



City Manager Report

September 2014

**Contents:**

Monthly reports of the City Manager and all departments as presented to the Kingston City Council and to the citizens of Kingston

Reporting Schedule:

Published monthly on the City of Kingston website and distributed during the Kingston City Council meeting on the second Tuesday of each month

Featured Picture:

Kingston Public Library

Distributed:

October 14, 2014

HUMAN RESOURCES REPORT MONTH SEPTEMBER 2014

HUMAN RESOURCES

- ~ REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- ~ VERIFIED AND CERTIFIED SEVERAL PREVIOUS EMPLOYEE'S RECORDS
- ~ HIRED 1 PART-TIME EMPLOYEE IN PUBLIC WORKS;
- ~ RE-HIRED 1 PART-TIME EMPLOYEE IN THE LIBRARY
- ~ TRANSFERRED 1 FULL-TIME EMPLOYEE FROM PUBLIC WORKS TO WATER/SEWER TRANSMISSION & DISTRIBUTION
- ~ TOTAL FULL TIME EMPLOYEES: 63; TOTAL PART-TIME EMPLOYEES 14
- ~ MET WITH TML AUDITOR FOR PAYROLL AUDIT FOR FY 2013/14
UPDATED ALL EMPLOYEES BENEFICIARIES FOR LIFE INSURANCE
- ~ MET WITH DEPARTMENT HEADS TO REVIEW LEAVE RECORDS OF THEIR RESPECTIVE EMPLOYEES
- ~ FILED INSURANCE CLAIMS FOR SEVERAL EMPLOYEES
- ~ MET WITH REPRESENTATIVES FROM HEALTH INSURANCE TO LOOK AT WAYS TO SAVE THE CITY AND EMPLOYEES
MONEY ON INSURANCE PREMIUMS AND DEDUCTIBLES
- ~ MET WITH LIBRARY BOARD REPRESENTATIVE

FINANCE AND ADMINISTRATION REPORT SEPTEMBER 2014

FINANCE

- ~ COMPLETED TCRS REQUIREMENTS FOR ONLINE REPORTING EMPLOYEES RETIREMENT
- ~ 2013-14 AUDITORS BEGAN IN HOUSE ANNUAL FINANCIAL AUDIT
- ~ ATTENDED MEETING WITH CITY MANAGER AND DEPT. HEADS
- ~ MONTHLY UTILITY BILLING: BILLED 3729 WATER SERVICE CUSTOMERS FOR A TOTAL AMOUNT OF: \$230,000;
- ~ CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO BILLS OF CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS
- ~ ATTENDED COUNCIL WORKSESSION AND CITY COUNCIL MEETING
- ~ COMPLETED QUARTERLY FINANCIAL REPORTS, 941'S, AND QUARTERLY EMPLOYMENT SECURITY REPORTS
- ~ UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR AUGUST 3716 FOR A TOTAL AMOUNT OF \$313,845.88
- ~ NEW WATER SERVICE APPLICATIONS FOR AUGUST TOTALED 30 NEW CUSTOMERS
42 CUSTOMERS FINALED OUT SERVICE
- ~ COMPLETED MONTHLY REPORTS
- ~ COLLECTED \$11,888.86* IN DELINQUENT PROPERTY TAXES
- ~ MET WITH FEMA REPRESENTATIVE REGARDING EMERGENCY RECOVERY FROM TORNADO DAMAGES

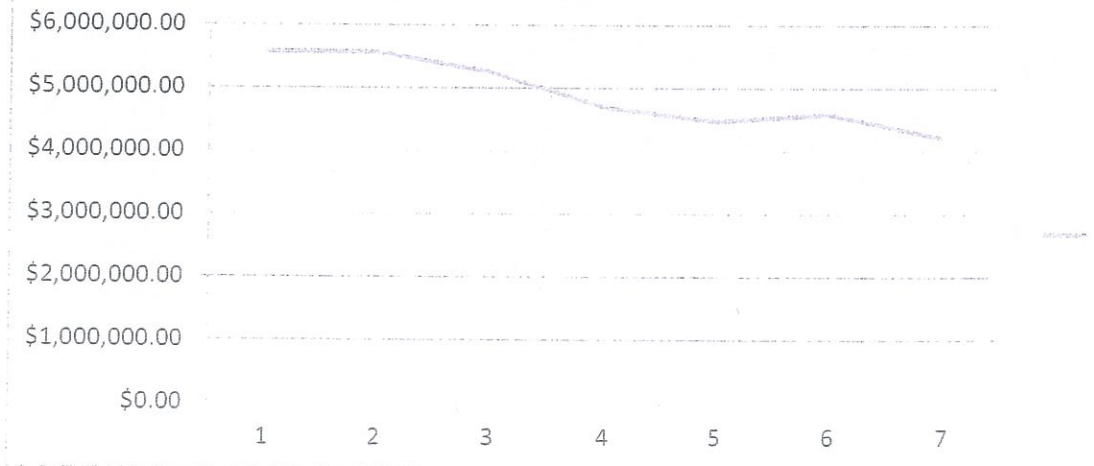
**City of Kingston
Financial Summary
Aug-14**

UNASSIGNED FUND BALANCE

| Operating Fund | Ending Balance FY 14 | Current Month | Budget 08/31/14 | Projected 08/31/14 | % |
|----------------|----------------------|----------------|-----------------|--------------------|--------|
| General Fund | \$1,451,909.93 | \$1,311,699.14 | \$452,360.34 | \$405,135.49 | 17.00% |
| | | | | | |
| | | | | | |
| | | | | | |

| Cash in Bank | Feb | Mar | Apr | May | June | July |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| General Fund | \$1,676,332.94 | \$1,448,089.85 | \$1,233,126.17 | \$1,044,056.35 | \$875,897.18 | \$1,026,550.41 |
| 2008 Bond | \$276,786.26 | \$290,499.35 | \$304,235.96 | \$247,878.90 | \$261,666.78 | \$275,442.65 |
| Water/Sewer | \$1,199,096.70 | \$1,448,089.85 | \$1,338,734.62 | \$1,351,299.75 | \$1,234,966.72 | \$1,154,777.68 |
| 1999 Bond | \$352,937.45 | \$372,720.36 | \$392,494.72 | \$150,096.60 | \$170,094.23 | \$190,055.12 |
| 2004 Bond | \$314,893.32 | \$323,624.37 | \$332,378.18 | \$281,039.61 | \$289,837.08 | \$298,621.05 |
| RDA Loan Reserve Fd | \$188,238.49 | \$190,249.73 | \$192,260.76 | \$194,272.23 | \$196,283.45 | \$198,295.18 |
| Drug Fund | \$10,000.41 | \$11,458.35 | \$9,357.19 | \$8,796.29 | \$8,821.29 | \$10,414.69 |
| Ladd Landing constrn | \$309.26 | \$309.26 | \$309.26 | \$309.26 | \$309.26 | \$309.26 |
| Rockwood Intercon Constrctn Fund | \$390,960.35 | \$391,016.80 | \$388,773.08 | \$388,829.21 | \$378,883.26 | \$378,937.97 |
| Gallaher Rd Sewer Construction fund | \$906,459.83 | \$832,958.80 | \$809,937.28 | \$772,453.58 | \$799,900.11 | \$799,305.20 |
| WWTP Expan Const | \$30,677.24 | \$30,679.05 | \$30,680.83 | \$30,682.65 | \$30,684.41 | \$30,686.24 |
| WWTP Retainage Acct | \$226,414.42 | \$226,427.88 | \$226,440.91 | \$226,454.37 | \$226,467.40 | \$226,480.87 |
| | | | | | | |
| Total Cash | \$5,573,106.67 | \$5,566,123.65 | \$5,258,728.96 | \$4,696,168.80 | \$4,473,811.17 | \$4,589,876.32 |

Total Cash



KINGSTON POLICE DEPARTMENT - September 2014

TIBRS Group A Offenses

Crimes Against Persons

| | |
|-----------------------------------|---|
| Aggravated Assault | 3 |
| Simple Assault | 2 |
| Intimidation | 1 |
| Stalking | 1 |
| Murder/Non-Negligent Manslaughter | |
| Negligent Manslaughter | |
| Justifiable Homicide | |
| Commercial Sex Acts | |
| Involuntary Servitude | |
| Kidnapping/Abduction | |
| Rape | |
| Sodomy | 1 |
| Sexual Assault with an Object | |
| Fondling | |
| Incest | |
| Statutory Rape | |

Subtotal

8

Crimes Against Property

| | |
|--|---|
| Arson | |
| Bribery | |
| Burglary/Breaking and Entering | 1 |
| Counterfeiting/Forgery | |
| Embezzlement | |
| Extortion/Blackmail | |
| False Pretenses/Swindle/Confidence Game | |
| Credit Card/ATM Fraud | |
| Impersonation | |
| Welfare Fraud | |
| Wire Fraud | |
| Pocket-Picking | |
| Purse-Snatching | |
| Shoplifting | |
| Theft from a Building | 2 |
| Theft from Coin Operated Machine/Device | 2 |
| Theft from Motor Vehicle | |
| Theft of Motor Vehicle Parts/Accessories | |
| All Other Larceny | 1 |
| Motor Vehicle Theft | 1 |
| Robbery | |
| Stolen Property Offenses | |
| Vandalism | 8 |

Subtotal

15

Crimes Against Society

| | |
|--|---|
| Drug/Narcotics Violations | 4 |
| Drug Equipment Violations | 1 |
| Betting/Wagering | |
| Operating/Promoting/Assisting Gambling | |
| Gambling Equipment Violation | |
| Sports Tampering | |
| Pornography/Obscene Material | |
| Prostitution | |
| Assisting or Promoting Prostitution | |
| Purchasing Prostitution | |
| Weapons Law Violations | |

Total

5

TIBRS Group B Offenses

Bad Checks

| | |
|--------------------------------------|---|
| Curfew/Loitering/Vagrancy Violations | |
| Disorderly Conduct | |
| Driving Under the Influence | 1 |
| Drunkenness | 1 |
| Family Offenses, Non-Violent | |
| Liquor Law Violations | 2 |
| Peeping Tom | |
| Trespass of Real Property | |
| All Other Offenses | |

Total

4

Central Dispatch

| | | | |
|------------------------------|-----|--------------------------------|------------|
| Crash Reports | 18 | Patrol Mileage | 14,510 |
| Traffic Stops | 67 | Hours Worked | 2,411 |
| Investigator Needed on Scene | 13 | Reserve Hours Worked | 364 |
| Domestic Complaints | 11 | Total Overtime Hours | 66 |
| Escorts Funeral/Other | 11 | Total Amount of Overtime Wages | \$1,704.29 |
| Animal Calls | 4 | City Court Citations | 14 |
| Vandalism | 4 | General Sessions Citations | 2 |
| Fights | 1 | Arrest | 36 |
| Burglar Alarms/Fire Alarms | 28 | Juvenile Arrest | |
| Child Sexual Assaults | | Incident Reports | 56 |
| Forgery | | | |
| Theft | 3 | | |
| Vehicle Theft | | | |
| Public/Motorist Assist | 8 | | |
| Arson/Explosive Devices | | | |
| Other Calls | 195 | | |
| | 363 | | |
| | 218 | | |

Subtotal**Total Calls****Municipal Codes**

| | |
|--------------------------------|----|
| Animal Control Calls to Office | 5 |
| Animal Control Violations | 2 |
| Animal Control Letters Sent | 2 |
| Animals Transported to Shelter | 2 |
| Codes Concerns | 7 |
| Codes Violations | 7 |
| Codes Letters Sent | 7 |
| Property Maintenance Leins | |
| Temporary Signs Removed | 35 |

Report for the citations issued, the disposition date for which was on
September 9, 2014

| | |
|--|---------------|
| Monies outstanding from August 7, 2007–Sept. 9, 2014 | \$ 47,258.13 |
| Monies collected from August 7, 2007 – Sept. 9, 2014 | \$ 332,180.00 |

JUDGMENTS

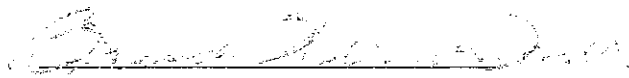
COLLECTED

| | | |
|---|-------------|-----------------|
| Total fines and costs billed in court | \$ 2,701.25 | |
| Collected in court on fines and costs | \$ | 755.00 |
| Amount collected after Sept. 2014 Court | \$ | 325.00 |
| Total collected for citations on Sept. 2014 | \$ | 1,080.00 |
| Amount outstanding for Sept. 2014 | \$ 1,621.25 | |
| <u>8</u> Cash bond forfeitures | \$ | 910.00 |
| Total amount collected for Sept. 2014 Citations | \$ | 1,990.00 |
| Amount collected from previous months/FTA etc. | \$ | 1,791.25 |
| Total collected in September 2014 | \$ | 3,781.25 |

These amounts are based upon amounts collected by, and the records of, the clerk of the Municipal Court for the City of Kingston.

This the 30th day of September 2014


TERESA JOHNSON
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

Governmental Revenues are typically received in arrears, i.e., August revenues are received in September. The revenues collected in September are for the month of August. Current property taxes will come due in October.

City of Kingston
Financial Summary
Sep-14

REVENUE INDICIES

| <u>Operating Fund</u> | <u>Indicator</u> | <u>Month</u> | <u>YTD</u> | <u>Annualized/ Projected</u> | <u>Target</u> | <u>Projected Over (Under) Budget</u> |
|------------------------------------|------------------|--------------|-------------|----------------------------------|---------------|--|
| General Fund (Delinquent taxes) | Local Sales Tax | \$ 86,040 | \$ 261,335 | \$ 980,000 | \$ 580,000 | |
| | State Shared Tax | \$ 49,180 | \$ 237,554 | \$ 686,882 | \$ 686,882 | |
| | Property Tax | \$ 16,964 | \$ 45,173 | \$ 1,680,000 | \$ 1,680,000 | |
| | Court Fines/Fees | \$ 4,942 | \$ 11,551 | \$ 34,404 | \$ 62,250 | \$ (27,846) |
| Tourism | Hotel/Motel Tax | \$ 4,710 | \$ 14,255 | \$ 57,266 | \$ 40,000 | \$ 17,266 |
| Water/Wastewater | User/Fees | \$ - | \$ 1,785.00 | \$ 10,710.00 | \$ 60,000.00 | \$ (49,290.00) |

| | | | | | | |
|-----------------|----|-----------|--|--|----|-------------|
| Revenue Summary | | | | | | |
| | \$ | 1,182,317 | | | \$ | 805,382.47 |
| | \$ | 1,357,081 | | | \$ | 859,723.00 |
| | \$ | (174,764) | | | \$ | (54,340.00) |
| | | 21.80% | | | | 23.40% |

OPERATIONS EXPENDITURE SUMMARY

| <u>Operating Dept</u> | <u>Month</u> | <u>YTD</u> | <u>Annualized/ Projected</u> | <u>Budget</u> | <u>Projected Over (Under) Budget</u> |
|-----------------------|--------------|---------------|----------------------------------|---------------|--|
| General Government | \$ 6,967.37 | \$ 159,889.91 | \$ 267,202.00 | \$ 199,760.00 | \$ (67,442.00) |
| Community Development | \$ 2.75 | \$ 5,141.59 | \$ 10,275.00 | \$ 10,275.00 | |
| Police | \$ 63,918.87 | \$ 246,467.96 | \$ 927,427.00 | \$ 896,497.00 | \$ (30,930.00) |
| Fire | \$ 62,340.49 | \$ 235,527.87 | \$ 1,014,082.00 | \$ 986,264.00 | \$ (27,818.00) |
| Public Works | \$ 42,344.33 | \$ 164,363.28 | \$ 748,171.00 | \$ 816,284.00 | \$ 68,113.00 |
| Parks & Recreation | \$ 40,029.98 | \$ 148,404.03 | \$ 569,507.00 | \$ 592,965.00 | \$ 23,458.00 |

OPERATIONS EXPENDITURE SUMMARY

| <u>Fund</u> | <u>Month</u> | <u>YTD</u> | <u>Target</u> | <u>% of Budget</u> |
|------------------|---------------|-----------------|---------------|--------------------|
| General | \$ 323,447.07 | \$ 1,427,638.35 | \$ 904,720.00 | 20.74% |
| Water/Wastewater | \$ 141,552.04 | \$ 923,586.72 | \$ 573,148.00 | 24.12% |

New Business Licenses Issued in SEPTEMBER 2014

| | OPENING DATE |
|-------------------------------|---------------------|
| 1. MRS. MARY'S DAYCARE | 9/20/2014 |
| Haley Garvey | |
| 1824 Oak Hills Dr | |
| 376-0039 | |

Kingston Fire Department September 2014

Summary of Month's Activities

Fire Operations

The Department responded to ___71___ calls for service during the month of July.

Fire Administration

- Attended Dept. Head meeting
- All of KFD has been involved in remodeling of our training room at station 1.
- Remodeling scheduled to be completed October 3, 2014.
- Street Department assisted KFD with the demolition of the pond area.
- Plans have been set in place to build a new parking spot for our rescue unit housed at station 1.
- Calendar fundraiser is underway.
- 3rd annual Haunted House fundraiser dates have been set and planning is moving forward aggressively.
- Monthly supervisor meeting held and a KFD activity calendar is in planning for 2015.
- All daily operations paperwork is being revised to save on paper usage and be more user friendly.

The Training Room has been utilized this month for the following:

- Our training room has currently being remodeled. All training is taking place in our bay or in day room of station 1.

| | This Month | YTD |
|------------------|------------|-----|
| Fire Inspections | 10 | 64 |

Public Fire Education

| | This Month | YTD |
|-----------------------|------------|-----|
| Participants | 15 | |
| Education Hours | 2 | 385 |
| Number of Occurrences | 1 | |

Firefighter Training

KFD is continuing on shift-training. All training is being documented and turned into Lt./TO Clint Edmonds.

KFD hosted a Low Angle Rope Class. This class certified our firefighters to operate rope equipment to safely package and move patients up a steep incline. This rescue gear has been put into service and resides on Unit 3. All KFD personnel must train with the equipment once a week to stay sharp on all skills.

Training Plan for 2015:

Kingston Fire Department is currently creating the 2015 training outline for monthly company training and individual shift training. This training must be approved by the state and be ISO compliant.

Implemented Performance Standards Plan

- Continuing Education for all KFD personnel
- Monthly testing to certify all KFD personnel to the highest level possible.

Fleet Maintenance

- Routine Checks
- New Apparatus Check Off Guideline

Special Projects

- Remodeling training room and removed pond outside of station to add parking for our apparatus. Upon completion of training room remodel, it will be able to seat double the amount of people.

Outstanding Issues

- Aging Fire fighting apparatus and SCBAs (Self Contained Breathing Apparatus)

Cost Savings

- Safety meetings with no injuries

- Firefighters encouraged to swap shifts when possible instead of taking vacation time to help with overtime costs.
- Fundraising activities are moving forward aggressively.

Kingston Fire Department

Incident Report

Incident Totals

Kingston City

Aug-14

TOTAL CALLS

| Category | Total | | Total |
|----------------------------|----------|--|-----------|
| Structure Fires | 1 | Hazardous Calls | 0 |
| Vehicle Fires | 0 | Service Calls | 9 |
| Brush/Grass Fires | 0 | Good Intent Calls | 8 |
| Refuse/rubbish Fires | 0 | Unintentional False | 4 |
| Other Fires | 0 | Other False | |
| Total Fires | 1 | Total False: Total | 21 |
| | | | |
| Rescue and EMS | 49 | Overpressure Rupture/ Explosion - No Fire | 0 |
| | | | |
| Mutual Aid Received | 0 | Incidents with Exposures | 0 |
| Mutual Aid Given | 0 | | |
| | | | |
| | | | |
| Fire Service Injuries | 0 | Fire Dollar Loss | |
| Non-Fire Service Injury | 0 | Property | 0 |
| Fire Service Death | 0 | Contents | 0 |
| Fire Civilian Injuries | 0 | Non-Fire Dollar Loss | |
| Non-Fire Civilian Injuries | 0 | Property | 0 |
| Fire Civilian Death | 0 | Contents | 0 |
| Non-Fire Civilian Death | 0 | | |

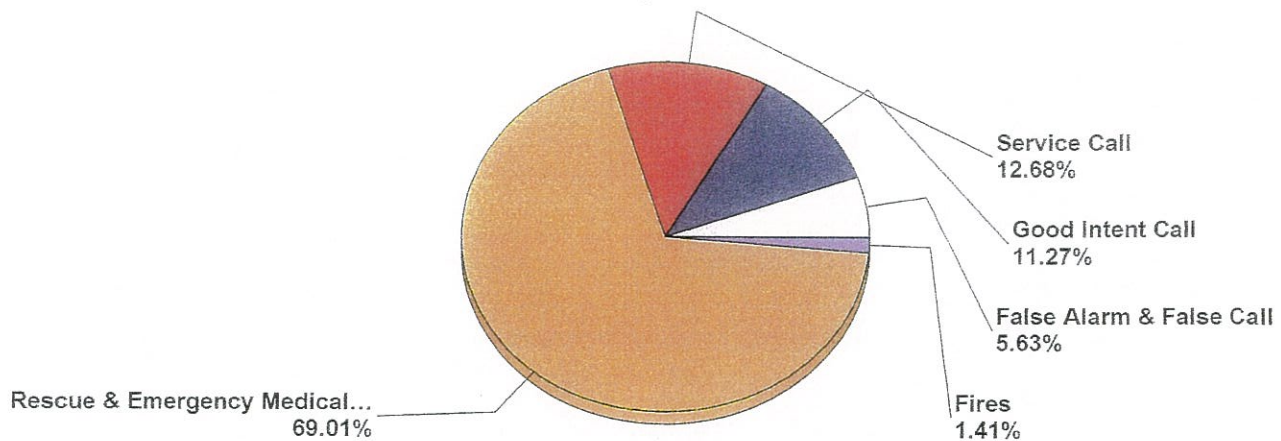
Kingston Fire Department

Kingston, TN

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Breakdown by Major Incident Types for Date Range

Start Date: 09/01/2014 | End Date: 09/30/2014



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|------------|
| Fires | 1 | 1.41% |
| Rescue & Emergency Medical Service | 49 | 69.01% |
| Service Call | 9 | 12.68% |
| Good Intent Call | 8 | 11.27% |
| False Alarm & False Call | 4 | 5.63% |
| TOTAL | 71 | 100.00% |

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|--|-------------|----------------|
| 111 - Building fire | 1 | 1.41% |
| 311 - Medical assist, assist EMS crew | 4 | 5.63% |
| 320 - Emergency medical service, other | 4 | 5.63% |
| 321 - EMS call, excluding vehicle accident with injury | 38 | 53.52% |
| 322 - Motor vehicle accident with injuries | 2 | 2.82% |
| 324 - Motor vehicle accident with no injuries. | 1 | 1.41% |
| 510 - Person in distress, other | 3 | 4.23% |
| 550 - Public service assistance, other | 3 | 4.23% |
| 553 - Public service | 2 | 2.82% |
| 571 - Cover assignment, standby, moveup | 1 | 1.41% |
| 611 - Dispatched & cancelled en route | 7 | 9.86% |
| 622 - No incident found on arrival at dispatch address | 1 | 1.41% |
| 700 - False alarm or false call, other | 1 | 1.41% |
| 733 - Smoke detector activation due to malfunction | 1 | 1.41% |
| 745 - Alarm system activation, no fire - unintentional | 2 | 2.82% |
| TOTAL INCIDENTS: | 71 | 100.00% |

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.



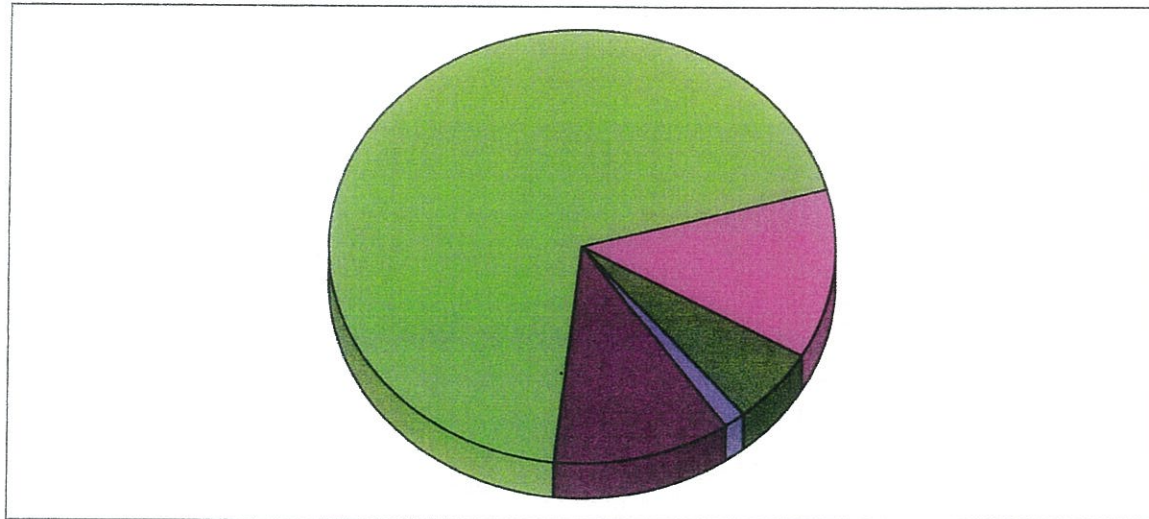
Kingston Fire Department

Kingston, TN

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Major Incident Types by Month for Date Range

Start Date: 09/01/2014 | End Date: 09/30/2014



| | | |
|--------------------------|----------------------------|------------------|
| False Alarm & False Call | Good Intent Call | Service Call |
| Fire | Rescue & Emergency Medical | Service Incident |

| INCIDENT TYPE | SEP | TOTAL |
|----------------------------|-----|-------|
| False Alarm & False Call | 4 | 4 |
| Fire | 1 | 1 |
| Good Intent Call | 8 | 8 |
| Rescue & Emergency Medical | 49 | 49 |
| Service Call | 9 | 9 |
| Total | 71 | 71 |

Only REVIEWED incidents included



Kingston Fire Department

Kingston, TN

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Minor Incident Types by Month for Year

Year: 2014

| INCIDENT TYPE | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | SUM |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|------------|
| Accident, potential accident | 1 | | | 1 | | | 2 | 1 | | | 5 |
| Bomb scare | | | | 1 | | | | | | | 1 |
| Chemical release, reaction, or toxic condition | | | | 1 | | 1 | | | | | 2 |
| Citizen complaint | | 1 | | | | | | | | | 1 |
| Combustible/flammable spills & leaks | | | 3 | | | | 2 | | | | 5 |
| Controlled burning | | | 1 | | | | | | | | 1 |
| Cover assignment, standby at fire station, move-up | | | | | | | | | 1 | | 1 |
| Dispatched and canceled en route | 6 | 7 | 3 | 2 | 5 | 4 | 4 | 5 | 7 | | 43 |
| Electrical wiring/equipment problem | | | 1 | | | 1 | | 1 | | | 3 |
| Emergency medical service (EMS) Incident | 46 | 44 | 43 | 40 | 43 | 43 | 41 | 32 | 45 | 1 | 378 |
| Excessive heat, scorch burns with no ignition | | | | 1 | | | | | | | 1 |
| Extrication, rescue | | | | | 1 | | | | | | 1 |
| False alarm and false call, other | 2 | 5 | 2 | 4 | 1 | 5 | 3 | 6 | 1 | | 29 |
| Good intent call, other | | | | | | | 1 | | | | 1 |
| Malicious, mischievous false alarm | | | 1 | | | | | | | | 1 |
| Medical assist | 8 | 2 | 2 | | | 3 | 4 | 5 | 4 | | 28 |
| Mobile property (vehicle) fire | | 1 | | | | | | 1 | | | 2 |
| Natural vegetation fire | 3 | 3 | 1 | 2 | | 1 | | | | | 10 |
| Other incident type | | | | | | 1 | | | | | 1 |
| Outside rubbish fire | | | | | | | | 1 | | | 1 |
| Overpressure rupture from air or gas (no fire) | | | | 1 | | | | | | | 1 |
| Overpressure rupture from steam (no ensuing fire) | | 1 | | | | | | | | | 1 |
| Person in distress | 2 | 1 | 1 | | | 1 | | 2 | 3 | | 10 |
| Public service assistance | 1 | 4 | 1 | | 2 | 6 | 4 | 5 | 5 | | 28 |
| Rescue or EMS standby | | | | | | | 1 | | | | 1 |
| Rescue, emergency medical call (EMS), other | | 1 | | | | | | | | | 1 |
| Service call, other | | | | 1 | 1 | | | 1 | | | 3 |
| Smoke, odor problem | 2 | 1 | 1 | | | | | | | | 4 |
| Special outside fire | | 1 | | | | | | | | | 1 |
| Special type of incident, other | | | | | 1 | | | | | | 1 |
| Steam, other gas mistaken for smoke | | 1 | | | | | | 1 | | | 2 |
| Structure Fire | | | 1 | 1 | 2 | | 2 | | 1 | | 7 |
| System or detector malfunction | 2 | 3 | 5 | | 2 | 2 | | 2 | 1 | | 17 |
| Unintentional system/detector operation (no fire) | 2 | 1 | 2 | 3 | 2 | 2 | 3 | 1 | 2 | | 18 |
| Wrong location, no emergency found | | | | 1 | | 1 | 1 | | 1 | | 4 |
| Total | 75 | 77 | 68 | 59 | 60 | 71 | 68 | 64 | 71 | 1 | 614 |

Only REVIEWED incidents included

Kingston Building Inspector Activity Report (FD) September 2014

The purpose of this report is to ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and Safety, Fire Marshall Duties, and Property Safety. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.

| <u>Activity</u> | <u>Scope of Activity</u> | <u>Total Monthly</u> |
|-------------------------------|---|----------------------|
| Fire Code Inspections | Inspect existing businesses within city limits – Hotels, Restaurants, Stores, etc. | 21 |
| Fire Investigations | Duties of Fire Marshall involving fires in the city limits | 0 |
| Building Inspections | Building Related | 17 |
| I.B.C. Training | Training for the departments required certification test/International Building Certification | 16 hours |
| Fire Inspections Training | Required training on Fire Code | 0 |
| Kingston Building Permit Fees | Collect Building Permit Fees for New Residential Homes and Building Additions | \$ 305.00 |
| Flood Event/FEMA | Assisting flood properties and FEMA requirements including all documentation | 0 |
| Issuing of Addresses | Assisting E-911 with assigning addresses for the city | 0 |
| Plan Reviews | In-house plan review (also with outsourced plan reviews) | 0 |
| Customer Service Calls | Facilitate calls contractors may have | Daily |
| | | |

**BUILDING INSPECTOR REPORT
SEPTEMBER, 2014**

| NAME AND ADDRESS | TYPE OF WORK | COST OF PROJECT | COST OF PERMIT |
|--|--------------|-----------------|----------------|
| Kent Adcox 235 Lawnville Road | Garage | \$ 40,000.00 | \$ 210.00 |
| First Baptist Church, 235 N. Kentucky Street | Replace sign | \$ 6,890.00 | \$ 45.00 |
| John McClure, 1868 James Ferry Road | Porch | \$ 8,000.00 | \$ 50.00 |
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| | | | |
| TOTALS | | \$ 54,890.00 | \$ 305.00 |
| | | | |

Public Works Report – September 2014

Solid Waste:

- Convenience center solid waste collected: None
- Wood chips removed from lot: None
- Solid Waste Tonnage collected: None
- Street sweeping debris removed off streets: 4 Loads
- Recycled materials collected: None
-

| Public Works Selected Performance Indicators | Total | YTD |
|---|--------------|------------|
| Brush Pick-Up Areas Covered | 17 loads | 36 loads |
| Culverts/Storm Drains Cleaned | 7 | 13 |
| Curb-Repair/Install/Remove | 150 ft | 150 ft |
| Drainage Inspection Requests | 9 | 15 |
| Excavation/Street Cut Permits Issued | None | None |
| Exemption/Back Door Route Requests | None | None |
| Graffiti Removal Requests | None | None |
| Land Disturbance Permits Issued | None | None |
| Sanitation – Bulk Item/Junk Pick-Up Request | 1 | 2 |
| Sanitation – Cart Repairs | None | None |
| Sanitation – Second Cart Request | None | None |
| Signs Repaired/Installed (Street or Name) | None | 3 |
| Stormwater Inspections Performed | 1 | 2 |
| Stream and/or Tributary Clean-Up/Clean-Outs | None | None |
| Streets paved | None | None |
| Streets Repaired (e.g., pothole) | 13 | 25 |
| Streets Striped | None | None |
| Tennessee One Calls | 2 | 3 |
| Traffic Signal Repair | None | 1 |
| Tree Trimming Requests | 1 | 1 |
| Vehicle Maintenance – Routine | 3 | 8 |
| Vehicle Maintenance – Unscheduled | 21 | 38 |
| Water Quality – Related Outreach Events | NA | NA |

Public Works Facility, Outreach & Project Review:

- Residential meetings and work to assist with drainage-related projects -2
- Daily underground storage tank testing –N/A
- Monthly fuel pump inspection and cleaning- N/A
- Stormwater manager's meeting- N/A
- Weekly departmental meetings and monthly staff safety meetings- 2
- Sign repair, new sign installations- None
- Signal inspection, repair and timing adjustments- None
- Grant applications- None
- Participated in various weather calls- None
- Brine acquisition and street prep in advance of weather events- None
- Fleet software implementation –N/A
- Stormwater educational outreach webinar- None
- Drainage law presentation- None
- Street Lighting- None

Continuing Projects

- Fleet system software implementation -None
- Bent sign inventory repair- None
- Upgrades to City's fueling system- None

STATE RT 1

ACTIVITY

446 MECHANICAL SWEEPING
447 MANNUAL SWEEPING

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|----------|-------------|-------------|--------------|
| LABORER | \$14.75 | 13 | \$ 191.75 |
| OPERATOR | \$15.35 | 13 | \$ 199.55 |
| FOREMAN | \$15.82 | 13 | \$ 205.66 |

| | | |
|----------------------|-----|-----------|
| SUB TOTAL | | \$ 596.96 |
| FRINGE BENEFITS | 45% | \$ 268.63 |
| FINAL LABOR SUBTOTAL | | \$ 865.59 |

ACTIVITY

435 MACHINE MOWING on MEDIANS
441 LITTER REMOVAL ON MEDIAN

| <u>Acres/Miles</u> | <u>Rate</u> | <u>Total</u> |
|--------------------|-------------|--------------|
| 0.97 | \$45.00 | \$43.65 |
| 0.60 | \$50.00 | \$30.00 |

| | |
|-----------|---------|
| SUB TOTAL | \$73.65 |
|-----------|---------|

EQUIPMENT RENTAL

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|------------------|-------------|-------------|--------------|
| 17 SWEEPER TRUCK | \$48.22 | 13 | \$ 626.86 |
| 04 TRUCK | \$13.00 | 13 | \$ 169.00 |

| | |
|--------------------|-------------|
| EQUIPMENT SUBTOTAL | \$ 795.86 |
| TOTAL | \$ 1,735.10 |

STATE RT 1 GRANDTOTAL \$ 1,735.10

STATE RT 58

ACTIVITY

446 MECHANICAL SWEEPING
447 MANNUAL SWEEPING

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|----------|-------------|-------------|--------------|
| LABORER | \$13.54 | 20 | \$ 270.80 |
| OPERATOR | \$15.35 | 20 | \$ 307.00 |
| FOREMAN | \$15.82 | 20 | \$ 316.40 |

| | |
|----------------------|---------------|
| SUBTOTAL | \$ 894.20 |
| FRINGE BENEFITS | 45% \$ 402.39 |
| FINAL LABOR SUBTOTAL | \$ 1,296.59 |

Equipment Rental

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|------------------|-------------|-------------|--------------|
| 17 SWEEPER TRUCK | \$ 48.22 | 20 | \$ 964.40 |
| 04 TRUCK | \$ 13.00 | 20 | \$ 260.00 |

| | |
|--------------------|-------------|
| EQUIPMENT SUBTOTAL | \$ 1,224.40 |
| TOTAL | \$ 2,520.99 |

STATE RT 58 GRANDTOTAL \$ 2,520.99

STATE RT 326

ACTIVITY

446 MECHANICAL SWEEPING
447 MANNUAL SWEEPING

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|----------|-------------|-------------|--------------|
| LABORER | \$13.54 | 1.5 | \$ 20.31 |
| OPERATOR | \$15.35 | 1.5 | \$ 23.03 |
| FOREMAN | \$15.82 | 1.5 | \$ 23.73 |

| | | |
|----------------------|-----|----------|
| SUBTOTAL | | \$ 67.07 |
| FRINGE BENRFITS | 45% | \$ 30.18 |
| FINAL LABOR SUBTOTAL | | \$ 97.24 |

Equipment Rental

| | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
|------------------|-------------|-------------|--------------|
| 17 SWEEPER TRUCK | \$ 48.22 | 1.5 | \$ 72.33 |
| 04 TRUCK | \$ 13.00 | 1.5 | \$ 19.50 |

| | |
|--------------------|-----------|
| EQUIPMENT SUBTOTAL | \$ 91.83 |
| TOTAL | \$ 189.07 |

| | |
|-------------------------|-----------|
| STATE RT 326 GRANDTOTAL | \$ 189.07 |
|-------------------------|-----------|

| | | |
|---------------|-----------|-------------|
| State Rt. 1 | Sub Total | \$ 1,735.10 |
| State Rt. 58 | Sub Total | \$ 2,520.99 |
| State Rt. 326 | Sub Total | \$ 189.07 |
| GRANDTOTAL | | \$ 4,445.17 |

| Activity | Description | Amount | Work Quantity | Work Quantity | Work Unit |
|----------|--|------------|---------------|---------------|---------------|
| | City of Kingston Month of September | | | | |
| 401 | Manual Spot Checking | | | | Tons |
| 402 | Crack Repair | | | | Pounds |
| 404 | Mechanical Continuous Patching | | | | Tons |
| 405 | Milling | | | | Square Feet |
| 406 | Surface Replacement | | | | Tons |
| 411 | Concrete Pavement Repair | | | | Cubic Yards |
| 412 | Concrete Joint repair | | | | Linear Feet |
| 425 | Grading Unpaved Surface (Shoulder) | | | | Linear Miles |
| 427 | Patching Unpaved Surface (Shoulder) | | | | Tons |
| 435 | Machine Mowing on Medians | \$43.65 | | 0.97 | Acres |
| 438 | Debris, Trees. Etc., Removal from Roadway surface only | | | | Man Hours |
| 441 | Litter removal on medians | \$30.00 | | 0.60 | Roadway Miles |
| 446 | Mechanical Sweeping and Street Flushing | | | | Miles |
| 447 | Manual Roadway Sweeping | \$4,371.52 | | 103.5 | Man Hours |
| 460 | Plowing Snow | | | | Lane Miles |
| 461 | De-icing Salt and/or Sand for snow abnd ice removal | | | | Tons |
| 463 | Anti-icing (Salt Brine) | | | | Gallons |
| 470 | Pavement Markings | | | | Line Miles |
| 471 | Speciality Markings | | | | Each |
| | Invoice Total | \$4,445.17 | | | |

KINGSTON STREET DEPT.
900 Waterford Place,
KINGSTON, TN 37763

(865) 376-2114

STATEMENT OF MAINTENANCE OF STATE HIGHWAYS WITHIN THE CITY LIMITS
OF KINGSTON, TENNESSEE FOR THE MONTH OF **September 2014**

I HEREBY CERTIFY ALL THE EQUIPMENT USED OF THE ABOVE IS THE
PROPERTY OF THE CITY OF KINGSTON. ALL WORK AND MATERIAL USED
ON THIS STATEMENT IS FOR WORK DONE ON STATE HIGHWAY ROUTES.

STREET SUPERVISOR

I HEREBY CERTIFY THAT THE ABOVE IS AN ACCURATE STATEMENT OF COST
AND SAME HAS BEEN DULY PAID BY THE CITY OF KINGSTON AND IS NOW
TO BE REIMBURSED UNDER OUR STANDARD CONTRACT AGREEMENT.

CAROLYN BREWER
FISCAL OFFICER

STATE OF TENNESSEE
COUNTY OF ROANE

NOTARY PUBLIC
MY COMMISSION EXPIRES



PARKS AND RECREATION

Kingston Parks and Recreation

MINUTES

September 8, 2014

PRESENT: Ruth Thompson, Paul Rogers, Josh Igou, Karen High, Rick Ross, Sue Collins, Jo Ann Knies

ABSENT: Tony Brown, Eric Clark, Keenon Hethcoat, Ruth Lentz

Meeting called to order by Chairman Igou. He welcomed members.

Paul gave an invocation.

Paul made a motion to approve the previous month's minutes and Ruth T. seconded.

UNFINISHED BUSINESS:

1. Rick reported the City will begin advertising in the local newspaper before a board members' term expires, to see if anyone else in the community is interested in volunteering, in addition to the current board member.
2. Tennis Courts – The City was going to lay down tile as our option to repair the tennis courts across from the Community Center, but under the County's ownership, their plan is just to fill in the cracks and paint them. Nobody is currently mowing the area. Rick's plans would be to put up used fencing to divide our courts at City Park, and more people would play there.
3. The annual Kingston Country Fair will be held Saturday, October 4th from 10:00 – 5:00 p.m. Rick asked members if they would be able to volunteer a few hours of their time, to let us know.
4. Fall Sports – Cherokee Middle School softball is going on, AYSO fall soccer, RCHS girls' soccer and softball and fast pitch softball on Byrd Field. Josh brought up the question as to whether the Parks Department would be taking over the KOC basketball.

NEW BUSINESS:

1. Early voting will be here October 15 – 30. We hope to have more candidate sign enforcement. We will be checking on this with the county since the area across the street now belongs to the county.
2. LPRF Grant for Porter Park – The state awarded us the grant, we are now waiting on the contract.

3. Rick has applied for a 'Hokey's Heart' AED grant to be used at Southwest Point.
4. The Driver Safety grant rotation has us now eligible for cones, sandwiches boards, etc. We have gotten TV's in the past for educational purposes.
5. Race Policy for the City - Due to conflicts with our involvement, after this year, Rick said we may go to a priority system to limit the number of races that can be held in the City, and also, there could be a charge for the officers who are in charge each time for traffic control, and get paid for overtime.
6. Ladd Greenway - With approval, construction can begin and consists of a restroom, parking lot, and amenities (\$375,000 is left of the grant).

Other Business

Ruth T. mentioned that a lot of cars were coming in the wrong way at the Southwest Point baseball entrance, (coming from the south end). She has been asked when the softball field will be fixed. Rick's plans are to 'mill lip' it in early spring.

Ruth added that some light bulbs were not working on the baseball scoreboard sign. Those will be replaced soon.

Paul made a motion to adjourn. Karen seconded. The meeting ended at 6:55 p.m.

Dates to Remember:

| | |
|-------------------------|----------------------|
| Sept. 9 th | City Council Meeting |
| Oct. 4 th | Country Fair |
| October 6 th | Park Board Meeting |

Submitted by Jo Ann Knies

September Monthly Report

Kingston Community Center

These are the regularly scheduled, on-going meetings and events that were held at the Center during the month of September 2014:

| | |
|---------------------------------------|--|
| Senior Luncheon | TEA Party |
| Senior Bridge | American Red Cross |
| Senior Quilting | Girl Scout Daisy Troops |
| Cultural Arts (FCE) | D.A.R. Meetings and Luncheon |
| Senior Executive Board | Roane County Children's Reading Foundation Program |
| Senior Pinochle (2 groups) | DCS Parenting Classes |
| Senior Canasta | Roane County Retired Teachers |
| Master Gardener's Club | Kingston City Court |
| Kingston Parks & Recreation Committee | Krafty Korner's - FCE |
| Girl Scout Leaders/Service Unit | Roane County Reading Foundation |
| Adult Table Tennis | Roane County Foster Care Program Meeting |
| Antique Tractor Club | N.A.M.I. |
| Senior Line Dancing | Roane Co. Southern Bros. and Sisters (FCE) |
| Any Body Can Exercise Class | Roane County Sewing Club |
| Kingston City Court | Salvation Army |

These are the groups and events that were held in addition to the regularly scheduled ones at the Center during the month of September 2014:

| | |
|-------------------------------------|--------------------------------------|
| Kingston Board of Zoning Appeals | Master Gardeners Workshop |
| Tony Workman Family | Misty Walden Family |
| First Baptist Church Annual Picnic | Army Training Meeting |
| Dept. of Children Services Workshop | Breast Cancer Group |
| East Tenn. Regional Care Flue Shots | Mary Kay Cosmetics |
| TVA Retirees Luncheon Meeting | Loring E. Justice PLLC - Depositions |

At City Park: Gregory Family Celebration of Life Memorial Service, Dogs for "Dawgs" Fundraiser, Johnny Goodman Family, Three Rivers Ramblers Square Dance, Dee Siler Family, Dee Dee Edwards Family

At Southwest Point: Impact Church Baseball Clinic for Kids, Dina Mize Family, The "Chase Run" (Grace Community Church), Fancy Moses Family

Com.Center Rent: \$440.00 **City Park Pavilion:** \$120.00

Submitted by Jo Ann Knies

KINGSTON WATER TREATMENT PLANT



SEPTEMBER OPERATIONS REPORT

2014

| Water Treatment Plant | | Current Month | Previous Month | % Change | Max Day | Min Day | Avg. Day |
|---------------------------------|--------------------|---------------|----------------|----------|--|---------|----------|
| G A L L O N S | Influent (Raw) | 18,926,000 | 17,958,000 | 5.11% | 1,042,000 | 415,000 | 611,000 |
| | Effluent (Finish) | 17,547,000 | 16,389,000 | 6.60% | 938,000 | 397,000 | 566,000 |
| | Spring Supply | 12,845,000 | 12,540,000 | 2.37% | 446,000 | 373,000 | 414,000 |
| | Total Finish Prod. | 30,392,000 | 28,929,000 | 4.81% | Distribution & WTP Report: 3,406,000 | | |
| Plant Efficiency | | 99.60% | 99.34% | 0.26% | gals. usage flushing and Tank Refilling. | | |
| Distribution | | | | | Public Works: No Report | | |
| G A L L O N S | Consumption | 23,551,000 | 24,703,000 | -4.89% | Fire Dept: No Report | | |
| | Reported Usage | 3,406,000 | 1,900,160 | 44.21% | Park & Rec: No Report | | |
| | Water Loss | 3,435,000 | 2,325,840 | 32.29% | WWTP: No Report | | |
| | % | 11.30% | 8.04% | 3.26% | OT Hrs: 50 | | |

Note: The Water Production, Consumption and Loss data is for the August Meter Read Period.

- * Multiple Agencies here throughout the Month collecting water samples.
- * Drained and washed all Basins on two separate occasions
- * Completed (collected and analyzed) 2 rounds of Compliance Dist. Bacteriological Sampling.
- * Maintained continious flushing of the Rockwood and Kingston Interconnect lines to maintain disinfection residuals throughout the lines and System.
- * Performed regular maintenance at Plant and Spring Site.
- * Did In-House Laboratory Training.
- * Performed (QA/QC) Quality Assurance and Quality Control Checks.
- * Mowed and trimmed at Treatment Plant, Spring Pump House and Spring Site.
- * Mowed over the Gravity Feed Line from the Spring Site to the Pump House.
- * Requested and received Reduced Monitoring Requirements on the Disinfection By-Products due to the low results and effectiveness of our TTHM / THAA5 Treatment Techniques and Program.
- * Water Department employees completed OSHA approved Trench Safety and Confined Space Training Courses.
- * Received the Results from Laboratory Proficiency Testing Study (Performance and Quality Control Testing) scoring 100%.
- * Rebuilt the #1 Spring Pump House Pump. Repleced the Impeller, shaft, bushing and seals etc.
- * Received site approval for land application of Lagoon solid waste. The samples were found to be "Exceptional Quality" Soil and has many constituents that will improve soil.

Schedule of Unaccounted For Water
September

(All amounts in gallons)

| | | |
|--------------------------------------|--|-------------------|
| A Water Treated and Purchased | | |
| B | Water Pumped (potable) | 30,392,000 |
| C | Water Purchased | <u>0</u> |
| D | Total Water Treated and Purchased (Sum Lines B and C) | <u>30,392,000</u> |
| E Accounted for Water: | | |
| F | Water Sold | 23,551,000 |
| G | Metered for Consumption (in house usage) | <u>1,906,000</u> |
| H | Fire Department(s) Usage | <u>1,500,000</u> |
| I | Flushing | <u>0</u> |
| J | Tank Cleaning/Filling | <u>0</u> |
| K | Street Cleaning | <u>0</u> |
| L | Bulk Sales | <u>0</u> |
| M | Water Bill Adjustments (+/-) | <u>0</u> |
| N | Total Accounted for Water (Sum Lines F thru M) | <u>26,957,000</u> |
| O | Unaccounted for Water (Line D minus Line N) | <u>3,435,000</u> |
| P | Percent Unaccounted for Water (Line O divided by Line D times 100) | <u>11.302%</u> |

Q Other (explain)

See Below

Explain Other:

All amounts included in this schedule are supported by documentation on file at the water system. If no support is on file for a line item or if line item is not applicable, a "0" is shown.



CITY OF KINGSTON

WATER DEPARTMENT MONTHLY REPORT

Month of: SEPT. 2014

To: David Bolling
From: Jimmy Agee

PAGE 1

| TASK | RESOLVED | PENDING |
|----------------------------------|----------|---------|
| INSTALL NEW METER | 1 | |
| READ OUTS | 43 | |
| RE- READS | 4 | |
| WATER TAP NEW ACCOUNT | 1 | |
| HYDRANT LEAKS | | |
| READ INS | 48 | |
| CHECK FOR HUNG METER | 69 | |
| CHANGE OUT HUNG / BROKEN METER | | |
| CHECK FOR LEAK | 12 | |
| METER LEAKS | | |
| AFTER HOURS - WATER | 6 | |
| SERVICE LINE LEAK | 12 | |
| LINE LOCATES | 103 | |
| TURN OFF FOR NON PAYMENT | 8 | |
| TURN WATER BACK ON | 4 | |
| YARD WORK | 11 | |
| DOOR HANGERS | 3 | |
| MANUAL READ | 4 | |
| AFTER HOURS - SEWER | 2 | |
| SEWER- TAP NEW ACCOUNT | | |
| CLOSED ACCT WITH CONSUMPTION | | |
| SEWER BACK UP | 3 | |
| RE-LOCATE WATER MAIN | | |
| TAP ESTIMATES | 3 | |
| PROFILE REQUESTED | 7 | |
| TAP-EXISTING ACCT | | |
| SEWER-TAP EXISTING ACCT | | |
| CHECK TO SEE IF STILL OFF & LOCK | | |

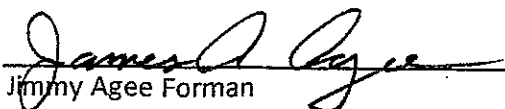
CITY OF KINGSTON

WATER DEPARTMENT MONTHLY REPORT

Month of: SEPT. 2014

PAGE 2

| TASK | RESOLVED | PENDING |
|------------------------------|----------|---------|
| MISC SERVICE ORDERS | | |
| RAISE METER | | |
| CHANGE METER TOPS | | |
| LOWER METER BOX | 1 | |
| PESSURE TEST | 1 | |
| WATER TASTE BAD | | |
| Check FOR TAMPERED METERS | 3 | |
| BAD SEWER SMELL | | |
| TURN BACK ON TO FIND LEAK | | |
| REPLACE MAN HOLE COVER | | |
| WATER MAIN BREAK | 1 | |
| REPLACE METER /METER BOX/LID | | |
| RESET TRANSPONDER | 2 | |
| CAMERA SEWER LINE | | |
| FLUSH LINES | | |
| RUN 10 GAL WATER THRU | | |
| TURN OFF DUE TO LEAK | 1 | |
| REPAIR METER SHUT-OFF | 1 | |
| SEWER LINE REPAIR | | |
| INSTALL METER YOKE | | |
| RE-LOCATE WATER METER | | |
| LOCK METERS | 3 | |
| Total | | 363 |
| FIRE HYDRANTS | | |
| ROAD PATCHES | 6 | |
| OVERTIME HOURS | 133 | |


Jimmy Agee Forman

KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, Kingston City Manager
Mike Jolly, Kingston Water Superintendent

FROM: Tony Workman, WWTP Manager

DATE: October 3, 2014

RE: September 2014 Monthly Report

| MONTHLY FLOW | Average Flow | Maximum Flow | Minimum Flow | Total |
|-------------------------|-------------------------|-------------------------|-------------------------|--------------|
| Influent | .4143 | .6920 | .3420 | 12,430,000 |
| Effluent | .3682 | .6700 | .2930 | 11,047,000 |

Total gallons of chlorine used was 243 @ \$2.09 gallon= \$507.87

50.50 total overtime hours this month.

There was 1.34 inches of rain. There was one overflow that occurred on James Ferry Road. This overflow was due to the 16" force main that split. A temporary patch was made until Barger and Sons will be able to replace 200' of the line. Total cost of this project is estimated at \$23,000, \$8000 for materials and labor between \$12,000- \$15,000. The state was notified of the overflow.

The weights for the lab, as requested by the state, arrived. The balance has been calibrated with the new weights.

Wascon was able to repair and replace a pump at #2 pump station along with a pump and check valve at the #1 pump station.

I will be out of town October 12-October 17th.

September 2014 Billing

| | |
|----------|------------|
| Bill Net | 313,845.88 |
|----------|------------|

| | |
|------------|------------|
| Bill Gross | 345,486.08 |
|------------|------------|

| | |
|---------------|----|
| New Customers | 30 |
|---------------|----|

| | |
|-------------|----|
| Final Bills | 42 |
|-------------|----|

| | |
|---------------------------------|-------------|
| Number of Total Services | 8717 |
|---------------------------------|-------------|

| | |
|-------|------|
| Water | 3716 |
|-------|------|

| | |
|-------|------|
| Sewer | 2450 |
|-------|------|

| | |
|-------|------|
| Trash | 2415 |
|-------|------|

| | |
|--------------------|------|
| Number of Accounts | 3720 |
|--------------------|------|

| | |
|-------------------|-----|
| Past Due Accounts | 220 |
|-------------------|-----|

| | |
|-----------------|----|
| E-Bill Accounts | 80 |
|-----------------|----|

| | |
|--------------------------|-----|
| ACH -Bank Draft Accounts | 555 |
|--------------------------|-----|

Neighbors Helping Neighbors

| | |
|----------------------|--------------------|
| This Months Sign Ups | Grand Total |
|----------------------|--------------------|

8

23



City of Kingston
Project Status Update
September 2014

Any changes will appear in RED.

GREENWAY

| | | Date Completed/Closed Out |
|--------------------------------|---------------------|---------------------------|
| Project Cost: | \$369,505.00 | |
| Engineer/Architect/Consultant: | V&M | |
| Contractor: | n/a | |
| Status (Percent complete) | 0% | |
| Estimated Completion Date | 180 Day Completion | |
| Notable outstanding issues: | Adv for Const/Award | |

Notes:

1. Project has received NTP for Construction Advertisement
2. Will advertise September 2014
3. 180 Day Completion Time

NORTH KENTUCKY STREET PAVING

| | | Date Completed/Closed Out |
|--------------------------------|----------------------|---------------------------|
| Project Cost: | \$295,856 (Estimate) | |
| Engineer/Architect/Consultant: | V&M | |
| Contractor: | n/a | |
| Status (Percent complete) | 0% | |
| Estimated Completion Date | 30 day Completion | |
| Notable outstanding issues: | See below notes | |

Notes:

1. Title VI Certification
2. R/W Certification
3. NTP for Construction

Wastewater Treatment Plant Expansion

| | | Date Completed/Closed Out |
|--------------------------------|---------------------|---------------------------|
| Project Cost: | \$5,000,000 | |
| Engineer/Architect/Consultant: | Jacobs (Rick Kirby) | |
| Contractor: | Haren Construction | |
| Status (Percent complete) | | |
| Estimated Completion Date | | |
| Notable outstanding issues: | | |

Notes:

1. Work scheduled to resume on Oct. 15th.
- 2.
- 3.

SEWER LINES

| | | Date Completed/Closed Out |
|--------------------------------|-----------------|---------------------------|
| Project Cost: | | |
| Engineer/Architect/Consultant: | \$49,400 design | |
| Contractor: | \$376,033.28 | |
| Status (Percent complete) | 98% | |
| Estimated Completion Date | 10/01/14 | |
| Notable outstanding issues: | | |

Notes:

1. Project complete
- 2.

WATER LINES

| | | Date Completed/Closed Out |
|--------------------------------|----------------------------------|------------------------------------|
| Project Cost: | | |
| Engineer/Architect/Consultant: | \$69,910 for all 4 parts | |
| Contractor: | \$580,400 est. for both 1 & 2 | |
| Status (Percent complete) | Design is complete | Waiting for Rural Dev. Approval |
| Estimated Completion Date | April 2015 | |
| Notable outstanding issues: | | |

Notes:

1. The Phase II work has been broken up into 4 parts
 - 1) Water line to Lawnville
 - 2) Kingston Heights Pump Station
 - 3) GIS Mapping
 - 4) Zone Meters