



# City Manager Report

SEPTEMBER 2017



## **Contents:**

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

## **Reporting Schedule:**

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

## **Featured Picture:**

View from Fort Southwest Point

**Distributed:** October 10, 2017

# 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

## Planning Commission

- ☐ Minutes

## REU – Electric Power Board Meeting

- ☐ Agenda and Minutes
- ☐ Report to TVA

## E-911 Quarterly Report

- ☐ Director's Report  
Third Quarter Report due October 2017
- ☐ 2017 Annual Report to be Issued  
March 2018

## Project Status Updates

- ☐ Greenway
- ☐ HOME Grant
- ☐ LPRF Gertrude Porter Park



October 10, 2017

To: Kingston City Council  
City Staff  
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website ([www.mykingstontn.com](http://www.mykingstontn.com)). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency in our local government. Information compiled by each department is analyzed and organized for presentation in this report.

Our goal is to become more transparent and more performance driven. The City staff and I will continue to make every effort to increase efficiencies in City services as we serve the citizens of Kingston.

It is our hope this report will help you become and stay informed regarding city issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

David L. Bolling, City Manager  
City of Kingston

# City Manager

## Management Report: September 2017

### Legislative Accomplishments

- A. Second Reading of Ordinance No. 07-08-8-1 Amending Section 11-503 of the Zoning Ordinance of the City of Kingston, Tennessee
- B. Adopt Resolution No. 17-9-12-1 Authorizing the City of Kingston, Tennessee to Apply for FY 2018 TA Funding
- C. First Reading of Ordinance No. 17-9-12-1 *Amending the Zoning Ordinance of the City of Kingston, Tennessee* by Defining and Regulating Electronic Message Board Signs
- D. First Reading of Ordinance No. 17-9-12-2 Adopting and Enacting a Comprehensive Codification and Revision of the Personnel Rules and Regulations of the City of Kingston
- E. First Reading of Ordinance No. 17-9-12-1 to Repeal the Ordinance Establishing a Personnel Advisory Board and to Abolish the Existing Personnel Advisory Board of the City of Kingston
- F. Adopted Joint Resolution No.17-9-12-2 Honoring Jim Henry for His Dedication to the Residents of Roane County and Tennessee

### Legislative Matters Forthcoming

- A. Second Reading of Ordinance No. 17-9-12-1 *Amending the Zoning Ordinance of the City of Kingston, Tennessee* by Defining and Regulating Electronic Message Board Signs
- B. Second Reading of Ordinance No. 17-9-12-2 Adopting and Enacting a Comprehensive Codification and Revision of the Personnel Rules and Regulations of the City of Kingston
- C. Second Reading of Ordinance No. 17-9-12-1 to Repeal the Ordinance Establishing a Personnel Advisory Board and to Abolish the Existing Personnel Advisory Board of the City of Kingston

### Other Items Considered by the Council

- 1. Approved the Appointment of Hugh Willett to complete the term of Paul LeMasters
- 2. Approved the Appointment of Jason Brown and Glenda Johnson to fill vacancies on the Beautification Committee
- **External Meetings**
  - Evan Sanders (Grant possibilities)
  - City Attorney Sandy McPherson
  - Robert Campbell and Assoc. (Porter Park)
  - John Muir Festival Committee
  - Conference call and meetings with 245Tech reps regarding new website progress
  - Other Misc. Meetings
- **Internal Meetings**
  - Individual and Joint meetings with Department Heads
  - Individual Meetings with members of Council
  - Meeting Regarding Festival in downtown Kingston

### Ongoing Work

- Greenway Project Extension: **Close-out in progress**
- TVA Funding: **Website development being finalized. Preparing Bid Documents for Community Center Sign.**
- LPRF (Gertrude Porter Park): **TDEC Final Report expected next week.**
- HOME Grant: **Two houses complete. Construction has begun on final three homes. Completion in Fall 2017.**

# Message from the City Manager

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## FINANCE AND ADMINISTRATION REPORT SEPTEMBER 2017

- \* CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO THEIR UTILITY BILL
- \* CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS TOTAL 741 -DONATIONS TOTAL \$13,890.80 DISBURSED -348.80 YTD
- \* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR SEPTEMBER 3775 FOR A TOTAL AMOUNT OF \$343,992.07
- \* NEW WATER SERVICE APPLICATIONS FOR SEPTEMBER TOTALED 40
- \* 46 CUSTOMERS FINALED OUT SERVICE
- \* 133 PAST DUE ACCOUNTS
- \* TOTAL ACH-BANK DRAFT ACCOUNTS - 665
- \* TOTAL E-BILL ACCOUNTS - 230
- \* WATER/SEWER SERVLINE LEAK PROTECTION TOTAL BILLING 2117
- \* WATER LOSS PROTECTION 1152
- \* WATER LINE PROTECTION 88
- \* SEWER LINE PROTECTION 11
- \* TRASH COLLECTIONS FOR SEPTEMBER 2438
- \* PHONE TREE COURTESY CALLS FOR PAST DUE WATER CUSTOMERS-CALLED 306

## NEW BUSINESS LICENSES ISSUED IN SEPTEMBER 2017

1

2

3

4

# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY SEPTEMBER 2017

Cash in Bank	July	August	September	October
General Fund	\$1,023,723	\$1,156,473	\$1,004,739	
TVA ENHANCE FND\$	\$88,213	\$53,213	\$55,213	
2008 Bond	\$1,402,122	\$1,000,322	\$233,679	
Water/Sewer	\$1,507,009	\$820,106	\$904,669	
1999 Bond	\$133,883	\$161,565	\$189,439	
2004 Bond	\$330,121	\$328,281	\$326,401	
RDA Reserve Fund	\$271,808	\$273,808	\$275,957	
Drug Fund	\$12,812	\$12,376	\$13,067	
FIRE DEPT	\$47,847	\$47,847	\$47,847	
Total BALANCES	\$4,797,538	\$3,855,991	\$3,051,011	\$0

## CITY OF KINGSTON

## REVENUES SEPTEMBER 2017

ACCOUNT NUMBER	DESCRIPTION	ACTUAL SEPTEMBER 2016	BUDGETED REVENUES 2017- 2018	ACTUAL SEPTEMBER 2017	PERCENT OF BUDGET 25%
31110	CURRENT PROPERTY TAX		\$1,955,000		
31120	PUBLIC UTILITIES PROPERTY TAX		\$33,878	\$158	0.5%
31211	PROPERTY TAX DELINQUENT - 1ST	\$23,671	\$70,000	\$20,435	29.2%
31212	PROPERTY TAX DELINQUENT - 2ND	\$10,373	\$20,000	\$846	4.2%
31219	PROPERTY TAX DELINQUENT - 0TH	\$15,090	\$20,000	\$3,778	18.9%
31300	INT, PENALTY, AND COURT COST	\$10,004	\$22,000	\$3,569	16.2%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$38,153	\$79,495	\$41,343	52.0%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$276,981	\$1,050,000	\$260,137	24.8%
31710	WHOLESALE BEER TAX	\$42,637	\$191,000	\$51,894	27.2%
31720	WHOLESALE LIQUOR TAX	\$22,658	\$66,000	\$12,717	19.3%
31800	BUSINESS TAXES	\$7,225	\$70,000	\$7,959	11.4%
31912	CABLE TV FRANCHISE TAX	\$18,637	\$73,500	\$19,181	26.1%
31913	ATT & BELLSOUTH FRANCHISE FEE	\$3,918	\$17,000	\$3,111	18.3%
31920	HOTEL/MOTEL TAX	\$13,069	\$49,000	\$13,566	27.7%
32210	BEER LICENSES		\$1,750		
32220	LIQUOR PERMITS		\$300		
33490	TEMA ASSISTANCE TORNADO				
33510	STATE SALES TAX	\$119,995	\$579,000	\$122,490	21.2%
33520	STATE INCOME TAX	\$126,023	\$126,000	\$87,612	69.5%



33530	STATE BEER TAX			\$3,000			
33540	STATE LIQUOR TAX		\$1,405	\$6,000	\$1,065		17.8%
33551	STATE GASOLINE TAXES		\$43,310	\$201,500	\$45,520		22.6%
33552	STATE-CITY STREETS		\$3,011	\$12,500	\$2,994		24.0%
33555	STATE STREET CONTRACT MAINT		\$16,467	\$48,000			
33590	TVA REVENUE SOLAR JAMES FRY		\$1,258	\$3,100	\$7,306		235.7%
33591	GROSS RECEIPTS - TVA			\$69,772			
33592	TVA IMPACT FUNDS			\$27,800			
33593	CORPORATE EXCISE TAX			\$9,300			
33730	TML FULL PACKAGE BONUS		\$4,000	\$4,000	\$4,000		
34100	GENERAL GOVERNMENT - CHARGES		\$53	\$600	\$220		36.7%
34310	HIGHWAYS AND STREETS CHARGES			\$7,500			
34420	GARBAGE TIP FEES		\$81,841	\$325,500	\$82,832		25.4%
34720	SWIMMING POOL CHARGES		\$4,917	\$23,500	\$4,863		20.7%
34740	PARK AND RECREATION CHARGES		\$1,381	\$6,300	\$1,727		27.4%
34741	BOAT SLIP RENTAL			\$32,400	\$5,275		16.3%
34742	FIREWORKS DONATIONS			\$40,000	\$10,167		25.4%
34743	PARK & REC AUCTION SALES			\$9,088	\$9,088		100.0%
34744	P&R DONATIONS, PAVILLION, WALK			\$1,015			
34746	FIRE DEPT DONATIONS			\$49,000			
35100	AUCTION SALES POLICE DEPT			\$2,000			
35110	CITY COURT FINES AND COST		\$10,170	\$50,000	\$8,404		16.8%
35140	DRUG FINES			\$2,500			
35150	TRAFFIC SCHOOL CHARGES		\$1,400	\$5,000	\$1,252		25.0%
36000	FUND BALANCE			\$88,525			
36100	INTEREST EARNINGS		\$1,364	\$4,000	\$980		24.5%
36430	PAVILION RENTAL		\$1,845	\$4,000	\$300		
36900	TMBF LOAN FIRE TRUCK			\$486,000			

36910	GRANT PROCEEDS PORTER PARK					
36967	CONTRACT NATURAL GAS		\$5,375	\$21,500	\$5,375	25.0%
36971	CONTRACT WATER BILLING		\$439,818	\$462,065	\$462,065	
TOTAL ESTIMATED REVENUES			\$1,346,049	\$6,429,388	\$1,302,229	20.3%

**CITY OF KINGSTON**  
**EXPENDITURES SEPTEMBER 2017**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL SEPTEMBER 2016	2017-2018 BUDGET	ACTUAL SEPTEMBER 2017	25% BUDGET
41100	LEGISLATIVE	\$16,084	\$71,988	\$19,114	26.6%
41210	CITY COURT	\$8,585	\$26,075	\$8,446	31.7%
41320	CITY MANAGER	\$30,646	\$122,510	\$29,314	23.9%
41500	FINANCIAL ADMINISTRATION	\$131,746	\$484,000	\$130,557	27.0%
41700	PLANNING AND ZONING	\$5,087	\$10,275	\$949	9.2%
41810	CITY HALL BUILDINGS	\$22,265	\$127,729	\$43,911	34.4%
41990	OTHER GEN. GOVMT EXP	\$127,227	\$253,565	\$109,372	43.1%
42100	POLICE	\$254,551	\$959,530	\$259,533	27.0%
42152	AUTOMOTIVE SERVICES	\$17,370	\$83,900	\$10,630	12.7%
42200	FIRE PROTECTION	\$250,014	\$1,005,455	\$247,240	24.6%
43100	PUBLIC WORKS	\$179,863	\$943,211	\$196,920	20.9%
43190	STATE STREET AID	\$53,247	\$161,500	\$52,080	32.2%
43240	WASTEMANAGEMENT	\$71,833	\$297,856	\$72,742	24.4%
43750	CAPITAL IMPROVEMENTS	\$4,827	\$522,088	\$18,440	3.5%
44143	ANIMAL CONTROL	\$7,820	\$27,490	\$7,881	27.9%
44400	RECREATION	\$175,175	\$711,925	\$168,294	23.6%
44440	SWIMMING POOLS	\$17,903	\$38,365	\$14,708	38.3%
44800	LIBRARIES	\$51,088	\$208,284	\$58,992	28.3%
49000	DEBT SERVICE	\$100,173	\$373,432	\$95,431	25.6%
TOTAL EXPENDITURES		\$1,525,514	\$6,428,388	\$1,544,352	24.0%

**WATER DEPT REVENUES**  
**Sep-17**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL SEPTEMBER 2016	BUDGETED 2017-2018	ACTUAL SEPTEMBER 2017	PERCENT OF BUDGET 25%
36100	INTEREST EARNINGS	\$1,780	\$5,000	\$2,493	50%
37110	METERED WATER SALES	\$330,397	\$1,168,600	\$290,572	25%
37114	SERVELINE LEAK PROTECTION				
37117	OUTSIDE WATER SALES	\$225,949	\$819,000	\$200,442	24%
37190	CREDIT CARD CHARGES		\$800		
37191	FORFEITED DISCOUNTS AND PENALTIES	\$10,428	\$52,000	\$9,313	18%
37194	SALES OF MATERIALS	\$492	\$10,000	\$5,167	
37195	INSTALLATION CHARGES	\$16,750	\$65,000	\$13,425	21%
37196	WATER USER FEES	\$2,940	\$20,000	\$3,020	
37199	MISCELLANEOUS	\$2,384	\$3,000	\$5,400	180%
37210	SEWER SERVICE CHARGES	\$351,986	\$1,260,000	\$319,702	25%
37296	SEWER USER FEES	\$2,975	\$8,000	\$2,100	
37299	MISCELLANEOUS	\$1,511	\$3,500	\$840	24%
34800	CAPITAL REIMBURSEMENT CDBG GRANT		\$1,644,998	\$103,293	6%
TOTAL ESTIMATED REVENUES		\$947,592	\$5,059,898	\$955,767	19%

# **WATER/SEWER EXPENDITURES SEPTEMBER 2017**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL SEPTEMBER 2016	BUDGET 2017/2018	ACTUAL SEPTEMBER 2017	PERCENT OF BUDGET 25%
41500	FINANCIAL ADMINISTRATION	\$439,818	\$462,065	\$462,065	100%
41990	OTHER GEN. GOVMT EXP	\$174,453	\$315,534	\$123,213	39%
43750	CAPITAL IMPROVEMENTS	\$43,574	\$430,000	\$88,767	21%
49000	DEBT SERVICES	\$48,549	\$1,942,103	\$49,670	3%
52113	PURIFICATION	\$140,362	\$605,628	\$123,561	20%
52114	TRANSMISSION AND DIST	\$158,401	\$661,345	\$154,347	23%
52213	SEWER TREATMENT AND COLLEC	\$111,670	\$549,128	\$122,232	22%
52117	UTILITY DIRECTOR	\$16,203	\$68,350	\$15,995	23%
TOTAL		\$1,133,030	\$5,034,153	\$1,139,850	23%

## **CITY OF KINGSTON**

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

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- TOTAL FULL-TIME EMPLOYEES: 64 ; TOTAL PART-TIME EMPLOYEES 32
- GETTING READY FOR ANNUAL AUDIT FROM CPA FIRM
- UPDATED ALL EMPLOYEES FOR AFFORDABLE CARE ACT REPORTING FOR 2017
- COMPLETED USDOL-LABOR MONTHLY REPORT
- MET WITH FEMA AND TEMA REPRESENTATIVES AND FILLED OUT NECESSARY PAPER WORK FOR
- THE DISASTER RELIEF FOR THE MAY 2017 STORM
- HAD FIRST READING ORDINANCE FOR NEW PERSONNEL POLICY
- TRANSFERRED 1 EMPLOYEE FROM WTP TO WWTP
- MET WITH 245 TECH FOR FINAL REVIEW OF WEB SITE
- 
- 
- 
-

# KINGSTON POLICE DEPARTMENT -SEPTEMBER 2017

## TIBRS Group A Offenses

### Crimes Against Persons

Aggravated Assault
Simple Assault
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

0

### 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
Stolen Property Offenses
Vandalism

### Crimes Against Society

Drug/Narcotics Violations
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

0

### TIBRS Group B Offenses

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

Total

0

TIBRS NUMBERS WERE AVAILABLE AT TIME OF REPORT

<b>Central Dispatch</b>	<b>Subtotal</b>	<b>0</b>
Crash Reports		13
Traffic Stops		69
Investigator Needed on Scene		
Domestic Complaints		
Escorts Funeral/Other		12
Animal Calls		3
Vandalism		2
Fights		1
Burglar Alarms/Fire Alarms		19
Child Sexual Assaults		
Forgery		
Theft		12
Vehicle Theft		
Public/Motorist Assist		7
Arson/Explosive Devices		
Other Calls		183
<b>Subtotal</b>		<b>321</b>
<b>Total Calls</b>		<b>321</b>
<b>Municipal Codes</b>		
Animal Control Calls to Office		8
Animal Control Violations/Citations		
Animal Control Letters Sent/notice given		3
Animals Transported to Shelter		4
Codes Concerns		5
Codes Violations/Citations		0
Codes Letters Sent		2
Property Maintenance Leins		
Temporary Signs Removed		23

Patrol Mileage	19,894
Hours Worked	2,751
Reserve Hours Worked	199
Total Overtime Hours	171
Total Amount of Overtime Wages	\$4,570.86
City Court Citations	12
General Sessions Citations	1
Arrest	27
Juvenile Arrest	
Incident Reports	45



# AUGUST 2017 CASES

[illegible]

AUGUST 2017 CASES PENDING

[illegible]

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

Monies outstanding from August 7, 2007 – Sept. 30, 2017	\$ 60,427.98
Monies collected from August 7, 2007 – Sept. 30, 2017	\$ 431,391.32

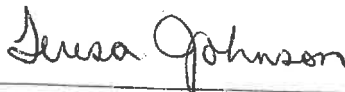
JUDGMENTS

COLLECTED

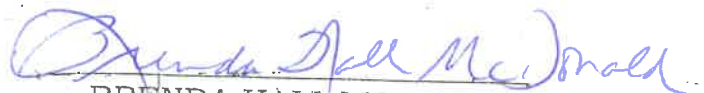
Total fines and costs billed in court	\$ 868.75	
Collected in court on fines and costs		\$ 252.50
Amount collected after Sept. 2017 Court		\$ 213.75
Total collected for citations on Sept. 2017		\$ 466.25
Amount outstanding for Sept. 2017	\$ 402.50	
<u>4</u> Cash bond forfeitures		\$ 455.00
Total amount collected for Sept. 2017 Citations		\$ 921.25
Amount collected from previous months/FTA etc.		\$ 918.75
Total collected in Sept. 2017.		\$ 1,840.00

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

This the 30<sup>th</sup> of September 2017.



TERESA JOHNSON  
Kingston City Court Clerk



BRENDA HALL MCDONALD  
Kingston City Judge

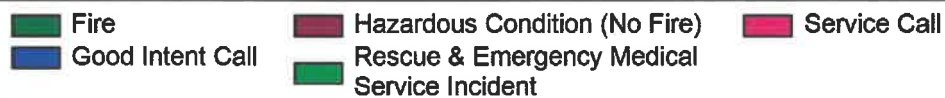
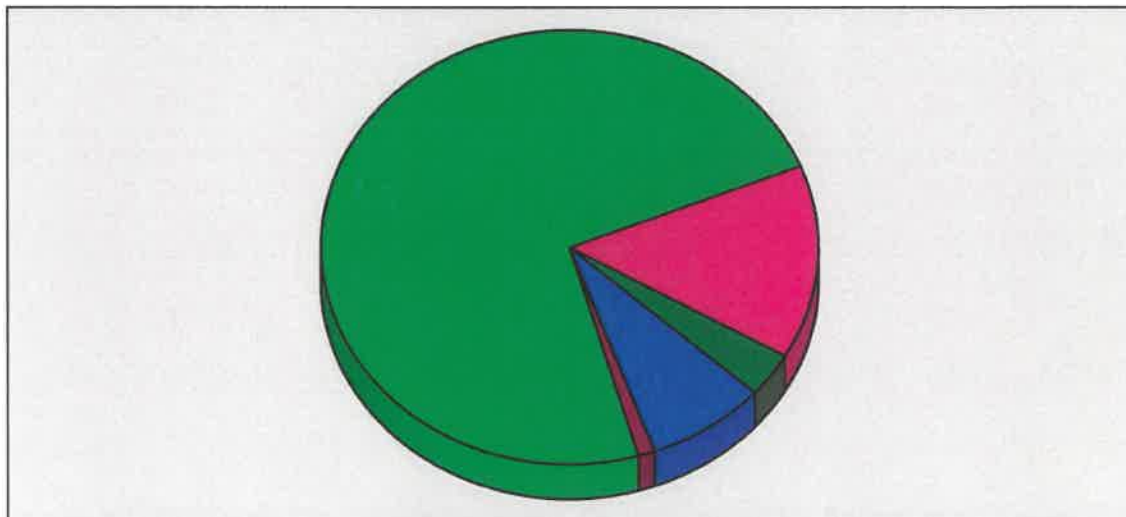
# Kingston Fire Department

Kingston, TN

This report was generated on 10/4/2017 11:12:22 AM

## Major Incident Types by Month for Date Range

Start Date: 09/01/2017 | End Date: 09/30/2017



INCIDENT TYPE	SEP	TOTAL
Fire	3	3
Good Intent Call	7	7
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical Service Incident	66	66
Service Call	13	13
Total	90	90

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 495

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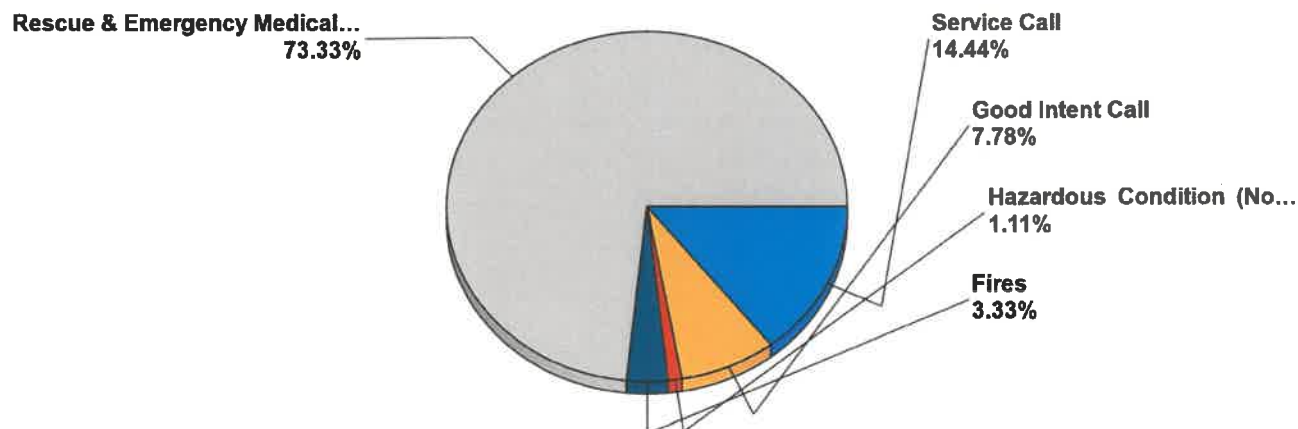
# Kingston Fire Department

Kingston, TN

This report was generated on 10/4/2017 11:13:32 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2017 | End Date: 09/30/2017



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	3.33%
Rescue & Emergency Medical Service	66	73.33%
Hazardous Condition (No Fire)	1	1.11%
Service Call	13	14.44%
Good Intent Call	7	7.78%
TOTAL	90	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	1	1.11%
130 - Mobile property (vehicle) fire, other	1	1.11%
137 - Camper or recreational vehicle (RV) fire	1	1.11%
311 - Medical assist, assist EMS crew	16	17.78%
320 - Emergency medical service, other	1	1.11%
321 - EMS call, excluding vehicle accident with injury	43	47.78%
322 - Motor vehicle accident with injuries	4	4.44%
324 - Motor vehicle accident with no injuries.	2	2.22%
442 - Overheated motor	1	1.11%
500 - Service Call, other	2	2.22%
542 - Animal rescue	1	1.11%
550 - Public service assistance, other	3	3.33%
551 - Assist police or other governmental agency	3	3.33%
553 - Public service	1	1.11%
554 - Assist invalid	1	1.11%
561 - Unauthorized burning	1	1.11%
571 - Cover assignment, standby, moveup	1	1.11%
611 - Dispatched & cancelled en route	6	6.67%
651 - Smoke scare, odor of smoke	1	1.11%
<b>TOTAL INCIDENTS:</b>	<b>90</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 September 2017

### Summary of Month's Activities

#### Fire Operations

The Department responded to 90 calls for service during the month of September.

#### Fire Administration

- Attended Dept. Head meeting
- Chief attended meeting with other city fire chiefs
- Continuing working on City website tasks
- SOG committee meeting to begin writing SOGs
- Fund Raiser Planning
- New Fire Truck Planning

#### September 17 Overtime

OT Hours:128.75

Cost: \$3,226.64

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

- Shift Training
- Defenders Meeting
- SOG committee meetings
- In Service Training
- TFACA Rookie School
- State testing

	This Month	YTD
Fire Inspections	0	151

#### Public Fire Education

	This Month	YTD
Participants	0	240
Education Hours	0	10
Number of Occurrences	0	4

### **Firefighter Training**

- KFD is continuing shift training
- Diver Training has begun for 2017
- In Service
- 2 Divers started rescue diver

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- U3 oil change
- U3 to Jerry Duncan Ford twice for power steering fix
- U3 to Jerry Duncan Ford for front end alignment
- U3 to Tims Tire for new tires
- U3 to OG Huges to have door latches on body fixed
- U4 oil change

### **Special Projects**

- "Fit for Duty" program on going with work outs posted each shift
- Personnel Policy Committee ongoing
- SOG Committee ongoing
- Begin planning for KFD's 4th Haunted House Fund Raiser.
- Painted areas around station 1
- Krispy Kreme fundraiser cards
- Capt Crawley and LT Edmonds went to Task Force Tips Factory



### Outstanding Issues

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

### Cost Savings

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

# Kingston Fire Department



Kingston, TN

This report was generated on 10/4/2017 11:12:58 AM

## Minor Incident Types by Month for Year

Year: 2017

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	SUM
Accident, potential accident					2	1		1			4
Animal problem or rescue									1		1
Chemical release, reaction, or toxic condition								1			1
Combustible/flammable spills & leaks	1	1	1								3
Controlled burning				1	1	1		1			4
Cover assignment, standby at fire station, move-up									1		1
Dispatched and canceled en route	4	5	2	3	4	3	7	3	6		37
Electrical wiring/equipment problem				1		1			1		3
Emergency medical service (EMS) Incident	50	32	39	46	42	38	48	44	50	1	390
Excessive heat, scorch burns with no ignition	2										2
False alarm and false call, other	6	1	4	4	3		2	6			26
Fire, other						1					1
Good intent call, other	1										1
Malicious, mischievous false alarm				2			1				3
Medical assist	12	9	8	11	13	14	9	9	16		101
Mobile property (vehicle) fire				2			1		2		5
Natural vegetation fire		4	1	1			1				7
Other incident type					2						2
Outside rubbish fire			1								1
Person in distress			5		1	4		2			12
Public service assistance	3	13	4	3	8	2	5	8	8	1	55
Rescue, emergency medical call (EMS), other						1					1
Search for lost person						1	2				3
Service call, other									2		2
Steam, other gas mistaken for smoke	1				3		2		1		7
Structure Fire	1	1	1		1	2	1	1	1		9
System or detector malfunction	1	1		2			1				5
Unauthorized burning				1					1		2
Unintentional system/detector operation (no fire)					4	2	1	2		1	10
Water or ice-related rescue							1				1
Wrong location, no emergency found		1				1	2	1			5
<b>Total</b>	<b>82</b>	<b>68</b>	<b>66</b>	<b>77</b>	<b>84</b>	<b>72</b>	<b>84</b>	<b>79</b>	<b>90</b>	<b>3</b>	<b>705</b>

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**

emergencyreporting.com

Doc Id: 294

Page # 1

**Kingston Fire Department**  
Incident Report  
Incident Totals

Kingston City

Sep-17

**TOTAL CALLS**

90

Category	Total		Total
Structure Fires	1	Hazardous Calls	1
Vehicle Fires	2	Service Calls	13
Brush/Grass Fires	0	Good Intent Calls	7
Refuse/rubbish Fires	0	Unintentional False	0
Other Fires	0	Other False	0
<b>Total Fires</b>	<b>3</b>	<b>Total False: Total</b>	<b>21</b>
Rescue and EMS	66	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	1		
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		

## Public Works Report –September 2017

### Solid Waste:

<ul style="list-style-type: none"> <li>€ Convenience center solid waste collected:</li> <li>€ Wood chips removed from lot:</li> <li>€ Solid Waste Tonnage collected:</li> <li>€ Street sweeping debris removed off streets:</li> <li>€ Recycled materials collected:</li> </ul>		None None None 4 Loads None
<b>Public Works - Selected Performance Indicators</b>	<b>Total</b>	<b>YTD</b>
Brush Pick-Up Areas Covered	28 loads	500 Loads
Culverts/Storm Drains Cleaned	10	268
Curb/Sidewalk Repair/Install/Remove	None	825ft
Drainage Inspection Requests	None	29
Excavation/Street Cut Permits Issued	None	None
Exemption/Back Door Route Requests	None	None
Graffiti Removal Requests	None	None
Land Disturbance Permits Issued	None	None
Sanitation – Bulk Item/Junk Pick-Up Request	None	23
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	21	64
Storm water Inspections Performed	None	8
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	2
Streets Repaired (e.g., pothole)	None	62
Streets Striped	None	1
Tennessee One Calls	1	23
Traffic Signal Repair	None	9
Tree Trimming Requests	2	69
Vehicle Maintenance – Routine	8	164
Vehicle Maintenance – Unscheduled	9	167
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- 21  
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



PARKS AND RECREATION

**"Unofficial" minutes  
until approved at  
at Nov. Meeting**

**KINGSTON PARKS AND RECREATION  
BOARD MEETING  
October 2, 2017**

**PRESENT:** Sue Collins, Tara Stockton, Paul Rogers, Eric Clark, Ruth Thompson, Karen High, Sammy Frogg, Rick Ross Josh Igou, Jo Ann Knies

**ABSENT:** Keenon Hethcoat

**GUESTS:** Sonny Hunter, Theresa and David Mason

Called to order 6:05 p.m.  
Prayer given by Rick Ross  
Members and guests welcomed.

Rick introduced the Masons and told of their many hours of outdoor work spent volunteering on the City grounds and especially at the Fort, which they have supported for many years.

**UNFINISHED BUSINESS:**

1. Street Fest – The Kingston Street Fest is set for October 28<sup>th</sup>, from 11 a.m. to 9 p.m. We will have food trucks, vendors, children's games and inflatables, music, crafts, demonstrations, etc. We are suggesting a \$25 donation with proceeds to the Roane Heritage Commission, after expenses.
2. Porter Park – Rick said we will not release our last retainer funds until final report is sent to the City. We used shredded Bermuda and sprigged the fields ourselves. Sprinkler system is installed. A grand opening is planned for the spring.
3. Current Sports – Middle and high school soccer going on at Southwest Point. Tara asked about Flag Football. Rick said there will be a meet and greet meeting this Saturday and hopes to get the games started next Sunday. Tara asked about another program. Rick checked out one in Sevierville, but it was with a different affiliate. Karen asked if you would play other cities and Rick said too few were signed up to do so this first year.
4. Utility Costs for Sports – The Council will take up this discussion in the next budget cycle, May 2018. Sammy suggested that money could go towards youth programs instead of utilities (if there was a change in City paying costs of Cherokee ball field utilities).

## **NEW BUSINESS:**

1. Fort Work – Rick said we have worked on replacing boards on the roof of building #15 and on the floor joists. The signs posted along the area that were weathered by the sun will be replaced in the near future.
2. Jim Henry – Today is Jim Henry Day in Kingston. He has been honored as a former Kingston Mayor, Councilman, State Representative and current Chief of Staff and Deputy to Governor Haslam, among many other Roane County accomplishments. He was honored with a luncheon at the Roane State Community College Expo Center, a ceremony at the Fort featuring the high school band playing “Anchor’s Away” in honor of his Navy service and a firing of the cannon. A reception was held at the Old Courthouse afterwards. Proceeds from today will be donated to the Roane Heritage in his honor.
3. “Born to Learn” Trail – along with United Way and grant funding, we have acquired signage to put along our walking trail and near playground areas. They are to encourage parents with tips as to ways to enhance their outdoor experience with their children, according to Rick.
4. Christmas Parade – The parade is scheduled for November 27<sup>th</sup>, (the first Monday after Thanksgiving). Rick said a new revised route is going to be used to keep traffic from interfering with Highway 58. He thanked Jo Ann and Sonny for their work in organizing it each year.
5. Christmas Tree Lighting – Outdoor Kingston Foundation Board – they are organizing a tree lighting ceremony at the Community Center tree. Charles Elmore is getting decorations and special stars for the tree. They may have an elf chase down the street and serve hot chocolate afterwards. This will take place Saturday, November 25<sup>th</sup>, 5 – 7 p.m. Ruth volunteered students at the high school if needed. The lights will be paid for by Council discretionary funds.
6. Rick reminded everyone that the Outdoor Kingston Foundation is a non-profit 501c3 board that will allow the City to do projects and events with donated funds. Tara brought up a much talked-about dog park that she plans to pursue for Southwest Point. Sue said friends are thinking about putting a Go Fund Me page on Facebook for the dog park.
7. Gold Star Award – Rick showed the certificate Parks and Recreation received by complying with the state on certain safety aspects on their ball fields and meeting all their requirements, i.e. heat safety, stormy weather guidelines, AED use, etc. The Roane County Health Department was involved as well.

Submitted by Jo Ann Knies

City Council Meeting Oct. 10<sup>th</sup>  
Kingston Street Fest Oct. 28<sup>th</sup>  
Parks and Rec Board Meeting Nov. 6, 2017

## SEPTEMBER 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 September, 2017:

Senior Luncheon	TEA Party
Senior Bridge	American Red Cross
Senior Quilting	Girl Scout Daisy Troop 21096
Cultural Arts (FCE)	D.A.R. Meetings and Luncheons
Senior Executive Board	Roane County Retired Teachers Luncheon
Senior Pinochle (2 groups)	Zumba Exercise Class
Senior Card Games	Salvation Army
Master Gardener's Club	Kingston City Court
Kingston Parks & Recreation Committee	Krafty Korner's - FCE
Girl Scout Leaders/Service Unit	"Stitch Angels" Sewing for Veterans
Adult Table Tennis	Roane County Foster Care Program Meeting
Antique Tractor Club	N.A.M.I.
Kingston City Court	Kingston Lion's Club
Any Body Can Exercise (ABC)	Roane County Sewing Club
Roane County Autism Support Group	"Bag Ladies" Mats for the Homeless

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

Clark Baby Shower	Kingston Century Club
Roxane County Class of 1967	Thomas Baby Shower
Leadership Roane County Alumni	Brentwood Landing HOA
Roane County Crime Enthusiasts	Vanessa Davis - Mary Kay Party
Missionary Dinner - Carolyn Brewer	Kayak Meet and Greet before Tournament
Gentry "Sprinkle" Baby Shower	

**At City Park:** "Maid for You" Employee Picnic, Pippin Family Gathering, First Baptist Church Picnic, Ridenhour and Agee Customer Picnic, Girl Scout Service Unit Fundraiser, Kayak Tourney

**At Ladd Park:** Emily Duncan Family

**Com.Center Rent:** \$405.00

**Park Pavilions Rent:** \$270.00

Submitted by Jo Ann Knies



## Joyce Lewis

---

**From:** Melton, Matthew <Matthew.Melton@oldcastle.com>  
**Sent:** Tuesday, October 03, 2017 8:18 PM  
**To:** Joyce Lewis  
**Subject:** Re: Kingston 2030 Visioning Process

1. Develop waterfront with docks gas snack and restaurant (need to attract all types of water related activities. Sport and recreation)
2. Develop waterfront property (obviously the lake should be our highest priority)
- 3 Revitalize downtown area ( trendy area with more boutique style business that the community can support and get behind. Like everly blue. Identify and support this type of culture around old court house and race street)
- 4.Develop Gallagher rd area (new school not apart of this to far fetched, needs to be centrally located in county but business recruitment related to producing more jobs)
- 5 Upgrade infrastructure, downtown Main Street program improvements

Sent from my iPhone

On Sep 19, 2017, at 8:12 AM, Joyce Lewis <[jalking@bellsouth.net](mailto:jalking@bellsouth.net)> wrote:

Kingston 2030 Group Participants:

**Date correction—October 9<sup>th</sup>!**

Please review the attached document from UT-MTAS. Each participant has 5 votes—one for each section. Please mark your votes and return to our office by **October 9<sup>th</sup>** (e-mail or snail mail).

Feel free to call if you have questions.

*Joyce Lewis*

Kingston City Manager's Office  
City of Kingston  
900 Waterford Place, Suite 200  
Kingston, TN 37763  
(865) 376-6584 Ext 1102  
(865) 376-1425 Fax  
[www.mykingstontn.com](http://www.mykingstontn.com)

<Kingston Vote 9 18 17.docx>

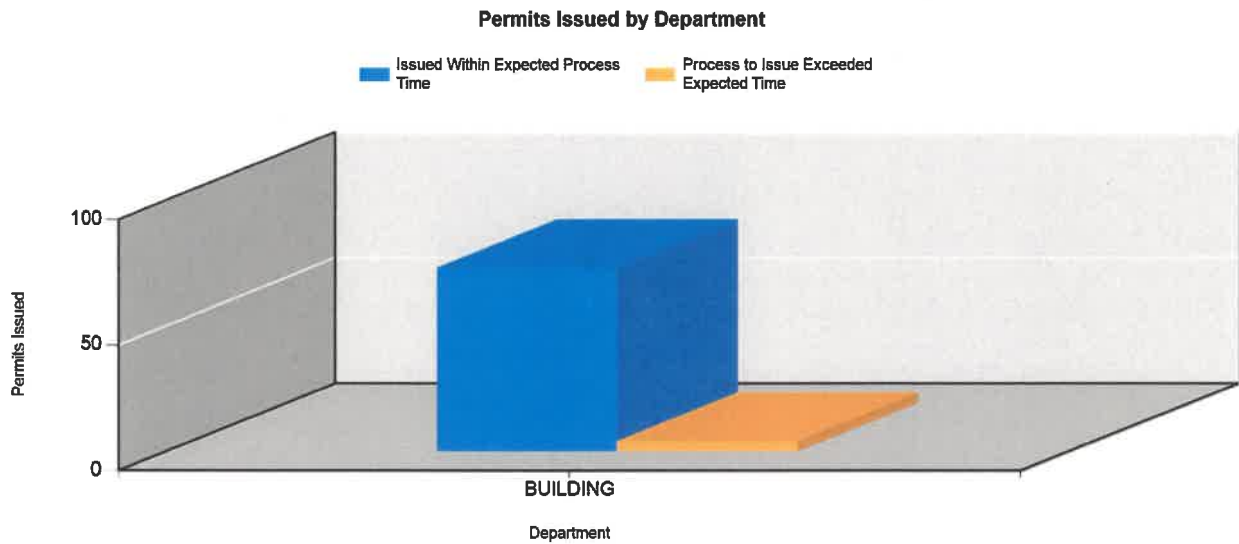


## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 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	54	54	1 Day	8.1 Days	1	51	3
	CM	Same Day	1	1	Same Day	0 Days	1	1	0
	EG	Same Day	1	1	Same Day	0 Days	1	1	0
	PL	Same Day	13	13	Same Day	0 Days	1	13	0



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ALL DEPARTMENTS  
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09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	RM	Same Day	9	8	Same Day	1.06 Days	1	7	1
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### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2017-460 Commercial Antenna Replacement for Sprint 200 Dug Ridge Road, Kingston, TN 37763	Submitted: 08/16/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/28/2017	In Process: 43 Waiting: 0 Total Days: 43 Total Cycles: 1
		BP2017-468 Upgrade to existing cell tower 476 Ash Cabin Hollow Road, Harriman, TN 37748	Submitted: 08/17/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/28/2017	In Process: 42 Waiting: 0 Total Days: 42 Total Cycles: 1
		BP2017-503 Storage Building 117 Shady Shores Lane, Kingston, TN 37763	Submitted: 09/01/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/01/2017	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2017-504 Residential Home 3141 Sugar Grove Valley Road, Harriman, TN 37748	Submitted: 09/01/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/01/2017	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2017-505 Repair to sunroom 105 Mariners Point, KINGSTON, TN 37763	Submitted: 09/05/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/05/2017	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2017-506 Residential Home 809 Ridge Trail RD, Kingston, TN 37763	Submitted: 09/05/2017 Technically Complete: Approved: Ready to Issue: Issued: 09/05/2017	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-507	Submitted: 09/05/2017	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		445 Scandlyn Hollow Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/05/2017	
		BP2017-508	Submitted: 09/05/2017	In Process: 0
		Metal Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		189 Old Hen Valley Rd, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/05/2017	
		BP2017-509	Submitted: 09/06/2017	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		112 Warren Lane, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/06/2017	
		BP2017-510	Submitted: 09/06/2017	In Process: 0
		Reapirs to Roof & Porch	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		374 Blue Springs Cir, Ten Mile, Tn 37880	Ready to Issue:	Total Cycles: 1
			Issued: 09/06/2017	
		BP2017-511	Submitted: 09/06/2017	In Process: 0
		Deck & Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		193 Channel Drive, Loudon, TN 37774	Ready to Issue:	Total Cycles: 1
			Issued: 09/06/2017	
		BP2017-512	Submitted: 09/07/2017	In Process: 0
		KC Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1000 Ladd Landing Blvd. Apt 140, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/07/2017	
		BP2017-513	Submitted: 09/07/2017	In Process: 0
		Reapirs to home & deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		159 Wheeler Drive, Oliver Springs, Tn 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/07/2017	
		BP2017-514	Submitted: 09/08/2017	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		101 Harbour View Ln, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/08/2017	



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-515	Submitted: 09/11/2017	In Process: 0
		Storage Building / Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1846 Paint Rock Ferry, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/11/2017	
		BP2017-516	Submitted: 09/11/2017	In Process: 0
		HC Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2410 Swan Pond RD, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/11/2017	
		BP2017-517	Submitted: 09/11/2017	In Process: 0
		HC Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		529 Sewanee Street, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/11/2017	
		BP2017-518	Submitted: 09/12/2017	In Process: 0
		Moving Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		189 Old Kingston Highway, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 09/12/2017	
		BP2017-519	Submitted: 09/12/2017	In Process: 0
		Slab for future use	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		225 Oak Tree Drive, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/12/2017	
		BP2017-520	Submitted: 09/12/2017	In Process: 0
		Moving Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		189 Old Kingston Highway, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 09/12/2017	
		BP2017-521	Submitted: 09/12/2017	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		130 Deer Ridge Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/12/2017	
		BP2017-522	Submitted: 09/12/2017	In Process: 21
		KC Remodel Taco Bell	Technically Complete:	Waiting: 0
			Approved:	Total Days: 21
		514 N Kentucky Street, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-523	Submitted: 09/13/2017	In Process: 0
		OS Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		639 Butler Mill Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/13/2017	
		BP2017-524	Submitted: 09/13/2017	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		721 Emory River Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/13/2017	
		BP2017-525	Submitted: 09/14/2017	In Process: 1
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 1
		1084 Black Jack Road, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 09/15/2017	
		BP2017-526	Submitted: 09/15/2017	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1837 James Ferry Road, Kingston, TN 3776	Ready to Issue:	Total Cycles: 1
			Issued: 09/15/2017	
		BP2017-527	Submitted: 09/18/2017	In Process: 0
		Updated Residential Home BP2012-085	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		3889 BUTTERMILK ROAD WEST, KINGSTON, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/18/2017	
		BP2017-528	Submitted: 09/18/2017	In Process: 0
		Carport / Shed	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		126 Broken Arrow Point, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/18/2017	
		BP2017-529	Submitted: 09/18/2017	In Process: 0
		Change out of windows 3	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1100 Lawnville Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/18/2017	
		BP2017-530	Submitted: 09/19/2017	In Process: 0
		KC Porch Replacement	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1405 Dogwood Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/19/2017	



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-531	Submitted: 09/19/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/19/2017		
		117 Blue Heron Way, Ten Mile, TN 37880		
		BP2017-532	Submitted: 09/19/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/19/2017		
		Residential Home		
		231 Mainsail Road, Kingston, TN 37763		
		BP2017-533	Submitted: 09/20/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/20/2017		
		Doublewide		
		116 Eblen Ctr, Kingston, TN 37763		
		BP2017-534	Submitted: 09/20/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/20/2017		
		HC Remodel		
		1245 South Roane St, Harriman, TN 37748		
		BP2017-535	Submitted: 09/20/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/20/2017		
		Remodel		
		211 Kingston Ave, Oliver Springs, TN 37840		
		BP2017-536	Submitted: 09/21/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/21/2017		
		K.C. Storage Building commercial		
		1640 Roane State Highway, Kingston, TN 37763		
		BP2017-537	Submitted: 09/21/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/21/2017		
		HC Porch Replacement		
		106 Love Drive, Harriman, TN 37748		
		BP2017-538	Submitted: 09/21/2017	In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1
		Issued: 09/21/2017		
		DW		
		331 DeArmond Rd, Kingston, TN 37763		



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
09/01/2017 AND 09/30/2017

Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-539	Submitted: 09/22/2017	In Process: 0
		Dock	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		149 Lakeview Lane, Kingston, TN 37763	Issued: 09/22/2017	
		BP2017-540	Submitted: 09/22/2017	In Process: 0
		Window change out	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		106 Smith Road, Kingston, TN 37763	Issued: 09/22/2017	
		BP2017-541	Submitted: 09/22/2017	In Process: 0
		Shed	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		1335 Gallaher Road, Kingston, TN 37763	Issued: 09/22/2017	
		BP2017-542	Submitted: 09/25/2017	In Process: 0
		Upgrade to cell tower	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		183 Raby Hollow Road, Kingston, Tn 37763	Issued: 09/25/2017	
		BP2017-543	Submitted: 09/26/2017	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		1638 Mountain View Road, Rockwood, TN 37854	Issued: 09/26/2017	
		BP2017-544	Submitted: 09/26/2017	In Process: 0
		Duracap Asphalt Plant	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		2293 Buttermilk Road West, Lenoir City, Tn 37771	Issued: 09/26/2017	
		BP2017-545	Submitted: 09/26/2017	In Process: 0
		Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		928 Lawnville Road, Kingston, TN 37763	Issued: 09/26/2017	
		BP2017-546	Submitted: 09/26/2017	In Process: 0
		Fense	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		406 E Spring Street, Oliver Springs, TN 37840	Issued: 09/26/2017	





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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-547	Submitted: 09/27/2017	In Process: 0
		Retianing Wall	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		106 Eternity Pass, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/27/2017	
		BP2017-548	Submitted: 09/27/2017	In Process: 0
		HC Decks	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1109 Margrave Street, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/27/2017	
		BP2017-549	Submitted: 09/28/2017	In Process: 0
		HC Replacing Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		704 Russell Ave, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/28/2017	
		BP2017-550	Submitted: 09/29/2017	In Process: 0
		Porch Roof	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		114 PLEASANT VIEW, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
		BP2017-551	Submitted: 09/29/2017	In Process: 0
		HC Roof repairs, Carport, Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		511 Evergreen Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
		BP2017-552	Submitted: 09/29/2017	In Process: 0
		KC Patio Roof	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2004 Franklin Village Trace, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
		BP2017-553	Submitted: 09/29/2017	In Process: 0
		CM for BP2017-416	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1881 Griffith Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2017-554	Submitted: 09/29/2017	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		304 Rogers Ridges Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	



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Report run on: 10/03/2017 09:27 AM

BUILDING	BP	BP2017-555	Submitted: 09/29/2017	In Process: 0
		Pole Barn	Technically Complete:	Waiting: 0
		142 LITTLE JOHNSON VALLEY Rd., Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
	CM	BP2017-556	Submitted: 09/29/2017	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
		406 E Spring Street, Oliver Springs, TN 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
	EG	CM2017-008	Submitted: 09/29/2017	In Process: 0
		CM for BP2017-416	Technically Complete:	Waiting: 0
		1881 Griffith Drive, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/29/2017	
	PL	EG2017-001	Submitted: 09/07/2017	In Process: 0
		Grade Work 16 acres	Technically Complete:	Waiting: 0
		0000 Buttermilk Rd, Lenoir City, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/07/2017	
	PL	PL2017-112	Submitted: 09/01/2017	In Process: 0
		PL for BP2017-504	Technically Complete:	Waiting: 0
		3141 Sugar Grove Valley Road, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/01/2017	
	PL	PL2017-113	Submitted: 09/08/2017	In Process: 0
		PL for BP2017-446	Technically Complete:	Waiting: 0
		155 Deer Run Ridge Road, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/08/2017	
	PL	PL2017-114	Submitted: 09/08/2017	In Process: 0
		PL for BP2017-514	Technically Complete:	Waiting: 0
		101 Harbour View Ln, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/08/2017	
	PL	PL2017-115	Submitted: 09/11/2017	In Process: 0
		PL for BP2017-473	Technically Complete:	Waiting: 0
		125 Brenray Drive, Harriman, Tn 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/11/2017	



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Report run on: 10/03/2017 09:27 AM

BUILDING	PL	PL2017-116	Submitted: 09/15/2017	In Process: 0
		PL for BP2017-342	Technically Complete:	Waiting: 0
		126 Cates Road, Rockwood, Tn 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/15/2017	
		PL2017-117	Submitted: 09/20/2017	In Process: 0
		Plumbing Permit	Technically Complete:	Waiting: 0
		411 Shenandoah Dr, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/20/2017	
		PL2017-118	Submitted: 09/21/2017	In Process: 0
		KC PL for BP2017-483	Technically Complete:	Waiting: 0
		933 West Race St, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/21/2017	
		PL2017-119	Submitted: 09/21/2017	In Process: 0
		PL for BP2017-264	Technically Complete:	Waiting: 0
		212 Ridge Trail Road, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/21/2017	
		PL2017-120	Submitted: 09/22/2017	In Process: 0
		PL for BP2017-369	Technically Complete:	Waiting: 0
		4456 Kingston Hwy., Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/22/2017	
		PL2017-121	Submitted: 09/25/2017	In Process: 0
		PL for BP2017-466	Technically Complete:	Waiting: 0
		230 Third Street, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/25/2017	
		PL2017-122	Submitted: 09/25/2017	In Process: 0
		PL for BP2017-379	Technically Complete:	Waiting: 0
		1185 Riggs Chapel Rd., Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/25/2017	
		PL2017-123	Submitted: 09/25/2017	In Process: 0
		PL for BP2017-293	Technically Complete:	Waiting: 0
		152 Rose Circle, Kingston, Tn 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 09/25/2017	



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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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Report run on: 10/03/2017 09:27 AM

BUILDING	PL	PL2017-124	Submitted: 09/26/2017	In Process: 0
		PL for BP2017-545	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		928 Lawnville Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/26/2017	
RM		RM2017-070	Submitted: 09/11/2017	In Process: 0
		RM for BP2017-339	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		418 Paint Rock Ferry Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/11/2017	
		RM2017-071	Submitted: 09/11/2017	In Process: 0
			Technically Complete:	Waiting: 0
		RM for BP2017-342	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		126 Cates Road, Rockwood, Tn 37854	Issued: 09/11/2017	
		RM2017-072	Submitted: 09/12/2017	In Process: 3
			Technically Complete:	Waiting: 0
		RM for BP2017-208	Approved:	Total Days: 3
			Ready to Issue:	Total Cycles: 1
		478 Highpoint Orchard Rd, Kingston, TN 37763	Issued: 09/15/2017	
		RM2017-073	Submitted: 09/14/2017	In Process: 0
			Technically Complete:	Waiting: 0
		KC RM change out	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		501 1/2 Dyer Street, Kingston, TN 37763	Issued: 09/14/2017	
		RM2017-074	Submitted: 09/20/2017	In Process: 0
			Technically Complete:	Waiting: 0
		RM for BP2017-222	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		551 Cave Creek Raod, Loudon, TN 37774	Issued: 09/20/2017	
		RM2017-075	Submitted: 09/20/2017	In Process: 0
			Technically Complete:	Waiting: 0
		RM for BP2017-474	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		242 Indian Shores Drive, Ten Mile, Tn 37880	Issued: 09/20/2017	
		RM2017-076	Submitted: 09/21/2017	In Process: 0
			Technically Complete:	Waiting: 0
		Generator	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		109 Sparrow Hawk Lane, Rockwood, TN 37854	Issued: 09/21/2017	



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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Report run on: 10/03/2017 09:27 AM

BUILDING	RM	RM2017-077	Submitted: 09/26/2017	In Process: 7
		RM for BP2017-545	Technically Complete:	Waiting: 0
			Approved:	Total Days: 7
		928 Lawnville Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		RM2017-078	Submitted: 09/26/2017	In Process: 0
		RM for BP2017-317	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1065 Dogwood Valley Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 09/26/2017	

# KINGSTON WATER TREATMENT PLANT



## SEPTEMBER OPERATIONS REPORT

2017

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	22,206,000	20,685,000	6.85%	716,000	1,016,000	591,000
	Effluent (Finish)	20,424,000	18,822,000	7.84%	659,000	769,000	551,000
	Spring Supply	13,727,000	13,712,000	0.11%	443,000	481,000	404,000
	Total Finish Prod.	34,151,000	32,534,000	4.73%	<i>Distribution &amp; WTP Report:</i> 3,970,000		
Plant Efficiency		99.56%	99.23%	0.33%	gals. usage flushing and Tank Refilling.		
<i>Distribution</i>					<i>Public Works:</i> No Report		
G A L L O N S	Consumption	22,026,500	20,742,100	5.83%	<i>Fire Dept:</i> No Report		
	Reported Usage	3,970,000	4,242,000	-6.85%	<i>Park &amp; Rec:</i> No Report		
	Water Loss	8,154,500	7,550,000	7.41%	<i>WWTP:</i> No Report		
	%	23.88%	23.21%	0.67%	OT Hrs:		

Note: The Water Production, Consumption and Loss data is for the August 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.
- \* Performed regular maintenance at Plant and Spring Site.
- \* Performed (QA/QC) Quality Assurance and Quality Control Checks and In-House Laboratory Training.
- \* Completed all of the required regular monthly sampling.
- \* Mowed & trimmed the Waterplant grounds 4 times, at the Spring Pump House 2 times. Spring Site & over Spring Gravity Line once.
- \* The Laboratory PT Study (Lab QA/QC Testing) results came back, scoring 100% proficiency.
- \* Completed the EPA / TDEC Required Lead & Copper Sampling (20 sites). Awaiting Laboratory Results.
- \* Distribution began the Annual Fall System Flushing, which moves water throughout the Distribution System to clean out or scour areas of low flow / dead end lines etc. to maintain consistent water quality throughout the System.
- \* Problems with a basin drain (mud valve) required the repair & fabrication of a couple of not readily available parts, rebuild was completed and put back in-service.
- \* Had to remove several fallen (storm damaged) trees near Raw Water Intake (Water Plant Grounds).
- \* Had a TOSHA Inspection which revealed 2 bad electrical circuits, 1 required a new receptacle be installed (unused location) and 1 required replacing (running) a new ground. All repairs completed the next day.
- \* Installed an outdoor GFI Circuit outside to run an enclosure heater in cold weather to eliminate gelling or freezing of water treatment chemicals at the entry point.
- \* TML Appraiser inspected The Water Plant and several other Tanks, Pump Stations & Locations.

# Schedule of Unaccounted For Water September

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	34,151,000
<b>C</b>	Water Purchased	0
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	34,151,000
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	22,026,500
<b>G</b>	Metered for Consumption (in house usage)	1,270,000
<b>H</b>	Fire Department(s) Usage	0
<b>I</b>	Flushing	2,700,000
<b>J</b>	Tank Cleaning/Filling	0
<b>K</b>	Street Cleaning	0
<b>L</b>	Bulk Sales	0
<b>M</b>	Water Bill Adjustments (+/-)	0
<b>N</b>	<b>Total Accounted for Water</b> (Sum Lines F thru M)	25,996,500
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	8,154,500
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	23.878%

**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  
**FROM:** Tony Workman, WWTP Manager  
**DATE:** October 2, 2017  
**RE:** September Monthly Report

<b>MONTHLY FLOW</b>	<b>Average Flow</b>	<b>Maximum Flow</b>	<b>Minimum Flow</b>	<b>Total</b>
Influent	.4711	.8400	.4030	14,133,600
Effluent	.4640	.8380	.3620	13,920,000

Total gallons of chlorine used was 251.1 @ \$2.09 gallon= \$524.80.

There was 2.59 inches of rain.

There were no sewer overflows.

There were 5 hauls of sludge to the landfill that totaled 46.3 tons.

Tekwell Services are ready for the impeller to be returned. The new impeller is needed to complete the repair on the Gallaher Road pump Station pump. Tekwell also programmed a drive for the RAS pumps. All three pumps are working now

Wascon Inc will be rehabbing the #4 pump station soon. I have not been given a firm start date. New pumps and motors will be installed.

Jim "Thunder" Tipton will be attending a class next month to learn how to repair the new sewer camera. This class will be in Sumter, SC.



# WATER DEPARTMENT MONTHLY REPORT

To: David Bolling

Month of: SEPT. 2017

From: Jimmy Agee

RE: Monthly Work Orders

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	2	
Read-out	34	
RE- READS	2	
WATER TAP NEW ACCT.	2	
CLOSED ACCT WITH COMSUMPTION		
READ INS	37	
CHECK FOR HUNG METER	4	
CHANGE OUT HUNG / BROKEN METER	2	
CHECK FOR LEAK AT METER	18	
METER LEAKS	6	
AFTER HOURS - WATER	6	
SERVICE LINE LEAK	5	
LINE LOCATES	86	
TURN OFF FOR NON PAYMENT	1	
TURN WATER BACK ON	3	
YARD WORK	5	3
DOOR HANGERS		
MANUAL READ	2	
AFTER HOURS - SEWER	1	
SEWER- TAP NEW ACCOUNT	1	
RELOCATE SEWER CONNECTION		
SEWER BACK UP	5	
CHECK TO SEE IF STILL OFF	6	
TAP ESTIMATES	2	
PROFILE REQUESTED	4	
TAP-EXISTING ACCT		
SEWER-TAP EXISTING ACCT		
WATER MAIN BREAKS	1	

# WATER DEPARTMENT MONTHLY REPORT

Month of: SEPT.2017

PAGE 2

TASK	RESOLVED	PENDING
<b>MISC SERVICE ORDERS</b>		
RELOCATE METER		
CHECK FOR TAMPERED METER		
ACCURACY TEST		
NO WATER	1	
WATER TASTE BAD		
CHECK WATER PRESSURE	5	
SEWER BAD SMELL		
SIDEWALK-DRIVEWAY REPAIR		
REPLACE MAN HOLE COVER	1	
LOCATE SEWER LINES		
REPLACE METER /METER BOX/LID	4	
REPLACE TAMPERED METER		
REPLACE VALVE	1	
FLUSH LINES	20	
RUN 10 GAL WATER THRU		
TURN ON FOE INSPECTIONS	1	
INSPECT SEWER CONNECTION	1	
TURN OFF DUE TO LEAK	2	
REPLACE CUT-OFF VALVE	5	
Install flotting meter	2	
LOCATE WATER METER		
Total		278
		8
OVER-TIMES HOURS	50	
FIRE HYDRANTS		
ROAD PATCHES		5
PULLED METERS		

  
 WATER DISTRIBUTION & COLLECTION  
 MANAGER-JIM AGEE

**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

5 October 2017

**TO: The Honorable Tim Neal  
David L. Bolling, City Manager  
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 September, 2017:

**Children's Programming**

We had four story times with seventy-one kids and parents attending. Our Friday morning program for homeschoolers met weekly and had seventeen participants.

**Adult programs and classes**

Our speaker for the September showed photographs from her travels in Vietnam, and we had fifteen guests.

For October, we have a computer class on Google Docs and a tech lab, and a speaker who will talk about hiking the Appalachian trail.

**Library work**

The library interior was painted, and we are really happy with the results. It's all decorated for Halloween now. A patron donated several mums for outside as well.

We are weeding and relabeling the adult non-fiction section now. We have just finished moving books in the juvenile section, and relabeling some of those as well. We are replacing the old, hand-written labels with typed labels, which are easier to read and better looking.

We are getting a new bookshelf for the young adult section this month, and a new newspaper stand, so we'll be moving things around to make better use of our space.

**Coming**

Next month, we'll have a 25<sup>th</sup> anniversary party on Nov. 9th. We moved into this building in December of 1992. We hope you'll be able to come and have a look at what we're doing to update our library.

**Summary**

Patron count for the month totaled 1536.

We had 2309 adult checkouts and 459 children's checkouts.

The READS circulation for ebooks totaled 2095.

Respectfully submitted,  
ERS

*Kingston Public Library  
Meeting Minutes*

*September 14, 2017*

Present: Vic King, Dianne Griffith, Trudy Wideman, Emily Steele , Mary Ann Wesolowski, and Beth Mercer

Absent: Randy Childs, Emily Smith, Joe Parker

- 1) Vic King called the meeting to order at 5:00 p.m.
- 2) Dianne Griffith moved to have the minutes of the August 10<sup>th</sup> meeting approved. Mary Ann Wesolowski seconded the motion and the minutes were approved.
- 3) Treasurer's Report
  - Treasurer Mary Ann Wesolowski reported the current treasury balance to be \$9,111.13.
  - Dianne Griffith moved to accept the treasurer's report. Trudy Wideman seconded the motion. The report was approved.
- 4) Public Comments
  - There was no one from the public present.
  - Public Comments can be read in Section 9 – Recommendations for Improvement.
- 5) Ocoee Regional Library Report
  - Announcements
    - ❖ The 2017 Library Trustee Workshop will be held on September 15<sup>th</sup> in Crossville, Tennessee at the Art Circle Public Library. Participation helps with grant applications.
    - ❖ On Thursday, September 21<sup>st</sup>, a workshop focusing on collection development will be held at the Ocoee office (OCRRL).
    - ❖ Grant opportunities will be discussed at a technology roundtable on Wednesday, September 27<sup>th</sup> at the Cleveland Bradley County Public Library.
  - Congratulations to Dr. Joe Parker and Teresa Bunch for completing the Tennessee Library Trustee Certification Program!
  - Resources/Annual Documents discussed
    - ❖ OSAP – Official Public Library Service Area, 2016-17
    - ❖ MoE – 2017-18 Public Library Maintenance of Effort Agreement. Related to releasing money to libraries.

- ❖ Library Board Member List – Term Expiration Dates Needed
- ❖ TOP Grant Application – Tennessee State Library & Archives partnering with the Department of Economic and Community Development will provide a grant opportunity to public libraries in Tennessee. The purpose of the grant is to provide public computer training labs and classes which can be offered for up to 12 months. All applicants will receive \$600.00 to pay trainers.

- READS

- ❖ Kingston leads Roane County in using READS services

#### 6) Director's Report

- Children's Programming

- ❖ Five story times were offered in August. One hundred and thirty eight children and parents attended.
  - ❖ Friday morning programs for home schooled children were offered in August. A total of nine children attended the two programs. Plans are in place to continue offering classes to these students.

- Adult Programs and Classes

- ❖ Two computer classes were available for adult participation in August. One class addressed both Pinterest and Twitter. The second class was a tech lab. There were 4 attendees
  - ❖ A speaker is scheduled for September 21<sup>st</sup>. She will share information about her travels in Viet Nam.

- Library Work

- ❖ Outside lights have been repaired.
  - ❖ An inspection by OSHA revealed some possible minor issues that will need to be corrected. Emily Steele will get the final report and share those issues at the next board meeting.
  - ❖ Emily Steele will make a list of maintenance issues involving the library building that need to be addressed and report at the next board meeting.
  - ❖ The library's interior has been painted. The job was completed earlier than anticipated with only a few small touch ups remaining at this time. The project was funded from the donation line of the budget with monies rolled over from 2016. The cost was \$7,000.00. Emily Steele plans to use leftover paint to cover walls that are behind furniture she plans to move.
  - ❖ The comment was made and board members present agreed that exterior portions of the building such as doors also needed to be painted or cleaned.

- Staff
  - ❖ Kelvey Naybors has been hired to replace Heather Hall.
- Circulation
  - ❖ There were 2,160 READS checkouts during the month of August.
  - ❖ There were 2,609 adult checkouts and 618 children's checkouts for the month.
  - ❖ Patron count for the month totaled 1592.
- Mary Ann Wesolowski made the motion to approve the director's report. Dianne Griffith seconded the motion and the report was approved.

#### 7) Old Business

- Grant Laptops
  - ❖ Laptops purchased with grant monies awarded by the Tennessee State Library and Archives have arrived and are set up.
  - ❖ Emily Steele will speak with our Community Partners to get ideas concerning what topics can be covered by trainers paid with grant monies. Trainers will be paid to conduct public computer training labs and classes.
- Bench Donation
  - ❖ In an effort to select and purchase a memorial bench with a \$1,000.00 donation from the family of John Emch, Emily Steele was advised to check with Rick Ross for suggestions on the type of bench that could be properly secured and would best suit an outdoor setting. Emily will bring that information to the October meeting. The bench as well as a plaque will be ordered.

#### 8) New Business

- Painting
  - ❖ See Section 6 (Director's Report) for information concerning painting the library.
- Volunteer Application
  - ❖ Nancy B. Curtis was approved as a library volunteer. She will be called on an as needed basis.
  - ❖ Roane County High School Beta Club members have volunteered in the library and will receive community service hours for their efforts.
- Upcoming Training
  - ❖ September 15, 2017, Director Emily Steele and Dr. Joe Parker will attend the 2017 Library Trustee Workshop in Crossville, Tennessee.

- ❖ Thursday, September 21, 2017, Emily Steele will attend a collection development workshop at the Ocoee office.
- ❖ The library staff will be made aware of Emily's location during her absence.
- LSTA Grant
  - ❖ The LSTA grant will provide \$660.00 to the Kingston Public Library which KPL will be expected to match for a total of \$1,320.00.
  - ❖ Monies will be spent on two new desktop computers for library staff use. Current staff computers will replace older computers being used by the public.
- Recommendations for Improvement – Notes in Suggestion Box
  - ❖ The library staff is very nice and especially helpful with computers.
  - ❖ More conservative books are needed.
  - ❖ The library might consider children's programs involving music theory and music lessons.

9) Chairman's Comments

- Vic King was pleased with what was accomplished at the September 14<sup>th</sup> KPL Board meeting. He is especially happy to see the painting project finalized.

10) The next KPL Board meeting date is scheduled for October 12, 2017 at 5:00 p.m.

11) Adjournment was moved by Trudy Wideman and seconded by Mary Ann Wesolowski. The motion was approved and the meeting was adjourned at 5:38 p.m.

Respectfully submitted,

Trudy Wideman

**MINUTES  
KINGSTON PLANNING COMMISSION  
SEPTEMBER 19, 2017**

The regular meeting of the Kingston Planning Commission was held at 6:30 p.m. on September 19, 2017 at the Kingston City Hall.

**Members Present**

Gary Lay, V. Chmn.  
Bo Pickel, Sec.  
Tim Neal, Mayor  
Eric Bacon  
John Byrkit  
Gary Botkin

**Members Absent**

Kevin King, Chmn.  
Lou Qualls  
Chuck Hutzler  
Stephanie Wright

**Others Present**

David Bolling  
Glen Cofer  
Marsha Marshall  
Curtis Bunch

Staff Representative: David K. Williams

**CALL TO ORDER/MINUTES**

The meeting was called to order at 6:25 p.m. by Vice Chairman Lay. On a motion by Mr. Byrkit and a second by Mr. Botkin, the commission voted to approve the minutes of the August 15, 2017 meetings. All voted aye except for Mr. Lay who abstained.

**REPORTS**

Neither Mayor Neal nor City Manager Bolling had anything to report.

Mayor Neal requested that staff provide him with an attendance record of planning commissioners over the past year.

**SITE PLAN REVIEW – BUILDING REPLACEMENT AND IMPROVEMENTS FOR BUNCH MARINE**

A site plan was presented for Bunch Marine, located between Highway 70 and Interstate Highway 40. The property was appropriately zoned as C-2. The site plan showed a proposed 140' by 160' building that would replace the existing showroom building. The new building would be set back about 100 feet from the Highway 70 right-of-way. Twenty 10' x 18' parking spaces and two handicap spaces were proposed for the front of the building. The ingress/egress would be thirty feet wide and the travel aisles/parking backup areas would be twenty-six feet wide. The commission was familiar with the business and acknowledged that the proposed building and parking would improve the development.

**Staff Comments and Recommendations**

Staff stated that the proposed improvements would not significantly increase storm water runoff from the property. The larger building would be built over property that was currently used as parking and was nearly impervious. Staff also stated that the development consisted of three properties. Mr. Bunch had informed staff that after the improvements are made, he would like to resubdivide the property so each main building would be on a separate lot. Staff then recommended that the site plan be approved by the commission.

**Action Taken**

With a motion by Mayor Neal and a second by Mr. Bacon, on roll call voted the commission unanimously voted to approve the site plan.



#### DISCUSSION OF ISSUES WITH RANDY DENTON, SURVEYOR

The commission discussed issues that it had with surveyor, Mr. Randy Denton, several. Long-time commissioners noted that he had fraudulently signed and recorded plats about twelve to fifteen years ago. At that time, the planning commission decided not to pursue legal action against him but instead agreed to not accept plats prepared by him. The commission overlooked the site plan for Bunch Marine because it did not involve the subdivision of property.

City Manager Bolling stated, and staff agreed, that the commission may have to review and approve or deny plats based on their own merit rather than who prepared them. Mr. Bolling said he may ask Attorney Sandy McPherson his opinion on this issue.

#### ADJOURNMENT

On a motion by Mr. Botkin and a second by Mr. Bacon, the meeting adjourned at 6:40 p.m.

ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
SEPTEMBER 28, 2017  
341 W. ROCKWOOD STREET  
4:30 PM

ROLL CALL — DAVIS, FISHER, HOLLOWAY, LAYNE & WHITE

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from July 25, 2017	Approval
Minutes from August 2, 2017	Approval
July 2017 Financial Statements	Approval
Manager's Report	Approval
Visitor Comments	Information

**OTHER BUSINESS**

Old:

1. None

New:

- |  |             |
|--|-------------|
| 1. TVA Wholesale Power Cost Adjustment           | Approval    |
| 2. TVA Annual Report                             | Approval    |
| 3. City of Rockwood Lighting Agreement           | Approval    |
| 4. Dark Fiber Lease Agreement - DRAFT            | Approval    |
| 5. Radio Communication Network Management System | Approval    |
| 6. Revised Organizational Chart                  | Approval    |
| 7. US Bank Master Services Agreement Amendment   | Approval    |
| 8. OPEB Trust Full Trading Authorization         | Approval    |
| 9. Memorandum of Understanding Proposals         | Information |
| 10. Bad Debts                                    | Approval    |

Announcements

Adjourn

The regular meeting of the Rockwood Electric Power Board was called to order at 4:30 p.m. on July 25, 2017. Board members present were Davis, Fisher, Holloway, Layne, and White.

A motion was made by Holloway, seconded by Davis to approve the minutes as recorded for the June 15, 2017 meeting. All voted yes.

A motion was made by White, seconded by Layne to approve the Financial Statements. All voted yes.

As part of the Manager's Report, the fuel cost adjustment beginning August 1, 2017 will be 1.993 cents per kilowatt-hour for standard service classes and 1.868 for non-standard service. The primary metering equipment for Proton Power failed on July 14, 2017. New metering equipment was ordered and replaced on July 24, 2017. The athletic field lighting at Porter Park in Kingston has been installed. Noah's Event Center in Ladd Landing is under construction.

Crews are working overtime to catch up on repairs for outdoor lighting following the storm on May 27<sup>th</sup>. Renovations and upgrades to the Kingston Office have progressed, including all the demolition. Year-end inventory had a net adjustment of \$128.08. Only 37 items out of 229 were out of balance. Auditors have indicated there were no concerns with our year-end inventory.

Jim Cooley addressed the Board on right-of-way maintenance. Many of the contractors are having a difficult time keeping staff to fulfil their obligations. Asplundh has rescinded their bid of \$111,809 for Buck Creek 224, which is a 50-mile circuit. The next lowest bid was 58% higher at \$176,426.64. Using an hourly crew to simply do "hot-spot" trimming is an option but not efficient. Adjusting the scope of work and miles of line will help to keep us within budget. Seelbach will begin trimming Kingston 264 circuit, an 11.5 mile circuit, in a couple of weeks. Galloway will begin trimming the circuits they were awarded later in the fiscal year.

Parsons & Wright employees were in the office July 18-19, 2017 doing preliminary work for the FY 2017 financial audit. They will return the week of August 28, 2017 for final work. Evan Jones, TVA Regulatory Analyst, is scheduled to review the TVA Annual Report on August 21, 2017. Janice Bardill will resign from the utility effective July 31, 2017. She has accepted a position as the Vice President/Chief Financial Officer position at Michael Dunn. There are no concerns about completing all fiscal year financial reports on time. A motion was made by Davis, seconded by White to approve the Manager's Report. All voted yes.

A motion was made by Holloway, seconded by Layne to approve the quote from Orkin to provide general pest control on the new building, warehouse, and Kingston Offices on a monthly basis. Services would be provided on the annex building quarterly. The annual cost for the first year is \$2,400.50 and \$2,210.00 for renewal years. Orkin submitted the required insurance forms and met all the specifications. All voted yes. The other quote received was Jerry's Extermination for \$2,400.00; however, as of the board meeting the company had not submitted all the information required. Comparing the quotes over a three-year period, Orkin would cost \$6,820.50 to Jerry's Extermination's \$7,200.00.

A discussion was held on REU's Health Care Insurance renewal rates for September 1, 2017 through August 31, 2018. The initial renewal rate was significant; around 14%. The Utility received various types and styles of proposals for active employees and retirees not eligible for Medicare. Board approval will be needed by the first of August 2017. The Board was in agreement to have a special called meeting to take action.

A motion was made by Holloway, seconded by White to approve the contribution to the utility's Post Employment Benefit Trust for June 30, 2017 in the amount of \$53,996.00. All voted yes.

A motion was made by Layne, seconded by White to approve the write-off of uncollectible debts for the period of April 2017 in the amount of \$3,835.82 and noted \$1,723.95 was collected. All voted yes.

The August board meeting will be at the regular time of 4:30 pm on August 15, 2017.

Mr. Holloway informed the Board that the City was in the second week of performing an audit of the City of Rockwood street light system. Mr. White thanked Manager Bear for his help with the lights at Porter Park in Kingston.

Manager Bear congratulated Janice Bardill on her new position at Michael Dunn and everyone wished her well.

A motion was made by Holloway, seconded by Layne to adjourn. All voted yes.

Chairman  
Lee Fisher

Secretary/Treasure  
Don White

Recorded by M. O'Keefe

## POWER DISTRIBUTORS

O.M.B.NO. 3316-0007

TVA 4171 (FIN-1-92)

## MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-200

NAME OF REPORTING ORGANIZATION

FOR MONTH AND YEAR

PAGE 1

Rockwood Electric Utility

JULY

2017

## BALANCE SHEET

ASSETS AND OTHER DEBITS			ITEM NO	AMOUNT	LIABILITIES AND OTHER CREDITS			ITEM NO	AMOUNT
<b>UTILITY PLANT</b>					<b>CAPITAL</b>				
Electric Plant. ....	1	61,580,892.74			Membership certificates. ....	30			
Less Depreciation. ....	2	15,539,114.56			<b>EARNINGS REINVESTED IN SYSTEM ASSETS</b>				
<b>Total. ....</b>	3	46,041,778.18			Beginning of year. ....	33	43,416,689.29		
Unamortized acq. adj.. ....	4				Current year to date. ....	34	113,191.41		
Other utility plant - net. ....	5				<b>Total. ....</b>	35	43,529,880.70		
<b>Total Plant - net. ....</b>	6	46,041,778.18			<b>LONG-TERM DEBT</b>				
<b>OTHER PROPERTY AND INVESTMENTS</b>					RUS. ....	36			
Nonutility property - net. ....	7				CFC. ....	37			
Other investments. ....	8	26,239.37			CoBank. ....	38			
Sinking funds. ....	9				Bonds and other long-term debt. ....	39.1	4,525,200.00		
Depreciation funds. ....	10				TVA. ....	39.3			
Other special funds. ....	12	2,092,067.00			Debt premium and discount. ....	40	49,603.76		
<b>Total. ....</b>	13	2,118,306.37			<b>Total. ....</b>	41	4,574,803.76		
<b>CURRENT AND ACCRUED ASSETS</b>					<b>OTHER NON-CURRENT LIABILITIES</b>				
General cash and temporary cash investments. ....	14	4,752,586.28			Postretirement Benefits. ....	39.2	2,096,067.00		
Accounts receivable. ....	15	2,739,557.15			Energy Service Loans - Advances. ....	42	314,844.36		
Materials and supplies. ....	16	504,569.52			Energy Service Loans - Other. ....	43			
Prepayments. ....	17	108,150.37			<b>Total. ....</b>	44	2,410,911.36		
Other current assets. ....	18	901,497.47			<b>CURRENT AND ACCRUED LIABILITIES</b>				
<b>Total. ....</b>	19	9,006,360.79			TVA notes payable. ....	45.1			
<b>DEFERRED DEBITS</b>					Other notes payable. ....	45.2			
Debt expense. ....	20				Accounts payable. ....	46	5,016,541.12		
Preliminary survey. ....	21				Customer deposits. ....	47	1,181,167.71		
Clearing accounts. ....	22				Taxes and equivalents accrued. ....	48	7,979.09		
Energy Service Loans receivables. ....	24	434,369.02			Interest accrued - RUS. ....	49	7,336.87		
Deferred costs on TVA Leases. ....	25				Interest accrued - CFC. ....	50			
Other deferred debits. ....	26				Interest accrued - CoBank. ....	51			
<b>Total. ....</b>	27	434,369.02			Interest accrued - TVA. ....	52.1			
<b>TOTAL ASSETS AND OTHER DEBITS. ....</b>					Interest accrued - other. ....	52.2			
	28	57,600,814.36			Other current liabilities. ....	53	864,675.89		
					<b>Total. ....</b>	54	7,077,700.68		
					<b>DEFERRED CREDITS</b>				
					Advances for construction - refundable. ....	55			
					Other deferred credits. ....	56	7,517.86		
					<b>Total. ....</b>	57	7,517.86		
					<b>TOTAL LIABILITIES AND OTHER CREDITS. ....</b>				
						58	57,600,814.36		

( ) Indicates red figures

CFC or CoBank Investments included in Item No. 8 26,239.37

Construction work in progress included in Item No. 1 1,444,638.41

Construction fund included in Item No. 12

Total miles of distribution lines

Total miles of transmission lines

Footnotes:

NAME OF REPORTING ORGANIZATION		FOR MONTH AND YEAR		PAGE 2
Rockwood Electric Utility		JULY	2017	
<b>REVENUE AND EXPENSE SHEET</b>				
<b>REVENUE AND EXPENSE STATEMENT</b>		<b>ITEM NO</b>	<b>THIS MONTH</b>	<b>YEAR TO DATE</b>
<b>OPERATING REVENUE</b>				
Electric sales revenue (page 7, item 332)	59	3,148,061.11	3,148,061.11	
Revenue from late payments	60	14,000.86	14,000.86	
Misc. service revenue	61	4,079.00	4,079.00	
Rent from electric property	62	49,781.33	49,781.33	
Other electric revenue	63	5.00	5.00	
<b>Total operating revenue</b>	<b>64</b>	<b>3,215,927.30</b>	<b>3,215,927.30</b>	
<b>PURCHASED POWER</b>				
<b>Total power cost (page 7, item 342)</b>	<b>65</b>	<b>2,493,549.53</b>	<b>2,493,549.53</b>	
<b>OPERATING EXPENSE</b>				
Transmission expense	66			
Distribution expense	67	66,744.09	66,744.09	
Customer accounts expense	68	42,557.65	42,557.65	
Customer service and informational expense	69	833.33	833.33	
Sales expense	70	(505.00)	(505.00)	
Administrative and general expense	71	185,163.09	185,163.09	
<b>Operating expense</b>	<b>72</b>	<b>294,793.16</b>	<b>294,793.16</b>	
<b>MAINTENANCE EXPENSE</b>				
Transmission expense	73			
Distribution expense	74	73,791.57	73,791.57	
Administrative and general expense	75			
<b>Maintenance expense</b>	<b>76</b>	<b>73,791.57</b>	<b>73,791.57</b>	
<b>OTHER OPERATING EXPENSE</b>				
Depreciation expense	77	124,590.90	124,590.90	
Amortization of acquisition adjustment	78			
Taxes and tax equivalents	79	109,067.54	109,067.54	
<b>Other operating expense</b>	<b>80</b>	<b>233,658.44</b>	<b>233,658.44</b>	
<b>TOTAL OPERATING EXPENSE AND PURCHASE POWER</b>	<b>81</b>	<b>3,095,792.70</b>	<b>3,095,792.70</b>	
<b>INCOME</b>				
Operating income (item 64, less item 81)	82	120,134.60	120,134.60	
Other income	83			
<b>Total income</b>	<b>84</b>	<b>120,134.60</b>	<b>120,134.60</b>	
Miscellaneous income deductions	85			
<b>Net Income before debt expense</b>	<b>86</b>	<b>120,134.60</b>	<b>120,134.60</b>	
<b>DEBT EXPENSE</b>				
Interest on long-term debt - RUS	87			
Interest on long-term debt - CFC	88			
Interest on long-term debt - CoBank	89			
Interest on long-term debt - other	90.1	7,336.87	7,336.87	
Interest - TVA	90.2			
Other interest expense	92			
Amortization of debt discount and expense	93			
Amortization of premium on debt - credit	94	(393.68)	(393.68)	
<b>Total debt expense</b>	<b>95</b>	<b>6,943.19</b>	<b>6,943.19</b>	
<b>NET INCOME</b>				
Income before extraordinary items (item 86, less item 95)	96	113,191.41	113,191.41	
Extraordinary items	97			
<b>Net Income</b>	<b>98</b>	<b>113,191.41</b>	<b>113,191.41</b>	

O.M.B. NO. 3316-000-

APPROVAL EXPIRES 11-30-200.

PAGE 3

2017

### CLASS OF SERVICE

Kilowatt-hours in unbilled revenue (items 331) above\*.

AMOUNTS EXCLUDED FROM RATE SCHEDULE REVENUE	Credits	Green Power Revenue
Green Power-Res	N/A	N/A
Green Power-GP < 50kW	N/A	N/A
Green Power-GP > 50kW	N/A	N/A
Gen Partners-Res	\$ 916.79	N/A
Gen Partners-GP<50kW	\$ 326.85	N/A
Gen Partners-GP>50kW	\$ 1,280.70	N/A
SMC	N/A	N/A
EGC	N/A	N/A
VCP	N/A	N/A
VII	N/A	N/A

## TVA

Kilowatt-hours in unbilled purchases (Item 341) above\*.

\*\*Purchased other power under contract number TV-\_\_\_\_\_ from \_\_\_\_\_

## POWER DISTRIBUTORS

O.M.B.NO. 3316-0001

TVA 4171 (FIN-1-92)

## MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-2004

NAME OF REPORTING ORGANIZATION Rockwood Electric Utility	FOR MONTH AND YEAR JULY 2017	PAGE 3a
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CUSTOMER DATA			LONG-TERM DEBT	
CLASS OF SERVICE	THIS MONTH	SAME MONTH LAST YEAR	CHANGE THIS MONTH	AMOUNT
Residential. ....	11,552	11,496	Long-term debt last report (item 41). ....	4,575,197.44
Gen. Power - 50 kW & under. ....	2,744	2,711	Add new long-term debt this month (page 3).	
Gen. Power - Over 50 kW. ....	130	137	Total. ....	4,575,197.44
Street and athletic - Codes 72, 73 & 74. ....	38	38	Less reductions this month (page 3). ....	393.68
Outdoor Lighting - Code 78. ....	141	142	Long-term debt this month (item 41). ....	4,574,803.76
Total. ....	14,605	14,524		
Special Outdoor Lighting - Code 75. ....				
Outdoor Lighting - Code 77. ....	2,157	2,154		

OPERATING RATIO	THIS MONTH	YEAR TO DATE
Item 81 minus item 80 divided by item 64 equals	89.00%	89.00%

Footnotes:

SIGNED <i>Marsha D. Goffe</i>	TITLE <i>Assistant Manager</i>	DATE PREPARED <i>Aug 31, 2017</i>
----------------------------------	-----------------------------------	--------------------------------------

\*Item numbers 331, 336, 341, and 346 are to be filled in only if distributor chooses the option to estimate the unbilled electric sales.





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

**GREENWAY**

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

Notes:

1. Still awaiting final close-out notification from the State

**HOME GRANT**

		Date Completed/Closed Out
Project Cost:	\$250,000	
Engineer/Architect/Consultant:	Comm. Dev. Partners	
Contractor:		
Status (Percent complete)	50%	
Estimated Completion Date	Fall 17 / Winter 18	
Notable outstanding issues:	Renovations Pending	

Notes:

1. Bids opened on other three homes on June 26<sup>th</sup>

**LPRF GERTRUDE PORTER PARK**

		Date Completed/Closed Out
Project Cost:	\$500,000	
Engineer/Architect/Consultant:	Robert Campbell	
Contractor:		
Status (Percent complete)	95%	
Estimated Completion Date	August 2017	
Notable outstanding issues:	State Approval	

Notes:

1. Final report from TDEC expected next week.