



City Manager Report

April 2015



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:

The Pavilion at Kingston City Park

Distributed:

May 14, 2015

Message from the City Manager

Management

- City Manager

Finance

- Finance/HR
- Human Resources
- City Clerk

Public Safety

- Police
- Codes Enforcement
- Municipal Court
- Fire
- Building Inspections

Public Services

- Public Works
- Parks & Recreation

Water Department

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

Project Status Updates

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



April 14, 2015

To: Kingston City Council
City Staff
Residents of Kingston

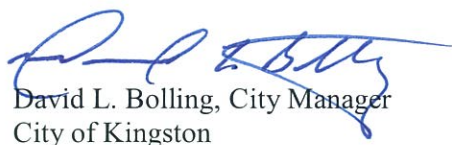
This City Manager Monthly Report is to be distributed and published on the city website (www.mykingstontn.com). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency 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,

A handwritten signature in blue ink, appearing to read "David L. Bolling".

David L. Bolling, City Manager
City of Kingston

City Manager

Management Report: April 2015

Legislative Accomplishments

-

Legislative Matters Forthcoming

-

Other Items Considered by the Council

- **Beer Board**
- **Planning Commission**
- **Parks & Recreation**
- **External Meetings**
 - Chamber Board Meeting
 - TDOT
- **Internal Meetings**
 - Pre-Construction Meeting Re: N. Kentucky Street on April 17th
 - Greenway Bid Opening on April 27th
 - Discussed various legal issues with the City Attorney

Ongoing Work

- Greenway Project Extension: **Bids over budget; proposing rebid**
- North Kentucky Street Paving Project: **Start date May 11th**
- Phase II Solar Project: **Pending**
- TVA Funding: **Approved at May Foundation meeting**
- Porter Park: **Punch list being formulated**
- USDA / RD Sewer Extension: **Lift Station installed, awaiting REU**
- USDA / RD Water Extension: **In progress**

City of Kingston
Financial Summary
Apr-15

KEY REVENUE INDICIES

| <u>Operating Fund</u> | <u>Indicator</u> | <u>Month</u> | <u>YTD</u> | <u>Annualized/ Projected</u> | <u>Target</u> | <u>Projected Over (Under) Budget</u> |
|---------------------------|------------------|--------------|--------------|----------------------------------|---------------|--|
| General Fund | Local Sales Tax | \$ 71,537 | \$ 800,367 | \$ 960,500 | \$ 980,000 | \$ (19,559) |
| | State Shared Tax | \$ 75,586 | \$ 666,528 | \$ 799,835 | \$ 886,412 | \$ (86,577.00) |
| (Delinquent and Current) | Property Tax | \$ 21,351 | \$ 1,783,124 | \$ 1,825,824 | \$ 1,876,476 | \$ (50,652.00) |
| | Court Fines/Fees | \$ 4,347 | \$ 41,075 | \$ 50,162 | \$ 62,250 | \$ (12,088) |
| Tourism | Hotel/Motel Tax | \$ 3,364 | \$ 39,505 | \$ 46,233 | \$ 40,000 | \$ 6,233 |
| Water/Wastewater | User/Fees | | \$ 19,715.00 | \$ 23,658.00 | \$ 60,000.00 | \$ (36,342) |

| | | | | | |
|----------------------------|--------------|--|--------------------------|--------------|--|
| Revenue Summary | | | | | |
| General Fund Collected YTD | \$ 4,460,945 | | Wastewater Fund Coll YTD | \$ 2,558,916 | |
| General Fund Target | \$ 5,428,324 | | Wastewater Fund Target | \$ 3,438,891 | |
| Difference | \$ 967,379 | | Difference | \$ 879,974 | |
| | 82.20% | | | 74.40% | |

OPERATIONS EXPENDITURE SUMMARY

| <u>Operating Departments</u> | <u>Month</u> | <u>YTD</u> | <u>Annualized/ Projected</u> | <u>Budget</u> | <u>Projected (Over)Under Budget</u> |
|------------------------------|--------------|---------------|----------------------------------|---------------|---|
| General Government | \$ 2,262.66 | \$ 202,138.06 | \$ 212,797.18 | \$ 199,760.00 | \$ (13,037.18) |
| Community Development | | \$ 10,229.09 | \$ 10,229.09 | \$ 10,275.00 | \$ (45.91) |
| Police | \$ 62,614.04 | \$ 750,961.83 | \$ 901,154.28 | \$ 896,497.00 | \$ (46,572.28) |
| Fire | \$ 81,680.65 | \$ 779,223.93 | \$ 935,068.80 | \$ 986,264.00 | \$ 51,196.00 |
| Public Works | \$ 52,958.96 | \$ 542,483.34 | \$ 770,493.26 | \$ 816,284.00 | \$ 45,790.74 |
| Parks & Recreation | \$ 50,369.86 | \$ 463,882.38 | \$ 556,658.88 | \$ 592,965.00 | \$ 36,306.00 |

OPERATIONS EXPENDITURE SUMMARY

| <u>Fund</u> | <u>Month</u> | <u>YTD</u> | <u>Target</u> | <u>% of Budget</u> |
|------------------|---------------|-----------------|-----------------|--------------------|
| General | \$ 356,142.79 | \$ 4,032,091.50 | \$ 5,428,324.00 | 75.22% |
| Water/Wastewater | \$ 143,140.53 | \$ 2,097,919.27 | \$ 3,438,891.00 | 61.01% |

FINANCE AND ADMINISTRATION REPORT APRIL 2015

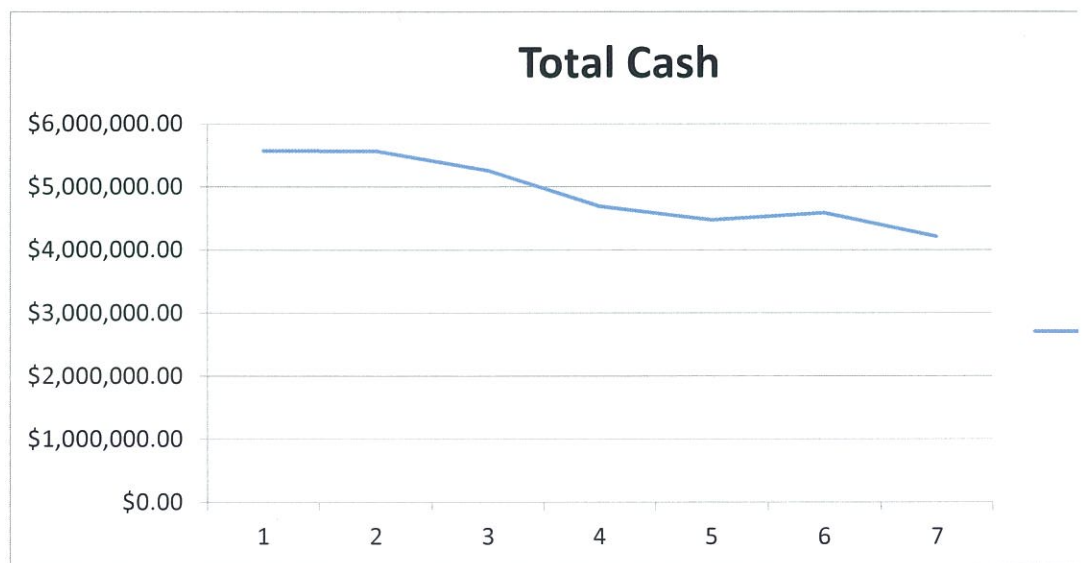
- * WE IMPLEMENTED A NEW 24/7 TELEPHONE PAYMENT SERVICE FOR WATER BILL PAYMENTS
- * CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO BILLS OF CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS 171 TOTAL
- * UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR DECEMBER 3729 FOR A TOTAL AMOUNT OF \$277,169
- * NEW WATER SERVICE APPLICATIONS FOR MARCH TOTALED 32 NEW CUSTOMERS MAKING A TOTAL OF 3731 ACCOUNT. 29 CUSTOMERS FINALED OUT SERVICE
- * TOTAL ACH-BANK DRAFT ACCOUNTS - 568
- * TOTAL E-BILL ACCOUNTS - 103
- * COMPLETED MONTHLY FINANCIAL REPORTS
- * COLLECTED \$ 21,350.77 IN DELINQUENT PROPERTY TAXES
- * MET WITH INSURANCE AGENTS TO CHECK ON CLAIMS PROCESSING
- * MET WITH CITY COUNCIL FOR FIRST MEETING ON THE 2015-16 BUDGET

City of Kingston Financial Summary Aug-14

UNASSIGNED FUND BALANCE

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

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



FINANCIAL SUMMARY MONTH OF APRIL 2015

| Cash in Bank | July | August | September | October | November | December | January | February | MARCH | APRIL |
|-----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| General Fund | \$1,026,550 | \$823,793 | \$661,751 | \$649,717 | \$661,901 | \$1,077,880 | \$1,108,138 | \$1,677,852 | \$1,460,407 | \$1,364,515 |
| 2008 Bond | \$275,443 | \$289,265 | \$303,078 | \$318,078 | \$330,675 | \$344,471 | \$358,322 | \$372,237 | \$386,108 | \$399,979 |
| Water/Sewer | \$1,154,778 | \$896,404 | \$954,290 | \$1,055,838 | \$1,096,130 | \$1,213,597 | \$1,232,081 | \$1,277,672 | \$1,299,580 | \$1,336,257 |
| 1999 Bond | \$190,055 | \$210,038 | \$230,131 | \$253,131 | \$270,334 | \$290,378 | \$310,489 | \$330,803 | \$350,934 | \$371,100 |
| 2004 Bond | \$298,621 | \$307,454 | \$316,276 | \$326,276 | \$333,891 | \$342,695 | \$351,553 | \$360,475 | \$369,353 | \$378,231 |
| RDA Reserve Fund | \$198,283 | \$200,307 | \$202,319 | \$204,319 | \$206,342 | \$208,355 | \$210,367 | \$212,367 | \$214,378 | \$216,404 |
| Rockwood Interconnect | \$378,883 | \$363,670 | \$355,105 | \$355,097 | \$338,844 | \$377,763 | \$376,188 | \$373,728 | \$132,159 | \$272,092 |
| Gallaher Rd Constrect | \$799,258 | \$798,810 | \$798,592 | \$798,592 | \$767,893 | \$767,939 | \$767,985 | \$768,026 | \$768,072 | \$468,116 |
| WWTP Expansion Con | \$30,684 | \$30,688 | \$30,690 | \$382,431 | \$2,917 | \$2,917 | \$2,917 | \$2,917 | \$2,918 | \$2,918 |
| WWTP Retainage Acct | \$226,467 | \$226,494 | \$226,507 | \$226,507 | \$226,534 | \$226,547 | \$226,561 | \$226,573 | \$226,586 | \$226,599 |
| Drug Fund | \$10,415 | \$7,440 | \$7,372 | \$6,242 | \$5,918 | \$7,074 | \$5,331 | \$5,869 | \$5,485 | \$6,497 |
| Ladd Landing Const. | \$309 | \$309 | \$309 | \$309 | \$309 | \$309 | \$309 | \$309 | \$309 | \$309 |
| Total BALANCES | \$4,589,747 | \$4,154,672 | \$4,086,422 | \$4,576,539 | \$4,241,689 | \$4,859,925 | \$4,950,242 | \$5,608,829 | \$5,216,289 | \$5,043,016 |

HUMAN RESOURCES REPORT MONTH OF APRIL 2015

HUMAN RESOURCES

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- VERIFIED AND CERTIFIED SEVERAL PREVIOUS EMPLOYEE' S RECORDS
- TOTAL FULL TIME EMPLOYEES:___ 61 ___;TOTAL PART-TIME EMPLOYEES___ 18 ___
- MET WITH CERTAIN DEPARTMENT HEADS REGARDING FY 2015/16 BUDGETS
- FILED INSURANCE CLAIMS FOR SEVERAL EMPLOYEES
- MET WITH LIBRARY BOARD REPRESENTATIVE
- HIRED 1 PART-TIME EMPLOYEE IN PUBLIC WORKS

New Business Licenses Issued in APRIL 2015

| | | |
|----------|---|-----------|
| 1 | CELLULAR EXPRESS BRAD HAMILTON 423-893-3377 | 1-Apr-15 |
| 2 | TROWEL TRADES LLC DEREK ROESNER 865-463-9662 | 21-Apr-15 |

Report for the citations issued, the disposition date for which was on
April 7, 2015

| | |
|---|---------------|
| Monies outstanding from August 7, 2007 – April 30, 2015 | \$ 48,042.88 |
| Monies collected from August 7, 2007 – April 30, 2015 | \$ 355,518.50 |

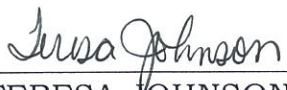
JUDGMENTS

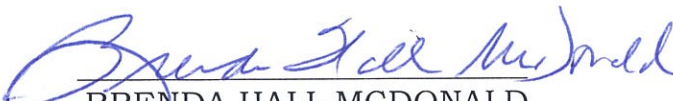
COLLECTED

| | | |
|---|------------|--------------------|
| Total fines and costs billed in court | \$1,168.75 | |
| Collected in court on fines and costs | | \$ 552.50 |
| Amount collected after April 2015 Court | | \$ -0- |
| Total collected for citations on April 2015 | | \$ 552.50 |
| Amount outstanding for April 2015 | \$ 616.25 | |
| <u>9</u> Cash bond forfeitures | | \$ 1,023.75 |
| Total amount collected for April 2015 Citations | | \$ 1,576.25 |
| Amount collected from previous months/FTA etc. | | \$ 1,496.25 |
| Total collected in April 2015 | | \$ 3,072.50 |

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

This the 30th of April 2015


TERESA JOHNSON
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

Kingston Fire Department

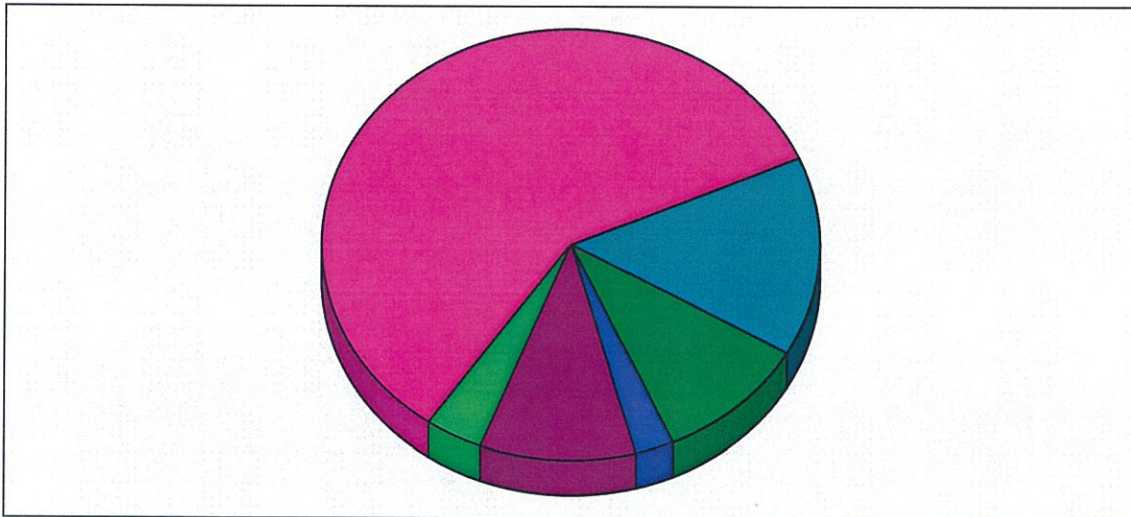
Kingston, TN

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Major Incident Types by Month for Date Range

Start Date: 04/01/2015 | End Date: 04/30/2015



| | | |
|--------------------------|-------------------------------|--------------|
| 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 | 2 | 2 |
| Good Intent Call | 8 | 8 |
| Hazardous Condition (No Fire) | 3 | 3 |
| Rescue & Emergency Medical Service Incident | 47 | 47 |
| Service Call | 12 | 12 |
| Total | 80 | 80 |

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 495

Page # 1

Kingston Fire Department

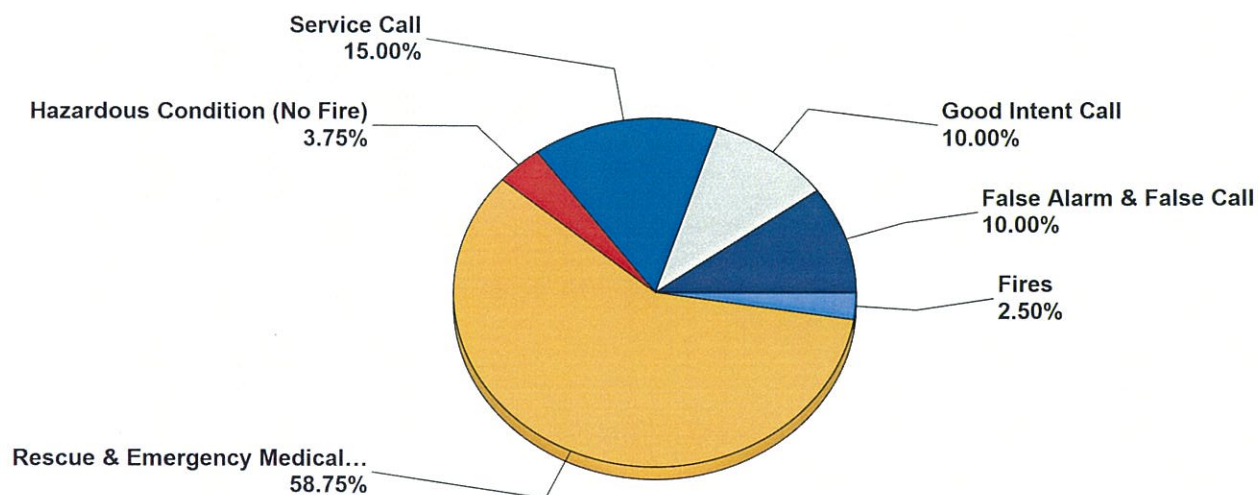
Kingston, TN

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Breakdown by Major Incident Types for Date Range

Start Date: 04/01/2015 | End Date: 04/30/2015



| MAJOR INCIDENT TYPE | # INCIDENTS | % of TOTAL |
|------------------------------------|-------------|----------------|
| Fires | 2 | 2.50% |
| Rescue & Emergency Medical Service | 47 | 58.75% |
| Hazardous Condition (No Fire) | 3 | 3.75% |
| Service Call | 12 | 15.00% |
| Good Intent Call | 8 | 10.00% |
| False Alarm & False Call | 8 | 10.00% |
| TOTAL | 80 | 100.00% |

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



**EMERGENCY
REPORTING**

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Doc Id: 553

Page # 1 of 2

| Detailed Breakdown by Incident Type | | |
|--|-------------|----------------|
| INCIDENT TYPE | # INCIDENTS | % of TOTAL |
| 131 - Passenger vehicle fire | 1 | 1.25% |
| 150 - Outside rubbish fire, other | 1 | 1.25% |
| 311 - Medical assist, assist EMS crew | 3 | 3.75% |
| 321 - EMS call, excluding vehicle accident with injury | 41 | 51.25% |
| 322 - Motor vehicle accident with injuries | 1 | 1.25% |
| 324 - Motor vehicle accident with no injuries. | 2 | 2.50% |
| 462 - Aircraft standby | 2 | 2.50% |
| 463 - Vehicle accident, general cleanup | 1 | 1.25% |
| 510 - Person in distress, other | 2 | 2.50% |
| 550 - Public service assistance, other | 1 | 1.25% |
| 551 - Assist police or other governmental agency | 3 | 3.75% |
| 553 - Public service | 2 | 2.50% |
| 554 - Assist invalid | 3 | 3.75% |
| 561 - Unauthorized burning | 1 | 1.25% |
| 600 - Good intent call, other | 1 | 1.25% |
| 611 - Dispatched & cancelled en route | 5 | 6.25% |
| 622 - No incident found on arrival at dispatch address | 1 | 1.25% |
| 651 - Smoke scare, odor of smoke | 1 | 1.25% |
| 700 - False alarm or false call, other | 3 | 3.75% |
| 721 - Bomb scare - no bomb | 1 | 1.25% |
| 735 - Alarm system sounded due to malfunction | 1 | 1.25% |
| 743 - Smoke detector activation, no fire - unintentional | 2 | 2.50% |
| 745 - Alarm system activation, no fire - unintentional | 1 | 1.25% |
| TOTAL INCIDENTS: | 80 | 100.00% |

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

Kingston Fire Department

Kingston, TN

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Minor Incident Types by Month for Year

Year: 2015

| INCIDENT TYPE | Jan | Feb | Mar | Apr | May | SUM |
|---|-----------|-----------|-----------|-----------|----------|------------|
| Accident, potential accident | | | | 3 | | 3 |
| Bomb scare | | | | 1 | | 1 |
| Chemical release, reaction, or toxic condition | | | 1 | | | 1 |
| Combustible/flammable spills & leaks | | | 1 | | | 1 |
| Dispatched and canceled en route | 2 | 4 | | 5 | | 11 |
| Electrical wiring/equipment problem | | | 2 | | | 2 |
| Emergency medical service (EMS) Incident | 38 | 35 | 39 | 44 | 3 | 159 |
| False alarm and false call, other | 6 | 6 | 5 | 3 | 1 | 21 |
| Fire, other | 1 | | | | | 1 |
| Flammable gas or liquid condition, other | | 1 | | | | 1 |
| Good intent call, other | 1 | 1 | 2 | 1 | | 5 |
| Malicious, mischievous false alarm | 1 | 1 | 1 | | | 3 |
| Medical assist | 12 | 12 | 5 | 3 | 4 | 36 |
| Mobile property (vehicle) fire | | 2 | | 1 | | 3 |
| Natural vegetation fire | | | 2 | | | 2 |
| Outside rubbish fire | | | | 1 | | 1 |
| Person in distress | | | 4 | 2 | | 6 |
| Public service assistance | 9 | 1 | 2 | 9 | | 21 |
| Rescue, emergency medical call (EMS), other | | 1 | | | | 1 |
| Service call, other | | | 1 | | | 1 |
| Smoke, odor problem | | 1 | 1 | | | 2 |
| Steam, other gas mistaken for smoke | | 1 | 1 | 1 | | 3 |
| Structure Fire | 1 | 1 | 3 | | | 5 |
| System or detector malfunction | | 1 | 1 | 1 | | 3 |
| Unauthorized burning | | | | 1 | | 1 |
| Unintentional system/detector operation (no fire) | 1 | 4 | 1 | 3 | | 9 |
| Wrong location, no emergency found | 1 | | | 1 | | 2 |
| Total | 73 | 72 | 72 | 80 | 8 | 305 |

Only REVIEWED incidents included

Kingston Fire Department
Incident Report
Incident Totals

Kingston City

April 15'

TOTAL CALLS

57

| Category | Total | | Total |
|----------------------------|----------|--|-----------|
| Structure Fires | | Hazardous Calls | 3 |
| Vehicle Fires | 0 | Service Calls | 12 |
| Brush/Grass Fires | 0 | Good Intent Calls | 8 |
| Refuse/rubbish Fires | 1 | Unintentional False | 8 |
| Other Fires | 1 | Other False | |
| Total Fires | 2 | Total False: Total | 31 |
| | | | |
| Rescue and EMS | 47 | Overpressure Rupture/ Explosion - No Fire | |
| | | | |
| Mutual Aid Received | 0 | Incidents with Exposures | 0 |
| Mutual Aid Given | 0 | | |
| | | | |
| | | | |
| Fire Service Injuries | 0 | Fire Dollar Loss | |
| Non-Fire Service Injury | 0 | Property | 0 |
| Fire Service Death | 0 | Contents | 0 |
| Fire Civilian Injuries | 0 | Non-Fire Dollar Loss | |
| Non-Fire Civilian Injuries | 0 | Property | 0 |
| Fire Civilian Death | 0 | Contents | 0 |
| Non-Fire Civilian Death | 0 | | |

**Fire Department
March 2015**

Summary of Month's Activities

Fire Operations

The Department responded to 80 calls for service during the month of July.

Fire Administration

- Attended Dept. Head meeting
- TVA Kingston annual drill briefing and facility tour
- July 4th planning
- Discussion of fund raisers to help dive team.
- Began receiving checks for fire pup program.
- Three members attended class at TN State Fire Academy

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

- KFD Dive Team training
- Kingston Fire in service
- State testing

| | This Month | YTD |
|------------------|-------------------|------------|
| Fire Inspections | 1 | 97 |

Public Fire Education

| | This Month | YTD |
|-----------------------|-------------------|------------|
| Participants | 2 | 28 |
| Education Hours | 2 | 28 |
| Number of Occurrences | 1 | 6 |

Firefighter Training

KFD is continuing on-shift training. KFD is also holding classes for members of county departments. All instructors are staff of KFD and state certified to teach fire service classes.

KFD Dive team has begun classes and will be spending a lot of time in the water learning skills.

Implemented Performance Standards Plan

- Continuing education for all KFD personnel
- On Shift Training is required each shift.
- KFD personnel testing once a month for state certifications

Fleet Maintenance

- Engine 2: Air Break system serviced. New striping for truck
- Unit 5: New striping for car.

Special Projects

- Hose Testing Complete
- Hydrant testing began and expected to be completed early May.
- Physical Agility test Completed on the 28th.
- KFD Dive Team spending a lot of time in class and in the water for the month of April and May.

Outstanding Issues

- SCBAs are out dated and no longer NFPA compliant
- Aging fire apparatus.
- Aging turn out gear

Cost Savings

- Safety meetings with no injuries reported
- Firefighters encouraged swapping shifts when possible instead of taking vacation time to help with overtime costs.
- Fundraising helping towards cost of Rescue Dive Team efforts.

PUBLIC WORKS DEPARTMENT
MONTHLY OVERTIME REPORT

To: Kingston City Council

Month of: APRIL, 2015

FROM: Tim Clark

RE: Monthly Overtime Report

TOTAL OVERTIME HOURS

16.5

TOTAL OVERTIME COST

\$ 391.19

s/Tim Clark

Tim Clark, Department Head

Public Works Report – April 2015

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: _____ 8 Loads _____
- Recycled materials collected: _____ None _____
- _____

| Public Works Selected Performance Indicators | Total | YTD |
|---|--------------|------------|
| Brush Pick-Up Areas Covered | 42 loads | 237 loads |
| Culverts/Storm Drains Cleaned | 16 | 75 |
| Curb-Repair/Install/Remove | 5ft | 155 ft |
| Drainage Inspection Requests | 3 | 22 |
| Excavation/Street Cut Permits Issued | None | None |
| Exemption/Back Door Route Requests | None | None |
| Graffiti Removal Requests | None | 1 |
| Land Disturbance Permits Issued | None | None |
| Sanitation – Bulk Item/Junk Pick-Up Request | None | 2 |
| Sanitation – Cart Repairs | None | None |
| Sanitation – Second Cart Request | None | None |
| Signs Repaired/Installed (Street or Name) | 15 | 43 |
| Storm water Inspections Performed | 2 | 6 |
| Stream and/or Tributary Clean-Up/Clean-Outs | None | None |
| Streets paved | None | None |
| Streets Repaired (e.g., pothole) | None | 29 |
| Streets Striped | None | 1 |
| Tennessee One Calls | 4 | 7 |
| Traffic Signal Repair | None | 2 |
| Tree Trimming Requests | None | 7 |
| Vehicle Maintenance – Routine | 12 | 45 |
| Vehicle Maintenance – Unscheduled | 8 | 101 |
| Water Quality – Related Outreach Events | NA | NA |

Public Works Facility, Outreach & Project Review:

- Residential meetings and work to assist with drainage-related projects –3
- Daily underground storage tank testing –N/A
- Monthly fuel pump inspection and cleaning- N/A
- Stormwater manager's meeting- N/A
- Weekly departmental meetings and monthly staff safety meetings-3
- Sign repair, new sign installations- 15
- Signal inspection, repair and timing adjustments- 8
- Grant applications- None
- Participated in various weather calls- None
- Brine acquisition and street prep in advance of weather events- None
- Fleet software implementation –N/A
- Stormwater educational outreach webinar- None
- Drainage law presentation- None
- Street Lighting- None

Continuing Projects

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

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

(865) 376-2114

STATEMENT OF MAINTENANCE OF STATE HIGHWAYS WITHIN THE CITY LIMITS
OF KINGSTON, TENNESSEE FOR THE MONTH OF **April** **2015**

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

STREET SUPERVISOR

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

CAROLYN BREWER
FISCAL OFFICER

STATE OF TENNESSEE
COUNTY OF ROANE

NOTARY PUBLIC
MY COMMISSION EXPIRES

| Activity | Description | Amount | Work Quantity | Work Quantity | Work Unit |
|----------|--|------------|---------------|---------------|---------------|
| | City of Kingston Month of April | | | | |
| 401 | Manual Spot Checking | | | | Tons |
| 402 | Crack Repair | | | | Pounds |
| 404 | Mechanical Continuous Patching | | | | Tons |
| 405 | Milling | | | | Square Feet |
| 406 | Surface Replacement | | | | Tons |
| 411 | Concrete Pavement Repair | | | | Cubic Yards |
| 412 | Concrete Joint repair | | | | Linear Feet |
| 425 | Grading Unpaved Surface (Shoulder) | | | | Linear Miles |
| 427 | Patching Unpaved Surface (Shoulder) | | | | Tons |
| 435 | Machine Mowing on Medians | \$43.65 | | 0.97 | Acres |
| 438 | Debris, Trees, Etc., Removal from Roadway surface only | | | | Man Hours |
| 441 | Litter removal on medians | \$30.00 | | 0.60 | Roadway Miles |
| 446 | Mechanical Sweeping and Street Flushing | | | | Miles |
| 447 | Manual Roadway Sweeping | \$4,179.81 | | 99 | Man Hours |
| 460 | Plowing Snow | | | | Lane Miles |
| 461 | De-icing Salt and/or Sand for snow abnd ice removal | | | | Tons |
| 463 | Anti-icing (Salt Brine) | | | | Gallons |
| 470 | Pavement Markings | | | | Line Miles |
| 471 | Speciality Markings | | | | Each |
| | Invoice Total | \$4,253.46 | | | |

STATE RT 1

| | | | | |
|------------------|-------------------------------|--------------------|-------------|--------------|
| ACTIVITY | 446 MECHANICAL SWEEPING | | | |
| | 447 MANNUAL SWEEPING | | | |
| | 460 Plowing Snow | | | |
| | | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
| | LABORER | \$14.75 | 11.5 | \$ 169.63 |
| | OPERATOR | \$15.35 | 11.5 | \$ 176.53 |
| | FOREMAN | \$15.82 | 11.5 | \$ 181.93 |
| | SUB TOTAL | | | \$ 528.08 |
| | FRINGE BENEFITS | | 45% | \$ 237.64 |
| | FINAL LABOR SUBTOTAL | | | \$ 765.72 |
| | | <u>Acres/Miles</u> | <u>Rate</u> | <u>Total</u> |
| ACTIVITY | 435 MACHINE MOWING on MEDIANS | 0.97 | \$45.00 | \$43.65 |
| | 441 LITTER REMOVAL ON MEDIAN | 0.60 | \$50.00 | \$30.00 |
| | SUB TOTAL | | | \$73.65 |
| EQUIPMENT RENTAL | | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
| | 17 SWEEPER TRUCK | \$48.22 | 11.5 | \$ 554.53 |
| | 04 TRUCK | \$13.00 | 11.5 | \$ 149.50 |
| | EQUIPMENT SUBTOTAL | | | \$ 704.03 |
| | TOTAL | | | \$ 1,543.40 |

STATE RT 1 GRANDTOTAL \$ 1,543.40

STATE RT 58

| | | | | |
|------------------|-------------------------|-------------|-------------|--------------|
| ACTIVITY | 446 MECHANICAL SWEEPING | | | |
| | 447 MANNUAL SWEEPING | | | |
| | | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
| | LABORER | \$13.54 | 20 | \$ 270.80 |
| | OPERATOR | \$15.35 | 20 | \$ 307.00 |
| | FOREMAN | \$15.82 | 20 | \$ 316.40 |
| | SUBTOTAL | | | \$ 894.20 |
| | FRINGE BENRFITS | | 45% | \$ 402.39 |
| | FINAL LABOR SUBTOTAL | | | \$ 1,296.59 |
| Equipment Rental | | <u>Rate</u> | <u>Hrs.</u> | <u>Total</u> |
| | 17 SWEEPER TRUCK | \$ 48.22 | 20 | \$ 964.40 |
| | 04 TRUCK | \$ 13.00 | 20 | \$ 260.00 |
| | EQUIPMENT SUBTOTAL | | | \$ 1,224.40 |
| | TOTAL | | | \$ 2,520.99 |

STATE RT 58 GRANDTOTAL \$ 2,520.99

STATE RT 326

ACTIVITY

446 MECHANICAL SWEEPING
447 MANNUAL SWEEPING

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

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

Equipment Rental

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

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

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

| | | |
|---------------|-----------|-------------|
| State Rt. 1 | Sub Total | \$ 1,543.40 |
| State Rt. 58 | Sub Total | \$ 2,520.99 |
| State Rt. 326 | Sub Total | \$ 189.07 |
| GRANDTOTAL | | \$ 4,253.46 |



PARKS AND RECREATION
Parks and Recreation
MINUTES
April 6, 2015

Present: Ruth Lentz, Tony Brown, Paul Rogers, Ruth Thompson, Eric Clark, Sue Collins, Josh Igou, Rick Ross,

Absent: Keenon Hethcoat, Karen High

Meeting brought to order by Chairman Josh Igou at 6:07 p.m.

He welcomed board members.

Paul Rogers gave an invocation.

The minutes of the previous meeting were approved as read.

Motion by Paul Rogers, second by Ruth Thompson motion carried

Unfinished Business:

1. Scoreboard at South West Point- The scoreboard is installed in it's new location and it looks good and is well received. The controller is kept in storage. The scoreboard, fence, and foul poles are all new.
2. Ballfield Work- Lots of effort has been put into the fields this season, we hope to get a new mower. The baseball field has been worked over and has new foul poles.
3. TVA Funds- There are TVA Recovery funds left that will be distributed to the cities and county as well as TDEC fine money that we hope to use for waterfront development, signage, and other projects. These would require council approval. Docks and ADA kayak launch are some of the ideas.
4. Youth Board- Applications are at the Middle School and High School and will be selected over the summer. The board is open to 7-9th graders that live inside the city limits.
5. Fort South West Point- We are staffing with part-timers, we are going to train volunteers to help for events and daily activities. The volunteers are being drawn from the local DAR.

New Business:

1. Baseball Camp- Had 28 kids at camp and had one of our best camps yet with the coaches and schedules. Big thank you to David Lane, Jacob Jones, Robert Puckett, and Chris Adams.
2. Fort Car Show- The show was a great success and the Arby's truck did a great job.

3. City Budget- The City budget is looking pretty "pleek". The city is looking to have to do a tax increase or lay off some employees. Tony Brown addressed tax issues of the city and the county with appraisal .
4. July 4th Volunteers- This year we are asking groups that use our park facilities such as ball fields to assist with the gate on July 4th. There was discussion but most felt was a good idea.
5. Pool Opens May 26th- Pools and will be booking pool parties soon.

Motion to adjourned – Paul Rogers, Ruth Lentz second

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 2015:

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

These are the groups and events that were held in addition to the regularly scheduled ones at the Center during the month of April 2015:

| | |
|---------------------------------|---|
| Mary Kay Parties | Public Defenders Expunction Class |
| Impact Church Community Program | KGSA Sign-ups and Meetings |
| AARP Tax Assist | Financial Services Social Security Workshop |
| Medic Blood Drive | FCE Luncheon |
| Swim Team Sign-ups | |
| Swan Harbour Home Owners Assoc. | |

At City Park: Miranda Scott Family, Glen Reynolds Fishing Tourney, Gary Nelson Family, Norm Sugarman Family, Mid Valley Sunrise Easter Service, Midtown Elementary, Ginger Tucker Family, Tammy Young Family

At Fort Southwest Point: Fort Southwest Point: Annual Car Show, Anita Edmonds Family,

Com.Center Rent: \$355.00

City Park Rent: \$420.00

Southwest Point: \$30.00 plus car show \$550.00 for Building Fund

Submitted by Jo Ann Knies

KINGSTON WATER TREATMENT PLANT



APRIL OPERATIONS REPORT

2015

| Water Treatment Plant | | Current Month | Previous Month | % Change | Max Day | Min Day | Avg. Day |
|---------------------------------|--------------------|---------------|----------------|----------|--|---------|----------|
| G A L L O N S | Influent (Raw) | 16,184,000 | 18,613,000 | -15.01% | 750,000 | 280,000 | 522,000 |
| | Effluent (Finish) | 14,552,000 | 16,681,000 | -14.63% | 645,000 | 255,000 | 469,000 |
| | Spring Supply | 13,461,000 | 11,741,000 | 12.78% | 461,000 | 398,000 | 434,000 |
| | Total Finish Prod. | 28,013,000 | 28,422,000 | -1.46% | Distribution & WTP Report: 3,140,000 | | |
| Plant Efficiency | | 99.94% | 99.81% | 0.13% | gals. usage flushing and Tank Refilling. | | |
| Distribution | | | | | Public Works: No Report | | |
| G A L L O N S | Consumption | 20,742,100 | 20,714,500 | 0.13% | Fire Dept: No Report | | |
| | Reported Usage | 3,140,000 | 3,310,000 | -5.41% | Park & Rec: No Report | | |
| | Water Loss | 4,130,900 | 4,397,500 | -6.45% | WWTP: No Report | | |
| | % | 14.75% | 15.47% | -0.73% | OT Hrs: | | |

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.
- * Set Bridge across creek to the Spring Head at Spring Site.
- * Installing Equipment at Kingston Heights Pump Station for the SCADA Monitoring and Control.
- * Installing Equipment at Ladd Landing Pump Station for the SCADA Monitoring and Control.
- * Mowed and trimmed Water Treatment Plant Grounds 5 times
- * Mowed and trimmed Spring Pump House, across Gravity line and Spring Site 2 times.
- * Researching / gathering data for On-Line Bi-directional metering, pressure and flow Zone Distribution Meters.
- * Performed Maintenance, replaced mixing chamber and optical cell on the CL-17 (on-line Chlorine monitor).
- * Completed (collected and analyzed) 7 New Line Compliance Bacteriological Samples on the new Gallaher Distribution Line from Ladd Landing Tank.

0

Schedule of Unaccounted For Water April

(All amounts in gallons)

| | | |
|--------------------------------------|--|-------------------|
| A Water Treated and Purchased | | |
| B | Water Pumped (potable) | 28,013,000 |
| C | Water Purchased | 0 |
| D | Total Water Treated and Purchased | 28,013,000 |
| | (Sum Lines B and C) | |
| E Accounted for Water: | | |
| F | Water Sold | 20,742,100 |
| G | Metered for Consumption (in house usage) | 1,140,000 |
| H | Fire Department(s) Usage | 0 |
| I | Flushing | 2,000,000 |
| J | Tank Cleaning/Filling | 0 |
| K | Street Cleaning | 0 |
| L | Bulk Sales | 0 |
| M | Water Bill Adjustments (+/-) | 0 |
| N | Total Accounted for Water | 23,882,100 |
| | (Sum Lines F thru M) | |
| O | Unaccounted for Water | 4,130,900 |
| | (Line D minus Line N) | |
| P | Percent Unaccounted for Water | 14.746% |
| | (Line O divided by Line D times 100) | |

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.



5/4/2015

KINGSTON WASTEWATER TREATMENT PLANT

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

FROM: Tony Workman, WWTP Manager

DATE: May 5, 2015

RE: April 2015 Monthly Report

| MONTHLY FLOW | Average Flow | Maximum Flow | Minimum Flow | Total |
|-------------------------|-------------------------|-------------------------|-------------------------|--------------|
| Influent | .7436 | 1.548 | .4680 | 22,307,000 |
| Effluent | .6861 | 1.458 | .3930 | 20,584,000 |

Total gallons of chlorine used was 332.1 @ \$2.09 gallon= \$694.09.

There was 5.48 inches of rain this month. There were no overflows this month.

44.60 tons of sludge was hauled to the landfill.

There are some unresolved issues with the RAS pump drive. The RAS pump report was sent to Steve Holterman.

Dean Fulmer, from Fulmer Custom Gate, came out and tried to program the gate. He was unable to get the computer and box to "communicate." He talked with Wes and the decision was made to place a new keypad system to operate the gate. The plan is to have the gate in operation by the end of this week (May 8).

The Headworks was not operating correctly. Several people looked at the programming of the drive for the Headworks. After the correct cable was ordered, the drive and program appeared to be working correctly. The problem was a bad thermostat. A new thermostat was ordered and installed.

CITY OF KINGSTON

WATER DEPARTMENT MONTHLY REPORT

Month of: APRIL 2015

To: David Bolling

From: Jimmy Agee

PAGE 1

| TASK | RESOLVED | PENDING |
|--------------------------------|----------|---------|
| INSTALL NEW METER | 1 | |
| READ OUTS | 38 | |
| RE- READS | | |
| WATER TAP NEW ACCOUNT | | |
| INSTALL PRESSURE REDUCER | 32 | |
| READ INS | 27 | |
| CHECK FOR HUNG METER | 7 | |
| CHANGE OUT HUNG / BROKEN METER | | |
| CHECK FOR LEAK | 17 | |
| NO WATER | 1 | |
| AFTER HOURS - WATER | 3 | |
| SERVICE LINE LEAK | 6 | 3 |
| LINE LOCATES | 110 | |
| TURN OFF FOR NON PAYMENT | 41 | |
| TURN WATER BACK ON | 39 | |
| YARD WORK | 23 | 7 |
| DOOR HANGERS | 5 | |
| MANUAL READ | | |
| AFTER HOURS - SEWER | 1 | |
| SEWER- TAP NEW ACCOUNT | | |
| CLOSED ACCT WITH CONSUMPTION | | |
| SEWER BACK UP | 8 | |
| RE-LOCATE WATER MAIN | | |
| TAP ESTIMATES | 3 | |
| PROFILE REQUESTED | 3 | |
| TAP-EXISTING ACCT | | |
| SEWER-TAP EXISTING ACCT | | |
| INSTALL METER YOKE | 1 | |

CITY OF KINGSTON

WATER DEPARTMENT MONTHLY REPORT

Month of: APRIL 2015

PAGE 2

| TASK | RESOLVED | PENDING |
|------------------------------|----------|---------|
| MISC SERVICE ORDERS | | |
| TURN OFF | 1 | |
| CHANGE METER TOPS | | |
| PULL-METER | 1 | |
| PESSURE TEST | | |
| WATER TASTE BAD | | |
| Check FOR TAMPERED METERS | | |
| BAD SEWER SMELL | | |
| TURN BACK ON TO FIND LEAK | | |
| REPLACE MAN HOLE COVER | | |
| WATER MAIN BREAK | | |
| REPLACE METER /METER BOX/LID | | |
| RESET TRANSPONDER | | |
| CAMERA SEWER LINE | 8 | |
| FLUSH LINES | 1 | |
| RUN 10 GAL WATER THRU | | |
| TURN OFF DUE TO LEAK | | |
| REPAIR METER SHUT-OFF | | |
| SEWER LINE REPAIR | 2 | |
| LOCATE METER FOR CUSTOMER | 1 | |
| RE-LOCATE WATER METER | | |
| CHEC TO SEE IF STILL OFF | 8 | |
| Total | | 14 |
| Fire Hydrant installed | 2 | |
| ROAD PATCHES | 4 | 4 |
| OVERTIME HOURS | 141.5 | |


Jimmy Agee Forman



City of Kingston
Project Status Update
December 2014

Any changes will appear in **RED**.

GREENWAY

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

Notes:

1. 2nd round of bidding over budget
2. Project to potentially be rebid
3. TDOT approved extension of deadline

NORTH KENTUCKY STREET PAVING

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

Notes:

1. Bids received
2. Awarded to Rogers Group
3. Work to begin in Spring 2015

Wastewater Treatment Plant Expansion

| | | Date Completed/Closed Out |
|--------------------------------|---------------------|---------------------------|
| Project Cost: | \$5,000,000 | |
| Engineer/Architect/Consultant: | Jacobs (Rick Kirby) | |
| Contractor: | Haren Construction | |
| Status (Percent complete) | 99% | |
| Estimated Completion Date | 06/01/2015 | |
| Notable outstanding issues: | | |

Notes:

1. Final punch list walkthrough being conducted week of 5/05

SEWER LINES

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

Notes:

1. Waiting on REU to connect power to new lift station

WATER LINES

| | | Date Completed/Closed Out |
|--------------------------------|--------------------------|---------------------------------|
| Project Cost: | | |
| Engineer/Architect/Consultant: | \$69,910 for all 4 parts | |
| Contractor: | Hampton | |
| Status (Percent complete) | 90% | Waiting for Rural Dev. Approval |
| Estimated Completion Date | 6/01/2015 | |
| Notable outstanding issues: | | |

Notes:

1. Work is underway and in final stages

LPRF GERTRUDE PORTER PARK

| | | |
|--------------------------------|-----------------|---------------------------|
| | | Date Completed/Closed Out |
| Project Cost: | \$500,000 | |
| Engineer/Architect/Consultant: | Robert Campbell | |
| Contractor: | | |
| Status (Percent complete) | 0% | |
| Estimated Completion Date | 12/31/15 | |
| Notable outstanding issues: | None | |

Notes:

1. Design phase complete
2. Initial punch list being formulated

PHASE II SOLAR PROJECT

| | | |
|--------------------------------|------------------------|---------------------------|
| | | Date Completed/Closed Out |
| Project Cost: | | |
| Engineer/Architect/Consultant: | | |
| Contractor: | Energy Source Partners | |
| Status (Percent complete) | 0% | |
| Estimated Completion Date | 7/01/15 | |
| Notable outstanding issues: | | |

Notes:

1. ESP is currently seeking financing
2. Council vote on assignment of contract pending