



# City Manager Report

## April 2016



### **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:**

Picture of Downtown Kingston (from Facebook)

### **Distributed:**

May 10, 2016

## **Message from the City Manager**

### **Management**

- ☐ City Manager

### **Finance**

- ☐ Finance/HR
- ☐ Human Resources
- ☐ City Clerk

### **Public Safety**

- ☐ Police
- ☐ Codes Enforcement
- ☐ Municipal Court
- ☐ Fire

### **Public Services**

- ☐ Public Works
- ☐ Parks & Recreation
  - Three Rivers Amphitheater Report (None for April)
- ☐ Building Permits

### **Water Department**

- ☐ Kingston Water Plant
- ☐ Kingston Wastewater Treatment Plant
- ☐ Kingston Water Distribution and Collection

### **Library**

- ☐ Director's Report

### **E-911 Quarterly Report**

- ☐ Director's Report (None for April)  
Reports are Issued Quarterly

### **Solid Waste Advisory Board**

- ☐

### **Project Status Updates**

- ☐ Greenway
- ☐ N. Kentucky Street Paving (STP)
- ☐ WWTP Expansion
- ☐ Water Lines
- ☐ Sewer Lines
- ☐ LPRF Gertrude Porter Park
- ☐ Phase II Solar Project



May 10, 2016

To: Kingston City Council  
City Staff  
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website ([www.mykingstontn.com](http://www.mykingstontn.com)). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency in our local government. Information compiled by each department is analyzed and organized for presentation in this report.

Our goal is to become more transparent and more performance driven. The City staff and I will continue to make every effort to increase efficiencies in City services as we serve the citizens of Kingston.

It is our hope this report will help you become and stay informed regarding city issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

David L. Bolling, City Manager  
City of Kingston

# **City Manager**

## **Management Report: April 2016**

### **Legislative Accomplishments**

A.

### **Legislative Matters Forthcoming**

A. Discussion of proposed revisions to the City of Kingston Sign Ordinance

### **Other Items Considered by the Council**

- A. Approved an RFP for Paddleboard and Kayak Rentals
- B. Approved the Purchase of a Tractor and Side Arm Mower for Public Works
- C. Approved a Budget Amendment for the Purchase of a Tractor and Side Arm Mower

- **External Meetings**

- Robert Campbell
- Chamber Board Meeting
- TDOT

- **Internal Meetings**

- Discussed various legal issues with the City Attorney

### **Ongoing Work**

- Greenway Project Extension: **Construction punch-list items being completed**
- Phase II Solar Project: **Site online. Awaiting final clean up.**
- TVA Funding: **Construction is underway for Pavilion at 58 Landing**
- Porter Park: **Pre-Construction Meeting being scheduled**
- HOME Grant: **Home Inspection Procurement Letters mailed in January**

# CITY OF KINGSTON COMBINED

## FINANCIAL SUMMARY FY JULY 2015 - MARCH 2016

	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
Cash in Bank												
General Fund	\$1,394,479	\$1,439,834	\$990,877	\$701,505	\$544,227	\$1,397,644	\$1,361,339	\$1,667,563	\$1,774,717	\$1,961,566		
TVA ENHANCEMENT FUNDS												
2008 Bond	\$323,426	\$322,326	\$321,269	\$320,182	\$319,124	\$318,070	\$317,051	\$316,086	\$315,002	\$313,552		
Water/Sewer	\$1,016,368	\$1,093,273	\$1,153,604	\$1,152,932	\$1,071,670	\$1,102,745	\$1,245,944	\$1,219,629	\$1,296,700	\$1,335,119		
1999 Bond	\$156,101	\$176,405	\$173,756	\$217,000	\$237,385	\$257,689	\$278,026	\$298,548	\$318,680	\$337,825		
2004 Bond	\$323,682	\$332,582	\$331,525	\$350,438	\$359,382	\$368,335	\$377,329	\$386,380	\$395,315	\$403,886		
RDA Reserve Fun	\$222,442	\$224,455	\$224,468	\$228,481	\$230,494	\$232,533	\$234,596	\$236,655	\$238,720	\$240,783		
Rockwood Interco	\$585,197	\$582,386	\$572,078	\$514,353	\$514,424	\$514,552	\$880,721	\$881,015	\$881,329	\$881,634		
Gallagher Rd Consi	\$468,200	\$465,400	\$465,427	\$465,454	\$465,481	\$465,557	\$465,683	\$444,136	\$434,511	\$420,345		
Drug Fund	\$10,914	\$9,707	\$10,641	\$11,264	\$17,581	\$17,660	\$25,342	\$25,403	\$10,120	\$9,467		
Ladd Landing Cor	\$309	\$309	\$309	\$309	\$309	\$311	\$311	\$284	\$284	\$285		
3 RIVERS AMPHITHEATER							\$10,621	\$10,769	\$11,469	\$11,469		
<b>Total BALANCES</b>	<b>\$3,106,639</b>	<b>\$3,206,843</b>	<b>\$4,618,954</b>	<b>\$4,336,468</b>	<b>\$4,134,583</b>	<b>\$5,037,238</b>	<b>\$5,435,927</b>	<b>\$5,711,821</b>	<b>\$5,900,260</b>	<b>\$6,138,194</b>		

## CITY OF KINGSTON

## REVENUES JULY 2015 THRU APR 2016

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JUL APR 2015	BUDGETED REVENUES 2015- 2016	ACTUAL JULY APR 2016	PERCENT OF BUDGET 83%
31110	CURRENT PROPERTY TAX	\$1,627,672	\$1,976,537	\$1,920,909	97.2%
31120	PUBLIC UTILITIES PROPERTY TAX	\$30,664	\$30,000	\$39,474	131.6%
31211	PROPERTY TAX DELINQUENT - 1ST	\$66,439	\$80,000	\$29,184	36.5%
31212	PROPERTY TAX DELINQUENT - 2ND	\$20,368	\$24,000	\$14,978	62.4%
31219	PROPERTY TAX DELINQUENT - 0TH	\$14,692	\$22,000	\$8,188	37.2%
31300	INT, PENALTY, AND COURT COST	\$21,675	\$25,000	\$12,168	48.7%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$58,394	\$58,393	\$68,155	116.7%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$800,367	\$995,000	\$841,865	84.6%
31710	WHOLESALE BEER TAX	\$144,257	\$186,500	\$157,253	84.3%
31720	WHOLESALE LIQUOR TAX	\$46,407	\$53,300	\$38,348	71.9%
31800	BUSINESS TAXES	\$37,939	\$70,000	\$22,839	32.6%
31912	CABLE TV FRANCHISE TAX	\$54,176	\$73,500	\$59,715	81.2%
31913	ATT & BELL SOUTH FRANCHISE FEE	\$14,478	\$14,500	\$12,893	88.9%
31920	HOTEL/MOTEL TAX	\$39,505	\$47,000	\$42,003	89.4%
32210	BEER LICENSES	\$1,750	\$1,750	\$950	54.3%
32220	LIQUOR PERMITS	\$700	\$300	\$200	66.7%
32600	BUILDING AND RELATED PERMITS	\$8,871			
33490	TEMA ASSISTANCE TORNADO		\$112,955	\$147,613	
33510	STATE SALES TAX	\$367,638	\$460,000	\$394,796	85.8%
33520	STATE INCOME TAX	\$81,254	\$138,000	\$138,124	100.1%

33530	STATE BEER TAX	\$2,838	\$2,838	\$2,897	102.1%
33540	STATE LIQUOR TAX	\$6,216	\$7,428	\$6,504	87.6%
33551	STATE GASOLINE TAXES	\$130,575	\$158,000	\$134,569	85.2%
33552	STATE-CITY STREETS	\$10,093	\$12,500	\$10,063	80.5%
33555	STATE STREET CONTRACT MAINT	\$24,948	\$48,000	\$31,507	65.6%
33590	TVA REVENUE SOLAR JAMES FRY				
33591	GROSS RECEIPTS - TVA	\$53,696	\$71,595	\$54,341	75.9%
33592	TVA IMPACT FUNDS	\$49,412	\$49,415	\$50,021	101.2%
33593	CORPORATE EXCISE TAX	\$7,595	\$7,600	\$9,378	123.4%
33730	TML FULL PACKAGE BONUS	\$3,500	\$3,500	\$4,000	114.3%
34100	GENERAL GOVERNMENT - CHARGES	\$126	\$200	\$265	132.5%
34310	HIGHWAYS AND STREETS CHARGES		\$500		
34420	GARBAGE TIP FEES	\$272,273	\$327,600	\$270,730	82.6%
34720	SWIMMING POOL CHARGES	\$6,878	\$23,500	\$4,116	17.5%
34740	PARK AND RECREATION CHARGES	\$5,037	\$6,300	\$5,538	87.9%
35110	CITY COURT FINES AND COST	\$41,075	\$50,000	\$37,262	74.5%
35140	DRUG FINES		\$2,500		0.0%
35150	TRAFFIC SCHOOL CHARGES	\$6,100	\$7,500	\$4,150	55.3%
36000	FUND BALANCE				
36100	INTEREST EARNINGS	\$528	\$500	\$2,491	498.2%
36350	INSURANCE RECOVERIES				
36430	PAVILION RENTAL	\$2,475	\$3,500	\$2,042	58.3%
36900	TMBF LOAN PORTER PARK		\$250,000	\$250,000	100.0%
36910	GRANT PROCEEDS LADD LANDING		\$42,885		0.0%
36920	TMBF LOAN POLICE VEHICLES		\$124,000	\$124,000	100.0%
36967	CONTRACT NATURAL GAS	\$14,333	\$21,500	\$17,917	83.3%
36971	CONTRACT WATER BILLING	\$386,000	\$439,818	\$439,818	100.0%
TOTAL ESTIMATED REVENUES		\$4,460,944	\$6,029,914	\$5,411,264	89.7%

**CITY OF KINGSTON**  
**EXPENDITURES JULY 2014 -APR 2016**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JULY- APR 2015	2015-2016 BUDGET	ACTUAL JULY- APR 2016	83%
41100	LEGISLATIVE	\$43,178	\$78,300	\$51,148	65.3%
41210	CITY COURT	\$20,520	\$26,894	\$19,159	71.2%
41320	CITY MANAGER	\$99,400	\$119,350	\$92,015	77.1%
41500	FINANCIAL ADMINISTRATION	\$328,546	\$494,150	\$361,418	73.1%
41700	PLANNING AND ZONING	\$10,229	\$10,275	\$8,479	82.5%
41810	CITY HALL BUILDINGS	\$53,813	\$85,800	\$59,048	68.8%
41990	OTHER GEN. GOVMT EXP	\$202,138	\$235,123	\$211,026	89.8%
42100	POLICE	\$753,979	\$936,848	\$763,918	81.5%
42152	AUTOMOTIVE SERVICES	\$57,741	\$81,500	\$67,737	83.1%
42200	FIRE PROTECTION	\$779,224	\$996,406	\$762,463	76.5%
42400	BUILDING & CODES	\$11,687	\$2,095	\$2,828	135.0%
44143	ANIMAL CONTROL	\$15,933	\$20,382	\$17,180	84.3%
43100	PUBLIC WORKS	\$542,667	\$812,595	\$577,745	71.1%
43190	STATE STREET AID	\$133,715	\$161,000	\$131,939	81.9%
43240	WASTEMANAGEMENT	\$245,861	\$322,098	\$239,614	74.4%
43750	CAPITAL IMPROVEMENTS	\$2,206	\$399,000	\$142,186	35.6%
44400	RECREATION	\$463,882	\$601,289	\$441,261	73.4%
44440	SWIMMING POOLS	\$16,124	\$38,365	\$15,995	41.7%
44800	LIBRARIES	\$144,234	\$208,294	\$174,470	83.8%
49000	DEBT SERVICE	\$158,346	\$399,150	\$159,997	40.1%
TOTAL EXPENDITURES		\$4,083,423	\$6,028,914	\$4,299,626	71.3%

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**WATER DEPT REVENUES**  
**JULY APR 2016**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JULY APR 2015	BUDGETED 2015-2016	ACTUAL JULY -APR 2016	PERCENT OF BUDGET 83%
33490	TEMA GRANT			\$11,261	
36100	INTEREST EARNINGS	\$1,319	\$1,200	\$3,682	307%
37110	METERED WATER SALES	\$873,465	\$1,104,600	\$928,009	84%
37117	OUTSIDE WATER SALES	\$609,517	\$768,600	\$714,347	93%
37190	CREDIT CARD CHARGES		\$800		
37191	FORFEITED DISCOUNTS AND PENALTIES	\$34,915	\$54,500	\$40,729	75%
37194	SALES OF MATERIALS	\$4,345	\$12,500	\$9,125	73%
37195	INSTALLATION CHARGES	\$56,375	\$67,500	\$52,559	78%
37196	WATER USER FEES	\$8,165	\$25,000	\$16,590	66%
37199	MISCELLANEOUS	\$6,916	\$7,500	\$4,305	57%
37210	SEWER SERVICE CHARGES	\$950,379	\$1,199,808	\$1,027,108	86%
37296	SEWER USER FEES	\$11,550	\$20,000	\$7,600	38%
37299	MISCELLANEOUS	\$1,970	\$2,000	\$2,675	134%
34800	CAPITAL REIMBURSMENT		\$323,713		
TOTAL ESTIMATED REVENUES		\$2,558,916	\$3,587,721	\$2,817,990	79%

## WATER/SEWER EXPENDITURES JULY 2015-APR 2016

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JULY- APR 2015	BUDGET 2015/2016	ACTUAL JULY-APR 2016	PERCENT OF BUDGET 83%
41500	FINANCIAL ADMINISTRATION	\$386,000	\$439,818	\$439,818	100%
41990	OTHER GEN. GOVMT EXP	\$203,546	\$269,700	\$227,827	84%
43750	CAPITAL IMPROVEMENTS	\$42,653	\$380,646	\$152,714	40%
49000	DEBT SERVICES	\$85,681	\$662,844	\$108,294	16%
52113	PURIFICATION	\$432,385	\$613,344	\$453,018	74%
52114	TRANSMISSION AND DIST	\$562,901	\$706,046	\$513,479	73%
52213	SEWER TREATMENT AND COLLEC	\$335,522	\$449,120	\$388,803	87%
52117	UTILITY DIRECTOR	\$49,231	\$66,203	\$52,806	80%
TOTAL		\$2,097,919	\$3,587,721	\$2,336,759	65%

## **CITY OF KINGSTON**

### **HUMAN RESOURCES REPORT MONTH OF APRIL 2016**

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- TOTAL FULL-TIME EMPLOYEES: 63; TOTAL PART-TIME EMPLOYEES 22
- COMPLETED MTAS ANNUAL SALARY AND BENEFIT REPORTS
- COMPLETED STATE COMPTROLLER ANNUAL CMFO REPORT
- COMPLETED USDOL- LABOR AND STATISTIC REPORT
- COMPLETED IRS/SSA/CMS DATA MATCH REPORT
- COMPLETED ALL QUARTERLY REPORTS, 941, DOL, TCRS
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## **FINANCE AND ADMINISTRATION REPORT APRIL 2016**

- \* CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO THEIR UTILITY BILL
- \* CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS TOTAL 478 -DONATIONS TOTAL \$4,386.49 DISBURSED
- \* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR APRIL 3724 FOR A TOTAL AMOUNT OF \$308,245.99
- \* NEW WATER SERVICE APPLICATIONS FOR APRIL TOTALED 23 NEW CUSTOMERS MAKING TOTAL OF 3724 ACCOUNTS
- \* 38 CUSTOMERS FINALED OUT SERVICE
- \* 220 PAST DUE ACCOUNTS
- \* TOTAL ACH-BANK DRAFT ACCOUNTS - 614
- \* TOTAL E-BILL ACCOUNTS - 151

### **NEW BUSINESS LICENSES ISSUED IN APRIL**

- 1 CAFÉ' CONNIE - 105 HOOD DRIVE, KINGSTON
- 2 SEND YOUR WORK - 710 E. RIDGECREST DRIVE, KINGSTON, TN
- 3 BOB'S LAWN SERVICE - 803 BONNYVIEW AVE., KINGSTON, TN

# KINGSTON POLICE DEPARTMENT -April 2016

TIBRS Group A Offenses	
Crimes Against Persons	
Aggravated Assault	1
Simple Assault	3
Intimidation	1
Stalking	
Murder/Non-Negligent Manslaughter	
Negligent Manslaughter	
Justifiable Homicide	
Commercial Sex Acts	
Involuntary Servitude	
Kidnapping/Abduction	
Rape	
Sodomy	
Sexual Assault with an Object	
Fondling	
Incest	
Statutory Rape	
<b>Subtotal</b>	<b>5</b>

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	1
Welfare Fraud	
Wire Fraud	
Pocket-Picking	
Purse-Snatching	1
Shoplifting	1
Theft from a Building	
Theft from Coin Operated Machine/Device	
Theft from Motor Vehicle	
Theft of Motor Vehicle Parts/Accessories	1
All Other Larceny	
Motor Vehicle Theft	
Robbery	
Stolen Property Offenses	
Vandalism	
<b>Subtotal</b>	<b>5</b>

Crimes Against Society	
Drug/Narcotics Violations	1
Drug Equipment Violations	
Betting/Wagering	
Operating/Promoting/Assisting Gambling	
Gambling Equipment Violation	
Sports Tampering	
Pornography/Obscene Material	
Prostitution	
Assisting or Promoting Prostitution	
Purchasing Prostitution	
Weapons Law Violations	
<b>Total</b>	<b>1</b>

TIBRS Group B Offenses	
Bad Checks	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	2
Driving Under the Influence	2
Drunkenness	
Family Offenses, Non-Violent	
Liquor Law Violations	
Peeping Tom	
Trespass of Real Property	2
All Other Offenses	6
<b>Total</b>	

<b>Central Dispatch</b>	
Crash Reports	29
Traffic Stops	84
Investigator Needed on Scene	16
Domestic Complaints	10
Escorts Funeral/Other	7
Animal Calls	6
Vandalism	3
Fights	
Burglar Alarms/Fire Alarms	33
Child Sexual Assaults	1
Forgery	
Theft	6
Vehicle Theft	
Public/Motorist Assist	7
Arson/Explosive Devices	
Other Calls	120
<b>Subtotal</b>	<b>322</b>
<b>Total Calls</b>	<b>332</b>
<b>Municipal Codes</b>	
Animal Control Calls to Office	10
Animal Control Violations	
Animal Control Letters Sent/notice given	
Animals Transported to Shelter	5
Codes Concerns	11
Codes Violations	2
Codes Letters Sent	10
Property Maintenance Leins	
Temporary Signs Removed	12

Patrol Mileage	15,123
Hours Worked	2,025
Reserve Hours Worked	153
Total Overtime Hours	46
Total Amount of Overtime Wages	\$1,143.86
City Court Citations	33
General Sessions Citations	3
Arrest	21
Juvenile Arrest	
Incident Reports	29



## APRIL 2016 CASES

DATE	LOCATION	ISSUE	ACTION	STATUS
4/4/2016	818 W. Race St	Declaration of nuisances health and sanitation nuisances	letter deliver to house	cleaning is still in process
	1373 Byrd Circle	weeds, Declaration of nuisances	letter deliver to house	trash picked up not mowed
	137 Shubert St.	Declaration of nuisances	letter deliver to house	has until 5/5/2016 to clean up
	115 Shubert St./ 3706 Copper Ridge Rd., Knox	stagent water, weeds, health and sanitation nuisances,	letter deliver to house	has until 5/5/2016 to clean up
	1128 Old N. Ky. ST	Declaration of nuisances	letter deliver to house	working on cleaning up
4/15/2016	506 E. Race St.	appliances, furniture, trash etc	was given 2 citation/ in court 6/7/2016	has cleaned up some
	512 Highpoint Circle	weeds, health & sanitation nuisances,	letter deliver to house	mowed front & back
	827 Terrace Drive	weeds, health & sanitation nuisances, stagnant water	letter deliver to house	has until 5/15/2016 to clean up
	816 Scenic	Wrecked junked vehicles, Declaration of nuisances	letter deliver to house	has moved vehicles and clean carport
4/28/2016	502 Patton	weeds	letter deliver to house	has until 5/15/2016 to clean up
	651 Peachtree	weeds	letter deliver to house	has until 5/15/2016 to clean up
	673 Peachtree	weeds	letter deliver to house	has until 5/15/2016 to clean up
	1101 Pineywood	weeds, junked vehicles	letter deliver to house	has until 5/15/2016 to clean up
	1105 Pineywood	weeds, health and sanitation nuisances	letter deliver to house	has until 5/15/2016 to clean up

APRIL 2016 CASES PENDING

[illegible]



Report for the citations issued, the disposition date for which was on  
April 5, 2016

Monies outstanding from August 7, 2007 – April 30, 2016	\$ 53,620.00
Monies collected from August 7, 2007 – April 30, 2016	\$388,567.25

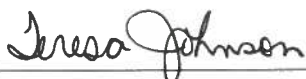
JUDGMENTS

COLLECTED

Total fines and costs billed in court	\$ 1,371.25	
Collected in court on fines and costs		\$ 388.75
Amount collected after April 2016 Court		\$ 477.50
Total collected for citations on April 2016		\$ 866.25
Amount outstanding for April 2016	\$ 505.00	
<u>4</u> Cash bond forfeitures		\$ 455.00
Total amount collected for April 2016 Citations		\$ 1,321.25
Amount collected from previous months/FTA etc.		\$ 477.50
Total collected in April 2016		<b>\$ 1,798.75</b>

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 30<sup>th</sup> of April 2016

  
TERESA JOHNSON  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

## Fire Department April 2016

### Summary of Month's Activities

#### Fire Operations

The Department responded to \_\_66\_\_ calls for service during the month of April.

#### Fire Administration

- Attended Dept. Head meeting
- SOG for dive team
- Planning for SCBA replacement
- Final stages of AFG Grant

#### April Overtime

OT Hours: 34

Cost: \$818.19

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

- Shift Training
- Kingston Fire Inservice
- Defenders Meeting

	This Month	YTD
Fire Inspections	0	100

#### Public Fire Education

	This Month	YTD
Participants	0	6
Education Hours	0	2
Number of Occurrences	0	1

#### Firefighter Training

KFD is continuing on shift training  
In-service class over Hazmat

#### Implemented Performance Standards Plan

- Continuing education for all KFD personnel
- On shift training is required each shift
- Testing for state certifications offered

- KFD members designing a "Fit for Duty" program for KFD personnel

### **Fleet Maintenance**

- Mule to Lansford Kawasaki for service
- Siren replaced on Engine 1
- Valve on discharge on Engine 1 replaced
- Dive boat still at garage being prepped for paint
- Seat repaired on U3
- New battery on U5

### **Special Projects**

- Finalizing rough draft for dive team SOG/SOP
- "Fit for Duty" program on going with work outs posted each shift
- Hydrant Maintenance and Flow test
- Begin planning for 4<sup>th</sup> of July

### **Outstanding Issues**

- SCBAs are still out of service. KFD still using borrowed SCBAs
- Aging Fire Apparatus
- Aging turn out gear
- Cascade system out of service due to it not being serviced and producing excess oil which went into the banks and air packs which rendered them out of service.

### **Cost Savings**

- Safety meeting with no injuries reported
- Firefighters encouraged swapping shifts when possible instead of taking vacation time to help with overtime costs
- Majority of in service for 2016 completed on shift

**Kingston Fire Department**  
Incident Report  
Incident Totals

Kingston City

Apr-16

**TOTAL CALLS**

66

Category	Total		Total
Structure Fires	2	Hazardous Calls	0
Vehicle Fires	0	Service Calls	2
Brush/Grass Fires	0	Good Intent Calls	16
Refuse/rubbish Fires	0	Unintentional False	9
Other Fires	0	Other False	0
<b>Total Fires</b>	<b>2</b>	<b>Total False: Total</b>	<b>27</b>
Rescue and EMS	37	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	0	Incidents with Exposures	0
Mutual Aid Given	1		
Fire Service Injuries	0	<b>Fire Dollar Loss</b>	
Non-Fire Service Injury	0	Property	0
Fire Service Death	0	Contents	0
Fire Civilian Injuries	0	<b>Non-Fire Dollar Loss</b>	
Non-Fire Civilian Injuries	0	Property	0
Fire Civilian Death	0	Contents	0
Non-Fire Civilian Death	0		

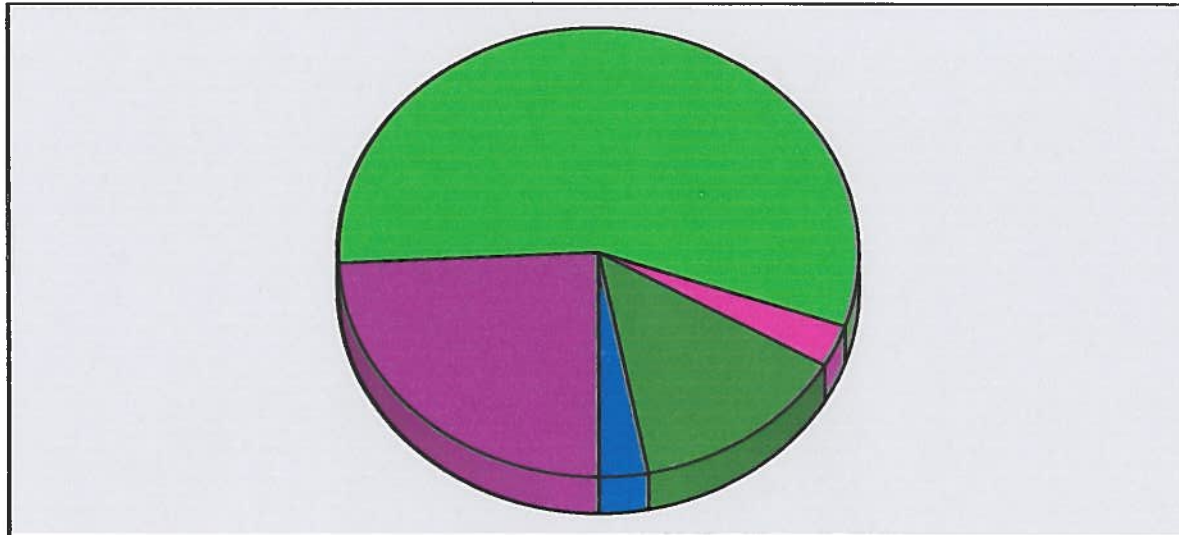
# Kingston Fire Department

Kingston, TN

This report was generated on 5/4/2016 9:02:17 AM

## Major Incident Types by Month for Date Range

Start Date: 04/01/2016 | End Date: 04/30/2016



INCIDENT TYPE	APR	TOTAL
False Alarm & False Call	9	9
Fire	2	2
Good Intent Call	16	16
Rescue & Emergency Medical Service Incident	37	37
Service Call	2	2
Total	66	66

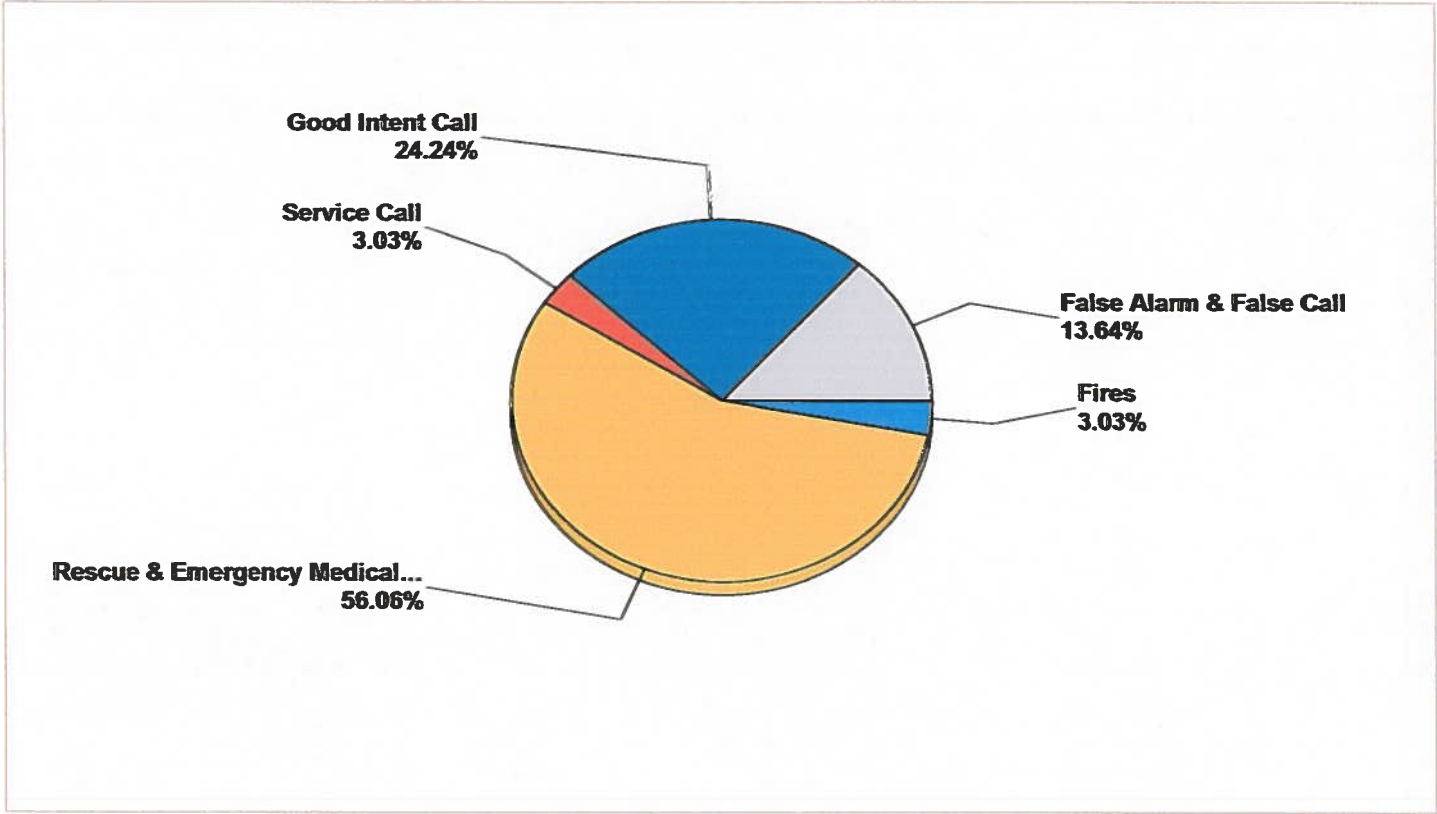
Only REVIEWED incidents included

# Kingston Fire Department

Kingston, TN

This report was generated on 5/4/2016 9:28:06 AM

**Breakdown by Major Incident Types for Date Range**  
Zone(s): All Zones | Start Date: 04/01/2016 | End Date: 04/30/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	3.03%
Rescue & Emergency Medical Service	37	56.06%
Service Call	2	3.03%
Good Intent Call	16	24.24%
False Alarm & False Call	9	13.64%
TOTAL	66	100.00%

### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.52%
113 - Cooking fire, confined to container	1	1.52%
311 - Medical assist, assist EMS crew	11	16.67%
321 - EMS call, excluding vehicle accident with injury	19	28.79%
322 - Motor vehicle accident with injuries	7	10.61%
550 - Public service assistance, other	1	1.52%
551 - Assist police or other governmental agency	1	1.52%
611 - Dispatched & cancelled en route	13	19.70%
622 - No incident found on arrival at dispatch address	2	3.03%
631 - Authorized controlled burning	1	1.52%
700 - False alarm or false call, other	7	10.61%
711 - Municipal alarm system, malicious false alarm	1	1.52%
745 - Alarm system activation, no fire - unintentional	1	1.52%
<b>TOTAL INCIDENTS:</b>	<b>66</b>	<b>100.00%</b>

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

# Kingston Fire Department

Kingston, TN

This report was generated on 5/4/2016 9:26:49 AM

## Minor Incident Types by Month for Year Year: 2016

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	SUM
Accident, potential accident		1	1			2
Combustible/flammable spills & leaks			2			2
Controlled burning				1		1
Dispatched and canceled en route	7	3	6	13		29
Electrical wiring/equipment problem	1					1
Emergency medical service (EMS) Incident	33	28	43	26	2	132
False alarm and false call, other	1	1		7		9
Malicious, mischievous false alarm	1	1		1		3
Medical assist	5	6	8	11	2	32
Mobile property (vehicle) fire		2	1			3
Natural vegetation fire		1	1			2
Person in distress			1			1
Public service assistance	3	6	5	2	2	18
Structure Fire	1		3	2		6
System or detector malfunction	1	1				2
Unintentional system/detector operation (no fire)	1	1		1	2	5
Water problem			1			1
Wrong location, no emergency found		2	2	2		6
Total	54	53	74	66	8	255



## Public Works Report – April 2016

### 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: 6 Loads \_\_\_\_\_
- Recycled materials collected: None \_\_\_\_\_
- 

<b>Public Works Selected Performance Indicators</b>	<b>Total</b>	<b>YTD</b>
Brush Pick-Up Areas Covered	22 loads	175 loads
Culverts/Storm Drains Cleaned	22	195
Curb-Repair/Install/Remove	268ft	818ft
Drainage Inspection Requests	None	38
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	None	13
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	7	90
Storm water Inspections Performed	None	37
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	None
Streets Repaired (e.g., pothole)	12	65
Streets Striped	None	None
Tennessee One Calls	4	27
Traffic Signal Repair	None	9
Tree Trimming Requests	3	14
Vehicle Maintenance – Routine	13	129
Vehicle Maintenance – Unscheduled	12	64
Water Quality – Related Outreach Events	NA	NA

### **Public Works Facility, Outreach & Project Review:**

- Residential meetings and work to assist with drainage-related projects –4
- Daily underground storage tank testing –N/A
- Monthly fuel pump inspection and cleaning- N/A
- Storm water manager's meeting- N/A
- Weekly departmental meetings and monthly staff safety meetings-4
- Sign repair, new sign installations- 7
- Signal inspection, repair and timing adjustments- None
- Grant applications- None
- Participated in various weather calls- 3
- Brine acquisition and street prep in advance of weather events- None
- Fleet software implementation –N/A
- Storm water 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

PUBLIC WORKS DEPARTMENT  
MONTHLY OVERTIME REPORT

To: Kingston City Council

Month of: March, 2016

FROM: Tim Clark

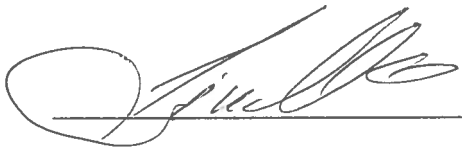
RE: Monthly Overtime Report

TOTAL OVERTIME HOURS

10.5

TOTAL OVERTIME COST

\$ 269.33

A handwritten signature in black ink, appearing to read 'Tim Clark', is written over a horizontal line.

Tim Clark, Department Head



PARKS AND RECREATION

**This is the DRAFT of the May board minutes. They cannot be approved until the June meeting.**

**KINGSTON PARKS AND RECREATION  
MAY 2, 2016  
MINUTES**

**Present:** Ruth Lentz, Sue Collins, Paul Rogers, Eric Clark, Keenon Hethcoat

**Absent:** Tony Brown, Josh Igou, Karen High, Ruth Thompson

**Guest:** Sonny Hunter

Vice Chair Sue Collins welcomed members and guest. Rick gave an invocation. Paul made a motion to approve the April minutes. Ruth L. seconded. Motion passed.

**Unfinished Business:**

1. Boat Docks – Some negativity towards the boat slips coming to Hwy 58, mainly a watershed concern from some citizens. Mr. Bolling has addressed the issues and the concerns and we are going ahead. Rick has an official's number from TVA if anyone wishes to contact.
2. Volleyball - 81 girls have signed up to play. Rick says we are off to a good start into our first sport undertaking and that it is self-sustaining at this point.
3. Ladd Greenway Project – Still not finished and we have passed the last two deadlines according to Rick. We lack quarter mile markers, bird sign information, electricity at the restrooms and directional signage.
4. Chapel at the Fort – Rick praised city worker Ken Inmon for his work and assistance from the state inmates for their job on this latest endeavor. It will be a nice place for small weddings to be held. The second batch of logs has come in for the new barracks. Repair work has also been done by the inmates on the old barracks. Sue asked about the Cherokee cabin and Rick said repairing the chinking needs to be done.

**New Business:**

1. Porter Park – The order to proceed has been given for Graham Construction to begin work. Rick will keep the board posted on this project.
2. Score Board at Byrd – It has been damaged by a storm, most likely, and Rick said it could be \$65 to \$400 to repair it if we go this route.

3. Highway 58 Pavilion – Rick reported the footers and pad have been poured. The trusses and bathroom stalls have been ordered. They plan to lay the block this week.
4. Coach Ethics Policy – In lieu of some recent negative talk on social media, Rick asked the board about adopting a code of ethics policy for coaches using our facilities. Keenon said referees and umpires should be included. He made a motion that Parks and Recreation Board adopt a code of ethics by fiscal year 2017 for coaches and officials using our facilities to follow. Paul seconded and motion carried.
5. July 4<sup>th</sup> Roadblock – The date has been moved up this year to May 20<sup>th</sup> from 3-6 p.m. All volunteers are needed and appreciated. We will meet at the community center at 3 p.m.

Keenon made a motion to adjourn at 7:00 p.m. and Ruth L. seconded. Motion passed.

Submitted by Jo Ann Knies

Dates to remember:

City Council	May 10 <sup>th</sup>
July 4 <sup>th</sup> Roadblock	May 20 <sup>th</sup>
Park Board Meeting	June 6 <sup>th</sup>

**March 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 April, 2016:**

Senior Luncheon	TEA Party
Senior Bridge	American Red Cross
Senior Quilting	Girl Scout Daisy Troops - during school season only
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	Salvation Army
Master Gardener's Club	Kingston City Court
Kingston Parks & Recreation Committee	Krafty Korners - 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.
Kingston City Court	Roane Co. Southern Bros. and Sisters (FCE)
Any Body Can Exercise Class	Roane County Sewing Club
Kingston Lion's Club	Zumba Exercise Class
Three Rivers Amphitheater Committee	

**These are the groups and events that were held in addition to the regularly scheduled ones at the Center during the month of April, 2016:**

Stephen Guinn - Nature's Pearl	FCE Annual Spring Luncheon
Acrylic Art Class -Rose Molley	Impact Church Function
MEDIC Blood Drive	Chatman - Baby Shower
AARP Tax Assist	Swim Team Stroke and Turn Class
Swim Team Sign-Ups	Cold War Patriots Meeting
Chandler - Children's Party	Courts of Praise Fundraiser
Bridgman - Wedding Anniversary	Tenn. Valley Defenders
Best Family - Baby Shower	Angel Brown - Baby Shower
Blount - Baby Shower	CASA - Meeting

At City Park Pavilion - Roane County Arts Council Meeting, Edward Jones Picnic, RSCC/Parks & Rec Pottery Class, Midway Elementary Picnic

Com.Center Rent: \$515.00  
Park Rentals: \$300.00

**Submitted by Jo Ann Knies**



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-159**

**PROJECT NAME:** K.C Addition to garage  
**SITE ADDRESS:** 225 Woodlawn Drive Kingston

**BP**

**ISSUED:** 04/08/2016

**EXPIRES:** 10/05/2016

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 00100/E/058N

**ZONING:**

**APPLICANT:** Joe Allen  
225 Woodlawn Drive  
KINGSTON, TN 37763  
865-591-5781

**OWNER:** Joe Allen  
225 Woodlawn Drive  
KINGSTON, TN 37763  
865-591-5781

**VALUATIONS:**

Unfinished Storage Building (Pole framed, average siding, Unfinished interior & minimum lighting)	240.00	\$2,510.40
Slab only for future building	240.00	\$1,000.80

**Total:** \$3,511.20

**FEES:**

building permit fees

**Paid**

\$36.00

**Due**

\$0.00

**Receipt Number :**

BU6-00266

**Totals :**

\$36.00

\$0.00

**REQUIRED INSPECTIONS**

Footings

Foundation

Slab Inspection

Framing Inspection

Final Inspection

**CONDITIONS**



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-159**

**PROJECT NAME:** K.C Addition to garage  
**SITE ADDRESS:** 225 Woodlawn Drive Kingston

**BP**

**ISSUED:** 04/08/2016

**EXPIRES:** 10/05/2016

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state/local law regulating construction or the performance of construction.

Issued By: Shelley Allen

Contractor or Authorized Agent: Joe Allen

Date: 4-8-16

**Notes:**

This permit is valid for 180 days from the date of issue to the start date of this project. if work is stopped for a period of 180 days the permit will be void. An extension can be applied for through the Codes Enforcement Office at 865-717-4230.

To schedule an inspection call the Codes Enforcement Office at 865-717-4230, 24 hours in advance.





**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-173**

**BP**

**PROJECT NAME:** K. C. Pavilion With Bathrooms  
**SITE ADDRESS:** 995 South Kentucky Street Kingston

**ISSUED:** 04/14/2016

**EXPIRES:** 10/11/2016

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** Beside parcel  
02000/A/0581

**ZONING:**

**APPLICANT:** City of Kingston  
900 Waterford Place  
KINGSTON, TN 37763

**OWNER:** City of Kingston  
900 Waterford Place  
KINGSTON, TN 37763

**VALUATIONS:**

Commercial Bld.

504.00

\$40,002.48

**FEES:**

building permit fees

**Paid**

**Due**

\$20.00

**Total:**

\$40,002.48

**Receipt Number :**

**Totals :**

\$20.00

**REQUIRED INSPECTIONS**

Footings

Foundation

Slab Inspection

Rough Plumbing

Framing Inspection

Energy Code

Final Inspection

**CONDITIONS**



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-173**

**PROJECT NAME:** K. C. Pavilion With Bathrooms  
**SITE ADDRESS:** 995 South Kentucky Street Kingston

**BP**

**ISSUED:** 04/14/2016

**EXPIRES:** 10/11/2016

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Issued By: \_\_\_\_\_

Contractor or Authorized Agent: \_\_\_\_\_

Date: \_\_\_\_\_

4-14-16

**Notes:**

This permit is valid for 180 days from the date of issue to the start date of this project. If work is stopped for a period of 180 days the permit will be void. An extension can be applied for through the Codes Enforcement Office at 865-717-4230.

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Roane County  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-178**

**PROJECT NAME:** K. C. Garage Finished  
**SITE ADDRESS:** 303 Lynn St. Kingston

**BP**

**ISSUED:** 04/15/2016

**EXPIRES:** 10/12/2016

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 01100/B058K

**ZONING:**

**APPLICANT:** Brandon Ferguson  
303 Ray St.  
KINGSTON, TN 37763  
865-387-9541

**OWNER:** Brandon Ferguson  
303 Ray St.  
KINGSTON, TN 37763  
865-387-9541

**VALUATIONS:**

Finished Garage	1656.00	\$32,142.96
<b>Total:</b>		<b>\$32,142.96</b>

**FEES:**

building permit fees

Paid

Due

\$268.00

\$0.00

Receipt Number :

Totals :

\$268.00

\$0.00

BU6-00296

**REQUIRED INSPECTIONS**

Footings

Foundation

Slab Inspection

Rough Plumbing

Framing Inspection

Energy Code

Final Inspection

**CONDITIONS**



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-178**

**PROJECT NAME:** K. C. Garage Finished  
**SITE ADDRESS:** 303 Lynn St. Kingston

**BP**

**ISSUED:** 04/15/2016

**EXPIRES:** 10/12/2016

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Issued By: Mescal Nealy

Contractor or Authorized Agent: B. Furr

Date: 4-15-16

**Notes:**

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Roane County  
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KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-192**

**PROJECT NAME:** K.C Remodel/ Repair  
**SITE ADDRESS:** 737 Montvue Drive Kingston

**BP**

**ISSUED:** 04/21/2016

**EXPIRES:** 10/18/2016

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 01000/B/058M

**ZONING:**

**APPLICANT:** JARED WALKER  
865-376-2220

**OWNER:** JARED WALKER  
865-376-2220

**VALUATIONS:**

Roof only	1000.00	\$4,460.00
Single Family	480.00	\$33,907.20

**Total:** \$38,367.20

**FEES:**

building permit fees

Paid

\$316.00

Due

\$0.00

**Receipt Number :**

BU6-00310

**Totals :**

\$316.00

\$0.00

**REQUIRED INSPECTIONS**

Framing Inspection

Energy Code

Rough Mechanical

Final Inspection

**CONDITIONS**

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state/local law regulating construction or the performance of construction.

**Issued By:**

**Contractor or Authorized Agent:**

**Date:**

4-21-16



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

[codesenforcement@roanegov.org](mailto:codesenforcement@roanegov.org)

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**PROJECT NAME:** K.C Remodel/ Repair  
**SITE ADDRESS:** 737 Montvue Drive Kingston

**BP**

**ISSUED:** 04/21/2016

**EXPIRES:** 10/18/2016

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Roane County  
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KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-214**

**PROJECT NAME:** K. C. Concession & Press Box  
**SITE ADDRESS:** 1226 S. Kentucky Street Kingston

**BP**

**ISSUED:** 04/28/2016

**EXPIRES:** 10/25/2016

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 01400/058

**ZONING:**

**APPLICANT:** City of Kingston  
900 Waterford Place  
KINGSTON, TN 37763

**OWNER:** City of Kingston  
900 Waterford Place  
KINGSTON, TN 37763

**VALUATIONS:**

Commercial Bld.

240.00

\$9,796.80

**FEES:**

building permit fees

Paid

Due

\$20.00

**Total:**

**\$9,796.80**

**Receipt Number :**

**Totals :**

**\$20.00**

**REQUIRED INSPECTIONS**

Footings

Foundation

Slab Inspection

Framing Inspection

Rough Mechanical

Energy Code

Final Inspection

**CONDITIONS**



**Roane County**  
**ROANE COUNTY CODES ENFORCEMENT**

308 N. THIRD STREET  
KINGSTON, TN 37763  
Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2016-214**

**PROJECT NAME:** K. C. Concession & Press Box  
**SITE ADDRESS:** 1226 S. Kentucky Street Kingston

**BP**

**ISSUED:** 04/28/2016

**EXPIRES:** 10/25/2016

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state/local law regulating construction or the performance of construction.

Issued By: \_\_\_\_\_

Contractor or Authorized Agent: \_\_\_\_\_

Date: \_\_\_\_\_

4-28-16

**Notes:**

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To schedule an inspection call the Codes Enforcement Office at 865-717-4230, 24 hours in advance.



# KINGSTON WATER TREATMENT PLANT



## APRIL OPERATIONS REPORT

2016

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	15,795,000	16,579,000	-4.96%	510,000	862,000	372,000
	Effluent (Finish)	15,034,000	15,087,000	-0.35%	485,000	703,000	374,000
	Spring Supply	14,072,000	13,362,000	5.05%	454,000	487,000	413,000
	Total Finish Prod.	29,106,000	28,449,000	2.26%	Distribution & WTP Report: 2,215,000 gals. usage flushing and Tank Refilling. Public Works: No Report Fire Dept: No Report Park & Rec: No Report WWTP: No Report OT Hrs:		
Plant Efficiency		99.94%	99.48%	0.46%			
Distribution							
GALLONS	Consumption	21,968,100	18,943,700	13.77%			
	Reported Usage	2,215,000	2,951,000	-33.23%			
	Water Loss	4,922,900	6,554,300	-33.14%			
		%	16.91%	23.04%	-6.13%		

Note: The Water Production, Consumption and Loss data is for the March 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 continuous 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.
- \* Completed all of the required regular monthly sampling.
- \* Cherokee & Midway Middle Schools TAG Students toured the Water Plant, got to participate in some Chemistry / Laboratory Testing, received basic knowledge of Treatment Process, etc.
- \* Rebuilt the Forklifts leaking Slide Hydraulic Cylinder.
- \* Received the TDEC / DWS Sanitary Survey, The Water Department earned 599 points out of a possible 599 points for a numerical score of 100%.
- \* Completed Site A & B SOC's (Synthetic Organic Chemical) Sampling per latest Monitoring Waivers.
- \* Had to replace a Filter Turbidimeter Power Supply.
- \* Replaced all gear box and speed reduction boxes oil and greased all bearings in Flocculators.
- \* Added 2 pallets of Anthracite Media to Filters.

Kingston Water Department  
Schedule of Unaccounted For Water  
April

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	29,106,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	<u>29,106,000</u>
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	21,968,100
<b>G</b>	Metered for Consumption (in house usage)	<u>915,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>1,300,000</u>
<b>J</b>	Tank Cleaning/Filling	<u>0</u>
<b>K</b>	Street Cleaning	<u>0</u>
<b>L</b>	Bulk Sales	<u>0</u>
<b>M</b>	Water Bill Adjustments (+/-)	<u>0</u>
<b>N</b>	<b>Total Accounted for Water</b> (Sum Lines F thru M)	<u>24,183,100</u>
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	<u>4,922,900</u>
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	<u>16.914%</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.



5/4/2016

# Kingston Wastewater Treatment Plant

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

**FROM:** Tony Workman, WWTP Manager

**DATE:** May 3, 2016

**RE:** April Monthly Report

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<b>MONTHLY FLOW</b>	<b>Average Flow</b>	<b>Maximum Flow</b>	<b>Minimum Flow</b>	<b>Total</b>
Influent	.5386	.9750	.3550	16,150,000
Effluent	.4720	.8890	.3080	14,160,000

Total gallons of chlorine used was 188.3 @ \$2.09 gallon= \$393.55.

There was 3.16 inches of rain this month. No sewer overflows occurred this month.

A group from Cherokee Middle School came for a tour of the Wastewater Treatment Plant. The tour consisted of a video and Power Point presentation on the reasons we treat wastewater. A tour of the plant was given and students were able to look at some of the micro-organisms under the microscope. This is the second time the group toured the Wastewater Treatment Plant.

Regular maintenance issues were fixed and repaired as needed.

The annual DMRQA study is now open. Results must be completed and passed by July. The lab equipment will be calibrated next month and the test materials will be ordered.

Wascon has completed work on the installation of a pump for the old oxidation ditch.

# WATER DEPARTMENT MONTHLY REPORT

To: David Bolling

Month of: APRIL 2016

From: Jimmy Agee

RE: Monthly Work Orders

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	3	
Read-out	41	
RE- READS	4	
WATER TAP ESTIMATES NEW ACCOUNT	3	
CLOSED ACCT WITH COMSUMPTION		
READ INS	35	
CHECK FOR HUNG METER	4	
CHANGE OUT HUNG / BROKEN METER	3	
CHECK FOR LEAK AT METER		
METER LEAKS	14	
AFTER HOURS - WATER	9	
SERVICE LINE LEAK	5	
LINE LOCATES	74	
TURN OFF FOR NON PAYMENT	53	
TURN WATER BACK ON	37	
YARD WORK	18	5
DOOR HANGERS	5	
MANUAL READ		
AFTER HOURS - SEWER	1	
SEWER- TAP NEW ACCOUNT	3	1
SEWER MISC	1	
SEWER BACK UP	9	
CHECK TO SEE IF STILL OFF	1	
TAP ESTIMATES	5	
PROFILE REQUESTED	1	
TAP-EXISTING ACCT		
SEWER-TAP EXISTING ACCT		
WATER MAIN BREAKS	2	

# WATER DEPARTMENT MONTHLY REPORT

Month of: APRIL 2016

PAGE 2

TASK	RESOLVED	PENDING
MISC SERVICE ORDERS		
RAISE METER		
REPAIR BLOW-OFF		
ACCURACY TEST		
WATER TO BE TESTED		
WATER TASTE BAD		
CHECK WATER PRESSURE	2	
BAD SEWER SMELL		
IRRIGATION METER		
REPLACE MAN HOLE COVER	2	
LOCATE METER FOR CUSTOMER	1	
REPLACE METER /METER BOX/LID	2	
RESET TRANSPONDER	1	
BAD SEWER SMELL		
FLUSH LINES	1	
RUN 10 GAL WATER THRU		
METER BUSTED		
CHECK FOR TAMPER	1	
TURN OFF DUE TO LEAK	2	
REPLACE CUT-OFF VALVE	1	
Total	361	10
OVER-TIMES HOURS	46.5	
FIRE HYDRANTS		
ROAD PATCHES	11	4
PULLED METERS	6	

  
 Jim Agee, Forman

**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

2 May 2016

**TO: The Honorable Tim Neal, Mayor, City of Kingston**  
**Mr. David Bolling. Manager, City of Kingston**  
**Members of the City Council**

**FR: Emily Steele, MLIS, Director**

**RE: Monthly Director's Report**

The following sum up library activities for the month of April, 2016:

**Adult Library Programs**

On April 11<sup>th</sup>, we hosted author Jim Haskell for a talk on his experiences in walking the Appalachian Trail. On the 28<sup>th</sup>, Scottish genealogy expert Graham Mackenzie gave a talk on Scots highland and clan history. On the 28<sup>th</sup> there was also a book-signing for author Kay Dew Shostak, who is promoting the third book in her Chancey series.

**Tech classes**

We had five technology classes. We covered genealogy research in Heritage Quest with Tennessee Electronic Library, Powerpoint, Microsoft Word, and Facebook.

**Children's Programming**

We had 4 events with 105 participants at the weekly Wednesday children's story-time.

**Summary**

Patron count for the month totaled 1291.

There were 2,487 checkouts and 729 renewals for the month, totaling 3216.

Respectfully submitted,  
ERS



**City of Kingston**  
Project Status Update  
April 2016

**GREENWAY**

		Date Completed/Closed Out
Project Cost:	\$369,505.00	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	80%	
Estimated Completion Date	May 31, 2016	
Notable outstanding issues:		

Notes:

1. Punch list items being completed.
2. Est. Completion Date extended due to added work on access road.

**HOME GRANT**

		Date Completed/Closed Out
Project Cost:	\$250,000	
Engineer/Architect/Consultant:	Comm. Dev. Partners	
Contractor:		
Status (Percent complete)	0%	
Estimated Completion Date	Spring 2016	
Notable outstanding issues:	Applications Received	

Notes:

1. Public Meeting held on 11/18
2. Completed applications forwarded to Administrator in December 2015
3. Home Inspection Procurement letters mailed in January 2016

## LPRF GERTRUDE PORTER PARK

		Date Completed/Closed Out
Project Cost:	\$500,000	
Engineer/Architect/Consultant:	Robert Campbell	
Contractor:		
Status (Percent complete)	5%	
Estimated Completion Date	Summer 2016	
Notable outstanding issues:	Pre-Construction	

Notes:

1. Notice to Proceed received.
2. Pre-Construction meeting scheduled for 5/12.

## PHASE II SOLAR PROJECT

		Date Completed/Closed Out
Project Cost:		
Engineer/Architect/Consultant:		
Contractor:	Energy Source Partners	
Status (Percent complete)	99%	
Estimated Completion Date	4/15/2016	
Notable outstanding issues:	Cleanup	

Notes:

1. Awaiting final cleanup of site.