City Manager Report

December 2015

Contents:

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

Reporting Schedule:

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

Featured Picture:

A view of the sunset on Watts Bar Lake

Distributed:

January 12, 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 November)
- 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
  Note: Fourth Quarter Meeting was held 12/15 (Minutes attached)

Project Status Updates

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

January 12, 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

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www.mykingstontn.com

City Manager

Management Report: December 2015

Legislative Accomplishments

A. Adopted a Resolution of the City of Kingston, Tennessee Authorizing the Issuance of Interest Bearing General Obligation Capital Outlay Notes, Series 2016, in an Amount Not to Exceed $250,000, and Providing for the Payment of Said Notes to Provide for the Local Match to the LPRF Grant for Gertrude Porter Park

Legislative Matters Forthcoming

A. Discussion of possible revisions to the City Sign Ordinance
B. Discussion of an Amendment to Chapter 6 Section 11-603 (c) of the City of Kingston Municipal Code, Regarding the Discharge of Firearms Within City Limits

Other Items Considered by the Council

A. Approved the Reappointment of Mr. Bruce Cantrell to a 5-Year Term on the Historic Zoning Commission
B. Approved the Reappointment of Dr. Joseph Parker and Ms. Emily Bruce to a 3-Year Term on the Library Board
C. Approved the Purchase of Boat Slips in the Amount of $90,000 to be Funded With TVA Enhancement Funds

- **External Meetings**
  - Chamber Board Meeting
  - Roane Alliance Board
  - TDOT
- **Internal Meetings**
  - Discussed various legal issues with the City Attorney

Ongoing Work

- Greenway Project Extension: **Construction underway**
- Phase II Solar Project: **Construction underway**
- TVA Funding: **Construction near completion on pavilion at Gravel Pit**
- Porter Park: **Awaiting Notice to Proceed on Bids**
- HOME Grant: **Completed Applications Sent to Administrator**

City of Kingston
Financial Summary
Dec-15

KEY REVENUE INDICIES

Operating Fund	Indicator	Month	YTD	Annualized/ Projected	Target	Projected Over (Under) Budget
General Fund	Local Sales Tax	$ 82,410	$ 525,301	$ 995,000	$ 995,000	
	State Shared Tax	$ 65,669	$ 367,818	$ 817,514	$ 817,514	
Current Property Tax		$ 934,344	$ 936,682	$ 1,976,537	$ 1,976,537	
Delinquent	Property Tax	$ 9,539	$ 50,435	$ 151,000	$ 151,000	
	Court Fines/Fees	$ 2,822	$ 19,524	$ 50,000	$ 50,000	
Tourism	Hotel/Motel Tax	$ 3,375	$ 29,014	$ 47,000	$ 47,000	
Water/Wastewater	User/Fees	$ 248,577	$ 1,662,082	$ 3,587,721	$ 3,587,721	

Revenue Summary			
General Fund Collected YTD	$ 3,205,683	Wastewater Fund Coll YTD	$ 1,662,082
General Fund Target	$ 6,029,914	Wastewater Fund Target	$ 3,587,721
Difference	$ 2,824,230	Difference	$ 1,925,639

EXPENDITURES SUMMARY

Operating Departments	Month	YTD	Annualized/ Projected	Budget	Projected (Over)Under Budget
General Government	$ 5,931.00	$ 70,419.00	$ 235,123.00	$ 235,123.00	
Community Development	$ 848.00	$ 5,088.00	$ 10,275.00	$ 10,275.00	
Police	$ 80,436.00	$ 468,276.00	$ 936,848.00	$ 936,848.00	
Fire	$ 78,504.00	$ 453,557.00	$ 996,406.00	$ 996,406.00	
Public Works	$ 41,593.00	$ 345,998.00	$ 812,595.00	$ 812,595.00	
Parks & Recreation	$ 44,512.00	$ 256,116.00	$ 601,289.00	$ 601,289.00	

OPERATIONS EXPENDITURE SUMMARY

Fund	Month	YTD	Target	% of Budget
General	$ 380,390.17	$ 2,617,943.09	$ 6,029,914.00	43.42%
Water/Wastewater	$ 241,981.02	$ 1,750,366.34	$ 3,587,721.00	48.79%

CITY OF KINGSTON COMBINED

FINANCIAL SUMMARY FY DECEMBER 2015

Cash in Bank	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
General Fund	$1,394,479	$1,439,834	$990,877	$701,505	$544,227	$1,397,644						
TVA			$375,000	$374,550	$374,506	$362,142						
2008 Bond	$323,426	$322,326	$321,269	$320,182	$319,124	$318,070						
Water/Sewer	$1,016,368	$1,093,273	$1,153,604	$1,152,932	$1,071,670	$1,102,745						
1999 Bond	$156,101	$176,405	$173,756	$217,000	$237,385	$257,689						
2004 Bond	$323,682	$332,582	$331,525	$350,438	$359,382	$368,335						
RDA Reserve Fund	$222,442	$224,455	$224,468	$228,481	$230,494	$232,533						
Rockwood Interconnect	$585,197	$582,386	$572,078	$514,353	$514,424	$514,552						
Gallaher Rd Constrct	$468,200	$465,400	$465,427	$465,454	$465,481	$465,557						
Drug Fund	$10,914	$9,707	$10,641	$11,264	$17,581	$17,660						
Ladd Landing Const.	$309	$309	$309	$309	$309	$311						
Total BALANCES	$3,106,639	$3,206,843	$4,618,954	$4,336,468	$4,134,583	$5,037,238						

FINANCE AND ADMINISTRATION REPORT DECEMBER 2015

* CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD $1.00 PER MONTH TO UTILITY BILLS OF
* CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS 404 TOTAL -DONATIONS TOTAL $2775.06 DISBURSED $117.94
* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR DECEMBER 3702 FOR A TOTAL AMOUNT OF $300,495.98
* NEW WATER SERVICE APPLICATIONS FOR DECEMBER TOTALED 34 NEW CUSTOMERS MAKING TOTAL OF 3730 ACCOUNTS
* 41 CUSTOMERS FINALED OUT SERVICE
* 418 PAST DUE ACCOUNTS
* TOTAL ACH-BANK DRAFT ACCOUNTS - 593
* TOTAL E-BILL ACCOUNTS - 128
*
*
*

CITY OF KINGSTON

HUMAN RESOURCES REPORT MONTH OF DECEMBER 2015

* REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
* VERIFIED AND CERTIFIED SEVERAL PREVIOUS EMPLOYEE'S RECORDS
* TOTAL FULL TIME EMPLOYEES:___62_____;TOTAL PART-TIME EMPLOYEES_____23_____
* MADE NEW CHANGES AND UPDATES REGARDING EMPLOYEES INSURANCES BEGINNING JAN, 2016
* MET WITH INSURANCE REPRESENTATIVES REGARDING CHANGES FOR JANUARY 2016
* UPDATED ALL EMPLOYEES RECORDS FOR THE UPCOMING AFFORDABLE CARE ACT COMPLIANCE REPORTING BEGINNING WITH DECEMBER 2015
* ONE FIREFIGHTER RESIGNED; HIRED 1 PART-TIME
* HIRED TWO NEW PART-TIME POLICE OFFICERS
*

CITY OF KINGSTON

New Business Licenses Issued in DECEMBER 2015

1 NO NEW BUISNESS LICENSES ISSUED

ONE BUSINESS CLOSED:
SOUTHEASTERN CLOGGING CO.
747 EBLEN CIRCLE

December 2015 Billing Information and Business License

December 2015 Billing

Bill Net	300495.98		
Bill Gross	329704.16		
New Customers	34		
Final Bills	41		
Water	3702		
Sewer	2432		
Sprinkler	13		
Trash	2395		
Service Charge	0		
Sewer Flat Rate	1		
Secondary Water	49		
Secondary Sewer	37		
Landlord Fee	6		
Repayment Service	2		
Neighbors Helping Neighbors	404		
Number of Total Services		**9041**	
Number of Accounts		3707	
Past Due Accounts		418	
E-Bill Accounts	128		
ACH -Bank Draft Accounts		593	
Neighbors Helping Neighbors			
Number of Customers	388		Amount Dispersed
Total Collected this Billing	376.00		0
Grand Total Collected as of this Billing	2775.06		**117.94**

BUSINESS LICENSE INFO

Transient Vendor Permit	0	
New License	0	
Regular License		
Local Number		
Final Closing	685	Southeastern Clogging Co 747 Eblen Circle

KINGSTON POLICE DEPARTMENT -December 2015

TIBRS Group A Offenses

Crimes Against Persons

Aggravated Assault	1
Simple Assault	4
Intimidation	3
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	**8**

Crimes Against Property

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

Crimes Against Society

Drug/Narcotics Violations	2
Drug Equipment Violations	
Betting/Wagering	
Operating/Promoting/Assisting Gambling	
Gambling Equipment Violation	
Sports Tampering	
Pornography/Obscene Material	
Prostitution	
Assisting or Promoting Prostitution	
Purchasing Prostitution	
Weapons Law Violations	
Total	**2**

TIBRS Group B Offenses

Bad Checks	
Curfew/Loitering/Vagrancy Violations	
Disorderly Conduct	
Driving Under the Influence	2
Drunkenness	2
Family Offenses, Non-Violent	
Liquor Law Violations	
Peeping Tom	
Trespass of Real Property	
All Other Offenses	
Total	**4**

Subtotal	**9**
Central Dispatch	
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	
Subtotal	**0**
Total Calls	**17**
Municipal Codes	
Animal Control Calls to Office	3
Animal Control Violations	
Animal Control Letters Sent	
Animals Transported to Shelter	
Codes Concerns	2
Codes Violations	
Codes Letters Sent	2
Property Maintenance Leins	
Temporary Signs Removed	30

Unable to obtain totals from central at time of report.

Patrol Mileage	16,301
Hours Worked	2,201
Reserve Hours Worked	299
Total Overtime Hours	314
Total Amount of Overtime Wages	$7,172.15
City Court Citations	44
General Sessions Citations	1
Arrest	14
Juvenile Arrest	0
Incident Reports	29

DECEMBER 2015 CASES PENDING

DATE	LOCATION	ISSUE	ACTION	STATUS
	737 Montview Lane	Burned house		James Price is interested in buying this property gave him the Mtg. Company information
	500 N. Ky. St	Junk vehicles etc.		working with Mr. Harvey
	409 Palmer St.	Burned house		working with owner
	823 Sargent St.	Weeds		working with Mtg Company
	115 Schubert St.	Weeds		new owners working on getting cleaned up

Report for the citations issued, the disposition date for which was on December 1, 2015

Monies outstanding from August 7, 2007 – December 31, 2015	$ 51,966.60
Monies collected from August 7, 2007 – December 31, 2015	$377,792.25

JUDGMENTS		COLLECTED
Total fines and costs billed in court	$ 1,740.00	
Collected in court on fines and costs		$ 460.00
Amount collected after December 2015 Court		$ 75.00
Total collected for citations on December 2015		$ 535.00
Amount outstanding for December 2015	$ 1,205.00	
3 Cash bond forfeitures		$ 341.25
Total amount collected for December 2015 Citations		$ 876.25
Amount collected from previous months/FTA etc.		$ 1,146.25
Total collected in December 2015		**$ 2,022.50**

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

This the 31st of December 2015

Teresa Johnson

TERESA JOHNSON
Kingston City Court Clerk

Brenda Hall McDonald

BRENDA HALL MCDONALD
Kingston City Judge

Fire Department
December 2015

Summary of Month's Activities

Fire Operations

The Department responded to _74__ calls for service during the month of December.

Fire Administration

- Attended Dept. Head meeting
- Continue planning for equipment for dive team
- Continuing to receive checks for fire pup program

December Overtime

OT Hours: 190 hrs
Cost: $4,521.90

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

- KFD Dive Team training
- Kingston Fire in service
- State testing
- Shift Training
- Caldwell Banker Class

	This Month	YTD
Fire Inspections	0	116

Public Fire Education

	This Month	YTD
Participants	0 kids	457
Education Hours	0	43
Number of Occurrences	0	11

Firefighter Training

KFD is continuing on-shift training.
KFD resumed state testing this month with several members of the dept testing.
State Inservice

Implemented Performance Standards Plan

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

Fleet Maintenance

- U4 continuing problems with starting.

Special Projects

- Finalizing rough draft for dive team SOG/SOP
- Started fund raiser for more dive equipment
- Shifts rung bell at food city for salvation army.

Outstanding Issues

- SCBAs are out dated and no longer NFPA compliant
- Aging fire apparatus.
- Aging turn out gear
- Cascade system out of service due to it not being serviced and producing excess oil which went into the banks and air packs which rendered them out of service till cleaning can be done and the cascade system replaced.

Cost Savings

- Safety meetings with no injuries reported
- 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 December 15'

TOTAL CALLS 74

Category	Total		Total
Structure Fires	3	Hazardous Calls	2
Vehicle Fires	2	Service Calls	6
Brush/Grass Fires	0	Good Intent Calls	6
Refuse/rubbish Fires	0	Unintentional False	5
Other Fires	0	Other False	
Total Fires	5	**Total Other Calls**	19
Rescue and EMS	49	Overpressure Rupture/ Explosion - No Fire	
Mutual Aid Received	0	Incidents with Exposures	0
Mutual 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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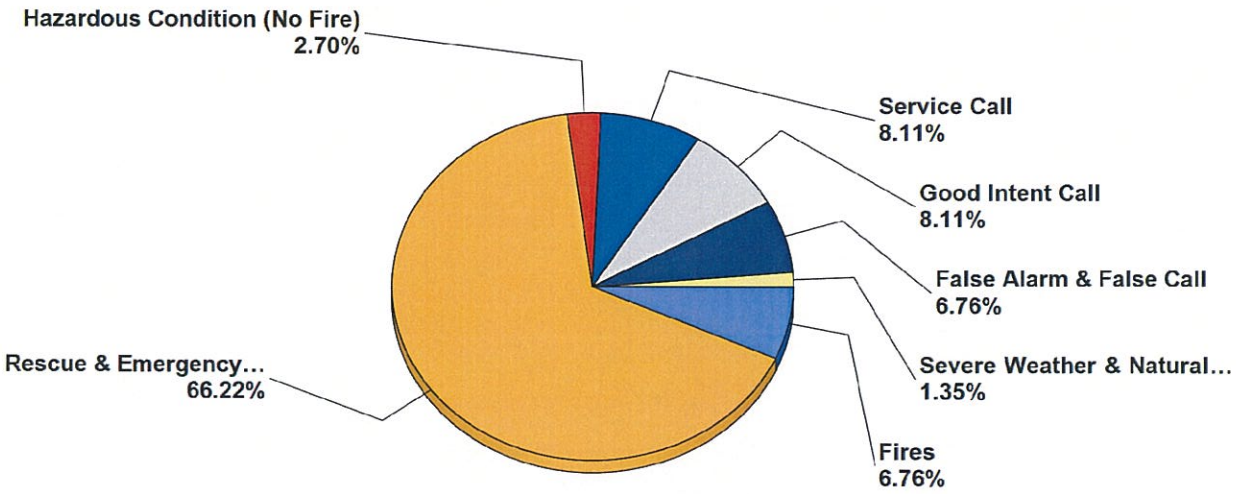
Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2015 | End Date: 12/31/2015



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	6.76%
Rescue & Emergency Medical Service	49	66.22%
Hazardous Condition (No Fire)	2	2.70%
Service Call	6	8.11%
Good Intent Call	6	8.11%
False Alarm & False Call	5	6.76%
Severe Weather & Natural Disaster	1	1.35%
TOTAL	74	100.00%

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.70%
112 - Fires in structure other than in a building	1	1.35%
131 - Passenger vehicle fire	1	1.35%
132 - Road freight or transport vehicle fire	1	1.35%
311 - Medical assist, assist EMS crew	6	8.11%
321 - EMS call, excluding vehicle accident with injury	37	50.00%
322 - Motor vehicle accident with injuries	2	2.70%
324 - Motor vehicle accident with no injuries.	4	5.41%
462 - Aircraft standby	2	2.70%
551 - Assist police or other governmental agency	3	4.05%
554 - Assist invalid	3	4.05%
611 - Dispatched & cancelled en route	3	4.05%
631 - Authorized controlled burning	3	4.05%
700 - False alarm or false call, other	3	4.05%
733 - Smoke detector activation due to malfunction	1	1.35%
743 - Smoke detector activation, no fire - unintentional	1	1.35%
814 - Lightning strike (no fire)	1	1.35%
TOTAL INCIDENTS:	74	100.00%

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

Kingston Fire Department

Kingston, TN

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Minor Incident Types by Month for Year

Year: 2015

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	SUM
Accident, potential accident				3	1	1	1	2	2			2	12
Bomb scare				1									1
Chemical release, reaction, or toxic condition			1										1
Combustible/flammable spills & leaks			1			1		1	1	1			5
Controlled burning					1	1						3	5
Dispatched and canceled en route	2	4		5	2	1	4	4	1	1	4	3	31
Electrical wiring/equipment problem			2				2						4
Emergency medical service (EMS) Incident	38	35	39	44	48	41	51	49	44	36	51	43	519
Extrication, rescue					1								1
False alarm and false call, other	6	6	5	3	1		1	2	2			3	29
Fire, other	1												1
Flammable gas or liquid condition, other		1											1
Good intent call, other	1	1	2	1	1		1						7
Malicious, mischievous false alarm	1	1	1		1		3				1		8
Medical assist	12	12	5	3	12	10	9	3	7	4	4	6	87
Mobile property (vehicle) fire		2		1	1	1	1	1		1	2	2	12
Natural vegetation fire			2		1	1	1				2		7
Other incident type												1	1
Outside rubbish fire				1	1	1		1					4
Person in distress			4	2	3		3	1		1	1		15
Public service assistance	9	1	2	9	7	3	6	9	6	2	2	6	62
Rescue, emergency medical call (EMS), other		1											1
Service call, other			1										1
Smoke, odor problem		1	1										2
Steam, other gas mistaken for smoke		1	1	1			1	1		1			6
Structure Fire	1	1	3		1	2	3	2		1	2	3	19
System or detector malfunction		1	1	1	2	1	1	2		1	1	1	12
Unauthorized burning				1									1
Unintentional system/detector operation (no fire)	1	4	1	3	2	1		1	2	2	1	1	19
Water problem							1						1
Wrong location, no emergency found	1			1	1	6		1			1		11
Total	73	72	72	80	87	71	89	80	65	51	72	74	886

Only REVIEWED incidents included

Kingston Fire Department

Kingston, TN

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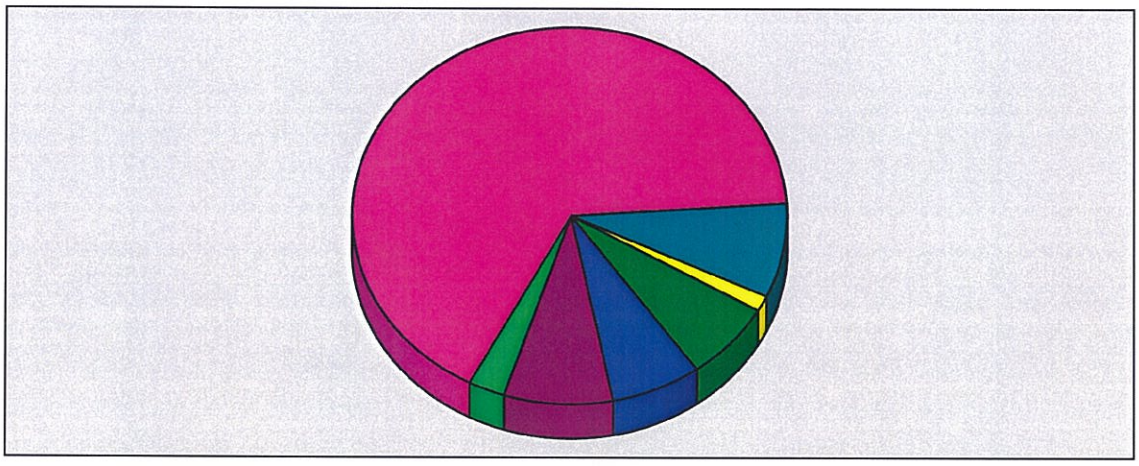
Major Incident Types by Month for Date Range

Start Date: 12/01/2015 | End Date: 12/31/2015



- False Alarm & False Call
- Fire
- Good Intent Call
- Hazardous Condition (No Fire)
- Rescue & Emergency Medical Service Incident
- Service Call
- Severe Weather & Natural Disaster

INCIDENT TYPE	DEC	TOTAL
False Alarm & False Call	5	5
Fire	5	5
Good Intent Call	6	6
Hazardous Condition (No Fire)	2	2
Rescue & Emergency Medical Service Incident	49	49
Service Call	6	6
Severe Weather & Natural Disaster	1	1
Total	74	74

Only REVIEWED incidents included

PARKS AND RECREATION

Kingston Parks and Recreation
MINUTES
December 7, 2015

PRESENT: Tony Brown, Paul Rogers, Ruth Lentz, Karen High, Sue Collins, Rick Ross, Jo Ann Knies

ABSENT: Josh Igou, Eric Clark, Ruth Thompson, Keenon Hethcoat

GUESTS: Sonny Hunter, Joyce Billington, Jeanie Brown, Jeanie Rogers, Josh Lentz, Davia High, Glenn Collins, Jennifer Ross, Jordan Ross, Frank Knies

Rick presided over the meeting/social held at Fort Southwest Point . He welcomed members and guests/families and gave the invocation.

A correction was made in the November minutes under UNFNISHED BUSINESS to read that $3,000 had been spent on a change order request for the pipe at the Ladd greenway.

UNFINISHED BUSINESS:

1. The alcohol permit for special events has been tabled by City Council, and is not on the agenda for the next work session, or the near future, according to Tony.
2. LPRF for Porter – It will be bid out in January. We will be removing the fencing soon. This discussion is on the Council work session for tomorrow night.
3. Christmas Parade – It all went well; new ideas are shared every year. Rick and Ruth T. were the parade emcees this year. Keenon, Paul and Sue also volunteered this year. Paul suggested we look into having a portable potty for next year and think about starting earlier.
4. Candlelight Tour – Rick reminded the group of the annual tour this weekend at the Fort and of the new addition of artifacts we have recently received by the Robert Winsbro family of Kingston.
5. Christmas Bazaar/Candy Cane Run/Hunt – Our second annual bazaar held with the annual run/hunt was a success.
6. Pavilion Work and Dock Purchase – Rick discussed the progress being made on the new pavilion in the Gravel Pit location. It should be completed soon.

201 PATTON FERRY ROAD KINGSTON, TN. 37763 865-376-1356 FAX:865-376-0006

Tony discussed the covered dock slips the City is considering purchasing from Norris Docks. The Council is looking at four locations: Highway 58, Ladd Park, Land between the Bridges and the area beneath the Bethel and Methodist Churches. The cost is $90,000 for the dock slips if Council approves the appraisal which also includes delivery. Sue asked if there would be gas pumps. Tony said there probably would be, eventually.

When asked about the status of the pavilion with bathrooms for Highway 58, Tony said the Council is not looking into that project at this time. The Board was under the impression it was to be constructed after the Gravel Pit pavilion was completed. He said he shared the boards concerns with the Council noting that the board felt a greater need for restrooms at Highway 58.

NEW BUSINESS:

1. Zumba- We are working with a Zumba instructor to have a weekly class here on Monday's. So far, the dance music has been an issue if other meetings are in rooms attached to the banquet room where the class is held. The three outer rooms aren't bothered by the noise. Will continue the class on a trial basis.
2. Cardiac Emergency Policy – Effective March, 2016, coaches for the city leagues will be required to have cardiac emergency training. We will have a policy in effect in January according to Rick.
3. Rick thanks the Board for their volunteer service and presented them with new parks and recreation t-shirts. He awarded Sonny Hunter, city employee, (and former board member), the volunteer of-the-year award for his continued interest and hard work in the parks and recreation department.

Dates to Remember:

Parks and Rec Board Meeting	February 7, 2016
Council Workshop	January 5, 2016
Council Meeting	January 12, 2016

November 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 December,2015:

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

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

FCE Christmas Luncheon
Parks and Rec. Candy Cane Run/Hunt
KGSA Board Meeting
Nature's Peal - Stephen Guinn
Impact Church Christmas Gathering
Roane County LaCrosse Team Social
Kim Nichols Family Dinner
Marsha Marshall Family Dinner
Eaton Family Christmas Dinner
Kingston Employee's Christmas Lunch
Community Center 2nd Annual Christmas Bazaar
Three Rivers Amphitheater Meeting
NAMI Christmas Party
Floyd Family Baby Shower
Kingston Firemen Christmas Dinner
Mary Kay
Roane Medical Ctr. Cardiac Rehab Patients Christmas Dinner
Wal-Mart Employee Dinner
ZUMBA Classes
MEDIC Blood Drive

At City Park: City Street Dept. Used Bicycle Give-A-Away
At Fort SWP: December Parks and Recreation Meeting/Social

Com.Center Rent: $838.00
City Park Rent: 125.00

Submitted by Jo Ann Knies

Date, Time, & Location	Team Members Present	Minutes Approved	Treasurer's Report	Old/ New Business
8/3/2015, 5:15, Bethel Library	F. Harris, C McDowell, N. Maynard, D. Maynard, K. Dungan, A. Jacks, D. Evans, B. Evans, M. Banker, D. Davis	6/22/2015	Balance $4681.88 Pledges $3800.00	1. 7/3 & 4 Booth @ Smokin' on the Water 2. Kingston Rotary Club presentation; Followup with Patterson's; Letters to Buddy's, ORNL, Hackney's. 3. Request to speak to Harriaman Rotary Club; Horizon Yacht Club Fund Raiser; Fund raising opportunity discussion with music 4. Mr. Gordon unable to contribute time; REU board meeting opportunity; Oak Ridge Gas opportunity; Need 6k to complete design completed which would allow firm cost estimate. 5. Haslam Foundation awaiting TDEC monies to because serious discussion & Clayton Foundation inquiry 6. Energy Solutions support request for 2016; East TN Foundation does not support capital projects; CNS followup to take place; Hackneys, Jerry Duncan Ford and Jim Henry followup

7. Follow up with M. Caldwell and S. Kirkham contributions. John Browder - good opportunity

8. 4 X 8 Brick = $50.00; 8 X 8 Brick = $100.00; 8 X 8 Brick with Logo = $150.00; Friend - $500.00 to $999.99; Bronze - $1000.00 to $2499.99; Silver - $2500.00 to $4999.99; Gold – $5000.00 to $9999.99; Platinum - $10000.00 and beyond all tax deductible approved.

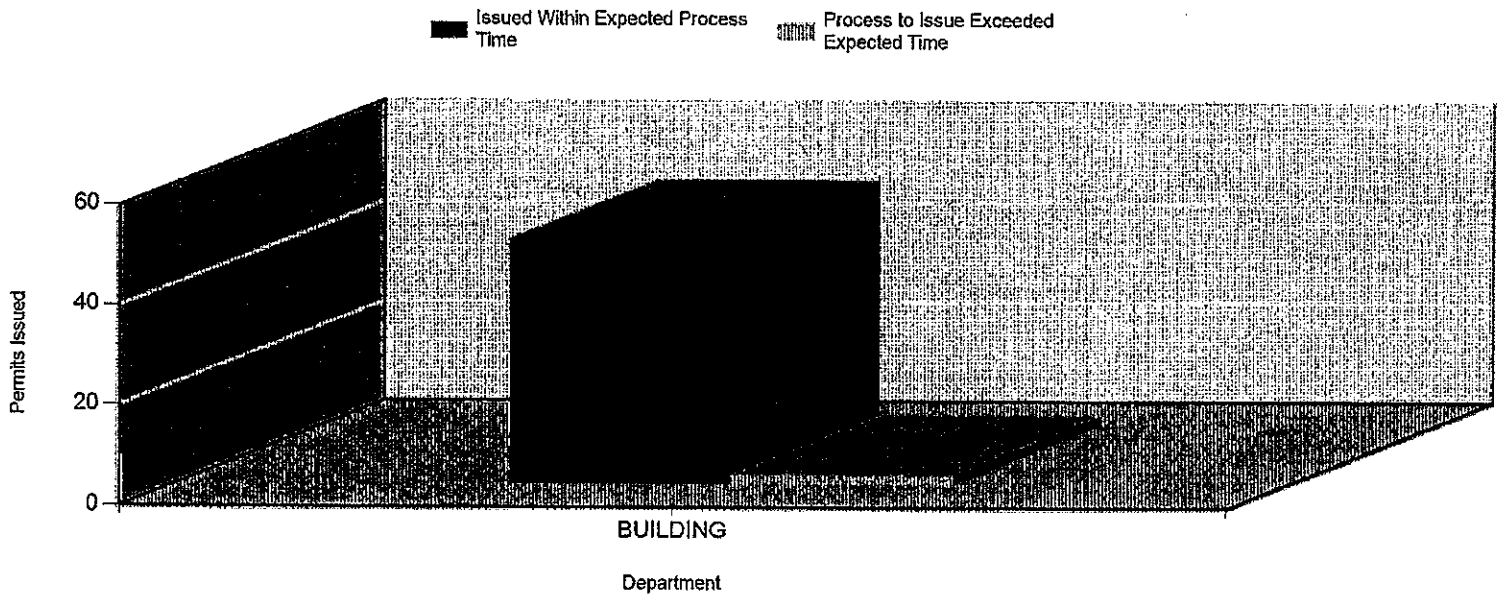
Next Mting	Action Items
9/14/2015 @ 5:00	1. ORNL contact and Patterson's Followup
	2. Dare 2 Dance and Frank Knies followup. Research new owner of Rocky Top
	3. Oak Ridge Gas Followup
	4. Contact Hackney, Jerry Duncan Ford - Marty, and Jim Henry
	5. Apply for Lowe's grant

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

Permits Issued by Department



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	33	34	1 Day	9.49 Days	1	32	2
	PL	Same Day	9	9	Same Day	0 Days	1	9	0
	RM	Same Day	9	8	Same Day	0 Days	1	8	0

Issued Permit Details

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

Department	Permit Type	Permit Number (State) Project Name/Address	Dates		Number of Days	
BUILDING	BP	BP2015-565 K. C. Sign 930 W. Race Street, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	11/06/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	55 0 55 1
		BP2015-585 Deck 116 Bending Bow Drive, Ten Mile, TN 37880	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	11/25/2015 12/03/2015	In Process: Waiting: Total Days: Total Cycles:	8 0 8 1
		BP2015-596 Dock 131 Delaware Point, Ten Mile, TN 37880	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/01/2015 12/01/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-597 Dock 564 Emory River Road, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/02/2015 12/02/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-598 Residential New Home 113 Wildwood Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/02/2015 12/02/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-599 K. C. Storage Building 284 Lawnville Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/03/2015 12/03/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-600 DW 1885 Paint Rock Ferry Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/04/2015 12/04/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	BP	BP2015-601 Carport 124 Highland Drive, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/07/2015 12/07/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-602 Addition to Barn 184 Suddath Road, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/07/2015 12/07/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-603 Steps 160 Sportsman Club Road, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/08/2015 12/08/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-604 Retaining wall 160 Sportsman Club Road, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/08/2015 12/08/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-605 K. C. Residential Home 1318 James Ferry Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/09/2015 12/09/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-606 K.C. Bathroom and Parking Area 000 Ladd Landing, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/10/2015 12/10/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-607 Storage Building 5783 Harriman Hwy., Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/10/2015 12/10/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-608 Addition Handicap Ramps 121 Rhonda Way, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/14/2015 12/14/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	BP	BP2015-609 Storage Building 145 Green Acres Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/16/2015 12/16/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-610 Home 242 Lane Hedgecock Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/16/2015 12/16/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-611 Residential New Home 282 Cave Creek Road, Loudon, TN 37774	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/16/2015 12/16/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-612 Double Wide 979 Poplar Creek Road, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/16/2015 12/16/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-613 Double Wide 9884 Old Kingston Rd., Loudon, TN 37774	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/16/2015 	In Process: Waiting: Total Days: Total Cycles:	19 0 19 1
		BP2015-614 Pool & Deck 139 Meadowlark Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/17/2015 12/17/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-615 Residential Home/Barn/Shed 3903 Buttermilk Road West, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/17/2015 12/17/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-616 Remodel & Addition 144 Joel Road, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/21/2015 12/21/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	BP	BP2015-617 K. C. Deck 141 Clinchcrest Drive, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/21/2015 12/21/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-618 Retaining Wall 2309 SUGAR GROVE VALLEY Rd., HARRIMAN, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/21/2015 12/21/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-619 Replacing Double Wide 344 Blackburn Lane, Lenoir City, TN 37771	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/23/2015 12/23/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-620 Barn 237 Grigsby Hollow Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/28/2015 12/28/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-621 Storage Building 162 Ellis Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/28/2015 12/28/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-622 Replacement Double Wide 521 Old Poplar Springs Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/29/2015 12/29/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-623 Residential Addition 644 Cave Creek Road, Loudon, TN 37774	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/29/2015 12/29/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-624 K. C. Attached Garage/Porch 1302 Dogwood Drive, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	BP	BP2015-625 Deck 149 Longview Drive, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-626 Carport River Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-627 Dock 222 Pinoak Drive, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		BP2015-628 Inground Pool 125 Rose Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
	PL	PL2015-138 Plumbing Permit for BP2015-594 711 Hill Street, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/02/2015 12/02/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-139 Plumbing Permit for BP2015-524 111 Scarbrough Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/03/2015 12/03/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-140 Plumbing Permit for BP2015-560 275 De Armond Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/07/2015 12/07/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-141 Plumbing Permit for BP2015-535 340 Chandler Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/08/2015 12/08/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	PL	PL2015-142 Plumbing Permit for BP2015-538 115 Foothills Road, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/11/2015 12/11/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-143 PL for BP2013-022 O.S. 224 E. Tri County Blvd., Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/14/2015 12/14/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-144 Plumbing Permit for BP2015-615 3903 Buttermilk Road West, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/17/2015 12/17/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-145 Plumbing Permit for BP2015-388 340 Skyline View Lane, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/21/2015 12/21/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		PL2015-146 Plumbing Permit for BP2015-623 644 Cave Creek Road, Loudon, TN 37774	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/29/2015 12/29/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
	RM	RM2015-097 Mechanical Permit for BP2015-594 711 Hill Street, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/02/2015 12/02/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-098 Mechanical Permit for BP2015-553 518 N Third Street, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/04/2015 12/04/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-099 K. C. Mechanical Permit for BP2015-418 410 Paint Rock Ferry Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/10/2015 12/10/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
12/01/2015 AND 12/31/2015

Report run on: 01/04/2016 01:52 PM

BUILDING	RM	RM2015-100 Mechanical Permit for BP2015-421 ORUD 210 Old Johnson Valley, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/10/2015 12/10/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-101 RM for BP2013-022 O.S. 224 E. Tri County Blvd., Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/14/2015 12/14/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-102 Mechanical Permit Chimney 243 Robinette Road, Oliver Springs, Tn 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/15/2015 12/15/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-103 Mechanical Permit for BP2015-417 225 West Shore Drive, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/15/2015 	In Process: Waiting: Total Days: Total Cycles:	20 0 20 1
		RM2015-104 Change out only 2703 Old Harriman Hwy., Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/17/2015 12/17/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1
		RM2015-105 Mechanical Permit for BP2015-328 1237 Forest Hill Drive, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	12/31/2015 12/31/2015	In Process: Waiting: Total Days: Total Cycles:	0 0 0 1

KINGSTON WATER TREATMENT PLANT

DECEMBER OPERATIONS REPORT 2015

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	15,612,000	17,838,000	-14.26%	520,000	780,000	314,000
	Effluent (Finish)	14,966,000	17,066,000	-14.03%	499,000	724,000	277,000
	Spring Supply	13,134,000	13,603,000	-3.57%	438,000	465,000	336,000
	Total Finish Prod.	28,100,000	30,669,000	-9.14%			
Plant Efficiency		99.96%	99.90%	0.06%			
Distribution							
GALLONS	Consumption	19,817,800	22,333,800	-12.70%			
	Reported Usage	3,894,000	2,894,000	25.68%			
	Water Loss	4,388,200	5,441,200	-24.00%			
	%	15.62%	17.74%	-2.12%			

Distribution & WTP Report: 3,894,000 gals. usage flushing and Tank Refilling.

Public Works: No Report

Fire Dept: No Report

Park & Rec: No Report

WWTP: No Report

OT Hrs: 40

Note: The Water Production, Consumption and Loss data is for the November 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.
* Had to replace a Start / Run Relay in Ladd Landing Pump Station.
* Had to replace a Motor Breaker in Ridgecrest Pump Station.
* Having to replace some UPS Batteries on computers / equipment.
* Doing SCADA / Computer System Back-ups and Maintenance.
* Had to replace a lightning arrestor at Bonneyview Tank due to a lightning strike.
* Removed the SCADA and Solar Equipment from Gallaher Tank, will be installing it on Kingwood Tank in near future.
* Doing some site excavating at the Spring Pump House, filling in on side and back where erosion and settling have caused some issues.
* Sowing grass seed and strawing the back grounds at the Water Treatment Plant.

Kingston Water Department
Schedule of Unaccounted For Water
December

(All amounts in gallons)

A	**Water Treated and Purchased**		
B	Water Pumped (potable)	28,100,000	
C	Water Purchased	0	
D	**Total Water Treated and Purchased (Sum Lines B and C)**		28,100,000
E	**Accounted for Water:**		
F	Water Sold	19,817,800	
G	Metered for Consumption (in house usage)	1,394,000	
H	Fire Department(s) Usage	0	
I	Flushing	2,500,000	
J	Tank Cleaning/Filling	0	
K	Street Cleaning	0	
L	Bulk Sales	0	
M	Water Bill Adjustments (+/-)	0	
N	**Total Accounted for Water (Sum Lines F thru M)**		23,711,800
O	**Unaccounted for Water (Line D minus Line N)**		4,388,200
P	**Percent Unaccounted for Water (Line O divided by Line D times 100)**		15.616%

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: **January 5, 2016**

RE: **December Monthly Report**

MONTHLY FLOW	Average Flow	Maximum Flow	Minimum Flow	Total
Influent	1.2426	4.1350	.4930	19,939,000
Effluent	1.1265	3.7950	.3980	17,5590,000

Total gallons of chlorine used was 275.4 @ $2.09 gallon= $575.59

There was 9.02 inches of rain this month. There were no overflows this month.

The WWTP had a high influent flow of 4.1350 million gallons of sewer. There were no problems with the plant.

54.30 tons of sludge was hauled to the landfill.

The generator for the #1 pump station has been installed and completed. This will help with power outages.

CITY OF KINGSTON
WATER DEPARTMENT MONTHLY REPORT

To : David Bolling
From: Jimmy Agee
RE: Monthly Work Orders

Month of: DEC. 2015

TASK	RESOLVED	PENDING
INSTALL NEW METER		
READ OUTS	36	
RE- READS	5	
WATER TAP NEW ACCOUNT		
RELOCATE WATER METER		
READ INS	34	
CHECK FOR HUNG METER		
CHANGE OUT HUNG / BROKEN METER		
CHECK FOR LEAK	18	
METER LEAKS		
AFTER HOURS - WATER	6	
SERVICE LINE LEAK	3	
LINE LOCATES	90	
TURN OFF FOR NON PAYMENT		
TURN WATER BACK ON	33	
YARD WORK		8
DOOR HANGERS	2	
MANUAL READ	3	
AFTER HOURS - SEWER	1	
SEWER- TAP NEW ACCOUNT		
SEWER MISC		
SEWER BACK UP	4	
SEWER - PUMP STATION		
WATER TAPE ESTIMATES	2	
PROFILE REQUESTED	3	
TAP-EXISTING ACCT		

CITY OF KINGSTON
WATER DEPARTMENT MONTHLY REPORT

Month of: DEC.2015

TASK	RESOLVED	PENDING
MISC SERVICE ORDERS		
RAISE METER		
TURN-OFF DUE TO LEAK		
ACCURACY TEST		
WATER TO BE TESTED	1	
WATER TASTE BAD		
LOW PRESSURE	5	
SEWER TAP ESTIMATES	2	
IRRIGATION METER		
REPLACE MAN HOLE COVER		
WATER MAIN BREAK	2	
REPLACE METER /METER BOX/LID	1	
RESET TRANSPONDER		
BAD SEWER SMELL	1	
FLUSH LINES		
RUN 10 GAL WATER THRU		
CAMERA SEWER LINE	1	
LOCATE METER	1	
WATER PRESSURE TEST	5	
TURN-OFF VACANT HOUSE		
CHECH IF STILL OFF	18	
INSTALL SEWER CLEAN-OUT		
OVERTIME HOURS	162.5	
TOTAL	278	13
FIRE HYDRANTS		
ROAD PATCHES		5
PULLED METERS	1	

JIMMY AGEE, FORMAN

James A Agee

Kingston Public Library (KPL)
1004 Bradford Way
Kingston Tennessee 37763
865-376-9905
"**K**nowledge is **P**ower at your **L**ibrary"

4 January 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 December, 2015:

Adult Library Programs

There have been no Thursday evening adult programs this month. I plan to begin scheduling programs this spring, after I am more settled in my job.

Tech classes

The library is hosting technology classes funded by the FACT grant that was awarded last year. We had four classes this month. The feedback has been very good. We will have FACT classes for the next few months. Most of these will cover computer basics such as using Microsoft Office products and social media.

The classes were taught by Kathy Bivens of Maryville, TN and library staff member Sheryl Crabtree.

Children's Programming

Barb conducted 3 events with 101 participants at her weekly Wednesday children's story-time. We offered a story-time on the 30th, but it was unattended.

Meetings, etc.

- KPL hosted the Roane County Library Board meeting.

- Board member Jinx Watson and I visited area libraries to discuss events to coincide with Dolly Parton's birthday in January. The Roane County Imagination Library will be organizing the events.

Budget

The library is set to over-spend our budget for part-time salaries. The Board will be discussing solutions at the next meeting. The Foundation has offered financial support that will help mitigate the problem.

Donations

The library has recently received three cash donations:

- $300 for use on a new fax machine from John Skinner and Sandi Langston
- $150 from Billie J Reagan and Judy A Bensey
- $100 from Board member Jinx Watson.

Summary

Patron count for the month totaled 1499.
There were 2,509 checkouts and 711 renewals for the month, totaling 3220.

Respectfully submitted,
ERS

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT
PO BOX 236, 330 CARDIFF VALLEY ROAD
Rockwood, Tennessee 37854
865-354-0704
FAX 865-354-4983

November 11, 2015

TO: All Board Members

FROM: Frances Long

The Quarterly E-911 Board meeting will be Thursday, December 17, 2015 at **1:00 P.M.**, at the E-911 Center Administrative Office.

Enclosed please find:
The agenda for the Board meeting.
The September 2015 Board Minutes

The spreadsheet I keep for actual receipts and pay outs for September thru November 2015, these have no accruals shown. Accountant's report shows accruals, enclosed is October 2015 which shows the four months of fiscal year balances.

Also enclosed list of bank account balances as of November 30,2015. This is all monies including designated funds and our CD with US Bank.

Any questions you have on these items will be covered in the board meeting.

AGENDA
RCECD E-911 QUARTERLY BOARD MEETING
DECEMBER 17, 2015

CALL TO ORDER

APPROVAL OF MINUTES OF SEPTEMBER 2015 MEETING

APPROVAL FINANCIAL STATEMENTS FOR SEPTEMBER-NOVEMBER 2015.

CHAIRMAN'S REPORT
- GENERAL REPORT
- APPROVE BONDS FOR DONNIE EBLEN & MIKE HOOKS
- NOVEMBER 30, 2015 FUND BALANCE

COMMITTEE REPORTS

BUDGET/FINANCE COMMITTEE
- GENERAL REPORT

BUILDING/EQUIPMENT COMMITTEE
- GENERAL REPORT

PERSONNEL/TRAINING COMMITTEE
- GENERAL REPORT

DIRECTOR'S REPORT
- GENERAL REPORT
- REPORT ON THE UPGRADES

OTHER BUSINESS
- OLD~NEW BUSINESS NOT COVERED ABOVE

MINUTES OF SEPTEMBER 2015
ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, September 24, 2015 at 1:00 P.M. at the E-911 Center administrative office.

MEMBERS PRESENT: Tony Brown, Marilyn Calfee Donnie Eblen, John Harvey, Arvel McNelly, Scott Stout.

MEMBERS ABSENT: Carolyn Granger, Randy Heidle, Jack Stockton

EMPLOYEES PRESENT: Robert Langley, Frances Long, Kim Tharp

OTHERS:

CALL TO ORDER:
Chairman Mr. Eblen called the meeting to order and declared a quorum.

APPROVAL OF MINUTES:
Motion was made by Ms. Calfee second Mr. Harvey to approve the minutes from the June meeting, motion carried.

FINANCIAL STATEMENT:
Motion to approve June-August 2015 financial statements by Mr. McNelly seconded by: Ms. Calfee, motion carried.

CHAIRMAN'S REPORT:
Motion to approve Mr. McNelly's bond by Mr. Harvey, second Ms. Calfee, motion approved.
Chairman introduced our new office employee Kim Tharp; she came to work in July
Discussed fund balances as of August 31, 2015, we are debt free as of June.

COMMITTEE REPORTS:

BUDGET/FINANCE COMMITTEE
The committee has not met since last meeting.

BUILDING/EQUIPMENT COMMITTEE
The committee has not met since last meeting.

PERSONNEL/TRAINING COMMITTEE
The committee has not met since last meeting.

DIRECTOR'S REPORT
In the absence of Mr. Hooks, Mr. Langley gave the report on the upgrade for radio consoles. Metro Communications has given us quotes for the upgrade, labor for truck is $4,896.00 and center $2,176.00 and the equipment quote is $46,254.00, for a total of $53,326.00. This includes consoles, computers, and software to upgrade the truck and the center. Motion to approve purchase, by Mr. Harvey second Mr. Stout, motion carried.

There was a question concerning the Murray law suit, Mr. Langley said the insurance lawyer came and got all the information on the calls and we have heard nothing further.

The AT&T law suit is still in the judge's hands no information in the last several months.

Mr. Brown asked about the encryption of the radios. Programing is moving forward, the County has

about 130 radios and Rockwood and Kingston has both come on board with this. Harriman has now decided to go ahead with their radios as well. This is a long process and will probably be a couple months or more before it is complete. The reason for all entities to be on board with this is so Dispatch can hear and reply to each agency. Without the encryption Dispatch could hear the agency but they could not hear dispatch.

OTHER BUSINESS

ADJOURNMENT

With no further business to come before the board, on motion by Mr McNelly second Ms. Calfee meeting adjourned at 2:00P.M.

Regular June minutes approved at the September Board Meeting of Roane County Emergency Communications District Board of Directors. Date: September 25, 2015

Randy Heidle /Secretary-Treasurer

Donnie R. Eblen/Chairman

PROPOSED E-911 BUDG 2015-2016	NEW ACCOUNT #'s FROM STATE ECB					
APPROVED BY BOARD 06/25/2015						
REVENUES	2015-2016 BUDGET	BUDGET MONTHLY	ACTUAL REC/PAY OUT 11/01/15-11/30/	OVER(UNDER MONTH NOVEMBER	ACTUAL YEAR	OVER(UNDER) YEAR
3010 TECB 911 SURCHARGE (BASE)	664,518	110,753.00	0.00	(110,753.00)	221,506.00	(443,012.00)
3020 TECB EXCESS REVENUE	0	0.00	12,803.00	12,803.00	12,803.00	12,803.00
3040 DISPATCH SERVICES	559,030	46,585.83	41,036.62	(5,549.21)	180,914.23	(378,115.77)
5002 INTEREST INCOME	101	8.42	10.64	2.22	40.43	(60.57)
5005.01 MDT MAINTENANCE	10,200	850.00	0.00	(850.00)	4,520.40	(5,679.60)
5005.02 800 MHZ SYSTEM MAINT.	29,105	2,425.42	342.40	(2,083.02)	28,843.60	(261.40)
5009 OTHER INCOME	2,847	237.25	105.00	(132.25)	877.00	(1,970.00)
5009.01 NCIC/REC CLERK/COUNTY	42,103	3,508.58	3,508.58	(0.00)	14,034.32	(28,068.68)
TOTAL ESTIMATED REVENUE	1,307,904	164,368.50	57,806.24	(106,562.26)	463,538.98	(844,365.02)
EXPENDITURES						
4001 DIRECTOR	61,890	5,157.50	4,760.76	(396.74)	26,082.44	(35,807.56)
4002 COMPTROLLER	30,760	2,563.33	2,366.16	(197.17)	12,956.08	(17,803.92)
4003 ASSISTANT DIRECTOR	47,537	3,961.42	3,656.70	(304.72)	19,932.86	(27,604.14)
4004 DISPATCHER (9@34579)	313,076	26,089.67	25,514.85	(574.82)	134,236.89	(178,839.11)
4005 DISPATCH/LEAD (3@35949)	109,786	9,148.83	5,679.11	(3,469.72)	31,127.48	(78,658.52)
4006 ADMIN-MAPPING	28,563	2,380.25	2,197.16	(183.09)	12,054.52	(16,508.48)
4006.01 P/T MAP CONSULT	8,640	720.00	720.00	0.00	3,600.00	(5,040.00)
4008 OVERTIME PAY	7,928	660.67	217.57	(443.10)	1,141.13	(6,786.87)
4009 PART TIME (24 HRS WEEK)	14,352	1,196.00	1,346.42	150.42	2,355.16	(11,996.84)
4012 HOLIDAY PAY	17,892	1,491.00	1,579.92	88.92	4,375.92	(13,516.08)
4013 CHRISTMAS BONUS	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4015 ADMIN-CLERICAL	25,000	2,083.33	1,923.08	(160.25)	8,604.62	(16,395.38)
4020 ADMIN - TAC	37,793	3,149.42	2,907.16	(242.26)	15,936.20	(21,856.80)
4022 NCIC RECORD CLERK	35,257	2,938.08	2,712.08	(226.00)	14,880.00	(20,377.00)
4101 SOCIAL SECURITY TAX	45,909	3,825.75	3,422.95	(402.80)	13,003.29	(32,905.71)
4102 MEDICARE TAX	10,737	894.75	800.50	(94.25)	3,070.96	(7,666.04)
4103 LIFE INSURANCE	1,332	111.00	108.91	(2.09)	645.66	(686.34)
4104 MEDICAL INSURANCE	132,229	11,019.08	10,342.03	(677.05)	45,778.02	(86,450.98)
4108 STATE RETIREMENT	40,210	3,350.83	3,007.27	(343.56)	14,842.01	(25,367.99)
4109 SUTA TAX	2,264	188.67	0.00	(188.67)	438.40	(1,825.60)
4203 AUDIT SERVICES	7,800	650.00	0.00	(650.00)	0.00	(7,800.00)
4204 ACCOUNTING SERVICES	4,030	335.83	320.00	(15.83)	1,600.00	(2,430.00)
4216 JANITORIAL SERVICE	4,050	337.50	0.00	(337.50)	1,632.50	(2,417.50)
4217 LEGAL & PROFESSIONAL	7,300	608.33	0.00	(608.33)	0.00	(7,300.00)
4218 MAINT. AGREEMENTS	43,201	3,600.08	2,326.00	(1,274.08)	32,869.31	(10,331.69)
4220 NCIC/TBI/TIES LINE	4,240	353.33	0.00	(353.33)	1,120.00	(3,120.00)
4225 PEST CONTROL	300	25.00	25.00	0.00	125.00	(175.00)
4299.02 TRASH DISPOSAL	192	16.00	16.00	0.00	80.00	(112.00)
4301 OFFICE SUPPLIES	1,450	120.83	16.99	(103.84)	976.07	(473.93)
4302 CUSTODIAL SUPPLIES	1,450	120.83	40.43	(80.40)	768.03	(681.97)
4303 MAP/ADDRESS/DISP SUP	700	58.33	0.00	(58.33)	298.13	(401.87)
4304 POSTAGE	730	60.83	61.78	0.95	169.18	(560.82)
4305 SMALL EQUIPMENT PUR	2,100	175.00	3,091.99	2,916.99	5,177.61	3,077.61
4307 UTILITIES ELECTRIC	16,500	1,375.00	1,255.32	(119.68)	7,135.97	(9,364.03)
4308 UTILITIES GAS	1,815	151.25	37.93	(113.32)	162.52	(1,652.48)
4309 UTILITIES WATER	890	74.17	56.16	(18.01)	294.94	(595.06)
4309-01 UTILITIES SEWER	1,998	166.50	118.07	(48.43)	698.04	(1,299.96)
4310 GENERAL TELEPHONE (ADMIN)	19,736	1,644.67	997.66	(647.01)	7,844.97	(11,891.03)
4311 CELL PHONE/VERIZON	1,500	125.00	160.16	35.16	722.07	(777.93)
4312 GEN TELE(CALL CENTER LINE)	35,964	2,997.00	2,737.00	(260.00)	14,220.46	(21,743.54)
4313 INTERNET CHARGES	2,005	167.08	16.95	(150.13)	734.50	(1,270.50)
4335 MAINT&REPAIR VEHICLE	1,100	91.67	15.00	(76.67)	436.81	(663.19)

4336 VEHICLE FUEL COST	2,500	208.33	182.67	(25.66)	728.00	(1,772.00)
4338 MISC MAINT & REPAIR	8,400	700.00	120.00	(580.00)	2,935.42	(5,464.58)
4339 MDT MAINTENANCE IN/OUT	10,200	850.00	0.00	(850.00)	10,199.86	(0.14)
4340 800 RADIO SYST. MAINT IN/OUT	29,105	2,425.42	57.12	(2,368.30)	7,354.52	(21,750.48)
4401 BANK FEES	500	41.67	49.86	8.19	234.74	(265.26)
4405 DUES & SUBSCRIPTIONS	2,435	202.92	0.00	(202.92)	2,435.00	0.00
4406 TESTING/EVALUATION	1,250	104.17	0.00	(104.17)	1,620.00	370.00
4407 WORKERS COMP INSURE	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4408 LIABILITY INSURANCE	27,025	2,252.08	0.00	(2,252.08)	24,049.00	(2,976.00)
4413 LICENSE & FEES	285	23.75	0.00	(23.75)	620.00	335.00
4414 SURETY BONDS	1,750	145.83	630.00	484.17	1,470.00	(280.00)
4418 TRAINING	1,500	125.00	0.00	(125.00)	1,169.95	(330.05)
4419 TRAVEL	1,200	100.00	161.67	61.67	1,041.25	(158.75)
4420 MEALS	900	75.00	0.00	(75.00)	374.77	(525.23)
4421 ADVERTISING	100	8.33	0.00	(8.33)	0.00	(100.00)
4422 MISCELLANEOUS EXP	1,500	125.00	178.82	53.82	403.88	(1,096.12)
4423 RENT/REP SITE(tank & propane)	350	29.17	90.00	60.83	90.00	(260.00)
4425 LODGING	2,000	166.67	0.00	(166.67)	1,340.52	(659.48)
5010 INTEREST EXPENSE	5,000	416.67	0.00	(416.67)	0.00	(5,000.00)
TOTAL ESTIMATED EXPENSE	1,230,706	102,558.83	86,025.21	(16,533.62)	498,194.66	(732,511.34)
ESTIMATED RECEIPTS	1,307,904		57,806.24			
VS						
ESTIMATED EXPENDITURE	1,230,706		86,025.21			
OVER (UNDER)	77,198					
DEPRECIATION	64,415					
OVER(UNDER)AFTER DEPRECIATION	12,783		-28,218.97			

PROPOSED E-911 BUDG 2015-2016	NEW ACCOUNT #'s FROM STATE ECB					
APPROVED BY BOARD 06/25/2015						
	2015-2016	BUDGET	ACTUAL	OVER(UNDER	ACTUAL	OVER(UNDER)
REVENUES	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
			10/1/15-10/31/1	OCTOBER		
3010 TECB 911 SURCHARGE (BASE)	664,518	110,753.00	110,753.00	0.00	221,506.00	(443,012.00)
3040 DISPATCH SERVICES	559,030	46,585.83	41,157.45	(5,428.38)	180,914.23	(378,115.77)
5002 INTEREST INCOME	101	8.42	10.19	1.77	40.43	(60.57)
5005.01 MDT MAINTENANCE	10,200	850.00	1,970.43	1,120.43	4,520.40	(5,679.60)
5005.02 800 MHZ SYSTEM MAINT.	29,105	2,425.42	0.00	(2,425.42)	28,843.60	(261.40)
5009 OTHER INCOME	2,847	237.25	147.00	(90.25)	877.00	(1,970.00)
5009.01 NCIC/REC CLERK/COUNTY	42,103	3,508.58	3,508.58	(0.00)	14,034.32	(28,068.68)
TOTAL ESTIMATED REVENUE	1,307,904	164,368.50	157,546.65	(6,821.85)	450,735.98	(857,168.02)
EXPENDITURES						
4001 DIRECTOR	61,890	5,157.50	4,760.76	(396.74)	21,321.68	(40,568.32)
4002 COMPTROLLER	30,760	2,563.33	2,366.16	(197.17)	10,589.92	(20,170.08)
4003 ASSISTANT DIRECTOR	47,537	3,961.42	3,656.70	(304.72)	16,276.16	(31,260.84)
4004 DISPATCHER (9@34579)	313,076	26,089.67	24,860.46	(1,229.21)	108,722.04	(204,353.96)
4005 DISPATCH/LEAD (3@35949)	109,786	9,148.83	5,666.71	(3,482.12)	25,448.37	(84,337.63)
4006 ADMIN-MAPPING	28,563	2,380.25	2,197.16	(183.09)	9,857.36	(18,705.64)
4006.01 P/T MAP CONSULT	8,640	720.00	720.00	0.00	2,880.00	(5,760.00)
4008 OVERTIME PAY	7,928	660.67	184.36	(476.31)	923.56	(7,004.44)
4009 PART TIME (24 HRS WEEK)	14,352	1,196.00	1,008.74	(187.26)	1,008.74	(13,343.26)
4012 HOLIDAY PAY	17,892	1,491.00	0.00	(1,491.00)	2,796.00	(15,096.00)
4013 CHRISTMAS BONUS	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4015 ADMIN-CLERICAL	25,000	2,083.33	1,841.54	(241.79)	6,681.54	(18,318.46)
4020 ADMIN - TAC	37,793	3,149.42	2,907.16	(242.26)	13,029.04	(24,763.96)
4022 NCIC RECORD CLERK	35,257	2,938.08	2,712.08	(226.00)	12,167.92	(23,089.08)
4101 SOCIAL SECURITY TAX	45,909	3,825.75	3,255.61	(570.14)	9,580.34	(36,328.66)
4102 MEDICARE TAX	10,737	894.75	761.35	(133.40)	2,270.46	(8,466.54)
4103 LIFE INSURANCE	1,332	111.00	108.91	(2.09)	536.75	(795.25)
4104 MEDICAL INSURANCE	132,229	11,019.08	9,679.21	(1,339.87)	35,435.99	(96,793.01)
4108 STATE RETIREMENT	40,210	3,350.83	2,675.83	(675.00)	11,834.74	(28,375.26)
4109 SUTA TAX	2,264	188.67	195.03	6.36	438.40	(1,825.60)
4203 AUDIT SERVICES	7,800	650.00	0.00	(650.00)	0.00	(7,800.00)
4204 ACCOUNTING SERVICES	4,030	335.83	320.00	(15.83)	1,280.00	(2,750.00)
4216 JANITORIAL SERVICE	4,050	337.50	300.00	(37.50)	1,632.50	(2,417.50)
4217 LEGAL & PROFESSIONAL	7,300	608.33	0.00	(608.33)	0.00	(7,300.00)
4218 MAINT. AGREEMENTS	43,201	3,600.08	327.00	(3,273.08)	30,543.31	(12,657.69)
4220 NCIC/TBI/TIES LINE	4,240	353.33	560.00	206.67	1,120.00	(3,120.00)
4225 PEST CONTROL	300	25.00	0.00	(25.00)	100.00	(200.00)
4299.02 TRASH DISPOSAL	192	16.00	16.00	0.00	64.00	(128.00)
4301 OFFICE SUPPLIES	1,450	120.83	169.31	48.48	959.08	(490.92)
4302 CUSTODIAL SUPPLIES	1,450	120.83	57.79	(63.04)	727.60	(722.40)
4303 MAP/ADDRESS/DISP SUP	700	58.33	23.38	(34.95)	298.13	(401.87)
4304 POSTAGE	730	60.83	0.00	(60.83)	107.40	(622.60)
4305 SMALL EQUIPMENT PUR	2,100	175.00	641.64	466.64	2,085.62	(14.38)
4307 UTILITIES ELECTRIC	16,500	1,375.00	1,331.89	(43.11)	5,880.65	(10,619.35)
4308 UTILITIES GAS	1,815	151.25	30.10	(121.15)	124.59	(1,690.41)
4309 UTILITIES WATER	890	74.17	56.10	(18.07)	238.78	(651.22)
4309-01 UTILITIES SEWER	1,998	166.50	118.70	(47.80)	579.97	(1,418.03)
4310 GENERAL TELEPHONE (ADMIN)	19,736	1,644.67	1,550.63	(94.04)	6,847.31	(12,888.69)
4311 CELL PHONE/VERIZON	1,500	125.00	200.15	75.15	561.91	(938.09)
4312 GEN TELE(CALL CENTER LINE)	35,964	2,997.00	2,737.00	(260.00)	11,483.46	(24,480.54)
4313 INTERNET CHARGES	2,005	167.08	146.90	(20.18)	717.55	(1,287.45)
4335 MAINT&REPAIR VEHICLE	1,100	91.67	5.00	(86.67)	421.81	(678.19)
4336 VEHICLE FUEL COST	2,500	208.33	89.57	(118.76)	545.33	(1,954.67)

4338 MISC MAINT & REPAIR	8,400	700.00	439.45	(260.55)	2,815.42	(5,584.58)
4339 MDT MAINTENANCE IN/OUT	10,200	850.00	0.00	(850.00)	10,199.86	(0.14)
4340 800 RADIO SYST. MAINT IN/OUT	29,105	2,425.42	0.00	(2,425.42)	7,297.40	(21,807.60)
4401 BANK FEES	500	41.67	47.72	6.05	184.88	(315.12)
4405 DUES & SUBSCRIPTIONS	2,435	202.92	0.00	(202.92)	2,435.00	0.00
4406 TESTING/EVALUATION	1,250	104.17	660.00	555.83	1,620.00	370.00
4407 WORKERS COMP INSURE	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4408 LIABILITY INSURANCE	27,025	2,252.08	24,049.00	21,796.92	24,049.00	(2,976.00)
4413 LICENSE & FEES	285	23.75	0.00	(23.75)	620.00	335.00
4414 SURETY BONDS	1,750	145.83	0.00	(145.83)	840.00	(910.00)
4418 TRAINING	1,500	125.00	100.00	(25.00)	1,169.95	(330.05)
4419 TRAVEL	1,200	100.00	188.02	88.02	879.58	(320.42)
4420 MEALS	900	75.00	264.95	189.95	374.77	(525.23)
4421 ADVERTISING	100	8.33	0.00	(8.33)	0.00	(100.00)
4422 MISCELLANEOUS EXP	1,500	125.00	62.70	(62.30)	225.06	(1,274.94)
4423 RENT/REP SITE(tank & propane)	350	29.17	0.00	(29.17)	0.00	(350.00)
4425 LODGING	2,000	166.67	819.32	652.65	1,340.52	(659.48)
5010 INTEREST EXPENSE	5,000	416.67	0.00	(416.67)	0.00	(5,000.00)
TOTAL ESTIMATED EXPENSE	1,230,706	102,558.83	104,870.09	2,311.26	412,169.45	(818,536.55)
ESTIMATED RECEIPTS	1,307,904		157,546.65			
VS						
ESTIMATED EXPENDITURE	1,230,706		104,870.09			
OVER (UNDER)	77,198					
DEPRECIATION	64,415					
OVER(UNDER)AFTER DEPRECIATION	12,783		52,676.56			

PROPOSED E-911 BUDG 2015-2016	NEW ACCOUNT #'s FROM STATE ECB					
APPROVED BY BOARD 06/25/2015						
	2015-2016	BUDGET	ACTUAL	OVER(UNDER	ACTUAL	OVER(UNDER)
REVENUES	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
			9/1/15-9/30/15	SEPTEMBER		
3010 TECB 911 SURCHARGE (BASE)	664,518	110,753.00	0.00	(110,753.00)	110,753.00	(553,765.00)
3040 DISPATCH SERVICES	559,030	46,585.83	69,829.91	23,244.08	139,756.78	(419,273.22)
5002 INTEREST INCOME	101	8.42	10.12	1.70	30.24	(70.76)
5005.01 MDT MAINTENANCE	10,200	850.00	0.00	(850.00)	2,549.97	(7,650.03)
5005.02 800 MHZ SYSTEM MAINT.	29,105	2,425.42	1,027.20	(1,398.22)	28,843.60	(261.40)
5009 OTHER INCOME	2,847	237.25	255.00	17.75	730.00	(2,117.00)
5009.01 NCIC/REC CLERK/COUNTY	42,103	3,508.58	3,508.58	(0.00)	10,525.74	(31,577.26)
TOTAL ESTIMATED REVENUE	1,307,904	164,368.50	74,630.81	(89,737.69)	293,189.33	(1,014,714.67)
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EXPENDITURES						
4001 DIRECTOR	61,890	5,157.50	4,760.76	(396.74)	16,560.92	(45,329.08)
4002 COMPTROLLER	30,760	2,563.33	2,366.16	(197.17)	8,223.76	(22,536.24)
4003 ASSISTANT DIRECTOR	47,537	3,961.42	3,656.70	(304.72)	12,619.46	(34,917.54)
4004 DISPATCHER (9@34579)	313,076	26,089.67	24,533.01	(1,556.66)	83,861.58	(229,214.42)
4005 DISPATCH/LEAD (3@35949)	109,786	9,148.83	5,680.00	(3,468.83)	19,781.66	(90,004.34)
4006 ADMIN-MAPPING	28,563	2,380.25	2,197.16	(183.09)	7,660.20	(20,902.80)
4006.01 P/T MAP CONSULT	8,640	720.00	720.00	0.00	2,160.00	(6,480.00)
4008 OVERTIME PAY	7,928	660.67	232.78	(427.89)	739.20	(7,188.80)
4009 PART TIME (24 HRS WEEK)	14,352	1,196.00	0.00	(1,196.00)	0.00	(14,352.00)
4012 HOLIDAY PAY	17,892	1,491.00	1,390.00	(101.00)	2,796.00	(15,096.00)
4013 CHRISTMAS BONUS	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4015 ADMIN-CLERICAL	25,000	2,083.33	1,760.00	(323.33)	4,840.00	(20,160.00)
4020 ADMIN - TAC	37,793	3,149.42	2,907.16	(242.26)	10,121.88	(27,671.12)
4022 NCIC RECORD CLERK	35,257	2,938.08	2,712.08	(226.00)	9,455.84	(25,801.16)
4101 SOCIAL SECURITY TAX	45,909	3,825.75	3,257.74	(568.01)	6,324.73	(39,584.27)
4102 MEDICARE TAX	10,737	894.75	761.83	(132.92)	1,479.11	(9,257.89)
4103 LIFE INSURANCE	1,332	111.00	108.91	(2.09)	427.84	(904.16)
4104 MEDICAL INSURANCE	132,229	11,019.08	8,358.32	(2,660.76)	25,756.78	(106,472.22)
4108 STATE RETIREMENT	40,210	3,350.83	2,624.42	(726.41)	9,158.91	(31,051.09)
4109 SUTA TAX	2,264	188.67	0.00	(188.67)	243.37	(2,020.63)
4203 AUDIT SERVICES	7,800	650.00	0.00	(650.00)	0.00	(7,800.00)
4204 ACCOUNTING SERVICES	4,030	335.83	320.00	(15.83)	960.00	(3,070.00)
4216 JANITORIAL SERVICE	4,050	337.50	375.00	37.50	1,332.50	(2,717.50)
4217 LEGAL & PROFESSIONAL	7,300	608.33	0.00	(608.33)	0.00	(7,300.00)
4218 MAINT. AGREEMENTS	43,201	3,600.08	1,102.00	(2,498.08)	30,216.31	(12,984.69)
4220 NCIC/TBI/TIES LINE	4,240	353.33	0.00	(353.33)	560.00	(3,680.00)
4225 PEST CONTROL	300	25.00	25.00	0.00	100.00	(200.00)
4299.02 TRASH DISPOSAL	192	16.00	16.00	0.00	48.00	(144.00)
4301 OFFICE SUPPLIES	1,450	120.83	104.95	(15.88)	789.77	(660.23)
4302 CUSTODIAL SUPPLIES	1,450	120.83	0.00	(120.83)	669.81	(780.19)
4303 MAP/ADDRESS/DISP SUP	700	58.33	0.00	(58.33)	274.75	(425.25)
4304 POSTAGE	730	60.83	49.00	(11.83)	107.40	(622.60)
4305 SMALL EQUIPMENT PUR	2,100	175.00	1,443.98	1,268.98	1,443.98	(656.02)
4307 UTILITIES ELECTRIC	16,500	1,375.00	1,509.39	134.39	4,548.76	(11,951.24)
4308 UTILITIES GAS	1,815	151.25	32.44	(118.81)	94.49	(1,720.51)
4309 UTILITIES WATER	890	74.17	58.59	(15.58)	182.68	(707.32)
4309-01 UTILITIES SEWER	1,998	166.50	160.62	(5.88)	461.27	(1,536.73)
4310 GENERAL TELEPHONE (ADMIN)	19,736	1,644.67	1,513.07	(131.60)	5,296.68	(14,439.32)
4311 CELL PHONE/VERIZON	1,500	125.00	121.42	(3.58)	361.76	(1,138.24)
4312 GEN TELE(CALL CENTER LINE)	35,964	2,997.00	275.46	(2,721.54)	8,746.46	(27,217.54)
4313 INTERNET CHARGES	2,005	167.08	146.90	(20.18)	570.65	(1,434.35)
4335 MAINT&REPAIR VEHICLE	1,100	91.67	0.00	(91.67)	416.81	(683.19)
4336 VEHICLE FUEL COST	2,500	208.33	126.94	(81.39)	455.76	(2,044.24)

4338 MISC MAINT & REPAIR	8,400	700.00	388.00	(312.00)	2,375.97	(6,024.03)
4339 MDT MAINTENANCE IN/OUT	10,200	850.00	0.00	(850.00)	10,199.86	(0.14)
4340 800 RADIO SYST. MAINT IN/OUT	29,105	2,425.42	0.00	(2,425.42)	7,297.40	(21,807.60)
4401 BANK FEES	500	41.67	48.57	6.90	137.16	(362.84)
4405 DUES & SUBSCRIPTIONS	2,435	202.92	0.00	(202.92)	2,435.00	0.00
4406 TESTING/EVALUATION	1,250	104.17	960.00	855.83	960.00	(290.00)
4407 WORKERS COMP INSURE	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4408 LIABILITY INSURANCE	27,025	2,252.08	0.00	(2,252.08)	0.00	(27,025.00)
4413 LICENSE & FEES	285	23.75	0.00	(23.75)	620.00	335.00
4414 SURETY BONDS	1,750	145.83	560.00	414.17	840.00	(910.00)
4418 TRAINING	1,500	125.00	0.00	(125.00)	1,069.95	(430.05)
4419 TRAVEL	1,200	100.00	152.49	52.49	691.56	(508.44)
4420 MEALS	900	75.00	31.75	(43.25)	109.82	(790.18)
4421 ADVERTISING	100	8.33	0.00	(8.33)	0.00	(100.00)
4422 MISCELLANEOUS EXP	1,500	125.00	23.97	(101.03)	162.36	(1,337.64)
4423 RENT/REP SITE(tank & propane)	350	29.17	0.00	(29.17)	0.00	(350.00)
4425 LODGING	2,000	166.67	318.00	151.33	521.20	(1,478.80)
5010 INTEREST EXPENSE	5,000	416.67	0.00	(416.67)	0.00	(5,000.00)
TOTAL ESTIMATED EXPENSE	1,230,706	102,558.83	77,890.57	(24,668.26)	307,269.36	(923,436.64)
ESTIMATED RECEIPTS	1,307,904		74,630.81			
VS						
ESTIMATED EXPENDITURE	1,230,706		77,890.57			
OVER (UNDER)	77,198					
DEPRECIATION	64,415					
OVER(UNDER)AFTER DEPRECIATION	12,783		-3,259.76			

MEMO TO CHAIRMAN

AS OF NOVEMBER 30, 2015, FOLLOWING ARE THE FUNDS WE HAVE ON HAND NOT COUNTING THE CERTIFICATE OF DEPOSIT.

REVENUE FUND	$ 691,085.56	
OPERATING ACCOUNT	$ 129,240.25	
TOTAL FUNDS	$ 820,325.81	
LESS DESIGNATED	$- 3,295.63	MDT MAINTENANCE.
LESS 800 MHZ	$- 25,534.58	ANNUAL MAINTENANCE
LESS CAPITAL ASSETS SOLD	$- 1,677.00	CAR,GENERATOR,BATTRIES
LESS ECB EQUIP REIMBURSE	$-194,044.37	NG911 CONTROLLER
LESS EST 3 MONTH RESERVE	$-190,000.00	FOR CURRENT EXPENSE
TOTAL DESIGNATED & EST 3,MO	$-414,551.58	
TOTAL UN-DESIGNATED	**$ 405,774.23**	
AVAILABLE CASH	$ 405,774.23	

****

CERTIFICATE OF DEPOSIT	$ 60,517.30
0.60 % MATURITY DATE 10/23/2017	$
TOTAL CD	$ 60,517.30

******* PRESENT DEBT OTHER THAN CURRENT EXPENSES*******

NONE

WE ARE RECEIVING THE ECB PAYMENT OF 110,753.00 EVERY TWO MONTHS

ROANE CTY EMERGENCY COMM DIST E-911

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Four Months Ended October 31, 2015

	1 Month Ended Actual October 31, 2015	1 Month Ended Budget October 31, 2015	Variance	Percent	4 Months Ended Actual October 31, 2015	4 Months Ended Budget October 31, 2015	Variance	Percent
Operating Revenues								
TECB Distribution of 911 Surcharges	$ 110,753	$ 55,377	55,376	72.91	$ 221,506	$ 221,506	-	54.98
Other Op Rev (Dispatch Services)	41,157	46,586	(5,429)	27.09	181,378	186,343	(4,965)	45.02
Total Operating Revenues	151,910	101,963	49,947	100.00	402,884	407,849	(4,965)	100.00
Operating Expenses								
Salaries and Wages								
Salary - Director	4,761	5,158	(397)	3.13	21,322	20,630	692	5.29
Salary - Administrative Personnel	2,366	2,563	(197)	1.56	10,590	10,253	337	2.63
Salaries - Assistant Director	3,657	3,961	(304)	2.41	16,276	15,846	430	4.04
Salary - Dispatchers/Telecommunica	24,855	26,090	(1,235)	16.36	108,716	104,359	4,357	26.98
Salary - Dispatch Supervisor Personn	5,667	9,149	(3,482)	3.73	25,448	36,595	(11,147)	6.32
Salary - Mapping/Address Personnel	2,197	2,380	(183)	1.45	9,857	9,521	336	2.45
P/T Salary-Mapping	720	720	-	0.47	2,880	2,880	-	0.71
Overtime Pay	184	661	(477)	0.12	924	2,643	(1,719)	0.23
Part-time Personnel	1,015	1,196	(181)	0.67	1,015	4,784	(3,769)	0.25
Holiday Pay	-	1,491	(1,491)	0.00	2,796	5,964	(3,168)	0.69
Christmas Bonus	-	167	(167)	0.00	-	667	(667)	0.00
Salary-Clerical Personnel	1,842	2,083	(241)	1.21	6,682	8,333	(1,651)	1.66
Salaries - Dispatch Supervisor	2,907	3,149	(242)	1.91	13,029	12,598	431	3.23
Admin Records Clerk	2,712	2,938	(226)	1.79	12,168	11,752	416	3.02
Total Salaries and Wages	52,882	61,706	(8,824)	34.81	231,702	246,825	(15,122)	57.51
Employee Benefits								
Taxes - Payroll - Social Security	3,256	3,826	(570)	2.14	14,277	15,303	(1,026)	3.54
Taxes - Payroll - Medicare	761	895	(134)	0.50	3,339	3,579	(240)	0.83
Life Insurance	109	111	(2)	0.07	537	444	93	0.13
Medical Insurance	10,327	11,019	(692)	6.80	37,173	44,076	(6,903)	9.23
Pension Expense - State Retirement	2,676	3,351	(675)	1.76	11,835	13,403	(1,568)	2.94
Other Postemployment Benefits (OP	-	189	(189)	0.00	-	755	(755)	0.00
Taxes - Payroll - SUTA	68	-	68	0.04	263	-	263	0.07
Total Employee Benefits	17,197	19,390	(2,193)	11.32	67,423	77,560	(10,137)	16.74
Contracted Services								
Audit Services	-	650	(650)	0.00	-	2,600	(2,600)	0.00
Accounting / Bookkeeping Services	320	336	(16)	0.21	1,280	1,343	(63)	0.32
Janitorial Services	300	338	(38)	0.20	1,295	1,350	(55)	0.32
Legal and Professional	-	608	(608)	0.00	-	2,433	(2,433)	0.00
Maintenance Agreements	2,368	3,600	(1,232)	1.56	10,852	14,400	(3,548)	2.69
NCIC/TBI/TIES Expenses	187	353	(166)	0.12	747	1,413	(666)	0.19
Pest Control	25	25	-	0.02	100	100	-	0.02
Trash Disposal	16	16	-	0.01	64	64	-	0.02
Total Contracted Services	3,216	5,926	(2,710)	2.12	14,337	23,704	(9,367)	3.56
Supplies and Materials								

See accountants' compilation report.

ROANE CTY EMERGENCY COMM DIST E-911

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Four Months Ended October 31, 2015

	1 Month Ended	1 Month Ended			4 Months Ended	4 Months Ended		
	Actual October 31, 2015	Budget October 31, 2015	Variance	Percent	Actual October 31, 2015	Budget October 31, 2015	Variance	Percent
Office Supplies	189	121	48	0.11	719	483	236	0.18
Janitorial Supplies	58	121	(63)	0.04	716	483	233	0.18
Mapping/Addressing Supplies	23	58	(35)	0.02	298	233	65	0.07
Postage	62	61	1	0.04	169	243	(74)	0.04
Equipment Purchases Not Capitalize	369	175	194	0.24	3,038	700	2,338	0.75
Utilities - Electric	1,332	1,375	(43)	0.88	5,881	5,500	381	1.46
Utilities - Natural Gas/Propane	30	151	(121)	0.02	125	605	(480)	0.03
Utilities - Water & Sewer	56	74	(18)	0.04	239	297	(58)	0.06
Utilities - Sewer	119	167	(48)	0.08	580	666	(86)	0.14
Utilities - General Telephone (Admin	2,151	1,645	506	1.42	6,392	6,579	(187)	1.59
Utilities-Cell Phones & Pagers	200	125	75	0.13	562	500	62	0.14
Utilities - General Telephone (Call Ce	2,737	2,997	(260)	1.80	11,483	11,988	(505)	2.85
Cable/Internet Charges	147	167	(20)	0.10	588	668	(80)	0.15
Maintenance & Repairs - Vehicles	5	92	(87)	0.00	422	367	55	0.10
Fuel - Gasoline & Diesel	90	208	(118)	0.06	545	833	(288)	0.14
Misc/Maint/Repair	420	700	(280)	0.28	2,651	2,800	(149)	0.66
MDT Maintenance	850	850	-	0.56	3,379	3,400	(21)	0.84
800 Radio Sys Maint	-	2,425	(2,425)	0.00	7,297	9,702	(2,405)	1.81
Total Supplies and Materials	8,818	11,512	(2,694)	5.80	45,083	46,048	(965)	11.19
Other Charges								
Bank Charges	48	42	6	0.03	185	167	18	0.05
Dues and Memberships	203	203	-	0.13	812	812	-	0.20
Testing and Evaluations	660	104	556	0.43	1,620	417	1,203	0.40
Insurance - Workers' Compensation	178	208	(30)	0.12	710	833	(123)	0.18
Insurance - Liability	2,004	2,252	(248)	1.32	7,879	9,008	(1,129)	1.96
Licenses and Fees	-	24	(24)	0.00	620	95	525	0.15
Premiums on Surety Bonds	70	146	(76)	0.05	350	583	(233)	0.09
Training Expenses	100	125	(25)	0.07	1,170	500	670	0.29
Travel Expenses	327	100	227	0.22	1,018	400	618	0.25
Meals	265	75	190	0.17	324	300	24	0.08
Advertising	-	8	(8)	0.00	51	33	18	0.01
Miscellaneous Expense	49	125	(76)	0.03	465	500	(35)	0.12
Rent - Repeater Site	-	29	(29)	0.00	-	117	(117)	0.00
Lodging	750	167	583	0.49	1,271	667	604	0.32
Total Other Charges	4,653	3,608	1,045	3.06	16,475	14,432	2,043	4.09
Depreciation								
Depreciation	9,101	-	9,101	5.99	36,253	-	36,253	9.00
Total Depreciation	9,101	-	9,101	5.99	36,253	-	36,253	9.00
Total Operating Expenses	95,868	102,142	(6,276)	63.11	411,274	408,569	2,705	102.08
Operating Income (Loss)	56,044	(179)	56,223	36.89	(8,390)	(720)	(7,670)	(2.08)
Nonoperating Revenues and (Expenses)								
Interest Expense	-	(417)	(417)	0.00	-	(1,667)	(1,667)	0.00
Interest Income	10	8	2	0.01	40	34	6	0.01
Contribution from Other Govt/Agenci	-	-	-	0.00	27,010	-	27,010	6.70
MDT Maintenance Other Gov/Agenci	1,970	850	1,120	1.30	4,057	3,400	657	1.01

See accountants' compilation report.

ROANE CTY EMERGENCY COMM DIST E-911

SUPPLEMENTAL SCHEDULE -
BUDGETARY COMPARISON SCHEDULE

For the One Month and Four Months Ended October 31, 2015

	1 Month Ended	1 Month Ended			4 Months Ended	4 Months Ended		
	Actual October 31, 2015	Budget October 31, 2015	Variance	Percent	Actual October 31, 2015	Budget October 31, 2015	Variance	Percent
800 Radio System Maint. Other Gov/	-	2,425	(2,425)	0.00	28,844	9,702	19,142	7.16
Miscellaneous Income	147	237	(90)	0.10	1,037	949	88	0.26
Misc/Rec Clerk/County	3,509	3,509	-	2.31	14,034	14,034	-	3.48
Total Other Income (Expenses)	5,636	6,613	(977)	3.71	75,022	26,452	48,570	(18.62)
Change in net position	$ 61,680	$ 6,434	55,246	40.60	$ 66,632	$ 25,732	40,900	16.54

See accountants' compilation report.

City of Kingston

Project Status Update
December 2015

GREENWAY

		Date Completed/Closed Out
Project Cost:	$369,505.00	
Engineer/Architect/Consultant:	V&M	
Contractor:		
Status (Percent complete)	0%	
Estimated Completion Date	120 Day Completion	
Notable outstanding issues:		

Notes:

1. Construction underway

HOME GRANT

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

Notes:

1. Public Meeting held on 11/18
2. Applications available in Kingston City Manager's office
3. Completed applications forwarded to Administrator

LPRF GERTRUDE PORTER PARK

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

Notes:

1. Awaiting Notice to Proceed on Bids.

PHASE II SOLAR PROJECT

		Date Completed/Closed Out
Project Cost:		
Engineer/Architect/Consultant:		
Contractor:	Energy Source Partners	
Status (Percent complete)	85%	
Estimated Completion Date	03/01/2016	
Notable outstanding issues:	Construction	

Notes:

1. Awaiting approval from TVA for interconnection with electrical grid.