



City Administrator Report: November 2024

Administrative & Legislative Services Department
November 2024

Administration

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

- November 12:
 - Department Head Staff Meeting
 - White House Special Census Meeting
 - Planning Commission
- November 13:
 - White House Recreation Center Meeting
 - Middle Tennessee TCMA Luncheon
- November 14:
 - State of the County and Schools
 - Mayor Update Meeting
 - Leisure Services Board Recreation Walk through and Special Called Meeting
 - Public Services and Wastewater Awards Banquet
 - Library Board Meeting
- November 18:
 - Christmas on Main and Parade Meeting
- November 19:
 - Goodwill Groundbreaking
- November 20:
 - Publix Grand Opening
 - GNRC Transportation Policy Board
- November 21:
 - Sumner County Joint Economic Development Meeting
 - Community Development and Infrastructure Committee Meeting
 - Board of Mayor and Alderman Meeting
- November 25:
 - Department Head Staff Meeting
 - White House Special Census Meeting
- November 26:
 - Power Hour- White House Chamber of Commerce

**Administrative & Legislative Services Department
November 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 2024-2025.

Budget	Budgeted Amount	Expended/ Encumbered*	% Over (↑) or Under (↓) (Anticipated expenditures by this point in the year)
General Fund	\$31,329,803	\$13,540,169	↑1.52
Economic Development	\$166,500	\$17,210	↓31.35
State Street Aid	\$540,000	-	↓41.39
Parks Sales Tax	\$826,000	\$473,984	↑15.69
Solid Waste	\$1,715,444	\$1,241,494	↑30.68
Parks Impact Fees	\$304,544	\$65,563	↓20.16
Police Impact Fees	\$125,000	\$110,802	↑46.95
Fire Impact Fees	\$115,000	\$79,907	↑27.79
Road Impact Fees	\$0	-	0.00
Police Drug Fund	\$4,000	\$790	↓21.91
Debt Services	\$3,899,000	\$627,606	↓25.59
Wastewater	\$11,268,670	\$5,693,017	↑8.83
Dental Care	\$108,000	\$24,972	↓18.56
Stormwater Fund	\$1,506,160	\$501,105	↓8.41
Cemetery Fund	\$62,150	\$22,141	↓6.06

*Expended/Encumbered amounts reflect charges from July 1, 2024 – June 30, 2025.

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 2025	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019	FY 2018
July	351	341	313	325	261	269	346	362
August	156	161	166	132	128	106	151	166
September	148	108	104	98	106	98	126	119
October	176	145	98	98	79	97	91	147
November	130	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		49	35	52	47	45	50	52
Total	961	1,722	1,517	1,506	1,355	1,199	1,595	1,813

Purchase Orders by Dollars	Nov 2024	FY 2025	FY 2024	FY 2023	Total for FY25	Total for FY24	Total for FY23
Purchase Orders \$0-\$9,999	124	903	1,654	1,448	\$1,184,842.34	\$1,922,492.41	\$1,645,212.29
Purchase Orders \$10,000-\$24,999	4	23	28	32	\$300,579.11	\$471,516.05	\$421,438.69
Purchase Orders over \$25,000	2	35	40	37	\$7,077,341.93	\$14,573,250.85	\$39,313,456.65
Total	130	961	1,722	1,517	\$8,562,763.38	\$16,967,259.31	\$41,380,107.63

**Administrative & Legislative Services Department
November 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.

	2024-2025 Update Requests	2023-2024 Update Requests	2022-2023 Update Requests	2021-2022 Update Requests	2020-2021 Update Requests	2024-2025 Page Visits	2023-2024 Page Visits	2022-2023 Page Visits	2021-2022 Page Visits	2020-2021 Page Visits
July	36	51	52	54	15	45,557	34,294	31,946	32,401	11,536
Aug.	42	44	63	66	20	38,639	38,060	31,340	25,635	9,145
Sept.	33	48	65	48	17	36,360	31,899	27,594	24,833	8,335
Oct.	44	55	47	52	10	37,416	33,673	29,829	23,816	8,390
Nov.	36	42	54	63	174	33,502	30,149	30,449	23,022	7,587
Dec.		38	32	39	13		30,202	27,768	22,904	17,483
Jan.		46	53	56	108		32,467	31,686	26,942	17,123
Feb.		58	47	52	135		35,251	28,043	23,253	19,796
Mar.		43	62	57	39		35,610	30,614	30,026	22,930
April		50	72	68	101		44,802	31,817	31,127	20,881
May		41	51	54	38		41,768	35,606	31,335	23,514
June		32	42	674	214		44,887	23,919	34,600	30,909
Total	191	548	640	609	884	191,474	433,065	360,611	329,885	197,629

“City of White House, TN” Mobile App

	FY 25 New Downloads	FY 24 New Downloads	FY 23 New Downloads	FY22 New Downloads
July	3	9	8	8
Aug.	14	4	13	9
Sept.	12	4	9	13
Oct.	8	2	11	6
Nov.	13	4	11	6
Dec.		3	10	10
Jan.		3	18	18
Feb.		1	10	9
Mar.		4	9	14
April		4	11	11
May		6	3	10
June		5	1	10
Total	50	49	114	124

	FY25 # of Requ ests	FY24 # of Requ ests	FY23 # of Reques ts	FY2 2 # of Reque sts
July	56	55	50	38
Aug.	60	46	43	54
Sept.	46	52	40	46
Oct.	34	40	45	64
Nov.	46	38	53	19
Dec.		34	70	42
Jan.		61	61	41
Feb.		82	20	41
March		66	41	38
April		61	68	26
May		81	50	39
June		66	47	47
FY Total	242	682	588	495

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

**Administrative & Legislative Services Department
November 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	6(\$90)	8(\$900)
July	1(\$15)	1(\$150)
August	0(\$0)	0(\$0)
September	0(\$0)	0(\$0)
October	0(\$0)	0(\$0)
November	0(\$0)	0(\$0)
December		
Total	36(\$540)	37(\$4,860)

Building Maintenance Projects

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

	2024-2025 Work Order Requests	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
July	15	18	14	19	11	10	22
August	11	23	23	8	27	10	26
September	15	13	21	12	9	13	19
October	16	13	13	10	6	7	14
November	15	13	12	23	16	7	18
December		8	8	17	19	3	8
January		14	11	6	11	16	14
February		7	10	8	16	18	7
March		7	16	14	12	11	7
April		10	6	13	17	2	12
May		17	34	20	25	11	6
June		15	19	14	31	10	9
Total	72	158	187	164	200	98	162

**Finance Department
November 2024**

Finance Section

During November the Finance Office continued working on the FYE 6/30/2024 audit tasks and began processing property tax payments and tax relief applications for tax year 2024. Members of the Finance Office also participated in the following events during the month:

November 6-7: Annual Comptroller CMFO CPE training

November 14: Assistant Finance Director passed CMFO “Fund Financial Reporting” exams

November 18: Utility billing process meeting with multiple City departments

November 19: Finance staff meeting

Performance Measures

* = *Data Not Currently Available*

Property Tax Relief Applications	Nov 2024	FY 2025 Total	FY 2025 Est.	FY 2024 Total	FY 2023 Total	FY 2022 Total
New Parcels (#)	3	3	35	48	27	29
Existing Parcels (#)	39	39	159	115	101	99
Total Parcels (#)	42	42	194	163	128	128
State Relief Credits (\$)	9,081	9,081	30,869	26,510	23,860	20,844
City Relief Credits (\$)	8,096	8,096	27,451	22,984	16,536	10,155
Combined Relief Credits (\$)	17,177	17,177	58,320	49,494	40,396	30,999

Business License Activity	Nov 2024	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total
Opened	3	28	91	95	92	76
Closed (notified by business)	0	2	11	9	7	6

Accounts Payable	Nov 2024	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total
Total # of Invoices Processed	497	2295	5657	4455	4254	4079

**Finance Department
November 2024**

Finance Office Calls / Emails	Nov 2024	FY 2025 Total	Oct 2024	Sept 2024	Aug 2024	July 2024
Total Calls	866	5,141	1,100	1,063	963	1,149
Calls per day	62	62	62	67	57	64
Total Emails Sent/Received	3,018	17,711	3,504	3,425	3,907	3,857
Emails per day	216	214	195	215	230	215

Finance Cashiering Transactions (#)	Nov 2024	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total
In-Person	383	1,711	7,459	6,369	7,747	8,138
Drop Box / Mail	1,097	4,848	13,986	15,138	16,804	18,328
Online	2,810	14,894	32,727	28,084	27,460	28,548
Deposit Batches Prepared	107	824	2,684	2,594	2,326	2,082

Utility Billing	Nov 2024	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2022 Total	FY 2021 Total
New Build Applications (#)	50	211	588	307	284	357
Move In Applications (#)	139	615	1071	926	977	737
Total Applications (#)	189	826	1659	1233	1261	1094
Electronic new customer signups (#)	78	430	796	476	410	300
Electronic new customer signups (%)	41%	52%	48%	39%	33%	27%
Move Outs (#)	83	515	342	831	898	743
Addl. Trash/Recycle Req. Accts. (#)	1	10	*	*	*	*
New Build Account Activations (#)	75	336	*	*	*	*
Accounts Billed (#)	6,140	30,192	*	*	*	*
Disconnect Warning Calls / Emails (#)	126	1,023	*	*	*	*
Disconnect Warning Letters (#)	117	460	*	*	*	*
Non-Active / Delinquent Disconnects (#)	22	125	*	*	*	*
Delinquent Accts. Ref. to Collections (#)	0	21	*	*	*	*
Delinquent Accts. Ref. to Collections (\$)	\$0	\$5,861	*	*	*	*
Successful Delinquent Collections (\$)	\$215	\$1,258	*	*	*	*
Processed Account Adjustments (#)	26	153	*	*	*	*
Denied Account Adjustments (#)	3	15	*	*	*	*
Auto Draft Pre-Notes (#)	47	210	*	*	*	*
Returned Payments (#)	2	17	*	*	*	*

**Finance Department
November 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	13,958,712	4,187,614	20,463,939	147%
Economic Development Fund	171,200	51,360	264,110	154%
State Street Aid Fund	486,251	145,875	522,835	108%
Parks Sales Tax Fund	736,600	220,980	218,128	30%
Sanitation Fund	1,682,500	504,750	1,124,293	67%
Parks Impact Fees Fund	474,510	142,353	547,051	115%
Police Impact Fees Fund	375,540	112,662	1,486,978	396%
Fire Impact Fees Fund	247,620	74,286	948,609	383%
Roads Impact Fees Fund	485,130	145,539	1,221,153	252%
Police Drug Fund	8,400	2,520	51,870	618%
Debt Service Fund	3,955,000	1,186,500	1,741,937	44%
Wastewater Fund	6,663,400	1,999,020	7,961,473	119%
Dental Care Fund	98,040	29,412	190,571	194%
Stormwater Fund	1,145,800	343,740	1,115,060	97%
Cemetery Fund	63,660	19,098	280,782	441%

*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 2024-2025.

Operating Fund	Budgeted Operating Revenues (\$)	YTD Realized* (\$)	% Over (↑) or Under (↓) (Anticipated revenues realized by this point in the year)
General Fund	13,958,712	3,388,667	↓ 17.39%
Economic Development Fund	171,200	38,174	↓ 19.37%
State Street Aid Fund	486,251	209,510	↑ 1.42%
Parks Sales Tax Fund	736,600	510,230	↑ 27.60%
Solid Waste Fund	1,682,500	874,566	↑ 10.31%
Parks Impact Fees Fund	474,510	179,162	↓ 3.91%
Police Impact Fees Fund	375,540	203,108	↑ 12.42%
Fire Impact Fees Fund	247,620	133,959	↑ 12.43%
Roads Impact Fees Fund	485,130	328,507	↑ 26.05%
Police Drug Fund	8,400	7,663	↑ 49.56%
Debt Services Fund	3,955,000	1,222,911	↓ 10.75%
Wastewater Fund	6,663,400	3,821,995	↑ 15.69%
Dental Care Fund	98,040	41,509	↑ 0.67%
Stormwater Fund	1,145,800	640,175	↑ 14.20%
Cemetery Fund	63,660	17,039	↓ 14.90%

*Realized amounts reflect revenues realized from July 1, 2024—November 30, 2024

**Human Resources Department
November 2024**

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

November 06: Chamber of Commerce Board Meeting

November 12: Board and Volunteer Reception

November 13: Middle Tennessee TCMA Luncheon

November 14: Leisure Services Board - Walk Through of Recreation Building & Study Session
Library Board Meeting

November 19: Chamber of Commerce Groundbreaking Ceremony - Goodwill

November 20: Chamber of Commerce Get a Life Event - White House High School

November 21: Ribbon Cutting for Fitness 1440 Expansion
Board of Mayor and Alderman Meeting

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

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
July	1	0	0	0
August	0	1	1	0
September	1	0	1	0
October	0	1	2	1
November	0	0	1	0
December		0	0	0

Three-year average: 5.67

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
January		1	1	0
February		0	0	1
March		1	0	0
April		1	0	0
May		1	0	1
June		1	0	1
Total	2	7	6	4

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

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
July	1	0	0	1
August	0	0	1	1
September	1	0	0	1
October	1	0	1	1
November	0	0	1	3
December		0	0	0

Three-year average: 4.33

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
January		0	0	0
February		0	0	0
March		0	1	0
April		1	1	0
May		0	0	0
June		0	0	0
Total	3	1	5	7

**Human Resources Department
November 2024**

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

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
July	1	2	1	1
August	3	3	1	1
September	1	1	1	2
October	0	0	1	0
November	1	1	2	0
December		1	1	1

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

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
January		2	0	4
February		2	0	2
March		0	2	3
April		2	0	2
May		1	0	2
June		2	1	1
Total	6	17	10	19
Percentage	4.72%	13.39%	8.40%	16.52%

Three-year average: 12.77%

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

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
July	0	0	0	0
August	0	1 (T)	0	0
September	0	0	0	0
October	0	0	1 (S)	0
November	0	1 (T)	0	0
December		0	0	0

Three-year average: 1.333

	FYE 2025	FYE 2024	FYE 2023	FYE 2022
January		0	0	1 (T)
February		0	0	0
March		0	1 (T)	0
April		0	0	0
May		0	0	0
June		0	0	0
Total	0	2	1	1

Police Department
November 2024

Meetings/Civic Organizations

- ***Chief Brady attended the following meetings in November:*** Department Head Staff Meeting (Nov. 12 & Nov. 25), Fifth Third Bank Introduction Meeting (Nov. 12), Planning & Codes Meeting (Nov. 12), Christmas on Main & Parade (Nov. 18), Sumner County Drug Task Force Meeting (Nov. 20), Community Christian School Breakfast “Thankful Thursday” (Nov. 21), Command Staff Meeting (Nov.21) and Board of Mayor & Alderman Meeting.
- **Police Department Administration Performance Measurements**
Achieve our 5th re-accreditation from the Tennessee Law Enforcement Accreditation program by December 2026.
Achieve our 5th re-accreditation award 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 is working on finishing up 2024 year with all the proofs.
She will also be attending the next LEACT meeting in December.

1.

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

Month	Admin Training Hours	Patrol Training Hours	Support Services Training Hours	Total Training Hours
January	0	460	0	460
February	0	300	24	324
March	20	500	38	558
April	0	208	40	248
May	0	242	0	242
June	0	320	0	320
July	0	296	0	296
August	0	224	34	258
September	0	120	0	120
October	0	60	24	84
November	0	48	32	80
Total	20	2,778	192	2,990

Patrol Division Performance Measurements

1. ***Maintain or reduce the number of patrol shifts staffed by only three officers at the two-year average of 382 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	November 2024	FY 2024-25
Three (3) Officers per Shift	24	88
Four (4) Officers per Shift	36	197

2. ***Acquire and place into service four Police Patrol Vehicles.*** Our Four new vehicles ordered from Lonnie Cobb Ford in the FY24 have been received and on the road. The CID Explorer was received in October. CID is using it but it still needs to be equipped. The Community Relations Truck has been ordered from Lonnie Cobb. No timeframe on when we will receive it.

Police Department
November 2024

3. **Conduct two underage alcohol compliance checks during the Fiscal Year 2024-2025.**
Fall Compliance Checks were completed. Two business failed. Neal's Pour House and White House Market.
4. **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	November 2024	Per 1,000 Pop.	Total 2024	Per 1,000 Pop.
Serious Crime Reported				
Crimes Against Persons	15	1	151	10
Crimes Against Property	26	2	217	15
Crimes Against Society	7	<1	154	11
Total	48	3	521	36
Arrests	47		583	

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

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.**

	November 2024	TOTAL 2024
Traffic Crashes Reported	58	432
Enforce Traffic Laws:		
Written Citations	89	636
Written Warnings	54	396
Verbal Warnings	292	3,185

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				
2024	COLLISIONS	INJURIES	MONTHLY RATIO	YEAR TO DATE
November	58	12 YTD 59	21%	14% YTD 432

Staffing:

- Ofc. Jimmy Stubblefield started on November 12th.
- Ofc. Dalaino Walker starts on December 16th.
- We have a testing for one applicant scheduled for December 15th.
- We are continuing to accept applications.
- Currently, we have two open positions. January 1st, we gain another position.

Sumner County Emergency Response Team:

November 2024 ERT Activity

Training:

Police Department
November 2024

- **13-14 Nov 2024** – Several ERT members attended a pistol red dot instructor class held at the Gallatin Training Center. The class was taught by Safariland.
- **13 Nov 2024** – ERT held training at the Gallatin Training Center. ERT members conducted training on room entry and hallway movement.
- **14 Nov 2024** – ERT conducted live fire training at the Portland PD range. The training consisted of both handgun and rifle marksmanship drills.
- **15 Nov 2024** – ERT conducted CQB training at the courthouse on the Square in downtown Gallatin. ERT members conducted training in room clearing, hallways/stairwells, and scenario-based force-on-force training.

Operations:

- **14 Nov 2024** – ERT responded to a barricaded suspect/hostage situation in Portland. The hostage managed to escape out a window just prior to ERT arriving on scene. The incident resulted in a 4-hour standoff. ERT eventually made entry and took the suspect into custody without incident. The ATF conducted a follow-on investigation and removed 117 items from the suspect's home which included firearms and a 3D printer.
- **22 Nov 2024** – ERT executed a high-risk narcotics search warrant in Portland for the 18th Judicial Drug Task Force. Investigators recovered a firearm, 1lb of meth, fentanyl, cocaine, and shrooms from the suspect.
- **22 Nov 2024** – ERT executed a high-risk narcotics search warrant in Gallatin for Gallatin CID. Investigators recovered 3 firearms, powder cocaine, crack cocaine, and drug paraphernalia from the suspects. The suspects were all gang members and had been connected to recent shootings in Metro Nashville and Gallatin.

K-9 – Zeus

- Sgt. Brandon Waller & Zeus completed 8 hours of narcotics training and 8 hours of patrol training in November.

Support Services Performance Measurements

Communications Section

	November	Total 2024
Calls for Service	983	10,404
Alarm Calls	40	417

Request for Reports

	November	FY 2024-25
Requests for Reports	11	47
Amount taken in	\$10.05	\$35.50
Tow Bills	\$0.00	\$0.00
Emailed at no charge	39	103
Storage Fees	\$0.00	\$0.00

Tennessee Highway Safety Office (THSO):

- Nothing to report currently.

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. started for White House Intermediate School. Due to their teaching constraints and time, Sgt. Enck only taught 4 classes. There will not be D.A.R.E. graduation. **Complete.**
- ***Plan and coordinate Public Safety Awareness Day as an annual event.*** Discover White House/Safety Day was October 5th. **Complete.**
- ***Participate in joint community events monthly to promote the department's crime prevention efforts and community relations programs.***
- Nov 20th Wheels in Motion HB Williams and Heritage Elementary
- Nov 18-20, White House Police Department hosted a Tennessee Highway Safety Office SFST DUI Class. We had to Officers attend.

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

- Nothing to report.

Upcoming Events:

- 12/7 – Christmas Parade
- 12/14 – Shop with a Cop

2024 Participation in Joint Community Events		
	<u>October</u>	<u>Year to Date</u>
Community Activities	3	64

Fire Department
November 2024



Summary of Month's Activities

Fire Operations

We are currently transitioning from one reporting program to another. The process has proven more involved than original planned. We were unable to pull some data in time for the BMA. The Department responded to approximately 200 requests for service during the month. Of those calls, 2 were structure fires with minimal damage, and a vehicle wreck where extrication was needed.

Department Event

- November 2nd – First Retiree breakfast
- November 4th – Annual pump testing
- November 21st – Thankful Thursday at CCS

Fire Administration

- November 7th – Quarterly Fire Chief Luncheon
- November 12th – Monthly Officer meeting
- November 18th – Christmas on Main meeting
- November 19th – ProAmpac Luncheon and safety meeting

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 (Unable to update)

Fires	16
Rescue & Emergency Services	507
Hazardous Conditions (No Fire)	18
Service Calls	52
Good Intent Call	56
False Alarms & False Call	83
Calls for The Month	188
Total Responses FY to Date	739

Response by Station (Unable to update)

	Month	FY to Date	%
Station #1 (City Park)	116	445	60.21%
Station #2 (Business Park Dr)	71	288	38.97%
Administration	1	2	.27%

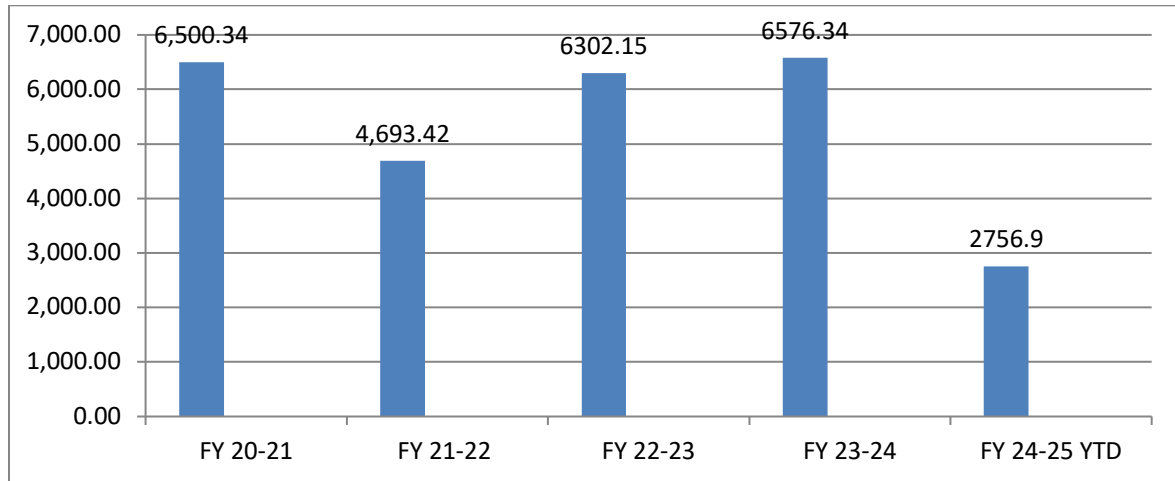
Response by County

	Month	FY to Date
Sumner County	61	285
Robertson County	130	465
Other	0	0

Fire Department November 2024

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	441.4	2756.9

Training breakdown for ISO and NFPA*

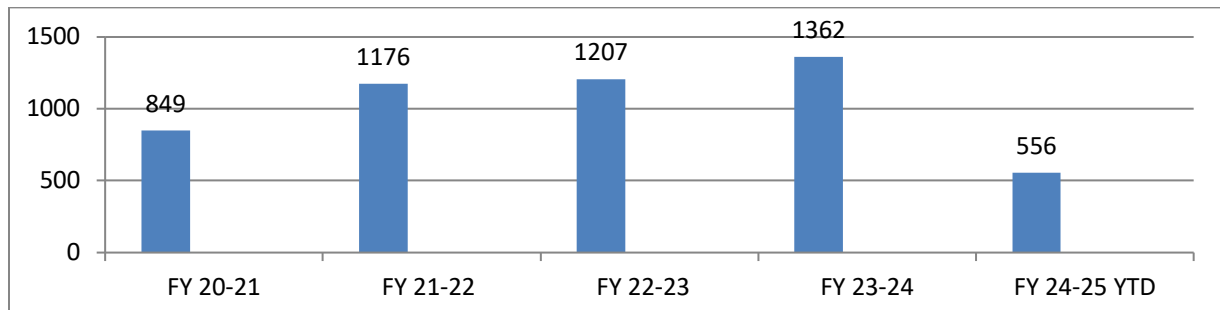
	Fire Officer	Company	Facilities	NFPA	Non-ISO
Month	26.5	257	0	22.4	123.5
Total for FY	109.25	1352.1	158.5	557.11	534.43

*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.

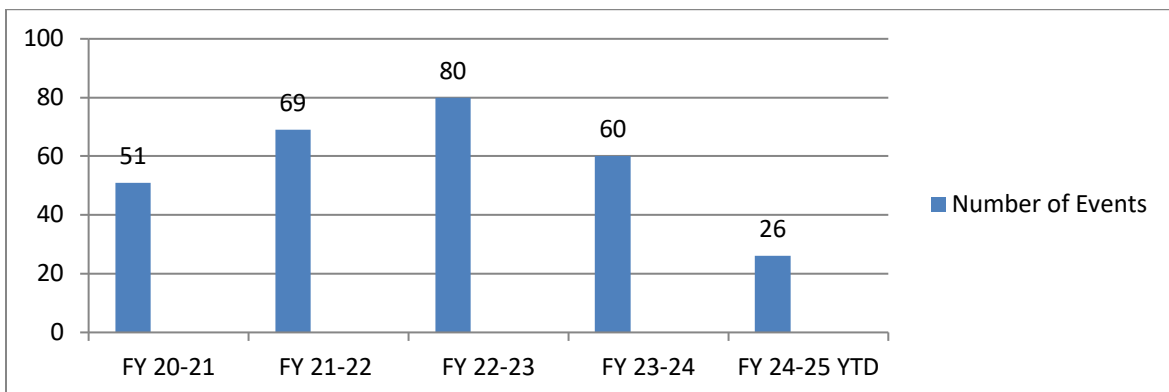
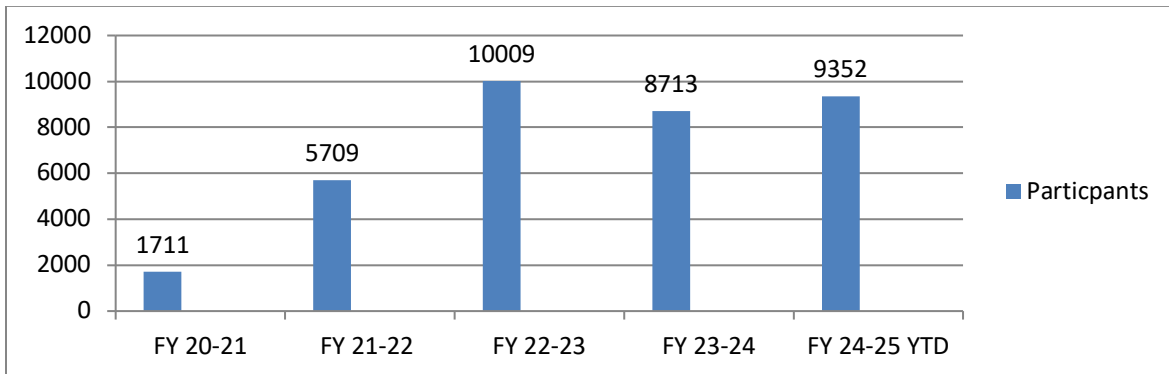


**Fire Department
November 2024**

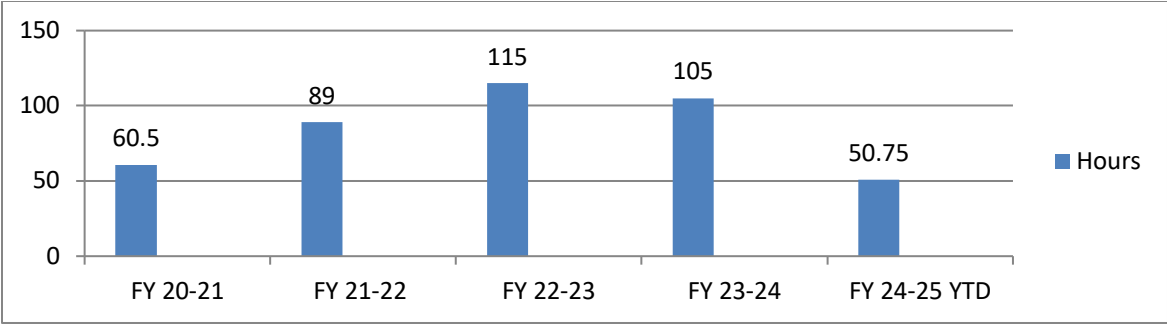
	Month	FYTD
November Fire Inspection	103	556
Re-Inspection	9	52
Code Violation Complaints	0	3
Violations Cleared	4	40
Annual Inspection	6	42
Knox Box	11	33
Fire Alarms	10	47
Measure Fire Hydrant	0	1
Plans Review	6	24
Pre-C/O	0	12
Pre-incident Survey	12	59
Sprinkler Final	0	10
Final/Occupancy	2	29

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
November 2024**

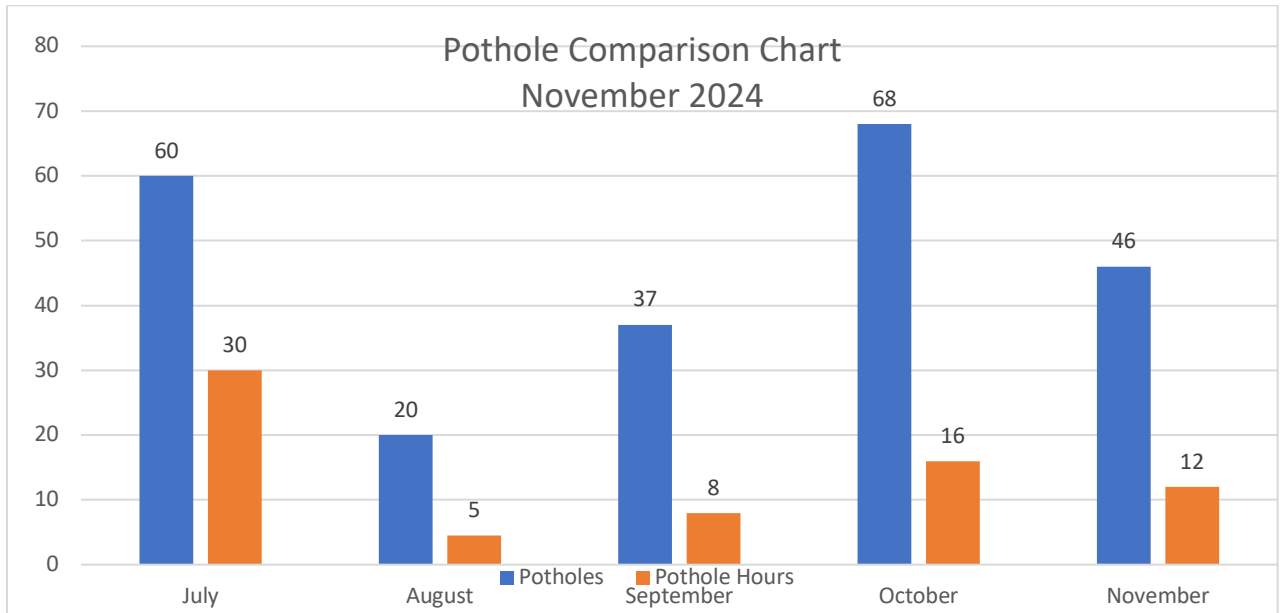


	Month	FYTD
Participants	50	9352
Number of Events	1	26
Education Hrs.	1	50.75

Social Media Statistics for the Month

Post Reach	710
Post Engagement	97
New Page Followers	23

Public Services Department
Public Works
November 2024



Location of Pothole Repairs

Street Address	Date Resolved
Calista Road	11-12-24
Covington Bend Road	11-12-24
Patana Road	11-12-24
Marlin Road	11-25-24
Louise Drive	11-25-24
Reidway Drive	11-25-24
Kennedy Drive	11-25-24
Lone Oak Drive	11-25-24
Wilkinson Lane	11-25-24
Dee Cee Road	11-25-24

Public Services Department
Public Works
November 2024

Monthly Work Log

Monday 11-3-24

- Repaired red traffic light at SB Ramp & SR-76 Intersection / Installed Christmas Lights at signalized intersections throughout the City of White House / Fleet maintenance

Tuesday 11-4-24

- Identified and reported security lights to CEMC for repair on Wyoming Drive and Shady Lane / Assisted in installing banners for Chamber of Commerce Event / Acquired measurements for replacement decorative street light pole on Winterberry Drive W.

Wednesday 11-5-24

- Repaired lights on Heritage Drive / Cut tree away from light at Heritage Drive / Performed facility maintenance / Performed facility and fleet maintenance / Updated internal work order system.

Thursday 11-6-24

- Facility and fleet maintenance

Monday 11-11-24

- Holiday / Veterans Day

Tuesday 11-12-24

- Christmas Tree construction / Repaired potholes on Calista Road, Covington Bend, and Patana Drive.

Wednesday 11-13-24

- Public Services Staff meeting / Replaced defective light bulb previously installed at 106 Heritage Drive / Replaced speed limit signs and two Stop Sign on Laura Drive.

Thursday 11-14-24

- Christmas Tree Construction continued.

Monday 11-18-24

- Open cut Pleasant Grove Road in preparation of drainage pipe installation / Rewired pedestrian button on Hwy 76 and Wilkinson Lane (Pedestrian button found to be malfunctioning).

Tuesday 11-19-24

- Assisted with Stormwater drainage project on Pleasant Grove Road installation of concrete pipe / Installed All-Way signs on Oakdale Drive to signal to motorists of 4-Way (All-Way) Stop.

Wednesday 11-20-24

- Finished Christmas Tree construction and installed Christmas wreaths at library / Replaced stop sign at Loves Lane as well as at SR-76 and Union Road.

Public Services Department
Public Works
November 2024

Thursday 11-21-24

- Verified trash carts at residence for billing purposes / Repaired red light at SR-76 & Raymond Hirsch Intersection / Completed RoW Mowing on North Palmers Chapel on West side near guardrail / Identified and reported two security lights for CEMC repair.

Monday 11-25-24

- Repaired street sign on Church Lawn Court / Repaired potholes on Marlin Road, Louise Drive, Reidway Drive, Kennedy Drive, Lone Oak Drive, Wilkinson Lane DeeCee Court / Installed salt box in vehicle 1334 / Cleaned off pins for 1334.

Tuesday 11-26-24

- Installed truck radios in 1332, 206, and street sweeper / Participated in Flagger safety course obtained certification / Installed Topaz Court street name sign.

Wednesday 11-27-24

- Facility maintenance / Prepared vehicles, staged barricades, and conducted meetings to ensure safe operation of Christmas Parade.

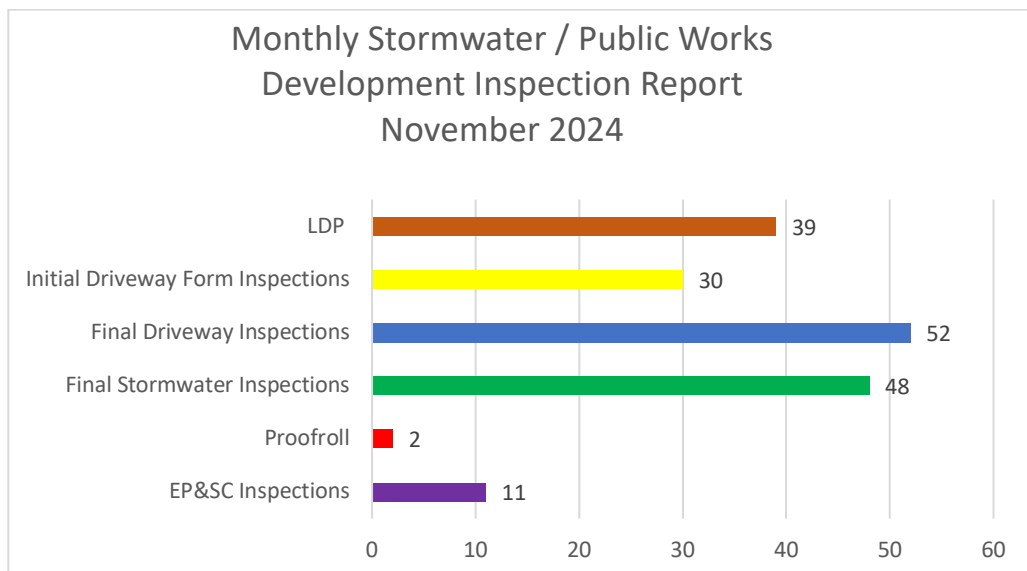
Thursday 11-28-24

- Thanksgiving Day

Inspector Notes

New Construction and Inspections:

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



Public Services Department
Public Works
November 2024

TOTAL INSPECTIONS COMPLETED: 182

Current Month Traffic Signal Monitoring Log:

November 2024

Traffic Signal Monitoring Log	August	September	October	November	FY 23/24 YTD
SR-76 & Love's Lane	0	1	0	1	7
SR-76 & I-65 Southbound Ramps	0	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	2	1	3
SR-76 & Raymond Hirsch	3	0	2	0	8
SR-76 & Hwy 31W	0	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	0	0	1	3
Hwy 31W & Sage Road	0	0	0	0	3
Tyree Spring Road & Raymond Hirsch Parkway	0	0	0	0	4
Wilkinson Lane & Richard Wilks	0	0	0	0	0
Tyree Springs Road & South Palmers Chapel	0	0	1	0	9
Raymond Hirsch & Publix	0	0	1	3	4

Current Month Traffic Signal Monitoring Log:

November 2024

SR-76 & Love's Lane Reported issue – Semi-trucks blocking the road way on Dee Cee Road Resolution – Engineer adjusted timings, removed and relocated No Outlet Sign
SR-76 & I-65 Southbound Ramps
SR-76 & I-65 Northbound Ramps
SR-76 & Hester Drive
SR-76 & Wilkinson Lane
SR-76 & Sage Road Reported issue – Light not giving enough green time for all vehicles in queue to flush from approach. Resolution – Engineer made adjustments to timing on the Sage Road approach
SR-76 & Raymond Hirsch Reported issue – Light not cycling (Glare from headlights on roadway under wet/rainy conditions caused zone wash out) Resolution – Turned on Visibility Detection and extended visibility detection zone
SR-76 & Hwy 31W
SR-76 & Pleasant Grove Road (Flashing Signal)
Hwy 31W & Portland Road
Hwy 31W & Raymond Hirsch
Hwy 31W & Sage Road
Tyree Spring Road & Raymond Hirsch Parkway
Wilkinson Lane & Richard Wilks
Tyree Springs Road & South Palmers Chapel
Raymond Hirsch & Publix Reported issue – Not detecting vehicles Resolution – Malfunctioning SDLC (Communication Module) found and replaced with functional module.

Public Services Department – Stormwater Division
November 2024

Monthly Stormwater Maintenance Review

Throughout the month of November, The Stormwater Division focused on drainageway improvements leading into the winter months along rights-of-way within the city. This included removing leaves and brush from drainage inlets/outlets. At the request of the Public Works Division, the Stormwater Division provided assistance on their projects that included erecting the City Christmas tree at City Hall. Some projects listed below will require additional monitoring and improvements in future reporting periods. A summary of each project, including a before and after photograph is provided below.

WO072924007 – 219 East Side Drive, White House, TN (Sumner County)



Public Services Department – Stormwater Division
November 2024

WO091924001 – 3145 Pleasant Grove, White House, TN (Robertson County)



WO093024005 – 912 Chesire Ct, White House, TN (Robertson County)



Public Services Department – Stormwater Division
November 2024

WO101024005 – 173 Honeysuckle Drive, White House, TN (Sumner County)



Notes: The area by the outfall was full of buildup and was causing backup. We cleaned the area and used the dirt to repair the area that washed out during the storms.

WO110624007 – 212 Hillwood Drive, White House, TN (Robertson County)



Notes: We repaired this area, but the hurricane came in and washed out the drainage. We repaired the system again by the road. The flex matting is work great.

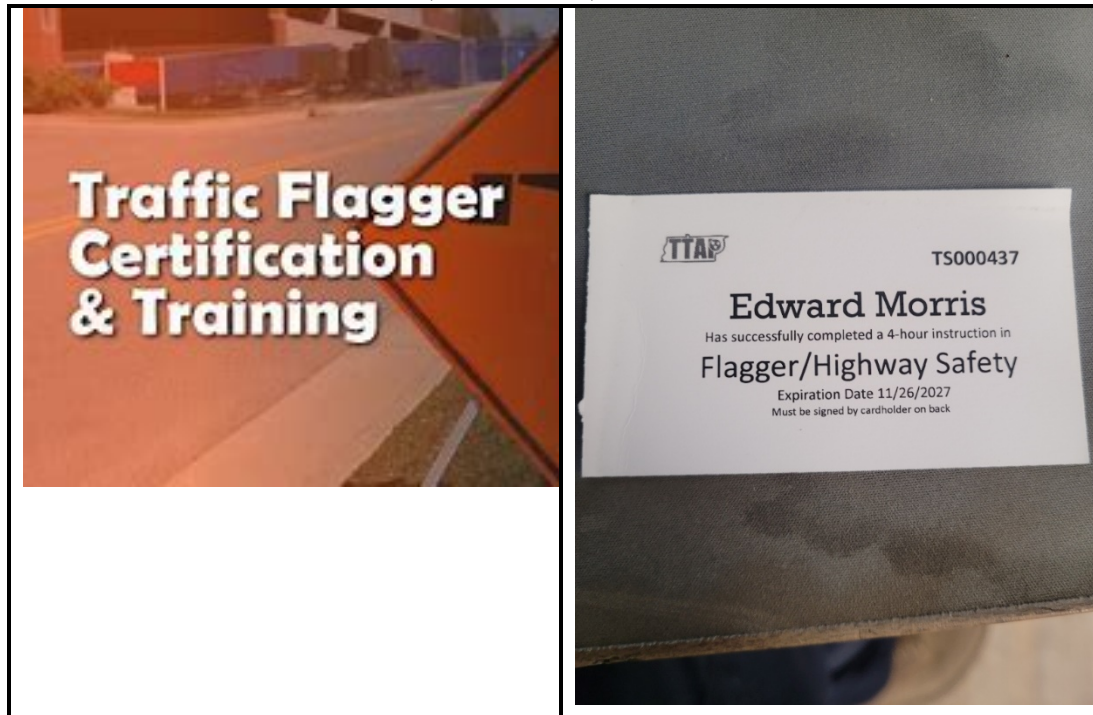
Public Services Department – Stormwater Division
November 2024

WO111224006 – 491 Calista Road, White House, TN (Robertson County)



Notes: The city repaired the driveway and we went back and added dirt and grass seed after the area was dry.

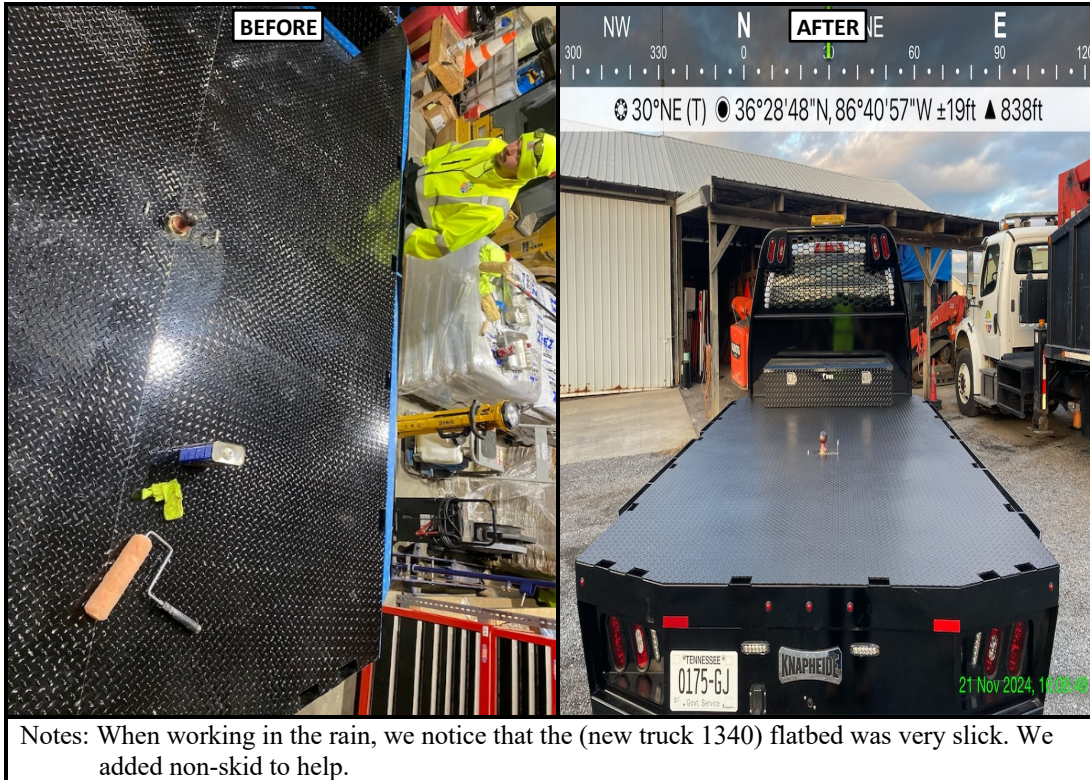
WO112624002 – 427 industrial Drive, White House, TN



Notes: We qualified 10 personnel in Tennessee Transportation Assistance Program University of Tennessee for Flagger/Highway Safety.

Public Services Department – Stormwater Division
November 2024

WO112124008 – 427 Industrial Drive, White House, TN



Notes: When working in the rain, we notice that the (new truck 1340) flatbed was very slick. We added non-skid to help.

WO112124006 – 427 Industrial Drive, White House, TN



Public Services Department – Stormwater Division
November 2024

WO111824017 – 105 College St



Notes: Assisted with Christmas Tree installation

WO110424001 – Street sweeping city wide



Notes: Street Sweeping

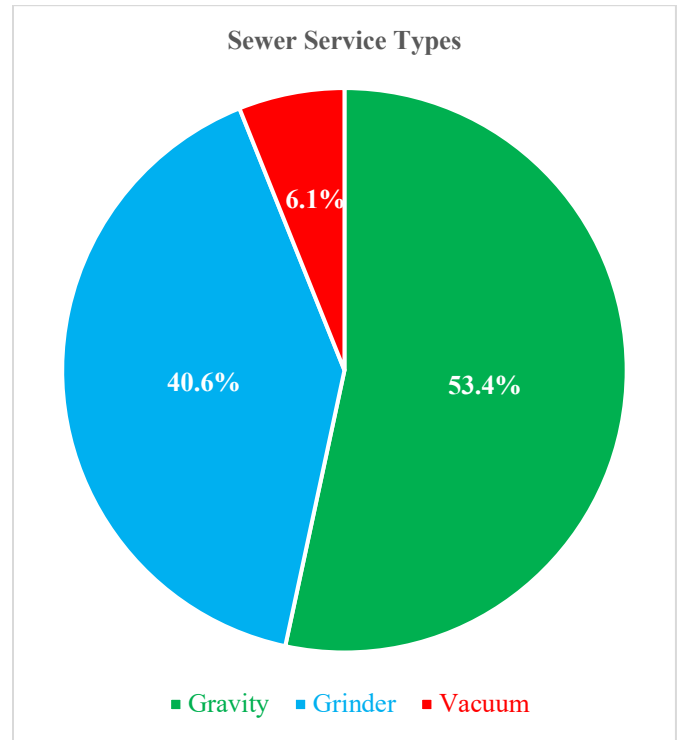
**Wastewater Department
November 2024**

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 **November 30th, 2024**, City personnel count a total of **7,398** sewer system connections, with **50 new** applications for service in **November 2024**. A total of **598 new** connections were permitted during the 2023/2024 fiscal year. Totalized counts of each type of connection are provided below:

Gravity Sewer Connections	3,948
Low-Pressure Grinder Sewer Connections	3,001
Vacuum Sewer Connections	449

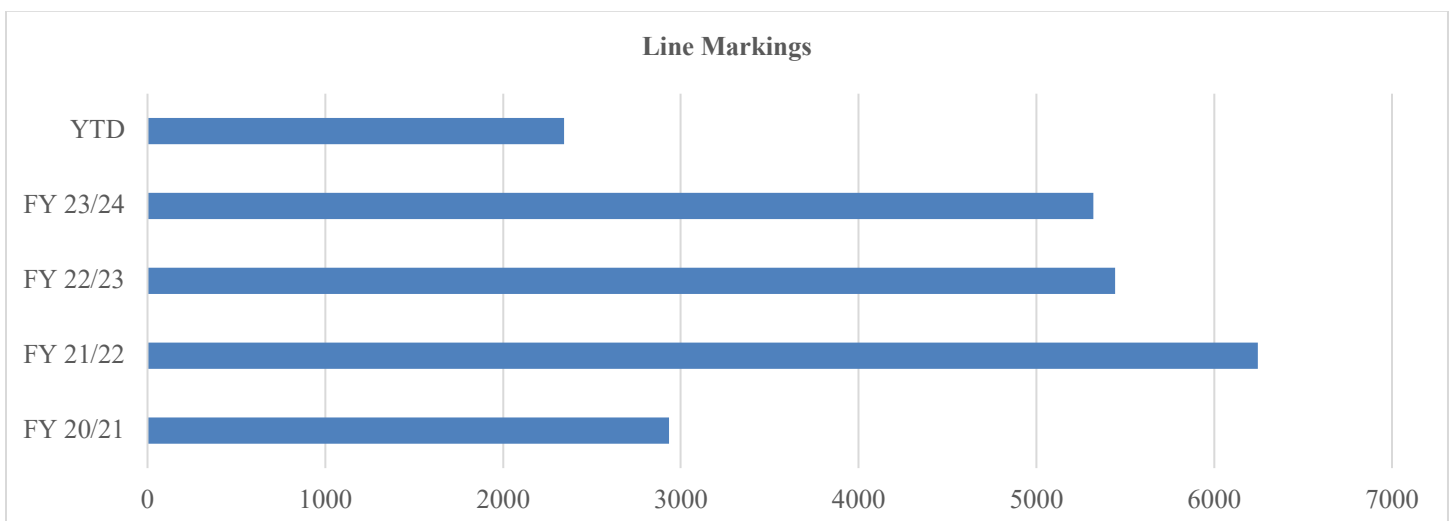
The City counts **199** commercial grinder connections, **2,802** residential grinder stations, and **40** lift-stations integrated into our Sanitary Sewer System.



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. Total requests in the 2023/2024 fiscal year were very similar to 2022/2023 numbers.**

Line Markings	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>		<u>November 2024</u>	<u>FY 24/25 YTD</u>
Tennessee 811	2933	6245	5441	5320		351	2344



**Wastewater Department
November 2024**

<u>Lift-Station Repairs</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>		<u>Nov 2024</u>	<u>FY 24/25 YTD</u>
Union Road	9	0	0	2		1	2
Marlin Pointe	n/a	n/a	n/a	n/a		0	0
Summerlin	22	0	0	2		1	1
Settlers' Ridge	1	1	1	0		0	0
Springbrook	n/a	n/a	n/a	0		0	0
Willow Grove	n/a	n/a	n/a	1		0	0
Dorris Farms	n/a	n/a	n/a	1		0	0
Cope's Crossing	6	9	9	5		0	0
Cambria	3	4	4	2		0	0
Belmont Apartments	n/a	0	0	0		0	0
Kensington Green	0	0	0	0		0	0
Meadowlark Townhomes	n/a	0	0	0		0	0
Meadowlark	1	1	1	3		0	0
Sage Farms	n/a	n/a	n/a	1		0	0
Sage Rd (Hester Dr)	0	0	0	0		0	0
Loves Truck Stop	0	3	3	1		0	0
Highway 76	0	0	0	0		0	0
Portland	1	0	0	1		0	0
North Palmers Vacuum	1	7	7	4		0	0
Villas at Honey Run	n/a	1	1	0		0	0
31W Apartments	n/a	0	0	0		0	0
Calista Apartments	n/a	0	0	0		0	0
Calista Vacuum	1	9	9	3		0	2
Concord Springs	0	2	2	1		1	1
Calista Farms	n/a	n/a	n/a	n/a		0	0
Fields at Oakwood	2	2	2	0		0	0
The Mill	n/a	n/a	n/a	0		0	0
Publix	n/a	n/a	n/a	n/a		0	0
Highland Park	n/a	n/a	n/a	0		0	0
Los Jalapenos	n/a	0	0	2		0	1
Mt. Vernon Apartments	n/a	0	0	3		0	0
Grove at Kendall	n/a	0	0	0		0	0
Wilkinson Lane	1	3	3	3		0	0
Jackson Farms	n/a	n/a	n/a	n/a		0	0
Heritage High School	0	0	0	0		0	0
Legacy Farms	n/a	0	0	1		0	0
The Parks #1	0	0	0	3		0	0
The Parks #2	n/a	n/a	n/a	0		0	0
Treatment Plant #1	3	0	0	0		0	0
Treatment Plant #2	0	0	0	1		0	0

**Wastewater Department
November 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 view the components at the station.

Major Alarms/Repairs:

Union Rd: Seal around volute of Pump #2 was leaking, causing pump to lose prime. Bolts were checked and found to be loose. Bolts were then retightened, and station returned to normal operation.

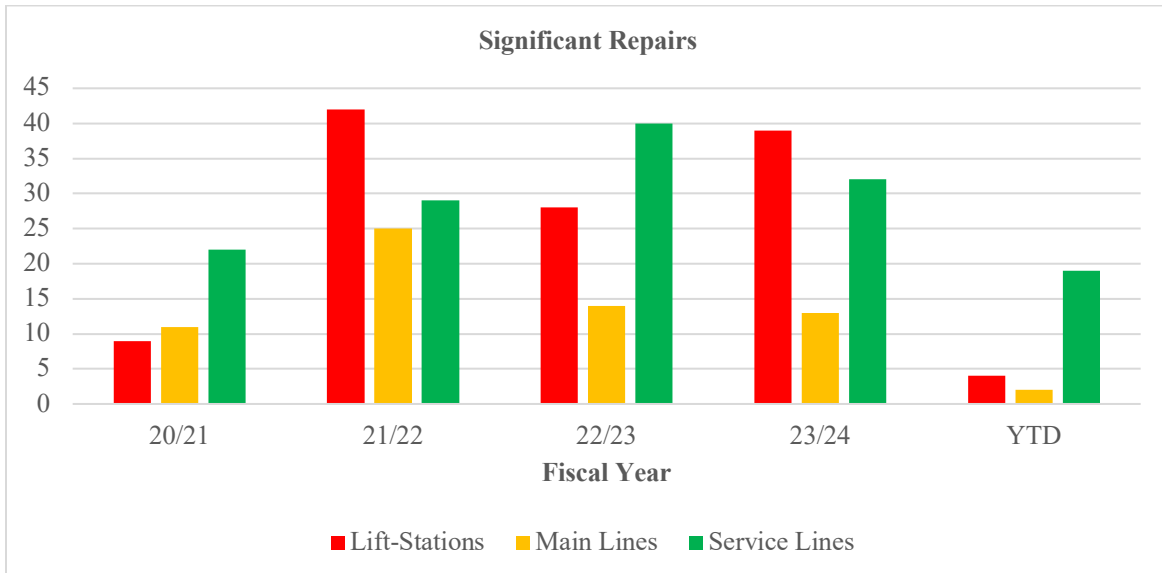
Concord Springs: Check-valves in Pump #1 and Pump #2 both clogged. Check-valve assemblies were removed, cleaned, and reinstalled. Station then returned to normal operation.

Summerlin: Suction line on Pump #1 clogged with debris. The debris was removed, and the station returned to normal operation.

System Repair Goals:

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

<u>Repairs</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>		<u>Nov 2024</u>	<u>FY 24/25 YTD</u>
Major Stations	9	42	28	39		3	7
Main Line	11	25	14	13		2	4
Service Line	22	29	40	32		3	22

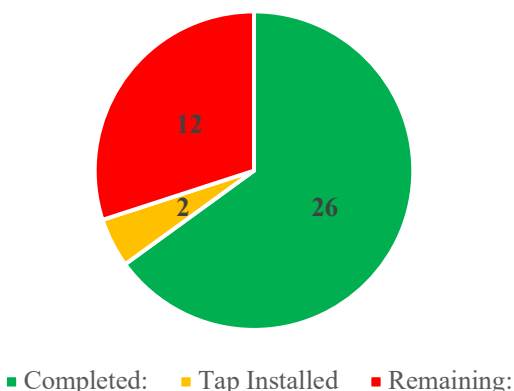


**Wastewater Department
November 2024**

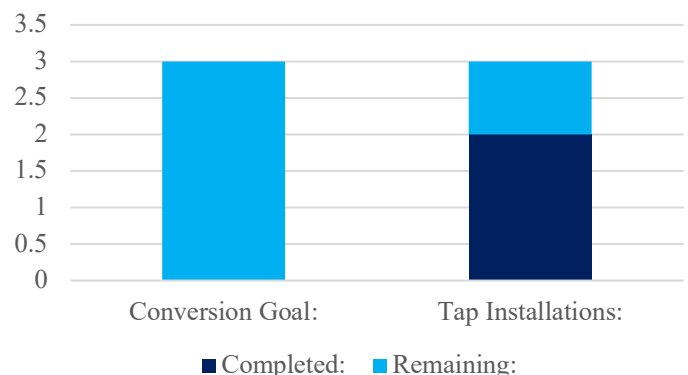
Ongoing Collections System Projects:

- 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, Ph1, Ph2, and Ph3 of the new Southern Force-Main began 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. As of October 31st, 2024, Phase-4 (from the intersection of Sage/Cardinal to the intersection of McCurdy/Cedarbrook) is also complete and functioning, including relocation of a small-diameter force-main along the north side of Sage Rd ahead of the planned Sage Rd Widening project. Construction of Phase-5 (from the intersection of McCurdy/Cedarbrook to the Cedarbrook roundabout) is currently underway, with completion expected this calendar year.**
- 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. Only one (1) of the three (3) Mink pumps remains in operation. **Two (2) older-model Busch pumps have been rebuilt by the manufacturer and retrofitted back into the station in place of the Mink pumps, and the station is currently operating normally. We have purchased spare Busch pumps to keep in inventory for if/when the final Mink pump fails, and to have in the event or additional emergencies. Both of the spare pumps have already been delivered. These pumps are interchangeable with the North Palmers vacuum station pumps. On September 4th, one of the Busch vacuum pumps failed catastrophically. The station and system are operational, and a root cause analysis determined that the exhaust piping (which was replaced when the station was converted from the old-style Busch RC0 pumps to the new style Mink pumps) is inadequate for the older style Busch pumps (which have been re-installed following premature failure of the Minks). We issued a PO for rebuilding the needed exhaust piping, and will replace the both the failed Busch pump and the last remaining Mink pump with the two in-stock Busch RC0's once the exhaust piping has been replumbed.**
- 3. Septic-to-Sewer Conversions:** The City continues to make progress on septic to sewer conversions. An additional eight (8) addresses have been approved by the Board to be added to the original list of septic-to-sewer conversion projects. 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.**
- 4. 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 replacement pump has been delivered and installed.**

Total Planned Septic-to-Sewer Conversions:



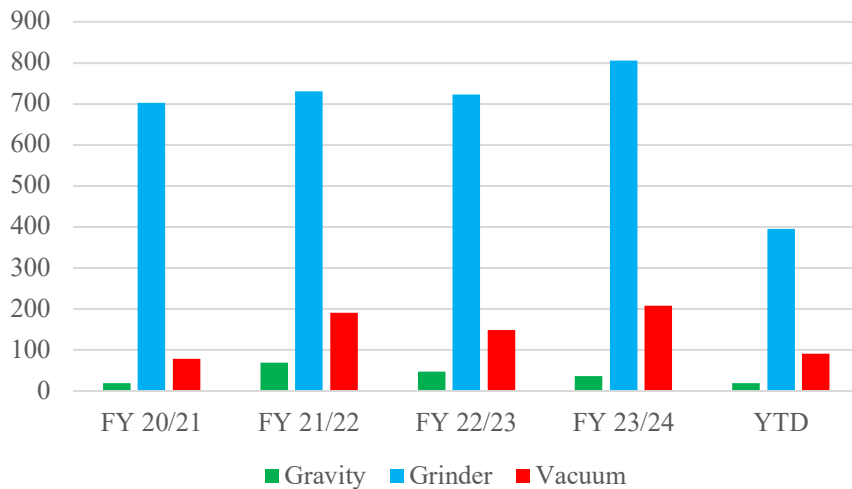
**Septic-to-Sewer Conversion Goals
(FY-2024/2025)**



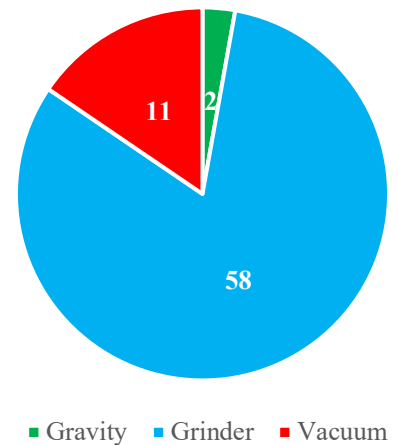
**Wastewater Department
November 2024**

<u>Work Orders</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>		<u>Nov 2024</u>	<u>FY 24/25 YTD</u>
Vacuum System Service Request	78	191	149	208		11	91
Gravity Service Request	20	69	48	37		2	20
Low Pressure Service Request	702	730	723	805		58	396
Total Pumps Replaced	492	472	459	454		31	225
Total Pumps Rebuilt	135	114	30	43		0	20
Total Warranty Pumps Returned	n/a	129	125	83		18	54
Grinder Tank PM Program	219	117	132	151		8	75
Open Trench Inspections	409	702	653	930		62	422
Final Inspection for New Service	248	405	489	635		58	383
Grease Trap Inspections	n/a	n/a	162	161		13	60
Sanitary Sewer Overflow (SSO)	19	28	14	18		2	4
Odor Complaints	35	22	28	39		3	21

Sewer Service Calls by Connection Type (YTD)



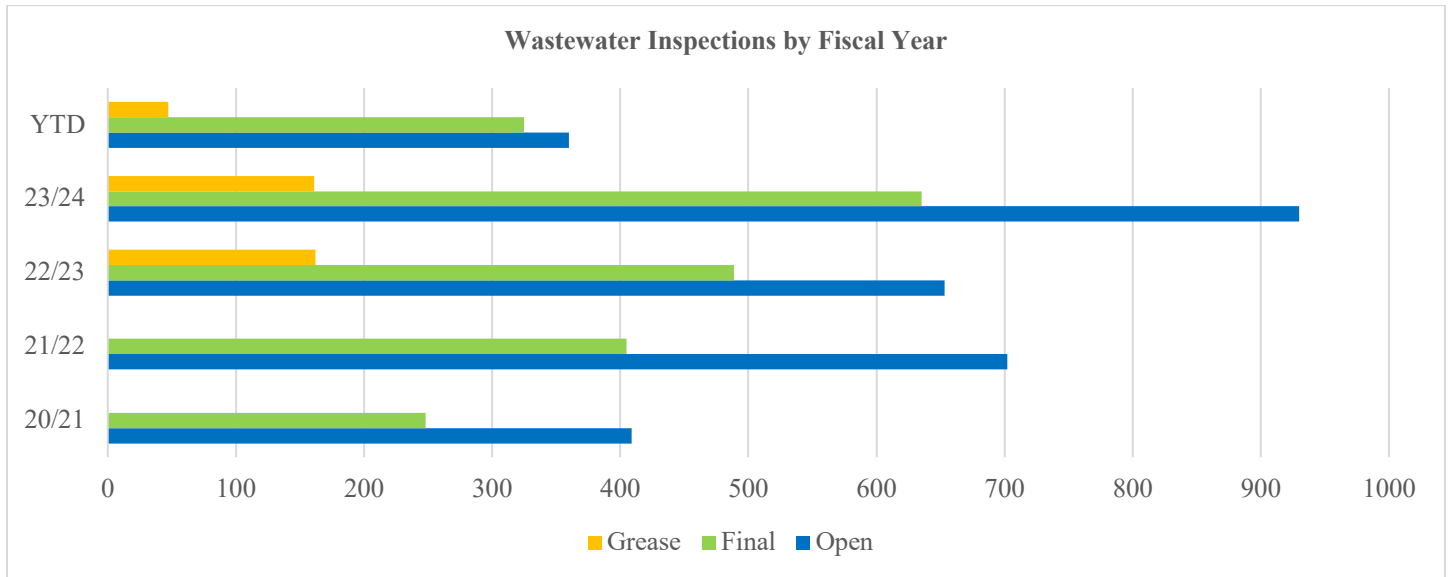
Sewer Service Calls by Connection Type (November 2024)



Wastewater Department November 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 six years, with FY22/23 numbers remaining similar to the FY21/22 inspection requests, and FY23/24 numbers again breaking previous years' records.

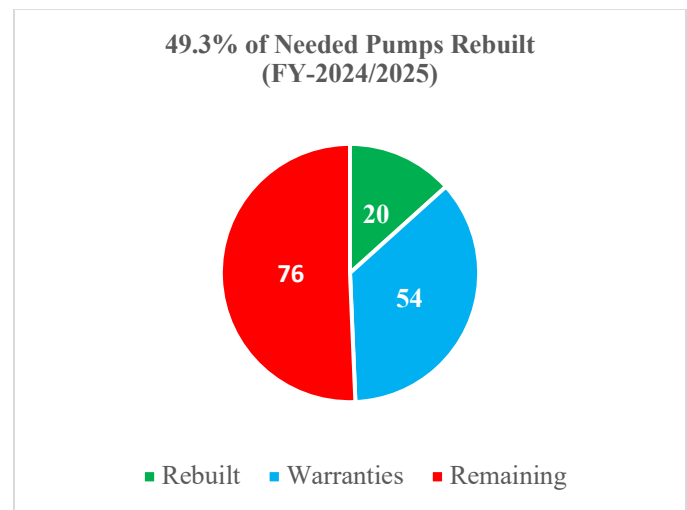


Pump Rebuilds:

The capital outlay budget was designed for a total purchase of approximately 350 new E-One grinder pumps for the 2023/2024 Fiscal Year. However, **454** grinder pumps were needed to meet all the service call requests for the previous fiscal year. To supplement the amount of pumps on-hand, the department rebuilt **43** pumps throughout the year, in addition to **83** 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 2024/2025 fiscal year was again designed for the purchase of approximately 350 new 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 150 pumps (inclusive of rebuilt warranty-return pumps) throughout the year for inventory 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 five years caused by a known manufacturing defect in the 2018/2019 E-One models that the manufacturer has since corrected.



**Wastewater Department
November 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.

Parameter	Aug - 24	Sept - 24	October - 24	November - 24	
Influent – To Plant	0.982 MGD	1.054 MGD	1.313 MGD	1.357 MGD	MGD = Million Gallons/Day
Effluent – To Creek	0.985 MGD	0.982 MGD	1.160 MGD	1.581 MGD	MGD = Million Gallons/Day
Effluent – To Spray Field	0.074 MGD	0.261 MGD	0.213 MGD	0.000 MGD	
Total Flow Through Plant	1.059 MGD	1.243 MGD	1.373 MGD	1.581 MGD	
Design Capacity	2.000 MGD	2.000 MGD	2.000 MGD	2.000 MGD	
% of Influent Capacity	49.1%	52.7%	65.7%	67.9%	(Influent) / (2.000 MGD)
% of Effluent Capacity	49.3%	49.1%	58.0%	79.1%	(Effluent) / (2.000 MGD)
Actual Capacity	1.600 MGD	1.600 MGD	1.600 MGD	1.600 MGD	(2.000 MGD x 80%)
% Actual Influent Capacity	61.4%	65.9%	82.1%	84.8%	(Influent) / (1.600 MGD)
% Actual Effluent Capacity	61.6%	61.4%	72.5%	98.8%	(Effluent) / (1.600 MGD)
Rainfall	1.03”	8.25”	0.14”	6.81”	

	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>		<u>November 2024</u>	<u>FY 24/25 YTD</u>
Effluent Violations	7	32	25	29		2	7

- Violations:** Two (2) violations for Total Phosphorus and Total Nitrogen Rolling Averages in pounds per year. Rolling average 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.
- 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
November 2024**

3. **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. ***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 **1.1 CFU’s**, with a maximum detection of **4.1 CFU’s**. ***Last month the average was 2.0 CFU, operating on the UV for disinfection.***

4. **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. [Re]recalibration and reprogramming has again been completed, and effluent totals now report as expected.

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 #1: Upgrades to Clarifier #1 are completed, and it has been returned to service following the transition to the bioreactors for treatment.

Clarifier #2: Upgrades to Clarifier #2 are completed, and it has been returned to service following the transition to the bioreactors for treatment.

Clarifier #3: As of May 6th, 2024, Clarifier #3 was live and functional. However, it experienced a mechanical failure due to electrical phase reversal in early June. The electrical issue has been corrected and the mechanical failures repaired, and Clarifier #3 has now been returned to service.

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: As of July 31st, Bioreactor #2 has entered testing, though raw water flows have not been directed to it at this time.

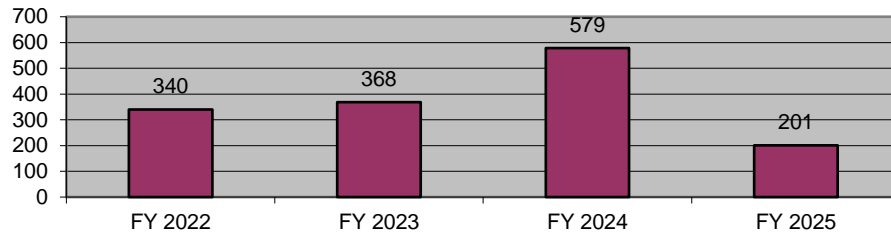
Grit Chamber: As of May 6th, 2024, the Grit Chamber is live and functional.

Generator: The generator is currently functioning normally / as expected. An issue was discovered in the wiring of the transfer switch in early June that was causing the phases to be reversed when running exclusively on the generator-feed for the facility. Once the issue was identified and corrected, as well as several components trouble-shot and reprogrammed, then the phasing issues were eliminated.

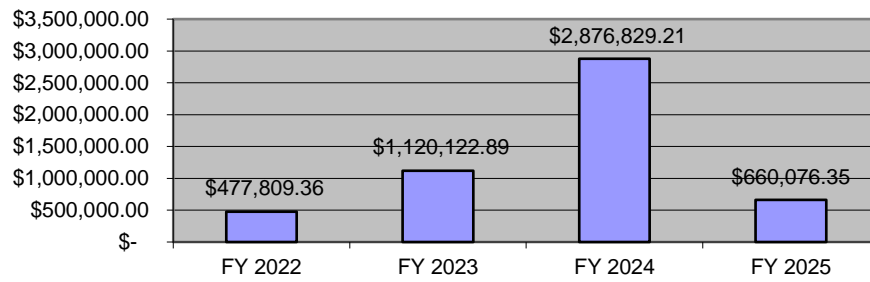
Site Work: Final paving has been completed around the facility. Final site cleanup is in progress.

**Planning and Codes Department
November 2024**

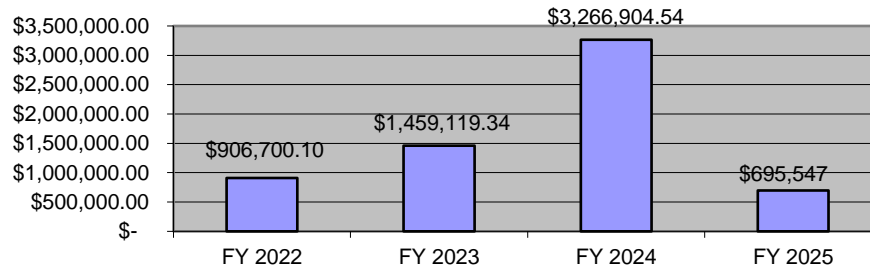
Single Family Permits



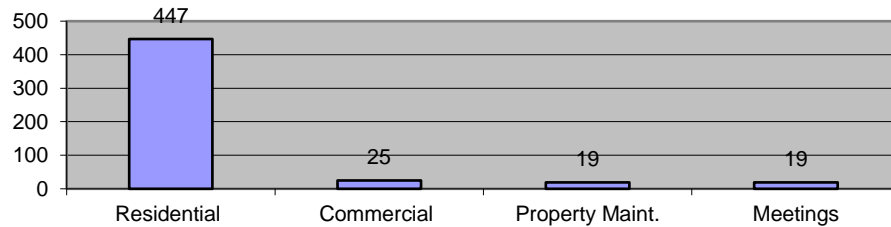
Impact Fees



Permit Fees



Monthly Inspections / Meetings



Planning and Codes Department
November 2024

	Month	FY2025	FY2024	FY2023	FY2022
MEETING AGENDA ITEMS#					
Planning Commission	8	39	74	91	67
Construction Appeals	0	0	0	0	0
Zoning Appeals	0	0	0	6	5
Tech. Review/Study Session	0	0	0	0	5
Property Maintenance	0	0	0	0	0
PERMITS					
Single Family Residential	38	201	579	368	340
Multi-Family Residential	0	0	0	226	0
Other Residential	1	25	83	96	89
New Commercial	0	8	13	7	7
New Industrial	0	0	1	0	0
Other Com/Ind	0	11	55	51	25
Sign	4	20	19	22	11
Occupancy Permits	70	208	366	397	319
Other	0	0	8	31	11
BUILDING INSPECTIONS					
Residential	606	2774	5291	4885	5452
Hours	303	1387	2385	2250.5	1367
Commercial /Industrial	68	185	205	125	139
Hours	34	92.5	84.75	125	139
CODE ENFORCEMENT					
Total Cases	10	95	247	35	98
Hours	5	57	96.25	35.75	70.24
Complaints Received	10	73	220	199	55
MEETINGS					
Administration	7	29	73	80	117
Hours	3.5	15.5	37.25	86	127
Planning	7	45	143	112	127
Hours	3.5	26	74.25	116.5	96
Codes	1	13	24	10	8
Hours	1.5	7.5	14.5	13	10
FEES					
Permit Fees	\$166,600.00	\$707,966.00	\$ 3,266,904.54	\$ 1,459,119.34	\$906,700.10
Board Review Fees	\$0.00	\$ 3,550.00	\$ 15,790.00	\$ 18,050.00	\$14,100.00
City Impact Fee	\$142,120.00	\$ 802,196.35	\$ 2,876,829.21	\$ 1,120,122.89	\$477,809.36
Roads	\$43,586.00	\$ 338,974.62	\$ 904,039.09	\$ 323,964.51	\$664,873.38
Parks	\$45,182.00	\$ 198,497.00	\$ 670,596.00	\$ 291,189.00	\$ 114,114.00
Police	\$32,148.00	\$ 193,632.51	\$ 742,656.45	\$ 239,697.73	\$ 125,535.54
Fire	\$21,204.00	\$ 127,783.00	\$ 487,161.85	\$ 169,728.00	\$ 76,498.26
OTHER ITEMS					
Subdivision Lots	85	0	173	0	0
Commercial/Ind. Sq Ft	3,200	17,282	337,914	0	15,216
Multi-Family Units	0	0	22	0	96
Other	n/a	n/a	n/a	n/a	n/a
Subdivision Bonds: 31	\$24,547,739.49		\$3,374,092.67	\$1,633,984.00	\$922,141.63
Workings Days in Month	14	37	17	16	15

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

Update on ongoing projects:

Soccer Complex Renovation Phase II

- Work is complete
- Just waiting for inspection from TDEC to get the rest of the reimbursements from the grant

Splash Pad Maintenance Building

- Splash pad was re-surfaced and cracks were fixed
- All that remains is to fence the area around the tank and some general site cleanup



Rec Center

- Metal panels have started being installed
- Ceiling grid is being placed around the building
- Tile flooring in the restrooms has begun
- Sidewalk around first floor entrance and mechanical yard has been poured
- Underground stormwater piping is ongoing
- Drywall should be complete soon
- We should be able to gain access to gymnasium in March for Volleyball
- Demolition of Civic Center and north parking lot installation will begin at the end of February and is projected to be done sometime in June
- We hope to have the Ribbon Cutting at the end of June or first of July



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

Fitness Equipment for Rec Center

- Proposal approved at November BMA meeting
- Will be ordering first of next month

Furniture for Rec Center

- Received proposal but it was over budget so we have been making revisions
- Plan to have a final proposal for December BMA meeting

Miscellaneous Rec Center Equipment

- Currently finalizing order for scorers' tables and chairs
- Other items (warming cabinet, ice maker, restroom dispensers, etc.) to follow as we get closer to opening

Gaming & Game Room Equipment for Rec Center

- Expecting proposal from rep for this equipment early next month in hopes of getting it on the agenda for the December BMA meeting.

Field 8 Renovation

- Dugouts delivered – will be installed early next month
- Had pre-bid meeting for fencing – bid opening scheduled for December 3rd
- We were able to replace the fencing for the playground adjacent to this field as part of this project

Northwoods Park Improvements

- Still working with playground rep for potential upgrades

Bleacher Pads at Fields 5 & 6

- Project underway
- Should be completed next month

Drinking Fountain for the Quad

- Drinking fountain has been ordered
- Expected to be delivered next month
- Will use a plumber to install once delivered

Split HVAC Unit for Museum Storage Room

- Started collecting quotes
- Expected to be complete next month

List of upcoming projects yet to begin:

- *Park Signage*
- *Dirt for Laser Grading*
- *Tri-Max Mower*
- *Lean-To Renovation*

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

Recreation- Assistant Director

Adult Programs

None

Youth Athletics

Youth Basketball:

- Coach Meetings: 11/02
- First Practices: 11/09
- Secondary Practice and game facility: White House Middle School
- Contracting scorekeepers- Hendersonville Officials Association (HOA)
- Total registration: 351 Participants
 - Co-ed 1st-2nd grade: 12 Teams
 - Boys' 3rd-4th: 10 teams
 - Girls' 3rd-4th: 4 Teams
 - Boys' 5th-6th: 8 Teams
 - Girls' 5th-8th: 4 Teams
 - Boys' 7th-8th: 4 teams

Special Events

Christmas Parade: December 7th 3:00pm

- Registration: 10/01-12/03
- Theme: A Music City Christmas

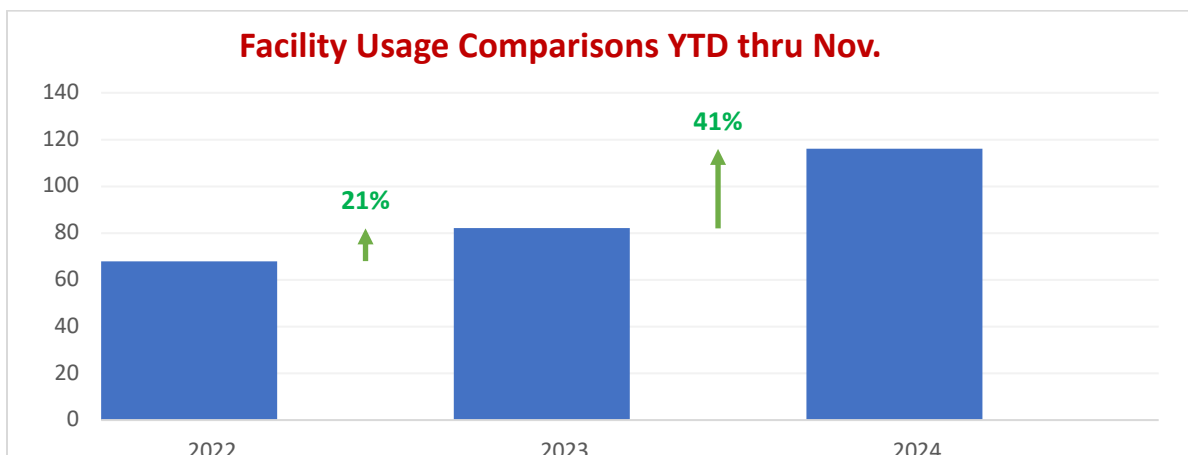
Other

Open gyms: Averaged totals per a day

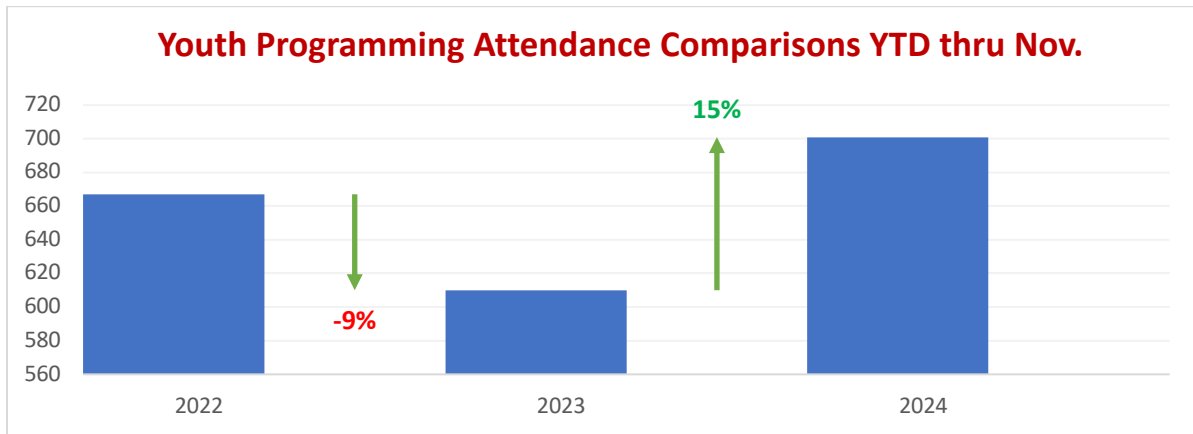
- Pickle Ball Open Gym- 14
- Open Gym - 11

Social Media:

- Reach: 3,900
- Followers: 1,809
- Total Posts: 17



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



Maintenance

- Mulching leaves at all locations. Several times in some areas.
- We have formed up the bleacher pads for fields 5 and 6. We will pour concrete soon.



- Painted the bathroom floors at soccer complex and picnic tables at all locations.



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

- Both Backflows have been fixed and passed inspection.
- Winterized irrigation, drinking fountains, buildings and splash pad.
- Fixed the wooden fence at the High School Trailhead.
- Painted the front sign at the park.

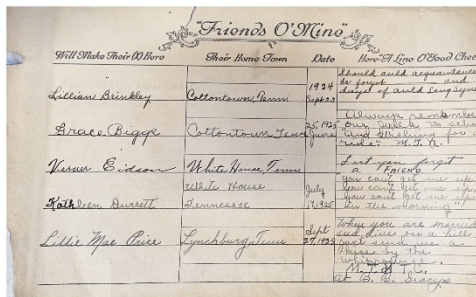
Museum

Volunteers – The volunteers have provided the museum with 31 volunteer hours this month. The volunteers and I have given the Pioneer Presentation to Madison Creek Elementary and Merrol Hyde Magnet School in November. Terry Palmer has continued recording the museum's "What is This?" social media campaign. And we have been in discussion of another regular social media campaign.

Tours at Museum – The stagecoach and building signage has brought many more museum visitors into the museum and guided tours have been provided as needed for those walk-ins.

School Presentations – We are continuing with our Pioneer Presentations to 2nd grade students in the area.

Loans – Terry Palmer has loaned a corner brace drill and a hand drill for the tool section.



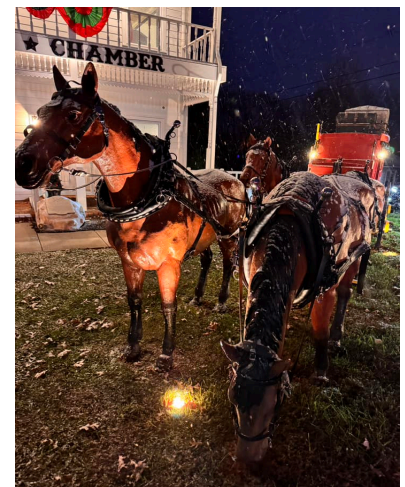
Donations - Bernard Smyte and Jane Smythe

Parks have donated a handmade blouse and picture of Mrs. Bessie Jackson Pond, the blouse maker. 4 pictures of people at the Sumner Robertson Normal College from 1905. A program of Fairmont School commencement 1920 and pictures. And a Friends of Mine memory book of Ruth Jackson Smythe which has written memories from other classmates that graduated with her from White House High School.

Building Maintenance – Received 3 quotes for the mini split unit that will be added in the storage room.

Events and Meetings Assisted with and/or Attended

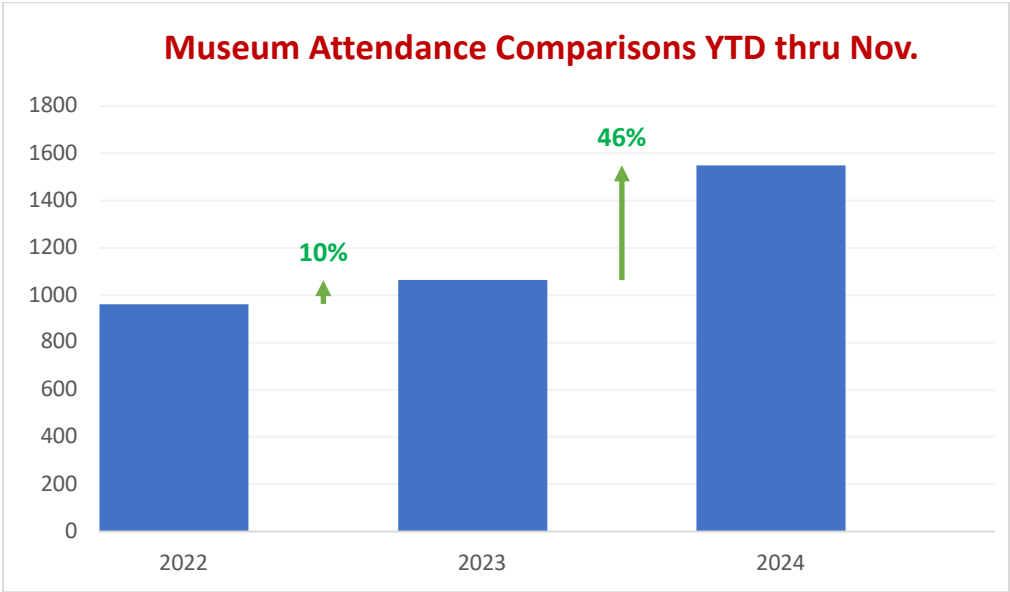
November 7 – Ribbon Cutting for The Grind Coffee Truck
 November 9 – Jingle & Mingle Around Town
 November 12 – Power Hour Breakfast at The Fellowship Coffee
 November 13 – Learn at Lunch How to Work Your Business
 November 14 – New Member Breakfast
 November 14 – Ribbon Cutting Big Sky Farms (a Christmas tree farm)
 November 19 – Ground Breaking for Goodwill
 November 20 – Pioneer Presentation at Madison Creek Elementary
 November 20 – 100 Members in 100 Minutes
 November 21 – Pioneer Presentation at Merrol Hyde Magnet School



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

Visitors’ Center and Museum Attendance

Visitors’ Center Only	Visitors’ Center and Toured Museum	Museum Only	Total Museum Visitors	Off Site Presentations Attendees
2	21	59	80	187

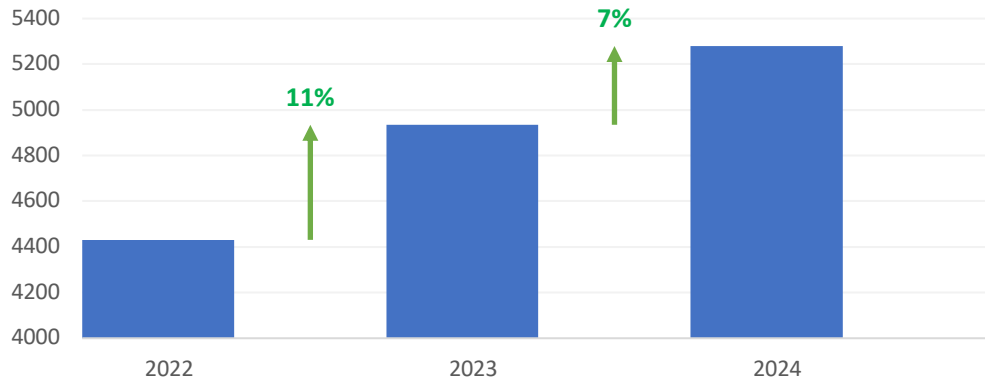


**Parks, Recreation, & Cultural Arts Department
Monthly Report November 2024**

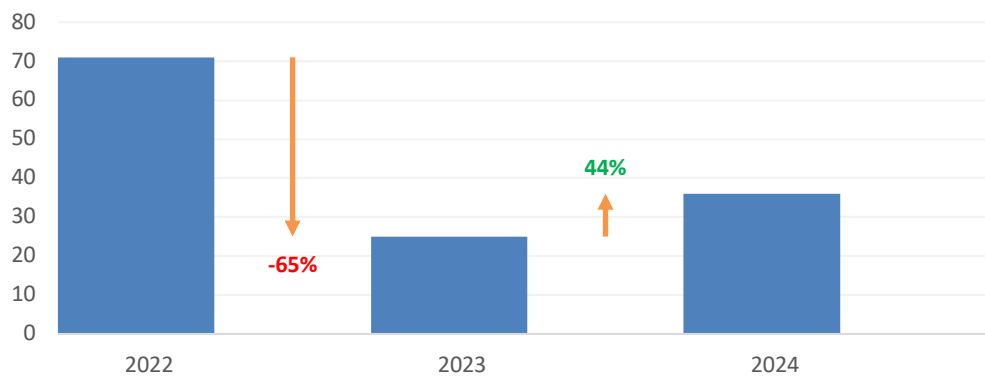
Senior Center Participation - NOVEMBER 2024			
<u>Outings:</u>			
<u>Bowling</u>	25		
TOTAL	25		
<u>Events:</u>			
Veterans Celebration	52		
Art w/Nicole	13		
Pool Tournament	9		
Christmas Craft	8		
Total	82		
		<u>Sr Meals Wednesdays</u>	
		116	
		122	
		139	
		142	
		519	TOTAL
<u>Programs:</u>			
Fittercise-Strength, Yoga	75		
Walk	141		
Bingo	64		
Birthday Potluck	40		
Farmers Rummy	0		
Garden Club	30		
Meals on Wheels	100		
Bunco/Golf	0		
Bible Study	5		
Cards, Games,Pool, Puzzles	165		
Pickle Ball	93		
TOTAL	713		
MEMBERS	431	Updated members	through
1st time visitors	2	Nov 30-2 deceased	
New Members	6		
TOTAL Sr Center Participants:	1402	Total	1339

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

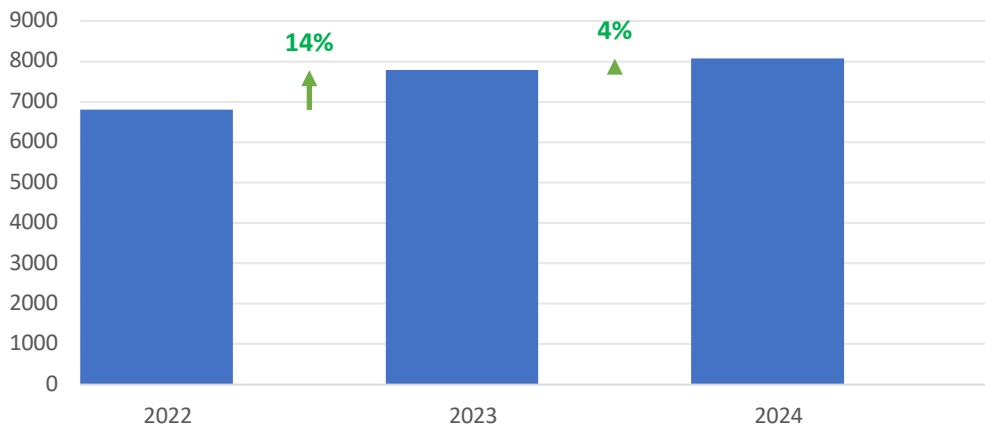
**Senior Programming Attendance Comparisons YTD
thru Nov.**



**Senior Center First Time Visitors Comparisons YTD
thru Nov.**



**Total Senior Center Participants Comparisons YTD
thru Nov.**



Parks and Recreation
November 2024

	FYE 2016	FYE 2021	FYE 2022	FYE 2023	YTD Nov. 2022	YTD Nov. 2023	Nov. 2024	YTD 24-25
Facility Usage								
Special Use Permits Submitted		39	20	23	5	9	1	5
Pavilion 1 Usage		21	16	16	7	11	0	9
Pavilion 2 Usage		13	16	14	5	9	0	12
Pavilion 3 Usage		74	94	137	65	70	8	70
Splash Pad Pavilion Usage		99	165	136	122	15	1	73
Total Number of Pavilions Usage		207	291	303	199	105	9	164
Gymnasium Rentals		23	83	82	61	10	2	22
Amphitheater Usage		1	9	9	7	1	0	1
Community Room				66	8	71	21	93
Total Number of Facility Rentals		30	92	157	68	82	23	116
Ballfield Rentals		146	134	165	106	74	1	79
Vistor Center Attendance		20	29	30	14	13	2	29
Visitors Who Also Toured Museum		70	303	191	47	51	21	130
Museum Attendance Only		115	1116	1142	916	1,013	59	1420
Total Museum Attendance		185	1419	1333	963	1,064	80	1550
Programming								
Number of Youth Program Participants Registered		417	615	800	667	610	2	701
Number of Adult Program Participants Registered		100	260	195	69	141	0	0
Number of In-House Special Events Offered		9	7	11	6	8	1	6
Number of In-House Special Event Attendees		1077	2223	2158	1,250	2,010	0	2250
Number of Rec Programs Offered		19	21	24	9	9	0	7
Number of Senior Center Memberships		2000	2454	3186	1023	1810	431	2112
Number of New Senior Center Memberships		0	5	38	0	47	6	28
Senior Center Participants		4412	11605	16,821	6,798	7,781	1,339	8067
Senior Center First Time Visitors		36	95	115	71	25	2	36
Number of Senior Trips Offered		9	28	46	22	16	1	18
Number of Senior Trip Participants		81	235	617	272	219	25	350
Number of Senior Programs Offered		34	101	142	56	70	15	72
Number of Senior Program Participants		1061	7304	10,566	4431	4935	795	5280
Number of Senior Meals Served		36	47	48	21	22	4	21
Number of Meals Participants		3277	3965	5658	2095	3259	519	2437
Offsite Presentation Attendees		0	145	435	300	385	187	357
Total Number of Programs Offered		53	124	166	65	79	15	79
Revenues								
Youth Programs		\$44,261.00	\$57,366.00	\$ 79,821.40	\$60,122.00	\$53,602.00	\$0.00	\$ 57,695.00
Adult Programs		\$ 6,230.00	\$ 7,925.00	\$ 11,780.00	\$4,205.00	\$4,325.00	\$0.00	\$ 2,145.00
Special Events		\$ 3,495.00	\$ 3,080.00	\$ 2,940.00	\$780.00	\$785.00	\$0.00	\$ 2,160.00
Senior Meals		\$ 8,222.50	\$11,442.00	\$ 18,754.00	\$6,956.50	\$10,869.00	\$1,724.50	\$ 8,082.00
Shelter Reservations		\$ 9,112.50	\$12,995.00	\$ 7,675.00	\$3,660.00	\$2,037.50	\$95.00	\$ 3,200.00
Facility Reservations		\$ 2,956.25	\$19,181.75	\$ 16,978.25	\$6,434.00	\$9,093.75	\$1,412.50	\$ 10,978.13
Field Rentals		\$ 5,820.50	\$ 3,913.00	\$ 5,578.50	\$4,015.00	\$1,788.00	\$15.00	\$ 2,290.00
Affiliate League/Tournament Fee Revenue		\$ -	\$13,666.50	\$ 29,825.50	\$15,272.50	\$8,946.50	\$0.00	\$ 1,710.00
Misc		\$ 9,686.39	\$25,818.31	\$ 8,763.20	\$1,850.06	\$4,401.95	\$645.00	\$ 3,779.33
Maintenance								
Mowing Hours		2,195	1660.25	1548.5	820.5	922	48	594
Work Orders Received		9	15	24	10	9	1	7
Work Orders Completed		9	14	23	9	9	1	7
Number of Projects Started		39	31	8	2	4	3	7
Number of Projects Completed		32	29	8	3	4	1	6
Number of ballfield rainouts		NA	156	321	25	167	0	44
Bags of Field Dry Used		NA	100	42	3	24	0	12

White House Library November 2024

Summary of Activities

The friends of the library met on November 12th. The TN Friends of the Library President, Kathy Dooley-Smith attended via zoom and discussed items that should be in the Friends by-laws. The friends also discussed incentives for friends members, increasing the membership cost, ways to track membership, and events for the following year.

The library staff did a team building exercise at Fire Hall 2 on November 13th. Staff were sent into the dark room in pairs to find the dummy. This team building exercise focused on communication and trust since the room was completely dark and staff could not see where they were going.

The library board met on November 14th. The group discussed the marketing plan, director evaluation, and voted on policy updates which included: proof of address, director's role and responsibility, and unattended children. The group decided to let the policy committee work on the director's job description, the executive committee to discuss the director's evaluation, and to send the unattended children policy to the city attorney for review. The group also voted on their meeting dates for 2025.

The director attended a Lions Club meeting on November 15th. The group is working on getting a PayPal account set up as a charitable organization so they can do GoFundMe fundraisers.

The library director attended a Christmas on Mainstreet meeting to discuss final preparations for the city event.

The library director met with the White House Community Band director Chris Warpol on November 21st. The two discussed possibly having an event in April with band members either for patron appreciation month or another event.

The library director met with all staff one-on-one in November. This will be the last individual meeting she has with them in 2024.

The library was decorated for Christmas and the Friends Wish Tree was set up. If a patron purchases an item off the wish tree, that individual receives a 1-year friends' membership. This is a great partnership because it helps the library obtain specialty items and brings awareness to the Friends group.

Department Highlights

The highlights for the month were the Friends meeting progress and wish tree, the staff team building activity, and the possible partnership with the White House Community Band next year.

White House Public Library
November 2024 Performance Measures

Offical Service Area Populations

2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
14,363	14,455	14,820	15,094	15,355

Membership

November 2024 Performance Measures	2020	2021	2022	2023	2024
New Members	53	64	95	132	71
Updated members	214	258	192	456	228
Yearly Totals	2020	2021	2022	2023	2024
Total Members	9,496	7,027	7,125	7,442	7,934
% of population with membership	66	49	48	49	51

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

Total Material Available: 39,542

Estimated Value of Total Materials: \$988,550

Total Materials Available Per Capita: 2.57

Last Month: \$991,950

Last Month: 2.58

State Minimum Standard: 2.00

Materials Added in November

2020	2021	2022	2023	2024
127	326	120	295	73

Yearly Material Added

2020	2021	2022	2023	2024
3,025	3,035	3,573	2,641	1,858

Physical Items Checked Out in November

2020	2021	2022	2023	2024
4,465	5,438	6,353	5,997	6,717

Cumulative Physical Items Checked Out

2020	2021	2022	2023	2024
50,042	59,515	80,653	81,667	78,924

Miscellaneous Items Checked Out

November	2020	2021	2022	2023	2024
Technology Devices	56	68	61	80	123
Study Rooms	14	59	65	92	63
Games and Puzzles	140	125	180	162	157
Seeds	8	28	3	2	3
STEAM Packs	0	20	13	43	33
Cake Pans	1	0	12	7	4
Outdoor Items	*	*	3	2	7
Honor Books	*	*	4	1	9
Adult Kits	*	*	*	*	8
Museum Passes	*	*	*	*	13
Instruments	*	*	*	*	7

Miscellaneous Items Checked Out

Yearly Totals	2020	2021	2022	2023	2024
Technology Devices	381	725	743	794	942
Study Rooms	305	395	746	888	823
Games and Puzzles	955	1,263	2,060	1,855	1,893
Seeds	302	878	883	767	915
STEAM Packs	25	160	234	351	383
Cake Pans	28	21	69	45	56
Outdoor Items	*	*	17	59	86
Honor Books	*	*	19	104	106
Adult Kits	*	*	*	*	49
Museum Passes	*	*	*	*	106
Instruments	*	*	*	*	7

Library Services Usage

November	2020	2021	2022	2023	2024
Test Proctoring	0	5	1	0	0
Charging Station	7	4	6	2	1
Notary Services	4	14	3	11	17

Library Services Usage

Yearly Totals	2020	2021	2022	2023	2024
Test Proctoring	74	108	61	54	73
Charging Station	47	45	21	16	15
Notary Services	88	144	135	167	215

Library Visits	2,566	3,236	3,517	3,604	4551
Website Usage	2,094	2,191	3,040	707	1100
Reference Questions	10	5	1	1	3

Library Visits	30,007	38,913	48,253	48,053	53,747
Website Usage	17,977	27,907	33,678	36,648	12,161
Reference Questions	60	73	31	37	63

Computer Users

November	2020	2021	2022	2023	2024
Wireless Users	387	425	331	285	204
Adult Users	261	171	188	145	140
Kids Users	8	89	219	120	192
Osmo Users (hours)	*	*	*	*	74.75

Computer Users

Yearly Totals	2020	2021	2022	2023	2024
Wireless	3,829	3,878	4,544	4,338	3,217
Adult Users	2,138	2,235	2,608	2,255	2,161
Kids Users	427	957	2,987	2,030	1,623
Osmo Users (hours)	*	*	*	*	423

Library Volunteers

November	2020	2021	2022	2023	2024
Library Volunteers	6	12	10	12	11
Volunteer Hours	67.00	159.00	102.00	63.00	70.50

Library Volunteers

Yearly Totals	20-21	21-22	22-23	23-24	24-25
Library Volunteers	20	48	48	50	22
Volunteer Hours	1,204.00	1,492.50	1,289.00	533.50	270.25

Databases

Universal Class	November
Sign-ups	2
Courses Started	5
Lessons Viewed	64
Submissions	48

Yearly Totals	2020	2021	2022	2023	2024
Sign-ups	10	13	18	22	12
Courses Started	53	39	2	24	30
Lessons Viewed	1,771	1,008	876	419	606
Submissions	800	515	465	559	689

Fiero Code	November
Logins	23
Hours	16.9
Tasks	50

Yearly Totals	2020	2021	2022	2023	2024
Logins	*	*	*	31	116
Hours	*	*	*	19.6	81.6
Tasks	*	*	*	29	334

Comics Plus	November
New Users	0
Check Outs	8

Yearly Totals	2020	2021	2022	2023	2024
Total Users	*	*	*	*	33
Check Outs	*	*	*	*	111

Kanopy	November
Visits	476
Plays	57
Accounts	3

Yearly Totals	2020	2021	2022	2023	2024
Visits	*	*	*	2,350	5,745
Plays	*	*	*	608	1,052
Accounts	*	*	*	89	171

Programs

1,000 Books	2020	2021	2022	2023	2024
Monthly Sign-ups	3	1	0	3	0
Total Program Sign-ups	67	174	132	153	55

Achievements	
500 Mark	25
Total Completion	23

Face-to-Face Kids Programs

November	2020	2021	2022	2023	2024
Programs	1	11	9	7	12

Face-to-Face Kids Programs

Yearly Totals	2020	2021	2022	2023	2024
Programs	43	91	136	129	144

Attendees	17	203	246	163	207
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Face-to-Face Tween Programs

November	2020	2021	2022	2023	2024
Programs	0	7	7	7	11
Attendees	0	60	23	13	31

Teen Programs

November	2020	2021	2022	2023	2024
Programs	*	*	*	*	1
Attendees	*	*	*	*	1

Face-to-Face Adult Programs

November	2020	2021	2022	2023	2024
Programs	2	8	3	7	9
Attendees	6	23	9	49	52

Device Advice

November	2020	2021	2022	2023	2024
Sessions	0	5	6	11	20

Passive (Number of Participants)

November	2020	2021	2022	2023	2024
Adult	*	0	0	0	1
Teen / Tween	0	0	96	39	0
Kids	225	212	189	116	0

Interlibrary Loan Services

November	2020	2021	2022	2023	2024
Borrowed	65	55	59	23	24
Loaned	23	20	10	11	8

November	R.E.A.D.S
E-books	1,045
Audiobooks	1,655
E-videos	0
E-series	199

Yearly Totals	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
E-books	*	*	*	*	4,373
Audiobooks	*	*	*	*	7,216
E-videos	*	*	*	*	0
E-series	*	*	*	*	748

Attendees	1,185	2,167	3,646	3,805	3,028
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Face-to-Face Tween Programs

Yearly Totals	2020	2021	2022	2023	2024
Programs	11	43	98	112	115
Attendees	77	370	437	361	329

Teen Programs

Yearly Totals	2020	2021	2022	2023	2024
Programs	*	*	*	*	18
Attendees	*	*	*	*	23

Face-to-Face Adult Programs

Yearly Totals	2020	2021	2022	2023	2024
Programs	42	63	75	107	134
Attendees	214	351	377	589	963

Device Advice

Yearly Totals	2020	2021	2022	2023	2024
Sessions	51	81	131	144	158

Passive (Number of Participants)

Yearly Totals	2020	2021	2022	2023	2024
Adult	*	0	20	0	74
Teen / Tween	152	409	151	100	33
Kids	1,094	1,699	334	184	0

Interlibrary Loan Services

Yearly Totals	2020	2021	2022	2023	2024
Borrowed	534	673	872	597	548
Loaned	151	226	317	184	314

City Court Report
November 2024

	CITATIONS		
	TOTAL MONIES COLLECTED FOR THE MONTH		\$3,503.50
	TOTAL MONIES COLLECTED YTD		\$25,063.75
	STATE FINES		
	TOTAL MONIES COLLECTED FOR MONTH		\$1,360.23
	TOTAL MONIES COLLECTED YTD		\$8,324.33
	<u>TOTAL REVENUE FOR MONTH</u>		<u>\$4,863.73</u>
	TOTAL REVENUE YTD		\$33,388.08
	DISBURSEMENTS		
	LITIGATION TAX	\$211.27	
	DOS/DOH FINES & FEES	\$124.00	
	DOS TITLE & REGISTRATION		
	RESTITUTION/REFUNDS	\$0.00	
	ON-LINE CC FEES	\$0.00	
	CREDIT CARD FEES	\$0.00	
	WORTHLESS CHECKS	\$0.00	
	TOTAL DISBURSEMENTS FOR MONTH	\$335.27	
	TOTAL DISBURSEMENTS YTD		\$3,158.80
	<u>ADJUSTED REVENUE FOR MONTH</u>		<u>\$4,863.73</u>
	TOTAL ADJUSTED REVENUE YTD		\$30,229.28
	DRUG FUND		
	DRUG FUND DONATIONS FOR MONTH		\$118.75
	DRUG FUND DONATIONS YTD		\$2,204.99
	Offenses Convicted & Paid For Month	Count	Paid
	Animal Control	4	\$452.50
	Financial Responsibility Law	5	\$165.00
	Registration Law	3	\$227.50
	Improper Equipment		
	Texting/Hands Free Law	2	\$101.00
	Codes Violation	2	\$585.00
	DL Exhibited	1	\$0.00
	Red Light	10	\$787.50
	Misc	2	\$55.00
	Stop Sign	2	\$197.50
	Speeding	11	\$957.50
	Seat Belt-Child Restraint	1	\$50.00
	Following Too Close		
	Exercise Due Care	1	\$112.50
	Careless Driving	2	\$132.50
	Failure to Yield		
	Judgment Released	60	\$0.00
	Total	106	\$3,823.50