parks Phase 5.

Total Inspector Hours: 180.00

Hours Worked: 157.00

P.T.O.: 13.00

Holiday Hours: 10.00



EPSC Site Inspections	40
Land Disturbance	62
Open Trench Inspections	12
Fence Inspections	34
Proof Rolls	1
Public Works Inspections	37
Final Storm	41
Final Road	52
Total Inspections Performed for the Month	279

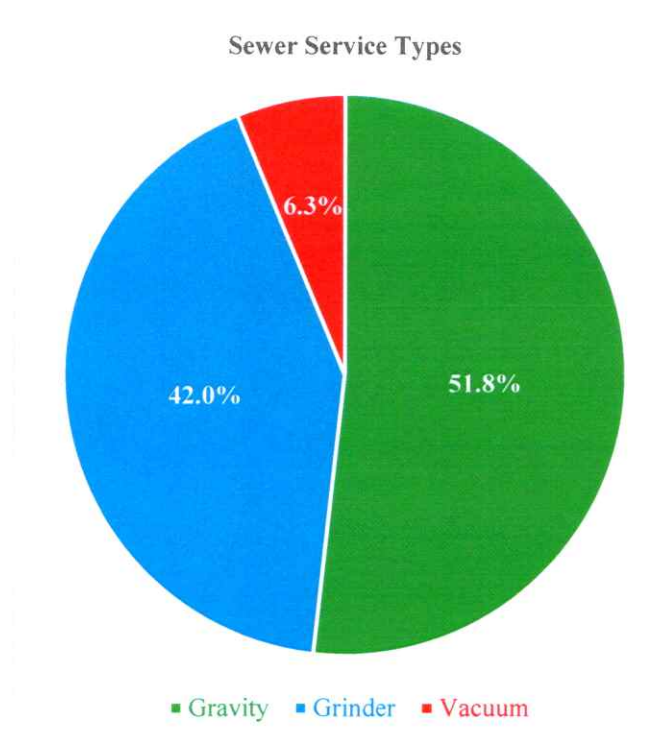
**Wastewater Department
May 2024**

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 **May 31st, 2024**, City personnel count a total of **7,146** sewer system connections, with **72 new** applications for service in **May 2024**. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,700
Low-Pressure Grinder Sewer Connections	2,999
Vacuum Sewer Connections	447

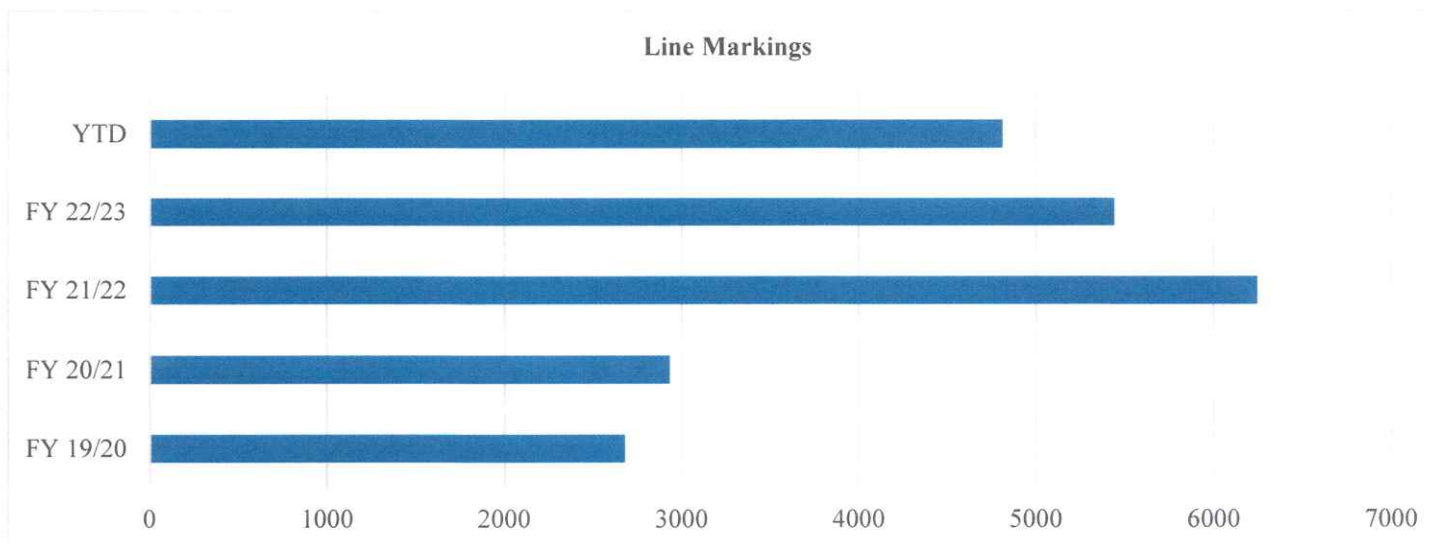
The City counts **198** commercial grinder connections, **2,801** residential grinder stations, and **36** lift-stations integrated into our Sanitary Sewer System.



811 Utility Locate Service:

Tennessee 811 is the underground utility notification center for Tennessee and is not a goal-driven task: This is a service to provide utility locations to residents or commercial contractors. The 811 call system is designed to mitigate the damage to underground utilities, which each year public and private utilities spend millions of dollars in repair costs. TN 811 receives information from callers who are digging, processes it using a sophisticated software mapping system, and notifies underground utility operators that may have utilities in the area. The owners of the utilities then send personnel to locate and mark their utilities. **Wastewater personnel received 213% more line-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>May 2024</u>	<u>FY 23/24 YTD</u>
Tennessee 811	2680	2933	6245	5441		496	4812



**Wastewater Department
May 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>May 2024</u>	<u>FY 23/24 YTD</u>
Union Road	6	9	0	0		1	2
Summerlin	5	22	0	0		1	2
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		1	1
Cope's Crossing	8	6	9	9		1	5
Cambria	4	3	4	4		1	2
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	3
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		1	1
North Palmers Vacuum	3	1	7	7		0	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		1	1
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		0	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
May 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.

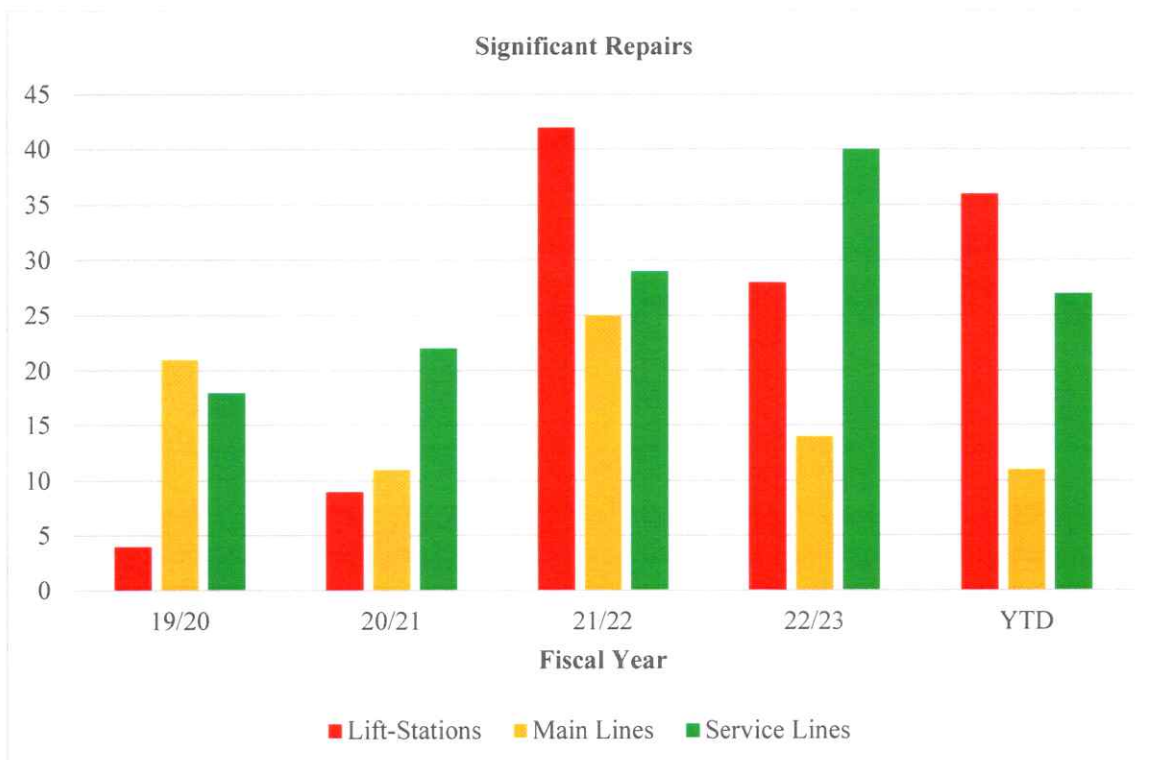
Major Alarms/Repairs:

Station service calls throughout the month of May 2024 were largely caused by a combination of power outages causing contactor trip-outs, and/or stations being submerged and overworked during the multiple flooding events that occurred throughout the month. All stations have been repaired and returned to normal operation. The only "significant" damage done during the flood events was to the fence surrounding the Portland Rd lift-station, which is scheduled for replacement.

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>May 2024</u>	<u>FY 23/24 YTD</u>
Major Stations	4	9	42	28		8	36
Main Line	21	11	25	14		2	11
Service Line	18	22	29	40		2	27

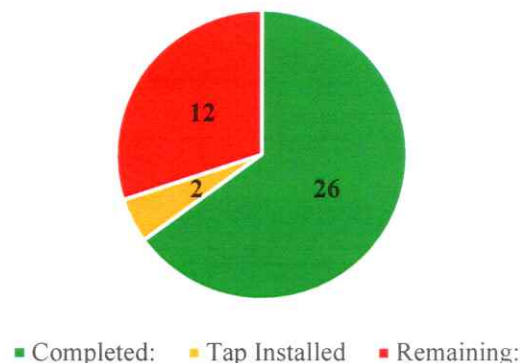


**Wastewater Department
May 2024**

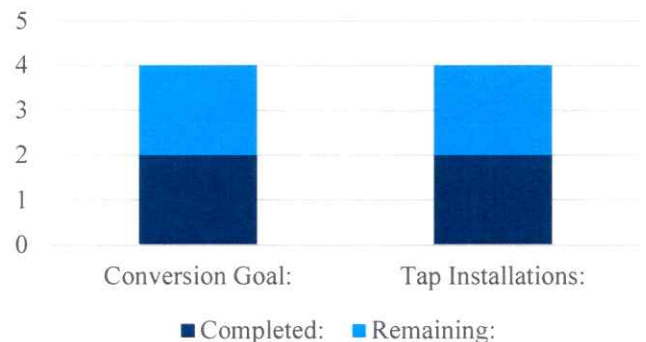
Ongoing Projects:

- 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 (from Hester Dr to the intersection of Sage/Cardinal) has been fully completed. Phase-3 (from the intersection of DeeCee/SCT to the Wastewater Treatment Plant) has been completed.** 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. 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. Pipe has now been delivered and fusing is underway, with crews prepping for tree clearing along Sage Rd as necessary.
- 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, and following that the pump itself experienced a mechanical failure. **A quote for replacement of the cables was solicited, and the replacement power cables have been placed on order. Pump #2 has since experienced an electrical and mechanical issue due to the corroded cables, and has been pulled for repairs. The new power cables have been delivered, and we are awaiting installation. The condition of the damaged pump is such that full replacement is warranted, and a new pump is currently on order.**

Total Planned Septic-to-Sewer Conversions:



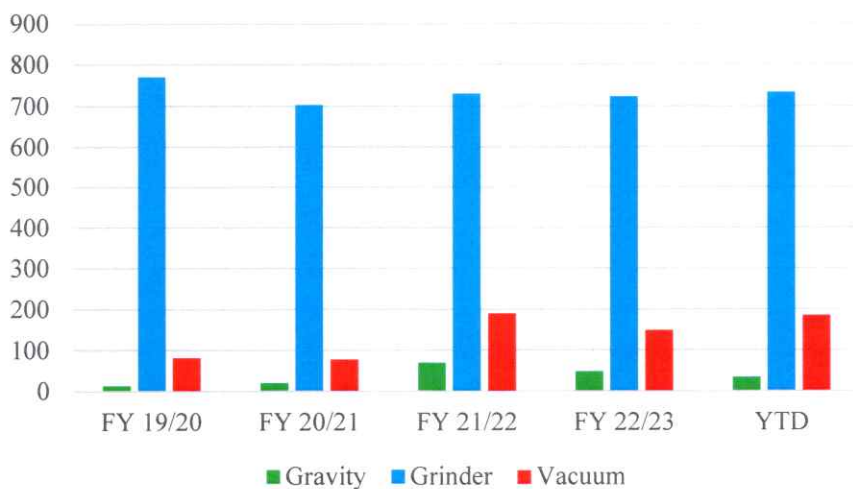
**Septic-to-Sewer Conversion Goals
(FY-2023/2024)**



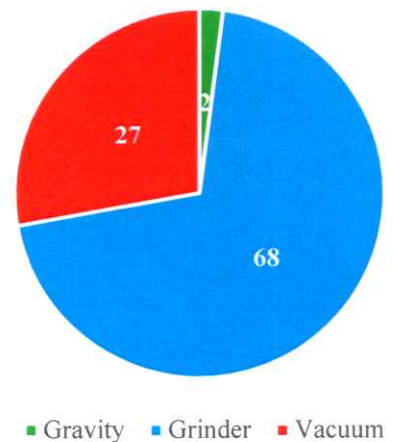
**Wastewater Department
May 2024**

<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>May 2024</u>	<u>FY 23/24 YTD</u>
Vacuum System Service Request	82	78	191	149		27	185
Gravity Service Request	13	20	69	48		2	34
Low Pressure Service Request	770	702	730	723		68	733
Total Pumps Replaced	449	492	472	459		45	428
Total Pumps Rebuilt	n/a	135	114	30		13	35
Total Warranty Pumps Returned	n/a	n/a	129	125		5	79
Grinder Tank PM Program	267	219	117	132		8	129
Open Trench Inspections	226	409	702	653		74	821
Final Inspection for New Service	110	248	405	489		47	576
Grease Trap Inspections	n/a	n/a	n/a	162		12	149
Sanitary Sewer Overflow (SSO)	49	19	28	14		3	15
Odor Complaints	43	35	22	28		3	32

Sewer Service Calls by Connection Type (YTD)



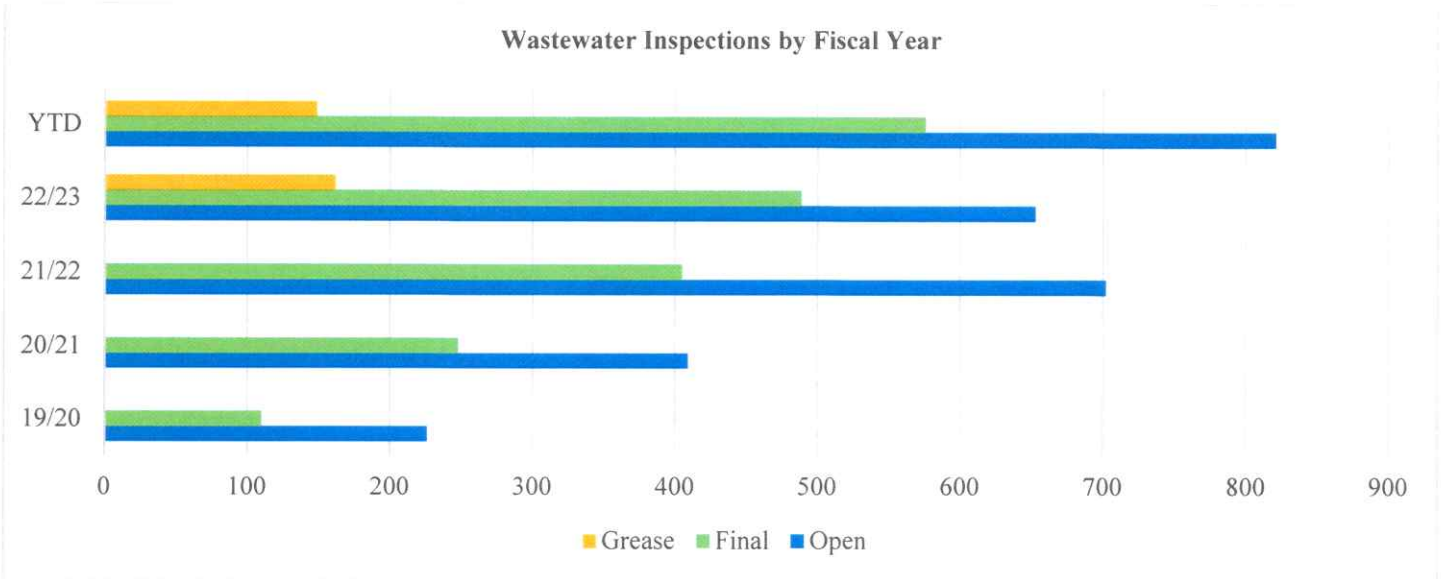
Sewer Service Calls by Connection Type (May 2024)



Wastewater Department
May 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.

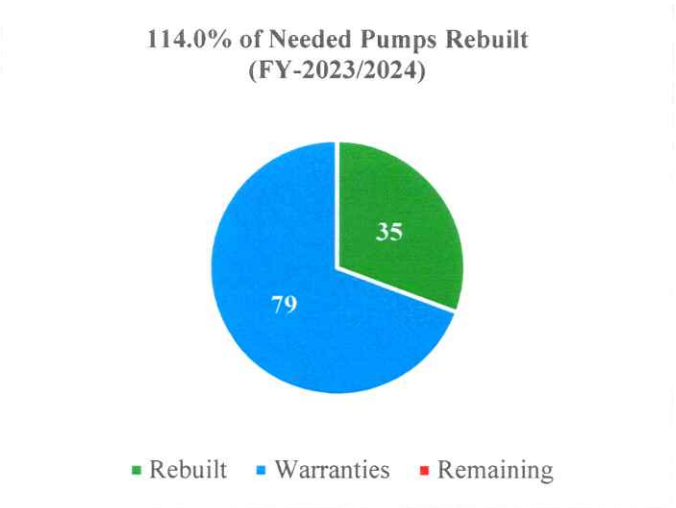


Pump Rebuilds:

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.



**Wastewater Department
May 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>Feb - 24</u>	<u>Mar - 24</u>	<u>Apr - 24</u>	<u>May - 24</u>	
Influent – To Plant	0.955 MGD	See Note	0.915 MGD	See Note	MGD = Million Gallons/Day
Effluent – To Creek	0.763 MGD	See Note	0.952 MGD	1.307 MGD	MGD = Million Gallons/Day
Effluent – To Spray Field	0.000 MGD	0.000 MGD	0.000 MGD	0.000 MGD	
Total Flow Through Plant	0.763 MGD	See Note	See Note	See Note	
Design Capacity	1.400 MGD	1.400 MGD	1.400 MGD	2.000 MGD	
% of Influent Capacity	68.2%	See Note	65.4%	65.4%	(Influent) / (2.000 MGD)
% of Effluent Capacity	54.5%	See Note	68.0%	See Note	(Effluent) / (2.000 MGD)
Actual Capacity	1.120 MGD	1.120 MGD	1.120 MGD	1.600 MGD	(2.000 MGD x 80%)
% Actual Influent Capacity	68.1%	See Note	81.7%	81.7%	(Influent) / (1.600 MGD)
% Actual Effluent Capacity	85.3%	See Note	85.0%	See Note	(Effluent) / (1.600 MGD)
Rainfall	4.53"	1.76"	3.63"	16.01"	

	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>		<u>May 2024</u>	<u>FY 23/24</u> <u>YTD</u>
Effluent Violations	12	7	32	25		5	28

- Violations:** One (1) 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. Four (4) additional violations for weekly ammonia exceedances (2) caused by difficulty regulating sludge age due to an issue with RAS pump #2's flow meter wiring, plus inaccurate readings of flow through the plant from the new effluent flow meter; as well as from total nitrogen poundage discharged (2) due to high infiltration and inflow during heavy rains in early-mid May. Rainfall totals measured at the WWTP were 16.01" for the month of May, with totals at the nearest TVA monitoring site exceeding 18" of precipitation.
- 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
May 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. **Once repaired and recalibrated, the meter continued to provide higher than anticipated readings. Upon further investigation, it was found that the dimensions of the new flume channel differed from what was designed. The flume was cut, ground, and reformed to the exact specifications called for in the design, and the new flow meter recalibrated again. Metered flow then agreed with anticipated values for a time, but has drifted again following power outage issues that occurred during storm events in mid-late May. Multiple crews from supplying vendors are scheduled to arrive on-site during the week of June 10th to diagnose and correct multiple electrical issues that have been found following equipment startup.**

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 primarily on UV disinfection for the month of April, 2024, only returning to the PAA feed for a few days during repairs/modifications to the new effluent flume. ***Last month there was no PAA feed rate.***

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 **7.4 CFU's**. ***Last month the average was 6.1 CFU, operating on the UV for disinfection.***

5. **WWTP Expansion Project:**

Effluent Flow-Meter: The flume was found to be misshapen and not to design width. The flume was cut, ground, and concrete repoured to exact measurements, and the flow-meter provided anticipated measurements for a time, but has since been found to be off again. Repair teams are anticipated in early June to identify and correct the issue(s) that keep recurring.

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. An issue was identified with the wiring of the flow-meter on RAS pump #2, and has since been corrected.

Clarifier #3: As of May 6th, 2024, Clarifier #3 was live and functional. However, it has since experienced a mechanical failure, and we have returned to operating on Clarifier #2 while the root cause is investigated and the damaged components are replaced.

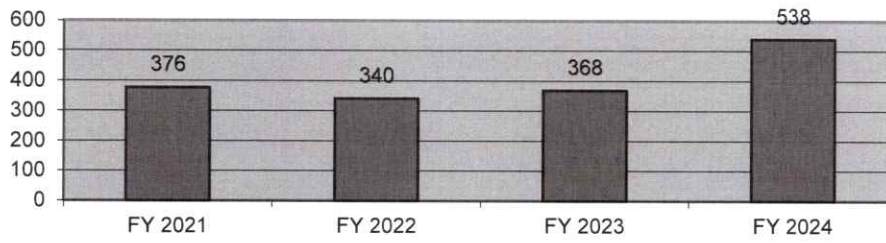
Bioreactor #1: As of May 6th, 2024, Bioreactor #1 is live and functional. We will operate exclusively on this new bioreactor until Bioreactor #2 is completed and brought online, and the old oxidation ditch is disconnected and decommissioned.

Bioreactor #2: Bioreactor #2 is also now functional and currently circulating test water, though raw water flows have not been directed to it at this time.

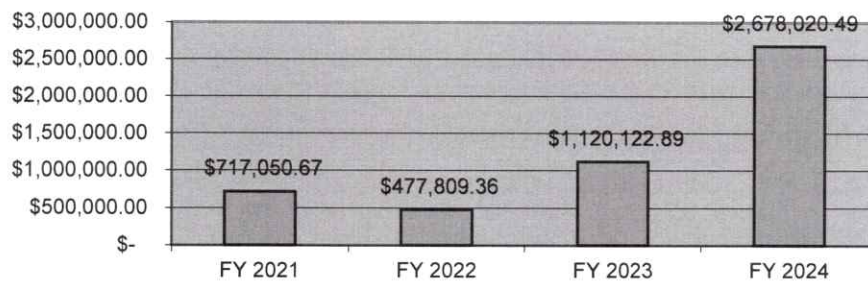
Grit Chamber: As of May 6th, 2024, the Grit Chamber is live and functional.

Planning and Codes Department
MAY 2024

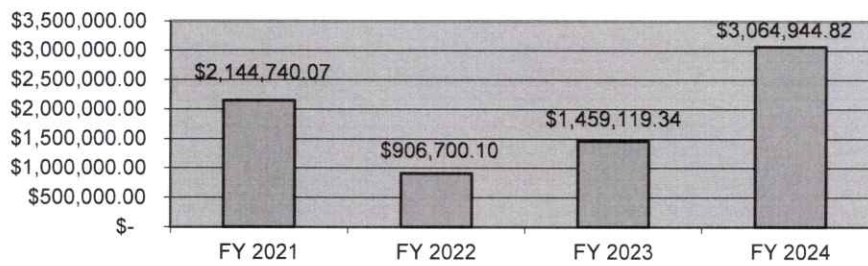
Single Family Permits



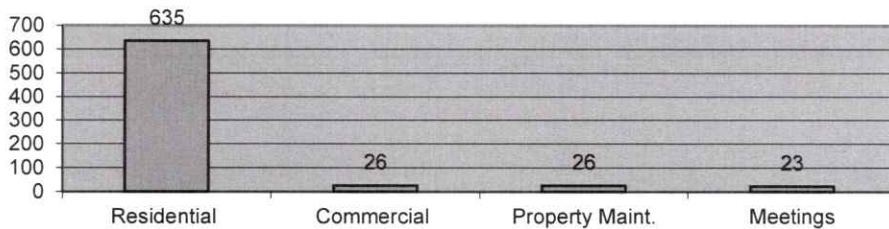
Impact Fees



Permit Fees



Monthly Inspections / Meetings



Planning and Codes Department
MAY 2024

	Month	FY2024	FY2023	FY2022	FY2021
MEETING AGENDA ITEMS#					
Planning Commission	6	72	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
PERMITS					
Single Family Residential	88	538	368	340	376
Multi-Family Residential	0	0	226	0	22
Other Residential	5	75	96	89	83
New Commercial	1	12	7	7	6
New Industrial	0	1	0	0	0
Other Com/Ind	6	51	51	25	23
Sign	1	18	22	11	17
Occupancy Permits	33	343	397	319	400
Other	2	5	31	11	12
BUILDING INSPECTIONS					
Residential	534	4771	4885	5452	2621
Hours	267	2125	2250.5	1367	533
Commercial /Industrial	23	188	125	139	92
Hours	11.5	76.25	125	139	92
CODE ENFORCEMENT					
Total Cases	41	220	35	98	179
Hours	20.5	82.75	35.75	70.24	86.75
Complaints Received	25	193	199	55	41
MEETINGS					
Administration	9	70	80	117	72
Hours	4.5	35.75	86	127	70
Planning	13	135	112	127	53
Hours	6.5	70.25	116.5	96	50
Codes	2	21	10	8	11
Hours	1.5	13	13	10	9
FEES					
Permit Fees	\$402,765.01	\$3,064,944.82	\$ 1,459,119.34	\$ 906,700.10	\$2,144,740.07
Board Review Fees	\$1,760.00	\$ 14,690.00	\$ 18,050.00	\$ 14,100.00	\$84,775.00
City Impact Fee	\$364,463.01	\$ 2,678,020.49	\$ 1,120,122.89	\$ 477,809.36	\$717,050.67
Roads	\$125,210.93	\$ 831,024.41	\$ 323,964.51	\$ 664,873.38	\$301,769.60
Parks	\$104,632.00	\$ 621,847.00	\$ 291,189.00	\$ 114,114.00	\$ 150,326.00
Police	\$81,113.80	\$ 694,420.05	\$ 239,697.73	\$ 125,535.54	\$ 191,431.41
Fire	\$53,506.28	\$ 458,353.30	\$ 169,728.00	\$ 76,498.26	\$ 79,900.66
OTHER ITEMS					
Subdivision Lots	115	173	0	0	235
Commercial/Ind. Sq Ft	1,500	337,914	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	\$ 21,248,909.87		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	17		17	16	15

Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Project ongoing – concrete work for pavilion complete – sidewalks and curbs should start soon
- Reimbursement requests continue to be submitted – we have received \$336,327.94 back so far



Splash Pad Maintenance Building

- Concrete and electrical work complete
- They cleaned up a bit inside the building
- Doors were installed
- Replaced the lid on the tank as a temporary measure until we get the new one
- Added temporary fencing around the tank and building

**Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024**

- New tank expected to be installed in the middle of next month



Rec Center

- Duct work has started
- Some block has been laid
- Roof should be finishing up soon
- Brick work should start once damp proofing is complete in a couple weeks hopefully
- Rain had a significant impact this month, especially on work in the gym section



2024 LPRF Grant

- Submitted application items
- Now we just wait to find out if we are awarded the grant

List of upcoming projects yet to begin:

Parks Truck

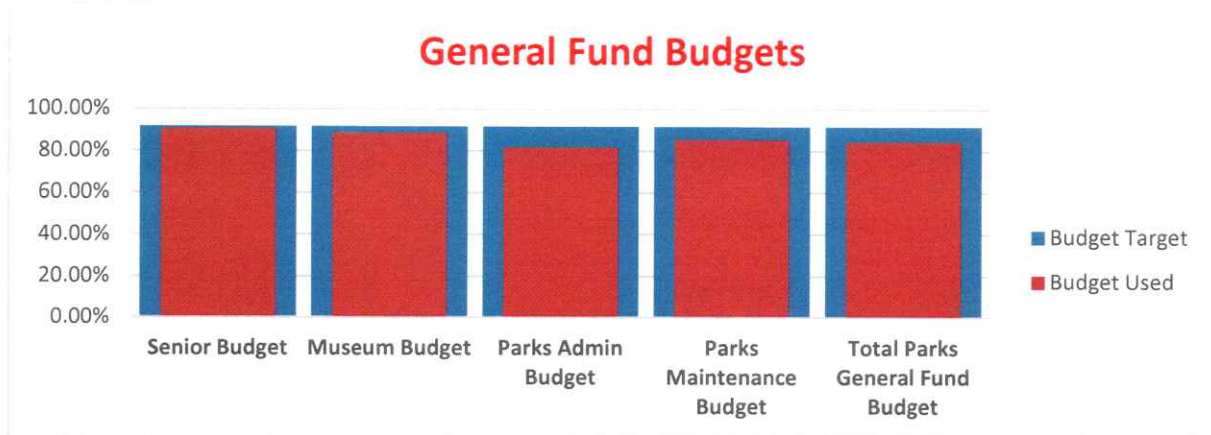
- Moved to next budget year

**Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024**

Dirt for Laser Grading & Sand for Top Dressing

- Laser grading complete
- Topdressing of soccer fields will take place next month

Budget Updates:



Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024

Recreation- Assistant Director

Adult Programs

Women's Exercise Class:

- Dates: 1st, 8th, 15th, 22nd
- Total Attendees: 12
- Will be taking a break for June & July

Adult Softball:

- Last game played: 05/30
- Champions: Park Kings

Men's Basketball:

- On-going
- Games cancelled 05/08- severe weather
 - Games rescheduled for 05/20

4v4 Sand Volleyball:

- Registration Closed: 05/19
 - 4 Free Agents (registration deadline extended 05/26)
 - 7 Teams

Youth Athletics

Spring Girl's Volleyball:

- Last regular season games: 05/04
- Tournament games: 05/06- 05/11

Challenger Baseball:

- Picture day: 05/11

Fall Baseball:

- Registration opened: 05/19

Fall Girl's Volleyball:

- Registration opened: 05/26

Special Events

Independence 5k:

- Registration Opened: 05/05
 - Early Bird: 05/05-06/02
 - 42 registered as of 06/02
- Sponsorships Total: \$1,100
 - Fleet Feet Sponsorship
 - Prize donations
 - Promote race

Other

Open gyms: Averaged totals per a day

- Pickle Ball Open Gym- 13
- Open Gym - 19

Social Media

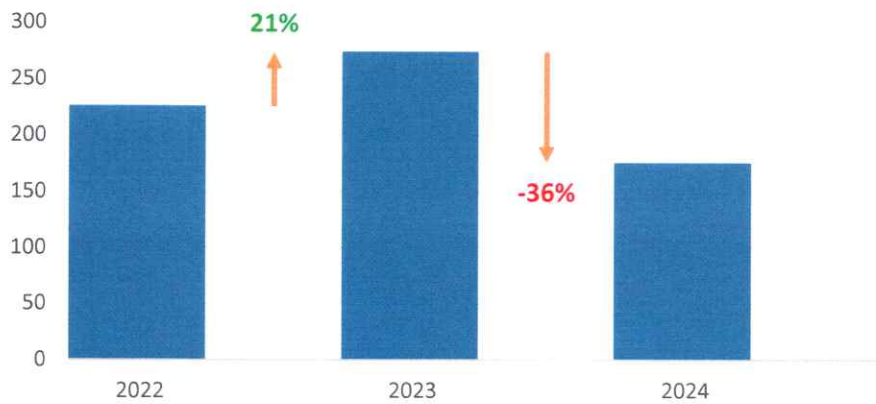
- Facebook
 - 1,372 Followers
 - Reach: 16,700
 - Total posts: 19
 - Best Performing Posts:
 - Splash Pad Opening Announcement
 - Reach: 12,900
 - Shares: 74



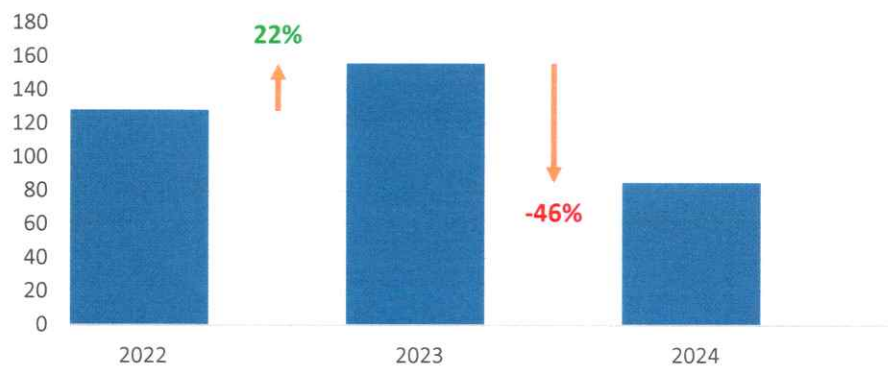
**Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024**

- Fall Baseball Registration Announcement
 - 3,300 Reach
 - 10 Shares

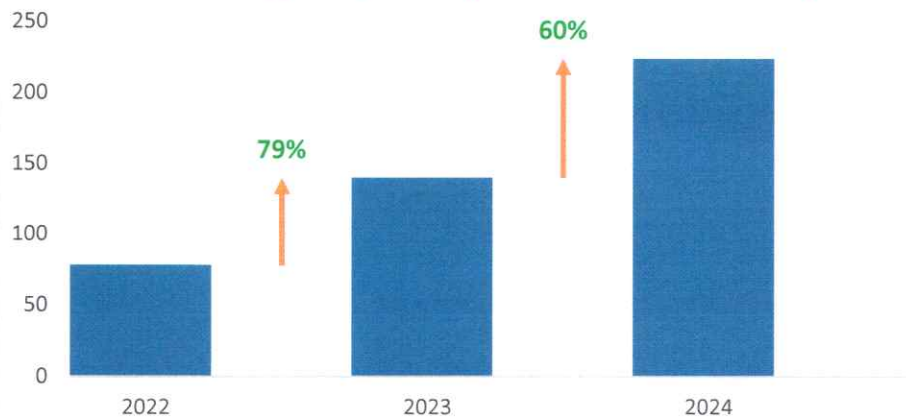
Pavilion Usage Comparisons YTD thru May



Ballfield Rentals Comparisons YTD thru May

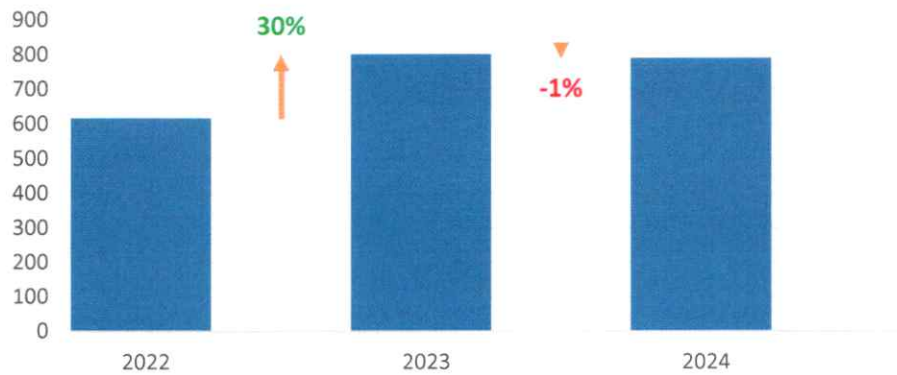


Facility Usage Comparisons YTD thru May

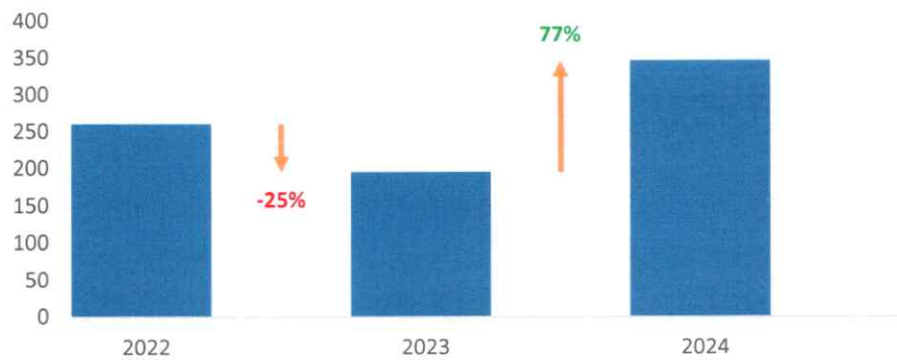


Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024

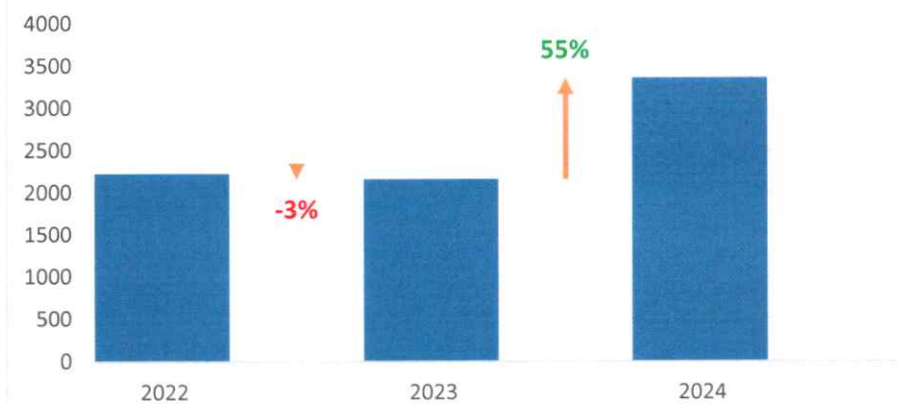
**Youth Programming Attendance Comparisons
YTD thru May**



**Adult Programming Attendance Comparisons
YTD thru May**

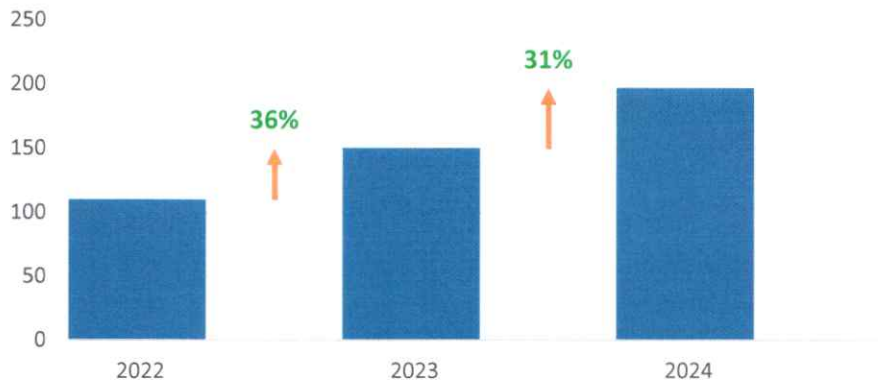


**Special Event Attendance Comparisons YTD
thru May**

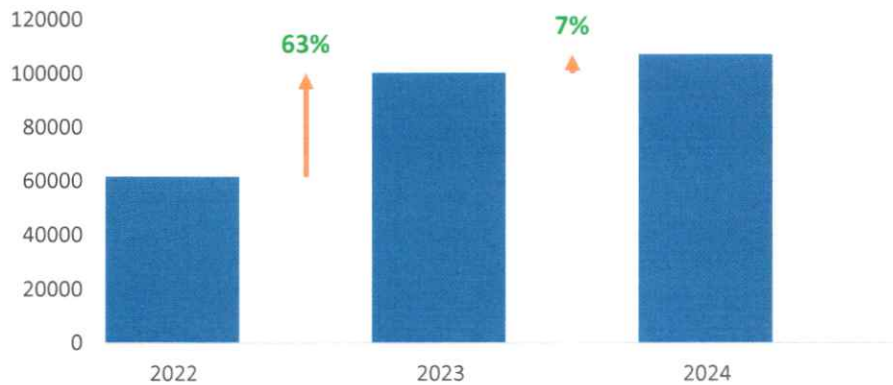


Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024

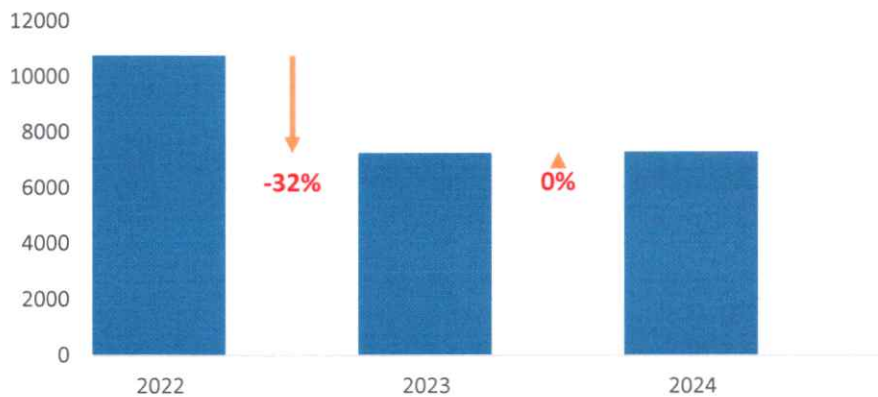
Total Program Offerings Comparisons YTD thru May



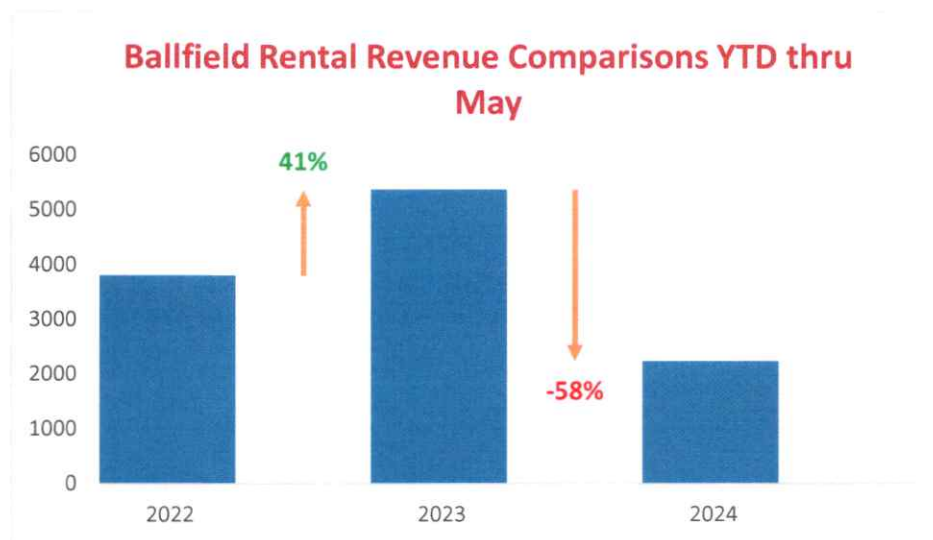
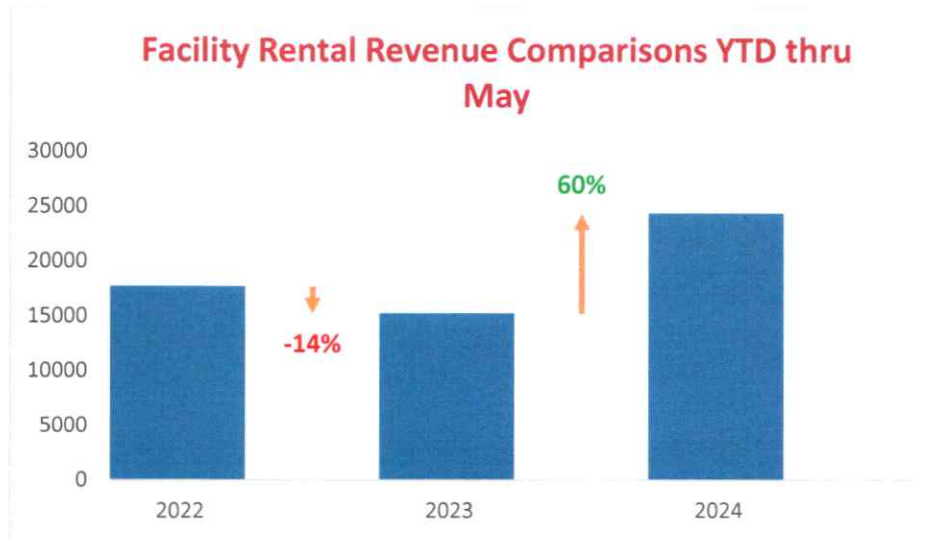
Programming & Special Event Revenue Comparisons YTD thru May



Pavilion Rental Revenue Comparisons YTD thru May



Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024



Maintenance

- Put down a round of fertilizer on all sports fields. (2,000 lbs.)
- Several man hours working on splash pad.
- Dug and poured five foundations at the cemetery.
- Cut up trees from storms. (Cemetery, Soccer complex, Greenway)
- Big cleanup on the Greenway from flooding.
- Several mowing hours trying to keep up with grass.
- Cleaned out clogged culvert on the Greenway.

**Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024**

Museum

Volunteers

The volunteers have been working on displays for the Palmer's 100th Reunion in June. The volunteers have provided the museum with 15 volunteer hours.



Exhibits – Celebrating the 100th graduating class of WHHS. Additional items are throughout museum.

Upcoming – Palmer's 100th Reunion

Tours at Museum - Tours were given to walk ins.

Social Media – The video series “What is This?” on going on Facebook. Volunteer, Terry Palmer, gives the insight on an artifact that is in the museum.

Donations – Jo Sharon Durrett donated 2 quilting frames. One of which will be hanging for display in museum in the future.

Building Maintenance – Scheduled and received bids for roof leak.

Events and Meetings Assisted with and/or Attended

May 9 – Ribbon Cutting/After Hours Tom Morrison

May 16 – New Member Breakfast

May 21 – Power Hour Café 31

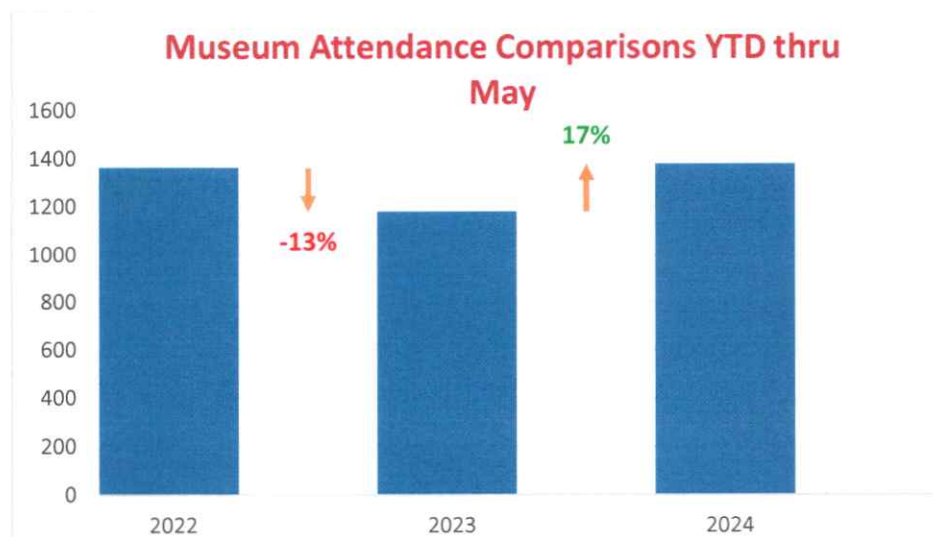
May 23 - #NoFilters Training After Hours

May 29 – Ribbon Cutting for NP Clinic launching Mental Health Services



Visitors' Center and Museum Attendance

Visitors' Center Only	Visitors' Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
2	7	14	21	

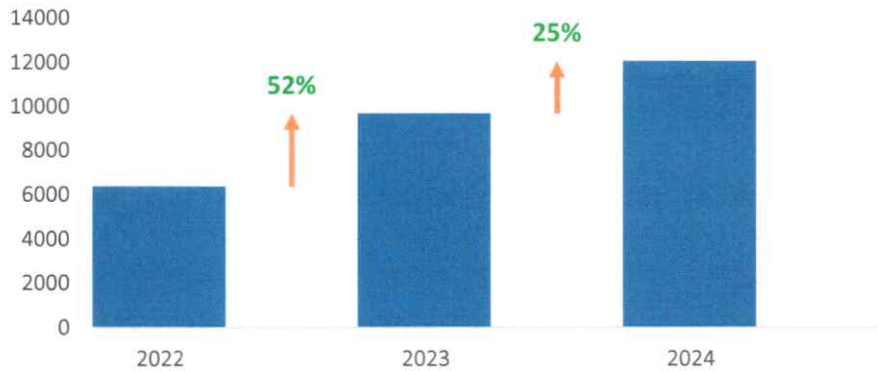


**Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024**

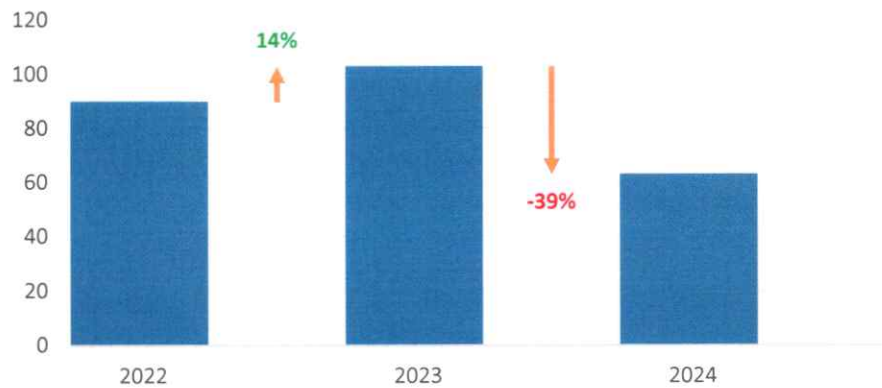
Senior Center Participation			
<u>Outings:</u>			
Bowling	26		
Montgomery Bell	23		
Total	49		
<u>Events:</u>			
Medicare 101	3		
Dance with Casey	46		
Tea Party	53		
Veterans	24		
Paint w/Nicole	16		
Total	142		
		<u>Sr Meals Wednesdays</u>	
		116	
		115	
		119	
		109	
		112	
		571	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	524		
Walk	73		
Bingo	48		
Birthday Potluck	48		
Ballroom & Country Western Dance Lessons	2		
Farmers Rummy	12		
Garden Club	15		
Quilting	2		
Meals on Wheels	120		
Bunco/Golf	29		
Bible Study	4		
Crafts	0		
Cards, Games,Pool, Puzzles	153		
Pickle Ball	106		
TOTAL	1136		
MEMBERS	407	Updated members	as of 5/31
1st time visitors	6		
New Members	6		
TOTAL Sr Center Participants:	1396	Total	1898

Parks, Recreation, & Cultural Arts Department
Monthly Report May 2024

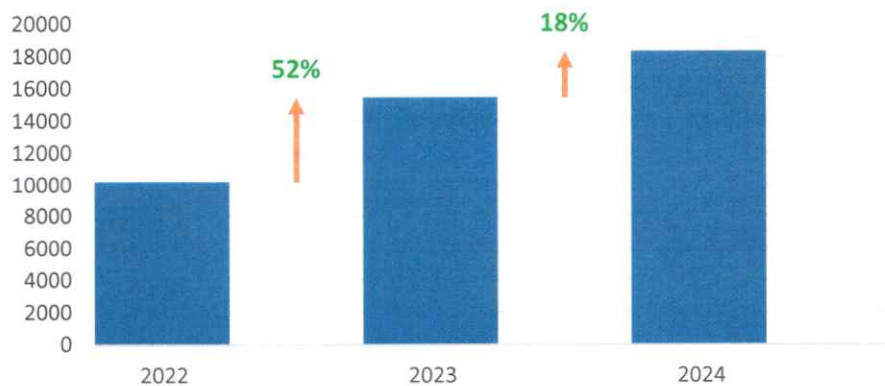
**Senior Programming Attendance Comparisons
YTD thru May**



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



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



	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
Vistors 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 May 2022	YTD May 2023	May 2024	YTD 23-24
18	20	1	23
14	16	0	14
13	12	3	15
78	112	23	114
121	134	8	33
226	274	34	176
76	74	4	31
2	9	0	2
	57	23	191
78	140	27	224
128	156	2	85
21	29	2	31
278	185	7	212
1,079	994	14	1165
1362	1179	21	1377
615	800	0	789
260	195	12	346
6	10	1	10
2,223	2,158	0	3355
18	20	4	29
2249	2859	407	4162
5	31	6	80
10,192	15,467	1,898	18325
90	103	6	63
24	42	2	29
194	549	49	475
92	130	19	168
6387	9695	1278	12078
43	45	5	47
3611	5243	571	6404
120	435	0	525
110	150	23	197
\$47,393.00	\$70,003.00	\$4,939.00	\$ 70,657.00
\$7,925.00	\$11,580.00	\$565.00	\$ 12,800.00
\$1,790.00	\$1,390.00	\$1,210.00	\$ 2,495.00
\$10,252.50	\$17,383.50	\$1,903.00	\$ 21,297.00
\$10,755.00	\$7,265.00	\$2,085.00	\$ 7,300.00
\$17,694.25	\$15,205.75	\$3,325.00	\$ 24,358.75
\$3,803.00	\$5,363.50	\$60.00	\$ 2,238.00
\$13,666.50	\$28,419.50	\$0.00	\$ 16,698.50
\$23,764.31	\$6,263.20	\$1,098.83	\$ 9,787.94
1514.25	1277.5	185	1310
13	21	1	16
12	20	1	16
29	8	0	16
27	8	0	15
156	296	77	357
100	42	30	102

White House Library May Monthly Report

Summary of Activities

The library director attended the HVAC Bid review and turned in her sheets evaluating the companies that submitted HVAC bids.

The library director met with the regional director to do her annual consultation. During this meeting the two talked about different library related topics.

The library board met on May 9th. The board reviewed progress made on the library long range goals, the director's goals, the state standards and an update on the new security gate installation. The marketing committee also discussed updates on the Fandom Fair, patron survey and marketing plan.

On May 14th the library director attended the Board of Mayor and Aldermen special study session. The BMA reviewed the proposed budget for fiscal year 2024-2025. The library director presented on her part of the budget which included everything the library board discussed at their January meeting.

The library director attended the Board of Mayor and Aldermen meeting on May 23rd. The board voted on the first reading of the proposed budget and it was approved.

The library director did a Clifton strengths assessment test and discussed the results with strengths coach Brianna Campbell on May 24th. The purpose of this assessment was to identify the director's top strengths, learn ways to better apply those strengths and not to fall into any pitfalls when doing so. The director will meet again with Brianna after three weeks to see where she is at with the goals that were set in the first meeting in regards to how to apply these strengths.

The library director met one-on-one with each of her staff during the last week of May. At these meetings she went over the progress on their goals as well as their assigned tasks for Fandom Fair.

The assistant director conducted interviews for the summer reading internship. Eight teens were selected for this unpaid internship. Those selected came in the last week of May for training as their internship will start the first week of June and end in July.

The new security gates were installed on May 28th. However, one of the gates had a crack in the panel. The company went ahead and installed all three gates, but a new panel will be sent and installed to replace the broken one at a later date.

The library director and rest of the staff worked on getting ready for the Fandom Fair throughout the month of May since it will take place the first week of June. The program staff also worked on getting everything ready for Summer Reading which will start on June 3rd.

Department Highlights

The highlight for the month was all the planning and prep work that was done behind the scenes to prepare for Summer Reading and Fandom Fair.

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

Official Service Area Populations

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

Membership

May	2020	2021	2022	2023	2024
New Members	7	91	116	124	155
Updated Members	58	333	366	243	395
Yearly Totals	2020	2021	2022	2023	2024
Total Members	9,496	7,027	7,125	7,442	8,098
% of population with membership	66	49	48	49	53

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

Total Material Available: 39,782

Estimated Value of Total Materials: \$994,550

Last Month: \$993,200

Total Materials Available Per Capita: 2.63

Last Month: 2.63

State Minimum Standard: 2.00

Materials Added in May

2020	2021	2022	2023	2024
145	339	228	213	183

Yearly Material Added

2020	2021	2022	2023	2024
3,025	3,035	3,573	2,641	727

Physical Items Checked Out in May

2020	2021	2022	2023	2024
1,141	4,329	6,616	6,544	6,683

Cumulative Physical Items Check Out

2020	2021	2022	2023	2024
50,042	59,515	80,653	81,667	32,577

Miscellaneous item checkouts

May	2020	2021	2022	2023	2024
Technology Devices	13	54	71	65	80
Study Rooms	0	25	42	73	58
Games and Puzzles	8	124	134	119	137
Seeds	5	147	171	95	117
STEAM Packs	31	0	0	21	31
Cake Pans	0	0	15	2	4
Outdoor Items	*	*	*	9	12
Honor Books	*	*	*	4	4
Adult Kits	*	*	*	*	8
Museum Passes	*	*	*	*	16

Yearly Totals

2020	2021	2022	2023	2024
381	725	743	794	352
305	395	746	888	374
955	1,263	2,060	1,855	847
302	878	883	767	695
25	160	234	351	148
28	21	69	45	40
*	*	17	59	38
*	*	19	104	28
*	*	*	*	23
*	*	*	*	17

Library Services Usage

May	2020	2021	2022	2023	2024
Test Proctoring	195	0	0	21	14
Charging Station	0	6	2	1	2
Notary Services	1	9	13	6	26
Library Visits	0	2,725	3,884	4,255	3617*
Website Usage	1,088	2,238	2,472	4,581	959
Reference Questions	11	5	1	3	5

Yearly Totals

2020	2021	2022	2023	2024
74	108	61	54	53
47	45	21	16	6
88	144	135	167	76
30,007	38,913	48,253	48,053	19,699
17,977	27,907	33,678	36,648	4,473
60	73	31	37	25

Computer Users

May	2020	2021	2022	2023	2024
Wireless	41	250	472	318	405
Adult Users	13	142	224	196	199
Kids Users	0	72	319	199	132

Yearly Computer Users

2020	2021	2022	2023	2024
3,829	3,878	4,544	4,338	1,710
2,138	2,235	2,608	2,255	1,016
427	957	2,987	2,030	669

Library Volunteers

May	2020	2021	2022	2023	2024
Library Volunteers	1	6	9	14	3
Volunteer Hours	20	127	146	61.5	33

Yearly Totals

19-20	20-21	21-22	22-23	23-24
36	20	48	54	43
1,286	1,204	1,492.5	1,227	496.5

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

Databases

Universal Class	May	2020	2021	2022	2023	2024
Sign ups	0	10	13	18	22	4
Courses started	1	53	39	2	24	16
Lessons viewed	3	1,771	1,008	876	419	335
Submissions	3	800	515	465	559	411

Coding	May
Logins	3
Hours	1.8
Tasks	0

2023	2024
31	33
19.6	27.2
29	116

Comics Plus	May	2024
Users	10	10
Checkouts	42	42

Kanopy	May	2023	2024
Visits	463	2,350	2,390
Plays	31	608	530
Accounts	6	89	29

Programs

1,000 books	2020	2021	2022	2023	2024
Monthly Sign-ups	1	1	3	2	0
Total program Sign-ups	83	84	113	145	69

Achievements	
500 Mark	0
Total Completion	0

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

Face-to-face Kids Programs

May	2020	2021	2022	2023	2024
Programs	0	5	9	11	10
Attendees	0	32	200	180	179
Yearly	2020	2021	2022	2023	2024
Programs	43	91	136	129	62
Attendees	1,185	2,167	3,646	3,805	1,337

Grab & Go Kits

May	2020	2021	2022	2023	2024
Kits	0	5	0	0	0
Taken	0	147	0	0	0
Yearly	2020	2021	2022	2023	2024
Kits	38	44	7	7	0
Taken	1094	1,699	334	184	0

Teen/tween Face-to-Face Programs

May	2020	2021	2022	2023	2024
Programs	0	4	8	10	8
Attendees	0	16	46	36	21
Yearly	2020	2021	2022	2023	2024
Programs	11	43	98	112	52
Attendees	77	370	437	361	137

Teens Programs

May	2024
Programs	2
Attendance	1
Yearly	
Programs	10
Attendance	13

Grab & Go

May	2020	2021	2022	2023	2024
Kits	0	3	0	0	0
Taken	0	25	0	0	0
Yearly	2020	2021	2022	2023	2024
Kits	13	24	7	10	0
Taken	152	409	151	100	0

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

Face-to-face Adult Programs

May	2020	2021	2022	2023	2024
Programs	0	4	6	7	12
Attendees	0	20	43	33	79
Yearly	2020	2021	2022	2023	2024
Programs	42	63	75	107	63
Attendees	214	351	377	589	454

Device Advice

May	2020	2021	2022	2023	2024
Sessions	42	8	14	12	4
Yearly	51	81	131	49	62
Passive					
April	*	0	0	0	0
Yearly	*	0	20	0	0

Interlibrary Loan Services

May	2020	2021	2022	2023	2024
Borrowed	0	52	90	75	29
Loaned	0	20	35	5	68

Yearly Interlibrary Loan Services

2020	2021	2022	2023	2024
534	673	872	597	259
151	226	317	184	188

May	R.E.A.D.S
Adults	2462
Juvenile	162

Yearly Totals	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Adults	23,138	19,466	21,110	25,066	27,012
Juvenile	1,189	1,032	2,013	1,788	2,086

The READS statistics come from the state.

CITY COURT REPORT**May 2024****CITATIONS**

TOTAL MONIES COLLECTED FOR THE MONTH	\$3,712.75
TOTAL MONIES COLLECTED YTD	\$58,339.50

STATE FINES

TOTAL MONIES COLLECTED FOR MONTH	\$6,079.05
TOTAL MONIES COLLECTED YTD	\$25,920.60

TOTAL REVENUE FOR MONTH	\$9,791.80
TOTAL REVENUE YTD	\$84,260.10

DISBURSEMENTS

LITIGATION TAX	\$299.11
DOS/DOH FINES & FEES	\$116.85
DOS TITLE & REGISTRATION	\$28.50
RESTITUTION/REFUNDS	\$0.00
ON-LINE CC FEES	\$0.00
CREDIT CARD FEES	\$0.00
WORTHLESS CHECKS	\$0.00
TOTAL DISBURSEMENTS FOR MONTH	\$444.46
TOTAL DISBURSEMENTS YTD	\$8,802.25

ADJUSTED REVENUE FOR MONTH	\$9,347.34
TOTAL ADJUSTED REVENUE YTD	\$75,457.85

DRUG FUND

DRUG FUND DONATIONS FOR MONTH	\$381.42
DRUG FUND DONATIONS YTD	\$5,398.29

Offenses Convicted & Paid For Month	Count	Paid
Careless Driving		
Financial Responsibility Law	8	\$472.50
Registration Law	8	\$387.50
Improper Equipment		
Texting/Hands Free Law	2	\$60.00
Codes Violation	1	\$82.50
DL Exhibited		
Red Light	6	\$605.00
Misc-Old DUI	1	\$370.25
Stop Sign	1	\$55.00
Speeding	12	\$1,335.00
Seat Belt-Child Restraint	1	\$30.00
Following Too Close		
Exercise Due Care	7	\$275.00
Failure to Yield		
Total	47	\$3,672.75

RESOLUTIONS....

MEMORANUM

TO: White House Board of Mayor and Aldermen,
Gerald Herman, City Administrator

FROM: Ceagus Clark, Planning and Codes Department

DATE: April 24, 2024

RE: Arnett Property Annexation

The White House Regional Planning Commission on Monday April 8, 2024 recommend to approve the Plan of Services for the 1-acre Arnett Property at 170 Old Highway 31W, Sumner County Tax Map 097, parcel 041.00. The plan of services includes existing residence on this property.

RESOLUTION 24-04

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 1-acre property with one existing residential structure at 170 Old Highway 31W 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 June 20, 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

RESOLUTION 24-05

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 20th day of June 2024, and notice thereof published in the White House Connection on June 4, 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:

1 ACRE IS REFERENCED AS PART OF SUMNER COUNTY TAX MAP 097, PARCEL 041.00. PROPERTY IS LOCATED AT 170 OLD HIGHWAY 31W. **“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: May 16, 2024 PASSED

Second Reading: June 20, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

RESOLUTION 24-04
EXHIBIT A



RESOLUTION 24-06

A RESOLUTION OF THE CITY OF WHITE HOUSE, TENNESSEE, AUTHORIZING APPROPRIATIONS FOR FINANCIAL AID OF NON-PROFIT ORGANIZATIONS

WHEREAS, pursuant to the authority granted by Section 6-54-111 of the *Tennessee Code Annotated*, and in accordance with the *Internal Control and Compliance Manual for the City of White House* authorizing appropriations for financial aid of the below mentioned non-profit charitable or non-profit civic organization whose services benefit the general welfare and residents of this municipality; and

WHEREAS, the below named organizations are non-profit charitable and non-profit chamber of commerce whose year-round services benefit the general welfare and economic development of this municipality; and

WHEREAS, section 6-54-111 of *Tennessee Code Annotated* authorizes appropriations of funds for financial aid of such non-profit charitable or non-profit chambers of commerce;

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

Section 1. The Board of Mayor and Aldermen may appropriate funds from time to time, in such amount as is deemed proper, for the financial aid of Mid-Cumberland Human Resource Agency (HRA), a non-profit charitable organization whose year-round services benefit the general welfare of the residents of this municipality; the White House Area Chamber of Commerce, a non-profit business league whose year-round services benefit the economic development efforts of the municipality; the Tennessee Small Business Development Center at Volunteer State Community College; and the White House American Legion and White House American Legion Auxiliary to support local veterans.

Section 2. A total amount of \$2,000, appropriated by the municipality for use by the Mid-Cumberland HRA, shall be spent for transportation and meals on wheels. A total amount of \$40,000 shall be appropriated by the municipality for use by the White House Area Chamber of Commerce which shall be applied towards their operating expenditures. A total amount of \$500 shall be appropriated by the municipality for use by the Tennessee Small Business Development Center at Volunteer State Community College. A total amount of \$1,500 shall be appropriated by the municipality for use by the White House American Legion, and a total amount of \$500 shall be appropriated by the municipality for use by the White House American Legion Auxiliary which shall be to help their operating funds to support veterans in and around the community.

Section 3. The Mid-Cumberland HRA, White House Area Chamber of Commerce, Tennessee Small Business Development Center, the White House American Legion, and the White House American Legion Auxiliary shall comply with all requirements of Section 6-54-111 of *Tennessee Code Annotated* and Title 4, Chapter 3, Section 1 of the *Internal Control and Compliance Manual for Tennessee Municipalities*, particularly with regard to submission of an annual report of its business affairs and transactions and the proposed use of municipal assistance.

Section 4. This resolution shall take effect upon its passage, the public welfare requiring it.

Adopted this 20th day of June 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

RESOLUTION 24-07

**INITIAL RESOLUTION AUTHORIZING A LOAN UNDER A LOAN AGREEMENT
BETWEEN THE CITY OF WHITE HOUSE, TENNESSEE AND THE PUBLIC
BUILDING AUTHORITY OF SEVIER COUNTY, TENNESSEE IN AN AGGREGATE
PRINCIPAL AMOUNT OF NOT TO EXCEED ELEVEN MILLION AND NO/100
DOLLARS (\$11,000,000.00)**

WHEREAS, the Board of Mayor and Aldermen of the City of White House, Tennessee (the "City") has determined that it is necessary and advisable to borrow funds and incur indebtedness for certain public improvements as more fully set forth herein; and

WHEREAS, pursuant to Section 9-21-205 and Section 12-10-115(a)(2), Tennessee Code Annotated, prior to obtaining loans for said purposes, it is necessary to adopt an initial resolution authorizing said loans.

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City that for the purposes of (i) financing the construction and improvement of roads, streets, bridges and highways (the "Project"); (ii) payment of legal, fiscal, administrative, architectural and engineering costs incident thereto; and (iii) payment of the capitalized interest, if any, and for the payment of costs incident to the obtaining of the loans hereinafter described, the City is hereby authorized to borrow money and incur indebtedness in an aggregate principal amount of not to exceed \$11,000,000 by obtaining a loan from and entering into a loan agreement with The Public Building Authority of Sevier County, Tennessee. The indebtedness incurred pursuant to the issuance of each loan agreement shall bear interest at a rate or rates not to exceed the maximum interest rate permitted by law per annum and shall be payable from ad valorem taxes to be levied on all taxable property within the City; and

BE IT FURTHER RESOLVED by the Board of Mayor and Aldermen of the City that the City Recorder be, and is, hereby authorized and directed to cause the foregoing initial resolution to be published in full in a newspaper having a general circulation in the City, for one issue of said paper followed by the statutory notice:

N O T I C E

The foregoing resolution has been adopted. Unless within twenty (20) days from the date of publication hereof a petition signed by at least ten percent (10%) of the registered voters of the City shall have been filed with the City Recorder of the City protesting the issuance of the bonds, such bonds will be issued as proposed.

Adopted and approved this ____ day of _____, 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

STATE OF TENNESSEE

)

COUNTIES OF ROBERTSON AND SUMNER

)

I, Derek Watson, hereby certify that I am the duly qualified and acting City Recorder of the City of White House, Tennessee, and as such official I further certify that attached hereto is a copy of excerpts from the minutes of a regular meeting of the Governing Body of that City held on _____, 2024, that these minutes were promptly and fully recorded and are open to public inspection; that I have compared said copy with the original minute record of said meeting in my official custody, and that said copy is a true, correct, and complete transcript from said original minute record insofar as said original record relates to an initial resolution authorizing the borrowing of not to exceed \$11,000,000 under a loan agreement between the City and The Public Building Authority of Sevier County, Tennessee.

WITNESS my official signature of the City this ____ day of _____, 2024.

City Recorder

RESOLUTION 24-08

A RESOLUTION AUTHORIZING A LOAN UNDER A LOAN AGREEMENT BETWEEN THE CITY OF WHITE HOUSE, TENNESSEE AND THE PUBLIC BUILDING AUTHORITY OF SEVIER COUNTY, TENNESSEE, IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$11,000,000 TO FINANCE A PUBLIC WORKS PROJECT, AND AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH LOAN AGREEMENT AND OTHER DOCUMENTS RELATING TO SAID BORROWING; PROVIDING FOR THE APPLICATION OF THE PROCEEDS OF SAID BORROWINGS AND THE PAYMENT OF THE CITY'S OBLIGATIONS UNDER THE LOAN AGREEMENT; AND CONSENTING TO THE ASSIGNMENT OF THE CITY'S OBLIGATIONS UNDER THE LOAN AGREEMENT.

WHEREAS, municipalities in the State of Tennessee are authorized to finance a public works project by the issuance of bonds, notes or other obligations; and

WHEREAS, the Board of Mayor and Aldermen (the "Governing Body") of the City of White House, Tennessee (the "City") has determined that it is in the best interest of the City to finance the public works project described below by requesting The Public Building Authority of Sevier County, Tennessee, which is organized and created pursuant to Sections 12-10-101, *et seq.*, Tennessee Code Annotated (the "Authority"), to issue its Public Facility Bond, Series 2024 (White House Project) (the "Bond") and loan the proceeds thereof (the "Loan") to the City pursuant to a loan agreement between the Authority and the City (the "Loan Agreement") to finance a portion of the cost of such public works project and to pay costs of issuance related to the financing described herein; and

WHEREAS, an initial resolution proposing debt obligations of the City in a principal amount not to exceed \$11,000,000, the proceeds of which shall be used for the purposes hereinabove set forth, has been adopted and together with the notice required by Section 12-10-115 and Section 9-21-206, Tennessee Code Annotated, as amended, will be published as required by law; and

WHEREAS, the City shall pledge a tax authorized by Section 12-10-115, Tennessee Code Annotated, as amended, to be levied annually to the repayment of the amounts due under the Loan Agreement authorized herein; and

WHEREAS, the Bond is to be secured, in part, by an assignment of the payment by the City under the Loan Agreement pursuant to an Assignment (the "Assignment") to be executed by the Authority assigning the Authority's rights to receive payments under the Loan Agreement to the purchaser of the Bond; and

WHEREAS, for the purposes of authorizing the loan from the Authority, the execution and delivery of the Loan Agreement by the City, the pledging of the City's full faith and credit for the payment of its obligations under the Loan Agreement, approving the assignment of such pledge pursuant to the Assignment, and authorizing the execution of such documents and certificates as shall be necessary to consummate the sale and delivery of the Bond, the Governing Body adopts this Resolution.

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

SECTION 1. APPROVAL OF LOANS FOR PROJECTS.

(a) For the purpose of (i) financing the construction and improvement of roads, streets, bridges and highways (the "Project"); (ii) payment of legal, fiscal, administrative, architectural and engineering costs incident thereto; and (iii) payment of the capitalized interest, if any, and for the payment of costs incident to the financing described herein, there is hereby authorized a loan (the "Loan") from the Authority in an aggregate principal amount not to exceed \$11,000,000.

(b) The Loan and the Bond issued by the Authority to fund the Loan Agreement will bear interest at a rate or rates not to exceed five percent (5%).

(c) The Loan and the Bond will be payable as to principal as provided in the resolution of the Authority authorizing the issuance of the Bond, with a final maturity not later than the end of the twelfth fiscal year following the fiscal year in which the Bond is issued. The Bond will be subject to redemption as provided in the resolution of the Authority authorizing the issuance of the Bond.

SECTION 2. APPROVAL OF LOAN AGREEMENT. The Mayor is hereby authorized to approve the form of the Loan Agreement consistent with the terms hereof. The Mayor and the City Recorder are hereby authorized, empowered and directed to approve, execute and deliver the Loan Agreement in the name and on behalf of the City. From and after the execution and delivery of the Loan Agreement, the Mayor and the City Recorder are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Loan Agreement as executed.

SECTION 3. PLEDGE OF TAXES. The City hereby covenants and agrees, through the Governing Body, to annually levy and collect a tax upon all taxable property within the City, in addition to all other taxes authorized by law, sufficient to pay when due the amounts payable by the City under the Loan Agreement as and when they become due and payable and, for such purposes, the City hereby pledges such tax and the full faith and credit of the City to such payments, provided, however, that the tax hereinabove described will not be required to be levied or, if levied, may be proportionately reduced to the extent of funds appropriated by the Governing Body to the payment of the amounts described above from other revenues of the City. Such tax, to the extent levied, shall be assessed, levied, collected and paid in like manner as other taxes of the City. Such tax shall not be included within any statutory or other limitation of rate or amount for the City but shall be excluded therefrom and be in addition thereto and in excess thereof, notwithstanding and without regard to the prohibitions, restrictions or requirements of any other law, whether public or private. Any amounts payable under the Loan Agreement falling due at any time when there are insufficient funds from the tax levy on hand shall be paid from current funds of the City.

SECTION 4. APPROVAL OF BOND AND BOND PURCHASE AGREEMENT. For the purpose of providing funds to make the Loan to the City and to pay legal, fiscal, and administrative costs incident thereto including costs incident to the issuance and sale of the Bond related to the Loan Agreement, the issuance and sale of the Bond by the Authority is hereby approved. The Mayor, in consultation with the Municipal Advisor (as defined herein), is hereby authorized to sell the Bond through an informal bid process, and the Mayor shall sell the Bond to the financial institution, that provides the proposal that the Mayor, in consultation with the Municipal Advisor, determines is in the best interests of the City. The Mayor and City Recorder are hereby authorized, empowered and directed to execute and deliver a Bond Purchase Agreement in the name and on behalf of the City. From and after the execution and delivery of the Bond Purchase Agreement, the Mayor and City Recorder are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Bond Purchase Agreement as executed.

SECTION 5. DISPOSITION OF PROCEEDS. The proceeds of the Bond shall be applied directly to the costs authorized herein or deposited with a financial institution regulated by and the deposits of which are insured by the Federal Deposit Insurance Corporation or similar federal agency, in a special fund designated so as to identify it with this resolution (the "Construction Fund") and shall be disbursed solely for the payment of costs authorized herein. Money in the Construction Fund shall be secured in the manner prescribed by applicable statutes relative to the securing of public or trust funds, if any, or in the absence of such statutes, by a pledge of readily marketable securities having at all times a market value of not less than the amount in the Construction Fund. Money in the Construction Fund shall be expended only for the purposes authorized by this resolution.

SECTION 6. CONSENT TO ASSIGNMENT. The City hereby consents to the assignment pursuant to the Assignment of all the Authority's right, title and interest under the Loan Agreement as security for the Bond to which such Loan Agreement relates.

SECTION 7. ADDITIONAL AUTHORIZATIONS. All acts and doings of the Mayor and the City Recorder and any other representative or officer of the City which are in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the Bond and the execution and delivery of the Loan Agreement as set forth herein shall be and the same hereby are in all respects, approved and confirmed.

SECTION 8. COMPLIANCE WITH DEBT MANAGEMENT POLICIES; ESTIMATES OF DEBT SERVICE AND COSTS. As required by the State Funding Board of the State of Tennessee, the City has heretofore adopted its debt management policy by resolution. The Governing Body hereby finds that the Loan from the Authority, as proposed herein, is "debt" as contemplated in its debt management policy and is authorized under and in compliance with the City's debt management policy. The estimated debt service and issuance costs for the Loan Agreement and the Bond and a description of any ongoing costs associated with the Loan Agreement have been presented to the Governing Body and are attached hereto as Exhibit A.

SECTION 9. CONTINUING DISCLOSURE. The City hereby covenants and agrees that it will provide annual financial information and event notices if and as required by Rule 15c2-12 of the Securities Exchange Commission for the Bond relating to the Loan Agreement.

SECTION 10. PROFESSIONALS. The Mayor is hereby authorized to enter into the contract attached hereto as Exhibit B with Raymond James & Associates, Inc. (the "Municipal Advisor") for municipal advisory services in connection with the Loan and is also hereby authorized to accept the engagement letter attached hereto as Exhibit B with Bass, Berry & Sims PLC for bond counsel services in connection with the Loan, and all actions heretofore taken by the officers of the City in connection with the foregoing are hereby approved, ratified and confirmed.

SECTION 11. FEDERAL TAX MATTERS.

(a) The Bond and the Loan Agreement are expected to be federally tax-exempt. To that end, the City hereby covenants that it will not use, or where applicable, permit the use of, any proceeds of the Bond or the Loan, as and to the extent applicable, in a manner that would cause the Bond or Loan Agreement to be subjected to treatment under Section 148 of the Code, and applicable regulations thereunder, as an "arbitrage bond". Further to that end, the City shall comply with applicable regulations adopted under said Section 148. To the extent applicable, the City further covenants with the registered owners from time to time of the Bond and Loan, as and to the extent applicable, that it will, throughout the term of the Bond and the Loan, as and to the extent applicable, and through the date that the final rebate, if any, must be made to the United States in accordance with Section 148 of the Code, comply with the provisions of Sections 103 and 141 through 150 of the Code and all regulations proposed and promulgated thereunder that must be satisfied in order that interest on the Bond and Loan Agreement shall be and continue to be excluded from gross income for federal income tax purposes under Section 103 of the Code.

(b) It is reasonably expected that the City will reimburse itself for certain expenditures made by it in connection with the Project by issuance of the debt obligations provided herein. This resolution shall be placed in the minutes of the Governing Body and shall be made available for inspection by the general public at the office of the Governing Body. This resolution constitutes a declaration of official intent under Treas. Reg. §1.150 2.

(c) The appropriate officers of the City are authorized and directed, on behalf of the City, to execute and deliver all such certificates and documents and to adopt and follow such policies and procedures that may be required or advisable of the City in order to comply with the provisions of this Section related to the issuance of the Bond and Loan, as and to the extent applicable.

SECTION 12. SEPARABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION 13. REPEAL OF CONFLICTING RESOLUTIONS AND EFFECTIVE DATE. All other resolutions and orders, or parts thereof, in conflict with the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, and this Resolution shall be in immediate effect from and after its adoption.

Adopted and approved this ____ day of _____, 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

Exhibit A

Preliminary Estimates of Debt Service and Costs of Issuance for the Loan

Estimated Debt Service

BOND DEBT SERVICE				
City of White House, Tennessee				
General Obligation Capital Outlay Note, Series 2024				
Period				
<u>Ending</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Debt Service</u>
6/30/2025	655,000	3.63%	335,877.85	990,877.85
6/30/2026	690,000	3.63%	367,537.50	1,057,537.50
6/30/2027	715,000	3.63%	342,490.50	1,057,490.50
6/30/2028	740,000	3.63%	316,536.00	1,056,536.00
6/30/2029	765,000	3.63%	289,674.00	1,054,674.00
6/30/2030	795,000	3.63%	261,904.50	1,056,904.50
6/30/2031	820,000	3.63%	233,046.00	1,053,046.00
6/30/2032	850,000	3.63%	203,280.00	1,053,280.00
6/30/2033	885,000	3.63%	172,425.00	1,057,425.00
6/30/2034	915,000	3.63%	140,299.50	1,055,299.50
6/30/2035	950,000	3.63%	107,085.00	1,057,085.00
6/30/2036	980,000	3.63%	72,600.00	1,052,600.00
6/30/2037	1,020,000	3.63%	37,026.00	1,057,026.00
	10,780,000		2,879,781.85	13,659,781.85

Costs of Issuance

Municipal Advisor – Raymond James & Associates, Inc.	\$22,500
Bond Counsel – Bass, Berry & Sims PLC	\$15,000
PBA Fee – Public Building Authority of Sevier County	\$5,000
PBA Counsel – Woolf, McClane, Bright, Allen & Carpenter, PLLC	<u>\$5,000</u>
TOTAL	<u>\$47,500</u>

**All estimates of debt service and costs of issuance are preliminary and subject to change based upon conditions at the time of sale of the Bond.*

EXHIBIT B
CITY OF WHITE HOUSE
PROJECT AMENDMENT II

Section 1. Consistent with the Municipal Advisor Agreement (the “Master Agreement”) incorporated herein by reference, the Borrower’s formally adopted Debt Management Policy as supplemented or revised and in the interest of full disclosure and transparency, the following disclosures supplement those included in the Master Agreement and are made and hereby acknowledged as fully disclosed and waived where applicable.

Section 2. It is hereby acknowledged that a copy of the services, service providers and estimated costs related to the sale, issuance and delivery of the Debt Obligations contemplated by this “Project Amendment - II” has been provided to the Borrower at the earliest possible date once individual projects, timetables and similar determinations are made. Fees payable to the Municipal Advisor shall be determined based on Article III of the Master Agreement.

The services, service providers and estimated costs related to the sale and issuance of Debt Obligations to provide funds to finance the Borrower’s proposed (i) General Obligation Capital Outlay Note, Series 2024, issued through the Sevier County Public Building Authority as the conduit issuer, to finance the construction and improvement of roads, streets, bridges and highways; and (ii) to pay costs related to the sale and issuance of the Debt Obligations (collectively, the “Project”) are estimated as follows:

<u>Service</u>	<u>Provider</u>	<u>Estimated Cost</u>
Municipal Advisor:	Raymond James	\$22,500
Bond Counsel:	Bass, Berry & Sims PL	\$15,000
Public Building Authority:	Sevier County PBA	\$10,000

Section 3. Underwriter’s compensation relating to the purchase of the of the Borrower’s Debt Obligations is determined through the formal pricing process on the sale date. This compensation is embedded in the Debt Obligation pricing and is not a separately stated cost of issuance.

Section 4. A State Form CT-0253 depicting the actual costs of issuance of all actual transaction costs will be prepared and executed at the closing and delivery of the Debt Obligations, presented to the Board of County Commissioners of the Borrower at its next scheduled meeting following the delivery of the Debt Obligations and filed with the Tennessee Comptroller of the Treasury’s Director of State and Local Finance in a timely fashion as required by prevailing State law.

Section 5. To the extent other related Raymond James personnel assist with and provide investment services to the Borrower, it is acknowledged that separate compensation will be paid for any such services and that up to one-half of any such fees paid to Raymond James may be shared internally with representatives of the Municipal Advisor acting as a solicitor and that any such fees charged will be the same regardless of whether a solicitor is used or not.

Section 6. Raymond James serves as Dissemination Agent for the Borrower. Accordingly, a separate annual fee for performance of such services paid.

Section 7. From time to time, Bass Berry & Sims PLC has represented Raymond James on matters unrelated to the Borrower and may continue to do so in the future.

Section 8. We have reviewed Exhibit A “Disclosure for Municipal Advisor Agreement” which is part of the Master Agreement. Other than as disclosed above, we are not aware of any updates needed nor are there any additional disclosures that should be added.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE DULY CAUSED THIS PROJECT AMENDMENT to be signed and sealed by their respective authorized officers this ____ day of _____ 2024.

CITY OF WHITE HOUSE, TENNESSEE

By: _____
Name: John Corbitt, Mayor
Title: Mayor

RAYMOND JAMES & ASSOCIATES, INC.

By: _____
Name: Elizabeth Zuelke
Title: Vice President
Public Finance // Debt Investment Banking

Exhibit C

Bond Counsel Engagement Letter

(attached)

BASS BERRY + SIMS PLC

150 Third Avenue South, Suite 2800
Nashville, TN 37201
(615) 742-6200

June 20, 2024

City of White House, Tennessee
Attention: Mayor

**Re: Loan from The Public Building Authority of Sevier County, Tennessee in a Par
Amount Not to Exceed \$11,000,000**

Dear Mayor:

The purpose of this engagement letter is to set forth certain matters concerning the services we will perform as bond counsel to the City of White House, Tennessee (the "Borrower"), in connection with the above-referenced loan (the "Loan"). The Public Building Authority of Sevier County, Tennessee (the "Issuer") will issue its public facility bond (the "Bond") and deposit the proceeds of the Bond with the Borrower pursuant to a Loan Agreement between the Borrower and the Issuer (the "Loan Agreement"). We understand that the Bond is being issued for the purposes of providing funds necessary to finance the construction and improvement of roads, streets, bridges and highways of the Borrower and to pay costs incident to the sale and issuance of the Bond. We also understand that the Bond will be sold by informal bid.

SCOPE OF ENGAGEMENT

In this engagement, we expect to perform the following duties:

- (1) Subject to the completion of proceedings to our satisfaction, render our legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bond and the Loan Agreement, the source of payment and security for the Loan Agreement, and the excludability of interest on the Bond and the Loan Agreement from gross income for federal income tax purposes.
- (2) Prepare and review documents necessary or appropriate for the authorization, issuance and delivery of the Bond, coordinate the authorization and execution of such documents, and review enabling legislation.
- (3) Assist the Borrower and the Issuer in seeking from other governmental authorities such approvals, permissions and exemptions as we determine are necessary or appropriate in connection with the authorization, issuance, and delivery of the Bond, except that we will not be responsible for any required blue-sky filings.
- (4) Review legal issues relating to the structure of the Bond and the Loan Agreement; and
- (5) If necessary, prepare those sections of a disclosure document to be disseminated in connection with the sale of the Bond involving the description of (i) federal law pertinent to the validity of the Bond and the tax law treatment thereon, (ii) the terms of the Bond and (iii) our Bond Opinion.

Our Bond Opinion will be addressed to the Borrower, the Issuer and the purchaser of the Bond and will be delivered by us on the date the Bond is exchanged for its purchase price (the "Closing").

The Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer and the Borrower with applicable laws relating to the Bond and the Loan Agreement. During the course of this engagement, we will rely on you to provide us with complete and timely information on all developments pertaining to any aspect of the Loan Agreement and its security. We understand that you will direct members of your staff and other employees of the Borrower to cooperate with us in this regard.

Our duties in this engagement are limited to those expressly set forth above. Among other things, our duties do not include:

- a.
 - 1) Assisting in the preparation or review of an official statement or any other disclosure document with respect to the Bond other than as described in (5) above, or
 - 2) Performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document, or
 - 3) Rendering advice that the official statement or other disclosure documents
 - i) Do not contain any untrue statement of a material fact or
 - ii) Do not omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading.
- b. Preparing requests for tax rulings from the Internal Revenue Service, or no action letters from the Securities and Exchange Commission.
- c. Preparing blue sky or investment surveys with respect to the Bond.
- d. Drafting state constitutional or legislative amendments.
- e. Pursuing test cases or other litigation, (such as contested validation proceedings) except as set forth above.
- f. Making an investigation or expressing any view as to the creditworthiness of the Issuer, the Borrower or the Bond.
- g. Except for defending our Bond Opinion, representing the Borrower in Internal Revenue Service examinations or inquiries, or Securities and Exchange Commission investigations.
- h. After Closing, providing continuing advice to the Borrower or any other party concerning any actions necessary to assure that interest paid on the Bond will continue to be excludable from gross income for federal income tax purposes (e.g., our engagement does not include rebate calculations for the Bond).
- i. Opining on a continuing disclosure undertaking pertaining to the Bond or, after Closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking.
- j. Addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

ATTORNEY-CLIENT RELATIONSHIP

Upon execution of this engagement letter, the Borrower will be our client and an attorney-client relationship will exist between us. We assume that all other parties will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction. We further assume that all other parties understand that in this transaction we represent only the Borrower, we are not counsel to any other party, and we are not acting as an intermediary among the parties. Our services as bond counsel are limited to those contracted for in this letter; the Borrower's execution of this engagement letter will constitute an acknowledgment of those limitations. In our representation of the Borrower, we will not act as a "municipal advisor," as such term is defined in the Securities Exchange Act of 1934, as amended.

Our representation of the Borrower and the attorney-client relationship created by this engagement letter will be concluded upon issuance of the Bond. Nevertheless, subsequent to Closing, we will mail the appropriate Internal Revenue Service Form(s) 8038-G, and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bond and the Loan Agreement.

As you are aware, our firm represents many political subdivisions, companies and individuals. It is possible that during the time that we are representing the Borrower, one or more of our present or future clients will have transactions with the Borrower. It is also possible that we may be asked to represent, in an unrelated matter, one or more of the entities involved in the issuance of the Bond. We do not believe such representation, if it occurs, will adversely affect our ability to represent you as provided in this letter, either because such matters will be sufficiently different from the issuance of the Bond as to make such representations not adverse to our representation of you, or because the potential for such adversity is remote or minor and outweighed by the consideration that it is unlikely that advice given to the other client will be relevant to any aspect of the issuance of the Bond.

FEES

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing represented by the Bond and the Loan Agreement; (ii) the duties we will undertake pursuant to this engagement letter; (iii) the time we anticipate devoting to the financing; and (iv) the responsibilities we will assume in connection therewith, our fee will be \$15,000.00. The fee quoted above will include all out-of-pocket expenses advanced for your benefit.

If, for any reason, the financing represented by the Bond and the Loan Agreement as described in the paragraph above is completed without the delivery of our Bond Opinion as bond counsel or our services are otherwise terminated, we will expect to be compensated at our normal rates for the time actually spent on your behalf plus client charges as described above unless we have failed to meet our responsibilities under this engagement, but in no event will the amount we are paid exceed \$15,000.00.

RECORDS

At your request, papers and property furnished by you will be returned promptly upon receipt of payment for outstanding fees and client charges. All goods, documents, records, and other work product and property produced during the performance of this contract are deemed to be the Borrower's property. Our own files, including lawyer work product, pertaining to the transaction will be retained by us for a period of three (3) years and be subject to inspection by the Borrower upon reasonable notice.

OTHER MATTERS

We have not retained any persons to solicit or secure this engagement from the Borrower upon an agreement or understanding for a contingent commission, percentage, or brokerage fee. We have not offered any employee of the Borrower a gratuity or an offer of employment in connection with this engagement and no employee has requested or agreed to accept a gratuity or offer of employment in connection with this engagement.

Any modification or amendment to this engagement letter must be in writing, executed by us and contain the signature of the Borrower. The validity, construction and effect of this engagement letter and any and all extensions and/or modifications thereof shall be governed by the laws of the State of Tennessee.

CONCLUSION

If the foregoing terms are not acceptable to you, please so indicate in writing. Otherwise, we look forward to working with you.

STATE OF TENNESSEE

)

COUNTIES OF ROBERTSON AND SUMNER

)

I, Derek Watson, hereby certify that I am the duly qualified and acting City Recorder of the City of White House, Tennessee, and as such official I further certify that attached hereto is a copy of excerpts from the minutes of a regular meeting of the Governing Body of that City held on June 20, 2024, that these minutes were promptly and fully recorded and are open to public inspection; that I have compared said copy with the original minute record of said meeting in my official custody, and that said copy is a true, correct, and complete transcript from said original minute record insofar as said original record relates to a loan resolution authorizing the borrowing of not to exceed \$11,000,000 under a loan agreement between the City and The Public Building Authority of Sevier County, Tennessee.

WITNESS my official signature of the City this 20th day of June, 2024.

City Recorder

37821387.3

RESOLUTION 24-09

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, APPROVING CERTAIN AMENDMENTS AND REVISIONS TO THE PERSONNEL MANUAL.

WHEREAS, the City maintains a consistent set of adopted rules and procedures for the administration of personnel matters; and

WHEREAS, the City Administrator is charged with the duty to review the adopted policies and procedures that govern the City's personnel system and make recommendations of updates and improvements to the procedures; and

WHEREAS, the City has engaged the services of a professionally trained Human Resources Director to advise on personnel matters, including improvements to language contained in the Personnel Manual; and

WHEREAS, this professional has made a number of recommendations to revise the personnel rules and procedures; and

WHEREAS, the Board of Mayor and Aldermen wish to amend the current personnel manual;

NOW, THEREFORE, the Board of Mayor and Aldermen of the City of White House do hereby resolve that the Personnel Manual is hereby amended by changing and updating the City of White House Personnel Manual.

This resolution shall be effective upon passage.

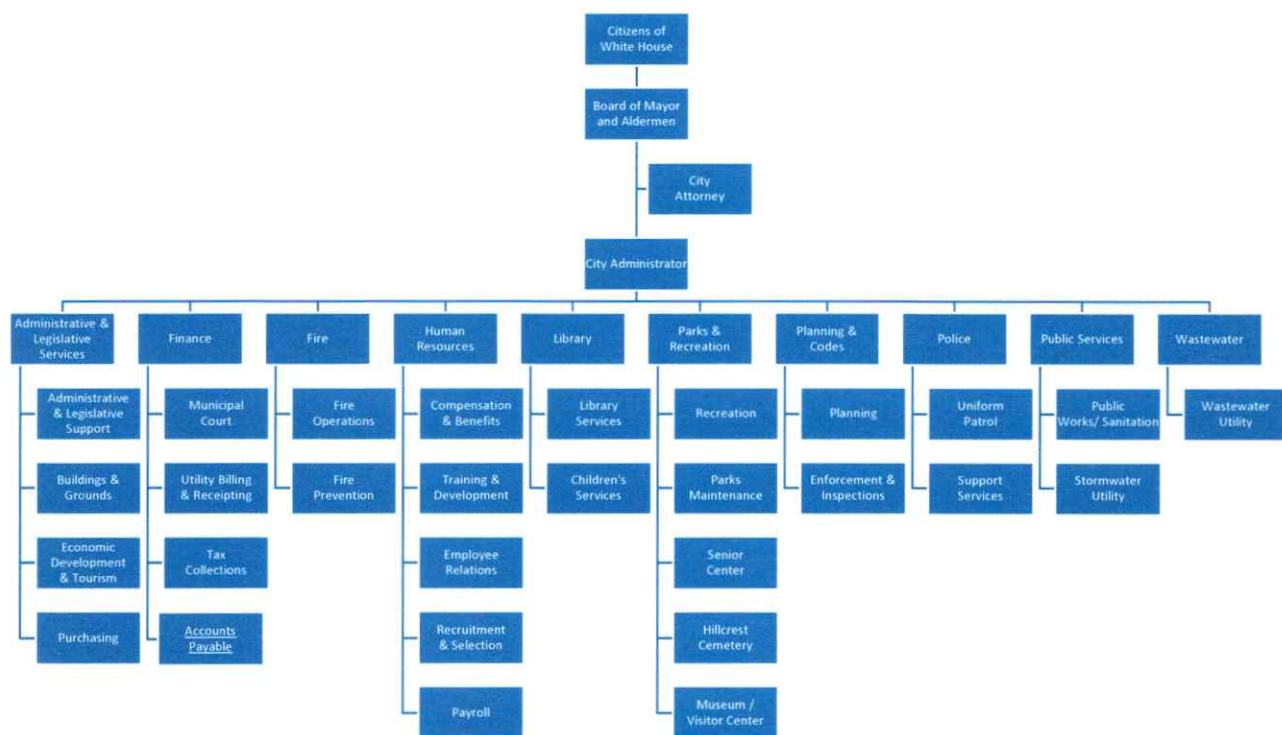
Adopted this 20th day of June 2024.

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

City of White House Organizational Chart 1.5



4.7. OVERTIME PAY

Overtime work will be compensated in accordance with the provisions of the FLSA at a rate of one-and-one half the non-exempt employee's regular rate after the employee has completed 40 hours actually worked in a workweek. Vacation, sick leave, weather emergency leave and holidays are not included in the computations for hours worked. Department Heads must authorize any employee overtime work.

Firefighter Overtime: For firefighters on a twenty-four-hour schedule, overtime is calculated on any hours above 106 in a 14-day work period.

Police Officer Overtime: For police officers on a twelve-hour schedule, overtime is calculated on any hours worked above **84 80** hours in a 14-day work period. All "grant" funded overtime will be paid at a rate of **\$50.00 \$65.00** per hour.

**City of White House
Personnel Action Form**

Effective Date: _____

Action: _____

Details if other: _____

Employee Name: _____

EIN: _____ Birth Date: _____

Job Title: _____ Supervisor Title: _____

Fund: _____ Pay Distribution #: _____

Current: Grade: _____ Rate: _____ New: Grade: _____ Rate: _____

Address: _____ City, State, Zip: _____

Home Phone: _____ Cell Phone: _____

Emergency Contact: _____ Contact Phone: _____

Separation Effective Date: _____ Reason: _____

Eligible for Rehire? _____

Details of Status Change:

Employee: _____

Date: _____

Department Head: _____

Date: _____

Human Resources: _____

Date: _____

City Administrator: _____

Date: _____

**City of White House
Personnel Action Form**

Effective Date: _____

Action: _____

Details if other: _____

Employee Name: _____

EIN: _____

Hire Date: _____

Birth Date: _____

Job Title: _____

Supervisor Title: _____

Fund: _____

Pay Distribution #: _____

Current: Schedule: _____

New: Schedule: _____

Grade: _____ Step _____

Grade: _____ Step _____

Hourly: _____ Salary: _____

Hourly: _____ Salary: _____

Address: _____

City, State, Zip: _____

Home Phone: _____

Cell Phone: _____

Emergency Contact: _____

Contact Phone: _____

Separation Effective Date: _____

Reason: _____

Eligible for Rehire? _____

Employee: _____

Date: _____

Department Head: _____

Date: _____

Human Resources: _____

Date: _____

City Administrator: _____

Date: _____

ORDINANCES....

ORDINANCE 24-04

**AN ORDINANCE TO AMEND THE ZONING MAP FROM SUMNER COUNTY
RESIDENTIAL, TO GENERAL COMMERCIAL, C-2, AT 170 OLD HIGHWAY
31W**

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

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

WHEREAS, The City of White House Planning Commission on Monday April 8, 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 Sumner County Residential, to General Commercial, C-2, for the property included in "EXHIBIT A" and described as follows:

1 ACRE IS REFERENCED AS PART OF SUMNER COUNTY TAX MAP 097, Parcel 041.00. PROPERTY IS LOCATED AT 170 OLD HIGHWAY 31W. **"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: May 16, 2024 PASSED

Second Reading: June 20, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 24-04
"EXHIBIT A"



ORDINANCE 24-05

AN ORDINANCE TO CONTRACT (DE-ANNEX) CERTAIN TERRITORY WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE, TENNESSEE LOCATED AT 7727 BOYLES ROAD, WHITE HOUSE TN

WHEREAS, Per Tennessee Code Annotated Section 6-51-201 provisions, cities may contract or de-annex property when the contraction or de-annexation is determined to be in the best interest of the affected territory; and,

WHEREAS, Maintaining the territory within the municipal corporate boundaries is no longer deemed necessary and would not affect the continuity of the city limits boundary; and,

WHEREAS, The White House Planning Commission at the May 13, 2024, meeting reviewed and discussed this contraction of the city limits boundaries and voted to recommend its passage to the Board of Commissioners; and

NOW, THEREFORE, BE IT ORDAINED AND IT IS HEREBY ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF WHITE HOUSE, TENNESSEE, THAT THE TERRITORY DESCRIBED BELOW BE CONTRACTED (DE-ANNEXED) AND REMOVED FROM THE CORPORATE BOUNDARIES OF THE CITY OF WHITE HOUSE:

SECTION 1. The contracted (de-annexed) territory contains property at 7727 Boyles Road, which is found on the Robertson County Tax Map 095, Parcel 134.01 per "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 passage, the public welfare demanding it.

First Reading: May 16, 2024 PASSED

Second Reading: June 20, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 24-05
"EXHIBIT A"

Area Requesting to be DeAnnexed



ORDINANCE 24-06

**AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE,
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING
JULY 1, 2024 AND ENDING JUNE 30, 2025.**

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

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

SECTION 1: That the Board of Mayor and Aldermen projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2025, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

General Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Local Taxes	\$ 5,410,208	\$ 5,677,431	\$ 5,733,000
Intergovernmental Revenue	5,831,197	5,002,434	6,938,367
Charges for Services	187,992	191,718	196,960
Licenses and Permits	829,660	1,557,000	1,044,220
Fines and Forfeitures	55,630	81,093	70,800
Other	1,168,380	524,530	1,293,954
Other Financing Sources			
Debt Proceeds	3,150,714	14,076,000	19,141,000
Sale of Capital Assets	4,653	2,025	-
Transfers In - from other funds (PILOT)	174,037	129,000	260,000
Total Revenues and Other Financing Sources	\$ 16,812,471	\$ 27,241,231	\$ 34,678,301
Appropriations			
Expenditures			
General Government	\$ 3,436,221	\$ 3,880,606	\$ 10,463,096
Public Safety	5,256,374	6,332,233	8,247,308
Public Works	678,649	964,162	1,035,249
Library	590,213	673,610	813,025
Parks and Recreation	3,882,381	16,265,528	10,094,260
Planning and Codes	489,401	584,113	676,865
Other Financing Uses			
Transfers Out - to other funds	-	500,000	-
Total Appropriations	\$ 14,333,239	\$ 29,200,252	\$ 31,329,803
Change in Fund Balance (Revenues - Appropriations)	2,479,232	(1,959,021)	3,348,498
Beginning Fund Balance July 1	5,113,412	7,592,644	5,633,623
Ending Fund Balance June 30	\$ 7,592,644	\$ 5,633,623	\$ 8,982,121
Ending Fund Balance as a % of Total Appropriations	53.0%	19.3%	28.7%

Economic Development Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Intergovernmental Revenue	\$ 127,351	\$ 144,000	\$ 158,000
Miscellaneous Revenue	6,938	13,269	13,200
Total Revenues and Other Financing Sources	\$ 134,289	\$ 157,269	\$ 171,200
Appropriations			
Expenditures			
Economic Development	\$ 61,539	\$ 128,800	\$ 166,500
Total Appropriations	\$ 61,539	\$ 128,800	\$ 166,500
Change in Fund Balance (Revenues - Appropriations)	72,750	28,469	4,700
Beginning Fund Balance July 1	141,759	214,509	242,978
Ending Fund Balance June 30	\$ 214,509	\$ 242,978	\$ 247,678
Ending Fund Balance as a % of Total Appropriations	348.6%	188.6%	148.8%

State Street Aid Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Intergovernmental Revenue	\$ 450,990	\$ 455,863	\$ 464,171
Miscellaneous Revenue	16,185	22,754	22,080
Total Revenues and Other Financing Sources	\$ 467,175	\$ 478,617	\$ 486,251
Appropriations			
Expenditures			
Streets	\$ 411,463	\$ 490,359	\$ 540,000
Total Appropriations	\$ 411,463	\$ 490,359	\$ 540,000
Change in Fund Balance (Revenues - Appropriations)	55,712	(11,742)	(53,749)
Beginning Fund Balance July 1	309,892	365,604	353,862
Ending Fund Balance June 30	\$ 365,604	\$ 353,862	\$ 300,113
Ending Fund Balance as a % of Total Appropriations	88.9%	72.2%	55.6%

Parks Sales Tax Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Intergovernmental Revenue	\$ 1,063,218	\$ 1,168,847	\$ 1,668,153
Miscellaneous Revenue	224,324	35,752	21,600
Other Financing Sources			
Transfers In - from other funds	-	500,000	-
Total Revenues and Other Financing Sources	\$ 1,287,542	\$ 1,704,599	\$ 1,689,753
Appropriations			
Expenditures			
Parks	\$ 1,414,630	\$ 2,070,000	\$ 600,000
Debt Service	225,233	225,924	226,000
Total Appropriations	\$ 1,639,863	\$ 2,295,924	\$ 826,000
Change in Fund Balance (Revenues - Appropriations)	(352,321)	(591,325)	863,753
Beginning Fund Balance July 1	962,561	610,240	18,915
Ending Fund Balance June 30	\$ 610,240	\$ 18,915	\$ 882,668
Ending Fund Balance as a % of Total Appropriations	37.2%	0.8%	106.9%

Parks Impact Fees Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Intergovernmental Revenue	\$ -	\$ 319,481	\$ 180,519
Parks Impact Fees	312,270	412,258	463,710
Miscellaneous Revenue	11,408	21,552	10,800
Total Revenues and Other Financing Sources	\$ 323,678	\$ 753,291	\$ 655,029
Appropriations			
Expenditures			
Parks	\$ 405,744	\$ 1,015,656	\$ 304,544
Total Appropriations	\$ 405,744	\$ 1,015,656	\$ 304,544
Change in Fund Balance (Revenues - Appropriations)	(82,066)	(262,365)	350,485
Beginning Fund Balance July 1	391,790	309,724	47,359
Ending Fund Balance June 30	\$ 309,724	\$ 47,359	\$ 397,844
Ending Fund Balance as a % of Total Appropriations	76.3%	4.7%	130.6%

Police Impact Fees Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Police Impact Fees	\$ 324,230	\$ 460,956	\$ 329,940
Miscellaneous Revenue	17,928	44,589	45,600
Total Revenues and Other Financing Sources	\$ 342,158	\$ 505,545	\$ 375,540
Appropriations			
Expenditures			
Police	\$ 25,098	\$ 110,000	\$ 125,000
Total Appropriations	\$ 25,098	\$ 110,000	\$ 125,000
Change in Fund Balance (Revenues - Appropriations)	317,060	395,545	250,540
Beginning Fund Balance July 1	354,253	671,313	1,066,858
Ending Fund Balance June 30	\$ 671,313	\$ 1,066,858	\$ 1,317,398
Ending Fund Balance as a % of Total Appropriations	2674.8%	969.9%	1053.9%

Fire Impact Fees Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Fire Impact Fees	\$ 214,084	\$ 304,320	\$ 217,620
Miscellaneous Revenue	11,860	29,439	30,000
Total Revenues and Other Financing Sources	\$ 225,944	\$ 333,759	\$ 247,620
Appropriations			
Expenditures			
Fire	\$ 16,554	\$ 35,000	\$ 115,000
Total Appropriations	\$ 16,554	\$ 35,000	\$ 115,000
Change in Fund Balance (Revenues - Appropriations)	209,390	298,759	132,620
Beginning Fund Balance July 1	234,594	443,984	742,743
Ending Fund Balance June 30	\$ 443,984	\$ 742,743	\$ 875,363
Ending Fund Balance as a % of Total Appropriations	2682.0%	2122.1%	761.2%

Roads Impact Fees Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Roads Impact Fees	\$ 328,458	\$ 601,561	\$ 447,330
Miscellaneous Revenue	14,907	38,015	37,800
Total Revenues and Other Financing Sources	\$ 343,365	\$ 639,576	\$ 485,130
Appropriations			
Expenditures			
Roads	\$ 33,909	\$ 650,000	\$ -
Total Appropriations	\$ 33,909	\$ 650,000	\$ -
Change in Fund Balance (Revenues - Appropriations)	309,456	(10,424)	485,130
Beginning Fund Balance July 1	248,590	558,046	547,622
Ending Fund Balance June 30	\$ 558,046	\$ 547,622	\$ 1,032,752
Ending Fund Balance as a % of Total Appropriations	1645.7%	84.2%	

Police Drug Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Fines and Forfeitures	7,339	5,175	6,000
Miscellaneous Revenue	16,673	3,474	2,400
Total Revenues and Other Financing Sources	\$ 24,012	\$ 8,649	\$ 8,400
Appropriations			
Expenditures			
Police	\$ 2,000	\$ 23,600	\$ 4,000
Total Appropriations	\$ 2,000	\$ 23,600	\$ 4,000
Change in Fund Balance (Revenues - Appropriations)	22,012	(14,951)	4,400
Beginning Fund Balance July 1	36,806	58,818	43,867
Ending Fund Balance June 30	\$ 58,818	\$ 43,867	\$ 48,267
Ending Fund Balance as a % of Total Appropriations	2940.9%	185.9%	1206.7%

Debt Service Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Local Taxes	\$ -	\$ -	\$ 1,058,000
Intergovernmental Revenue	1,415,469	2,652,000	2,819,000
Miscellaneous Revenue	42,405	72,443	78,000
Total Revenues and Other Financing Sources	\$ 1,457,874	\$ 2,724,443	\$ 3,955,000
Appropriations			
Expenditures			
Miscellaneous	\$ 3,299	\$ 1,843	\$ 2,000
Debt Service	1,270,342	2,396,523	3,897,000
Total Appropriations	\$ 1,273,641	\$ 2,398,366	\$ 3,899,000
Change in Fund Balance (Revenues - Appropriations)	184,233	326,077	56,000
Beginning Fund Balance July 1	1,050,487	1,234,720	1,560,797
Ending Fund Balance June 30	\$ 1,234,720	\$ 1,560,797	\$ 1,616,797
Ending Fund Balance as a % of Total Appropriations	96.9%	65.1%	41.5%

Cemetery Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Charges for Services	\$ 41,623	\$ 47,163	\$ 51,660
Miscellaneous Revenue	9,862	12,094	12,000
Total Revenues and Other Financing Sources	\$ 51,485	\$ 59,257	\$ 63,660
Appropriations			
Expenditures			
Cemetery and Maintenance	\$ 60,838	\$ 35,787	\$ 62,150
Total Appropriations	\$ 60,838	\$ 35,787	\$ 62,150
Change in Fund Balance (Revenues - Appropriations)	(9,353)	23,470	1,510
Beginning Fund Balance July 1	256,776	247,423	270,893
Ending Fund Balance June 30	\$ 247,423	\$ 270,893	\$ 272,403
Ending Fund Balance as a % of Total Appropriations	406.7%	757.0%	438.3%

Dental Care Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Revenues			
Interfund Revenue	\$ 38,001	\$ 81,000	\$ 90,000
Miscellaneous Revenue	6,382	7,926	8,040
Total Revenues and Other Financing Sources	\$ 44,383	\$ 88,926	\$ 98,040
Appropriations			
Expenditures			
Premiums Paid	\$ 9,726	\$ 10,600	\$ 11,000
Dental Claims Paid	71,675	74,500	97,000
Total Appropriations	\$ 81,401	\$ 85,100	\$ 108,000
Change in Fund Balance (Revenues - Appropriations)	(37,018)	3,826	(9,960)
Beginning Fund Balance July 1	195,473	158,455	162,281
Ending Fund Balance June 30	\$ 158,455	\$ 162,281	\$ 152,321
Ending Fund Balance as a % of Total Appropriations	194.7%	190.7%	141.0%

Sanitation Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Operating Revenues			
Charges for Services	\$ 1,252,358	\$ 1,616,419	\$ 1,676,500
Licenses and Permits	-	-	-
Other Operating Revenues	9,251	9,966	6,000
Total Operating Revenues	\$ 1,261,609	\$ 1,626,385	\$ 1,682,500
Operating Expenses			
Sanitation	\$ 1,064,767	\$ 1,564,269	\$ 1,663,061
Depreciation	15,925	15,925	38,383
Total Operating Expenses	\$ 1,080,692	\$ 1,580,194	\$ 1,701,444
Operating Income (Loss)	\$ 180,917	\$ 46,191	\$ (18,944)
Nonoperating Revenues (Expenses)			
Revenue: Interest	\$ 21,390	\$ 41,102	\$ 41,100
Other Income	-	-	-
Expense: Debt Service - Interest Expense	-	-	-
Other Expense	-	-	-
Total Nonoperating Revenues (Expenses)	\$ 21,390	\$ 41,102	\$ 41,100
Income (Loss) Before Capital Contributions and Transfers	\$ 202,307	\$ 87,293	\$ 22,156
Capital Contributions and Transfers			
Capital Contributions - Grants	\$ -	\$ -	\$ -
Transfers Out - to Other Funds	2,018	-	-
Total Capital Contributions and Transfers	\$ 2,018	\$ -	\$ -
Change in Net Position	\$ 204,325	\$ 87,293	\$ 22,156
Beginning Net Position July 1	\$ 795,743	\$ 1,000,068	\$ 1,087,361
Ending Net Position June 30	\$ 1,000,068	\$ 1,087,361	\$ 1,109,517

Wastewater Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Operating Revenues			
Charges for Services	\$ 5,011,296	\$ 5,360,505	\$ 5,596,600
Licenses and Permits	2,439,108	1,612,967	1,066,800
Other Operating Revenues	4,076	21,276	-
Total Operating Revenues	\$ 7,454,480	\$ 6,994,748	\$ 6,663,400
Operating Expenses			
Sewer	\$ 2,178,423	\$ 2,822,540	\$ 3,673,627
Depreciation	1,554,485	1,555,000	1,774,543
Total Operating Expenses	\$ 3,732,908	\$ 4,377,540	\$ 5,448,170
Operating Income (Loss)	\$ 3,721,572	\$ 2,617,208	\$ 1,215,230
Nonoperating Revenues (Expenses)			
Revenue: Interest	\$ 284,801	\$ 412,510	\$ 300,000
Other Income	-	-	-
Expense: Debt Service - Interest Expense	(164,358)	(230,450)	(227,000)
Other Expense	-	-	-
Total Nonoperating Revenues (Expenses)	\$ 120,443	\$ 182,060	\$ 73,000
Income (Loss) Before Capital Contributions and Transfers	\$ 3,842,015	\$ 2,799,268	\$ 1,288,230
Capital Contributions and Transfers			
Capital Contributions - Grants	\$ 1,564,701	\$ 239,850	\$ 1,133,000
Transfers Out - to Other Funds (PILOT)	(174,292)	(129,000)	(260,000)
Total Capital Contributions and Transfers	\$ 1,390,409	\$ 110,850	\$ 873,000
Change in Net Position	\$ 5,232,424	\$ 2,910,118	\$ 2,161,230
Beginning Net Position July 1	\$ 27,768,243	\$ 33,000,667	\$ 35,910,785
Ending Net Position June 30	\$ 33,000,667	\$ 35,910,785	\$ 38,072,015

Stormwater Fund	FY 2023 Actual	FY 2024 Estimated	FY 2025 Proposed
Operating Revenues			
Charges for Services	\$ 1,064,262	\$ 1,105,890	\$ 1,108,000
Licenses and Permits	10,000	33,350	30,000
Other Operating Revenues	5,237	14,858	7,800
Total Operating Revenues	\$ 1,079,499	\$ 1,154,098	\$ 1,145,800
Operating Expenses			
Stormwater	\$ 538,450	\$ 743,911	\$ 919,586
Depreciation	88,633	88,633	89,574
Total Operating Expenses	\$ 627,083	\$ 832,544	\$ 1,009,160
Operating Income (Loss)	\$ 452,416	\$ 321,554	\$ 136,640
Nonoperating Revenues (Expenses)			
Revenue: Interest	\$ 50,648	\$ 41,234	\$ 42,000
Other Income	-	-	-
Expense: Debt Service - Interest Expense	-	-	-
Other Expense	-	-	-
Total Nonoperating Revenues (Expenses)	\$ 50,648	\$ 41,234	\$ 42,000
Income (Loss) Before Capital Contributions and Transfers	\$ 503,064	\$ 362,788	\$ 178,640
Capital Contributions and Transfers			
Capital Contributions - Grants	\$ -	\$ -	\$ -
Transfers Out - to Other Funds	(8,326)	-	-
Total Capital Contributions and Transfers	\$ (8,326)	\$ -	\$ -
Change in Net Position	\$ 494,738	\$ 362,788	\$ 178,640
Beginning Net Position July 1	\$ 2,393,473	\$ 2,888,211	\$ 3,250,999
Ending Net Position June 30	\$ 2,888,211	\$ 3,250,999	\$ 3,429,639

SECTION 2: At the end of the fiscal year 2024 the Board of Mayor and Aldermen estimates fund balances or deficits as follows:

Fund	Estimated Fund Balance/Net Position at 6/30/2024
General Fund	\$ 5,633,623
Economic Development Fund	\$ 242,978
State Street Aid Fund	\$ 353,862
Parks Sales Tax Fund	\$ 18,915
Parks Impact Fees Fund	\$ 47,359
Police Impact Fees Fund	\$ 1,066,858
Fire Impact Fees Fund	\$ 742,743
Roads Impact Fees Fund	\$ 547,622
Police Drug Fund	\$ 43,867
Debt Service Fund	\$ 1,560,797
Cemetery Fund	\$ 270,893
Dental Care Fund	\$ 162,281
Sanitation Fund	\$ 1,087,361
Wastewater Fund	\$ 35,910,785
Stormwater Fund	\$ 3,250,999

SECTION 3: That the Board of Mayor and Aldermen herein certifies that the condition of its sinking funds, if applicable, are compliant pursuant to its bond covenants, and recognizes that the municipality has outstanding bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Authorized and Unissued	Principal Outstanding at June 30, 2024	FY 2025 Principal Payment	FY 2025 Interest Payment
Bonds				
2020 GO Refunding (2013 Bond)	\$ -	\$ 2,545,000	\$ 105,000	\$ 60,625
2015 GO Refunding Bond	\$ -	\$ 870,000	\$ 225,000	\$ 19,650
2020 LG Loan Program Bond	\$ -	\$ 9,250,000	\$ 468,000	\$ 254,375
2020 Byrum Park Land Bond	\$ -	\$ 2,121,000	\$ 168,000	\$ 57,480
2022 Municipal Rec. Ctr. Bond*	\$ 8,365,000	\$ 14,768,000	\$ 896,000	\$ 693,839
Notes				
SRF CWA 2009-246	\$ -	\$ 231,884	\$ 31,798	\$ 3,848
SRF CWSRF 2010-256	\$ -	\$ 156,080	\$ 18,756	\$ 2,568
SRF CG1 2012-302	\$ -	\$ 1,977,280	\$ 179,496	\$ 18,948
SRF CWSRF 2012-308	\$ -	\$ 234,668	\$ 18,924	\$ 2,256
SRF CG2 2013-326	\$ -	\$ 1,008,187	\$ 78,876	\$ 7,296
SRF CWSRF 2016-364	\$ -	\$ 514,080	\$ 39,120	\$ 5,508
SRF CWSRF 2021-449	\$ -	\$ 11,590,918	\$ 577,920	\$ 103,068
SRF CWSRF 2021-449-01	\$ -	\$ 7,820,510	\$ 361,932	\$ 83,436
2020 Town Center Water Line	\$ -	\$ 1,008,000	\$ 157,000	\$ 25,704

*2022 Municipal Recreation Center Bond is currently in the approval process. This bond has a 2-year draw down period to reduce unnecessary interest cost. The first principal payment was due June 2024 and interest costs during FY 2025 will be dependent on the draw schedule and the progress of the project.

**The General Fund and Debt Service Fund include estimates for a \$10,780,000 capital outlay note for several proposed road improvement projects. This debt issuance has not yet been approved or authorized. However the terms of this debt have been estimated as a 12-year note with approximate debt service of \$1,060,000 due annually.

SECTION 4: During the coming fiscal year (2025) the Board of Mayor and Aldermen has pending and planned capital projects with proposed funding as follows:

Pending Capital Projects	Pending Capital Projects - Total Expense	Pending Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Pending Capital Projects Expense Financed by Debt Proceeds
Pedest. Safety Imp. 31W/SR258	\$ 1,330,000	\$ 1,330,000	\$ -
Municipal Recreation Center	\$ 7,916,977	\$ -	\$ 7,916,977
Parks Admin Truck	\$ 39,344	\$ 39,344	\$ -
Police Patrol Vehicle	\$ 45,000	\$ 45,000	\$ -
WWTP Expansion	\$ 358,000	\$ -	\$ 358,000
New 18" SFM Ph. 4	\$ 750,000	\$ 750,000	\$ -
Apache Trail Box Culvert Proj.	\$ 100,000	\$ 100,000	\$ -
Rescue Pumper (Fire)	\$ 900,000	\$ 900,000	\$ -
Land Use Regulations Ph. 2	\$ 80,000	\$ 80,000	\$ -
Plst. Grv. Rd/SR76 inters. imprv.	\$ 1,805,000		\$ 1,805,000
Sage Road Widening	\$ 1,810,000	\$ -	\$ 1,810,000
Union Rd / SR76 Imprv.	\$ 170,000	\$ -	\$ 170,000
N. Palmers Chapel Rd Widening	\$ 820,000	\$ -	\$ 820,000
Calista Road Imp.	\$ 260,000	\$ -	\$ 260,000
Asphalt Overlay Program	\$ 500,000	\$ 500,000	\$ -
Soccer Complex Reno. Phase 2	\$ 200,000	\$ 200,000	\$ -
Grinder Pump Repl. Program	\$ 550,000	\$ 550,000	\$ -
Pole Mounted Decoration	\$ 20,000	\$ 20,000	\$ -
ADA Transition	\$ 24,999	\$ 24,999	\$ -
Sand & Dirt for Laser Grading	\$ 14,000	\$ 14,000	\$ -
Americana Electrical @ Soccer	\$ 22,000	\$ 22,000	\$ -

Proposed Future Capital Projects	Proposed Future Capital Projects - Total Expense	Proposed Future Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Proposed Future Capital Projects Expense Financed by Debt Proceeds
Repave Meadowlark Road	\$ 300,000	\$ 300,000	\$ -
Hester Drive Ext. Ind. Acc. Grant	\$ 160,000	\$ 160,000	\$ -
CID Police Vehicle	\$ 45,000	\$ 45,000	\$ -
3 Police Patrol Vehicles	\$ 165,000	\$ 165,000	\$ -
Website Improvements	\$ 50,000	\$ 50,000	\$ -
GridSmart Detection System	\$ 25,000	\$ 25,000	\$ -
Police Community Rel. Vehicle	\$ 45,000	\$ 45,000	\$ -
Park Infield Groomer	\$ 25,000	\$ 25,000	\$ -
Public Svc. Front Gate Motor	\$ 30,000	\$ 30,000	\$ -
Field 8 Renovation - Phase 1	\$ 50,000	\$ 50,000	\$ -
Digital Signs at Municipal Comp.	\$ 75,000	\$ 75,000	\$ -
Side-by-side UTV for Bldg. Mtc.	\$ 25,000	\$ 25,000	\$ -
Digital Message Boards (2)	\$ 30,000	\$ 30,000	\$ -
Marlin Rd. / US31W imprv.	\$ 210,000	\$ -	\$ 210,000
Repave Public Services Pk Lot	\$ 100,000	\$ 100,000	\$ -
Special Census	\$ 500,000	\$ 500,000	\$ -
Directional Signs (City Facilities)	\$ 50,000	\$ 50,000	\$ -
Furniture for Rec. Center	\$ 150,000	\$ 150,000	\$ -
Fitness Center Equipment	\$ 250,000	\$ 250,000	\$ -
Misc. Rec. Center Eqp.	\$ 75,000	\$ 75,000	\$ -
Rec. Center Gaming Eqp.	\$ 125,000	\$ 125,000	\$ -
Tri-Max Mower for Parks	\$ 45,000	\$ 45,000	\$ -
Police Department Renovation	\$ 25,000	\$ 25,000	\$ -
Firefighter PPE	\$ 95,000	\$ 95,000	\$ -
New 18" SFM Ph. 5	\$ 1,400,000	\$ 1,400,000	\$ -
WW Pond Bank Stabilization	\$ 180,000	\$ 180,000	\$ -
Wilkinson Ln Lift Station Repl.	\$ 160,000	\$ 160,000	\$ -
Replacement Vacuum Pumps	\$ 45,000	\$ 45,000	\$ -
2 WW Utl. Trucks w/ Lift Gates	\$ 170,000	\$ 170,000	\$ -
Compact Mini-Excavator	\$ 30,000	\$ 30,000	\$ -
Stream Monitoring	\$ 70,000	\$ 70,000	\$ -
ERU Evaluation	\$ 50,000	\$ 50,000	\$ -
Stormwater Crew Utility Truck	\$ 75,000	\$ 75,000	\$ -
Stormwater Land Acquisition	\$ 200,000	\$ 200,000	\$ -
Purchasing Software	\$ 21,000	\$ 21,000	\$ -
Board Room AV Renovation	\$ 20,000	\$ 20,000	\$ -
Thermal Imaging Camera	\$ 20,000	\$ 20,000	\$ -
Firefighting Nozzles	\$ 20,000	\$ 20,000	\$ -
Split HVAC System Museum	\$ 7,000	\$ 7,000	\$ -
Parks Mtc. Lean-to Renovation	\$ 10,000	\$ 10,000	\$ -
Parks Signage	\$ 5,000	\$ 5,000	\$ -
Library Furniture	\$ 10,000	\$ 10,000	\$ -
Story Time Room Improvements	\$ 15,000	\$ 15,000	\$ -
Library HVAC Improvements	\$ 12,000	\$ 12,000	\$ -

Northwoods Park Improvements	\$	7,700	\$	7,700	\$	-
Bleacher Pads at Fields 5 & 6	\$	6,000	\$	6,000	\$	-
Drinking Fountatin for Quad	\$	6,500	\$	6,500	\$	-
Class A Burn Facility	\$	20,000	\$	20,000	\$	-
Liftgate for Litter Col. Truck	\$	5,500	\$	5,500	\$	-
Pub. Svc. Back Gate Motor	\$	5,000	\$	5,000	\$	-
Portable Sewer Line Camera	\$	7,500	\$	7,500	\$	-
Columbarium	\$	20,000	\$	20,000	\$	-

- SECTION 5: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (Tenn. Code Ann. § 6-56-208). In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Tenn. Code Ann. § 6-56-205.
- SECTION 6: Money may be transferred from one appropriation to another in the same fund by the City Administrator and Finance Director, subject to such limitations and procedures as set by the Board of Mayor and Aldermen pursuant to Tenn. Code Ann. § 6-56-209. Any resulting transfers shall be reported to the Board of Mayor and Aldermen at its next regular meeting and entered into the minutes.
- SECTION 7: A detailed financial plan will be attached to this budget and become part of this budget ordinance.
- SECTION 8: There is hereby levied a property tax that WILL exceed the certified tax rate as determined by the State Board of Equalization on all real and personal property in both Robertson and Sumner Counties. The intended purpose for the revenues generated by the portion of the rate that exceeds the certified tax rate will be to make debt service payments for the proposed future roads improvements projects debt.
- SECTION 9: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Board of Mayor and Aldermen shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee.
- SECTION 10: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.
- SECTION 11: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.
- SECTION 12: This ordinance shall take effect on July 1, 2024, the public welfare requiring it.

Passed First Reading:

May 23, 2024

Passed Second and Final Reading:

June 20, 2024

Mayor

Attest: City Recorder

ORDINANCE 24-07

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

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

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

TITLE 18: WATER AND SEWERS
CHAPTER 3: SEWER RATES, FEES, AND CHARGES
SECTIONS: 18-301
**Amends are made in bold, italics, and underlined text.*

Section 18-301. Rates.

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

City of White House
Wastewater Rate Schedule
Exhibit A

	Residential Per Unit	Non-Residential Per Unit
Fixed Rate	-\$21.44 <u>\$22.08</u>	\$46.90 <u>\$48.31</u>
Consumption	\$9.25 <u>\$9.53</u> per 1,000 Gallons	\$9.25 <u>9.53</u> per 1,000 Gallons

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

	Residential Per Unit	Non-Residential Per Unit
Fixed Rate	-\$21.44 <u>\$22.08</u>	\$46.90 <u>\$48.31</u>
Consumption	\$9.25 <u>\$9.53</u> per 1,000 Gallons	\$9.25 <u>9.53</u> per 1,000 Gallons

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

First Reading: June 20, 2024

Second Reading: July 18, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

ORDINANCE 24-08

AN ORDINANCE OF THE CITY OF WHITE HOUSE, TENNESSEE AMENDING THE MUNICIPAL CODE TITLE 8, CHAPTER 2 BEER SECTIONS 8-207 and 8-214.

WHEREAS, the Board of Mayor and Aldermen desire to update the Municipal Code regarding intoxicating liquors and beer permits;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen that the White House Municipal Code Title 8, Chapter 2 BEER be revised from the Municipal Code as follows:

TITLE VIII: ALCOHOLIC BEVERAGES
CHAPTER 2: BEER
AMENDING SECTIONS: 8-207 and 8-214

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

8-207. Permit required for engaging in beer business. It shall be unlawful for any person to sell, store for sale, distribute for sale, or manufacture beer without first making application to and obtaining a permit from the beer board. The application shall be made on such form as the board shall prescribe and/or furnish, and pursuant to Tennessee Code Annotated, § 57-5-104(a), and shall be accompanied by a non-refundable application fee of two hundred and fifty dollars (\$250.00). ~~Said fee shall be in the form of a cashier's check payable to the City of White House.~~ Each applicant must be a person of good moral character and certify that he has read and is familiar with the provisions of this chapter.

8-214. Privilege tax. There is hereby imposed on any holder of a permit under this chapter an annual privilege tax of one hundred dollars (\$100.00). At the time a new permit is issued, the permit holder shall be required to pay the privilege tax on a prorated basis for each month or portion thereof remaining until the next tax payment date. All permit holders shall remit the tax ~~between January 1st and~~ **by** February 1st of each year to the City of White House, Tennessee. Failure to pay the tax ~~on or~~ prior to February 1st shall result in immediate, temporary suspension of the holder's permit until further review by the beer board to consider imposition of civil penalties, revocation, suspension, or such other action permitted under this chapter. Upon timely payment of the tax each year, the City of White House will issue a renewal permit to the holder.

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

First Reading: June 20, 2024

Second Reading: July 18, 2024

John Corbitt, Mayor

ATTEST:

Derek Watson, City Recorder

PURCHASING....

June 11, 2024

MEMORANDUM

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

From: Derek Watson, Administrative Services Director

Re: HVAC Preventative Maintenance Agreement

In 2016, the City started contracting out preventative maintenance for all HVAC units at all city-owned facilities. This agreement includes inspecting the units quarterly as well as filter changes and coil cleaning.

Over the years, the City has went from executing this agreement annually to now having a 3-year term to allow time for technicians to learn where all HVAC units are located and the type of preventative maintenance needed for them.

In April, a committee was formed across several departments to review proposals from companies. A total of 4 companies submitted, but one was not scored since it did not provide some required documents. The remaining three companies that were evaluated were Universal Heating and Cooling, Lee Company, and Key Heating and Cooling. The top scoring company from the committee was Lee Company at 82.4% and annual price of \$35,752. The second highest scoring company was for Key Heating and Cooling at 74.4% with an annual price of \$27,900.

After consulting with members from the committee, it was decided to recommend Key Heating and Cooling for the agreement. One factor in this decision was the annual price being \$7,852 cheaper. Another reason in the decision was that Lee Company was the only company that has won this agreement since 2016 and some staff members have expressed concerns about their service. Overall, Lee Company has been great to work with, but with the lower annual cost, it was not justifiable to award them the contract with such a small percentage difference in scores.

Because of these reasons, I would like to recommend Key Heating and Cooling for the 3-year term agreement of HVAC preventative maintenance.

If you have any questions or concerns, please do not hesitate to contact me at 672-4350, option 4.



CITY OF WHITE HOUSE
EVALUATION SCORES
REQUEST FOR PROPOSALS
PREVENTATIVE MAINTENANCE OF HVAC UNITS

PROPOSAL				
	Total Available Points	Universal	Lee	Key
Complete response to all required standard forms.	25	13	22	19
Ability to meet service requirements	25	12	21	19
Precision and clarity of proposal	25	9	23	17
Costs pertaining to services provided in proposal	25	5	16	20
Total Score	100	39	82	75
	100%	39.00%	82.00%	75.00%

CONCLUSION				
	Total Available Points	Universal	Lee	Key
Overall qualifications and likelihood to succeed in your opinion	25	11	21	18
Total Score	25	11	21	18
	100%	44.0%	84.0%	72.0%

OVERALL				
	Total Available Points	Universal	Lee	Key
Total Score	125	50	103	93
	100%	40.0%	82.4%	74.4%
PRICE		\$24,000.00	\$35,752.00	\$27,900.00

COMMENTS

Universal Heating and Air: price does not include filters

Lee Company: Concern with them actually doing all the PM work due to not spending a lot of time with units, still complaints of them sitting in their vehicles. We do not use for repairs due to usually either misdiagnose or do not repair. Cost is higher. No cost for service calls. Liked proposal and their breakdown of location and equipment

Key Heating and Cooling: From experience point of view and confidence in ability to look out for our best interest, believe company will do us right. Price was competitive. Listed everything that will be done, and price does include filters. Good price for overall service.

Original



Key Heating & Cooling
2309 Industrial Ct.
Greenbrier, TN 37073

Phone: (615) 708-2722
billing@key-hvac.com
www.keyheatingcooling.com/

Trent Key

Bill to
City of White House
105-D College St
White House, TN 37188

Ship to
City of White House
105-D College St
White House, TN 37188

*contact - Randy Howeth
615-948-7138*

Quote #: q1150

Work Summary

Quarterly/Annual maintenance per specifications provided in Appendix B for all HVAC systems listed per Appendix A
Electronic Checklist will be provided per bid specification
Quarterly filter changes will included per unit specific filters for all systems
21 point air conditioning check/inspection
20 point gas furnace check/inspection
Thermostat cycle and test each system
Priority service with contract including 24/7 service
15% off parts and labor
10% off new equipment

Service contract includes

21-rooftop split systems for Community Center
2-Trane rooftop systems for Library including VAV terminal units
1-Samsung rooftop system for Library including terminal units
9-Climate Master heat pumps for Fire Station #2
1-Solaronics tube heater for Fire Station #1
6-systems for Fire Station #1
1-split system for Soccer Complex
4-split systems for City of White House Museum
1-PTAC for Jr Pro Tower
1-Westinghouse system for Quad Concessions
1-Trane furnace and Trane split system for Gym
13-Florida Heat pump system for Police Station
1-Raywell electric unit heater for Police Station
3-Warren electric in-duct heaters for Police Station
1-York X2 System for Public Works Building
1-Mitsubishi for Equipment Building
2-Dayton hanging furnaces for Waste Water Treatment Plant
1-Reznor hanging furnace for Public Works Building
1-Trane system for Waste Water Treatment Plant

Item	Description	Quantity	Price	Amount
HVAC Preventative Maintenance	City of White House HVAC Preventative Maintenance per bid #24-1114A	1	\$27,900.00	\$27,900.00

*Hourly rate - \$95 per hr.
Price verified*

Subtotal: \$27,900.00

ADDENDUM NO. 1

DATE: April 18th, 2024
TO: All Potential Bidders
FROM: Carol Sturm, Purchasing Specialist
SUBJECT: Addendum No. 1 – RFP HVAC Preventative Maintenance
PROPOSALS TO BE OPENED: **May 1, 2024, at 12:00 p.m. Central Time**

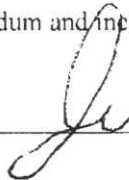
Changes/Clarifications to the Contract Documents & Specifications:

Question 1: Please verify if supplying and changing filters are to be included in price in the proposal

Response: Yes, filters are to be included in price.

Please sign this Addendum and include with your proposal.

Signed: _____



Date: 4/30/2024

APPENDIX A
City of White House
Request for Proposals
HVAC Maintenance/Repair

HVAC Listing

Department	Location	Manufacturer	Model Number	Model Year	Any other Information
Building Maintenance	Community Center- roof	Carrier	50LC0B08E3M6A1 R3C0	2021	Split System s/n 2921P00959
Building Maintenance	Community Center – roof	Carrier	50LC0B08E3M6A1R3C0	2021	Split System s/n 2921P00960
Building Maintenance	Community Center – roof	Carrier	50LCB14E3M6A1E3C0	2021	Split System s/n 3221P16029
Building Maintenance	Community Center- roof	Carrier	50LC0B14E3M6A1 E3C0	2021	Split System s/n2921P00961
Building Maintenance	Community Center- roof	Carrier	50LC0B09E3M6A1 E3C0	2021	Split System s/n 2921P00958
Building Maintenance	Community Center- roof	Carrier	50LC0B20E3M6A1	2021	Split System
Building Maintenance	Community Center- roof	Carrier	50LC0B12E3M6A1 B3C0	2021	Split System s/n 2921P00962
Building Maintenance	Community Center- roof	Carrier	50LC0B08E3M6A1 E3C0	2021	Split System s/n 3321P16245
Building Maintenance	Community Center- roof	Carrier	50LC0B14E2M6A1 E3C0	2021	Split System s/n 3321P16039
Building Maintenance	Community Center- roof	Carrier	50LC0B09E3M6A1 E3C0	2021	Split System
Building Maintenance	Community Center	Carrier	38MHRBQ24AA30	2021	Split System s/n 1321V16942

Building Maintenance	Community Center	Carrier	38MHRBQ12AA3	2021	Split System s/n 1321V16940
Building Maintenance	Community Center	Carrier	38MHRBQ24AA3	2021	Split System s/n 1321V17125
Building Maintenance	Community Center	Carrier	38MHRBQ12AA3	2021	s/n 1321V17094
Building Maintenance	Community Center	Carrier	38MGRQ48E-3	2021	s/n 0520V31549
Building Maintenance	Community Center	Carrier	38MHRBQ18AA3	2021	s/n 1321V17116
Building Maintenance	Community Center	Carrier	38MHRBQ18AA3	2021	s/n 1321V16949
Building Maintenance	Community Center	Carrier	38MHRBQ12AA3	2021	s/n 1321V16941
Building Maintenance	Community Center	Carrier	38MHRBQ12AA3	2021	s/n 1321V17123
Building Maintenance	Community Center	Carrier	38MARBQ36AA3	2021	s/n 1321V16935
Building Maintenance	Community Center	Carrier	38MARBQ12AA3	2021	s/n 1221V33856
Library	Roof	Trane	VPEF0600P**DD95FD2100L- WWE04015W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0800P**DD95FD2100L- WWE04015W-21	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0500P**DD95FD2100L- WWE02515W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0800Q**DD95FD2100L- WWJ07515W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0800Q**DD95FD2100L- WWJ06515W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0800Q**DD95FD2100L- WWJ06515W-021	2015	VAV FAN POWERED TERMINAL UNITS

Library	Roof	Trane	VPEF0800Q**DD95FD2100L-WWJ07015W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0600P**DD95FD2100L-WWE04515W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF0600P**DD95FD2100L-WWE03015W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VSEF088R**DD95FD2100L-WWJ09015W	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VSEF0800R**DD95FD2100L-WWJ09015W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VSEF1000S**DD95FD2100L-WWJ06515W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Trane	VPEF1000R**DD65FD2100L-WWJ10015W-021	2015	VAV FAN POWERED TERMINAL UNITS
Library	Roof	Samsung	UH105CAV		
Library	Roof	Trane	TCD330B40M6B2DD400D		s/n C14M07492
Library	Roof	Trane	TCD330B40M6B2ED4A00D		s/n C14M07491
				-	
Department	Location	Manufacturer	Model Number	Model Year	Any other Information
Fire	Station# 2 /HP 1	Climate Master	TTH060AHC40CRPS	2008	S/N L13169207
Fire	St. 2 /HP 2	Climate Master	TTH049AHC40CRPS	2008	S/N L14089421
Fire	St.2/HP 3	Climate Master	TTH038AHC40CLWS	2008	S/N L13986203
Fire	St.2/HP 4	Climate Master	TTH038AHG40CLPS	2008	S/N L13169199
Fire	St.2/ HP 5	Climate Master	TTH026AGC40CLPS	2008	S/N L14089342
Fire	St. 2/ HP 6	Climate Master	TTH026AGC40C1WS	2008	S/N L14089344
Fire	St. 2/ HP 7	Climate Master	TTH026AGC40CLPS	2008	S/N L1369169

Fire	St.2/ HP 8	Climate Master	TTH026AGC40CLPS	2008	S/N L14089343
Fire	St.2/ HP 9	Climate Master	TTV026AGC40CRRS	2008	S/N L13169403
Fire	St.1/ Bay	Solaronics	STG-130	2008	
	Fire Side				
Fire	Station# 1/ Bay	American Standard	AUC100C948BA	2005	S/N 5043SEC7G
Fire	St.1/ Outside Unit	Goodman	T651076	2019	
	EMS Side				
Fire	Station# 1/ Bay	American Standard	AUC100C948BA	Jan-05	S/N 6041PGS7G
Fire	St.1/ Outside Unit	Rheem	RAPL-030JEZ	Jun-08	S/N 7709M2308 11494
Fire	St.1/ Inside Bottom Unit	Rheem	RGPH-05EAUER	Jul-08	S/N FD5D302F400104366
Fire	St.1/ Inside Top Unit	Rheem	RCFL-HM3617AC	Jul-08	S/N M270818961
Parks and Rec	Soccer Complex	American Standard	ITWA3060B4000AA GAM2A0C60S515BA	2013	Split Unit
Parks and Rec	Chamber/Museum - Museum	Rheem	R801T075A17UHSNAS	2023	
Parks and Rec	Jr Pro Tower	Amana	PTH53650AXXXA	2014	PTAC Unit
Parks and Rec	Quad Concession	Westing House	DF65E-X36K072C	-	-
Parks and Rec	Chamber/Museum - Chamber	Mitsubishi	MUZ-GE15NA	2012	
Parks and Rec	Chamber/Museum- Museum	Trane	4XCC4048A1090AC	2022	223510859L
Parks and Rec	Chamber/Museum - Museum	Goodman	GPG1430060M41BA	-	1703175591
Parks and Rec	Gym	Trane	YCH360BELL2B1BE7A		Forced Air Furnace
Parks and Rec	Gym	Trane	TTA120D300AA		Split Unit
Police	above ceiling	Florida Heat Pump	EMO48-3HZ	2002	-

Police	Above ceiling	Florida Heat Pump	EMO31-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO36-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO36-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO60-3HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO31-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police	Above ceiling	Florida Heat Pump	EMO24-1HZ	2002	
Police		Raywell	F2F5105N	2002	5 KW Elect Unit Heater
Police		Warren	CBK	2002	7.5 KW Elect Duct heater
Police		Warren	CBK	2002	1 KW Elect Duct Heater
Police		Warren	CBK	2002	1 KW Elect Duct Heater
Public Service	Public Works Building	York X2	D6NZ024D05606NXA	2015	Serial#: W1L4200369
Public Service	Equipment Building	Mitsubishi	MXZ2B20NA	2015	Split System-
Public Service	WW Treatment Plant	Dayton	No tag		2 Fuel Trimer Gas Units
Public Service	Public Works Building	Renzor	4391		Gas Heater
Public Service	WW Treatment Plant	Trane	YSC090E3EMA0D00000	-	Serial#: 110710147L

Appendix B
City of White House
Request for Proposals
HVAC Maintenance/Repair

Preventative Maintenance List

- Check refrigerant levels and inspect for leaks
- Clean and straighten condenser coils to ensure proper air flow
- Check gas connections for leaks
- Tighten electrical connections, check Boards, check voltage and amps on motors
- Lubricate moving parts
- Check air filters
- Test thermostat to make sure it's cycling the system on and off properly

Please provide check off list electronically.

June 11, 2024

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Travis Garmon, Wastewater Director
Re: Sole-Source/Single-Source Vendor Authorization/Approval for Fiscal Year 2025

Please be advised that on this day (June 20th, 2024), the Wastewater Department is requesting that the Board of Mayor and Alderman approve and authorize the use of the below sole-source/single-source vendors for Fiscal Year 2025 (July 1st, 2024 – June 30th, 2025).

This list represents items used by the Wastewater Department that are only provided for by one vendor, or where only one vendor provides the most appropriate item for the City's use. For this reason, all items on this list are then exempted from the general purchasing guidelines regarding bidding requirements.

VENDOR	PRODUCTS/SERVICES
WASCON Inc.: E-One, Grundfos, Yeomans, Pioneer.	Source for E-One low-pressure grinder pumps/tanks/panels; for Grundfos, Yeomans, and Pioneer pumps, control panels, and parts/components; and for relevant lift-station and WWTP repairs and maintenance.
Southern Sales Company (Tencarva Machinery): Gorman-Rupp, Tsurumi, Sulzer, ABS, Evoqua, Vogelsang.	Source for Gorman-Rupp, Tsurumi, Sulzer, and ABS pumps, control panels, and parts/components; for relevant Evoqua components for the WWTP; and for relevant lift-station and WWTP repairs and maintenance.
Brann & Whittemore: Zoeller.	Source for Zoeller low-pressure grinder pumps/tanks panels; and for Zoeller lift-station pumps.
Air-Vac: Air-Vac, Busch.	Source for Air-Vac pneumatic valves/controller/rebreathers/tanks and specialty parts for vacuum sewer systems; for Busch vacuum sewer pumps; and for relevant lift-station repair and maintenance.
Eco-Tech: Ovivo, EIMCO, Baker.	Source for relevant Ovivo, EIMCO, and Baker parts/components of the WWTP; and for relevant WWTP repairs and maintenance.
Principle Environmental, Inc.: Trillium, WEMCO, WSP.	Source for relevant Trillium, WEMCO, and WSP parts/components of the WWTP; and for relevant WWTP repairs and maintenance.
WesTech Engineering: WesTech, Clean-Flo, Meva.	Source for relevant WesTech, Clean-Flo, and Meva parts/components of the WWTP; and for relevant WWTP repairs and maintenance.
TDH Co.: Xylem, ECORAY, WEDECO.	Source for relevant Xylem, ECORAY, and WEDECO parts/components of the WWTP; and for relevant WWTP repairs and maintenance.
LabtronX: LabtronX, Eastech.	Source for calibration and certification of monitoring and lab equipment for WWTP; and for Eastech flow-meters.
Trihedral, Inc.: VT-SCADA, Independent Controls.	Source for service and support for VT-SCADA monitoring software for WWTP; and for authorized support services through Independent Controls, Inc.
Source Technologies: Evergreen.	Source for operations, repairs, parts, & maintenance for Evergreen odor scrubbers at lift stations.

OTHER BUSINESS...

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Ceagus Clark, Planning and Codes Director
Re: Subdivision and Street Acceptance, Concord Springs Phase 2
Date: May 13, 2024

The White House Planning Commission on Monday May 13, 2024 recommended acceptance of the improvements in Concord Springs, phases 2. The plat for this phase has been recorded at the Robertson County Register of Deeds office. This phase will enter the 10% maintenance period for 1 year.

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.

TO: Board of Mayor and Alderman

FROM: Elizabeth Kozlowski

DATE: June 10, 2024

SUBJECT: Public Library Service Agreement

The Tennessee State Library and Archives Public Library Service Agreement outlines the responsibilities that the White House Public Library, the White House Library Board, and the City of White House must fulfill to the state in order to be part of the regional system. In addition, the form outlines the responsibilities that the regional library and state library will provide to the White House Public Library.

There are many benefits for signing this agreement, some of which include: State technological support on library equipment, free training on library subjects at the regional libraries, State collection development funding, and state grant opportunities. The White House Public Library relies heavily on these resources from the state to help make the staff and library the best it can be for the public.

In addition, the White House Library already has in place all the requirements in this agreement. As such, the Library Director recommends that the BMA approve the library board chair to enter into this agreement due to the many benefits the library receives.



Department of State
Tennessee State Library and Archives
1001 Rep. John Lewis Way N
Nashville, Tennessee 37219-1115
(615) 741-7996

PUBLIC LIBRARY SERVICE AGREEMENT

**Red River Region
Robertson County
FY2024-25**

Responsibilities of the following Public Library(ies):

White House Public Library

The Public Library Board of Trustees will:

1. Confirm and provide proof (upon request) that the library has been legally established in accordance with Tennessee Code Annotated 10-3-101.
2. Furnish annual documents for participation in the Tennessee State Library and Archives Regional System, including:
 - The Public Library Maintenance of Effort Agreement
 - The Public Library Service Agreement
 - The Official Public Library Service Area Population Agreement
 - Official Library Board Appointment form
 - The Public Library Statistics Survey (Data Collection)
 - Tennessee Non-Metropolitan Public Library Standards Survey
 - Board of Trustees minutes and other reports made to the County or City governing body
 - A Long-Range Plan for Library Services and Technology
 - Bylaws and Policy Manual
3. Support the allocation of locally appropriated public funds at a level not less than the amount appropriated in the last fiscal year, as well as the expenditure of locally appropriated funds at a level not less than the total amount expended in the last fiscal year. This is referred to as "Maintenance of Effort" (MOE) in various documents and also applies to library operating hours as detailed in item 5 of this document. (T.C.A. 10-3-102)
4. Ensure compliance with the Public Library Maintenance of Effort agreement and this Public Library Service Agreement.
5. Maintain a schedule of service hours that best meets the needs of the residents and

that will not fall below the level set in the preceding year. (T.C.A. 10-3-102) Note: Unduplicated branch hours are included in the service hours provided system-wide.

6. Follow all local, state and federal laws and regulations, including display, provision and transmission of the mail-in or online Application for Voter Registration within the library facilities. (See National Voter Registration Act of 1993)
7. Provide basic library services free to the inhabitants of the city or county. Extend the privileges and facilities of the library to persons residing outside the County or City upon such terms as the County or City may deem proper. (T.C.A. 10-3-107)
8. Adopt written bylaws and library usage policies. Bylaws must be reviewed every 3 years. With the exception of those policies listed below, usage policies must be reviewed at least every other year and filed with the region as revised and dated. The list of recommended policies can be found in the Standards for Public Libraries (*Tennessee Standards for Public Libraries 2018: Governance 3-8*). The following policies are essential for every library and must be reviewed and approved by the board annually:

- Collection Development Policy (Includes Reconsideration of Materials Policy)
- Internet Safety Policy (Recognizes the Children's Internet Protection Act – CIPA)

See Attached Collection Development and Internet Safety Policy Minimum Requirements, which are a part of this agreement.

9. For all applicable meetings, including committee meetings, follow Open Meetings Law, including adequate public notices (T.C.A. 8-44-103 & 112), a period for public comment (Public Chapter 300, 2023), and minutes properly recorded and distributed (T.C.A. 8-44-104).
10. Include Regional Director, or regional designee, in all board meetings as a non-voting participant, and provide information related to the meetings to Regional Director, or regional designee, in a timely manner. Such information should include official acts of the board and other pertinent information related to the library.
11. Participate in trustee continuing education and training provided by the Regional Library and the Tennessee State Library and Archives, including Trustee Workshops and the Tennessee Trustee Certification Program.
12. Require library staff to participate in a minimum number of hours of annual training and to report the number of hours of annual training. Training may include a combination of in-person and online training.
 - a. Administrative staff: Library directors and administration will receive a

minimum of 25 hours of library-related training annually, of which at least 20 hours must be regionally or state-sponsored.

- b. Paid staff working 20 hours or more: Staff working 20 hours or more per week will receive a minimum of 10 hours of library-related training annually, of which at least 5 hours must be regionally or state-sponsored.
- c. Paid staff working less than 20 hours per week will receive a minimum of 5 hours of library-related training annually, of which at least 2 hours must be regionally or state-sponsored.

13. Provide complete and correct MARC records compatible with the statewide catalog database (ShareIT), which facilitates the statewide interlibrary loan program.

The following resources, available upon request, will be helpful to public libraries in meeting these responsibilities:

- Tennessee Code Annotated, Title 10
- Tennessee Standards for Public Libraries, 2018

Responsibilities of the State Library and Its Regional Libraries

Subject to availability of resources, the State will:

1. Assist County and City officials and library boards in developing a unified system of public library service for all residents of a county or city.
2. Provide professional library consultant services to local public library boards and staff, which may include:
 - Planning and Development
 - Personnel Management
 - Policy Development
 - Recruitment and Hiring of Library Directors
 - Collection Management
 - Grant Preparation Guidance
 - Automation Guidance
 - Facilities Management and Construction Guidance
3. Upon request, furnish technical and technology assistance to local public library boards and staff, which may include:
 - Materials Acquisitions
 - Original Cataloging
 - Data Collection and Analysis
 - Computer Hardware/Software Problem Resolutions
 - Shared ILS Problem Resolutions

4. Allocate and monitor State funds for a collection of library materials on indefinite loan.
5. Facilitate access to R.E.A.D.S. (Regional eBook and Audiobook Download System) or other digital resources provided by the regional library system.
6. Provide an annual summer reading program workshop and selected library participant materials for promotion and implementation.
7. Purchase and maintain a collection of print and online professional materials to support the improvement of library and management skills of local public library boards and staff.
8. Supply statistical information and data concerning the operation and use of the library.
9. Offer training specific to public library trustees, including the annual Tennessee Trustee Workshops and the Tennessee Trustee Certification program.
10. Offer a minimum of 30 hours of workshops and training for library boards and staff. Training may include in-services, workshops, roundtables, or online training.

If you wish to participate in the Regional Library System this year (July 1, 2024 through June 30, 2025), please acknowledge and agree to the Library Service Agreement as soon as possible.

_____ We acknowledge that our Collection Development and Internet Safety Policies meet the minimum requirements outlined in this document, and we have reviewed these policies within the last 12 months.

Date

Signature, Chair, White House Public Library Board

Print Name

Date

Bessie Davis, Director of Regional Libraries

References:

*Tennessee Code Annotated, Title 10 Tennessee
Standards for Public Libraries, 2018*

Revised form: 01/04/2024

Tennessee Regional Library System

Collection Development and Internet Safety Policy Minimum Requirements

Local libraries must ultimately make the decision on what materials to purchase. The Tennessee Regional Library System, however, recognizes that state and federal funds are often used by the local libraries to purchase materials, either directly or through the Regional Library System, and this guidance is intended to ensure that no state and federal funds are used to purchase books and materials that are harmful to minors. To be eligible to receive funding from the Tennessee Regional Library System, public libraries in the Regional Library System must include certain requirements in their Collection Development Policies and Internet Safety Policies, as discussed below.

Collection Development Policy: Every library participating in the Tennessee Regional Library System must have a Collection Development Policy that reflects the following:

1. All materials are selected by the local public library in accordance with the individual public library's full Collection Development Policy;
2. The public library's Collection Development Policy is approved by the public library's Board of Trustees (or equivalent governing body) at least annually;
3. The public library director is aware of all books selected for purchase by the individual public library, through the Regional Library System or otherwise, and the library director will share a list or lists of newly purchased materials with the public library's Board of Trustees (or equivalent governing body). While the public library director may delegate the selection and purchasing of materials to other library staff, the intention behind this requirement is to underscore that the ultimate responsibility for selecting and purchasing materials resides with the library director;
4. No funds received are used to purchase, nor will the library otherwise acquire, material that constitutes "child pornography," is "harmful to minors," or is "obscene;"
5. Books and materials that contain sexual themes or content are reviewed by the public library independently for age-appropriateness and cataloged accordingly – even if this overrides the age-appropriateness recommended by the publisher;
6. The library has a written, publicly accessible library materials challenge policy that (a) defines which parties may dispute or challenge the library's age-appropriate designation on materials, with such definition, at a minimum, including but not limited to, a parent or guardian of a minor within the library district, (b) defines the process by which a materials challenge can be initiated, and (c) provides for the results of any such dispute or challenge to be disclosed in the public library's official Board of Trustee minutes.

Internet Safety Policy: Every library taking part in the Tennessee Regional Library System must have an Internet Safety Policy that reflects the following:

1. The policy must include an acknowledgment that the public library is aware of, and adheres to, the Children's Internet Protection Act (CIPA), <https://www.fcc.gov/consumers/guides/childrens-internet-protection-act>, which in part states:

Libraries subject to CIPA are required to adopt and implement an Internet safety policy addressing:

- a. Access by minors to inappropriate matter on the Internet;
 - b. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
 - c. Unauthorized access, including so-called "hacking," and other unlawful activities by minors online;
 - d. Unauthorized disclosure, use, and dissemination of personal information regarding minors; and
 - e. Measures restricting minors' access to materials harmful to them.
2. Annually, the public library's Board of Trustees must meet to discuss the library's Internet Safety Policy in an open-to-the-public Board Meeting and document the approval of the policy in the minutes of such meeting. (This is required to maintain CIPA compliance).
 3. The public library's Board of Trustees must review compliance with CIPA annually and must specifically acknowledge compliance under one of the following methods:

Method of compliance (Please Select One):

1. _____ Filtering software is in use for all PCs in the library, and an Internet Usage Policy is in place, which establishes measures to restrict minors from gaining access to material that is pornographic to minors, as determined by community standards.
2. _____ The Library is not supported with federal funding.
3. _____ The Library does not offer Internet Access.

June 11, 2024

MEMORANDUM

To: Board of Mayor and Aldermen
From: Derek Watson, City Recorder
Re: Board Appointments

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

Appointments

Planning Commission – 3 Year Terms

1. Doreen Brown – Replacing Addam McCormick – June 2027

Board of Zoning Appeals – 3 Year Terms

1. John Wilkinson – June 2027

Leisure Services Board – 3 Year Terms

1. Mark Smith – June 2027

Beer Board – 2 Year Terms

1. Scott Smith – June 2026

Industrial Development Board – 6 Year Terms

1. Ken Duley – June 2030
2. John Wilson – Replacing John Mechler – June 2030

DISCUSSION ITEMS...

OTHER INFORMATION....