



# City Manager Report

AUGUST 2018

**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:**

Sunset on Watts Bar Lake compliments of Jason Taylor

**Distributed: September 11, 2018**

## **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
- ☐ Building Permits

### **Water Department**

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

### **Library**

- ☐ Director's Report/Minutes

### **Beautification Committee**

- ☐ July Meeting Minutes

### **Planning Commission**

- ☐ August Minutes

### **REU – Electric Power Board Meeting**

- ☐ Agenda and Minutes (None Received)
- ☐ Report to TVA (None Received)

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

- ☐ Director's Report  
Fourth Quarter Report

### **Project Status Updates**

- ☐ Fort Paws Dog Park
- ☐ Amphitheatre
- ☐ AFG Turnout Gear



September 11, 2018

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: August 2018**

### **Legislative Accomplishments**

- A. Approved a Resolution Authorizing the City of Kingston to Participate in the TML Pool's Safety Partners Matching Grant Program

### **Legislative Matters Forthcoming**

- A. None

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

- Authorized the Mayor to Execute an Agreement with Spectra Tech for Design and Engineering Services for the Southwest Point Amphitheatre
- Authorized the Mayor to Execute an Agreement with J.R. Wauford for Engineering Services for the Gallilean Road Water Line Extension
- Accepted a \$25,000 Dog Park Dash Grant from the Boyd Foundation
- **External Meetings**
  - Meeting with potential real estate development prospects
  - Meeting with Engineering firms regarding city projects
  - Other Misc. Meetings
- **Internal Meetings**
  - Individual and Joint meetings with Department Heads
  - Individual and Joint meetings with Water Department Managers
  - Individual Meetings with members of Council

### **Ongoing Work**

- Fort Paws Dog Park
- Southwest Point Amphitheatre
- Water Line Extension on Gallilean Road

**CITY OF KINGSTON**  
**REVENUES AUGUST 2018**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2017	BUDGETED REVENUES 2018- 2019	ACTUAL AUG 2018	PERCENT OF BUDGET 16%
31110	CURRENT PROPERTY TAX		\$1,994,100		
31120	PUBLIC UTILITIES PROPERTY TAX	\$158	\$33,878		
31211	PROPERTY TAX DELINQUENT - 1ST	\$17,494	\$70,000	\$25,618	36.6%
31212	PROPERTY TAX DELINQUENT - 2ND	\$204	\$20,000	\$2,111	10.6%
31219	PROPERTY TAX DELINQUENT - 0TH	\$2,865	\$20,000		
31300	INT, PENALTY, AND COURT COST	\$2,755	\$22,000	\$9,833	44.7%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$41,343	\$82,315	\$40,972	49.8%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$171,905	\$1,135,774	\$178,635	15.7%
31710	WHOLESALE BEER TAX	\$18,467	\$200,000	\$35,277	17.6%
31720	WHOLESALE LIQUOR TAX	\$6,876	\$48,000	\$7,496	15.6%
31800	BUSINESS TAXES	\$6,563	\$70,000	\$4,596	6.6%
31912	CABLE TV FRANCHISE TAX	\$19,181	\$75,000	\$18,765	
31913	ATT & BELLSOUTH FRANCHISE FEE	\$3,111	\$17,000	\$2,732	
31920	HOTEL/MOTEL TAX	\$6,840	\$52,000	\$8,143	15.7%
32210	BEER LICENSES		\$1,750		
32220	LIQUOR PERMITS		\$300		
32600	BZA HEARING FEE		\$25		
33490	TEMA ASSISTANCE TORNADO			\$78,171	
33500	TELECOM INTERSTATE SALES		\$3,500	\$879	
33510	STATE SALES TAX	\$86,074	\$565,000	\$89,520	15.8%
33520	STATE INCOME TAX	\$87,612	\$94,500	\$74,614	79.0%

33530	STATE BEER TAX			\$3,000		
33540	STATE LIQUOR TAX	\$515		\$4,700	\$1,176	25.0%
33551	STATE GASOLINE TAXES	\$28,551		\$257,000	\$34,951	13.6%
33552	STATE-CITY STREETS	\$1,998		\$12,000	\$1,978	16.5%
33555	STATE STREET CONTRACT MAINT			\$48,000		
33590	TVA REVENUE SOLAR JAMES FRY	\$3,942		\$3,100	\$3,521	
33591	GROSS RECEIPTS - TVA			\$70,000		
33592	TVA IMPACT FUNDS			\$18,500		
33593	CORPORATE EXCISE TAX			\$9,300		
33730	TML FULL PACKAGE BONUS			\$4,000		
34100	GENERAL GOVERNMENT - CHARGES	\$199		\$600	\$321	53.5%
34310	HIGHWAYS AND STREETS CHARGES			\$7,500		
34420	GARBAGE TIP FEES	\$55,214		\$332,318	\$55,635	16.7%
34720	SWIMMING POOL CHARGES	\$4,783		\$25,000	\$3,609	14.4%
34740	PARK AND RECREATION CHARGES	\$1,022		\$63,000	\$575	0.9%
34741	BOAT SLIP RENTAL	\$3,450		\$22,400	\$3,900	17.4%
34742	FIREWORKS DONATIONS	\$10,167		\$40,000	\$8,846	22.1%
34743	PARK & REC AUCTION SALES	\$9,088		\$9,088		
34744	P&R DONATIONS, PAVILLION,WALK			\$1,015		0.0%
34746	FIRE DEPT DONATIONS			\$47,800		0.0%
35100	AUCTION SALES POLICE DEPT			\$2,000		
35110	CITY COURT FINES AND COST	\$5,308		\$27,000	\$6,629	24.6%
35140	DRUG FINES			\$500	\$800	160.0%
35150	TRAFFIC SCHOOL CHARGES	\$1,252		\$5,000		
36000	FUND BALANCE			\$239,000		
36100	INTEREST EARNINGS	\$351		\$4,200	\$409	
36430	PAVILION RENTAL	\$100		\$3,000	\$515	
36967	CONTRACT NATURAL GAS	\$1,792		\$21,500	\$3,583	16.7%

36971	CONTRACT WATER BILLING		\$462,065	\$485,168	\$485,168	100.0%
	TOTAL ESTIMATED REVENUES		\$1,061,245	\$6,270,831	\$1,188,978	19.0%

**CITY OF KINGSTON  
EXPENDITURES AUGUST 2018**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2017	2018-2019 BUDGET	ACTUAL AUG 2018	16% BUDGET
41100	LEGISLATIVE	\$15,860	\$81,669	\$7,663	9.4%
41210	CITY COURT	\$5,943	\$25,577	\$3,424	13.4%
41320	CITY MANAGER	\$20,888	\$115,941	\$16,958	14.6%
41500	FINANCIAL ADMINISTRATION	\$100,644	\$406,837	\$79,725	19.6%
41700	PLANNING AND ZONING	\$949	\$10,275	\$5,087	49.5%
41810	CITY HALL BUILDINGS	\$25,329	\$187,897	\$15,818	8.4%
41990	OTHER GEN. GOVMT EXP	\$100,165	\$251,956	\$16,416	6.5%
42100	POLICE	\$190,420	\$1,034,765	\$165,728	16.0%
42152	AUTOMOTIVE SERVICES	\$4,888	\$118,000	\$11,797	10.0%
42200	FIRE PROTECTION	\$174,205	\$1,021,725	\$150,186	14.7%
43100	PUBLIC WORKS	\$140,262	\$1,069,730	\$132,280	12.4%
43190	STATE STREET AID	\$39,120	\$161,500	\$25,274	15.6%
43240	WASTEMANAGEMENT	\$48,009	\$297,856	\$50,332	16.9%
43750	CAPITAL IMPROVEMENTS	\$13,935	\$199,000		
44143	ANIMAL CONTROL	\$5,558	\$31,070	\$3,753	12.1%
44400	RECREATION	\$123,429	\$555,045	\$96,544	17.4%
44440	SWIMMING POOLS	\$14,078	\$38,365	\$10,397	27.1%
44800	LIBRARIES	\$40,147	\$208,294	\$32,043	15.4%
49000	DEBT SERVICE	\$93,783	\$455,329	\$95,236	20.9%
TOTAL EXPENDITURES		\$1,157,612	\$6,270,831	\$918,661	14.6%

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# WATER DEPT REVENUES

Aug-18

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2017	BUDGETED 2018-2019	ACTUAL AUG 2018	PERCENT OF BUDGET 16%
36100	INTEREST EARNINGS	\$936	\$8,000	\$554	7%
37110	METERED WATER SALES	\$192,562	\$1,127,140	\$204,361	18%
37114	SERVELINE LEAK PROTECTION	\$13,841			
37117	OUTSIDE WATER SALES	\$132,731	\$810,000	\$162,421	20%
37191	FORFEITED DISCOUNTS AND PENALTIES	\$5,847	\$35,000	\$5,603	16%
37194	SALES OF MATERIALS	\$1,605	\$10,000	\$1,365	14%
37195	INSTALLATION CHARGES	\$9,750	\$60,000	\$7,985	13%
37196	WATER USER FEES	\$1,550	\$15,000	\$4,500	30%
37199	MISCELLANEOUS	\$5,400	\$5,000	\$1,810	36%
37210	SEWER SERVICE CHARGES	\$211,691	\$1,248,780	\$220,620	18%
37296	SEWER USER FEES	\$2,100	\$8,000	\$6,300	79%
37299	MISCELLANEOUS	\$562	\$3,500	\$344	10%
33294	CDBG GRANT PROCEEDS	\$103,293			
34800	CAPITAL REIMBURSEMENT		\$171,196		
TOTAL ESTIMATED REVENUES		\$681,868	\$3,501,616	\$615,863	18%

## WATER/SEWER EXPENDITURES AUGUST 2018

ACCOUNT NUMBER	DESCRIPTION	ACTUAL AUG 2017	BUDGET 2018/2019	ACTUAL AUG 2018	PERCENT OF BUDGET 16%
41500	FINANCIAL ADMINISTRATION	\$462,065	\$485,170	\$485,168	100%
41990	OTHER GEN. GOVMT EXP	\$110,792	\$434,480	\$136,030	31%
43750	CAPITAL IMPROVEMENTS	\$87,569	\$111,000	\$650	1%
49000	DEBT SERVICES	\$34,425	\$596,909	\$28,335	5%
52113	PURIFICATION	\$87,555	\$575,284	\$91,873	16%
52114	TRANSMISSION AND DIST	\$108,093	\$700,989	\$124,310	18%
52213	SEWER TREATMENT AND COLLEC	\$88,650	\$526,772	\$57,315	11%
52117	UTILITY DIRECTOR	\$11,293	\$71,012	\$10,456	15%
TOTAL		\$990,442	\$3,501,616	\$934,137	27%

## FINANCIAL SUMMARY AUGUST 2018

Total BALANCES	\$3,542,513	\$3,341,203	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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## **CITY OF KINGSTON**

### **HUMAN RESOURCES REPORT MONTH OF AUGUST 2018**

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- TOTAL FULL-TIME EMPLOYEES: 65 ; TOTAL PART-TIME EMPLOYEES 31
- ONE FULL TIME EMPLOYEE IN FIRE DEPARTMENT RETURNED FROM MILITARY LEAVE
- 2 FULL TIME FIRE FIGHTERS RESIGNED: 1 PART-TIME PROMOTED TO FULL-TIME
- 1 PART-TIME EMPLOYEE AT PW TRANSFERRED WATER/SEWER TRANSMISSION/DISTRIBUTION
- 3 EMPLOYEES ATTENDED TML SYMPOSIUM
- ONE EMPLOYEE ATTENDED CMFO CLASS GIVEN BY UT MTAS
- 5 EMPLOYEES ATTENDED TAUD CONFERENCE
- GETTING READY FOR FY END AUDITING
- AUDITED STATE TN SITUS REPORTS
- MET WITH RETIRE READY TN/TCRS NEW REPRESENTATIVE



# KINGSTON POLICE DEPARTMENT -AUGUST 2018

TIBRS Group A Offenses	
Crimes Against Persons	
Aggravated Assault	
Simple Assault	5
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** 5

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

**Subtotal** 7

Crimes Against Society	
Drug/Narcotics Violations	4
Drug Equipment Violations	4
Betting/Wagering	
Operating/Promoting/Assisting Gambling	
Gambling Equipment Violation	
Sports Tampering	
Pornography/Obscene Material	
Prostitution	
Assisting or Promoting Prostitution	
Purchasing Prostitution	
Weapons Law Violations	
<b>Total</b>	<b>8</b>

TIBRS Group B Offenses	
Bad Checks	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	
Driving Under the Influence	1
Drunkenness	3
Family Offenses, Non-Violent	
Liquor Law Violations	
Peeping Tom	
Trespass of Real Property	
All Other Offenses	
<b>Total</b>	<b>4</b>

Totals from Central Dispatch were not available at time of report

<b>Central Dispatch</b>	
Crash Reports	
Traffic Stops	
Investigator Needed on Scene	
Domestic Complaints	
Escorts Funeral/Other	
Animal Calls	
Vandalism	
Fights	
Burglar Alarms/Fire Alarms	
Child Sexual Assaults	
Forgery	
Theft	
Vehicle Theft	
Public/Motorist Assist	
Arson/Explosive Devices	
Other Calls	
	<b>Subtotal</b>
	<b>0</b>
<b>Municipal Codes</b>	
Animal Control Calls to Office	12
Animal Control Violations/Citations	0
Animal Control Letters Sent/notice given	2
Animals Transported to Shelter	1
Codes Concerns	3
Codes Violations/Citations	
Codes Letters Sent	3
Property Maintenance Leins	0
Temporary Signs Removed	30

Patrol Mileage	18,111
Hours Worked	2,615
Reserve Hours Worked	48
Total Overtime Hours	119
Total Amount of Overtime Wages	3,361
City Court Citations	37
General Sessions Citations	5
Arrest	27
Juvenile Arrest	0
Incident Reports	152

[illegible][illegible]

**AUGUST 2018 CASES PENDING**

[illegible]





**Kingston Police Department**  
**Incident Report**

OCA: 1809020002  
Report Type: Info Only  
Page: 1

REPORTING OFFICER Patrolman Steven Dukes	EMP ID 1099	REPORT DATE 09/02/2018	REPORT TIME 18:29	ORI TN0730200	CASE STATUS HANDLED BY REPORTING OFFICER
INCIDENT DESCRIPTION ROADWAY INCIDENT	INCIDENT LOCATION LADD LANDING WAY KINGSTON, TN. 37763		ARRIVAL TIME FROM 18:39 18:29		DATE FROM 09/02/2018
	LATITUDE 35.8770545	LONGITUDE -84.4859673	TIME TO 18:47		DATE TO 09/02/2018
INCIDENT STATUS	CLEARANCE INFORMATION		CLEARANCE DATE		

**PROPERTY**

**TOTAL PROPERTY \$1,250.00**

PROPERTY CAT CODE  
VEHICLE PART/ACCESSORIES 38

PROPERTY DESC CAR TIRE	QTY 1	VALUE \$250.00
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TYPE OF LOSS 04. DESTROYED/DAMAGED	SERIAL NO/VIN	NIC NO.	RECOVERY DATE	REC QTY	REC VALUE
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PROPERTY CAT CODE  
VEHICLE PART/ACCESSORIES 38

PROPERTY DESC FRONT BUMPER SKIRT	QTY 1	VALUE \$1,000.00
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TYPE OF LOSS 04. DESTROYED/DAMAGED	SERIAL NO/VIN	NIC NO.	RECOVERY DATE	REC QTY	REC VALUE
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**VEHICLES**

YEAR	MAKE	MODEL	STYLE	COLOR	LIC NO	STATE	VIN
2014	FORD	Mustang	SEDAN TWO DOOR	RED	9J49C7	TN	1ZVBP8AM5E531B627

**COMPLAINANT**

FULL NAME STEPHANIE NICOLE NEFF 2194 SUGAR GROVE VALLEY, HARRIMAN, TN. 37748	DOB 12/08/1989	HOME	CELL (865) 304-7291	WORK
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**Kingston Police Department**  
**Incident Report**

OCA: 1809020002  
Report Type: Info Only  
Page: 2

**VICTIM 1**

VICTIM FULLNAME/BUSINESS NAME  
**STEPHANIE NICOLE NEFF**

ADDRESS, CITY, ST, ZIP  
**2194 SUGAR GROVE VALLEY, HARRIMAN, TN. 37748**

TYPE OF VICTIM  
**INDIVIDUAL**

SEX RACE ETHNICITY  
**FEMALE WHITE NON-HISP**

RESIDENCY  
**RESIDENT**

DOB  
**12/08/1989**

INJURY TYPE

DOMESTIC ? TRANSPORTED TO SAFE PLACE INCIDENT INVOLVED ORDER OF PROTECTION COLLEGE STUDENT ?

COLLEGE ON CAMPUS

COLLEGE NAME

HOME PHONE

WORK PHONE

CELL PHONE  
**(865) 304-7291**



**Kingston Police Department**  
**Incident Report**

OCA: 1809020002  
Report Type: Info Only  
Page: 3

**NARRATIVE**

MS. NEFF WAS TRAVELING WEST ON LADD LANDING WAY, AS SHE APPROACHED NORTHBRIDGE CLOSE SHE SAW A 4X4 BOARD IN THE ROAD. MS. NEFF SWERVED TO AVOID THE BOARD, BUT IT STRUCK THE FRONT BUMPER SKIRT AND HER PASSENGER SIDE TIRE. SHE CONTINUED TO LAUREL CREEK CLOSE AND NOTICED SHE HAD A FLAT TIRE. MS NEFF FLAGGED ME DOWN TO REPORT THE INCIDENT. I CHECKED TO SEE IF EVERYONE WAS OK AND TOOK INFORMATION FOR A REPORT. SHE USED A CAN OF FIX A FLAT TO TRY AND GET IT TO FOOD CITY IN ORDER TO CHANGE THE TIRE.

REPORTING OFFICER SIGNATURE

BADGE# 1099 Patrolman Steven Dukes  
CASE STATUS: HANDLED BY REPORTING OFFICER

APPROVED BY: Chief Jim Washam

09-05-2018 11:16:27

ADMINISTRATIVE USE ONLY - ENTERED INTO TIBRS

DATE



**Kingston Police Department**  
**Incident Report**

OCA: 1809020003  
Report Type: Info Only  
Page: 1

REPORTING OFFICER Patrolman Steven Dukes	EMP ID 1099	REPORT DATE 09/02/2018	REPORT TIME 18:29	ORI TN0730200	CASE STATUS HANDLED BY REPORTING OFFICER
INCIDENT DESCRIPTION ROADWAY INCIDENT	INCIDENT LOCATION LADD LANDING WAY KINGSTON, TN. 37763	ARRIVAL TIME FROM 18:30	DATE FROM 09/02/2018		
	LATITUDE 35.8770545	LONGITUDE -84.4859673	TIME TO 18:47	DATE TO 09/02/2018	
INCIDENT STATUS	CLEARANCE INFORMATION	CLEARANCE DATE			

**PROPERTY**

**TOTAL PROPERTY \$500.00**

PROPERTY CAT CODE  
VEHICLE PART/ACCESSORIES 38

PROPERTY DESC  
PASSENGER TIRES

QTY VALUE  
2 \$500.00

TYPE OF LOSS 04. DESTROYED/DAMAGED	SERIAL NO/VIN	NIC NO.	RECOVERY DATE	REC QTY	REC VALUE
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**VEHICLES**

YEAR	MAKE	MODEL	STYLE	COLOR	LIC NO	STATE	VIN
2010	Mazda	CX9	AUTOMOBILE	BLUE	8454DD8	TN	JM3TB3MA1A0213246

**COMPLAINANT**

FULL NAME ASHLEY RENEE ROSS 315 SKYLINE DRIVE, HARRIMAN, TN. 37748	DOB 05/20/1986	HOME (865) 228-2184	CELL (865) 228-2184	WORK
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**VICTIM 1**

VICTIM FULLNAME/BUSINESS NAME ASHLEY RENEE ROSS	ADDRESS, CITY, ST, ZIP 315 SKYLINE DRIVE, HARRIMAN, TN. 37748
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TYPE OF VICTIM INDIVIDUAL	SEX FEMALE	RACE WHITE	ETHNICITY NON-HISP	RESIDENCY RESIDENT	DOB 05/20/1986	INJURY TYPE NONE
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DOMESTIC ?	TRANSPORTED TO SAFE PLACE	INCIDENT INVOLVED	ORDER OF PROTECTION	COLLEGE STUDENT ?
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COLLEGE ON CAMPUS	COLLEGE NAME	HOME PHONE	WORK PHONE	CELL PHONE (865) 228-2184
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**Kingston Police Department**  
**Incident Report**

OCA: 1809020003  
Report Type: Info Only  
Page: 2

**NARRATIVE**

MS. ROSS WAS TRAVELING EAST ON LADD LANDING WAY. WHEN SHE APPROACHED NORTHBRIDGE CLOSE SHE HIT A 4X4 BOARD THAT WAS IN THE ROAD. THE BOARD HIT HER TWO PASSENGER TIRES CAUSING A CUT IN BOTH TIRES. SHE PULLED OVER INTO LAUREL CREEK CLOSE, WHERE SHE FLAGGED ME DOWN. SHE HAD HER FATHER THERE TO HELP HER CHANGE THE TIRES. I ASKED IF SHE WAS OK AND SHE SAID SHE WAS FINE BUT HER TIRES WERE NOT. I TOOK HER INFORMATION FOR AN INFO ONLY REPORT FOR HER INSURANCE. THE BOARD WAS LOCATED AND REMOVED FROM THE ROADWAY/

REPORTING OFFICER SIGNATURE

BADGE# 1099 Patrolman Steven Dukes  
CASE STATUS: HANDLED BY REPORTING OFFICER

APPROVED BY: Chief Jim Washam

09-05-2018 11:17:12

ADMINISTRATIVE USE ONLY - ENTERED INTO TIBRS

DATE

Report for the citations issued, the disposition date for which was on  
August 31, 2018

Monies outstanding from August 7, 2007 – Aug. 31, 2018	\$ 64,172.80
Monies collected from August 7, 2007 – Aug.31, 2018	\$ 455,935.27

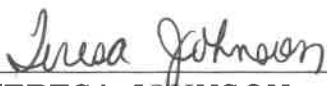
JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$ 1,532.50	
Collected in court on fines and costs		\$ 335.00
Amount collected after Aug. 2018 Court		\$ .00
Total collected for citations on July 2018		\$ 335.00
Amount outstanding for Aug. 2018	\$ 1,197.50	
<u>3</u> Cash bond forfeitures		\$ 366.25
Total amount collected for Aug. 2018 Citations		\$ 701.25
Amount collected from previous months/FTA etc.		\$ 1,078.75
Total collected in August 2018.		<b>\$ 1,7810.00</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 31<sup>st</sup> of August 2018.

  
TERESA JOHNSON  
Kingston City Court Clerk

  
BRENDAL HALL MCDONALD  
Kingston City Judge

## Kingston Fire Department August 2018

### Summary of Month's Activities

#### Fire Operations

The Department responded to 111 calls for service during the month of August.

#### Fire Administration

- SOGs finalized and sent to city manager for approval
- Fund Raiser Planning
- 5-year capital budget planning
- Application process
- Brush burning at City Garage approved by TDEC
- Respiratory Protection Plan created
- Exposure Control Plan created

#### August 2018 Overtime

OT Hours: 86.5

Cost: \$2,100.38

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

- Shift Training
- Ice Cream Social
- Defenders Meeting
- RCEMA 64hr Basic Firefighter class

	This Month	YTD
Fire Inspections	6	163

#### Public Fire Education

	This Month	YTD
Participants	30	786
Education Hours	3	33
Number of Occurrences	1	11

### **Firefighter Training**

- KFD is continuing shift training
- Driver Training continuing for 2018

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- Minor issues on Engine 3 waiting for repairs by Ferrara
- Mechanical issue with Unit 3 and is being sent to Jerry Duncan

### **Special Projects**

- “Fit for Duty” program on going with work outs posted each shift
- Budget planning

### **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.
- Medical, gas powered, and firefighting equipment affected by weather from units sitting outside in the elements



### Cost Savings

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

**Kingston Fire Department**  
Incident Report  
Incident Totals

Kingston City

Aug-18

**TOTAL CALLS** 111

Category	Total		Total
Structure Fires	3	Hazardous Calls	3
Vehicle Fires	1	Service Calls	9
Brush/Grass Fires	0	Good Intent Calls	12
Refuse/rubbish Fires	0	Unintentional False	6
Other Fires	0	Other False	0
<b>Total Fires</b>	<b>4</b>	<b>Total False:</b>	<b>Total</b> 30
		Special Incident	0
Rescue and EMS	77	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	0	Incidents with Exposures	0
Mutual Aid Given	0		
Automatic Aid Received	1		
Automatic Aid Given	3		
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		

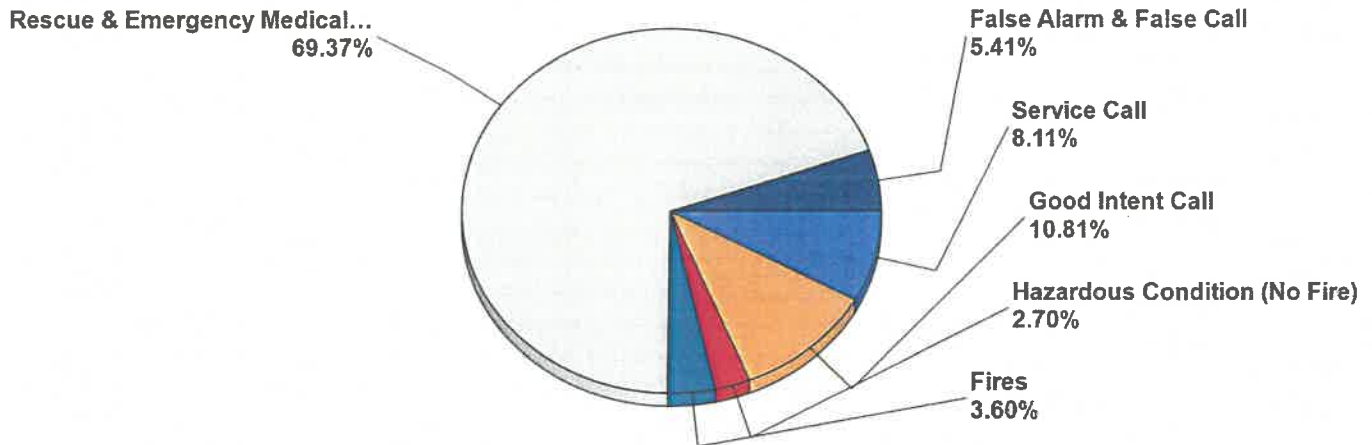
# Kingston Fire Department

Kingston, TN

This report was generated on 9/4/2018 7:15:37 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2018 | End Date: 08/31/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	3.60%
Rescue & Emergency Medical Service	77	69.37%
Hazardous Condition (No Fire)	3	2.70%
Service Call	9	8.11%
Good Intent Call	12	10.81%
False Alarm & False Call	6	5.41%
<b>TOTAL</b>	<b>111</b>	<b>100.00%</b>

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

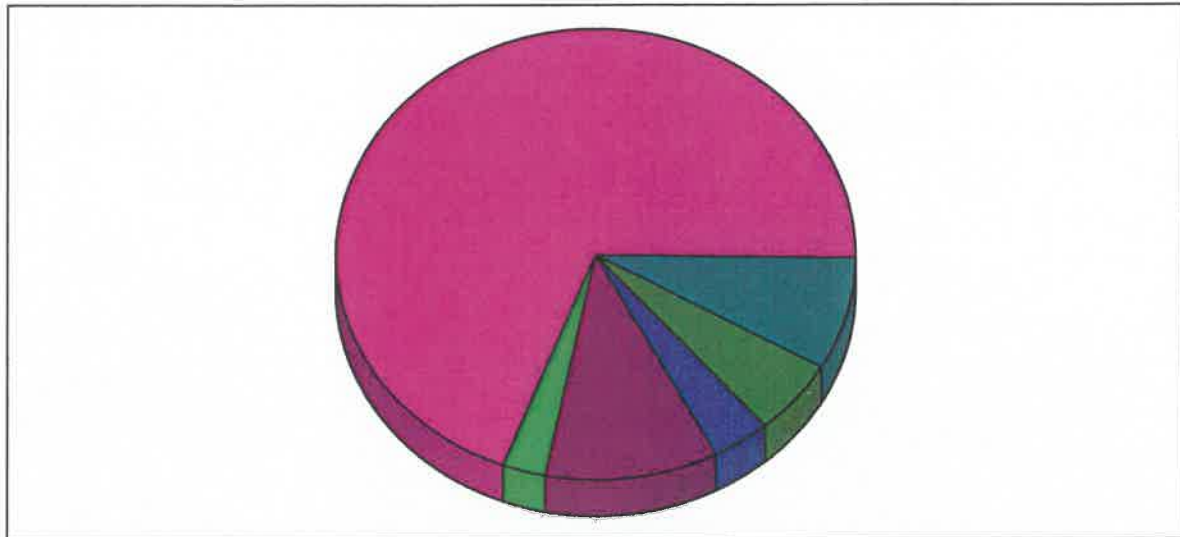
# Kingston Fire Department

Kingston, TN

This report was generated on 9/4/2018 7:14:03 AM

## Major Incident Types by Month for Date Range

Start Date: 08/01/2018 | End Date: 08/31/2018



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

INCIDENT TYPE	AUG	TOTAL
False Alarm & False Call	6	6
Fire	4	4
Good Intent Call	12	12
Hazardous Condition (No Fire)	3	3
Rescue & Emergency Medical Service Incident	77	77
Service Call	9	9
Total	111	111

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**  
emergencyreporting.com  
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Page # 1

# Kingston Fire Department

Kingston, TN

This report was generated on 9/4/2018 7:15:03 AM

## Minor Incident Types by Month for Year

Year: 2018

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	SUM
Accident, potential accident	1	2	1	1		1		1		7
Animal problem or rescue						1				1
Citizen complaint					1					1
Combustible/flammable spills & leaks			1	1			3	1		6
Cover assignment, standby at fire station, move-up								1		1
Dispatched and canceled en route	7	6	11	6	3	2	5	8		48
Electrical wiring/equipment problem	1		2	1		1		1		6
Emergency medical service (EMS) Incident	46	44	45	46	47	45	60	55	1	389
False alarm and false call, other	1	1	3	4	3	1	1	1		15
Good intent call, other				1			1	1		3
Malicious, mischievous false alarm	1						2			3
Medical assist	12	12	24	9	17	6	18	21	4	123
Mobile property (vehicle) fire	1		1	2	2	2	3	1		12
Natural vegetation fire			2	2		1	1			6
Outside rubbish fire				1	1					2
Person in distress	3		1			2	4	1		11
Public service assistance	8	6	6	3	6	7	9	7		52
Rescue or EMS standby			1					1		2
Rescue, emergency medical call (EMS), other	1									1
Steam, other gas mistaken for smoke			1					2		3
Structure Fire	2		4	1	1	2	3	3		16
System or detector malfunction			1					4		5
Unintentional system/detector operation (no fire)	3	1	3	3	3	6	3	1		23
Wrong location, no emergency found	1	1	2	1	3	3	2	1		14
<b>Total</b>	<b>88</b>	<b>73</b>	<b>109</b>	<b>82</b>	<b>87</b>	<b>80</b>	<b>115</b>	<b>111</b>	<b>5</b>	<b>750</b>

Only REVIEWED incidents included

## Public Works Report Aug 2018

### Solid Waste:

- |  |           |
|--|-----------|
| <input type="checkbox"/> Convenience center solid waste collected:   | None      |
| <input type="checkbox"/> Wood chips removed from lot:                | None      |
| <input type="checkbox"/> Solid Waste Tonnage collected:              | None      |
| <input type="checkbox"/> Street sweeping debris removed off streets: | 2 Loads 8 |
| <input type="checkbox"/> Recycled materials collected:               | None      |

<b>Public Works Selected Performance Indicators</b>	<b>Total</b>	<b>YTD</b>
Brush Pick-Up Areas Covered	4 loads	13Loads
Culverts/Storm Drains Cleaned	8	21
Curb/Sidewalk Repair/Install/Remove	0ft	0ft
Drainage Inspection Requests	1	1
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	3	3
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	4	12
Storm water Inspections Performed	None	None
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	None
Streets Repaired (e.g., pothole)	0	None
Streets Striped	None	None
Tennessee One Calls	2	5
Traffic Signal Repair	None	None
Tree Trimming Requests	2	2
Vehicle Maintenance – Routine	7	26
Vehicle Maintenance – Unscheduled	5	10
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- 22
- ☐ Signal inspection, repair and timing adjustments- None
- ☐ Grant applications- None
- ☐ Participated in various weather calls- None
- ☐ Brine acquisition and street prep in advance of weather events- None
- ☐ Fleet software implementation –N/A
- ☐ 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

## **August 2018 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, 2018:**

Senior Luncheon	Anybody Can Exercise
Senior Bridge	American Red Cross
Senior Quilting	Girl Scout Troops
Cultural Arts (FCE)	Zumba Classes
Senior Executive Board	Roane County Retired Teachers Luncheon
Senior Pinochle (2 groups)	Roane County Sewing Club
Senior Card Games	Salvation Army
American Red Cross	Roane County Foster Care
Kingston Parks & Recreation Committee	Krafty Korners - FCE
Girl Scout Leaders/Service Unit	Senior Bingo
Adult Table Tennis	Roane County Autism Support Meeting
Antique Tractor Club	N.A.M.I.
Autism Support Group	

**These are the groups and events that were held in addition to the regularly scheduled ones at the Center during the month of August 2018:**

*Retired Teacher Luncheon	*Kingston Fire Back to School Bash	*Moore Family reunion
*Baseball Parents Meeting	*Vicki Martin CC	* Abby Campbell Rental
*Helen Ross McNabb Ski Clinic	* Storm the Fort Triathlon	*Caldwell Land Sale SWP
* TVA Retirees	* AYSO Parent Meeting	*Renee Crow rental

**Community Center Rent & Park Rent: \$590.00**

**Submitted by Rick Ross**



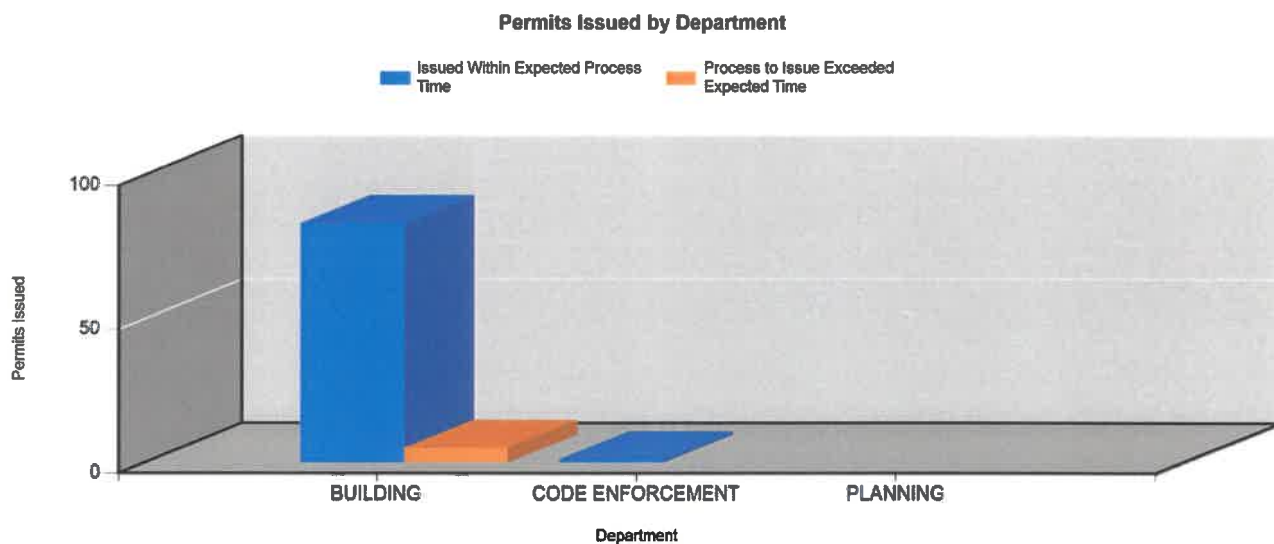


## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
08/01/2018 AND 08/31/2018

Report run on: 09/04/2018 08:49 AM



### Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard Deviation	Average Cycles	Issued Within	Issued Over
BUILDING	BP	Same Day	61	57	Same Day	1.72 Days	1	55	2
	CM	Same Day	2	2	Same Day	0 Days	1	2	0
	PL	Same Day	22	22	Same Day	0.43 Days	1	21	1
	RM	Same Day	7	7	Same Day	1.57 Days	1	5	2



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CODE ENFORCEMENT	BK	Same Day	11	1	Same Day	0 Days	1	1	0
PLANNING	PLT	Same Day	6	0	Same Day	0 Days	1	0	0

### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2018-384 DW 3746 Harriman Hwy, Harriman, TN 37748	Submitted: 08/01/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/01/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-385 MOD 764 Loudon Hwy, Kingston, TN 37763	Submitted: 08/03/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/03/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-386 MOD 105 Scenic Drive, Harriman, TN 37748	Submitted: 08/06/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/06/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-387 Foundation Repair 1269 Swan Pond Circle Rd, Harriman, TN 37748	Submitted: 08/07/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/07/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-388 Residential Home 327 Lakeview Cove Road, Loudon, TN 37774	Submitted: 08/07/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/07/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-389 Deck & Screened in Porch 335 Cofer Circle, Harriman, TN 37748	Submitted: 08/07/2018 Technically Complete: Approved: Ready to Issue: Issued: 08/07/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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BUILDING	BP	BP2018-390	Submitted: 08/07/2018	In Process: 0
		Dock	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		000 Chamberlain Cove, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/07/2018	
		BP2018-391	Submitted: 08/08/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		3017 Meadow View Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		BP2018-392	Submitted: 08/08/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1634 Old Harriman Hwy, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		BP2018-393	Submitted: 08/08/2018	In Process: 0
		Wall dividing room	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1607 Webster Rd., Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		BP2018-394	Submitted: 08/08/2018	In Process: 0
		Foundation Repair	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		126 Indigo Bunting Dr, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		BP2018-395	Submitted: 08/08/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		241 Westshore Drive, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		BP2018-396	Submitted: 08/09/2018	In Process: 0
		HC Sign	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1031 S Roane St, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/09/2018	
		BP2018-397	Submitted: 08/10/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		424 Clax Gap Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/10/2018	



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08/01/2018 AND 08/31/2018

Report run on: 09/04/2018 08:49 AM

BUILDING	BP	BP2018-398	Submitted: 08/10/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		631 Poplar Springs Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/10/2018	
		BP2018-399	Submitted: 08/10/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		721 Emory River Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/10/2018	
		BP2018-400	Submitted: 08/13/2018	In Process: 0
		Foundation Repair	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		412 Forest Trail, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		BP2018-401	Submitted: 08/13/2018	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		708 New Midway Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		BP2018-402	Submitted: 08/13/2018	In Process: 0
		Bath House for Pet Grooming	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2395 RIVER Rd., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		BP2018-403	Submitted: 08/14/2018	In Process: 0
		OS Sign	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		611 E Tri County Blvd, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 08/14/2018	
		BP2018-404	Submitted: 08/14/2018	In Process: 0
		Sunroom	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		342 Bowman Bend Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/14/2018	
		BP2018-405	Submitted: 08/14/2018	In Process: 0
		Shed	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		853 River Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/14/2018	



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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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BUILDING	BP	BP2018-406	Submitted: 08/15/2018	In Process: 0
		KC Remodel / Repairs	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		411 N Third St, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/15/2018	
		BP2018-407	Submitted: 08/15/2018	In Process: 0
		Porch	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		105 Stiles Lane, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/15/2018	
		BP2018-408	Submitted: 08/15/2018	In Process: 13
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		4008 Buttermilk Road West, Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/28/2018	
		BP2018-409	Submitted: 08/16/2018	In Process: 0
		Pool & Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		345 Westshore Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/16/2018	
		BP2018-410	Submitted: 08/17/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1015 Little Dogwood Rd, Kignston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/17/2018	
		BP2018-411	Submitted: 08/20/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		270 West Mountain Dr, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/20/2018	
		BP2018-412	Submitted: 08/20/2018	In Process: 0
		KC Commerical Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		731 E Race Street, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/20/2018	
		BP2018-413	Submitted: 08/20/2018	In Process: 0
		KC Commercial Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		164 E Race St, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/20/2018	



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BUILDING	BP	BP2018-414	Submitted: 08/21/2018	In Process: 0
		Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1427 POPLAR CREEK Rd., Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 08/21/2018	
		BP2018-415	Submitted: 08/21/2018	In Process: 0
		KC Remodel Garage to Office Space	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1426 James Ferry Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/21/2018	
		BP2018-416	Submitted: 08/21/2018	In Process: 1
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 1
		125 Williams Lane, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		BP2018-417	Submitted: 08/22/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		302 Redbud Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		BP2018-418	Submitted: 08/22/2018	In Process: 0
		Kitchen Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		831 Skyline Dr, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		BP2018-419	Submitted: 08/22/2018	In Process: 13
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		831 Skyline Dr, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-420	Submitted: 08/22/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		302 Eagle Ridge Dr, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		BP2018-421	Submitted: 08/22/2018	In Process: 0
		MOD	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		649 Tate Coley Rd, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	



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ALL DEPARTMENTS  
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Report run on: 09/04/2018 08:49 AM

BUILDING	BP	BP2018-422	Submitted: 08/22/2018	In Process: 0
		Addition & Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		272 Crystal Springs Road, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		BP2018-423	Submitted: 08/23/2018	In Process: 0
		MOD	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2801 Buttermilk Road West, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 08/23/2018	
		BP2018-424	Submitted: 08/23/2018	In Process: 0
		Porch roof and Carport Roof	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1450 Post Oak Valley Road, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/23/2018	
		BP2018-425	Submitted: 08/23/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		213 Bayshore Dr, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/23/2018	
		BP2018-426	Submitted: 08/23/2018	In Process: 12
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 12
		768 Old Johnston Valley Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-427	Submitted: 08/24/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		633 Emory River Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/24/2018	
		BP2018-428	Submitted: 08/24/2018	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		309 Branham Hollow Road, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 08/24/2018	
		BP2018-429	Submitted: 08/24/2018	In Process: 0
		OS Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		405 Ridgeview Drive, Oliver Springs, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 08/24/2018	





## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
08/01/2018 AND 08/31/2018

Report run on: 09/04/2018 08:49 AM

BUILDING	BP	Submitted:	08/27/2018	In Process:	0
		Technically Complete:		Waiting:	2
		Approved:		Total Days:	3
		Ready to Issue:		Total Cycles:	1
		Issued:	08/27/2018		
	BP2018-430				
	HC Garage				
	621 Cumberland St, Harriman, TN 37748				
	BP2018-431	Submitted:	08/27/2018	In Process:	0
	Double Wide	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	114 Baumgartner, Harriaman, TN 37748	Issued:	08/27/2018		
	BP2018-432	Submitted:	08/28/2018	In Process:	0
	Foundation Repair	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	121 Arsenault Crossing, Kingston, TN 37763	Issued:	08/28/2018		
	BP2018-433	Submitted:	08/29/2018	In Process:	0
	Retaining Wall	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	110 WILDERNESS TRAIL, ROCKWOOD, TN 37854	Issued:	08/29/2018		
	BP2018-434	Submitted:	08/29/2018	In Process:	0
	Moving Garage with Carport	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	274 Lakecrest Drive, Harriman, TN 37748	Issued:	08/29/2018		
	BP2018-435	Submitted:	08/29/2018	In Process:	0
	KC Residential Home	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	1011 Northbridge Clos, Kingston, TN 37763	Issued:	08/29/2018		
	BP2018-436	Submitted:	08/29/2018	In Process:	0
	Dock	Technically Complete:		Waiting:	0
		Approved:		Total Days:	0
		Ready to Issue:		Total Cycles:	1
	142 Lochhaven Rd, Rockwood, Tn 37854	Issued:	08/29/2018		
	BP2018-437	Submitted:	08/29/2018	In Process:	6
	Generator for Cell Tower	Technically Complete:		Waiting:	0
		Approved:		Total Days:	6
		Ready to Issue:		Total Cycles:	1
	222 SMITH WALLER Lane, Lenoir City, TN 37771	Issued:			





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Report run on: 09/04/2018 08:49 AM

BUILDING	BP	BP2018-438	Submitted: 08/29/2018	In Process: 6
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 6
		3615 Roane State Hwy, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-439	Submitted: 08/30/2018	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		213 Joel Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 08/30/2018	
		BP2018-440	Submitted: 08/30/2018	In Process: 0
		HC Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1103 Georgia Ave, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 08/30/2018	
		BP2018-441	Submitted: 08/30/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		606 Thomas Lane, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/30/2018	
		BP2018-442	Submitted: 08/31/2018	In Process: 0
		Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		510 High Ridge Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/31/2018	
		BP2018-443	Submitted: 08/31/2018	In Process: 0
		Dock	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		305 Sunrise Pt., Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/31/2018	
		BP2018-444	Submitted: 08/31/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		230 Scenic Hill Lane, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 08/31/2018	
	CM	CM2018-003	Submitted: 08/08/2018	In Process: 0
		CM for BP2018-224	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		715 Gallaher Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	



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Report run on: 09/04/2018 08:49 AM

BUILDING	CM	CM2018-004	Submitted: 08/17/2018	In Process: 0
		CM for BP2018-342	Technically Complete: 0	Waiting: 0
		8045 Roane Medical Center Drive, Harriman, TN 37748	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/17/2018	
PL	PL	PL2018-083	Submitted: 08/01/2018	In Process: 0
		PL for BP2018-186	Technically Complete: 0	Waiting: 0
		4537 Harriman Hwy, Harriman, TN 37748	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/01/2018	
		PL2018-084	Submitted: 08/03/2018	In Process: 0
		PL for BP2018-090	Technically Complete: 0	Waiting: 0
		464 Foremast Rd, Kingston, TN 37763	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/03/2018	
		PL2018-085	Submitted: 08/07/2018	In Process: 0
		PL for BP2018-308	Technically Complete: 0	Waiting: 0
		218 Majestic View Drive, Rockwood, TN 37854	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/07/2018	
		PL2018-086	Submitted: 08/07/2018	In Process: 0
		PL for BP2018-287	Technically Complete: 0	Waiting: 0
		1820 Roane State HWY, Harriman, TN 37748	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/07/2018	
		PL2018-087	Submitted: 08/08/2018	In Process: 2
		PL for BP2018-074	Technically Complete: 0	Waiting: 0
		1466 Eagle Furnace, Rockwood, TN 37854	Approved: 0	Total Days: 2
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/10/2018	
		PL2018-088	Submitted: 08/08/2018	In Process: 0
		PL for BP2018-201	Technically Complete: 0	Waiting: 0
		1900 Swan Pond Road, Harriman, TN 37748	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/08/2018	
		PL2018-089	Submitted: 08/09/2018	In Process: 0
		PL for BP2018-353	Technically Complete: 0	Waiting: 0
		574 Eagle Point Dr, Rockwood, TN 37854	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
			Issued: 08/09/2018	



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Report run on: 09/04/2018 08:49 AM

BUILDING	PL	PL2018-090	Submitted: 08/13/2018	In Process: 0
		PL for BP2018-165	Technically Complete:	Waiting: 0
		224 Airport Road, Oliver Springs, TN 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		PL2018-091	Submitted: 08/13/2018	In Process: 0
		Plumbing Only	Technically Complete:	Waiting: 0
		105 E Race ST, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		PL2018-092	Submitted: 08/13/2018	In Process: 0
		PL for BP2018-401	Technically Complete:	Waiting: 0
		708 New Midway Rd, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		PL2018-093	Submitted: 08/13/2018	In Process: 0
		PL for BP2018-402	Technically Complete:	Waiting: 0
		2395 RIVER Rd., Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/13/2018	
		PL2018-094	Submitted: 08/14/2018	In Process: 0
		PL for BP2017-472	Technically Complete:	Waiting: 0
		5481 Ross Road, Philadelphia, TN 37846	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/14/2018	
		PL2018-095	Submitted: 08/20/2018	In Process: 0
		PL for BP2018-413	Technically Complete:	Waiting: 0
		164 E Race St, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/20/2018	
		PL2018-096	Submitted: 08/21/2018	In Process: 0
		PL for BP2018-269	Technically Complete:	Waiting: 0
		414 England Dr, oliver springs, tn 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/21/2018	
		PL2018-097	Submitted: 08/22/2018	In Process: 0
		PL for BP2018-418	Technically Complete:	Waiting: 0
		831 Skyline Dr, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	



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BUILDING	PL	PL2018-098	Submitted: 08/22/2018	In Process: 0
		PL for BP2018-420	Technically Complete: 08/22/2018	Waiting: 0
		302 Eagle Ridge Dr, Rockwood, TN 37854	Approved: 08/22/2018	Total Days: 0
			Ready to Issue: 08/22/2018	Total Cycles: 1
		PL2018-099	Submitted: 08/23/2018	In Process: 0
		PL for BP2018-423	Technically Complete: 08/23/2018	Waiting: 0
		2801 Buttermilk Road West, Lenoir City, TN 37771	Approved: 08/23/2018	Total Days: 0
			Ready to Issue: 08/23/2018	Total Cycles: 1
		PL2018-100	Submitted: 08/23/2018	In Process: 0
		PL for BP2018-425	Technically Complete: 08/23/2018	Waiting: 0
		213 Bayshore Dr, Rockwood, TN 37854	Approved: 08/23/2018	Total Days: 0
			Ready to Issue: 08/23/2018	Total Cycles: 1
	PL2018-101	Submitted: 08/24/2018	In Process: 0	
	PL for BP2018-119	Technically Complete: 08/24/2018	Waiting: 0	
	156 Marble View Dr, Kingston, Tn 37763	Approved: 08/24/2018	Total Days: 0	
		Ready to Issue: 08/24/2018	Total Cycles: 1	
	PL2018-102	Submitted: 08/24/2018	In Process: 0	
	PL for BP2018-395	Technically Complete: 08/24/2018	Waiting: 0	
	241 Westshore Drive, Rockwood, TN 37854	Approved: 08/24/2018	Total Days: 0	
		Ready to Issue: 08/24/2018	Total Cycles: 1	
	PL2018-103	Submitted: 08/27/2018	In Process: 0	
	PL for BP2018-348	Technically Complete: 08/27/2018	Waiting: 0	
	360 DeArmond Rd, Kingston, TN 37763	Approved: 08/27/2018	Total Days: 0	
		Ready to Issue: 08/27/2018	Total Cycles: 1	
PL2018-104	Submitted: 08/30/2018	In Process: 0		
PL for BP2018-441	Technically Complete: 08/30/2018	Waiting: 0		
606 Thomas Lane, Kingston, TN 37763	Approved: 08/30/2018	Total Days: 0		
	Ready to Issue: 08/30/2018	Total Cycles: 1		
	Issued: 08/30/2018			
	RM	RM2018-057	Submitted: 08/03/2018	In Process: 0
		RM for BP2018-076	Technically Complete: 08/03/2018	Waiting: 0
		143 Strutt Street, Oliver Springs, Tn 37840	Approved: 08/03/2018	Total Days: 0
			Ready to Issue: 08/03/2018	Total Cycles: 1
		Issued: 08/03/2018		



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BUILDING	RM	RM2018-058	Submitted: 08/08/2018	In Process: 0
		RM for BP2018-009	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		341 Old Holderford Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/08/2018	
		RM2018-059	Submitted: 08/10/2018	In Process: 0
		RM for BP2018-074	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1466 Eagle Furnace, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/10/2018	
		RM2018-060	Submitted: 08/20/2018	In Process: 0
		RM for BP2018-261	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		323 East Shore Drive, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 08/20/2018	
		RM2018-061	Submitted: 08/21/2018	In Process: 2
		RM for BP2018-012	Technically Complete:	Waiting: 0
			Approved:	Total Days: 2
		362 Marble Bluff Dr., Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/23/2018	
		RM2018-062	Submitted: 08/22/2018	In Process: 0
		RM for BP2018-139	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		981 Hamilton Lane, Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/22/2018	
		RM2018-063	Submitted: 08/23/2018	In Process: 4
		RM for BP2018-180	Technically Complete:	Waiting: 0
			Approved:	Total Days: 4
		768 Old Johnston Valley Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 08/27/2018	
CODE ENFORCEMENT	BK	BK-18-0022	Submitted: 08/03/2018	In Process: 32
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 32
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0023	Submitted: 08/10/2018	In Process: 25
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 25
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	



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Report run on: 09/04/2018 08:49 AM

CODE ENFORCEMENT	BK	BK-18-0024	Submitted: 08/13/2018	In Process: 22
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		708 New Midway Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0025	Submitted: 08/17/2018	In Process: 18
		Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 18
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0026	Submitted: 08/20/2018	In Process: 15
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 15
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0027	Submitted: 08/22/2018	In Process: 13
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0028	Submitted: 08/22/2018	In Process: 13
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0029	Submitted: 08/22/2018	In Process: 13
		Code Check Book	Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0030	Submitted: 08/24/2018	In Process: 0
		Book Sale	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		Tate Coley Road, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 08/24/2018	
		BK-18-0031	Submitted: 08/24/2018	In Process: 11
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 11
		308 N. 3rd St., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	



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Report run on: 09/04/2018 08:49 AM

CODE ENFORCEMENT	BK	BK-18-0032 Code Book	Submitted: 08/29/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
PLANNING	PLT	PLT2018-012 Plat Review 995 Salem Valley Rd, Ten Mile, TN 37880	Submitted: 08/03/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 32 Waiting: 0 Total Days: 32 Total Cycles: 1
		PLT2018-013 Plat Review 356 Sweetwater Rd, Philadelphia, TN 37846	Submitted: 08/07/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
		PLT2018-014 Plat Review 121 Lakescene Rd, Kingston, TN 37763	Submitted: 08/09/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
		PLT2018-015 Plat Review 120 Gallaher View Dr, Kingston, TN 37763	Submitted: 08/10/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		PLT2018-016 Plat Review 4709 Kingston Hwy, Lenoir City, TN 37771	Submitted: 08/13/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1
		PLT2018-017 Plat Review 292 Pattie Gap Road, Philadelphia, TN 37846	Submitted: 08/13/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1



# KINGSTON WATER TREATMENT PLANT



## JULY OPERATIONS REPORT

2018

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	24,488,000	17,897,000	26.92%	790,000	1,307,000	528,000
	Effluent (Finish)	22,596,000	15,988,000	29.24%	729,000	1,250,000	484,000
	Spring Supply	13,904,000	14,233,000	-2.37%	449,000	511,000	351,000
	Total Finish Prod.	36,500,000	30,221,000	17.20%	Distribution & WTP Report: 3,107,000		
Plant Efficiency		98.96%	98.19%	0.78%	gals. usage flushing and Tank refilling.		
Distribution					Public Works: No Report		
GALLONS	Consumption	25,231,400	24,825,100	1.61%	Fire Dept: No Report		
	Reported Usage	3,107,000	1,265,000	59.29%	Park & Rec: No Report		
	Water Loss	8,161,600	4,130,900	49.39%	WWTP: No Report		
	%	22.36%	13.67%	8.69%			

**Note:** The Water Production, Consumption and Loss data is for the July 2018 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 Distribution Bacteriological Sampling.
- \* Performed regular maintenance at Plant and Spring Site.
- \* Performed (QA/QC) Quality Assurance and Quality Control Checks and In-House Laboratory Training.
- \* Completed all required regular monthly sampling.
- \* Mowed ,trimmed & Sprayed the Waterplant grounds five times, at the Spring Pump House , Spring Site and Spring Gravity Feed Line right-of-way twice.
- \* Completed 2 Rounds of LT2 (Long Term 2 Enhanced Surface Monitoring Rule) Sampling and Monitoring.
- \* Replaced the #2 Raw Water Motor which was possibly damaged by lightning during a storm. It is a motor that has been in service since 1982.
- \* Installed new lighting panel at Spring Pump House.
- \* ISI performed Quarterly Maintenance & Calibrations at Plant & Spring Pump House of all On-Line Equipment, Meters, Controllers and Transmitters, etc.
- \* LABTRONX performed the biannual Laboratory & Sampling Equipment Maintenance and Calibrations.
- \* PRV Pit at Spring Pump House (16" Waterline Connection) had a Mechanical Joint at Gasket come apart resulting in a major leak. This was due to a thimble during construction being too short. Repair was made.
- \* Power issue or Lightning damaged 3 SCADA PLC Cards which had to be replaced.
- \* Currently doing a Laboratory PT Study (Certification Requirement of Lab QA/QC)
- \* Several Water Dept. employees attended TAUD Conference / School.
- \* Completed the required DBP (Disinfection Byproduct Sampling) of TTHM's & THAA5's. The results were well below the MCL allowing us to remain on Reduced Monitoring Status (1 sample once yearly Instead of 8 samples each quarter or 4 times a year), which is a substantial savings. This also shows our Treatment Process and Distribution Flushing Program are very successful.



**Kingston Water Department**  
**Schedule of Unaccounted For Water**  
**August**

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	36,500,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b>	<u>36,500,000</u>
	<b>(Sum Lines B and C)</b>	
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	25,231,400
<b>G</b>	Metered for Consumption (in house usage)	<u>1,107,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>2,000,000</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>	<u>28,338,400</u>
	<b>(Sum Lines F thru M)</b>	
<b>O</b>	<b>Unaccounted for Water</b>	<u>8,161,600</u>
	<b>(Line D minus Line N)</b>	
<b>P</b>	<b>Percent Unaccounted for Water</b>	<u>22.361%</u>
	<b>(Line O divided by Line D times 100)</b>	

**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, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: August Monthly Report  
DATE: September 6, 2018

---

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.2610	.4840	.1960	8,092,000
EFFLUENT	.4550	.7480	.2770	14,106,000

Total gallons of chlorine used was 143.78 @\$2.09 gallon = \$300.50.

There was 4.70 inches of rain.

There were no sewer overflows this month.

An estimated 45.2 tons of sludge was hauled to the landfill. (Exact total was not available as I wrote report.)

Tekwell replaced a drive for the RAS pumps. It was discovered that there was also a motor issue. This motor was sent for repairs.

Jim "Thunder" Tipton attended the Fundamentals of Distribution Class August 27-31. He is planning on taking his certification exam in the next round of testing.

As you may have noticed Pump stations #1, #3 and #4 were painted. See attached photos. [Picture #3 is David Pinner actually smiling while painting, and not staged.]

The Septic receiving station is having problems. We think the line is clogged and are having Tekwell come out and make sure the motors are still good. I will know more by the end of this week. I notified Pankey Septic about this issue.



# WATER DEPARTMENT MONTHLY REPORT

**To: David Bolling**

Month of: AUG. 2018

**From: Jimmy Agee**

**RE: Monthly Work Orders**

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	6	
Read-out	52	
RE- READS	6	
WATER TAP NEW ACCT.	5	
CLOSED ACCT WITH COMSUMPTION	11	
READ INS	51	
CHECK FOR HUNG METER	12	
CHANGE OUT HUNG / BROKEN METER	4	
CHECK FOR LEAK AT METER	15	
METER LEAKS	5	
AFTER HOURS - WATER	7	
SERVICE LINE LEAK	7	
LINE LOCATES	182	
TURN OFF FOR NON PAYMENT	24	
TURN WATER BACK ON	17	
YARD WORK	7	3
DOOR HANGERS	5	
MANUAL READ	17	
AFTER HOURS - SEWER	2	
SEWER- TAP NEW ACCOUNT	5	
LOCATE SEWER TAP	1	
SEWER BACK UP	4	
CHECK TO SEE IF STILL OFF	6	
TAP ESTIMATES	7	
PROFILE REQUESTED	5	
TAP-EXISTING ACCT	1	
SEWER-TAP EXISTING ACCT		
WATER MAIN BREAKS	2	

# WATER DEPARTMENT MONTHLY REPORT

Month of: AUG. 2018

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TASK	RESOLVED	PENDING
<b>MISC SERVICE ORDERS</b>		
ESTIMATES RELOCATE METER	2	
CHECK FOR TAMPERED METER	2	
REPAIR BROKEN SEWER LINE	5	
NO WATER	1	
WATER TASTE BAD	1	
CHECK WATER PRESSURE	3	
SEWER BAD SMELL	1	
CHECK FOR FROZEN METER		
REPLACE MAN HOLE COVER		
REPLACE CLEAN-OUT CAP		
REPLACE METER /METER BOX/LID	1	
REPLACE TAMPERED METER	2	
REPLACE VALVE		
FLUSH LINES	7	
RUN 10 GAL WATER THRU		
TURN OFF FOR INSPECTIONS		
INSPECT SEWER CONNECTION		
TURN OFF DUE TO LEAK	4	
REPLACE CUT-OFF VALVE	3	
Install flotting meter		
LOCATE WATER METER	2	
Total		7
OVER-TIMES HOURS	52.5	
FIRE HYDRANTS	2	
ROAD PATCHES	10	4
PULLED METERS	2	

  
 WATER DISTRIBUTION & COLLECTION  
 MANAGER-JIM AGEE

**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

5 September 2018

**TO: The Honorable Tim Neal**  
**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, 2018:

**Children's Programming**

We had four programs with 43 attending.

**Classes**

Our computer classes this month covered Microsoft Word and Microsoft Excel. There were seven participants.

**Programs**

Our craft night program for August had six participants, and three people came to a demonstration by a basket weaver.

**Summary**

Patron count for the month totaled 1855.

There were 2,222 checkouts and renewals for adults and 465 for children, totaling 2,687.

The READS circulation for ebooks was 2,184 for adults and 130 for kids, totaling 2,314.

Respectfully submitted,  
ERS

Kingston Public Library  
Meeting Minutes  
August 9, 2018

Present: Mary Ann Wesoloski, Vic King, Emily Steele - Director; Trudy Wideman, Carolyn Brewer

Absent: Emily Smith, Joe Parker, Randy Childs

1) Vic King called the meeting to order at 5:00 pm.

2) Mary Ann moved to have the minutes of the May 10<sup>th</sup> meeting approved; Carolyn seconded the motion and the minutes were approved.

3) Treasurer, Mary Ann Wesoloski, reported our current balance to be \$9,789.52. Deposits of \$625.00 (Roane County Library Board), \$141.57 (Kroger), \$165.68 (Children's Jar), and \$331.96 (Used Book Sales) have been made. Trudy moved to accept the treasurer's report; Carolyn seconded and the report was accepted.

4) Comments from the public were not available. However, library staff members were present to discuss the success of the 2018 summer children's program and the need for more funding. Three hundred fifty six young people attended the summer hit. Children's librarian, Barbara Thorbjornsen, expressed her appreciation to Randy Childs and the Defenders for their gift of \$1,000 to the children's program. This generous donation helped to finance the highly successful summer reading event. Money is needed as plans for the 2019 program are already underway. Because of the popularity of our summer children's program, attendance is high. Library space is limited therefore patrons are crowded into a small area. Barbara asked if it was possible to purchase or create mobile shelving that can be moved to make more space when highly attended events are in session. Director Emily Steele was assigned the task of checking into this.

5) A representative from the Ocoee Regional Library was not present. Information was made available concerning regional training opportunities and state training requirement guidelines for members of the library staff. Also, information about the TOPS Grant and R.E.A.D.S. statistics was received via email from a regional source.

Congratulations to Vic King and Mary Ann Wesoloski for completing the Tennessee Library Trustee Certification Program.

6) Emily Steele presented the Director's Report:

- a) Children's Programming – Three programs were held in July with 60 participants. Four local children have won the TN First Lady's reading competition. They have been invited to attend a special dinner at the governor's mansion. One child received this honor last year.
- b) Classes – Four computer classes were offered this month. Microsoft Excel was covered in two classes. Facebook was discussed in one class while a Tech Lab gave patrons the opportunity to bring in their own devices for help.
- c) Adult Programs –Eight participants enjoyed a craft night in which pom-pom bookmarks were made. Calligraphy pens and paper will be available in the future for interested crafters. One patron heard the guest author invited to speak in July.
- d) Future- Future plans include creating a Reader's Advisory and updating the KPL website.
- e) Library Work –Relabeling is an ongoing task along with making adjustments to corresponding computer information that reflects label corrections. Weeding is being done as well as book repair and cleaning. Rubber bases are being added to bookends.
- f) Circulation Summary – Patron count for the month totaled 1,590. There were 2,195 checkouts and renewals for adults and 532 for children. READS count for e-books was 2,397 for adults and 131 for children.

Trudy moved to accept the director's report; Mary Ann seconded and the report was accepted.

7) Old Business:

- a) Summer Reading Program – As stated earlier, the 2018 Summer Reading program was a huge success. 356 children and accompanying adults attended.

8) New Business

- a) Trustee Workshop – Emily Steele and Mary Ann Wesoloski will attend the trustee workshop to be held in Crossville on September 28, 2018.
- b) Library Personnel Update – Jamie McGee has been hired to replace Kelvie Nabors. Kelvey left in May.
- c) Policy Review – Policies concerning video surveillance, staff incident reports, and library card applications for adults and children were up for review at this meeting. In regard to video surveillance, changes were discussed and it was determined that the KPL Director would briefly view



surveillance tapes once a week to make sure equipment is working properly. A simple log will be kept. Mary Ann made a motion that the KPL Board Chairperson does not have to be notified in order for an authorized City of Kingston, TN personnel to view a video of the library, that passwords to access the surveillance system will not be changed once a year but that each KPL Board Chairperson will be made aware of the passwords, and that incident reports will be delivered to the KPL Director who will begin an investigation by notifying the security contractor in order to secure the video. Carolyn seconded the motion and the motion carried.

Director Emily Steele created a KPL Staff Incident Report that she presented to the Board. Mary Ann Wesoloski made a motion that the KPL Staff Incident Report be accepted. Carolyn seconded the motion and the motion carried.

Mary Ann Wesoloski made a motion that the Library Card Application Policy be deferred until the September meeting. Trudy seconded and the motion carried.

- d) Flag– Problems with the rope securing the American flag to the pole outside the library have prevented the flag from being displayed. The problem should be resolved soon and the flag will be in its proper place.
- e) Job Description Update – Job descriptions will be reviewed next year.
- f) Additional Funding for Children’s Programming -Mary Ann made a motion that the KPL Board budget \$1000.00 this fiscal year to go towards children’s programming. Carolyn seconded and the motion carried.
- g) Notary- When more details are available the KPL Board will look into the possibility of offering notary services to the public. At this time Gina Mabry is qualified to provide this service. Her expenses will be considered.

9) Recommendations for Improvement - None

10) Chairman’s comments - Vic thanked all for coming and commented on the good meeting

11) Next meeting date is set for September 13th, 2018 at 5 pm.

12) Adjournment was moved by Trudy and seconded by Carolyn. The meeting was adjourned at 6:00 pm.

Respectfully submitted,  
Trudy Wideman, Secretary

**MINUTES  
KINGSTON PLANNING COMMISSION  
AUGUST 21, 2018**

The regular meeting of the Kingston Planning Commission was held at 6:00 p.m. on August 21, 2018 at the Kingston City Hall.

**Members Present**

Gary Lay, Chmn.  
Bo Pickel, Sec.  
Tim Neal, Mayor  
Eric Bacon  
John Byrkit  
Lou Qualls  
Jason Taylor  
Stephanie Wright

**Members Absent**

Gary Botkin  
Chuck Hutzler

**Others Present**

Marsha Marshall  
Robby Burnett  
Margaret Burnett  
Harold Cannon  
Sharon Reynolds Clark

Staff Representative: David K. Williams

**CALL TO ORDER/MINUTES**

The meeting was called to order at 6:00 p.m. by Chairman Lay. On a motion by Ms. Wright and a second by Mr. Bacon, on a roll call vote, the commission voted to approve the minutes of the May 15, June, and meetings.

**REPORTS**

Mayor Neal informed the commission that TVA was taking comments on the Kingston Steam Plant.

Staff reported that there would planning commission training opportunities in October regarding private property rights. The closest location is the Town of Farragut. Staff had provided commissioners with copies of a handout detailing the time, date, and place. Staff encouraged commissioners to attend.

**PRESENTATION OF DIVISION OF RODNEY MCKEY PROPERTY**

Mr. Harold Cannon made a presentation regarding the division of a portion of the Rodney McKey property into tracts that were five acres or greater in size and had sixty feet of road frontage. Mr. Cannon explained that the five-acre tracts did not meet the definition of subdivision and that the plat depicting these divisions had been recorded at the courthouse. Mr. Cannon then presented an aerial photograph of the property showing the divisions and where future subdivision would likely occur.

**REZONING REQUEST – A-2 TO C-2 BY ARNOLD RAY SKILES – KINGSTON PLANNING REGION**

Mr. Arnold Ray Skiles requested that the rear portion of his property (tax map 059, parcel 161.12) be rezoned from A-2 to C-2. The property was located at the northwest corner of Highway 70 and Gallaher Road, in Kingston's planning region. The majority of the Skiles property was zoned as C-2. The rezoning of the rear portion would make the entire property C-2.

**Action Taken**

On a motion by Mr. Byrkit and a second by Secretary Pickel, on a roll call vote, the commission unanimously voted to recommend that the property be rezoned to C-2.

#### FINAL PLAT REVIEW – FAIRGROUNDS DEVELOPMENT

Ms. Sharon Reynolds Clark, attorney representing Robby and Margaret Burnett, presented a plat of the resubdivision of property in the Fairgrounds condominium development. The plat showed an irregular piece of property at the outer part of the development that was being subdivided and combined with existing properties. Ms. Clark stated that in many cases, condominium owners had built decks that extended beyond their properties and that the replat will correct this problem. One remnant property would not be combined with another property and a notation on the plat stated that it was not for building purposes. One large L-shaped lot remnant property was questioned as to whether it could support a building.

#### Action Taken

On a motion by Mayor Neal and a second by Ms. Wright, on a roll call vote, the commission unanimously voted to approve the final plat subject to the two side properties being added and the certificate of ownership and dedication being signed.

#### PROPOSED PLAT APPROVAL PROCESS SHEET/AMENDMENT TO THE SUBDIVISION REGULATIONS

Staff had provided commissioners with copies of a plat approval process sheet. The sheet detailed the process necessary for plat approval. This was something the commission had requested to guide developers and others who may need to plat or subdivide property.

During preparation of the process sheet, staff realized that the subdivision regulations had not been amended to require black ink and standard sheet a standard sheet size of between 14" x 18" and 24" x 36" and 24" by 36". The commission had discussed these changes at the December 2016 meeting but had not held a public hearing or adopted a resolution to require these changes. The commission discussed this and agreed that the engineering and technical lines and data be in black ink. The commission also agreed that supplementary information could be in colored ink.

No official action was taken.

#### ADJOURNMENT

On a motion by Mr. Byrkit, the meeting adjourned at 7:42p.m.



**City of Kingston**  
Project Status Update  
August 2018

**GALLILEAN ROAD WATER LINE**

		Date Completed/Closed Out
Project Cost:	\$35,000	
Engineer/Architect/Consultant:	J. R. Wauford	
Contractor:		
Status (Percent complete)		
Estimated Completion Date		
Notable outstanding issues:		

Notes:

1. Engineering Contract executed by Mayor on August 14, 2018

**Fort Southwest Point Amphitheater**

		Date Completed/Closed Out
Project Cost:	\$500,000	
Engineer/Architect/Consultant:	Spectra Tech/Design and Engineering Services	Agreement executed by Mayor on August 14, 2018
Contractor:		
Status (Percent complete)		
Estimated Completion Date	June 2019	
Notable outstanding issues:		

Notes:

1. Mayor executed agreement with Spectra Tech on August 14, 2018 for design and engineering services.

**Fort Paws Dog Park**

		Date Completed/Closed Out
Project Cost:	\$25,000	
Engineer/Architect/Consultant:		
Contractor:		
Status (Percent complete)		
Estimated Completion Date		
Notable outstanding issues:	February 2019	

Notes:

2. Grant from the Boyd Foundation accepted by Council on August 14, 2018