



# City Manager Report

APRIL 2017



## **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 Lakeshore

**Distributed:** May 9, 2017

# **Message from the City Manager**

## **Management**

- ☐ City Manager

## **Finance**

- ☐ Finance/HR
- ☐ Human Resources
- ☐ City Clerk (No new business in April)

## **Public Safety**

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

## **Public Services**

- ☐ Public Works
- ☐ Parks & Recreation
- ☐ Building Permits

## **Water Department**

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

## **Library**

- ☐ Director's Report

## **Planning Commission**

- ☐ Minutes

## **E-911 Quarterly Report**

- ☐ Director's Report  
(Reports are Issued Quarterly)

## **Solid Waste Advisory Board**

- ☐ 2016 Annual Report Issued March 2017

## **Project Status Updates**

- ☐ Greenway
- ☐ HOME Grant
- ☐ LPRF Gertrude Porter Park
- ☐ CDBG Sewer Plant Improvements



May 9, 2017

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 2017**

### **Legislative Accomplishments**

- A. Second Reading of an Ordinance Creating a Kingston Beautification Committee
- B. Amending Title 8 of the City of Kingston Municipal Code to Comply With State Law Regarding the Sale of High Gravity Beer

### **Legislative Matters Forthcoming**

- A. Approve Ordinance 17-04-11-1 Amending Section 11-410 of the Zoning Ordinance of the City of Kingston, Tennessee

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

- A. Approved Pursuing a Fixed Rate Loan to Replace the Existing City Hall Loan
- B. Approved Soliciting Requests for Proposals on Engineering Improvement to Dogwood Road
- C. Approved Acceptance of the Resignation of Council Member Sarah Humphreys from the Beautification Committee
- D. Approved Council Member Tara Stockton to the Beautification Committee

#### **• External Meetings**

- Green Team Meeting
- Robert Campbell and Assoc. (Porter Park)
- Retail Strategies
- Danl Hall (Greenway)
- Alliance Community Development Committee
- Chamber Board Meeting
- Discussions with TDOT and Senator Yager
- Other Misc. Meetings

#### **• Internal Meetings**

- Individual and Joint meetings with Department Heads
- Conference call with the Website Committee members and 2:45Tech members
- Meeting with the Personnel Policy Committee
- Individual Meetings with members of Council

### **Ongoing Work**

- Greenway Project Extension: **Close-out in progress**
- TVA Funding: **Website development in progress, securing .Gov domain**
- LPRF (Gertrude Porter Park): **Work underway, state deadline 5/29**
- HOME Grant: **Final inspections pending on two houses. Awaiting environmental reports on three others. Estimated completion September 2017**
- CDBG (Sewer Plant): **Close-out in progress**

## FINANCE AND ADMINISTRATION REPORT APRIL 2017

- \* 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 679 -DONATIONS TOTAL \$11,116.80 DISBURSED -348.80 YTD
- \* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR APRIL 3765 FOR A TOTAL AMOUNT OF \$317,840.46
- \* NEW WATER SERVICE APPLICATIONS FOR APRIL TOTALED 48
- \* 51 CUSTOMERS FINALED OUT SERVICE
- \* 87 PAST DUE ACCOUNTS
- \* TOTAL ACH-BANK DRAFT ACCOUNTS - 636
- \* TOTAL E-BILL ACCOUNTS - 220
- \* WATER/SEWER SERVLINE LEAK PROTECTION TOTAL APRIL BILLING 2107
- \* WATER LOSS PROTECTION 1148
- \* WATER LINE PROTECTION 87
- \* SEWER LINE PROTECTION 9
- \* TRASH COLLECTIONS FOR APRIL 2434

### NEW BUSINESS LICENSES ISSUED IN APRIL 2017

- 1 Drip or Die Vaporium  
Justin Stafford 623 E Race St
- 2 Fast Dry Cleaning  
108 Hartford Village Way
- 3 Reynolds Racing & Marine Inc  
620 W Race St

## CITY OF KINGSTON

## REVENUES APRIL 2017

ACCOUNT NUMBER	DESCRIPTION	ACTUAL APR 2016	BUDGETED REVENUES 2016-2017	ACTUAL APRIL 2017	PERCENT OF BUDGET 83%
31110	CURRENT PROPERTY TAX	\$1,997,285	\$1,950,000	\$1,936,673	99.3%
31120	PUBLIC UTILITIES PROPERTY TAX	\$39,474	\$39,400	\$33,878	86.0%
31211	PROPERTY TAX DELINQUENT - 1ST	\$29,184	\$60,000	\$70,774	118.0%
31212	PROPERTY TAX DELINQUENT - 2ND	\$14,194	\$20,000	\$21,301	106.5%
31219	PROPERTY TAX DELINQUENT - 0TH	\$8,031	\$15,000	\$22,180	147.9%
31300	INT, PENALTY, AND COURT COST	\$11,800	\$20,000	\$24,521	122.6%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$68,155	\$58,393	\$79,496	136.1%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$767,885	\$1,050,000	\$835,372	79.6%
31710	WHOLESALE BEER TAX	\$140,516	\$191,000	\$137,005	71.7%
31720	WHOLESALE LIQUOR TAX	\$33,899	\$46,000	\$51,142	111.2%
31800	BUSINESS TAXES	\$20,280	\$70,000	\$21,853	31.2%
31912	CABLE TV FRANCHISE TAX	\$55,609	\$73,500	\$54,917	74.7%
31913	ATT & BELL SOUTH FRANCHISE FEE	\$12,893	\$17,000	\$14,364	84.5%
31920	HOTEL/MOTEL TAX	\$37,213	\$52,000	\$24,454	47.0%
32210	BEER LICENSES	\$950	\$1,750	\$1,200	68.6%
32220	LIQUOR PERMITS	\$200	\$300	\$200	66.7%
33490	TEMA ASSISTANCE TORNADO	\$147,613			
33510	STATE SALES TAX	\$357,846	\$486,000	\$403,210	83.0%
33520	STATE INCOME TAX	\$136,125	\$138,000	\$126,023	91.3%

33530	STATE BEER TAX	\$1,545	\$3,090	\$2,865	92.7%
33540	STATE LIQUOR TAX	\$6,060	\$6,000	\$3,960	49.5%
33551	STATE GASOLINE TAXES	\$123,196	\$163,000	\$137,087	84.1%
33552	STATE-CITY STREETS	\$9,057	\$12,500	\$10,002	80.0%
33555	STATE STREET CONTRACT MAINT	\$21,034	\$48,000	\$41,112	85.7%
33590	TVA REVENUE SOLAR JAMES FRY		\$3,100	\$3,231	104.2%
33591	GROSS RECEIPTS - TVA	\$36,227	\$72,450	\$52,329	72.2%
33592	TVA IMPACT FUNDS	\$50,021	\$37,061	\$36,715	99.1%
33593	CORPORATE EXCISE TAX	\$9,378	\$9,300	\$8,708	72.1%
33730	TML FULL PACKAGE BONUS	\$4,000	\$4,000	\$4,000	100.0%
34100	GENERAL GOVERNMENT - CHARGES	\$246	\$200	\$851	425.5%
34310	HIGHWAYS AND STREETS CHARGES		\$500	\$200	
34420	GARBAGE TIP FEES	\$243,790	\$325,500	\$273,836	84.1%
34720	SWIMMING POOL CHARGES	\$4,116	\$23,500	\$4,917	20.9%
34740	PARK AND RECREATION CHARGES	\$5,078	\$6,300	\$5,056	80.3%
34741	BOAT SLIP RENTAL			\$3,600	
35100	AUCTION SALES POLICE DEPT			\$1,726	
35110	CITY COURT FINES AND COST	\$33,443	\$50,000	\$34,943	69.9%
35140	DRUG FINES		\$2,500	\$787	31.5%
35150	TRAFFIC SCHOOL CHARGES	\$3,550	\$7,500	\$3,514	46.9%
36000	FUND BALANCE		\$143,401		
36100	INTEREST EARNINGS	\$1,913	\$2,000	\$4,586	229.3%
36430	PAVILION RENTAL	\$1,993	\$3,500	\$3,195	91.3%
36900	TMBF LOAN PORTER PARK	\$250,000	\$200,000	\$0	0.0%
36910	GRANT PROCEEDS PORTER PARK		\$500,000	\$72,848	14.6%
36920	TMBF LOAN POLICE VEHICLES	\$124,000			0.0%
36967	CONTRACT NATURAL GAS	\$16,125	\$21,500	\$17,917	83.3%
36971	CONTRACT WATER BILLING	\$439,818	\$439,818	\$439,818	100.0%

TOTAL ESTIMATED REVENUES	\$5,165,752	\$6,375,063	\$5,024,366	78.8%
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**CITY OF KINGSTON**  
**EXPENDITURES APRIL 2017**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL APR 2016	2016-2017 BUDGET	ACTUAL APR 2017	83% BUDGET
41100	LEGISLATIVE	\$39,015	\$70,614	\$58,932	83.5%
41210	CITY COURT	\$17,513	\$27,199	\$20,573	75.6%
41320	CITY MANAGER	\$82,831	\$115,174	\$94,025	81.6%
41500	FINANCIAL ADMINISTRATION	\$326,049	\$485,880	\$351,241	72.3%
41700	PLANNING AND ZONING	\$7,631	\$10,275	\$10,201	99.3%
41810	CITY HALL BUILDINGS	\$52,346	\$83,677	\$78,073	93.3%
41990	OTHER GEN. GOVMT EXP	\$204,827	\$249,197	\$188,574	76.1%
42100	POLICE	\$695,847	\$948,629	\$801,433	84.5%
42152	AUTOMOTIVE SERVICES	\$52,476	\$78,000	\$57,600	73.8%
42200	FIRE PROTECTION	\$687,217	\$1,017,454	\$796,721	78.3%
42400	BUILDING & CODES	\$2,278			
43100	PUBLIC WORKS	\$520,046	\$672,383	\$586,123	87.2%
43190	STATE STREET AID	\$118,884	\$161,000	\$137,073	85.1%
43240	WASTEMANAGEMENT	\$215,884	\$297,856	\$239,917	80.5%
43750	CAPITAL IMPROVEMENTS	\$124,550	\$725,000	\$361,435	49.9%
44143	ANIMAL CONTROL	\$15,286	\$26,722	\$24,557	91.9%
44400	RECREATION	\$379,686	\$611,339	\$513,627	84.0%
44440	SWIMMING POOLS	\$15,995	\$39,365	\$20,541	53.5%
44800	LIBRARIES	\$158,418	\$206,294	\$169,597	81.4%
49000	DEBT SERVICE	\$157,749	\$348,025	\$153,778	44.2%
TOTAL EXPENDITURES		\$3,874,628	\$6,375,063	\$4,665,021	73.2%

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# WATER DEPT REVENUES

Apr-17

ACCOUNT NUMBER	DESCRIPTION	ACTUAL APR 2016	BUDGETED 2016-2017	ACTUAL APR 2017	PERCENT OF BUDGET 83%
33490	TEMA GRANT	\$11,261			
36100	INTEREST EARNINGS	\$3,012	\$2,300	\$6,562	285%
37110	METERED WATER SALES	\$834,830	\$1,113,000	\$973,438	87%
37114	SERVELINE LEAK PROTECTION			(\$6)	
37117	OUTSIDE WATER SALES	\$649,221	\$780,000	\$678,363	87%
37190	CREDIT CARD CHARGES		\$800		
37191	FORFEITED DISCOUNTS AND PENALTIES	\$37,868	\$55,000	\$32,421	59%
37194	SALES OF MATERIALS	\$7,320	\$12,000	\$7,476	62%
37195	INSTALLATION CHARGES	\$47,239	\$67,500	\$53,870	80%
37196	WATER USER FEES	\$14,385	\$20,000	\$19,845	99%
37199	MISCELLANEOUS	\$4,305	\$7,000	\$993	14%
37210	SEWER SERVICE CHARGES	\$922,274	\$1,200,000	\$1,064,587	89%
37286	SEWER USER FEES	\$4,450	\$15,000	\$5,075	34%
37299	MISCELLANEOUS	\$2,385	\$2,500	\$3,716	149%
34800	CAPITAL REIMBURSEMENT		\$337,792		
TOTAL ESTIMATED REVENUES		\$2,538,550	\$3,612,892	\$2,846,340	79%

# **WATER/SEWER EXPENDITURES APRIL 2017**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL APR 2016	BUDGET 2016/2017	ACTUAL APR 2017	PERCENT OF BUDGET 83%
41500	FINANCIAL ADMINISTRATION	\$439,818	\$439,818	\$439,818	100%
41990	OTHER GEN. GOVMT EXP	\$216,860	\$291,211	\$264,055	91%
43750	CAPITAL IMPROVEMENTS	\$103,953	\$330,000	\$139,473	42%
49000	DEBT SERVICES	\$98,309	\$667,412	\$168,132	25%
52113	PURIFICATION	\$389,317	\$605,628	\$422,385	70%
52114	TRANSMISSION AND DIST	\$451,269	\$661,345	\$463,838	70%
52213	SEWER TREATMENT AND COLLEC	\$339,604	\$549,128	\$370,032	67%
52117	UTILITY DIRECTOR	\$47,185	\$68,350	\$51,393	75%
TOTAL		\$2,086,315	\$3,612,892	\$2,319,126	64%

# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY APRIL 2017

Cash in Bank	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
General Fund	\$1,307,732	\$1,437,793	\$1,180,145	\$1,213,107	\$1,223,062	\$1,744,289	\$1,651,693	\$2,088,790	\$2,013,499	\$1,840,639		
TVA ENHANCE FNOIS	\$171,794	\$169,522	\$168,522	\$169,061	\$165,766	\$126,139	\$94,841	\$75,812	\$75,812	\$75,813		
2008 Bond	\$232,245	\$232,245	\$228,924	\$227,022	\$225,392	\$223,708	\$221,965	\$220,085	\$220,159	\$216,357		
Water/Sewer	\$1,448,289	\$1,097,781	\$1,034,955	\$1,184,035	\$1,318,529	\$1,347,381	\$1,385,398	\$1,448,324	\$1,533,463	\$1,551,357		
1999 Bond	\$127,855	\$157,856	\$179,692	\$204,748	\$230,977	\$256,870	\$284,919	\$308,411	\$338,504	\$359,372		
2004 Bond	\$361,838	\$366,638	\$368,319	\$371,434	\$374,825	\$378,201	\$381,258	\$384,833	\$389,744	\$390,946		
RDA Reserve Fund	\$246,979	\$148,979	\$251,046	\$253,112	\$255,181	\$257,316	\$259,387	\$261,450	\$263,526	\$265,592		
Rockwood Interconnect	\$870,860	\$870,860	\$871,171	\$871,471	\$871,766	\$872,231	\$872,488	\$872,682	\$857,105	\$857,318		
Gallaher Rd Constict	\$417,684	\$325,557	\$321,657	\$321,743	\$303,973	\$304,138	\$305,523	\$295,873	\$271,446	\$162,902		
Drug Fund	\$17,040	\$16,057	\$16,866	\$17,304	\$17,148	\$17,970	\$12,214	\$16,365	\$13,178	\$10,841		
Ladd Landing Const.	\$40,148	\$135,524	\$95,127	\$35,131	\$15,353	\$15,365	\$1	\$1	\$1	\$1		
FIRE DEPT	\$67,299	\$60,604	\$60,604	\$60,604	\$60,604	\$60,604	\$90,604	\$49,173	\$47,887	\$47,847		
<b>Total BALANCES</b>	<b>\$5,399,543</b>	<b>\$5,119,416</b>	<b>\$4,717,028</b>	<b>\$4,927,772</b>	<b>\$5,062,576</b>	<b>\$5,604,212</b>	<b>\$5,290,271</b>	<b>\$6,031,609</b>	<b>\$6,024,324</b>	<b>\$5,778,985</b>	<b>\$0</b>	<b>\$0</b>

## **CITY OF KINGSTON**

### **HUMAN RESOURCES REPORT MONTH OF APRIL 2017**

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 24

PRESENTED FIRST DRAFT OF PROPOSED BUDGET

UPDATED ALL EMPLOYEES FOR AFFORDABLE CARE ACT REPORTING FOR 2017

• COMPLETED USDOL-LABOR MONTHLY REPORT

• COMPLETED MORE US CENSUS SURVEY REPORTS

• 2 EMPLOYEES ATTENDED LOCAL GOVERNMENT CONFERENCE TRAINING SESSION IN MURFREESBORO CMFO CPE

• 2 EMPLOYEES ATTENDED TAMCAR CITY CLERKS CONFERENCE IN MURFREESBORO

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# KINGSTON POLICE DEPARTMENT -APRIL 2017

## TIBRS Group A Offenses

Crimes Against Persons	
Aggravated Assault	3
Simple Assault	1
Intimidation	
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	

**Subtotal**

**4**

## Crimes Against Property

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

## Crimes Against Society

Drug/Narcotics Violations	3
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	1
<b>Total</b>	<b>5</b>

## TIBRS Group B Offenses

Bad Checks	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	1
Driving Under the Influence	3
Drunkenness	3
Family Offenses, Non-Violent	1
Liquor Law Violations	
Peeping Tom	
Trespass of Real Property	
All Other Offenses	1
<b>Total</b>	<b>9</b>

Subtotal		6
<b>Central Dispatch</b>		
Crash Reports	17	
Traffic Stops	83	
Investigator Needed on Scene	19	
Domestic Complaints	5	
Escorts Funeral/Other	8	
Animal Calls	6	
Vandalism	8	
Fights		
Burglar Alarms/Fire Alarms	33	
Child Sexual Assaults		
Forgery		
Theft	5	
Vehicle Theft		
Public/Motorist Assist	8	
Arson/Explosive Devices		
Other Calls	148	
Subtotal		340
Total Calls		350
<b>Municipal Codes</b>		
Animal Control Calls to Office	4	
Animal Control Violations	0	
Animal Control Letters Sent/notice given	2	
Animals Transported to Shelter	0	
Codes Concerns	1	
Codes Violations	0	
Codes Letters Sent	1	
Property Maintenance Leins	0	
Temporary Signs Removed	12	

Patrol Mileage	17,111
Hours Worked	2,459
Reserve Hours Worked	170
Total Overtime Hours	147
Total Amount of Overtime Wages	\$3,974.77
City Court Citations	33
General Sessions Citations	3
Arrest	26
Juvenile Arrest	0
Incident Reports	39

## APRIL 2017 CASES

DATE	LOCATION	ISSUE	ACTION	STATUS
4/10/2017	4th St.	Tiny house park at apts.	talked to owners	house has been moved
4/12/2017	1710 Oak Hills Drive	11-403 RV parked in yard(was told someone was living in it)	letter send	owners are trying to sale
	837 Alma lane	11-403 RV parked in yard(was told someone was living in it)	letter send	moved out.
		13-103 Stagen water		
	110 Paint Rock Ferry Rd	13-106 Health & Sanitation	letter send	gave 30 days to clean up
		13-104 Weeds		
	112 Paint Rock Ferry Rd	13-106 Health & Sanitation	letter send	gave 30 days to clean up
		13-501 Declaration of nuisancies		
	114 King St.	13-302 Wrecked & junked vehicles	letter send	gave 30 days to clean up
4/20/2017	516 3rd St.	13-402 Dangerous Bld.	letter send	
	1448 Mobile	13-104 Weeds	letter send	
	421 Mid St.	13-104	left notice on door	



[illegible][illegible]

Report for the citations issued, the disposition date for which was on  
April 30, 2017

Monies outstanding from August 7, 2007 – April 30, 2017	\$ 58,513.65
Monies collected from August 7, 2007 – April 30, 2017	\$ 421,584.40

JUDGMENTS

COLLECTED

Total fines and costs billed in court	\$ 766.25	
Collected in court on fines and costs		\$ 213.75
Amount collected after April 2017 Court		\$ 150.00
Total collected for citations on April 2017		\$ 363.75
Amount outstanding for April 2017	\$ 402.50	
<u>4</u> Cash bond forfeitures		\$ 455.00
Total amount collected for April 2017 Citations		\$ 818.75
Amount collected from previous months/FTA etc.		\$ 636.25
Total collected in April 2017.		<b>\$ 1,455.00</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 2017

  
TERESA JOHNSON  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

## Kingston Fire Department April 2017

### Summary of Month's Activities

#### Fire Operations

The Department responded to 77 calls for service during the month of April.

#### Fire Administration

- Attended Dept. Head meeting
- Officer Leadership Training
- Chief attended meeting with other city fire chiefs
- Continuing working on City website tasks
- FEMA 2015 AFG Financial Monitoring Activity Submitted
- SOG committee meeting to begin writing SOGs
- Formed committee for reconstruction of department SOG/SOP
- Hose testing completed
- 1 FF injury reported due to failure of hose coupling during testing

#### April 17 Overtime

OT Hours: 96

Cost: \$2216.62

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

- Shift Training
- Defenders Meeting
- In-Service Training

	This Month	YTD
Fire Inspections		150

#### Public Fire Education

	This Month	YTD
Participants	0	40
Education Hours	0	6
Number of Occurrences	0	3

### **Firefighter Training**

KFD is continuing on shift training

In-service over Modern Single Family Dwelling Fires

Prepared Class for Officer 1 and 2 certifications to be taught in May

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- Worked on new crash truck to place in service
- Received quotes to make all pumping apparatuses NFPA Compliant
- New U4 to garage to have AC wiring repaired
- U6 to garage for AC repair still at garage
- Mobile Command trailer project continuing.

### **Special Projects**

- "Fit for Duty" program on going with work outs posted each shift

### **Outstanding Issues**

- Aging Fire Apparatus
- Aging turn out gear
- U6 aging and continues to need continuous repair. Unit 6 now displays over 180,000 miles.

### **Cost Savings**

- Safety meeting
- Firefighters encouraged swapping shifts when possible instead of taking vacation time to help with overtime costs

# Kingston Fire Department

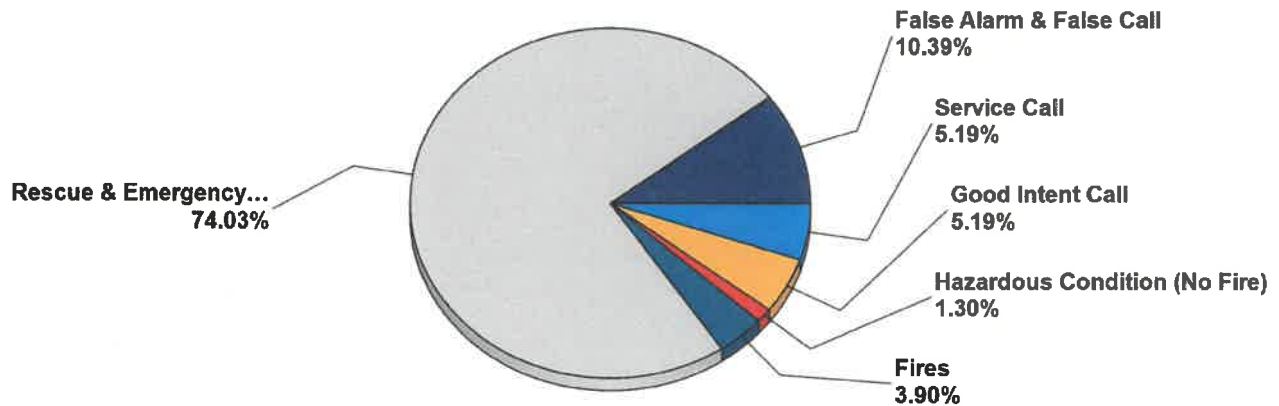
Kingston, TN

This report was generated on 5/2/2017 8:02:24 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2017 | End Date: 04/30/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.90%
Rescue & Emergency Medical Service	57	74.03%
Hazardous Condition (No Fire)	1	1.30%
Service Call	4	5.19%
Good Intent Call	4	5.19%
False Alarm & False Call	8	10.39%
TOTAL	77	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
130 - Mobile property (vehicle) fire, other	1	1.30%
131 - Passenger vehicle fire	1	1.30%
142 - Brush or brush-and-grass mixture fire	1	1.30%
311 - Medical assist, assist EMS crew	11	14.29%
321 - EMS call, excluding vehicle accident with injury	36	46.75%
322 - Motor vehicle accident with injuries	6	7.79%
324 - Motor vehicle accident with no injuries.	4	5.19%
440 - Electrical wiring/equipment problem, other	1	1.30%
553 - Public service	1	1.30%
554 - Assist invalid	2	2.60%
561 - Unauthorized burning	1	1.30%
611 - Dispatched & cancelled en route	3	3.90%
631 - Authorized controlled burning	1	1.30%
700 - False alarm or false call, other	4	5.19%
715 - Local alarm system, malicious false alarm	2	2.60%
730 - System malfunction, other	1	1.30%
735 - Alarm system sounded due to malfunction	1	1.30%
<b>TOTAL INCIDENTS:</b>	<b>77</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

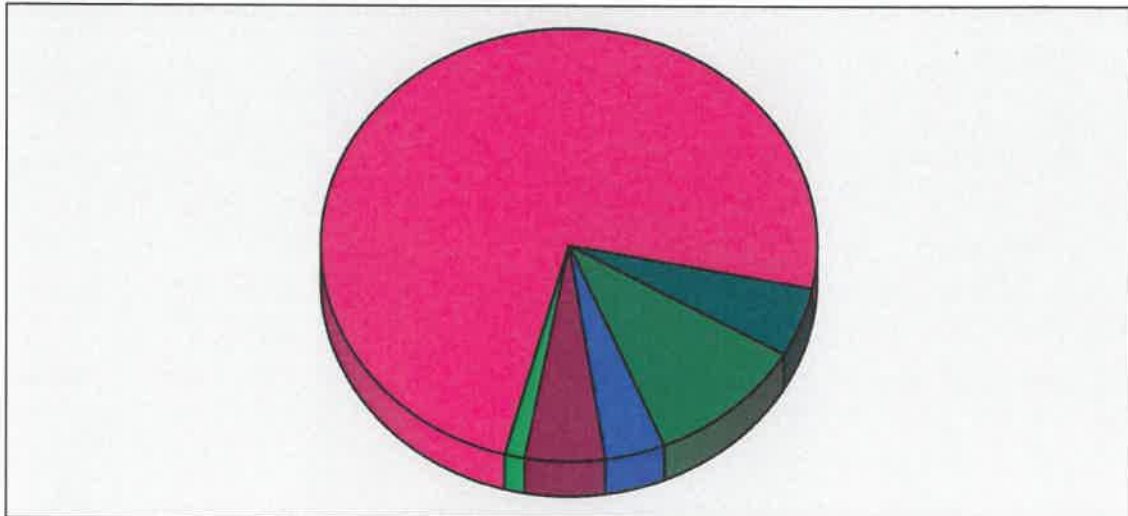
Kingston, TN

This report was generated on 5/2/2017 8:00:59 AM



## Major Incident Types by Month for Date Range

Start Date: 04/01/2017 | End Date: 04/30/2017



False Alarm & False Call	Hazardous Condition (No Fire)	Service Call
Fire	Rescue & Emergency Medical	
Good Intent Call	Service Incident	

INCIDENT TYPE	APR	TOTAL
False Alarm & False Call	8	8
Fire	3	3
Good Intent Call	4	4
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical	57	57
Service Call	4	4
<b>Total</b>	<b>77</b>	<b>77</b>

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 495

Page # 1

**Kingston Fire Department**  
Incident Report  
Incident Totals

Kingston City

Apr-17

**TOTAL CALLS**

**77**

Category	Total		Total
Structure Fires	0	Hazardous Calls	1
Vehicle Fires	2	Service Calls	4
Brush/Grass Fires	1	Good Intent Calls	4
Refuse/rubbish Fires	0	Unintentional False	8
Other Fires	0	Other False	0
<b>Total Fires</b>	<b>3</b>	<b>Total False: Total</b>	<b>17</b>
Rescue and EMS	57	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	0	Incidents with Exposures	0
Mutual Aid Given	0		
Automatic Aid Received	2		
Automatic Aid Given	0		
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 5/2/2017 8:01:53 AM



## Minor Incident Types by Month for Year

Year: 2017

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	SUM
Combustible/flammable spills & leaks	1	1	1			3
Controlled burning				1		1
Dispatched and canceled en route	4	5	2	3		14
Electrical wiring/equipment problem				1		1
Emergency medical service (EMS) Incident	50	32	39	46	3	170
Excessive heat, scorch burns with no ignition	2					2
False alarm and false call, other	6	1	4	4		15
Good intent call, other	1					1
Malicious, mischievous false alarm				2		2
Medical assist	12	8	8	11		39
Mobile property (vehicle) fire				2		2
Natural vegetation fire		4	1	1		6
Outside rubbish fire			1			1
Person in distress			5			5
Public service assistance	3	13	4	3		23
Steam, other gas mistaken for smoke	1					1
Structure Fire	1	1	1			3
System or detector malfunction	1	1		2		4
Unauthorized burning				1		1
Wrong location, no emergency found		1				1
<b>Total</b>	<b>82</b>	<b>67</b>	<b>66</b>	<b>77</b>	<b>3</b>	<b>295</b>

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 294

Page # 1

## Public Works Report –April 2017

### 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

<b>Public Works Selected Performance Indicators</b>	<b>Total</b>	<b>YTD</b>
Brush Pick-Up Areas Covered	26 loads	218 Loads
Culverts/Storm Drains Cleaned	30	193
Curb-Repair/Install/Remove	None	430 ft
Drainage Inspection Requests	None	13
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	5	20
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	2	25
Storm water Inspections Performed	None	8
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	1
Streets Repaired (e.g., pothole)	12	49
Streets Striped	None	None
Tennessee One Calls	None	10
Traffic Signal Repair	None	2
Tree Trimming Requests	4	33
Vehicle Maintenance – Routine	12	100
Vehicle Maintenance – Unscheduled	17	102
Water Quality – Related Outreach Events	NA	NA

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

- Residential meetings and work to assist with drainage-related projects –None
- 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- 2
- Signal inspection, repair and timing adjustments- None
- Grant applications- None
- Participated in various weather calls- 5
- 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: April, 2017

FROM: Tim Clark

RE: Monthly Overtime Report

TOTAL OVERTIME HOURS

30.5

TOTAL OVERTIME COST

\$ 771.63

A handwritten signature in cursive script, reading "Tim Clark", is written over a horizontal line.

Tim Clark, Department Head



PARKS AND RECREATION

**'UNOFFICIAL' MINUTES  
UNTIL APPROVED AT  
JUNE MEETING**

**Kingston Parks and Recreation  
BOARD MINUTES  
May 1, 2017**

**PRESENT:** Ruth Lentz, Sue Collins, , Rick Ross, Tara Stockton, Keenon Hethcoat, , Josh Igou, Eric Clark

**ABSENT:**, Ruth Thompson, Karen High, Paul Rogers

**GUEST:** Sonny Hunter

Sue Collins called the meeting to order at 6 p.m. Keenon gave the invocation. Keenon made a motion to accept the previous month's minutes. Ruth L. seconded. Motion passed.

**UNFINISHED BUSINESS:**

1. Boat Slips – Several spots left and boats are moving in. Removed debris from recent flooding.
2. Porter Park –We have had more delays, the contractor has done little to no work. We recently found out he was in Florida and had a scooter accident. Some concrete work has been done. Rick met with the excavators; they informed us they are owed over \$11,000 and have not heard from Mr. Milburn. We have a meeting May 3<sup>rd</sup>, to discuss the progress.
3. John Muir Festival - Date is set for September 9<sup>th</sup> at Fort South West Point. There will presentations from the naturalist, live music (Jason Eskridge), and much more. If the Noah Event Center is open it may be used for the festival as it's grand opening. We have also secured the domain name – [johnmuirfestival.com](http://johnmuirfestival.com)
4. Girls Volleyball – Games are being played and the teams are having a great time. It is going well.

**NEW BUSINESS:**

1. Park Foundation -Tara updated the latest plans for the Park Foundation, There is a meeting set for May 15<sup>th</sup> at 5pm. There is a person helping complete the 501(c)3. There are three individuals who would like to serve and we are seeking more.

2. Fall Sports and School Agreements; The Mayor of the City of Harriman is challenging the school usage and request for services through their parks department and no fees coming back to the city. When the county entered in to the agreement Harriman was it's own school system. He has discovered that each school seems to treat it differently. He may speak to the school board.

The Park system is in talks with the US Flag Football Association to offer flag football in the fall. There was discussion about the Park Department and sports.

A motion was made by Keenon Hethcoat and seconded by Eric Clark for the city to offer it's own basketball program in the fall/winter. There was additional discussion of people wanting a change and the status of the city's resources. There was discussion of staffing and costs in which there would be some start-up but like other recreation leagues, they rely on volunteers. The motion went to vote and passed unanimously.

3. Family Camping at Fort South West Point -We will be offering Family Camp Nights this summer at Fort South West Point. Families can bring a tent and the staff will teach them basic primitive camping skills. The Boy Scouts will also give demonstrations. We hope to host three of these. This idea was taken from a similar program in Clarksville.
4. Disc Golf - We have been pleased at how well received the disc golf course has been at South West Point. The players have said it is one their favorites in East Tennessee. One of the reasons is it is so open in one part and wooded in the other. It is rare to have both conditions. We will be installing more tee pads soon. There is an average of three tournaments a week with folks traveling from up to an hour away to come here to play.
5. Flooding - We had quite a bit of flooding two weeks ago from the rain and happy to report the debris from boat slips was removed with some help from the Park staff and members of Kingston Fire Department. All docks survived.
6. Road Block - Our July 4<sup>th</sup> Road Block is set for June 2<sup>nd</sup> 3-6pm. We need volunteers. Eric, Keenon and others committed.
- 7.

Eric made a motion to adjourn. Keenon seconded. Motion passed.

Submitted by Rick Ross

## APRIL 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, 2017:

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 Luncheons
Senior Executive Board	Roane County Children's Reading Foundation Program
Senior Pinochle (2 groups)	Zumba Exercise Class
Senior Card Games	Salvation Army
Master Gardener's Club	Kingston City Court
Kingston Parks & Recreation Committee	Krafty Korners - FCE
Girl Scout Leaders/Service Unit	"Stitch Angels" Sewing for Veterans
Adult Table Tennis	Roane County Foster Care Program Meeting
Antique Tractor Club	N.A.M.I.
Kingston City Court	Kingston Lion's Club
Any Body Can Exercise (ABC)	Roane County Sewing Club
Roane County Autism Support Group	"Bag Ladies" Mats for the Homeless

These are the groups and events that were held in addition to the regularly scheduled ones at the Center during the month of April, 2017:

AARP Tax Assist	Bobin Sheldon Shower Rental
Jessica Harvill Family Party	Cold War Patriots Town Meeting
Crystal Romines Family	Senior Ice Cream Social/Mid East
FCE Achievement Luncheon	Lakeside Golf Association
Courtney Harris Shower Rental	RCHS Class of 1967
Roane County Republican Party	

**At SWP:** Bike Ride for Fallen Officers, Moms for Moms Easter Egg Hunt, Sunrise Service at Fort Chapel

**At City Park:** East Roane Ruritan Club, Roane County Animal Shelter

**Com.Center Rent:** \$503.75  
**City Park Rent:** \$ 110.00

**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

**BP2017-226**

**PROJECT NAME:** K. C. Change of Occupancy  
**SITE ADDRESS:** 509 N. Kentucky St. Kingston

**BP**

**ISSUED:** 04/26/2017

**EXPIRES:** 10/23/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 00400/D/058B

**ZONING:**

**APPLICANT:** April Bolden  
179 Galilean Road  
KINGSTON, TN 37763  
865-300-7345

**OWNER:** DAVID MEREDITH  
247 WESTSHORE DRIVE  
HARRIMAN, TN 37748

**VALUATIONS:**

Remodel Commercial	1638.00	\$1,998.36
<b>Total:</b>		<b>\$1,998.36</b>

**FEES:**

	<u>Paid</u>	<u>Due</u>
building permit fees	\$20.00	\$0.00
<b>Receipt Number :</b>	<b>Totals :</b>	<b>\$20.00</b>
BU7-00330		<b>\$0.00</b>

**REQUIRED INSPECTIONS**

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: 4-26-17



**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)

**BP2017-226**

**PROJECT NAME:** K. C. Change of Occupancy  
**SITE ADDRESS:** 509 N. Kentucky St. Kingston

**BP**

**ISSUED:** 04/26/2017

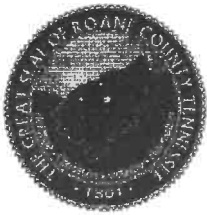
**EXPIRES:** 10/23/2017

**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

**BP2017-202**

**PROJECT NAME:** K. C. Smoking Joes  
**SITE ADDRESS:** 923 E Race St Kingston

**BP**

**ISSUED:** 04/18/2017

**EXPIRES:** 10/15/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 01000/C/058F

**ZONING:**

**APPLICANT:** R K & I Contruction  
401 Ridge Trail Road  
KINGSTON, TN 37763  
865-376-0875

**OWNER:** Patel, Janak  
923 E Race ST  
KINGSTON, TN 37763

**VALUATIONS:**

Remodel Commercial	30.00	\$6,999.90
<b>Total:</b>		<b>\$6,999.90</b>

**FEES:**

	<u>Paid</u>	<u>Due</u>
building permit fees	\$60.00	\$0.00
<b>Receipt Number :</b>	<b>Totals :</b>	
BU7-00299	<b>\$60.00</b>	<b>\$0.00</b>

**REQUIRED INSPECTIONS**

Framing Inspection

Foundation

Final Inspection

Rough Mechanical

Footings

Energy Code

**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:**



**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)

**BP2017-202**

**PROJECT NAME:** K. C. Smoking Joes  
**SITE ADDRESS:** 923 E Race St Kingston

**BP**

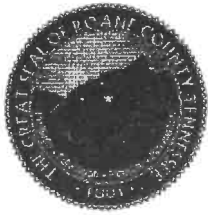
**ISSUED:** 04/18/2017

**EXPIRES:** 10/15/2017

**Notes:**

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Phone: 865-717-4230  
Fax: 865-717-4176

codesenforcement@roanegov.org

**BP2017-183**

**PROJECT NAME:** K.C. Remodel Sisco Family Dentistry  
**SITE ADDRESS:** 513 West Cumberland Kingston

**BP**

**ISSUED:** 04/06/2017

**EXPIRES:** 10/03/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 00200/A/058B

**ZONING:**

**APPLICANT:** Schubert Interprises LLC  
1348 Ernest Neal Road  
CROSSVILLE, TN 38571

**OWNER:** Sisco Properties LLC  
201 Rose Road  
KINGSTON, TN 37763

**VALUATIONS:**

Repair to Roof	2500.00	\$95,050.00
Remodel Commercial	1000.00	\$103,200.00
Windows -	8.00	\$1,760.00

**Total:** \$200,010.00

**FEES:**

	<u>Paid</u>	<u>Due</u>
building permit fees	\$1,024.00	\$0.00

**Receipt Number :** Totals : \$1,024.00 \$0.00

BU7-00274

**REQUIRED INSPECTIONS**

Rough Plumbing

Energy Code

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

**BP2017-183**

**PROJECT NAME:** K.C. Remodel Sisco Family Dentistry  
**SITE ADDRESS:** 513 West Cumberland Kingston

**BP**

**ISSUED:** 04/06/2017

**EXPIRES:** 10/03/2017

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: \_\_\_\_\_

*Bruce A. Hays*

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

*Jodi Schell*

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

*4/6/17*

**Notes:**

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

codesenforcement@roanegov.org

**BP2017-180**

**BP**

**PROJECT NAME:** K.C. Remodel  
**SITE ADDRESS:** 411 Kingwood Street Kingston

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 02000/A/058C

**ZONING:**

**APPLICANT:** Advantage Beardworth Construction Company  
213 N College Street  
LEBANON, TN 37087  
615-443-5276

**OWNER:** Patricia Blanchard  
411 Kingwood Street  
KINGSTON, TN 37763

**VALUATIONS:**

Remodel of home	900.00	\$9,000.00
Windows	9.00	\$4,693.23
Deck ( has only decking no roof coverage)	40.00	\$306.80

**FEES:**

building permit fees

Paid

\$116.00

Due

\$0.00

**Total: \$14,000.03**

**Receipt Number :**

**Totals :**

**\$116.00**

**\$0.00**

BU7-00266

**REQUIRED INSPECTIONS**

Framing Inspection

Energy Code

Rough Mechanical

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

**BP2017-180**

**PROJECT NAME:** K.C. Remodel  
**SITE ADDRESS:** 411 Kingwood Street Kingston

**BP**

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

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 Wilson

Contractor or Authorized Agent: John Underwood/ABC

Date: 4.3.2017

**Notes:**

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

codesenforcement@roanegov.org

**BP2017-179**

**BP**

**PROJECT NAME:** K.C. Remodel  
**SITE ADDRESS:** 428 Kingwood Street Kingston

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** 01900/B/058C/047N

**ZONING:**

**APPLICANT:** Advantage Beardworth Construction Company  
213 N College Street  
LEBANON, TN 37087  
615-443-5276

**OWNER:** Bob & Georgia Ledbetter  
428 Kingwood Street  
KINGSTON, TN 37763

**VALUATIONS:**

Deck ( has only decking no roof coverage)	30.00	\$5,000.10
Remodel of home	100.00	\$12,000.00
Windows	4.00	\$880.00

**FEES:**

building permit fees

Paid

\$148.00

Due

\$0.00

**Total:** \$17,880.10

**Receipt Number :**

**Totals :**

\$148.00

\$0.00

BU7-00264

**REQUIRED INSPECTIONS**

Framing Inspection

Energy Code

Rough Mechanical

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

**BP2017-179**

**PROJECT NAME:** K.C. Remodel  
**SITE ADDRESS:** 428 Kingwood Street Kingston

**BP**

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

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:

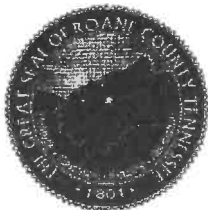
Date:

**Notes:**

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

codesenforcement@roanegov.org

**BP2016-639**

**PROJECT NAME:** K. C. Event Center-C-4  
**SITE ADDRESS:** 1200 Ladd Landing Blvd. Kingston

**BP**

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

**MAP:**

**GROUP:**

**FLOOD PLAIN:**

**Ctrl MAP:**

**PARCEL:** part of 03300

**ZONING:**

**APPLICANT:** PIONEER COMMERCIAL CONSTRUCTION,  
LLC

**OWNER:** Ladd Landing  
1200 Ladd Landing Blvd.  
KINGSTON, TN 37763

**VALUATIONS:**

Commercial Bld. 8057.00 \$1,200,009.58

**Total:** \$1,200,009.58

**FEES:**

	<u>Paid</u>	<u>Due</u>
Plans Review Fee	\$2,062.00	\$0.00
building permit fees	\$4,124.00	\$0.00

<b>Receipt Number :</b>	<b>Totals :</b>	<b>\$6,186.00</b>	<b>\$0.00</b>
BU6-00933			
BU7-00261			

**REQUIRED INSPECTIONS**

Footings

Foundation

Slab Inspection

Rough Plumbing

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

**BP2016-639**

**BP**

**PROJECT NAME:** K. C. Event Center-C-4  
**SITE ADDRESS:** 1200 Ladd Landing Blvd. Kingston

**ISSUED:** 04/03/2017

**EXPIRES:** 09/30/2017

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:

*Shelby H. Hester per Glen*  
*J. B. Hester*

Contractor or Authorized Agent:

Date:

*4-3-17*

**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.

# KINGSTON WATER TREATMENT PLANT



## APRIL OPERATIONS REPORT

2017

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	18,196,000	16,353,000	10.13%	587,000	777,000	456,000
	Effluent (Finish)	16,410,000	14,655,000	10.69%	529,000	667,000	429,000
	Spring Supply	13,983,000	12,388,000	11.41%	451,000	483,000	411,000
	Total Finish Prod.	30,393,000	27,043,000	11.02%	<i>Distribution &amp; WTP Report:</i> 3,591,000 gals. usage flushing and Tank Refilling.		
Plant Efficiency		99.54%	99.41%	0.13%	<i>Public Works:</i> No Report <i>Fire Dept:</i> No Report <i>Park &amp; Rec:</i> No Report <i>WWTP:</i> No Report <i>OT Hrs:</i>		
<i>Distribution</i>							
GALLONS	Consumption	20,277,600	17,844,400	12.00%			
	Reported Usage	3,591,000	3,198,000	10.94%			
	Water Loss	6,524,400	6,000,600	8.03%			
	%	21.47%	22.19%	-0.72%			

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.
- \* Completed some electrical work and lighting in Pump Room, ran conduit / pulled wire etc. Closed up the unused / open electrical gang buckets.
- \* Had to replace the injectors on the mower / replaced a drive motor hydraulic hose.
- \* Completed the EPA / TDEC Required Quarterly Sampling and Monitoring.
- \* Mowed & trimmed the Waterplant grounds 4 times, at the Spring Pump House 3 times. Spring Site & over Spring Gravity Line 2 times.
- \* Completed the on-site Satellite equipment installation. X2nSat completed the terminations and got the System on-line. Cleveland Controls completed the programming and network changes to allow an additional Network for Satellite System to be integrated into the existing SCADA System.
- \* Had several major storm & rain events. Morrison Hill site was damaged by lightning (Rosemount Pressure transmitter). Replumbed and replaced it with a Pressure Transducer (much cheaper alternative, the accuracy loss is acceptable for this use / 0.1% vs. 1.0% which amounts to within 3" on this 32' tank)

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)	30,393,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	<u>30,393,000</u>
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	20,277,600
<b>G</b>	Metered for Consumption (in house usage)	<u>1,191,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>2,400,000</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>23,868,600</u>
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	<u>6,524,400</u>
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	<u>21.467%</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.



# Kingston Wastewater Treatment Plant

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

**FROM:** Tony Workman, WWTP Manager

**DATE:** May 3, 2017

**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	1.1031	3.6670	.4200	33,094,000
Effluent	1.0520	2.8040	.4220	31,561,000

Total gallons of chlorine used was 241 @ \$2.09 gallon= \$503.69.

There was 9.22 inches of rain.

One sewer overflow occurred at a manhole near Roane County High School because of the heavy rainfall.

There were 4 hauls of sludge (bio-solids) to the landfill that totaled 30.76 tons.

There DMRQA Study is underway. The test will be conducted this month. This is the annual test that the WWTP must be complete before July.

# WATER DEPARTMENT MONTHLY REPORT

**To: David Bolling**

**Month of:** APRIL 2017

**From: Jimmy Agee**

**RE: Monthly Work Orders**

**PAGE 1**

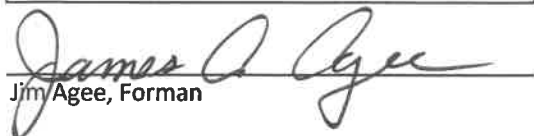
TASK	RESOLVED	PENDING
INSTALL NEW METER	1	3
Read-out	36	
RE- READS	5	
WATER TAP NEW ACCT.	4	
CLOSED ACCT WITH COMSUMPTION	1	
READ INS	39	
CHECK FOR HUNG METER	8	
CHANGE OUT HUNG / BROKEN METER		
CHECK FOR LEAK AT METER	12	
METER LEAKS		
AFTER HOURS - WATER	9	
SERVICE LINE LEAK	1	
LINE LOCATES	72	
TURN OFF FOR NON PAYMENT	31	
TURN WATER BACK ON	19	
YARD WORK	8	
DOOR HANGERS	16	
MANUAL READ	5	
AFTER HOURS - SEWER	1	
SEWER- TAP NEW ACCOUNT		
RELOCATE SEWER CONNECTION	1	
SEWER BACK UP	10	
CHECK TO SEE IF STILL OFF		
TAP ESTIMATES	6	
PROFILE REQUESTED	1	
TAP-EXISTING ACCT		
SEWER-TAP EXISTING ACCT	1	
WATER MAIN BREAKS		

# WATER DEPARTMENT MONTHLY REPORT

Month of: APRIL 2017

PAGE 2

TASK	RESOLVED	PENDING
<b>MISC SERVICE ORDERS</b>		
RELOCATE METER		1
CHECK FOR TAMPERED METER	3	
ACCURACY TEST		
WATER TO BE TESTED		
WATER TASTE BAD		
CHECK WATER PRESSURE	2	
BAD WATER SMELL		
SIDEWALK-DRIVEWAY REPAIR		
REPLACE MAN HOLE COVER		
LOCATE SEWER LINES		
REPLACE METER /METER BOX/LID	1	
CHECK FOR TAMPERED METER		
REPLACE VALVE		
FLUSH LINES	1	
RUN 10 GAL WATER THRU		
METER BUSTED		
INSPECT SEWER CONNECTION		
TURN OFF DUE TO LEAK		
REPLACE CUT-OFF VALVE		
CHECK FOR LEAK		
BLOW-OFF REPLACE		
Total		4
OVER-TIMES HOURS	35.5	
FIRE HYDRANTS		
ROAD PATCHES	8	
PULLED METERS	1	

  
 Jim Agee, Forman

**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

4 May 2017

**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, 2017:

**Children's Programs**

We had four programs with 77 attending.

Next month is our Summer Reading Program, each Wednesday at 1 PM. We'll have some STEAM-based programs for kids in July.

**Grants**

We were awarded a tech grant from the state to replace our laptop computers. It will also provide money to pay for trainers to come in and give classes. We will match 10% of the grant and spend approximately \$500 more to purchase Microsoft Office software for the new laptops. The laptops will have Windows10. I'll have more information as the money is released and we order our computers and begin scheduling classes.

**Meetings and visits**

We participated in the Career Day at Roane State this month, represented by Dr. Joe Parker from our board. He took card and volunteer applications and showed the students some of the career and homework resources available to them through Tennessee Electronic Library.



## **Trainings**

I attended the Tennessee Library Association conference in Knoxville on the 6<sup>th</sup> and 7<sup>th</sup>. I attended sessions on literature genres, services to different groups in our communities, fighting “summer slide” in school children, time management and more. It was a very helpful conference.

## **Upcoming programs**

On the 18<sup>th</sup>, we’ll have an arts-based program. We’ll have coloring pencils and bookmarks to color, and participants can use our 3Doodler pens to create plastic objects to take home. (We currently have an Eiffel Tower made with a 3Doodler on display at our front desk.)

## **Summary**

I completed our quarterly report to Ocoee Regional Library this month. From January through March, we had nearly 8,000 checkouts; we added 440 library users; and we borrowed 163 items from other libraries and loaned 103 through inter-library loan. We had 4,360 visitors to the library in the quarter.

We had 2,199 READS check-outs this month. It’s our second month in a row to have over 2,000.

Respectfully submitted,  
ERS

**MINUTES  
KINGSTON PLANNING COMMISSION  
APRIL 18, 2017**

The regular meeting of the Kingston Planning Commission was held at 6:10 p.m. on Tuesday, April 18, 2017 at the city hall.

**Members Present**

Kevin King, Chmn.  
Gary Lay, V. Chmn.  
Bo Pickel, Sec.  
Eric Bacon  
Gary Botkin  
John Byrkit  
Chuck Hutzler  
Stephanie Wright

**Members Absent**

Tim Neal, Mayor  
Lou Qualls

**Others Present**

Glen Cofer  
Mike Freeman

Staff Representative: David K. Williams

**CALL TO ORDER/MINUTES**

The meeting was called to order at 6:10 p.m. by Chairman King. The minutes of the March 21, 2017 meeting were approved on a motion by Vice Chairman Lay and a second by Secretary Pickel.

**MONTHLY REPORTS**

City Manager Bolling stated that the mayor cannot attend tonight's planning commission. He stated that the zoning ordinance amendment approved by the planning commission at the March 21 meeting was passed on first reading and a second reading and public hearing will be held at the next meeting. Also, the Noah Event Venue is progressing with utility work beginning soon.

**FINAL PLAT REVIEW – MINOR SUBDIVISION – OVERSTREET AND BROWDER PROPERTY**

Surveyor Mike Freeman presented a minor plat for final plat approval. The plat showed two lots on the west side of Highway 70, between the Highway 70/Lakewood Road and the Highway 70/Patton Ferry Road intersections. Staff stated that the plat met all requirements except that the certificate of ownership and dedication was not signed. Mr. Freeman stated that the owners were out of town and requested that the plat be approved subject to the owners signing the certificate of ownership and dedication.

**Action Taken**

On a motion by Mr. Hutzler and a second by Mr. Botkin, the plat was unanimously approved on a roll call vote subject to the certificate of ownership and dedication being signed.

**REVIEW AND DISCUSSION OF POSSIBLE AMENDMENTS TO THE SUBDIVISION REGULATIONS**

Two possible resolutions that would amend the subdivision regulations were not acted upon at the March meeting and were reintroduced by staff. Resolution R-2017-02 stated that where there is a conflict between the lot size requirements of the subdivision regulations and those of a zoning district, the zoning district requirements would prevail. Resolution R-2017-03 would allow one-way streets with a maximum length of 1,000 feet, a forty foot right-of-way, and a surface width of sixteen feet.

The planning commission was very hesitant regarding these possible amendments to the subdivision regulations. Several planning commissioners felt that rather than amending the subdivision regulations, it would be much preferred to amend the zoning ordinance to allow flexibility in the design and construction of proposed developments. This would allow the planning commission to review each proposed development on its own merits rather than relax certain standards for all developments. One possibility would be to allow PUDs in the C-4 district. Staff agreed to pursue this issue for the next planning commission meeting. No official action was taken.

#### DISCUSSION OF TINY HOMES

Staff stated that he had received a call about a tiny home that the owner would like to locate in the R-1 district of Kingston. Mr. Glen Cofer, building official, was present to address the planning commission on this issue. He explained that there are four classifications of residences under which tiny homes could be classified. These are:

1. Houses built on-site to the adopted building codes.
2. Modular homes which are manufactured and similar to a stick built homes. These are inspected at the manufacturer's facility and have a green inspection tag.
3. Manufactured homes (mobile homes) that are inspected at the manufacturer's site and have a red inspection tag.
4. Recreational vehicles (RVs) which are mobile and are identified by a vehicle identification number (VIN).

Mr. Cofer also mentioned "granny pods" which are small, temporary, residences that can be located on a lot with another house to care for a sick or infirm person. This would require a letter from a doctor documenting this need.

#### ADJOURNMENT

On a motion by Mr. Botkin and a second by Ms. Wright, the meeting adjourned at 7:00 p.m.



**City of Kingston**  
Project Status Update  
April 2017

**GREENWAY**

		Date Completed/Closed Out
Project Cost:	\$369,505.00	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	100%	
Estimated Completion Date	February 1, 2017	
Notable outstanding issues:	Close-Out	

Notes:

1. Close-out in progress

**HOME GRANT**

		Date Completed/Closed Out
Project Cost:	\$250,000	
Engineer/Architect/Consultant:	Comm. Dev. Partners	
Contractor:		
Status (Percent complete)	30%	
Estimated Completion Date	July 2017	
Notable outstanding issues:	Renovations Pending	

Notes:

1. Work on two houses in progress.

**LPRF GERTRUDE PORTER PARK**

		Date Completed/Closed Out
Project Cost:	\$500,000	
Engineer/Architect/Consultant:	Robert Campbell	
Contractor:		
Status (Percent complete)	75%	
Estimated Completion Date	June 2017	
Notable outstanding issues:	Final work	

Notes:

1. Excavator scheduled to work on field Monday
2. REU installation of lighting scheduled next week
3. Contractor is now under deadline for completion of all remaining issues

**CDBG SEWER PLANT IMPROVEMENTS**

		Date Completed/Closed Out
Project Cost:	\$630,000	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	100%	
Estimated Completion Date	Summer 2017	
Notable outstanding issues:	Close-out	

Notes:

1. Close-out in progress