



City Manager Report

OCTOBER 2018

**Contents:**

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

Reporting Schedule:

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

Featured Picture:

Sunset on Watts Bar Lake compliments of Parks & Recreation Director Rick Ross

Distributed: November 13, 2018

Message from the City Manager

Management

- ☐ City Manager

Finance

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

Public Safety

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

Public Services

- ☐ Public Works
- ☐ Parks & Recreation
- ☐ Building Permits

Water Department

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

Library

- ☐ Director's Report/Minutes

Beautification Committee

- ☐ September Meeting Minutes

Planning Commission

- ☐ September Minutes

REU – Electric Power Board Meeting

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

E-911 Quarterly Report

- ☐ Director's Report
Third Quarter Report

Project Status Updates

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



November 13, 2018

To: Kingston City Council
City Staff
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website (www.mykingstontn.com). 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: October 2018

Legislative Accomplishments

- A. Second Reading of Ordinance No. 18-9-11-1 of the City of Kingston, Tennessee Adopting the 2018 Edition of the International Building Code (IBC) and Related Code
- B. Second Reading of Ordinance No. 18-9-11-2 of the City of Kingston, Tennessee Adopting the 2018 Edition of the International Residential Code (IRC)

Legislative Matters Forthcoming

- A. Approved List of Surplus Items

Other Items Considered by the Council

- Rescheduled the November Council Workshop to Monday, November 5, 2018
- **External Meetings**
 - Meeting with potential real estate development prospects
 - Meeting with Engineering firms regarding city projects
 - Other Misc. Meetings
- **Internal Meetings**
 - Meeting with Department Heads
 - Meetings with Water Department Managers
 - Meeting with Safety Committee
 - Individual Meetings with members of Council

Ongoing Work

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



City of Kingston
Project Status Update
October 2018

GALLILEAN ROAD WATER LINE

		Date Completed/Closed Out
Project Cost:	\$35,000	
Engineer/Architect/Consultant:	J. R. Wauford	
Contractor:		
Status (Percent complete)		
Estimated Completion Date	Feb. 2019	
Notable outstanding issues:	Ordering material	

Notes:

1. Approved plans have been received from TDEC.
2. Material is being ordered.

Fort Southwest Point Amphitheater

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

Notes:

1. Preliminary design work has been presented to Council.
2. Cost estimates are being prepared.

Fort Paws Dog Park

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

Notes:

1. Materials have been ordered.

FINANCE AND ADMINISTRATION REPORT OCTOBER 2018

- * 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 893 -DONATIONS TOTAL \$22,112.21 DISBURSED -3054.29 YTD
- * UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR SEPTEMBER 3778 FOR A TOTAL AMOUNT OF \$329,328.84
- * NEW WATER SERVICE APPLICATIONS FOR SEPTEMBER TOTALED 37
- * 41 CUSTOMERS FINALED OUT SERVICE
- * 108 PAST DUE ACCOUNTS
- * TOTAL ACH-BANK DRAFT ACCOUNTS - 715
- * TOTAL E-BILL ACCOUNTS - 301
- * ONLINE PAYMENTS PROCESSED 484
- * WATER/SEWER SERVLINE LEAK PROTECTION TOTAL BILLING 2121
- * WATER LOSS PROTECTION 1152
- * WATER LINE PROTECTION 124
- * SEWER LINE PROTECTION 25
- * COMMERCIAL SINGLE PROTECTION 239
- * COMMERCIAL MULTI PROTECTION 6
- * TRASH COLLECTIONS FOR SEPTEMBER 2425
- * PHONE TREE COURTESY CALLS FOR PAST DUE WATER CUSTOMERS-CALLED 346
- *

NEW BUSINESS LICENSES ISSUED IN OCTOBER 2018

- 1 NORTHLAN HEARING CENTERS DBA, AUUDIBEL HARING AID CENTER, 508 N KY ST
- 2 DURACAP ASPHALT PAVING, 2535 ASBURY RD, KNOXVILLE, TN 37914
- 3 360 DEGREE MACHINERY LLC- 765 GALLAHER RD, KINGSTON

TRANSIENT VENDOR PERMIT

- 1
- 1 FINAL CLOSING- J LYNN SALON 1000 LADD LANDING BLVD

CITY OF KINGSTON

HUMAN RESOURCES REPORT MONTH OF OCTOBER 2018

- REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- TOTAL FULL-TIME EMPLOYEES: 65; TOTAL PART-TIME EMPLOYEES 31
- ONE FULL-TIME EMPLOYEE FILED PAPER WORK FOR RETIREMENT DECEMBER 28, 2018
- QUARTERLY REPORTS; 941's, DOL, TCRS
- ONE EMPLOYEE ATTENDED CMFO CLASS GIVEN BY UT MTAS
- 1 EMPLOYEE ATTENDED TGFOA CONFERENCE
- GETTING READY FOR FY END AUDITING
- WORKING ON CAFR INFORMATION FOR FY END 2018
-
-

FINANCIAL SUMMARY OCTOBER 2018

05

WATER/SEWER EXPENDITURES OCTOBER 2018

ACCOUNT NUMBER	DESCRIPTION	ACTUAL OCT 2017	BUDGET 2018/2019	ACTUAL OCT 2018	PERCENT OF BUDGET 33%
41500	FINANCIAL ADMINISTRATION	\$462,065	\$485,170	\$485,168	100%
41990	OTHER GEN. GOVMT EXP	\$183,546	\$434,480	\$173,492	40%
43750	CAPITAL IMPROVEMENTS	\$141,369	\$111,000	\$27,689	25%
49000	DEBT SERVICES	\$65,576	\$596,909	\$58,066	10%
52113	PURIFICATION	\$162,597	\$575,284	\$198,658	35%
52114	TRANSMISSION AND DIST	\$197,553	\$700,989	\$214,062	31%
52213	SEWER TREATMENT AND COLLEC	\$152,568	\$526,772	\$129,370	25%
52117	UTILITY DIRECTOR	\$20,675	\$71,012	\$20,255	29%
TOTAL		\$1,385,949	\$3,501,616	\$1,306,760	37%

WATER DEPT REVENUES

Oct-18

ACCOUNT NUMBER	DESCRIPTION	ACTUAL OCT 2017	BUDGETED 2018-2019	ACTUAL OCT 2018	PERCENT OF BUDGET 33%
36100	INTEREST EARNINGS	\$2,923	\$8,000	\$2,153	27%
37110	METERED WATER SALES	\$388,741	\$1,127,140	\$396,128	35%
37114	SERVELINE LEAK PROTECTION	\$14,218			
37117	OUTSIDE WATER SALES	\$268,379	\$810,000	\$311,109	38%
37191	FORFEITED DISCOUNTS AND PENALTIES	\$12,387	\$35,000	\$11,589	33%
37194	SALES OF MATERIALS	\$3,334	\$10,000	\$9,628	96%
37195	INSTALLATION CHARGES	\$17,450	\$60,000	\$19,400	32%
37196	WATER USER FEES	\$3,020	\$15,000	\$17,805	119%
37199	MISCELLANEOUS	\$4,000	\$5,000	\$2,710	54%
37210	SEWER SERVICE CHARGES	\$426,389	\$1,248,780	\$431,392	35%
37296	SEWER USER FEES	\$2,100	\$8,000	\$13,650	171%
37299	MISCELLANEOUS	\$1,042	\$3,500	\$828	24%
33294	CDBG GRANT PROCEEDS	\$103,293			
34800	CAPITAL REIMBURSMENT		\$171,196		
TOTAL ESTIMATED REVENUES		\$1,247,276	\$3,501,616	\$1,216,392	35%

CITY OF KINGSTON
EXPENDITURES OCTOBER 2018

ACCOUNT NUMBER	DESCRIPTION	ACTUAL OCT 2017	2018-2019 BUDGET	ACTUAL OCT 2018	33% BUDGET
41100	LEGISLATIVE	\$17,670	\$81,669	\$16,470	20.2%
41210	CITY COURT	\$12,008	\$25,577	\$7,579	29.6%
41320	CITY MANAGER	\$37,819	\$115,941	\$33,917	29.3%
41500	FINANCIAL ADMINISTRATION	\$162,797	\$406,837	\$120,211	29.5%
41700	PLANNING AND ZONING	\$6,037	\$10,275	\$5,087	49.5%
41810	CITY HALL BUILDINGS	\$46,403	\$187,897	\$170,804	90.9%
41990	OTHER GEN. GOVMT EXP	\$161,225	\$251,956	\$29,831	11.8%
42100	POLICE	\$330,610	\$1,034,765	\$317,547	30.7%
42152	AUTOMOTIVE SERVICES	\$24,262	\$118,000	\$17,956	15.2%
42200	FIRE PROTECTION	\$320,521	\$1,021,725	\$296,598	29.0%
43100	PUBLIC WORKS	\$271,135	\$1,069,730	\$257,481	24.1%
43190	STATE STREET AID	\$52,920	\$161,500	\$51,189	31.7%
43240	WASTEMANAGEMENT	\$97,490	\$297,856	\$102,209	34.3%
43750	CAPITAL IMPROVEMENTS	\$18,440	\$199,000		
44143	ANIMAL CONTROL	\$9,625	\$31,070	\$8,078	26.0%
44400	RECREATION	\$220,550	\$555,045	\$182,185	32.8%
44440	SWIMMING POOLS	\$14,843	\$38,365	\$15,575	40.6%
44800	LIBRARIES	\$74,141	\$208,294	\$60,363	29.0%
49000	DEBT SERVICE	\$113,533	\$455,329	\$171,229	37.6%
TOTAL EXPENDITURES		\$1,992,029	\$6,270,831	\$1,864,309	29.7%

--	--

CITY OF KINGSTON

REVENUES OCTOBER 2018

ACCOUNT NUMBER	DESCRIPTION	ACTUAL OCT 2017	BUDGETED REVENUES 2018-2019	ACTUAL OCT 2018	PERCENT OF BUDGET 33%
31110	CURRENT PROPERTY TAX	\$180,227	\$1,994,100	\$53,348	
31120	PUBLIC UTILITIES PROPERTY TAX	\$158	\$33,878		
31211	PROPERTY TAX DELINQUENT - 1ST	\$30,674	\$70,000	\$35,471	50.7%
31212	PROPERTY TAX DELINQUENT - 2ND	\$1,225	\$20,000	\$6,709	33.5%
31219	PROPERTY TAX DELINQUENT - 0TH	\$5,381	\$20,000	\$1,183	
31300	INT, PENALTY, AND COURT COST	\$6,206	\$22,000	\$12,785	58.1%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$41,343	\$82,315	\$40,972	49.8%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$348,792	\$1,135,774	\$357,482	31.5%
31710	WHOLESALE BEER TAX	\$66,449	\$200,000	\$68,836	34.4%
31720	WHOLESALE LIQUOR TAX	\$15,528	\$48,000	\$16,240	33.8%
31800	BUSINESS TAXES	\$8,560	\$70,000	\$8,930	12.8%
31912	CABLE TV FRANCHISE TAX	\$19,181	\$75,000	\$18,765	
31913	ATT & BELL SOUTH FRANCHISE FEE	\$6,064	\$17,000	\$5,286	
31920	HOTEL/MOTEL TAX	\$17,918	\$52,000	\$16,806	32.3%
32210	BEER LICENSES	\$250	\$1,750		
32220	LIQUOR PERMITS		\$300		
33479	ST GRANT AMPHITHEATER			\$500,000	
32600	BZA HEARING FEE		\$25	\$25	
33490	TEMA ASSISTANCE TORNADO			\$78,171	
33500	TELECOM INTERSTATE SALES		\$3,500	\$1,779	
33510	STATE SALES TAX	\$163,180	\$565,000	\$169,618	30.0%
33520	STATE INCOME TAX	\$87,612	\$94,500	\$74,614	79.0%

33530	STATE BEER TAX		\$1,498	\$3,000	\$1,489	49.6%
33540	STATE LIQUOR TAX		\$1,481	\$4,700	\$2,364	50.3%
33551	STATE GASOLINE TAXES		\$63,752	\$257,000	\$71,639	27.9%
33552	STATE-CITY STREETS		\$3,990	\$12,000	\$3,942	32.9%
33555	STATE STREET CONTRACT MAINT		\$13,335	\$48,000	\$8,266	
33590	TVA REVENUE SOLAR JAMES FRY		\$1,249	\$3,100	(\$3,470)	
33591	GROSS RECEIPTS - TVA			\$70,000		
33592	TVA IMPACT FUNDS			\$18,500		
33593	CORPORATE EXCISE TAX			\$9,300		
33730	TML FULL PACKAGE BONUS		\$4,000	\$4,000	\$4,000	
33800	RO CO GRANT PARKING LOT				\$25,000	
34100	GENERAL GOVERNMENT - CHARGES		\$341	\$600	\$371	61.8%
34310	HIGHWAYS AND STREETS CHARGES			\$7,500		
34420	GARBAGE TIP FEES		\$110,626	\$332,318	\$111,236	33.5%
34720	SWIMMING POOL CHARGES		\$4,863	\$25,000	\$3,609	14.4%
34740	PARK AND RECREATION CHARGES		\$2,247	\$63,000	\$1,639	2.6%
34741	BOAT SLIP RENTAL		\$6,320	\$22,400	\$7,030	31.4%
34742	FIREWORKS DONATIONS		\$10,167	\$40,000	\$12,731	31.8%
34743	PARK & REC AUCTION SALES		\$9,088	\$9,088		
34744	P&R DONATIONS, PAVILLION, WALK			\$1,015		0.0%
34746	FIRE DEPT DONATIONS			\$47,800	\$44,200	92.5%
35100	AUCTION SALES POLICE DEPT			\$2,000		
35110	CITY COURT FINES AND COST		\$10,318	\$27,000	\$19,212	71.2%
35140	DRUG FINES			\$500	\$1,052	210.4%
35150	TRAFFIC SCHOOL CHARGES		\$1,252	\$5,000	\$1,914	
36000	FUND BALANCE			\$239,000		
36100	INTEREST EARNINGS		\$1,254	\$4,200	\$1,809	
36430	PAVILION RENTAL		\$650	\$3,000	\$1,510	

36967	CONTRACT NATURAL GAS	\$7,167	\$21,500	\$7,167	33.3%
36971	CONTRACT WATER BILLING	\$462,065	\$485,168	\$485,168	100.0%
TOTAL ESTIMATED REVENUES		\$1,714,411	\$6,270,831	\$2,278,898	36.3%

KINGSTON POLICE DEPARTMENT -OCTOBER 2018

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

TIBRS Group B Offenses		
Bad Checks		
Curfew/Loitering/Vagrancy Violations		
Disorderly Conduct		
Driving Under the Influence		
Drunkenness	3	
Family Offenses, Non-Violent		
Liquor Law Violations		
Peeping Tom		
Trespass of Real Property	1	
All Other Offenses	4	
Total		8

TIBRS Group A Offenses		
Crimes Against Property		
Arson		
Bribery		
Burglary/Breaking and Entering	1	
Counterfeiting/Forgery	1	
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	1	
Theft from Coin Operated Machine/Device		
Theft from Motor Vehicle		
Theft of Motor Vehicle Parts/Accessories		
All Other Larceny		
Motor Vehicle Theft		
Robbery	1	
Stolen Property Offenses		
Vandalism	1	
Subtotal		5

Central Dispatch	
Crash Reports	31
Traffic Stops	47
Investigator Needed on Scene	23
Domestic Complaints	5
Escorts Funeral/Other	7
Animal Calls	8
Vandalism	1
Fights	3
Burglar Alarms/Fire Alarms	20
Child Sexual Assaults	
Forgery	
Theft	
Vehicle Theft	
Public/Motorist Assist	6
Arson/Explosive Devices	
Other Calls	171
	Subtotal
	322
Total Calls	
Municipal Codes	
Animal Control Calls to Office	7
Animal Control Violations/Citations	0
Animal Control Letters Sent/notice given	0
Animals Transported to Shelter	1
Codes Concerns	1
Codes Violations/Citations	0
Codes Letters Sent	1
Property Maintenance Leins	0
Temporary Signs Removed	20

Patrol Mileage	18,115
Hours Worked	2,601
Reserve Hours Worked	72
Total Overtime Hours	88
Total Amount of Overtime Wages	2,458
City Court Citations	23
General Sessions Citations	1
Arrest	7
Juvenile Arrest	0
Incident Reports	35

OCTOBER 2018 CASES PENDING

[illegible]

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

Monies outstanding from August 7, 2007 – Oct. 31, 2018	\$ 64,604.05
Monies collected from August 7, 2007 – Oct. 31, 2018	\$ 467,192.07


JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$2,107.50	
Collected in court on fines and costs		\$ 763.75
Amount collected after Oct. 2018 Court		\$ 288.75
Total collected for citations on Oct. 2018		\$ 1,052.50
Amount outstanding for Oct. 2018	\$1,055.00	
<u>24</u> Cash bond forfeitures		\$ 2,841.75
Total amount collected for Oct. 2018 Citations		\$ 3,894.25
Amount collected from previous months/FTA etc.		\$ 1,332.54
Total collected in October 2018.		\$ 5,226.79

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 October 2018.


TERESA JOHNSON
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

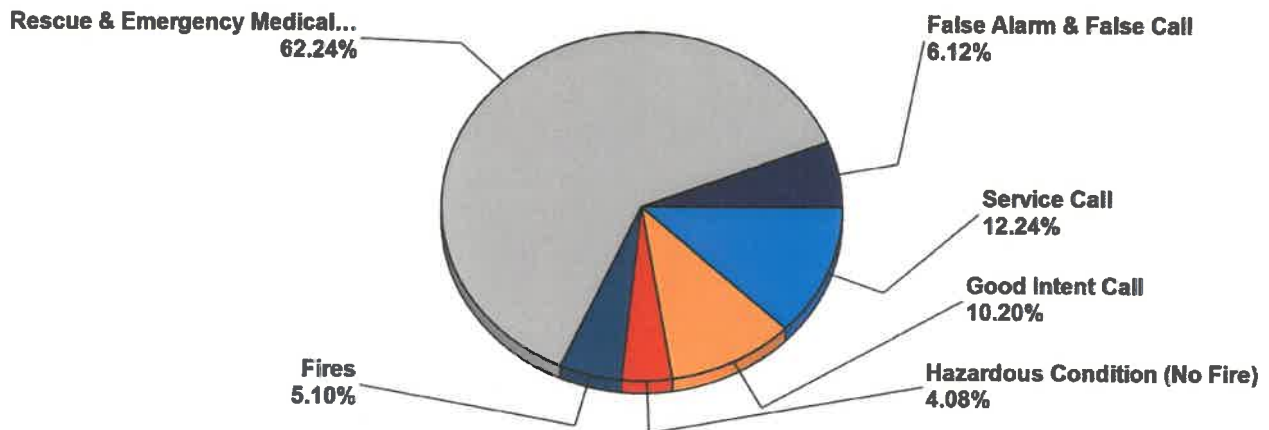
Kingston Fire Department

Kingston, TN

This report was generated on 11/4/2018 9:34:59 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2018 | End Date: 10/31/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	5	5.10%
Rescue & Emergency Medical Service	61	62.24%
Hazardous Condition (No Fire)	4	4.08%
Service Call	12	12.24%
Good Intent Call	10	10.20%
False Alarm & False Call	6	6.12%
TOTAL	98	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	1.02%
118 - Trash or rubbish fire, contained	1	1.02%
131 - Passenger vehicle fire	1	1.02%
142 - Brush or brush-and-grass mixture fire	1	1.02%
160 - Special outside fire, other	1	1.02%
311 - Medical assist, assist EMS crew	24	24.49%
321 - EMS call, excluding vehicle accident with injury	28	28.57%
322 - Motor vehicle accident with injuries	5	5.10%
324 - Motor vehicle accident with no injuries.	3	3.06%
352 - Extrication of victim(s) from vehicle	1	1.02%
412 - Gas leak (natural gas or LPG)	1	1.02%
444 - Power line down	1	1.02%
462 - Aircraft standby	2	2.04%
510 - Person in distress, other	2	2.04%
551 - Assist police or other governmental agency	3	3.06%
553 - Public service	2	2.04%
554 - Assist invalid	5	5.10%
611 - Dispatched & cancelled en route	6	6.12%
621 - Wrong location	1	1.02%
622 - No incident found on arrival at dispatch address	1	1.02%
651 - Smoke scare, odor of smoke	1	1.02%
652 - Steam, vapor, fog or dust thought to be smoke	1	1.02%
700 - False alarm or false call, other	3	3.06%
731 - Sprinkler activation due to malfunction	1	1.02%
733 - Smoke detector activation due to malfunction	1	1.02%
745 - Alarm system activation, no fire - unintentional	1	1.02%
TOTAL INCIDENTS:	98	100.00%

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

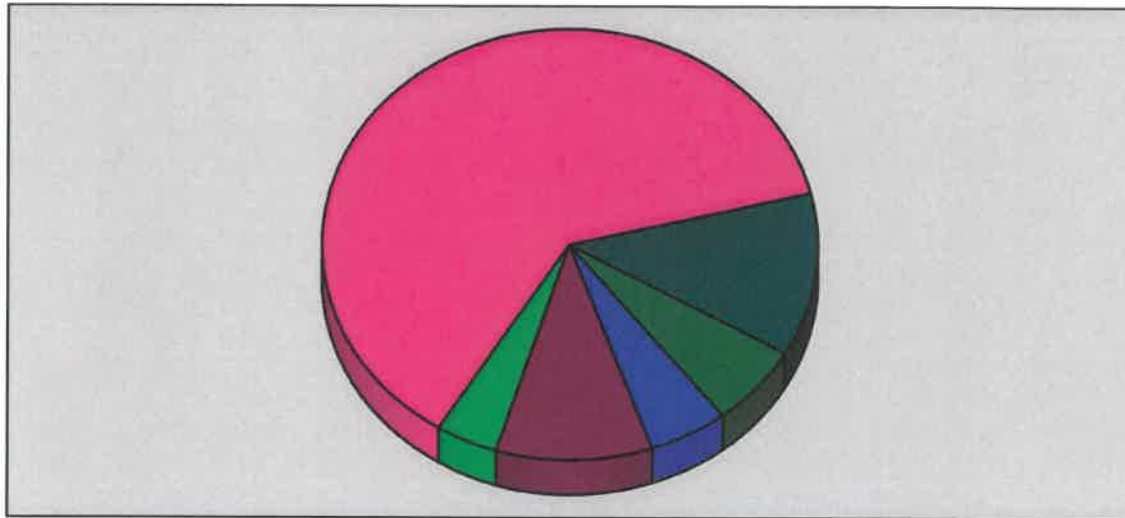
Kingston Fire Department

Kingston, TN

This report was generated on 11/4/2018 9:31:11 AM

Major Incident Types by Month for Date Range

Start Date: 10/01/2018 | End Date: 10/31/2018



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

INCIDENT TYPE	OCT	TOTAL
False Alarm & False Call	6	6
Fire	5	5
Good Intent Call	10	10
Hazardous Condition (No Fire)	4	4
Rescue & Emergency Medical	61	61
Service Call	12	12
Total	98	98

Only REVIEWED incidents included

Kingston Fire Department
Incident Report
Incident Totals

Kingston City

Oct-18

TOTAL CALLS

98

Category	Total		Total
Structure Fires	1	Hazardous Calls	4
Vehicle Fires	1	Service Calls	12
Brush/Grass Fires	1	Good Intent Calls	10
Refuse/rubbish Fires	1	Unintentional False	6
Other Fires	1	Other False	0
Total Fires	5	Total False: Total	32
		Special Incident	0
Rescue and EMS	61	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	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

This report was generated on 11/4/2018 9:34:09 AM

Minor Incident Types by Month for Year

Year: 2018

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	SUM
Accident, potential accident	1	2	1	1		1		1	1	2		10
Animal problem or rescue						1						1
Citizen complaint					1							1
Combustible/flammable spills & leaks			1	1			3	1		1		7
Cover assignment, standby at fire station, move-up								1				1
Dispatched and canceled en route	7	6	11	6	3	2	5	8	11	6	2	67
Electrical wiring/equipment problem	1		2	1		1		1		1		7
Emergency medical service (EMS) Incident	46	44	45	46	47	45	60	55	38	36	3	465
Extrication, rescue										1		1
False alarm and false call, other	1	1	3	4	3	1	1	1		3		18
Good intent call, other				1			1	1	1			4
HazMat release investigation w/no HazMat									1			1
Malicious, mischievous false alarm	1						2		1			4
Medical assist	12	12	24	9	17	6	18	21	23	24	2	168
Mobile property (vehicle) fire	1		1	2	2	2	3	1	1	1		14
Natural vegetation fire			2	2		1	1			1		7
Outside rubbish fire				1	1							2
Person in distress	3		1			2	4	1	2	2		15
Public service assistance	8	6	6	3	6	7	9	7	1	10		63
Rescue or EMS standby			1					1				2
Rescue, emergency medical call (EMS), other	1											1
Search for lost person									1			1
Service call, other									1			1
Special outside fire										1		1
Steam, other gas mistaken for smoke			1					2		2		5
Structure Fire	2		4	1	1	2	3	3	1	2		19
System or detector malfunction			1					4	1	2		8
Unintentional system/detector operation (no fire)	3	1	3	3	3	6	3	1	1	1		25
Wrong location, no emergency found	1	1	2	1	3	3	2	1	1	2		17
Total	88	73	109	82	87	80	115	111	86	98	7	936

Only REVIEWED incidents included

Kingston Fire Department October 2018

Summary of Month's Activities

Fire Operations

The Department responded to 98 calls for service during the month of October.

Fire Administration

- SOGs added
- Fund Raiser Planning
- Brush burning at City Garage approved by TDEC
- Department head meeting
- Promotions

October 2018 Overtime

OT Hours: 30

Cost: \$737.69

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

- Shift Training
- In-service Training
- Defenders Meeting

	This Month	YTD
Fire Inspections	2	175

Public Fire Education

	This Month	YTD
Participants	425	1241
Education Hours	8	45
Number of Occurrences	3	15

Firefighter Training

- KFD is continuing shift training
- Driver Training continuing for 2018
- Emphasis on Rapid Intervention Operations

Implemented Performance Standards Plan

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

Fleet Maintenance

- Minor issues on Engine 3 repairs by Ferrara
- Cab marker lights replaced on U3
- Ladder on L1 cracks welded on waterway

Special Projects

- “Fit for Duty” program on going with work outs posted each shift
- Annual Ladder Testing

Outstanding Issues

- Aging Fire Apparatus
- Aging turn out gear
- U6 aging and continues to need continuous repair. Unit 6 now displays over 180,000 miles.
- Medical, gas powered, and firefighting equipment affected by weather from units sitting outside in the elements

Cost Savings

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

Public Works Report Oct 2018

Solid Waste:

Convenience center solid waste collected:
 Wood chips removed from lot:
 Solid Waste Tonnage collected:
 Street sweeping debris removed off streets:
 Recycled materials collected:

None	
None	
None	
Loads 5	
None	

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	18loads	31Loads
Culverts/Storm Drains Cleaned	5	31
Curb/Sidewalk Repair/Install/Remove	240ft	540ft
Drainage Inspection Requests	3	4
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	9
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	8	26
Storm water Inspections Performed	None	None
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	None
Streets Repaired (e.g., pothole)	8	8
Streets Striped	3	3
Tennessee One Calls	4	12
Traffic Signal Repair	1	1
Tree Trimming Requests	None	4
Vehicle Maintenance – Routine	6	35
Vehicle Maintenance – Unscheduled	3	18
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- 8
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



"unapproved"
til Dec
meeting

**Kingston Parks and Recreation
Board Minutes
November 5, 2018**

PRESENT: Sue Collins, Keenon Hethcoat, Eric Clark, Paul Rogers, Jody Tipton, Rick Ross

ABSENT: Josh Igou, Ruth Thompson, Sammy Frogg, Tara Stockton

Called to order at 6:30 p.m.

Jody gave an invocation.

Paul made a motion to approve last month's minutes. Keenon seconded. Motion passed.

UNFINISHED BUSINESS:

1. Dog Park Update – The new fencing quote is in and is almost \$6,000 less than previous one. It is due to arrive in about three weeks. Rick said we are prepping the site for fencing and pads for the release area Outdoor Kingston has ordered some items and plans continue to move along.
2. Amphitheatre Update – Rick just left a council workshop and the engineer firm presented a drawing with the price quote coming soon. The design is subtle and blends in with the surroundings. The firm still has a target completion date of May, 2019.
3. Adult and Youth Flag Football – Adult Flag Football wrapped two weeks ago. The Youth League is over halfway through the season, ending Dec. 2nd. The teams are having a great time. Enrollment is up this as well as volunteer participation.
4. Trunk or Treat/Movie Re-cap – Morrison Hill Church hosted this event at Southwest Point on Oct. 27th and around 1,250 children were in attendance. The Parks Dept. hosted a movie there that night with about 100 attending.
5. Street Fest Re-cap – This past Saturday's event was a great success. The movie crowd was down probably due to the cold weather that evening.

NEW BUSINESS:

1. Tree Lighting November 24th – This event is set for 5:00 p.m. The Grove Church will provide volunteers and lead the crowd in Christmas carols. Rick said the tree decorating will begin this week. The popular Elf Chase will be held and divided into four age groups. The RCHS baseball team will provide the elves for the event.

2. Christmas Parade – This will be November 26th at 7:00 p.m. Rick passed a sheet around for volunteers to sign up to help that night. Rain date is November 30th.
3. Christmas Bazaar – This annual event is set for December 1st at the Community Center, from 10 a.m. – 3. p.m. This day also includes our annual Candy Cane Run/Hunt for Kids.
4. Candle Light Tour – Our annual tour is set for December 8th at 6:00 p.m. This event has grown over the past few years. We have secured the Knoxville Dulcimer Group to perform this year.

Keenon made a motion to adjourn Josh seconded. Meeting ended at 7:15 p.m.

Rick Ross

Dates to Remember:

Park Board Meeting/Social

Monday, December 3rd at Fort Southwest Point.
Covered dish/Members bring food to share

OCTOBER 2018
MONTHLY REPORT
Kingston Community Center

These are the regularly scheduled on-going meetings and events that were held at the Center during the month of October, 2018:

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

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

Kings. Beautification Committee	Romines Family
Ro. Co. Democratic Party	Farm Bureau Dinner
Humana Health Care	Cindy Helton Family
Boating Safety Class	MEDIC Blood Drive
Shawn Organick Family	Outdoor Kingston
Washam Family	Heather Cook Family
Early Voting	Tupperware Bingo
Kingston Swim Team	AARP Driving Class
United Health Care	

At City Park Pavilion:

Prayer Vigil, Alan Taylor	City Clean-up Day
Liberty Baptist Church	Founders Day Birthday/Girl Scouts
Bunch Tennessee Trail Classic Tourney	

At Southwest Point:

Grace Community Church	Roane County Class of 1968
Morrison Hill Church 'Trunk or Treat'	

Community Receipts: \$1,006.50
Park Rentals: 250.00



Out of the Park

November 2018



Kingston Fall Street Fest

November 3rd, 2018

11am-8pm

Old Court House in Kingston

Music, Food, Venders, Car Show, Kids activities, and more.

The day wraps up with a movie on the lawn at 6:30pm where we will be showing the 70's classic:

Grease

Music from Jubal as well as Nashville Artists Sam and Jim



6th Annual Candy Cane Run/Hunt

Saturday December 1st 11am

Run (1 mile scavenger) Ages 8-12

\$10 entry

Entries registered by Nov. 27th gets a tech race shirt

Hunt for Ages 4-7 (Free)

no shirt for hunt



City of Kingston

Christmas Tree Lighting

Saturday November 24th 5pm

at the Kingston Community Center

Join us for the Elf Chase for the kids, Ugly Sweater Contest, Christmas Carols, Hot Chocolate, and cookies.



Christmas Parade

Monday November 26th at 7pm

Rain date Friday November 30th.



Christmas Bazaar

Saturday December 1st

10am -3pm

at the Kingston Community Center

Crafters, Small and Home Based Businesses

Shop til you drop and Free Admission

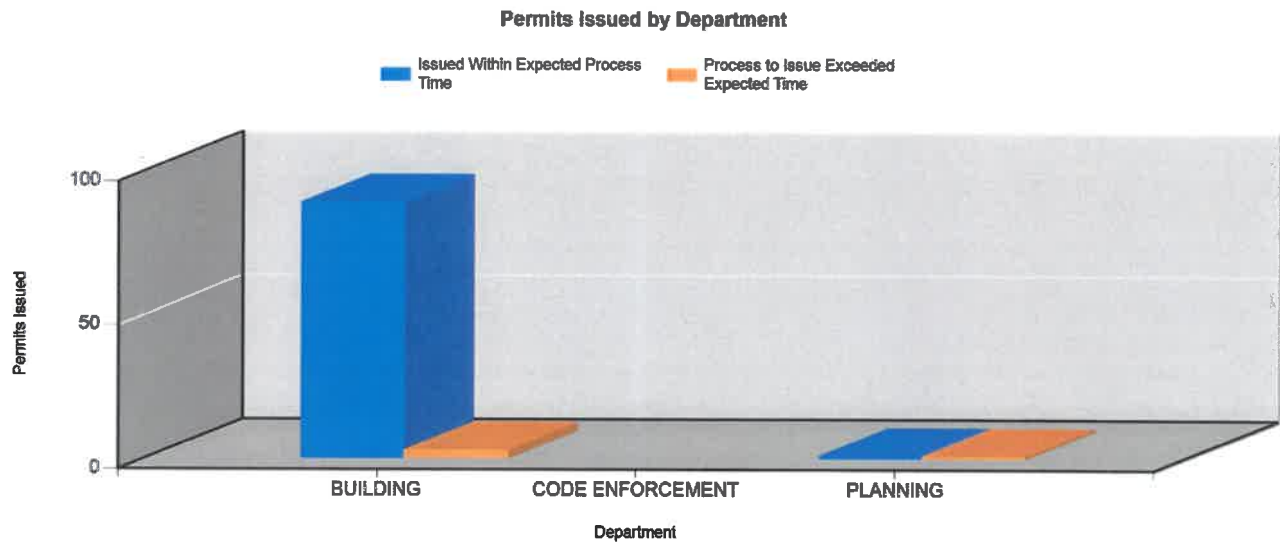


Issued Permits By Department

Page 1 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 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	PL	Same Day	17	16	Same Day	0 Days	1	16	0
	RM	Same Day	16	15	Same Day	0 Days	1	15	0
	BP	Same Day	61	61	Same Day	4.67 Days	1	58	3
CODE ENFORCEMENT	BK	Same Day	13	0	Same Day	0 Days	1	0	0



Issued Permits By Department

Page 2 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

PLANNING	PLT	Same Day	6	2	3 Days	4.95 Days	1	1	1
----------	-----	----------	---	---	--------	-----------	---	---	---

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2018-447 KC Remodel 1359 Byrd Circle, Kingston, TN 37763	Submitted: 09/04/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/09/2018	In Process: 35 Waiting: 0 Total Days: 35 Total Cycles: 1
		BP2018-484 Upgrade to Cell Tower 1716 A Loudon Hwy, Philadelphia, TN 37846	Submitted: 09/20/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2018	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		BP2018-520 Deck Replacement	Submitted: 10/01/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-521 DW 203 First St., ROCKWOOD, TN 37854	Submitted: 10/01/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-522 KC DW 721 Forest Way, Kingston, TN 37763	Submitted: 10/01/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-523 Porch roof only 299 Elm Grove St., LOUDON, TN 37774	Submitted: 10/01/2018 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



Issued Permits By Department

Page 3 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-524	Submitted: 10/01/2018	In Process: 0
		Above ground pool	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		299 Elm Grove St., LOUDON, TN 37774	Ready to Issue:	Total Cycles: 1
			Issued: 10/01/2018	
		BP2018-525	Submitted: 10/01/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		398 Old Holderford Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/01/2018	
		BP2018-526	Submitted: 10/01/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		346 Pekmoa Rd, Philadelphia, TN 37846	Ready to Issue:	Total Cycles: 1
			Issued: 10/01/2018	
		BP2018-527	Submitted: 10/02/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		7333 Paw Paw Plains Road, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 10/02/2018	
		BP2018-528	Submitted: 10/02/2018	In Process: 0
		Garage with bathroom	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2341 Sugar Grove Valley Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/02/2018	
		BP2018-529	Submitted: 10/03/2018	In Process: 0
		Inground Pool	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		124 Covepoint Rd, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/03/2018	
		BP2018-530	Submitted: 10/03/2018	In Process: 0
		Commercial Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		4473 Harriman Highway, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/03/2018	
		BP2018-531	Submitted: 10/04/2018	In Process: 0
		Porch	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		141 Mountain View Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/04/2018	



Issued Permits By Department

Page 4 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-532	Submitted: 10/05/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		831 Post Oak Valley Road, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/05/2018	
		BP2018-533	Submitted: 10/05/2018	In Process: 0
		Inground Pool	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		145 Rileys Creek Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/05/2018	
		BP2018-534	Submitted: 10/09/2018	In Process: 0
		Garage to Living Space	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		185 On Lake Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		BP2018-535	Submitted: 10/09/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		120 Ben Henry Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		BP2018-536	Submitted: 10/09/2018	In Process: 0
		KC Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		BP2018-537	Submitted: 10/09/2018	In Process: 0
		PL for BP2018-446	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		780 Poplar Creek Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-538	Submitted: 10/09/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		515 Mans Hollow Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		BP2018-539	Submitted: 10/10/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		185 Mountain View Rd., Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/10/2018	



Issued Permits By Department

Page 5 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-540	Submitted: 10/10/2018	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		131 Shady Brook Ln, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/10/2018	
		BP2018-541	Submitted: 10/10/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		109 Lowe Gaylon Lane, Philidelphia, TN 37846	Ready to Issue:	Total Cycles: 1
			Issued: 10/10/2018	
		BP2018-542	Submitted: 10/11/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		112 Bridges Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/11/2018	
		BP2018-543	Submitted: 10/11/2018	In Process: 21
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 21
		809 Wilson Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-544	Submitted: 10/11/2018	In Process: 0
		Repair Foundation and Closing in Window	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		809 Wilson Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/11/2018	
		BP2018-545	Submitted: 10/12/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		4750 Kingston Highway, Lenior City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 10/12/2018	
		BP2018-546	Submitted: 10/15/2018	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		121 Hensley Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		BP2018-547	Submitted: 10/15/2018	In Process: 0
		Finishing out BP2017-249	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		486 Keylon Hollow Road, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	



Issued Permits By Department

Page 6 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-548	Submitted: 10/15/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		789 Winton Chapel Road, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		BP2018-549	Submitted: 10/15/2018	In Process: 0
		MOD	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		405 WALNUT GROVE, KINGSTON, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		BP2018-550	Submitted: 10/15/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		106 Valley View Dr, Loudon, TN 37774	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		BP2018-551	Submitted: 10/15/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		113 Perry Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		BP2018-552	Submitted: 10/16/2018	In Process: 0
		Pole Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1837 James Ferry Road, Kingston, TN 3776	Ready to Issue:	Total Cycles: 1
			Issued: 10/16/2018	
		BP2018-553	Submitted: 10/17/2018	In Process: 0
		KC Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		321 Sunrise Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/17/2018	
		BP2018-554	Submitted: 10/17/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		644 Old Poplar Springs Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/17/2018	
		BP2018-555	Submitted: 10/18/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1135 Lawnville Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/18/2018	



Issued Permits By Department

Page 7 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-556	Submitted: 10/18/2018	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		250 Anglers Cove Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/18/2018	
		BP2018-557	Submitted: 10/19/2018	In Process: 0
		Sign	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1247 Lawnville Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/19/2018	
		BP2018-558	Submitted: 10/22/2018	In Process: 0
		HC Generator on Existing Slab	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		396 Ridgewood Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/22/2018	
		BP2018-559	Submitted: 10/22/2018	In Process: 0
		Pole Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		241 Poplar Creek Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/22/2018	
		BP2018-560	Submitted: 10/23/2018	In Process: 0
		O.S. Handrails/Wheel Chair Lift	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		610 Walker Ave., Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/23/2018	
		BP2018-561	Submitted: 10/23/2018	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		274 Highland Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/23/2018	
		BP2018-562	Submitted: 10/24/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		140 Shoreline Drive, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/24/2018	
		BP2018-563	Submitted: 10/25/2018	In Process: 1
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 1
		950 Lakewood Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	



Issued Permits By Department

Page 8 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-564	Submitted: 10/26/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		3004 White Oak Circle, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-565	Submitted: 10/26/2018	In Process: 0
		Detached Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		518 THIEF NECK VIEW Dr., ROCKWOOD, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-566	Submitted: 10/26/2018	In Process: 0
		Metal Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		924 POPLAR CREEK Rd., Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-567	Submitted: 10/26/2018	In Process: 0
		Commercial Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		580 CARDIFF VALLEY Rd., ROCKWOOD, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-568	Submitted: 10/26/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		374 Dogtown Road, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-569	Submitted: 10/26/2018	In Process: 0
		HC Remodel Living Space	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		114 Tubbs Springs Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-570	Submitted: 10/26/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		198 Peninsula Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		BP2018-571	Submitted: 10/29/2018	In Process: 0
		Inground Pool	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		120 Mossey Creek Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	



Issued Permits By Department

Page 9 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-572	Submitted: 10/29/2018	In Process: 0
		Storage Building	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		320 Fairview Circle, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		BP2018-573	Submitted: 10/29/2018	In Process: 0
		OS Porch Roof Only	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		335 E Spring St, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		BP2018-574	Submitted: 10/29/2018	In Process: 0
		Dock	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		323 East Shore Drive, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		BP2018-575	Submitted: 10/29/2018	In Process: 0
		Caport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		109 Gallaher Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		BP2018-576	Submitted: 10/30/2018	In Process: 0
		DW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		217 Phillips Hollow Rd., Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/30/2018	
		BP2018-577	Submitted: 10/30/2018	In Process: 0
		Addition Roof & Handrails	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		111 Shady Lane, Harriman, Tn 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/30/2018	
		BP2018-578	Submitted: 10/30/2018	In Process: 0
		Pavillion	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		3140 Decatur Hwy, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/30/2018	
		BP2018-579	Submitted: 10/30/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		148 Bayview Circle, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 10/30/2018	



Issued Permits By Department

Page 10 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	BP	BP2018-580	Submitted: 10/31/2018	In Process: 0
		Pole Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		3766 Buttermilk Road West, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/31/2018	
PL	PL	PL2018-119	Submitted: 10/02/2018	In Process: 0
		Plumbing Permit for BP2018-528	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2341 Sugar Grove Valley Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/02/2018	
		PL2018-120	Submitted: 10/03/2018	In Process: 0
		PL for BP2018-378	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1372 Indian Shadows Drive, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 10/03/2018	
		PL2018-121	Submitted: 10/03/2018	In Process: 0
		PL for BP2018-299	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		657 Gallaher Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 10/03/2018	
		PL2018-122	Submitted: 10/03/2018	In Process: 0
		PL for BP2018-332	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		4599 Kingston Hwy., Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 10/03/2018	
		PL2018-123	Submitted: 10/09/2018	In Process: 0
		PL for BP2018-535	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		120 Ben Henry Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		PL2018-124	Submitted: 10/09/2018	In Process: 0
		PL for BP2018-446	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		780 Poplar Creek Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 10/09/2018	
		PL2018-125	Submitted: 10/11/2018	In Process: 21
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 21
		329 Branham Hollow Rd, Ten Mile, TN 37880	Ready to Issue:	Total Cycles: 1
			Issued:	



Issued Permits By Department

Page 11 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	PL	PL2018-126	Submitted: 10/11/2018	In Process: 0
		PL for BP2018-349	Technically Complete:	Waiting: 0
		329 Branham Hollow Rd, Ten Mile, TN 37880	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/11/2018	
		PL2018-127	Submitted: 10/15/2018	In Process: 0
		Plumbing Permit for BP2018-324	Technically Complete:	Waiting: 0
		466 Emory River Road, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		PL2018-128	Submitted: 10/23/2018	In Process: 0
		PL for BP2018-385	Technically Complete:	Waiting: 0
		764 Loudon Hwy, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/23/2018	
		PL2018-129	Submitted: 10/25/2018	In Process: 0
		PL for BP2018-167	Technically Complete:	Waiting: 0
		102 Pecan Grove Lane, Lenoir City, Tn 37771	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/25/2018	
		PL2018-130	Submitted: 10/26/2018	In Process: 0
		PL for BP2018-479	Technically Complete:	Waiting: 0
		103 Creek View Circle, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		PL2018-131	Submitted: 10/26/2018	In Process: 0
		PL for BP2018-413	Technically Complete:	Waiting: 0
		164 E Race St, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		PL2018-132	Submitted: 10/29/2018	In Process: 0
		PL for BP2018-495	Technically Complete:	Waiting: 0
		294 Rodgers Lane, Rockwood, Tn 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		PL2018-133	Submitted: 10/30/2018	In Process: 0
		PL for BP2017-237	Technically Complete:	Waiting: 0
		124 Windrock Road, Oliver Springs, TN 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/30/2018	



Issued Permits By Department

Page 12 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	PL	PL2018-134	Submitted: 10/31/2018	In Process: 0
		PL for BP2018-164	Technically Complete: 10/31/2018	Waiting: 0
		121 Lake View Cove Drive, Loudon, TN 37774	Approved: 10/31/2018	Total Days: 0
			Ready to Issue: 10/31/2018	Total Cycles: 1
			Issued: 10/31/2018	
	RM	PL2018-135	Submitted: 10/31/2018	In Process: 0
		PL for BP2018-493	Technically Complete: 10/31/2018	Waiting: 0
		3140 Decatur Hwy, Kingston, TN 37763	Approved: 10/31/2018	Total Days: 0
			Ready to Issue: 10/31/2018	Total Cycles: 1
			Issued: 10/31/2018	
	RM	RM2018-071	Submitted: 10/03/2018	In Process: 0
		GAS ONLY for BP2018-464	Technically Complete: 10/03/2018	Waiting: 0
		308 Holder Hollow Road, Kingston, TN 37763	Approved: 10/03/2018	Total Days: 0
			Ready to Issue: 10/03/2018	Total Cycles: 1
			Issued: 10/03/2018	
	RM	RM2018-072	Submitted: 10/03/2018	In Process: 0
		RM for BP2017-255	Technically Complete: 10/03/2018	Waiting: 0
		900 Old Harriman, Oliver Springs, TN 37840	Approved: 10/03/2018	Total Days: 0
			Ready to Issue: 10/03/2018	Total Cycles: 1
			Issued: 10/03/2018	
	RM	RM2018-073	Submitted: 10/05/2018	In Process: 0
		RM for BP2018-118	Technically Complete: 10/05/2018	Waiting: 0
		200 Beaver Trail, Kingston, Tn 37763	Approved: 10/05/2018	Total Days: 0
			Ready to Issue: 10/05/2018	Total Cycles: 1
			Issued: 10/05/2018	
	RM	RM2018-074	Submitted: 10/05/2018	In Process: 0
		RM for BP2018-263	Technically Complete: 10/05/2018	Waiting: 0
		119 Cena Lane, Harriman, TN 37748	Approved: 10/05/2018	Total Days: 0
			Ready to Issue: 10/05/2018	Total Cycles: 1
			Issued: 10/05/2018	
	RM	RM2018-075	Submitted: 10/09/2018	In Process: 0
		RM for BP2018-464	Technically Complete: 10/09/2018	Waiting: 0
		308 Holder Hollow Road, Kingston, TN 37763	Approved: 10/09/2018	Total Days: 0
			Ready to Issue: 10/09/2018	Total Cycles: 1
			Issued: 10/09/2018	
	RM	RM2018-076	Submitted: 10/11/2018	In Process: 0
		Mechanical Permit for BP2018-307	Technically Complete: 10/11/2018	Waiting: 0
		335 Enclave Way, Kingston, TN 37763	Approved: 10/11/2018	Total Days: 0
			Ready to Issue: 10/11/2018	Total Cycles: 1
			Issued: 10/11/2018	



Issued Permits By Department

Page 13 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	RM	RM2018-077	Submitted: 10/15/2018	In Process: 0
		RM for BP2018-297	Technically Complete:	Waiting: 0
		752 Old Johnston Valley Rd, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/15/2018	
		RM2018-078	Submitted: 10/17/2018	In Process: 0
		RM for BP2018-420	Technically Complete:	Waiting: 0
		302 Eagle Ridge Dr, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/17/2018	
		RM2018-079	Submitted: 10/22/2018	In Process: 0
		Change out only	Technically Complete:	Waiting: 0
		115 Westclift Drive, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/22/2018	
		RM2018-080	Submitted: 10/24/2018	In Process: 0
		RM for BP2018-274	Technically Complete:	Waiting: 0
		1115 New Midway Road, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/24/2018	
		RM2018-081	Submitted: 10/24/2018	In Process: 0
		RM for BP2018-327	Technically Complete:	Waiting: 0
		217 Marble Bluff Drive, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/24/2018	
		RM2018-082	Submitted: 10/25/2018	In Process: 0
		RM for BP2017-214	Technically Complete:	Waiting: 0
		1200 Margrave Drive, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/25/2018	
		RM2018-083	Submitted: 10/26/2018	In Process: 0
		RM for BP2018-423	Technically Complete:	Waiting: 0
		2801 Buttermilk Road West, Lenoir City, TN 37771	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/26/2018	
		RM2018-084	Submitted: 10/29/2018	In Process: 0
		RM for BP2018-293	Technically Complete:	Waiting: 0
		404 De Armond Rd, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	



Issued Permits By Department

Page 14 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

BUILDING	RM	RM2018-085	Submitted: 10/30/2018	In Process: 0
		RM for BP2017-620	Technically Complete: 10/30/2018	Waiting: 0
		873 River Road, Kingston, TN 37763	Approved: 10/30/2018	Total Days: 0
			Ready to Issue: 10/30/2018	Total Cycles: 1
		RM2018-086	Submitted: 10/31/2018	In Process: 0
		RM for BP2017-518	Technically Complete: 10/31/2018	Waiting: 0
		189 Old Kingston Highway, Rockwood, TN 37854	Approved: 10/31/2018	Total Days: 0
			Ready to Issue: 10/31/2018	Total Cycles: 1
CODE ENFORCEMENT	BK	BK-18-0040	Submitted: 10/01/2018	In Process: 31
		Code Check Book	Technically Complete: 10/01/2018	Waiting: 0
		124 Windrock Road, Oliver Springs, TN 37840	Approved: 10/01/2018	Total Days: 31
			Ready to Issue: 10/01/2018	Total Cycles: 1
		BK-18-0041	Submitted: 10/01/2018	In Process: 31
		Code Check Book	Technically Complete: 10/01/2018	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved: 10/01/2018	Total Days: 31
			Ready to Issue: 10/01/2018	Total Cycles: 1
		BK-18-0042	Submitted: 10/03/2018	In Process: 29
		Code Check Book	Technically Complete: 10/03/2018	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved: 10/03/2018	Total Days: 29
			Ready to Issue: 10/03/2018	Total Cycles: 1
		BK-18-0043	Submitted: 10/05/2018	In Process: 27
		Code Check Book	Technically Complete: 10/05/2018	Waiting: 0
		831 Post Oak Valley Road, Rockwood, TN 37854	Approved: 10/05/2018	Total Days: 27
			Ready to Issue: 10/05/2018	Total Cycles: 1
		BK-18-0044	Submitted: 10/10/2018	In Process: 22
		Code Check Book	Technically Complete: 10/10/2018	Waiting: 0
		185 Mountain View Rd., Harriman, TN 37748	Approved: 10/10/2018	Total Days: 22
			Ready to Issue: 10/10/2018	Total Cycles: 1
		BK-18-0045	Submitted: 10/18/2018	In Process: 14
		Code Check Book	Technically Complete: 10/18/2018	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved: 10/18/2018	Total Days: 14
			Ready to Issue: 10/18/2018	Total Cycles: 1



Issued Permits By Department

Page 15 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

CODE ENFORCEMENT	BK	BK-18-0046	Submitted: 10/24/2018	In Process: 8
		Code Check Book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 8
			Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0047	Submitted: 10/26/2018	In Process: 6
		Book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
		Issued:		
		BK-18-0048	Submitted: 10/26/2018	In Process: 6
		book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0049	Submitted: 10/26/2018	In Process: 6
		book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
		Issued:		
		BK-18-0050	Submitted: 10/26/2018	In Process: 6
		book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
			Issued:	
		BK-18-0051	Submitted: 10/26/2018	In Process: 6
		book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
		Issued:		
		BK-18-0052	Submitted: 10/29/2018	In Process: 3
		Book	Technically Complete:	Waiting: 0
		308 N. 3rd St., Kingston, TN 37763	Approved:	Total Days: 3
			Ready to Issue:	Total Cycles: 1
			Issued:	
PLANNING	PLT	PLT2018-024	Submitted: 10/04/2018	In Process: 28
		Plat Review	Technically Complete:	Waiting: 0
		590 Tennessee Chapel Circle, Kingston, TN 37763	Approved:	Total Days: 28
			Ready to Issue:	Total Cycles: 1
			Issued:	



Issued Permits By Department

Page 16 of 16

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2018 AND 10/31/2018

Report run on: 11/01/2018 08:48 AM

PLANNING	PLT	PLT2018-025	Submitted: 10/04/2018	In Process: 28
		Plat Review	Technically Complete:	Waiting: 0
		493 Myrtle Ward Road, Philadelphia, TN 37846	Approved:	Total Days: 28
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-026	Submitted: 10/19/2018	In Process: 0
		Boundary Line Adjustment	Technically Complete:	Waiting: 0
		5047 Clay Hollow Road, Sweetwater, TN 37874	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 10/19/2018	
		PLT2018-027	Submitted: 10/22/2018	In Process: 7
		Plat Review	Technically Complete:	Waiting: 0
		125 & 127 Lakescene Rd, Kingston, TN 37763	Approved:	Total Days: 7
			Ready to Issue:	Total Cycles: 1
			Issued: 10/29/2018	
		PLT2018-028	Submitted: 10/23/2018	In Process: 9
		Plat Review	Technically Complete:	Waiting: 0
		145 Paint Rock Ferry Road, Kingston, TN 37763	Approved:	Total Days: 9
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-029	Submitted: 10/25/2018	In Process: 7
		Plat Review	Technically Complete:	Waiting: 0
		319 Enclave Way, Kingston, TN 37763	Approved:	Total Days: 7
			Ready to Issue:	Total Cycles: 1
			Issued:	

KINGSTON WATER TREATMENT PLANT



OCTOBER OPERATIONS REPORT

2018

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	16,633,000	17,949,000	-7.91%	554,000	814,000	448,000
	Effluent (Finish)	15,232,000	16,492,000	-8.27%	508,000	740,000	416,000
	Spring Supply	13,208,000	13,675,000	-3.54%	440,000	456,000	412,000
	Total Finish Prod.	28,440,000	30,167,000	-6.07%	Distribution & WTP Report: 1,373,000		
Plant Efficiency		99.42%	99.28%	0.14%	gals. usage flushing and Tank refilling.		
Distribution					Public Works: No Report		
GALLONS	Consumption	21,535,200	21,703,000	-0.78%	Fire Dept: No Report		
	Reported Usage	1,373,000	1,432,000	-4.30%	Park & Rec: No Report		
	Water Loss	5,531,800	7,160,800	-29.45%	WWTP: No Report		
	%	19.45%	23.31%	-3.86%			

Note: The Water Production, Consumption and Loss data is for the September 2018 Meter Read Period.

- * Multiple Agencies here throughout the Month collecting water samples.
- * Drained and washed all Basins on two separate occasions.
- * Completed (collected and analyzed) 2 rounds of Compliance Distribution Bacteriological Sampling.
- * Performed regular maintenance at Plant and Spring Site.
- * Performed (QA/QC) Quality Assurance and Quality Control Checks and In-House Laboratory Training.
- * Completed all required regular monthly sampling.
- * Mowed ,trimmed & Sprayed the Waterplant grounds four times, at the Spring Pump House , Spring Site and Spring Gravity Feed Line right-of-way.
- * Completed LT2 (Long Term 2 Enhanced Surface Monitoring Rule) Sampling and Monitoring. All of the results were very good. Current Treatment and Removal Processes are more than satisfactory.
- * Replaced Fluoride Day Tank Scales.
- * Fabricated a new Bench Grinder Stand.
- * Completed required Quarterly Fluoride, Aluminum and TOC sampling. The TOC (Total Organic Carbon) removal was 66.5%, we were required 25%. The Aluminum (discharge sample) was ND (non detected)
- * Had a cover built over Ladd Landing Pumpstation to assist cooling and eliminate water infiltration, etc.
- * Installed plywood to underside of awning at the rear of Water Treatment Plant. Ran conduit and electrical for switches, power and lighting.
- * Rebuilt the H2O2 chemical feeder, installing new suction and discharge lines.

Kingston Water Department
Schedule of Unaccounted For Water
October

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	28,440,000
C	Water Purchased	<u>0</u>
D	Total Water Treated and Purchased (Sum Lines B and C)	<u>28,440,000</u>
E Accounted for Water:		
F	Water Sold	21,535,200
G	Metered for Consumption (in house usage)	<u>873,000</u>
H	Fire Department(s) Usage	<u>0</u>
I	Flushing	<u>500,000</u>
J	Tank Cleaning/Filling	<u>0</u>
K	Street Cleaning	<u>0</u>
L	Bulk Sales	<u>0</u>
M	Water Bill Adjustments (+/-)	<u>0</u>
N	Total Accounted for Water (Sum Lines F thru M)	<u>22,908,200</u>
O	Unaccounted for Water (Line D minus Line N)	<u>5,531,800</u>
P	Percent Unaccounted for Water (Line O divided by Line D times 100)	<u>19.451%</u>

Q Other (explain)

See Below

Explain Other:

All amounts included in this schedule are supported by documentation on file at the water system. If no support is on file for a line item or if line item is not applicable, a "0" is shown.



KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager
FROM: Tony Workman, WWTP Plant Manager
RE: October Monthly Report
DATE: November 6, 2018

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.3015	.6700	.2190	9,346,000
EFFLUENT	.5188	.9240	.3780	16,083,000

Total gallons of chlorine used was 263.25 @\$2.09 gallon = \$550.20.

There was 3.93 inches of rain.

There were no overflows this month.

45.92 tons of sludge was hauled to the landfill.

The new Effluent Sampler has arrived.

Jim "Thunder" Tipton and Daniel Bredwell have been out using the sewer inspection camera looking for problems in the sewer lines. So far, the issues they have discovered are roots in the lines. The lines with roots will be cleaned.

TVA held back the water to allow us to check the lines by the #1 pump station and Sisco Dentistry offices. Sisco has problems with their sewer when the field is flooded but only during heavy rains. The Influent numbers did not change during this test and Sisco did not have any issues with their sewer.

The digester has been painted. The new coat of paint makes the digester look almost brand new.

We completed all the requirements for the DMRQA- 38 study. All areas were within the acceptable levels.

CITY OF KINGSTON
900 Waterford Place
KINGSTON, TENNESSEE 37763
Office: (865) 717-4642
Fax: (865) 376-1425

REQUISITION FORM

DATE: November 7, 2018

DEPARTMENT Council

CHARGE TO: (DEPT. NUMBER) _____

LINE ITEM NUMBER _____

DESCRIPTION	AMOUNT
2 Name Plates (2"x10") for Council Doors (\$13 each) <ul style="list-style-type: none">• Rebekah Humphreys• Wiley Brackett	\$26.00
4 8" Walnut Name Blocks (\$25 each) <ul style="list-style-type: none">• Rebekah Humphreys• Wiley Brackett	\$100.00
Total	\$126.00

VENDOR NAME Frameworks (882-3706 and Fax 590-0390)

ADDRESS 424 North Roane Street, Harriman, TN 37748

SIGNATURE _____

DATE 11/7/18

A RECEIPT OR TICKET IS REQUIRED ON ALL PURCHASES

Joyce Lewis

From: Joyce Lewis
Sent: Wednesday, November 07, 2018 11:46 AM
To: 'Emily Steele'
Subject: RE: maintenance

Will call it in!

Joyce Lewis

Kingston City Manager's Office
City of Kingston
900 Waterford Place, Suite 200
Kingston, TN 37763
(865) 717-4642
(865) 376-1425 Fax
www.kingstontn.gov

From: Emily Steele [mailto:kpldirector@gmail.com]
Sent: Wednesday, November 07, 2018 11:03 AM
To: Joyce Lewis <Joyce.Lewis@kingstontn.gov>
Subject: maintenance

Hi, Joyce. Our water heater is leaking again.

--

Emily Steele
Director, Kingston Public Library
1004 Bradford Way
Kingston TN 37763
865-376-9905

www.kingstonpubliclibrarytn.org
www.facebook.com/KingstonPublicLibrary

WATER DEPARTMENT MONTHLY REPORT

To: David Bolling

Month of: OCT. 2018

From: Jimmy Agee

RE: Monthly Work Orders

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	7	
Read-out	52	
RE- READS	1	
WATER TAP NEW ACCT.	7	
CLOSED ACCT WITH COMSUMPTION	1	
READ INS	42	
CHECK FOR HUNG METER	9	
CHANGE OUT HUNG / BROKEN METER	7	
CHECK FOR LEAK AT METER	12	
METER LEAKS	5	
AFTER HOURS - WATER		
SERVICE LINE LEAK	7	
LINE LOCATES	115	
TURN OFF FOR NON PAYMENT	29	
TURN WATER BACK ON	28	
YARD WORK		
DOOR HANGERS	2	
MANUAL READ	1	
AFTER HOURS - SEWER		
SEWER- TAP NEW ACCOUNT		
LOCATE SEWER TAP	1	
SEWER BACK UP	6	
CHECK TO SEE IF STILL OFF	15	
TAP ESTIMATES	7	
PROFILE REQUESTED	2	
TAP-EXISTING ACCT		
SEWER-TAP EXISTING ACCT		
WATER MAIN BREAKS	1	

WATER DEPARTMENT MONTHLY REPORT

Month of: OCT.2018

PAGE 2

TASK	RESOLVED	PENDING
MISC SERVICE ORDERS		
ESTIMATES RELOCATE METER	1	
CHECK FOR TAMPERED METER		
REPAIR BROKEN SEWER LINE		
NO WATER		
WATER TASTE BAD		
CHECK WATER PRESSURE	1	
SEWER BAD SMELL	1	
CHECK FOR FROZEN METER		
REPLACE MAN HOLE COVER		
REPLACE CLEAN-OUT CAP		
REPLACE METER /METER BOX/LID	7	
REPLACE TAMPERED METER		
REPLACE VALVE		
FLUSH LINES		
RUN 10 GAL WATER THRU		
TURN OFF FOR INSPECTIONS	1	
INSPECT SEWER CONNECTION		
TURN OFF DUE TO LEAK	2	
REPLACE CUT-OFF VALVE	2	
Install flotting meter		
LOCATE WATER METER		
Total		378
OVER-TIMES HOURS	145	
FIRE HYDRANTS		
ROAD PATCHES	5	
PULLED METERS	1	


 WATER DISTRIBUTION & COLLECTION
 MANAGER-JIM AGEE

Kingston Public Library
Meeting Minutes
October 23, 2018

Present: Vic King, EmilySteele – Director, Trudy Wideman, Carolyn Brewer, Joe Parker, Liz Schreck- Ocoee Regional Library

Absent: Emily Smith, Mary Ann Wesolowski, Randy Childs

- 1) Vic King called the meeting to order at 5:00 pm.
- 2) Joe Parker moved to have the minutes of the September 18, 2018 meeting approved; Carolyn seconded the motion and the minutes were approved.
- 3) Treasurer, Mary Ann Wesolowski was not present at this meeting. New checks will be deposited upon her return. Joe Parker noted that the bank statement is sent to him via an email notification. He forwards it to Emily Steele and she in turn sends it to Mary Ann Wesolowski. Joe will take measures to have the statement sent directly to Emily Steele and will give her the username and password associated with the account information. Trudy Wideman moved to accept the treasurer's report; Joe Parker seconded and the report was accepted.
- 4) Comments from the public were not available.
- 5) Liz Schreck from the Ocoee Regional Library was present. She discussed topics that were addressed at the 2018 Trustee Workshop held in September. Topics included 'Telling Your Library Story', 'Building Boards with Muscle', and 'Local Government Funding'. Her packet of information included an updated list of the regional library systems throughout the state, a list of Tennessee library acronyms, and a newly revised edition of 'Tennessee Standards for Public Libraries'. She congratulated Mary Ann Wesolowski with a certificate for completing the Tennessee Library Trustee Certification Program and encouraged others to do so.
- 6) Emily Steele presented the Director's Report:
 - a) Children's Programming – Four programs were held in September with 55 participants. Extra programs were scheduled during the week of fall break including board games in the morning and tech games in the afternoon.
 - b) Computer Classes – Computer classes covering social media had four people in attendance and two people were present for an email class. Emily discussed the possibility of reducing the number classes per month in hopes

of increasing the number of participants per class. There are three computer classes yet to schedule.

- c) Adult Programs –Five participants enjoyed a craft night and fourteen patrons came to the library for a board game party. Plans are to host board game nights on a monthly basis after the holidays
- d) Circulation Summary – Patron count for the month totaled 1,493. There were 1,791 checkouts and renewals for adults and 394 for children. READS count for e-books was 2,436.

Joe Parker moved to accept the director's report; Carolyn Brewer seconded and the report was accepted.

7) Old Business:

- a) Better World Books – A shipment of books and DVDs withdrawn from the library collection has been sent to Better World Books. Reports are available on line to check for possible sales. Those items that do not sell will be recycled or given away by the company.

8) New Business

- a) Personnel Policy –A workshop with John Eric Grubbs, a representative with The Municipal Technical Advisory Service, aided in the creation of updated personnel policies specific to the Kingston Public Library. A copy of the policies was made available to all board members and Vic King asked that each member look it over before the next meeting in the event there were questions, mistakes, or necessary changes. It will be approved at that time.
- b) Collection Development Policy – Emily Steele indicated that the current Collection Development Policy does not require any changes. The Board deferred to her expertise and at this time no changes will be made.
- c) Job Descriptions- Joe Parker suggested that Director Emily Steele review current job descriptions for library staff members and make necessary changes. Emily will bring the revised descriptions to the next board meeting for approval. Liz Schreck will provide Emily with examples of job descriptions for a variety of library positions.

9) Recommendations for Improvement - None

10) Chairman's comments – Vic King commented on the good meeting and thanked Liz Schreck and the board members for attending.

11) Next meeting date is set for November 8, 2018 at 5 pm.

12) Adjournment was moved by Trudy Wideman and seconded by Joe Parker. The meeting was adjourned at 5:45 pm.

Respectfully submitted,
Trudy Wideman, Secretary



BEAUTIFICATION COMMITTEE

10/01/2018 5pm

A G E N D A

1. Call to Order
2. Roll Call
3. Approval of Previous Minutes
4. UNFINISHED BUSINESS
 - A. Downtown Planters-Teresa
 - B. Clean up Date-Partnering with Green Team (9-12 Friday Oct 19)
 - C. Downtown Apts- Chief Washam
5. NEW BUSINESS
 - A. Ideas for Landscaping of new downtown parking lot
 - B. Allison Mural will be sealed this week on hands of mercy
 - C. Post office Mural

**MINUTES
KINGSTON PLANNING COMMISSION
OCTOBER, 2018**

The regular meeting of the Kingston Planning Commission was not held in October, 2018 because of the lack of pressing business.