



# City Manager Report

December 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:**

Fort Southwest Point

**Distributed: January 4, 2019**

## **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**

- ☐ November Meeting Minutes

### **Planning Commission**

- ☐ Meetings cancelled for October/November

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

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

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

- ☐ Director's Report

### **Project Status Updates**

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



December 11, 2018

To: Kingston City Council  
City Staff  
Residents of Kingston

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

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

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

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

Sincerely,

David L. Bolling, City Manager  
City of Kingston

# **City Manager**

## **Management Report: November 2018**

### **Legislative Accomplishments**

A. None

### **Legislative Matters Forthcoming**

A. N/A

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

- Authorization for the Mayor to enter in to a contract with TDOT for the Dogwood Drive roadway expansion project
- Appointments to various Boards and Commissions
- Authorization for the Mayor to enter in a contract with Main Street Law regarding pending litigation against TVA and Jacobs Engineering
  
- **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  
November 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:	Installation in progress	

Notes:

1. Installation in progress, everything moving according to schedule.

**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:	Design Approval	

Notes:

1. Soil testing complete, no issues.
2. Design plans being finalized.

**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:	Installation	

Notes:

1. Beginning of installation has been delayed due to weather. Hope to begin as soon as next week.

## FINANCE AND ADMINISTRATION REPORT DECEMBER 2018

- \* CONTINUING THE EFFORT FOR NEIGHBORS HELPING NEIGHBORS PROJECT TO ADD \$1.00 PER MONTH TO THEIR UTILITY BILL -  
THIS HAS BEEN SUSPENDED AS OF NOVEMBER BILLING-WILL BE ADDED BACK AS NEEDED
- \* CUSTOMERS WHO VOLUNTEERED TO HELP OTHERS TOTAL 0 -DONATIONS TOTAL \$21,707.19  
DISBURSED -3348.52 YTD
- \* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR NOVEMBER 3768 FOR A TOTAL AMOUNT OF \$322,428.77
- \* NEW WATER SERVICE APPLICATIONS FOR NOVEMBER TOTALED 24
- \* 29 CUSTOMERS FINALED OUT SERVICE
- \* 223 PAST DUE ACCOUNTS
- \* TOTAL ACH-BANK DRAFT ACCOUNTS - 730
- \* TOTAL E-BILL ACCOUNTS - 315
- \* ONLINE PAYMENTS PROCESSED 440
- \* WATER/SEWER SERVLINE LEAK PROTECTION TOTAL BILLING 2117
- \* WATER LOSS PROTECTION 1152
- \* WATER LINE PROTECTION 136
- \* SEWER LINE PROTECTION 29
- \* COMMERCIAL SINGLE PROTECTION 237
- \* COMMERCIAL MULTI PROTECTION 6
- \* COMMERCIAL LINE PROTECTION 1
- \* TRASH COLLECTIONS FOR NOVEMBER 2412
- \* PHONE TREE COURTESY CALLS FOR PAST DUE WATER CUSTOMERS-CALLED 276
- \*

### NEW BUSINESS LICENSES ISSUED IN NOVEMBER 2018

- 1 CONCEPT CONSTRUCTION, LLC.-1275 REDLAND RD, LANDRUM, SC 29356(MCDONALDS)
- 2 RIVERTOWN HOME INSPECTIONS-127 COUTH LAKE DR, KINGSTON, TN 37763
- 3

### TRANSIENT VENDOR PERMIT

- 1
- 1

# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY DECEMBER 2018

Cash in Bank	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
General Fund	\$1,709,035	\$1,527,962	\$1,291,237	\$1,032,959	\$1,037,270	\$1,426,688						
Grant Amphitheater			\$500,000	\$500,000	\$488,000	\$488,000						
TVA ENHANCE FNDS	\$9,735	\$9,735	\$9,735	\$9,735	\$9,735	\$9,735						
CAPITAL RESERVE GF			\$100,000	\$100,000	\$100,000	\$100,000						
Water/Sewer	\$1,008,597	\$1,007,346	\$1,104,607	\$1,196,518	\$922,951	\$947,162						
1999 Bond	\$227,973	\$242,619	\$257,405	\$271,823	\$286,333	\$300,423						
2004 Bond	\$236,827	\$233,923	\$231,503	\$228,863	\$226,123	\$223,341						
RDA Reserve Fund	\$296,718	\$298,718	\$300,878	\$330,964	\$161,055	\$191,055						
Drug Fund	\$5,781	\$20,900	\$20,989	\$20,963	\$19,452	\$19,537						
FIRE DEPT	\$47,847	\$0	\$0	\$0	\$0	\$0						
<b>Total BALANCES</b>	<b>\$3,542,513</b>	<b>\$3,341,203</b>	<b>\$3,816,354</b>	<b>\$3,691,825</b>	<b>\$3,250,919</b>	<b>\$3,705,941</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CITY OF KINGSTON**  
**REVENUES DECEMBER 2018**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL DEC 2017	BUDGETED REVENUES 2018- 2019	ACTUAL DEC 2018	PERCENT OF BUDGET 50%
31110	CURRENT PROPERTY TAX	\$1,118,264	\$1,994,100	\$985,725	49.4%
31120	PUBLIC UTILITIES PROPERTY TAX	\$158	\$33,878		
31211	PROPERTY TAX DELINQUENT - 1ST	\$33,517	\$70,000	\$50,970	72.8%
31212	PROPERTY TAX DELINQUENT - 2ND	\$6,156	\$20,000	\$26,125	130.6%
31219	PROPERTY TAX DELINQUENT - 0TH	\$10,579	\$20,000	\$1,466	
31300	INT, PENALTY, AND COURT COST	\$8,849	\$22,000	\$24,618	111.9%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$41,343	\$82,315	\$40,972	49.8%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$527,208	\$1,135,774	\$543,278	47.8%
31710	WHOLESALE BEER TAX	\$95,721	\$200,000	\$99,482	49.7%
31720	WHOLESALE LIQUOR TAX	\$23,577	\$48,000	\$24,280	50.6%
31800	BUSINESS TAXES	\$12,424	\$70,000	\$12,248	17.5%
31912	CABLE TV FRANCHISE TAX	\$38,501	\$75,000	\$37,607	
31913	ATT & BELL SOUTH FRANCHISE FEE	\$6,064	\$17,000	\$5,286	
31920	HOTEL/MOTEL TAX	\$25,541	\$52,000	\$24,478	47.1%
32210	BEER LICENSES	\$1,450	\$1,750	\$100	
32220	LIQUOR PERMITS	\$100	\$300		
33479	ST GRANT AMPHITHEATER			\$500,000	
32600	BZA HEARING FEE	\$25	\$25	\$25	
33490	TEMA ASSISTANCE TORNADO			\$78,171	
33500	TELECOM INTERSTATE SALES		\$3,500	\$2,548	
33510	STATE SALES TAX	\$246,097	\$565,000	\$256,616	45.4%
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	\$2,314	\$4,700	\$3,537	75.3%
33551	STATE GASOLINE TAXES	\$98,085	\$257,000	\$106,692	41.5%
33552	STATE-CITY STREETS	\$5,982	\$12,000	\$5,906	49.2%
33555	STATE STREET CONTRACT MAINT	\$13,335	\$48,000	\$12,398	
33590	TVA REVENUE SOLAR JAMES FRY	\$5,283	\$3,100	(\$3,076)	
33591	GROSS RECEIPTS - TVA	\$17,527	\$70,000	\$18,272	
33592	TVA IMPACT FUNDS	\$24,497	\$18,500	\$12,913	
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	\$539	\$600	\$2,482	413.7%
34310	HIGHWAYS AND STREETS CHARGES		\$7,500		
34420	GARBAGE TIP FEES	\$166,169	\$332,318	\$166,599	50.1%
34720	SWIMMING POOL CHARGES	\$4,863	\$25,000	\$3,609	14.4%
34740	PARK AND RECREATION CHARGES	\$2,970	\$63,000	\$2,447	3.9%
34741	BOAT SLIP RENTAL	\$7,370	\$22,400	\$8,980	40.1%
34742	FIREWORKS DONATIONS	\$10,547	\$40,000	\$10,317	25.8%
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%
34747	DOG PARK GRANT			\$25,000	
35100	AUCTION SALES POLICE DEPT		\$2,000		
35110	CITY COURT FINES AND COST	\$14,359	\$27,000	\$23,743	87.9%
35140	DRUG FINES	\$88	\$500	\$1,171	234.2%
35150	TRAFFIC SCHOOL CHARGES	\$1,652	\$5,000	\$3,752	
36000	FUND BALANCE		\$239,000		
36100	INTEREST EARNINGS	\$2,010	\$4,200	\$2,259	

36430	PAVILION RENTAL	\$680	\$3,000	\$1,585	
36900	TMBF LOAN PROCEEDS FIRE TRUCK	\$498,200			
36910	GRANT PORTER PARK	\$23,775			
36967	CONTRACT NATURAL GAS	\$10,750	\$21,500	\$10,750	50.0%
36971	CONTRACT WATER BILLING	\$462,065	\$485,168	\$485,168	100.0%
TOTAL ESTIMATED REVENUES		\$3,670,832	\$6,270,831	\$3,767,802	60.1%

**CITY OF KINGSTON**  
**EXPENDITURES DECEMBER 2018**

ACCOUNT NUMBER	DESCRIPTION	ACTUAL DEC 2017	2018-2019 BUDGET	ACTUAL DEC 2018	50% BUDGET
41100	LEGISLATIVE	\$28,675	\$81,669	\$79,076	96.8%
41210	CITY COURT	\$12,969	\$25,577	\$12,279	48.0%
41320	CITY MANAGER	\$60,109	\$115,941	\$55,946	48.3%
41500	FINANCIAL ADMINISTRATION	\$245,892	\$406,837	\$175,231	43.1%
41700	PLANNING AND ZONING	\$6,037	\$10,275	\$5,087	49.5%
41810	CITY HALL BUILDINGS	\$61,638	\$187,897	\$191,623	102.0%
41990	OTHER GEN. GOVMT EXP	\$175,324	\$251,956	\$117,256	46.5%
42100	POLICE	\$526,375	\$1,034,765	\$505,743	48.9%
42152	AUTOMOTIVE SERVICES	\$43,407	\$118,000	\$28,522	24.2%
42200	FIRE PROTECTION	\$524,770	\$1,021,725	\$497,170	48.7%
43100	PUBLIC WORKS	\$448,233	\$1,069,730	\$420,858	39.3%
43190	STATE STREET AID	\$90,607	\$161,500	\$76,763	47.5%
43240	WASTEMANAGEMENT	\$147,334	\$297,856	\$154,237	51.8%
43750	CAPITAL IMPROVEMENTS	\$498,200	\$199,000	\$46,267	23.2%
44143	ANIMAL CONTROL	\$14,951	\$31,070	\$11,903	38.3%
44400	RECREATION	\$352,704	\$555,045	\$269,880	48.6%
44440	SWIMMING POOLS	\$15,273	\$38,365	\$15,759	41.1%
44800	LIBRARIES	\$111,132	\$208,294	\$99,669	47.9%
49000	DEBT SERVICE	\$118,481	\$455,329	\$174,022	38.2%
TOTAL EXPENDITURES		\$3,482,111	\$6,270,831	\$2,937,291	46.8%

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**WATER DEPT REVENUES**  
Dec-18

ACCOUNT NUMBER	DESCRIPTION	ACTUAL DEC 2017	BUDGETED 2018-2019	ACTUAL DEC 2018	PERCENT OF BUDGET 50%
36100	INTEREST EARNINGS	\$4,057	\$8,000	\$2,666	33%
37110	METERED WATER SALES	\$567,320	\$1,127,140	\$576,135	51%
37114	SERVELINE LEAK PROTECTION				
37117	OUTSIDE WATER SALES	\$395,795	\$810,000	\$451,894	56%
37191	FORFEITED DISCOUNTS AND PENALTIES	\$17,867	\$35,000	\$16,763	48%
37194	SALES OF MATERIALS	\$6,058	\$10,000	\$23,643	236%
37195	INSTALLATION CHARGES	\$23,600	\$60,000	\$26,290	44%
37196	WATER USER FEES	\$4,490	\$15,000	\$26,625	178%
37199	MISCELLANEOUS	\$4,250	\$5,000	\$2,742	55%
37210	SEWER SERVICE CHARGES	\$627,408	\$1,248,780	\$635,523	51%
37296	SEWER USER FEES	\$4,200	\$8,000	\$14,400	180%
37299	MISCELLANEOUS	\$1,401	\$3,500	\$1,113	32%
33294	CDBG GRANT PROCEEDS	\$103,293			
34800	CAPITAL REIMBURSEMENT		\$171,196		
TOTAL ESTIMATED REVENUES		\$1,759,739	\$3,501,616	\$1,777,794	51%

## WATER/SEWER EXPENDITURES DECEMBER 2018

ACCOUNT NUMBER	DESCRIPTION	ACTUAL DEC 2017	BUDGET 2018/2019	ACTUAL DEC 2018	PERCENT OF BUDGET 50%
41500	FINANCIAL ADMINISTRATION	\$462,065	\$485,170	\$485,168	100%
41990	OTHER GEN. GOVMT EXP	\$225,566	\$434,480	\$324,426	75%
43750	CAPITAL IMPROVEMENTS	\$147,150	\$111,000	\$54,523	49%
49000	DEBT SERVICES	\$97,684	\$596,909	\$87,693	15%
52113	PURIFICATION	\$265,049	\$575,284	\$290,246	50%
52114	TRANSMISSION AND DIST	\$311,842	\$700,989	\$329,157	47%
52213	SEWER TREATMENT AND COLLEC	\$229,725	\$526,772	\$204,371	39%
52117	UTILITY DIRECTOR	\$35,140	\$71,012	\$34,214	48%
TOTAL		\$1,774,221	\$3,501,616	\$1,809,798	52%

## CITY OF KINGSTON

### HUMAN RESOURCES REPORT MONTH OF DECEMBER 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 RETIRED DECEMBER 28, 2018 FROM PUBLIC WORKS DEPT
- \* ONE FULL-TIME EMPLOYEE IN FIRE DEPARTMENT RESIGNED
- \* HIRED ONE FULL TIME FIRE FIGHTER
- \* SUBLITTED APPLICATION AND CAFR FOR AWARD IN 2018 TO GFOA
- \* AUDITOR COMPLETED FIELD WORK
- \* GETTING READY FOR YEAR END PROCESSES 941'S, W2'S, 1099'S ETC.



# Kingston Police Department

## December 2018 Safety Training

Date: December 20, 2018

Topic: Safe Handling of Firearms/ Clearing Barrels

Duration: Approximately 20 minutes

Contents: Department Policy/ Safety Procedures/ Open Discussion

Examples of incidents where firearms were accidentally discharged in departments.

Examples of how "I did not think it was loaded", "the gun just went off" and "I didn't pull the trigger".

Muscle memory training and procedural training of ourselves.

Modification to department procedures as to using a clearing barrel.

Department policy 306.5. 306.6 and subsections C/D.

Open discussion and any questions relevant to using a clearing barrel.

## Roster

Tony Guy

Chief Washam

Jerry Price

Jamie Melton

Garry Kerley

Adam Alkishawi

Danny Patterson

Cody Anderson

Kelly Jackson

Roy Montgomery

Dave Lewis

Alex French

Brent Barger

Brad Miller

Caleb Strayer

Mark Warren

Tommy Snow

## KINGSTON POLICE DEPARTMENT -DECEMBER 2018

### TIBRS Group A Offenses

#### Crimes Against Persons

Aggravated Assault	
Simple Assault	6
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** 6

#### Crimes Against Property

Arson	
Bribery	
Burglary/Breaking and Entering	
Counterfeiting/Forgery	1
Embezzlement	
Extortion/Blackmail	
False Pretenses/Swindle/Confidence Game	
Credit Card/ATM Fraud	
Impersonation	
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	1
All Other Larceny	1
Motor Vehicle Theft	
Robbery	
Stolen Property Offenses	
Vandalism	1

**Subtotal** 4

#### Crimes Against Society

Drug/Narcotics Violations	3
Drug Equipment Violations	3
Betting/Wagering	
Operating/Promoting/Assisting Gambling	
Gambling Equipment Violation	
Sports Tampering	
Pornography/Obscene Material	
Prostitution	
Assisting or Promoting Prostitution	
Purchasing Prostitution	
Weapons Law Violations	1

**Total** 7

### 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

Central Dispatch numbers were not available at time of report

**Central Dispatch**

Crash Reports	
Traffic Stops	
Investigator Needed on Scene	
Domestic Complaints	
Escorts Funeral/Other	
Animal Calls	
Vandalism	
Fights	
Burglar Alarms/Fire Alarms	
Child Sexual Assaults	
Forgery	
Theft	
Vehicle Theft	
Public/Motorist Assist	
Arson/Explosive Devices	
Other Calls	

**Subtotal****Total Calls 0****Municipal Codes**

Animal Control Calls to Office	0
Animal Control Violations/Citations	0
Animal Control Letters Sent/notice given	0
Animals Transported to Shelter	0
Codes Concerns	0
Codes Violations/Citations	0
Codes Letters Sent	0
Property Maintenance Leins	0
Temporary Signs Removed	10

Patrol Mileage	17,987
Hours Worked	2,598
Reserve Hours Worked	34
Total Overtime Hours	160
Total Amount of Overtime Wages	4,465
City Court Citations	18
General Sessions Citations	1
Arrest	18
Juvenile Arrest	0
Incident Reports	22



DECEMBER 2018 CASES

[illegible]

DECEMBER 2018 CASES  
PENDING

[illegible]

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

Monies outstanding from August 7, 2007 – Dec. 31, 2018	\$ 64,102.80
Monies collected from August 7, 2007 – Dec. 31, 2018	\$ 472,468.22

NO COURT IN DECEMBER BECAUSE OF THE CITY HOLIDAY


JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$ .00	
Collected in court on fines and costs		\$ .00
Amount collected after Dec. 2018 Court		\$ .00
Total collected for citations on Dec. 2018		\$ .00
Amount outstanding for Dec. 2018	\$ .00	
<u>2</u> Cash bond forfeitures		\$ 227.50
Total amount collected for Dec. 2018 Citations		\$ 227.50
Amount collected from previous months/FTA etc.		\$ 693.46
Total collected in December 2018.		<b>\$ 920.96</b>

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

This the 31<sup>th</sup> of December 2018.

  
TERESA JOHNSON  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

# Kingston Fire Department

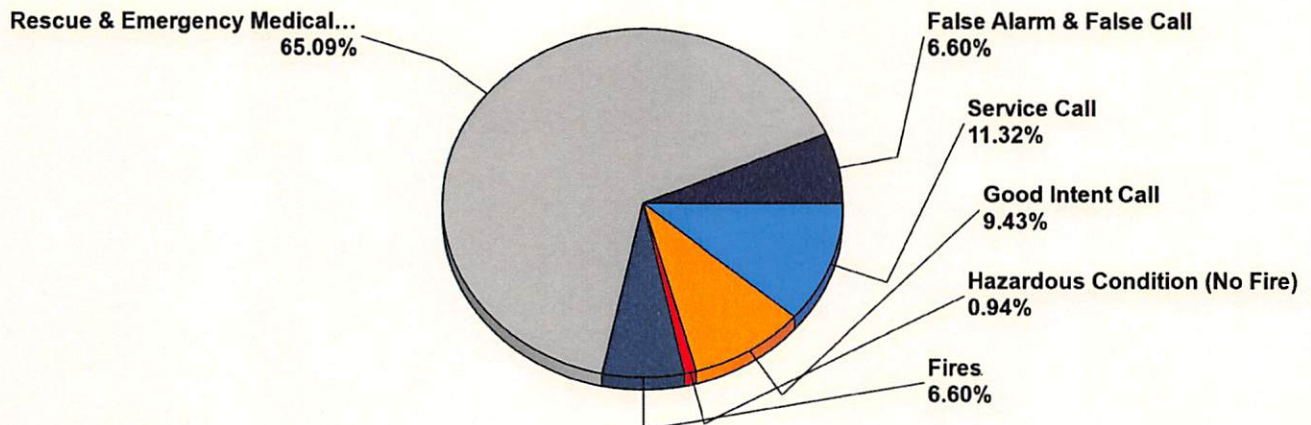


Kingston, TN

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2018 | End Date: 12/31/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	6.60%
Rescue & Emergency Medical Service	69	65.09%
Hazardous Condition (No Fire)	1	0.94%
Service Call	12	11.32%
Good Intent Call	10	9.43%
False Alarm & False Call	7	6.60%
<b>TOTAL</b>	<b>106</b>	<b>100.00%</b>

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	3	2.83%
131 - Passenger vehicle fire	2	1.89%
143 - Grass fire	1	0.94%
151 - Outside rubbish, trash or waste fire	1	0.94%
311 - Medical assist, assist EMS crew	19	17.92%
321 - EMS call, excluding vehicle accident with injury	47	44.34%
322 - Motor vehicle accident with injuries	2	1.89%
324 - Motor vehicle accident with no injuries.	1	0.94%
462 - Aircraft standby	1	0.94%
510 - Person in distress, other	3	2.83%
531 - Smoke or odor removal	1	0.94%
551 - Assist police or other governmental agency	2	1.89%
553 - Public service	1	0.94%
554 - Assist invalid	5	4.72%
611 - Dispatched & cancelled en route	9	8.49%
631 - Authorized controlled burning	1	0.94%
700 - False alarm or false call, other	3	2.83%
733 - Smoke detector activation due to malfunction	1	0.94%
743 - Smoke detector activation, no fire - unintentional	2	1.89%
745 - Alarm system activation, no fire - unintentional	1	0.94%
<b>TOTAL INCIDENTS:</b>	<b>106</b>	<b>100.00%</b>

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



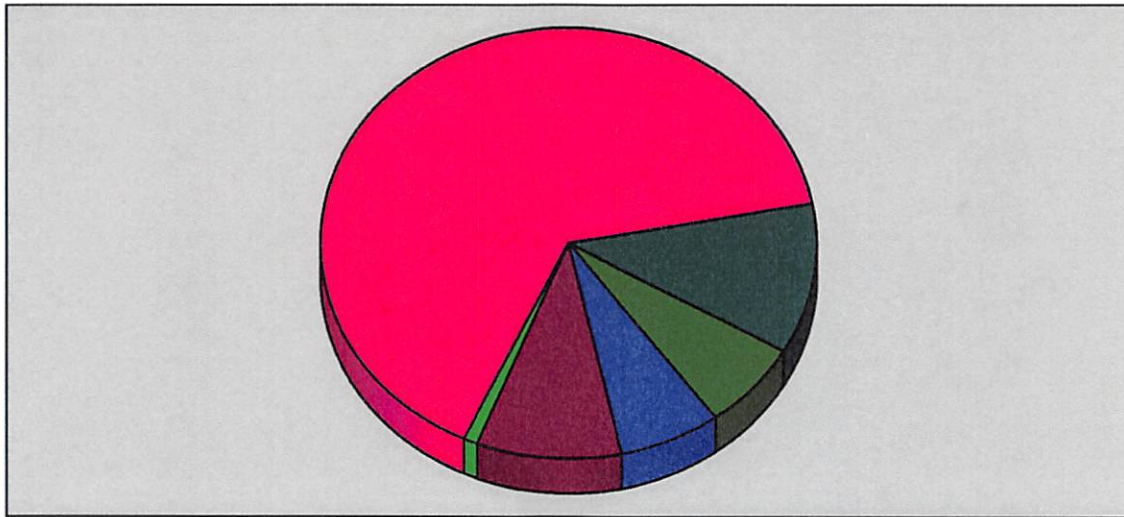
# Kingston Fire Department

Kingston, TN

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## Major Incident Types by Month for Date Range

Start Date: 12/01/2018 | End Date: 12/31/2018



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

INCIDENT TYPE	DEC	TOTAL
False Alarm & False Call	7	7
Fire	7	7
Good Intent Call	10	10
Hazardous Condition (No Fire)	1	1
Rescue & Emergency Medical	69	69
Service Call	12	12
Total	106	106

Only REVIEWED incidents included

**Kingston Fire Department**  
Incident Report  
Incident Totals

Kingston City

Dec-18

**TOTAL CALLS** 106

Category	Total		Total
Structure Fires	3	Hazardous Calls	1
Vehicle Fires	2	Service Calls	12
Brush/Grass Fires	1	Good Intent Calls	10
Refuse/rubbish Fires	1	Unintentional False	7
Other Fires	0	Other False	0
<b>Total Fires</b>	<b>7</b>	<b>Total False: Total</b>	<b>30</b>
		Special Incident	0
Rescue and EMS	69	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	0	Incidents with Exposures	0
Mutual Aid Given	0		
Automatic Aid Received	2		
Automatic Aid Given	2		
Fire Service Injuries	0	<b>Fire Dollar Loss</b>	
Non-Fire Service Injury	0	Property	0
Fire Service Death	0	Contents	0
Fire Civilian Injuries	0	<b>Non-Fire Dollar Loss</b>	
Non-Fire Civilian Injuries	0	Property	0
Fire Civilian Death	0	Contents	0
Non-Fire Civilian Death	0		



# Kingston Fire Department



Kingston, TN

This report was generated on 1/1/2019 11:00:15 PM

## Minor Incident Types by Month for Year

Year: 2018

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	SUM
Accident, potential accident	1	2	1	1		1		1	1	2		1	11
Animal problem or rescue						1							1
Citizen complaint					1								1
Combustible/flammable spills & leaks			1	1			3	1		1			7
Controlled burning												1	1
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	4	9	78
Electrical wiring/equipment problem	1		2	1		1		1		1	1		8
Emergency medical service (EMS) Incident	46	44	45	46	47	45	60	55	38	36	38	50	550
Extrication, rescue										1			1
False alarm and false call, other	1	1	3	4	3	1	1	1		3	2	3	23
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	14	19	199
Mobile property (vehicle) fire	1		1	2	2	2	3	1	1	1		2	16
Natural vegetation fire			2	2		1	1			1		1	8
Outside rubbish fire				1	1							1	3
Person in distress	3		1			2	4	1	2	2	1	3	19
Public service assistance	8	6	6	3	6	7	9	7	1	10	7	8	78
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		2
Smoke, odor problem												1	1
Special outside fire										1			1
Steam, other gas mistaken for smoke			1					2		2	2		7
Structure Fire	2		4	1	1	2	3	3	1	2	6	3	28
System or detector malfunction			1					4	1	2		1	9
Unintentional system/detector operation (no fire)	3	1	3	3	3	6	3	1	1	1	1	3	29
Wrong location, no emergency found	1	1	2	1	3	3	2	1	1	2			17
<b>Total</b>	<b>88</b>	<b>73</b>	<b>109</b>	<b>82</b>	<b>87</b>	<b>80</b>	<b>115</b>	<b>111</b>	<b>86</b>	<b>98</b>	<b>77</b>	<b>106</b>	<b>1112</b>

Only REVIEWED incidents included



**EMERGENCY  
REPORTING**

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Page # 1

## Kingston Fire Department December 2018

### Summary of Month's Activities

#### Fire Operations

The Department responded to 106 calls for service during the month of December.

#### Fire Administration

- SOGs added
- Fund Raiser Planning
- Department head meeting
- Application to hire 1 position

#### December 2018 Overtime

OT Hours: 402.5

Cost: \$9866.69

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

- Shift Training
- Defenders Meeting
- Safety Training over flame jetting

	This Month	YTD
Fire Inspections	0	177

#### Public Fire Education

	This Month	YTD
Participants	20	1261
Education Hours	0	45
Number of Occurrences	0	15

### **Firefighter Training**

- KFD is continuing shift training
- Driver Training continuing for 2018
- Emphasis on Rapid Intervention Operations
- TFSIA Inspector Conference in Pigeon Forge
- Fire Instructor 2 Course

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- U4 new tires

### **Special Projects**

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

### **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

#### Safety

- Firefighter Safety training

## Public Works Report Dec 2018

### Solid Waste:

Convenience center solid waste collected:	None
Wood chips removed from lot:	None
Solid Waste Tonnage collected:	None
Street sweeping debris removed off streets:	5 Loads 18
Recycled materials collected:	None

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	27 loads	48Loads
Culverts/Storm Drains Cleaned	12	38
Curb/Sidewalk Repair/Install/Remove	265ft	590 ft
Drainage Inspection Requests	0	1
Excavation/Street Cut Permits Issued	None	None
Exemption/Back Door Route Requests	None	None
Graffiti Removal Requests	None	None
Land Disturbance Permits Issued	None	None
Sanitation – Bulk Item/Junk Pick-Up Request	4	9
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	6	21
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)	4	10
Streets Striped	0	3
Tennessee One Calls	5	15
Traffic Signal Repair	2	6
Tree Trimming Requests	0	2
Vehicle Maintenance – Routine	7	43

Vehicle Maintenance – Unscheduled	11	27
Water Quality – Related Outreach Events	NA	NA

### **Public Works Facility, Outreach & Project Review:**

Residential meetings and work to assist with drainage-related projects –  
 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-2  
 Sign repair, new sign installations- 6  
 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





*Minutes to be  
approved at  
January  
meeting*

Kingston Parks and Recreation  
BOARD MINUTES  
December 7, 2018

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

ABSENT: Eric Clark, Keenon Hethcoat

GUESTS: Jeanie Rogers, Carrie Frogg, Tim Thompson, Elizabeth Igou, Jennifer Ross, Frank Knies, Sonny Hunter, Joyce Bullington

Called to order by Rick Ross at 7:00 P.M.

He welcomed members and guests to the annual Christmas Board meeting/social gathering.

Paul made a motion to accept the previous month's minutes and Tara seconded. Motion carried.

Rick thanked the members for all their volunteer efforts this past year that helped make it a successful one.

UNFINISHED BUSINESS:

1. Dog Park – The fencing should arrive tomorrow and will be stored at the city garage. The benches are here and are already put together. Thanks to Outdoor Kingston and the Boyd Foundation for this endeavor becoming a reality.
2. Amphitheatre – The site between the gazebo and the council house is first choice. It has an old roadbed and not much fill is required for this location. The site has also been approved by archeologists. Construction is targeted to be completed by June, 2019.
3. Flag Football – The Youth League finished up this past Sunday. The participants enjoyed the games and were recognized with medals and fireworks. There will be a meeting of coaches to determine whether to stay with the NFL league or play under the city. The volunteer referees were from RCHS Beta Club and the Tennessee Scholars program.
4. Christmas Events – The Bazaar was a success; more people attended the tree lighting event this year and there were a lot of volunteers who helped make it a success. The high school kids were dressed as elves and were a big hit with the children for the elf race.



**NEW BUSINESS:**

1. Rick handed out gifts to each board member and thanked them again for their volunteering.
2. Rick challenged the members for a 2019 Parks and Recreation Mission with this question "What do you want to focus on as a Board in 2019?" He will be sending everyone a letter after the holidays with some thoughts and information.

Ruth made a motion to adjourn and Sammy seconded. Motion passed and meeting ended at 7:30 p.m.

Next Park Board Meeting

January 7, 2018

Jo Ann Knies

**DECEMBER 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 December, 2018:**

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

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

Kingston Christmas Bazaar	Kingston Beautification Committee
United Health Care Enrollment Mtg.	FCE Annual Christmas Luncheon
Roxane Senior Holiday Dinner/Mid-East	LaCrosse Christmas Dinner
Morrison Hill Christian Church Dinner	Jimmy Tipton Family
Carol Nance Family	Mary Foster - Bridal Shower
KOC Football Party	Walden Ridge Christmas Dinner
Julie Johnston - Midway Girl Scouts	Kingston Employee Christmas Luncheon

**Community Center Rentals     \$640.00**

Jo Ann Knies



# HAPPY NEW YEAR 2019

## Out of the Park

From Kingston Parks and Recreation

January 2019



### Winter Weather and Meetings

If winter weather calls for poor driving conditions, call the Community Center ahead of time to see if your group will still meet or if we are closed due to winter weather. (865) 376-9476

### Fort Paws Dog Park at City Park South

Man's Best Friend is getting a new play area.

Construction has begun of Fort Paws Dog Park across from 58 Landing in Kingston. This park was made possible by grants and private fund raising efforts and will be open soon. The park will have benches, water fountain, shade, and off leash release area all with one of the best views in the area.



### Kingston Parks and Recreation Girls Volleyball and Softball



Leagues Sign-ups coming soon.

2019 Girls Volleyball Sign-ups will be at end of January and Girls Fast Pitch and Slow Pitch Softball Signups in February.

Details will be on our Website and Facebook page.



### Senior Activities

The Kingston Community Center has lots of activities for seniors from card playing, table tennis, bingo, and even senior adult exercises. Come by the Kingston Community Center today and check out our full list of activities and check out the facilities.

### Winter Park Maintenance

We will be doing some heavy cleaning around our park pavilions over next couple of months. This may require some to be closed for a couple of days at a time. Sorry for inconvenience but winter is our best time to do this.



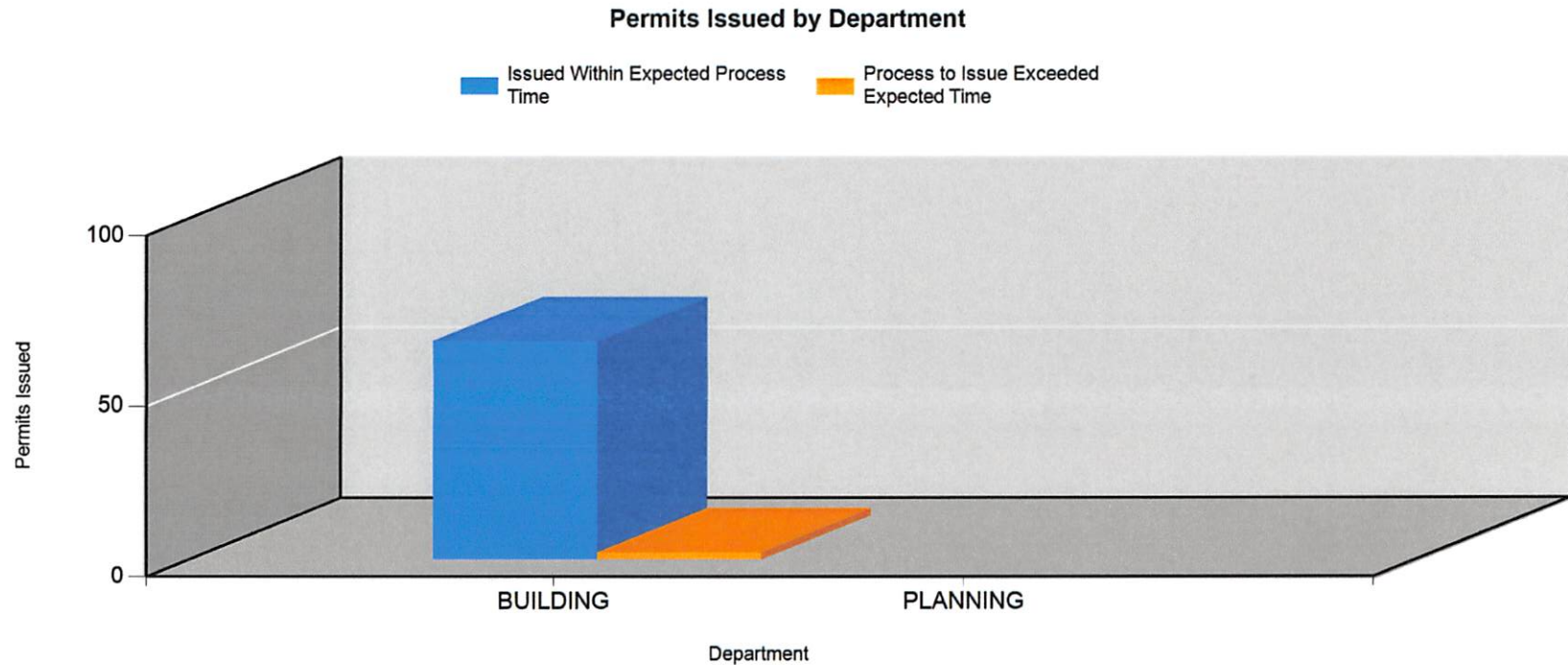


## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 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	10	11	Same Day	1.21 Days	1	10	1
	RM	Same Day	22	22	Same Day	0 Days	1	22	0
	BP	Same Day	35	33	Same Day	0.87 Days	1	32	1
PLANNING	PLT	Same Day	39	0	Same Day	0 Days	1	0	0



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### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2018-623 KC Garage 1359 Byrd Circle, Kingston, TN 37763	Submitted: 12/03/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/03/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-624 Residential Home 323 Marble Bluff Dr, Kingston, TN 37763	Submitted: 12/03/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/03/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-625 Pole Barn 191 Hilltop Loop Rd, Kingston, TN 37763	Submitted: 12/04/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/04/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-626 DW 253 Cave Creek, Loudon, TN 37774	Submitted: 12/05/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/05/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-627 SW 5119 Harriman Hwy, Oliver Springs, TN 37840	Submitted: 12/05/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/05/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-628 DW 2339 Paint Rock Ferry Rd, Kingston, TN 37763	Submitted: 12/06/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/06/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2018-629 Inground Pool 986 Little Dogwood Road, Kingston, TN 37763	Submitted: 12/06/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/06/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





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BUILDING	BP	BP2018-630	Submitted: 12/06/2018	In Process: 0
		HC Sign	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		1102 S Roane Street, Harriman, TN 37748	Issued: 12/06/2018	
		BP2018-631	Submitted: 12/07/2018	In Process: 0
		Deck	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		377 Elm Grove St, Loudon, TN 37774	Issued: 12/07/2018	
		BP2018-632	Submitted: 12/07/2018	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		116 Dennis Drive, Kingston, TN 37763	Issued: 12/07/2018	
		BP2018-633	Submitted: 12/10/2018	In Process: 0
		Addition	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		2661 Sugar Grove Valley Rd., Harriman, TN 37748	Issued: 12/10/2018	
		BP2018-634	Submitted: 12/10/2018	In Process: 0
		Porch	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		218 Woody Lane, Kingston, TN 37763	Issued: 12/10/2018	
		BP2018-635	Submitted: 12/10/2018	In Process: 0
		HC Commercial -Re Roofing	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		630 Clinch St., Harriman, TN 37748	Issued: 12/10/2018	
		BP2018-636	Submitted: 12/11/2018	In Process: 0
		KC Foundation Repair	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		126 King St, Kingston, TN 37763	Issued: 12/11/2018	
		BP2018-637	Submitted: 12/13/2018	In Process: 0
		Garage with Living Space	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		517 Paint Rock Valley Rd, Philadelphia, Tn 37846	Issued: 12/13/2018	



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BUILDING	BP	BP2018-638	Submitted: 12/14/2018	In Process: 0
		Inground Pool	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		752 Old Johnston Valley Rd, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/14/2018	
		BP2018-639	Submitted: 12/14/2018	In Process: 0
		Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		435 Blackburn Lane, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 12/14/2018	
		BP2018-640	Submitted: 12/14/2018	In Process: 5
		KC Wall Sign	Technically Complete:	Waiting: 0
			Approved:	Total Days: 5
		603 N Kentucky Street, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/19/2018	
		BP2018-641	Submitted: 12/14/2018	In Process: 0
		KC Porch replacement/ window change out	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		111 Hillcrest Lane, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/14/2018	
		BP2018-642	Submitted: 12/17/2018	In Process: 0
		HC Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		402 Byrd Street, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/17/2018	
		BP2018-643	Submitted: 12/17/2018	In Process: 0
		Carport	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		218 Woody Lane, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/17/2018	
		BP2018-644	Submitted: 12/18/2018	In Process: 0
		HC Garage-Attached	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		417 Hillside Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/18/2018	
		BP2018-645	Submitted: 12/18/2018	In Process: 15
		Mechanical Permit for BP2018-446	Technically Complete:	Waiting: 0
			Approved:	Total Days: 15
		780 Poplar Creek Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued:	





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BUILDING	BP	BP2018-646	Submitted: 12/18/2018	In Process: 0
		HC Commercial Addition-Repair to sprinkler system	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		200 N. Roane St., Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/18/2018	
		BP2018-647	Submitted: 12/19/2018	In Process: 0
		Pole Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		305 Poplar Springs Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/19/2018	
		BP2018-648	Submitted: 12/19/2018	In Process: 0
		Screened in porch	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1200 Paint Rock Valley Road, Philadelphia, TN 37846	Ready to Issue:	Total Cycles: 1
			Issued: 12/19/2018	
		BP2018-649	Submitted: 12/20/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		119 Swafford Rd, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/20/2018	
		BP2018-650	Submitted: 12/20/2018	In Process: 0
		Agricultural Barn	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		995 Halfmoon Shore Dr., Ten Mile., TN 37880	Ready to Issue:	Total Cycles: 1
			Issued: 12/20/2018	
		BP2018-651	Submitted: 12/20/2018	In Process: 13
		Moving House	Technically Complete:	Waiting: 0
			Approved:	Total Days: 13
		392 Midway Drive, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2018-652	Submitted: 12/20/2018	In Process: 0
		SW	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		168 Midtown Park Circle, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/20/2018	
		BP2018-653	Submitted: 12/21/2018	In Process: 0
		Finishing out basement	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		130 Wildwood Lane, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/21/2018	



## Issued Permits By Department

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ALL DEPARTMENTS  
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BUILDING	BP	BP2018-654	Submitted: 12/26/2018	In Process: 0
		KC Residential Home	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		950 Lakewood Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/26/2018	
	BP	BP2018-655	Submitted: 12/27/2018	In Process: 0
		Remodel	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2045 Decatur Highway, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/27/2018	
	BP	BP2018-656	Submitted: 12/31/2018	In Process: 0
		Metal Garage on existing slab	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		244 Pine Ridge Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/31/2018	
	BP	BP2018-657	Submitted: 12/31/2018	In Process: 0
		Garage	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		147 Scenic View Lane, Lenoir City, TN 37771	Ready to Issue:	Total Cycles: 1
			Issued: 12/31/2018	
	PL	PL2018-162	Submitted: 11/29/2018	In Process: 4
		PL for BP2018-327	Technically Complete:	Waiting: 0
			Approved:	Total Days: 4
		217 Marble Bluff Drive, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/03/2018	
		PL2018-163	Submitted: 12/04/2018	In Process: 0
		PL for BP2018-388	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		327 Lakeview Cove Road, Loudon, TN 37774	Ready to Issue:	Total Cycles: 1
			Issued: 12/04/2018	
		PL2018-164	Submitted: 12/07/2018	In Process: 0
		PL for BP2018-445	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		108 Smith Lane, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 12/07/2018	
		PL2018-165	Submitted: 12/10/2018	In Process: 0
		PL for BP2018-435	Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		1011 Northbridge Close, Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued: 12/10/2018	



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 AM

BUILDING	PL	PL2018-166 PL for BP2018-050 240 Hickey Road, Kingston, TN 37763	Submitted: 12/11/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/11/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-167 PL for BP2018-555 1135 Lawnville Rd, Kingston, TN 37763	Submitted: 12/13/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/13/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-168 PL for BP2018-483 564 Emory River Road, Harriman, TN 37748	Submitted: 12/17/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/17/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-169 PL for BP2018-564 3004 White Oak Circle, Rockwood, TN 37854	Submitted: 12/20/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/20/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-170 PL for BP2018-655 2045 Decatur Highway, Kingston, TN 37763	Submitted: 12/27/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/27/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-171 PL for BP2018-414 1427 POPLAR CREEK Rd., Oliver Springs, TN 37840	Submitted: 12/28/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/28/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2018-172 PL for BP2018-257 150 Grisby Hollow Road, Kingston, TN 37763	Submitted: 12/31/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/31/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	RM	RM2018-105 RM for BP2018-408 4008 Buttermilk Road West, Kingston, Tn 37763	Submitted: 12/03/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/03/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 AM

BUILDING	RM	RM2018-106 RM for BP2018-308 218 Majestic View Drive, Rockwood, TN 37854	Submitted: 12/06/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/06/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-107 Mechanical Permit for BP2017-575 801 Paint Rock Road, Kingston, TN 37763	Submitted: 12/10/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/10/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-108 RM for BP2018-388 327 Lakeview Cove Road, Loudon, TN 37774	Submitted: 12/11/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/11/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-109 RM for BP2018-053 409 Cumberland St, Harriman, TN 37748	Submitted: 12/14/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/14/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-110 Mechanical Permit for BP2018-427 633 Emory River Rd, Harriman, TN 37748	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-111 Mechanical Permit for BP2018-446 780 Poplar Creek Road, Oliver Springs, TN 37840	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-112 Mechanical Permit for BP2018-495 294 Rodgers Lane, Rockwood, Tn 37854	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-113 Mechanical Permit for BP2018-395 241 Westshore Drive, Rockwood, TN 37854	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 AM

BUILDING	RM	RM2018-114 Mechanical Permit for BP2018-378 1372 Indian Shadows Drive, Ten Mile, TN 37880	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-115 Mechanical Permit for BP2018-269 414 England Dr, oliver springs, tn 37840	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-116 Mechanical Permit for BP2017-664 258 MASSENGILL SPRINGS, HARRIMAN, TN 37748	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-117 Mechanical Permit for BP2018-534 185 On Lake Dr, Kingston, TN 37763	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-118 RM for BP2018-525 1084 Black Jack Road, Rockwood, TN 37854	Submitted: 12/18/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/18/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-119 RM for BP2018-273 187 Hartford Village Way, Kingston, TN 37763	Submitted: 12/20/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/20/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-120 Mechanical Permit for BP2018-349 329 Branham Hollow Rd, Ten Mile, TN 37880	Submitted: 12/20/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/20/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-121 RM for BP2018-332 4597 Kingston Hwy, Kingston, Tn 37763	Submitted: 12/21/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/21/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
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Report run on: 01/02/2019 08:51 AM

BUILDING	RM	RM2018-122 RM for BP2018-535 120 Ben Henry Rd, Harriman, TN 37748	Submitted: 12/26/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/26/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-123 RM for BP2018-452 300 Homestead Court, Kingston, TN 37763	Submitted: 12/27/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/27/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-124 RM for BP2018-414 1427 POPLAR CREEK Rd., Oliver Springs, TN 37840	Submitted: 12/28/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/28/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-125 RM for BP2018-173 4989 Decatur Highway, Ten Mile, TN 37880	Submitted: 12/28/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/28/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2018-126 Duct Work only 348 Page Road, Rockwood, TN 37854	Submitted: 12/28/2018 Technically Complete: Approved: Ready to Issue: Issued: 12/28/2018	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PLANNING	PLT	PLT2018-038 Plat Review 4000 Buttermilk Road West, Kingston, TN 37763	Submitted: 12/03/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 30 Waiting: 0 Total Days: 30 Total Cycles: 1
		PLT2018-039 Plat Review 5115 Harriman Highway, Oliver Springs, Tn 37840	Submitted: 12/05/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
		PLT2018-040 Plat Review 232 Four Mile Road, Kingston, TN 37763	Submitted: 12/06/2018 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1





## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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PLANNING	PLT	PLT2018-041	Submitted: 12/06/2018	In Process: 27
		Plat Review	Technically Complete:	Waiting: 0
		1464 Joiner Hollow Rd., Rockwood, TN 37854	Approved:	Total Days: 27
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-042	Submitted: 12/07/2018	In Process: 26
		Plat Review	Technically Complete:	Waiting: 0
		307 West Shore Drive, Rockwood, TN 37854	Approved:	Total Days: 26
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-043	Submitted: 12/07/2018	In Process: 26
		Plat Review	Technically Complete:	Waiting: 0
		108 Settlers Road, Harriman, TN 37748	Approved:	Total Days: 26
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-044	Submitted: 12/07/2018	In Process: 26
		Plat Review	Technically Complete:	Waiting: 0
		215 Greenacres Rd, Kingston, TN 37763	Approved:	Total Days: 26
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-045	Submitted: 12/07/2018	In Process: 26
		Plat Review	Technically Complete:	Waiting: 0
		181 Branham Hollow Road, Ten Mile, TN 37880	Approved:	Total Days: 26
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-046	Submitted: 12/07/2018	In Process: 26
		Plat Review	Technically Complete:	Waiting: 0
		455 Myrtle Ward Rd, Philadelphia, TN 37846	Approved:	Total Days: 26
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-047	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		801 New Midway Rd, Kingston, Tn 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-048	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		160 Bream Ln, Kingston, TN 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	



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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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PLANNING	PLT	PLT2018-049	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		Anglers Cove Rd, Kingston, TN 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-050	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		307 Little Buckner Rd, Philadelphia, TN 37846	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
		PLT2018-051	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		115, 125, 166 Harriman Hwy & Marney Rd, Harriman, TN 37748	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-052	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		554 Old Johnson Valley Road, Kingston, TN 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
		PLT2018-053	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		5041 Clay Hollow Rd, Sweetwater, TN 37874	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-054	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		633 Emory River Rd, Harriman, TN 37748	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
		PLT2018-055	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		148 Orchard Rd, Kingston, Tn 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-056	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
		223 Ellis Rd, Kingston, TN 37763	Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	





## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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PLANNING	PLT	PLT2018-057	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		4008 Buttermilk Road West, Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-058	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		244 Lane Hedgecock Rd, Kingston, Tn 37763	Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-059	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		Eagle Lodge Rd, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-060	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-061	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		796 Ables Valley Rd, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-062	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
			Ready to Issue:	Total Cycles: 1
			Issued:	
		Sylvan Way, Kingston, Tn 37763		
		PLT2018-063	Submitted: 12/11/2018	In Process: 22
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 22
		157 & 159 HICKORY Lane, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-064	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
			Approved:	Total Days: 21
		518 & 524 Grande Vista Dr, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
			Issued:	



## Issued Permits By Department

ALL DEPARTMENTS  
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12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 AM

PLANNING	PLT	PLT2018-065	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		510 & 514 Granda Vista Dr, Rockwood, Tn 37854	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-066	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		Black Creek Rd, Rockwood, Tn 37854	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-067	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		1424 Webster Pike, Harriman, TN 37748	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-068	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		2301 Lawnville RD, Kingston, Tn 37763	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-069	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		1007 Swan Pond Cir Rd, Harriman, TN 37748	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-070	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		Osprey Point, Kingston, tn 37763	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-071	Submitted: 12/12/2018	In Process: 21
		Plat Review	Technically Complete:	Waiting: 0
		938 Old Harriman Hwy, Harriman, TN 37748	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2018-072	Submitted: 12/14/2018	In Process: 19
		Plat Review	Technically Complete:	Waiting: 0
		114 Rodgers Ridge Lane, Kingston, TN 37763	Approved:	Total Days: 19
			Ready to Issue:	Total Cycles: 1
			Issued:	



## Issued Permits By Department

ALL DEPARTMENTS  
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12/01/2018 AND 12/31/2018

Report run on: 01/02/2019 08:51 AM

PLANNING	PLT	PLT2018-073	Submitted: 12/19/2018	In Process: 14
		Plat Review	Technically Complete:	Waiting: 0
		2276 Buttermilk Road, Kingston, TN 37763	Approved:	Total Days: 14
			Ready to Issue:	Total Cycles: 1
		PLT2018-074	Submitted: 12/19/2018	In Process: 14
		Plat Review	Technically Complete:	Waiting: 0
		357 River Road, Kingston, TN 37763	Approved:	Total Days: 14
			Ready to Issue:	Total Cycles: 1
		PLT2018-075	Submitted: 12/19/2018	In Process: 14
		Plat Review	Technically Complete:	Waiting: 0
		195 Kyle Road, Philadelphia, TN 37846	Approved:	Total Days: 14
			Ready to Issue:	Total Cycles: 1
		PLT2018-076	Submitted: 12/28/2018	In Process: 5
		Plat Review	Technically Complete:	Waiting: 0
		Black Berry Cove Phase 2, Loudon, TN 37774	Approved:	Total Days: 5
			Ready to Issue:	Total Cycles: 1
			Issued:	



# KINGSTON WATER TREATMENT PLANT



## DECEMBER OPERATIONS REPORT

2018

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	16,049,000	15,461,000	3.66%	535,000	790,000	402,000
	Effluent (Finish)	14,300,000	14,015,000	1.99%	477,000	662,000	379,000
	Spring Supply	13,515,000	13,785,000	-2.00%	451,000	481,000	420,000
	Total Finish Prod.	27,815,000	27,800,000	0.05%	<i>Distribution &amp; WTP Report:</i> 1,264,000		
Plant Efficiency		99.83%	98.87%	0.96%	gals. usage flushing and Tank refilling.		
<i>Distribution</i>					<i>Public Works:</i> No Report		
GALLONS	Consumption	20,590,700	20,797,900	-1.01%	<i>Fire Dept:</i> No Report		
	Reported Usage	1,264,000	1,885,000	-49.13%	<i>Park &amp; Rec:</i> No Report		
	Water Loss	5,260,300	5,188,000	1.37%	<i>WWTP:</i> No Report		
	%	18.91%	18.41%	0.50%			

Note: The Water Production, Consumption and Loss data is for the November 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.
- \* Permanently affixed Cover above Ladd Landing Pump Station.
- \* Doing clean - up and organization at WTP Shop Area.
- \* Had a couple of major main-line breaks downtown.
- \* Plant Satellite Modem went down, replaced with back-up modem.
- \* Had to replace Raw Water Sampling Pump, replumbed partial Raw Water line to Laboratory.
- \* Dug out for electrical entrance at Ladd Landing Pump Station to install On-Site Generator and Switch.
- \* Doing end of year close-out / office work, preparing for new year.
- \* Prepared 2019 Monthly and Quarterly Sampling Plan Schedule.
- \* Doing Cold Weather Maintenance on outdoor equipment.
- \* Completed 2018 Quarterly Plant TOC (Total Organic Carbon) Sampling. Plant is achieving 66.5 % Reduction. 25.0 % is the Required Plant Reduction.
- \* Completed 2018 Quarterly Fluoride Sampling. Results are well within the suggested limits.
- \* Delivered Required Sampling Records to Watts Bar Utility District.

Kingston Water Department  
Schedule of Unaccounted For Water  
December

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	27,815,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	<u>27,815,000</u>
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	20,590,700
<b>G</b>	Metered for Consumption (in house usage)	<u>964,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>300,000</u>
<b>J</b>	Tank Cleaning/Filling	<u>700,000</u>
<b>K</b>	Street Cleaning	<u>0</u>
<b>L</b>	Bulk Sales	<u>0</u>
<b>M</b>	Water Bill Adjustments (+/-)	<u>0</u>
<b>N</b>	<b>Total Accounted for Water</b> (Sum Lines F thru M)	<u>22,554,700</u>
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	<u>5,260,300</u>
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	<u>18.912%</u>

**Q Other (explain)**

See Below

Explain Other:

\*Major Main Line Breaks, had to refill Gravity Tanks.

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.





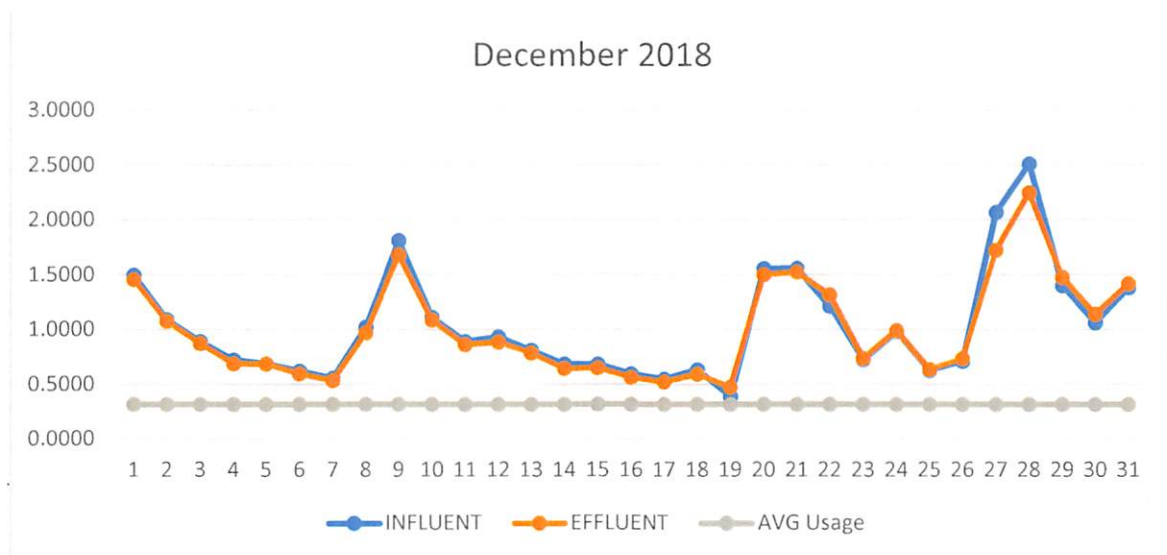
# KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: December 2018 Monthly Report  
DATE: January 3, 2019

---

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	1.0336	2.5130	.3920	32,041,000
EFFLUENT	1.0035	2.2470	.4780	31,110,000

2462 Sewer Customers 9,911,000 gallons billed. Daily average .3200 mgd.



Total gallons of chlorine used was 374.63 @\$2.09 gallon = \$782.98.

There was 7.47 inches of rain.

18.93 tons of sludge was hauled to the landfill.

February 27- March 1, 2019 will be a TAUD Utility Technology Conference in Pigeon Forge.

On March 8, 2019, Tracey Rone from Cherokee Middle School will bring the gifted students and take a tour of the plant.

The New NPDES permit was placed on public notice on December 11, 2018. There is a 30 day comment period.

Looking forward to a great 2019!

# WATER DEPARTMENT MONTHLY REPORT

**To: David Bolling**

Month of: Dec.2018

**From: Jimmy Agee**

**RE: Monthly Work Orders**

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	2	
Read-out	25	
RE- READS	3	
WATER TAP NEW ACCT.	2	
CLOSED ACCT WITH COMSUMPTION	2	
READ INS	21	
CHECK FOR HUNG METER	4	
CHANGE OUT HUNG / BROKEN METER	2	
CHECK FOR LEAK AT METER	6	
METER LEAKS	3	
AFTER HOURS - WATER	3	
SERVICE LINE LEAK	3	
LINE LOCATES	99	
TURN OFF FOR NON PAYMENT		
TURN WATER BACK ON		
YARD WORK		11
DOOR HANGERS	3	
MANUAL READ	2	
AFTER HOURS - SEWER	3	
SEWER- TAP NEW ACCOUNT		
LOCATE SEWER TAP		
SEWER BACK UP	5	
CHECK TO SEE IF STILL OFF		
TAP ESTIMATES	3	
PROFILE REQUESTED	2	
TAP-EXISTING ACCT	1	
SEWER-TAP EXISTING ACCT	1	
WATER MAIN BREAKS	2	

# WATER DEPARTMENT MONTHLY REPORT

Month of: Dec. 2018

PAGE 2

TASK	RESOLVED	PENDING
<b>MISC SERVICE ORDERS</b>		
ESTIMATES RELOCATE METER		
CHECK FOR TAMPERED METER		
WATER TASTE BAD	1	
CHECK WATER PRESSURE	1	
SEWER BAD SMELL		
CHECK FOR FROZEN METER		
REPLACE MAN HOLE COVER		
REPLACE CLEAN-OUT CAP		
REPLACE METER /METER BOX/LID	1	
REPLACE TAMPERED METER		
REPLACE VALVE		
FLUSH LINES	2	
RUN 10 GAL WATER THRU		
TURN OFF FOR INSPECTIONS		
INSPECT SEWER CONNECTION	1	
TURN OFF DUE TO LEAK	2	
REPLACE CUT-OFF VALVE	2	
Install flotting meter		
LOCATE WATER METER		
Total		211
		15
OVER-TIMES HOURS	98.5	
FIRE HYDRANTS REPLACED		
ROAD PATCHES		4
PULLED METERS	2	

  
 WATER DISTRIBUTION & COLLECTION  
 MANAGER-JIM AGEE



**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

4 Jan 2019

**TO: Vic King, Library Board Chair**  
**Members of the Library Board**

**FR: Emily Steele, MLIS**  
**Director**

**RE: Monthly Director's Report**

The following sum up library activities for the month of December, 2018:

**Programs:** We had fourteen people at the last craft night. We had a tech lab with only one participant, but it was a good program. We got her smart phone set up, and signed her up for Tennessee READS.

**Children's programs:** We had four storytimes this month, with 40 attending. We had extra programs while the kids were out of school, and we had ten people at our craft events, and five at a Legos event, where they put together a Harry Potter Lego kit that's now on display at the library.

**Upcoming programs:** We'll have our ongoing craft nights and board game parties this month, as well as a program to work on New Year's resolutions with vision boards or planners. We have a Microsoft beginner's class and a class to focus on making custom labels in Word.

**Summary**

Patron count for the month totaled 1,137, which is lower than usual but we were closed five days for the holidays. We answered 78 computer and reference questions.

There were 1,621 checkouts and renewals for the month for adults and 253 for children.

The READS circulation for ebooks was 2375.

Respectfully submitted,  
ERS