



City Manager Report

AUGUST 2016



Contents:

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

Reporting Schedule:

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

Featured Picture:

The Kingston Community Center

Distributed:

September 13, 2016

Message from the City Manager

Management

- ☐ City Manager

Finance

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

Public Safety

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

Public Services

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

Water Department

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

Library

- ☐ Director's Report

E-911 Quarterly Report

- ☐ Director's Report (Due end of Sept. 2016)
Reports are Issued Quarterly

Solid Waste Advisory Board

- ☐

Project Status Updates

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



September 13, 2016

To: Kingston City Council
City Staff
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website (www.mykingstontn.com). 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: August 2016

Legislative Accomplishments

- B. Adopted a Resolution Authorizing the City of Kingston to participate in the Pool's "Safety Partners" Matching Grant Program

Legislative Matters Forthcoming

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

Other Items Considered by the Council

- A. Approved a list of surplus items for the Kingston Police Department

- **External Meetings**

- City Manager Meeting in Chattanooga
- Green Team Meeting
- Alliance Board
- Robert Campbell (Porter Park)
- Chamber Board Meeting
- United Way Board
- 245Tech (website development)

- **Internal Meetings**

- Individual and Joint meetings with Department Heads
- TML Pool Representative Judy Housley
- Discussed various legal issues with the City Attorney

Ongoing Work

- Greenway Project Extension: **Close-Out** underway
- TVA Funding: **Ongoing meetings for website development**
- LPRF (Porter Park): **Work scheduled to begin this week**
- HOME Grant: **Inspections began in early July**
- CDBG (Sewer Plant): **Materials being ordered**

FINANCIAL SUMMARY AUGUST 2016

Total BALANCES	\$5,411,011	\$3,451,497	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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CITY OF KINGSTON

REVENUES AUGUST 2016

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUGL- 2015	BUDGETED REVENUES 2016- 2017	ACTUAL AUG 2016	PERCENT OF BUDGET 16%
31110	CURRENT PROPERTY TAX		\$1,950,000	\$0	0.0%
31120	PUBLIC UTILITIES PROPERTY TAX		\$39,400	\$0	0.0%
31211	PROPERTY TAX DELINQUENT - 1ST	\$10,786	\$60,000	\$14,898	24.8%
31212	PROPERTY TAX DELINQUENT - 2ND	\$7,587	\$20,000	\$3,816	19.1%
31219	PROPERTY TAX DELINQUENT - 0TH	\$784	\$15,000	\$662	4.4%
31300	INT, PENALTY, AND COURT COST	\$938	\$20,000	\$1,835	9.2%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$30,021	\$58,393	\$38,134	65.3%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$182,788	\$1,050,000	\$187,932	17.9%
31710	WHOLESALE BEER TAX	\$36,167	\$191,000	\$26,608	13.9%
31720	WHOLESALE LIQUOR TAX	\$7,931	\$46,000	\$18,496	40.2%
31800	BUSINESS TAXES	\$7,911	\$70,000	\$4,409	6.3%
31912	CABLE TV FRANCHISE TAX	\$18,809	\$73,500	\$18,637	25.4%
31913	ATT & BELLSOUTH FRANCHISE FEE	\$4,275	\$17,000	\$3,918	23.0%
31920	HOTEL/MOTEL TAX	\$9,512	\$52,000	\$8,798	16.9%
32210	BEER LICENSES		\$1,750	\$0	0.0%
32220	LIQUOR PERMITS		\$300	\$0	0.0%
32600	BUILDING AND RELATED PERMITS				
33490	TEMA ASSISTANCE TORNADO	\$112,955		\$0	
33510	STATE SALES TAX	\$80,745	\$486,000	\$83,716	17.2%
33520	STATE INCOME TAX	\$138,125	\$138,000	\$126,023	91.3%

33530	STATE BEER TAX			\$3,090	\$0	0.0%
33540	STATE LIQUOR TAX		\$1,115	\$8,000	\$1,030	12.9%
33551	STATE GASOLINE TAXES		\$28,709	\$163,000	\$29,685	18.2%
33552	STATE-CITY STREETS		\$2,015	\$12,500	\$2,012	16.1%
33555	STATE STREET CONTRACT MAINT			\$48,000	\$16,467	34.3%
33590	TVA REVENUE SOLAR JAMES FRY			\$3,100	\$4,893	157.8%
33591	GROSS RECEIPTS - TVA			\$72,450	\$0	0.0%
33592	TVA IMPACT FUNDS			\$37,061	\$0	0.0%
33593	CORPORATE EXCISE TAX			\$9,300	\$0	0.0%
33730	TML FULL PACKAGE BONUS			\$4,000	\$0	0.0%
34100	GENERAL GOVERNMENT - CHARGES		\$48	\$200	\$35	17.5%
34310	HIGHWAYS AND STREETS CHARGES			\$500		
34420	GARBAGE TIP FEES		\$54,369	\$325,500	\$54,474	16.7%
34720	SWIMMING POOL CHARGES		\$4,115	\$23,500	\$4,917	20.9%
34740	PARK AND RECREATION CHARGES		\$925	\$6,300	\$900	14.3%
35110	CITY COURT FINES AND COST		\$5,630	\$50,000	\$7,857	15.7%
35140	DRUG FINES			\$2,500		0.0%
35150	TRAFFIC SCHOOL CHARGES		\$1,300	\$7,500	\$750	10.0%
36000	FUND BALANCE			\$143,401		
36100	INTEREST EARNINGS		\$145	\$2,000	\$455	22.8%
36430	PAVILION RENTAL		\$565	\$3,500	\$1,205	34.4%
36900	TMBF LOAN PORTER PARK			\$200,000	\$0	0.0%
36910	GRANT PROCEEDS PORTER PARK			\$500,000		0.0%
36920	TMBF LOAN POLICE VEHICLES		\$124,000			0.0%
36967	CONTRACT NATURAL GAS		\$3,583	\$21,500	\$3,583	16.7%
36971	CONTRACT WATER BILLING		\$439,818	\$439,818	\$439,818	100.0%
TOTAL ESTIMATED REVENUES			\$1,315,671	\$6,375,063	\$1,105,963	17.3%

WATER DEPT REVENUES
Aug-16

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2015	BUDGETED 2016-2017	ACTUAL AUGUST 2016	PERCENT OF BUDGET 16%
33490	TEMA GRANT				
36100	INTEREST EARNINGS	\$242	\$2,300	\$686	30%
37110	METERED WATER SALES	\$202,980	\$1,113,000	\$222,475	20%
37117	OUTSIDE WATER SALES	\$136,501	\$780,000	\$154,120	20%
37190	CREDIT CARD CHARGES		\$800		
37191	FORFEITED DISCOUNTS AND PENALTIES	\$6,843	\$55,000	\$7,345	13%
37194	SALES OF MATERIALS	\$1,256	\$12,000	\$492	4%
37195	INSTALLATION CHARGES	\$16,570	\$67,500	\$11,975	18%
37196	WATER USER FEES	\$3,675	\$20,000	\$2,940	15%
37199	MISCELLANEOUS	\$4,322	\$7,000	\$2,584	37%
37210	SEWER SERVICE CHARGES	\$217,923	\$1,200,000	\$237,139	20%
37296	SEWER USER FEES	\$1,050	\$15,000	\$2,975	20%
37299	MISCELLANEOUS	\$695	\$2,500	\$1,132	45%
34800	CAPITAL REIMBURSEMENT		\$337,792		
TOTAL ESTIMATED REVENUES		\$592,057	\$3,612,892	\$643,863	18%

WATER/SEWER EXPENDITURES AUGUST 2016

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2015	BUDGET 2016/2017	ACTUAL AUG 2016	PERCENT OF BUDGET 16%
41500	FINANCIAL ADMINISTRATION	\$439,818	\$439,818	\$439,818	100%
41990	OTHER GEN. GOVMT EXP	\$15,061	\$291,211	\$76,096	26%
43750	CAPITAL IMPROVEMENTS	\$32,878	\$330,000	\$6,085	2%
49000	DEBT SERVICES	\$21,994	\$667,412	\$24,648	4%
52113	PURIFICATION	\$136,037	\$605,628	\$116,111	19%
52114	TRANSMISSION AND DIST	\$126,529	\$661,345	\$123,808	19%
52213	SEWER TREATMENT AND COLLEC	\$110,371	\$549,128	\$76,231	14%
52117	UTILITY DIRECTOR	\$10,034	\$68,350	\$11,528	17%
TOTAL		\$892,722	\$3,612,892	\$874,325	24%

FINANCE AND ADMINISTRATION REPORT AUGUST 2016

- * CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO THEIR UTILITY BILL
- * CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS TOTAL 583 -DONATIONS TOTAL \$6,430.49 DISBURSED - 0
- * UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR AUGUST 3766 FOR A TOTAL AMOUNT OF \$333,329.82
- * NEW WATER SERVICE APPLICATIONS FOR AUGUST TOTALED 56
- * 58 CUSTOMERS FINALED OUT SERVICE
- * 159 PAST DUE ACCOUNTS
- * TOTAL ACH-BANK DRAFT ACCOUNTS - 623
- * TOTAL E-BILL ACCOUNTS - 194
- * CHANGED BILLING TO BILLING SERVICE WITH MAILING BILLS IN ENVELOPES
- * WE WILL BE ADDING SERVLINE INSURANCE TO THE OCTOBER BILLING FOR LEAKS
- * ADDING BAR CODE SCANNERS FOR UTILITY BILLS FOR BETTER CUSTOMER SERVICE

NEW BUSINESS LICENSES ISSUED IN AUGUST

- 1 KLEEN & KLEEN - PEDDLER PERMIT
- 2 KNOXVILLE BROTHERS LEASING LLC
4197 KINGSTON HWY
KINGSTON, TN 37763

CITY OF KINGSTON

HUMAN RESOURCES REPORT MONTH OF AUGUST 2016

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- TOTAL FULL-TIME EMPLOYEES:___ 63 ___;TOTAL PART-TIME EMPLOYEES___ 40 ___
- ADDED 2016-17 BUDGET INTO COMPUTER SYSTEM
- COMPLETED 2015-16 FISCAL YEAR END CLOSING
- COMPLETED AFFORDABLE CARE ACT REPORTING FOR ALL EMPLOYEES
- COMPLETED USDOL-LABOR MONTHLY REPORT
- COMPLETED TML RISK MANAGEMENT POOL INSURANCE APPLICATIONS AND QUESTIONNAIRES FOR THE FISCAL YEAR 2016-2017
- COMPLETED US CENSUS SURVEY REPORTS
- COMPLETED ALL QUARTERLY REPORTS 941, DOL, ETC.
- HAD 2 EMPLOYEES RESIGN
- 2 EMPLOYEES HAD BABIES AND ADDED TO FAMILY COVERAGE INSURANCE
- 1 EMPLOYEE MARRIED CHANGED TO FAMILY COVERAGE INSURANCE

KINGSTON POLICE DEPARTMENT - August 2016

TIBRS Group A Offenses

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

Subtotal

6

Crimes Against Property

Arson	
Bribery	
Burglary/Breaking and Entering	
Counterfeiting/Forgery	1
Embezzlement	
Extortion/Blackmail	
False Pretenses/Swindle/Confidence Game	
Credit Card/ATM Fraud	
Impersonation	1
Welfare Fraud	
Wire Fraud	
Pocket-Picking	
Purse-Snatching	
Shoplifting	
Theft from a Building	2
Theft from Coin Operated Machine/Device	
Theft from Motor Vehicle	
Theft of Motor Vehicle Parts/Accessories	
All Other Larceny	2
Motor Vehicle Theft	
Robbery	
Stolen Property Offenses	
Vandalism	4

Crimes Against Society

Drug/Narcotics Violations	8
Drug Equipment Violations	5
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
Total	14

TIBRS Group B Offenses

Bad Checks	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	
Driving Under the Influence	4
Drunkenness	5
Family Offenses, Non-Violent	1
Liquor Law Violations	1
Peeping Tom	
Trespass of Real Property	
All Other Offenses	1
Total	12

Subtotal		10
Central Dispatch		
Crash Reports	19	
Traffic Stops	67	
Investigator Needed on Scene	22	
Domestic Complaints	7	
Escorts Funeral/Other	5	
Animal Calls	7	
Vandalism	4	
Fights	0	
Burglar Alarms/Fire Alarms	16	
Child Sexual Assaults	0	
Forgery	0	
Theft	8	
Vehicle Theft	0	
Public/Motorist Assist	6	
Arson/Explosive Devices	0	
Other Calls	172	
Subtotal	333	
Total Calls	349	
Municipal Codes		
Animal Control Calls to Office	8	
Animal Control Violations	1	
Animal Control Letters Sent/notice given	0	
Animals Transported to Shelter	1	
Codes Concerns	18	
Codes Violations	6	
Codes Letters Sent	5	
Property Maintenance Leins	0	
Temporary Signs Removed	75	

Patrol Mileage	16,111
Hours Worked	2,555
Reserve Hours Worked	198
Total Overtime Hours	114
Total Amount of Overtime Wages	\$3,514.00
City Court Citations	17
General Sessions Citations	4
Arrest	28
Juvenile Arrest	0
Incident Reports	62

AUGUST 2016 CASES

DATE	LOCATION	ISSUE	ACTION	STATUS
8/3/2016	673 Peachtree	13-104 Weeds/13-106 Health and sanitation nuisances	chief talked to owner	mowed
	1385 Byrd Circle	13-501 Declaration of nuisances someone has dumped trash bags out	notice put on door	mowed
8/5/2016	140 Clay Gate Court	13-106 Health & sanitation nuisances	Chief took off	
8/15/2016	100 Martin St.	13-104 Weeds/13-106 Health and sanitation nuisances	Letter was sent	cleaned
	202 Kingwood St			
	419 Kingwood St	13-104 Weeds		mowed
		13-104 Weeds/10-103 Pen to be kept clean, 10-201 Rabies vaccination/ registration required/10-202 Dogs to wear tags/10-209 Restriction of dogs	Chief gave warning and talked to owners of the dogs	mowed
8/19/2016	300 Woodlawn	13-104 Weeds		mowed
		10-104 adequate food water for animals/13-104 weeds/13-106 Health and sanitation nuisances	send letter to owner	mowed
8/29/2016	Lot on Mobile Drive	13-104 Weeds	send letter to owner	has 10 days to mow
	Lot on Mobile Drive	13-104 Weeds	send letter to owner	has 10 days to mow

Report for the citations issued, the disposition date for which was on
August 4, 2016

Monies outstanding from August 7, 2007 – August 31, 2016	\$ 57,937.69
Monies collected from August 7, 2007 – August 31, 2016	\$ 400,691.19

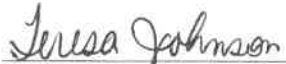
JUDGMENTS

COLLECTED

Total fines and costs billed in court	\$ 4,026.25	
Collected in court on fines and costs		\$ 1,038.75
Amount collected after Aug. 2016 Court		\$ 225.00
Total collected for citations on Aug. 2016		\$ 1,263.75
Amount outstanding for Aug. 2016	\$ 2,762.50	
<u>11</u> Cash bond forfeitures		\$ 1,251.25
Total amount collected for Aug. 2016 Citations		\$ 2,515.00
Amount collected from previous months/FTA etc.		\$ 1,933.94
Total collected in August 2016		\$ 4,448.94

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 31th of August 2016.


TERESA JOHNSON
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

Kingston Fire Department August 2016

Summary of Month's Activities

Fire Operations

The Department responded to 57 calls for service during the month of August.

Fire Administration

- Attended Dept. Head meeting
- Received new cascade system and placed in service
- Received new air packs and placed in service
- Returned borrowed air packs to their appropriate departments
-

August Overtime

OT Hours: 42

Cost: \$ 1,041.18

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

- Shift Training
- New air pack training
- Coldwell Banker

	This Month	YTD
Fire Inspections	0	103

Public Fire Education

	This Month	YTD
Participants	0	2
Education Hours	0	3
Number of Occurrences	0	2

Firefighter Training

KFD is continuing on shift training

New Air pack training

Cascade Training

Implemented Performance Standards Plan

- Continuing education for all KFD personnel
- On shift training is required each shift
- Testing for state certifications offered
- KFD members designing a "Fit for Duty" program for KFD personnel

Fleet Maintenance

- U4 at Turpin's for a week with transmission work

Special Projects

- "Fit for Duty" program on going with work outs posted each shift
- New phone systems and internet placed in both stations
- Some KFD members finished their dive classes

Outstanding Issues

- Aging Fire Apparatus, E1 is now leaking from the cab when it rains, allowing our radio equipment to get wet.
- Aging turn out gear
- U4 aging and continues to need continuous repair.

Cost Savings

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

Kingston Fire Department
Incident Report
Incident Totals

Kingston City

Aug-16

TOTAL CALLS

57

Category	Total		Total
Structure Fires	2	Hazardous Calls	1
Vehicle Fires	1	Service Calls	2
Brush/Grass Fires	1	Good Intent Calls	4
Refuse/rubbish Fires	0	Unintentional False	4
Other Fires	0	Other False	0
Total Fires	4	Total False:	Total 11
Rescue and EMS	42	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	0	Incidents with Exposures	0
Mutual Aid Given	1		
Automatic Aid Received	0		
Automatic Aid Given	1		
Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	0
Fire Service Death	0	Contents	0
Fire Civilian Injuries	0	Non-Fire Dollar Loss	
Non-Fire Civilian Injuries	0	Property	0
Fire Civilian Death	0	Contents	0
Non-Fire Civilian Death	0		

Kingston Fire Department

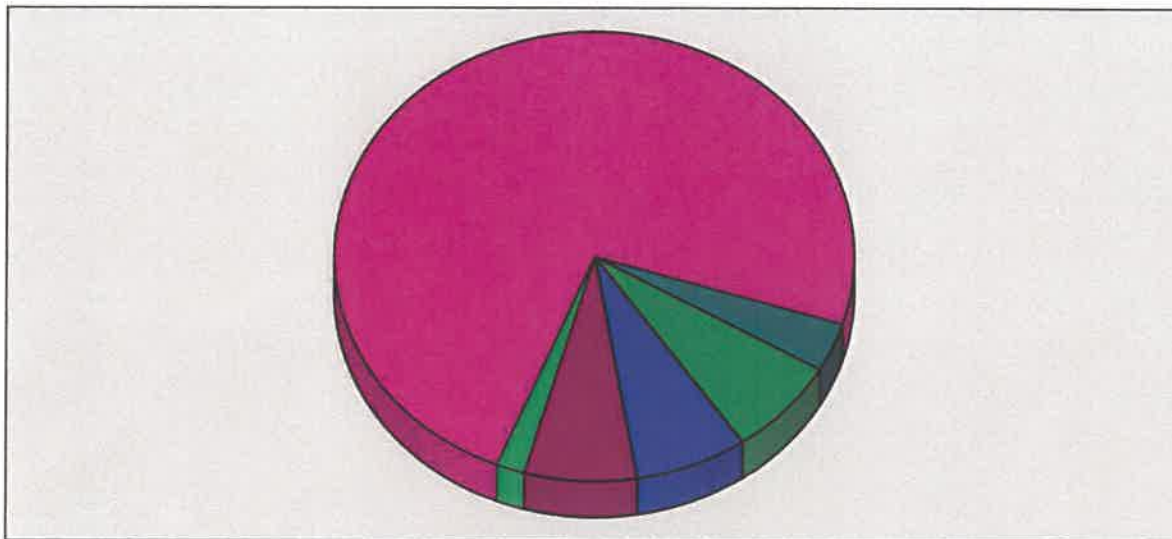
Kingston, TN

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Major Incident Types by Month for Date Range

Start Date: 08/01/2016 | End Date: 08/31/2016



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

INCIDENT TYPE	AUG	TOTAL
False Alarm & False Call	4	4
Fire	4	4
Good Intent Call	4	4
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical Service Incident	42	42
Service Call	2	2
Total	57	57

Only REVIEWED incidents included



**EMERGENCY
REPORTING**

emergencyreporting.com

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Kingston Fire Department

Kingston, TN

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or Incident Types by Month for Year

Year: 2016

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	SUM
Accident, potential accident		1	1		2		1	1		6
Attempted burning, illegal action							1			1
Combustible/flammable spills & leaks			2		2		1			5
Controlled burning				1		1				2
Dispatched and canceled en route	7	3	6	13	3	4	1	4		41
Electrical wiring/equipment problem	1						2			3
Emergency medical service (EMS) Incident	33	28	44	26	34	49	33	37	7	291
False alarm and false call, other	1	1		7	4	3	5	4	1	26
Fire, other					1					1
Good intent call, other						2				2
Malicious, mischievous false alarm	1	1		1	1					4
Medical assist	5	6	8	11	13	6	6	5	1	61
Mobile property (vehicle) fire		2	1		1		1	1	1	7
Natural vegetation fire		1	1			2		1		5
Outside rubbish fire					1					1
Person in distress			1			2				3
Public service assistance	3	6	5	2	9	8	4	2	1	40
Search for lost person							1			1
Steam, other gas mistaken for smoke						1				1
Structure Fire	1		3	2	1		2	2		11
System or detector malfunction	1	1			1		1			4
Unauthorized burning									1	1
Unintentional system/detector operation (no fire)	1	1		1	2	2			1	8
Water problem			1							1
Wrong location, no emergency found		2	2	2		2				8
Total	54	53	75	66	75	82	59	57	13	534

Only REVIEWED incidents included

Kingston Fire Department

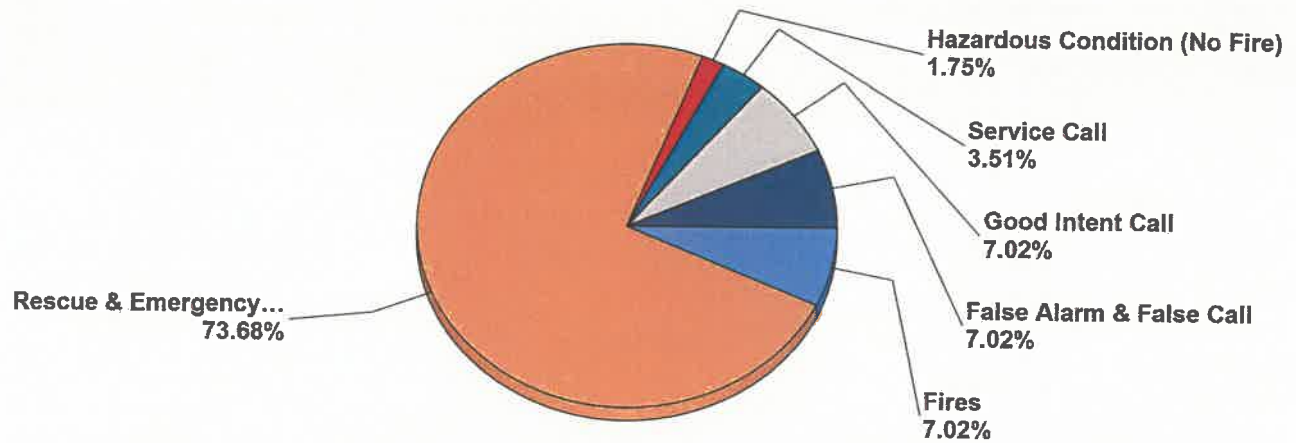
Kingston, TN

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B Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2016 | End Date: 08/31/2016



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	7.02%
Rescue & Emergency Medical Service	42	73.68%
Hazardous Condition (No Fire)	1	1.75%
Service Call	2	3.51%
Good Intent Call	4	7.02%
False Alarm & False Call	4	7.02%
TOTAL	57	100.00%

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

Public Works Report – August 2016

Solid Waste:

- Convenience center solid waste collected: None
- Wood chips removed from lot: None
- Solid Waste Tonnage collected: None
- Street sweeping debris removed off streets: 8 Loads
- Recycled materials collected: None
-

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	32 loads	32 loads
Culverts/Storm Drains Cleaned	22	22
Curb-Repair/Install/Remove	None	0ft
Drainage Inspection Requests	5	5
Excavation/Street Cut Permits Issued	None	None
Exemption/Back Door Route Requests	None	None
Graffiti Removal Requests	None	None
Land Disturbance Permits Issued	None	None
Sanitation – Bulk Item/Junk Pick-Up Request	None	None
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	4	4
Storm water Inspections Performed	5	5
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	1	1
Streets Repaired (e.g., pothole)	12	12
Streets Striped	None	None
Tennessee One Calls	2	2
Traffic Signal Repair	1	1
Tree Trimming Requests	4	4
Vehicle Maintenance – Routine	8	8
Vehicle Maintenance – Unscheduled	10	10
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
- Storm water manager's meeting- N/A
- Weekly departmental meetings and monthly staff safety meetings-4
- Sign repair, new sign installations- 4
- Signal inspection, repair and timing adjustments- 1
- 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
- Storm water educational outreach webinar- None
- Drainage law presentation- None
- Street Lighting- 1

Continuing Projects

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



PARKS AND RECREATION

The KINGSTON PARKS AND RECREATION Committee did not meet the first Monday in September due to the Labor Day Holiday. Their next scheduled meeting will be held Monday, September 12, 2016.

The Community Center Report is attached for the month of August, 2016.

**August 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 August 2016:

Senior Luncheon	TEA Party
Senior Bridge	American Red Cross
Senior Quilting	Girl Scout Daisy Troops - during school season only
Cultural Arts (FCE)	D.A.R. Meetings and Luncheons
Senior Executive Board	Roane County Children's Reading Foundation Program
Senior Pinochle (2 groups)	Zumba Exercise Class
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 (ABC)	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 August 2016:

RCHS Volleyball Class	AYSO Soccer Sign-ups
Election Day	Roane Retired Teachers
Galloway Family Function	Moore/Hixon Family Annual Reunion
CPR Class for Teachers	Potluck Lunch for Water Exercise Group
Jack Brummitt Family	AYSO Soccer Parents
Roane and UT Extension Diabetes Class	Scrapbook Sewing Group
Janelle Roberts - Shower	

At City Park Pavilion - Jackson Family, New Midway Baptist Church, Addie Reed Family, Steven Wallace Family, Teresa Johnson Family

Wedding held on T-Dock at Gravel Pits

Com.Center Rent: \$870.00

Park Rentals: \$1,055

Submitted by Jo Ann Knies



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-493

PROJECT NAME: K. C. Addition
SITE ADDRESS: 334 Euclid Ave Kingston

BP

ISSUED: 08/29/2016

EXPIRES: 02/25/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 00501/C/058G

ZONING:

APPLICANT: Matt & Robin Melton
334 Euclid Ave
KINGSTON, TN 37763
865389-3402

OWNER: Matt & Robin Melton
334 Euclid Ave
KINGSTON, TN 37763
865389-3402

VALUATIONS:

Single Family	712.00	\$49,996.64
Total:		\$49,996.64

FEES:

	<u>Paid</u>	<u>Due</u>
building permit fees	\$374.00	\$0.00
Receipt Number :	Totals :	\$374.00
BU6-00733		\$0.00

REQUIRED INSPECTIONS

Footings

Foundation

Slab Inspection

Rough Plumbing

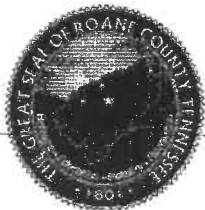
Framing Inspection

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

BP2016-492

BP

PROJECT NAME: K.C. Privacy Fence
SITE ADDRESS: 1340 N Kentucky Street Kingston

ISSUED: 08/29/2016
EXPIRES: 02/25/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 00100/E/047K

ZONING:

APPLICANT: Bud Slaven
P.O. Box 525
KINGSTON, TN 37763
865-803-7709

OWNER: Bud Slaven
P.O. Box 525
KINGSTON, TN 37763
865-803-7709

VALUATIONS:

Fence	480.00	\$2,001.60
Total:		\$2,001.60

FEES:

	Paid	Due
building permit fees	\$20.00	\$0.00
Receipt Number :	Totals :	\$20.00
BU6-00732		\$0.00

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:

Shelley Wilson

Contractor or Authorized Agent:

[Signature]

Date:

8/29/16



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-485 *KC*
PROJECT NAME: Sign
SITE ADDRESS: 1209 N. Kentucky Street Kingston

BP

ISSUED: 08/23/2016
EXPIRES: 02/19/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 03600/D/047K

ZONING:

APPLICANT: Ortwein Sign Company
2806 E %0th Street
CHATTANOOGA, TN 37407
423-867-9208

OWNER: Roane Alliance/ Community Dev. Conc.
1209 N. Kentucky Street
KINGSTON, TN 37763

VALUATIONS:

Commercial Sign 30.00 \$11,199.90

FEES:

building permit fees

Paid

\$100.00

Due

\$0.00

Total: \$11,199.90

Receipt Number :

Totals :

\$100.00

\$0.00

BU6-00718

REQUIRED INSPECTIONS

Footings

Final Inspection

Framing Inspection

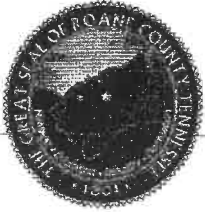
CONDITIONS

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: *[Signature]*

Contractor or Authorized Agent: *by mail*

Date: *8/23/16*



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-483

BP

PROJECT NAME: K. C. Addition to Visitor Center for Storage No electric

ISSUED: 08/22/2016

SITE ADDRESS: 1226 S. Kentucky Street Kingston

EXPIRES: 02/18/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 01400/058

ZONING:

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

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

VALUATIONS:

FEES:

Paid

Due

Unfinished Storage Building
(Pole framed, average
siding, Unfinished interior &
minimum lighting)

192.00

\$2,499.84

building permit fees

\$28.00

Total:

\$2,499.84

Receipt Number :

Totals :

\$28.00

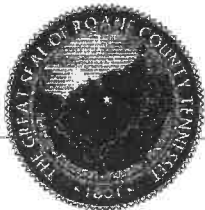
REQUIRED INSPECTIONS

Framing Inspection

Final Inspection

Energy Code

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

BP2016-452

BP

PROJECT NAME: K. C. Addition/Bathroom
SITE ADDRESS: 111 Hillcrest Lane Kingston

ISSUED: 08/15/2016

EXPIRES: 02/11/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 01500/D/058N

ZONING:

APPLICANT: Greg Rose
111 Hillcrest Lane
KINGSTON, TN 37763
865-919-5002

OWNER: Greg Rose
111 Hillcrest Lane
KINGSTON, TN 37763
865-919-5002

VALUATIONS:

Single Family 192.00 \$9,999.36

Total: \$9,999.36

FEES:

building permit fees

Receipt Number :

BU6-00678

Paid

\$84.00

Totals :

\$84.00

Due

\$0.00

\$0.00

REQUIRED INSPECTIONS

Footings

Foundation

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

BP2016-451

BP

PROJECT NAME: K. C. Commercial Bank Signs
SITE ADDRESS: 202 N. Kentucky St. Kingston

ISSUED: 08/12/2016

EXPIRES: 02/08/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 01700/E/058B

ZONING:

APPLICANT: Signco Incorporated
3101 Northwest Park Drive
KNOXVILLE, TN 37921
865-947-2086

OWNER: Simmons Bank
202 N. Kentucky St.
KINGSTON, TN 37763

VALUATIONS:

Commercial Sign 4.00 \$5,000.00

FEES:

	<u>Paid</u>	<u>Due</u>
building permit fees	\$44.00	\$0.00
Plans Review Fee	\$22.00	\$0.00

Total: \$5,000.00

Receipt Number : Totals : \$66.00 \$0.00

BU6-00675

BU6-00675

REQUIRED INSPECTIONS

Framing Inspection

Final Inspection

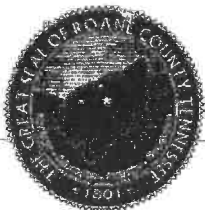
CONDITIONS

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:



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-449

BP

PROJECT NAME: K. C. Commercial Sign
SITE ADDRESS: 708 W. Race St. Kingston

ISSUED: 08/12/2016
EXPIRES: 02/08/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 01100/D/047P

ZONING:

APPLICANT: Jot Raymond
134 Happy Hollow Road
HARRIMAN, TN 37748
865-248-8026

OWNER: TONY CLOUGH
865-882-8600

VALUATIONS:

Commercial Sign	2.00	\$7,500.00
Total:		\$7,500.00

FEES:

	Paid	Due
building permit fees	\$68.00	\$0.00
Totals :	\$68.00	\$0.00

Receipt Number :

BU6-00672

REQUIRED INSPECTIONS

Framing Inspection

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: J. Mescal Nealy

Contractor or Authorized Agent: J. E. Raymond

Date: 8.12.16



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-442

PROJECT NAME: K. C. Dock
SITE ADDRESS: 826 Nelson Drive Kingston

BP

ISSUED: 08/09/2016

EXPIRES: 02/05/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 02700/A/0471

ZONING:

APPLICANT: SHIRHAN CONSTRUCTION CO., DBA TIM
SHIRHAN
119 Old Centers Ferry Rd.
HARRIMAN, TN 37748
865-740-2857

OWNER: Clay & Rhonda Badger
826 Nelson Drive
KINGSTON, TN 37763

VALUATIONS:

Deck (has only decking no roof coverage)	102.00	\$782.34
Docks	874.00	\$29,217.82

FEES:

building permit fees

Paid

Due

\$244.00

\$0.00

Total: \$30,000.16

Receipt Number :

Totals :

\$244.00

\$0.00

BU6-00663

REQUIRED INSPECTIONS

Framing Inspection

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: 8-9-16



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-438

BP

PROJECT NAME: K. C. Deck and Railing
SITE ADDRESS: 208 W. Cumberland St. Kingston

ISSUED: 08/08/2016

EXPIRES: 02/04/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 00800/B/058B

ZONING:

APPLICANT: Jay & Linda Colton
208 W. Cumberland St.
KINGSTON, TN 37763
931-261-7646

OWNER: Jay & Linda Colton
208 W. Cumberland St.
KINGSTON, TN 37763
931-261-7646

VALUATIONS:

Deck (has only decking no roof coverage)	288.00	\$1,500.48

FEES:

building permit fees

Paid

\$20.00

Due

\$0.00

Total: \$1,500.48

Receipt Number :

Totals :

\$20.00

\$0.00

BU6-00658

REQUIRED INSPECTIONS

Footings

Final Inspection

Framing 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:



Roane County
ROANE COUNTY CODES ENFORCEMENT

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

codesenforcement@roanegov.org

BP2016-393

BP

PROJECT NAME: K. C. Commercial Remodel
SITE ADDRESS: 1204 N. Kentucky Street Kingston

ISSUED: 08/01/2016

EXPIRES: 01/28/2017

MAP:

GROUP:

FLOOD PLAIN:

Ctrl MAP:

PARCEL: 00600/E/047N

ZONING:

APPLICANT: Jenkins & Stiles
10617 Deerbrook Drive
KINGSTON, TN 37763
865-671-0130

OWNER: ORNL
P.O. Box 365
OAK RIDGE, TN 37830

VALUATIONS:

Remodel Commercial	3600.00	\$353,016.00
Total:		\$353,016.00

FEES:

	<u>Paid</u>	<u>Due</u>
Plans Review Fee	\$818.00	\$0.00
building permit fees	\$1,636.00	\$0.00

Receipt Number :	Totals :	\$2,454.00	\$0.00
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BU6-00588

BU6-00639

REQUIRED INSPECTIONS

Footings

Foundation

Slab Inspection

Rough Plumbing

Framing Inspection

Rough Mechanical

Energy Code

Final Inspection

CONDITIONS

KINGSTON WATER TREATMENT PLANT



AUGUST OPERATIONS REPORT

2016

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	19,989,000	18,526,000	7.32%	645,000	1,017,000	411,000
	Effluent (Finish)	18,811,000	17,737,000	5.71%	607,000	923,000	404,000
	Spring Supply	13,759,000	13,328,000	3.13%	444,000	522,000	409,000
	Total Finish Prod.	32,570,000	31,065,000	4.62%	Distribution & WTP Report: 3,281,472 gals. usage flushing and Tank Refilling.		
Plant Efficiency		99.31%	99.78%	-0.47%			
Distribution							
GALLONS	Consumption	23,571,600	27,727,800	-17.63%	Public Works: No Report Fire Dept: No Report Park & Rec: No Report WWTP: No Report OT Hrs:		
	Reported Usage	3,281,472	995,000	69.68%			
	Water Loss	5,716,928	2,342,200	59.03%			
		%	17.55%	7.54%			

Note: The Water Production, Consumption and Loss data is for the July 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.
- * Mowed and trimmed Water Treatment Plant grounds 4 times
- * Mowed and trimmed Spring Pump House, across gravity line and Spring Site 2 times.
- * ISI performed Quarterly Maintenance & Calibrations at Plant & Spring Pump House of all On-Line Equipment, Meters, Controllers and Transmitters, etc.
- * Performed Distribution System / Tank Flushing and Overflowing and Tank Refilling.
- * Collected the Stage 2 TTHM / THAA5 Sampling. The Analysis Results were good. Due to our reduced monitoring status we are required to only do this once per year instead of Quarterly.
- * Performed the Required Laboratory PT Study (Performance and Quality Control Testing) Results due upon Study Closing Date.
- * TDEC / DWS Inspection and Recertification of our Laboratory and Records. No deficiencies
- * Replaced the #2 Flocculator Main Roller Thrust Bearing.
- * Replaced the lighting (2 lights) in the Filter Room with LED VAPORTIGHT Units.

Kingston Water Department
Schedule of Unaccounted For Water
August

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	32,570,000
C	Water Purchased	<u>0</u>
D	Total Water Treated and Purchased (Sum Lines B and C)	<u>32,570,000</u>
E Accounted for Water:		
F	Water Sold	23,571,600
G	Metered for Consumption (in house usage)	<u>1,081,472</u>
H	Fire Department(s) Usage	<u>0</u>
I	Flushing	<u>2,200,000</u>
J	Tank Cleaning/Filling	<u>0</u>
K	Street Cleaning	<u>0</u>
L	Bulk Sales	<u>0</u>
M	Water Bill Adjustments (+/-)	<u>0</u>
N	Total Accounted for Water (Sum Lines F thru M)	<u>26,853,072</u>
O	Unaccounted for Water (Line D minus Line N)	<u>5,716,928</u>
P	Percent Unaccounted for Water (Line O divided by Line D times 100)	<u>17.553%</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: September 6, 2016

RE: August Monthly Report

MONTHLY FLOW	Average Flow	Maximum Flow	Minimum Flow	Total
Influent	.3958	.5760	.3040	12,269,000
Effluent	.3474	.5190	.2520	10,768,000

Total gallons of chlorine used was 166.05 @ \$2.09 gallon= \$275.04.

There was 1.64 inches of rain this month. No sewer overflows occurred this month.

11 tons of sludge was hauled to the landfill.

The centrifuge is no longer operational. The sludge is being removed using a Spectrum Phase Separator Dewatering Unit. This will be used until the new press is installed, maybe through December.



DMRQA 36 results were returned and we passed.

John West from TDEC came and inspected the plant last month. The recommendations are being corrected and implemented. Mike Jolly and I will attend the first week of Lab classes, September 11-16th. The second week will be in October.

This month there was also a problem with the chlorine feed pumps. After replacing lines, pumps and injectors, the problem was fixed.

WATER DEPARTMENT MONTHLY REPORT

To: David Bolling

Month of: AUG. 2016

From: Jimmy Agee

RE: Monthly Work Orders

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	2	
Read-out	53	
RE- READS		
WATER TAP NEW ACCT.	2	
CLOSED ACCT WITH CONSUMPTION		
READ INS	58	
CHECK FOR HUNG METER	7	
CHANGE OUT HUNG / BROKEN METER	5	
CHECK FOR LEAK AT METER	24	
METER LEAKS	8	
AFTER HOURS - WATER	5	
SERVICE LINE LEAK	10	
LINE LOCATES	103	
TURN OFF FOR NON PAYMENT	64	
TURN WATER BACK ON	50	
YARD WORK	15	9
DOOR HANGERS	7	
MANUAL READ	1	
AFTER HOURS - SEWER	2	
SEWER- TAP NEW ACCOUNT	2	
SEWER MISC	1	
SEWER BACK UP	12	
CHECK TO SEE IF STILL OFF	5	
TAP ESTIMATES	6	
PROFILE REQUESTED	2	
TAP-EXISTING ACCT		
SEWER-TAP EXISTING ACCT	1	
WATER MAIN BREAKS	2	

Kingston Public Library (KPL)

1004 Bradford Way
Kingston Tennessee 37763
865-376-9905

2 Sept 2016

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

FR: Emily Steele, MLIS
Director

RE: Monthly Director's Report

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

Children's Programming

We had five programs with 109 attending.

Training

I attended a training session at the Ocoee River Regional Library on long-term planning on Aug. 18th, and a webinar social media marketing for libraries on Aug. 17th.

Upcoming programs

This month, we have two authors visiting: Linda Lynch on the 8th and Kay Shostak on the 15th. We have two computer classes scheduled: Microsoft Word with tables on the 15th and managing photos with your phone on the 30th. We will host a board game night on the 22nd.

Summary

Patron count for the month totaled 1877.
There were 2,939 checkouts and 723 renewals for the month, totaling 3662.
The READS circulation for ebooks totaled 1964.

Respectfully submitted,
ERS



City of Kingston
Project Status Update
August 2016

GREENWAY

		Date Completed/Closed Out
Project Cost:	\$369,505.00	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	99%	
Estimated Completion Date	September 30, 2016	
Notable outstanding issues:		

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)	0%	
Estimated Completion Date	Spring 2017	
Notable outstanding issues:	Home Inspections	

Notes:

1. Home Inspections began in early July.

LPRF GERTRUDE PORTER PARK

		Date Completed/Closed Out
Project Cost:	\$500,000	
Engineer/Architect/Consultant:	Robert Campbell	
Contractor:		
Status (Percent complete)	10%	
Estimated Completion Date	Late 2016 / early 2017	
Notable outstanding issues:	Work beginning	

Notes:

1. Pre-Construction meeting held in August.
2. Work scheduled to begin in early September.

CDBG SEWER PLANT IMPROVEMENTS

		Date Completed/Closed Out
Project Cost:	\$630,000	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	5%	
Estimated Completion Date	Winter 2017	
Notable outstanding issues:	Materials being ordered	

Notes:

1. Pre-Construction meeting held.
2. Contractor has started ordering materials.