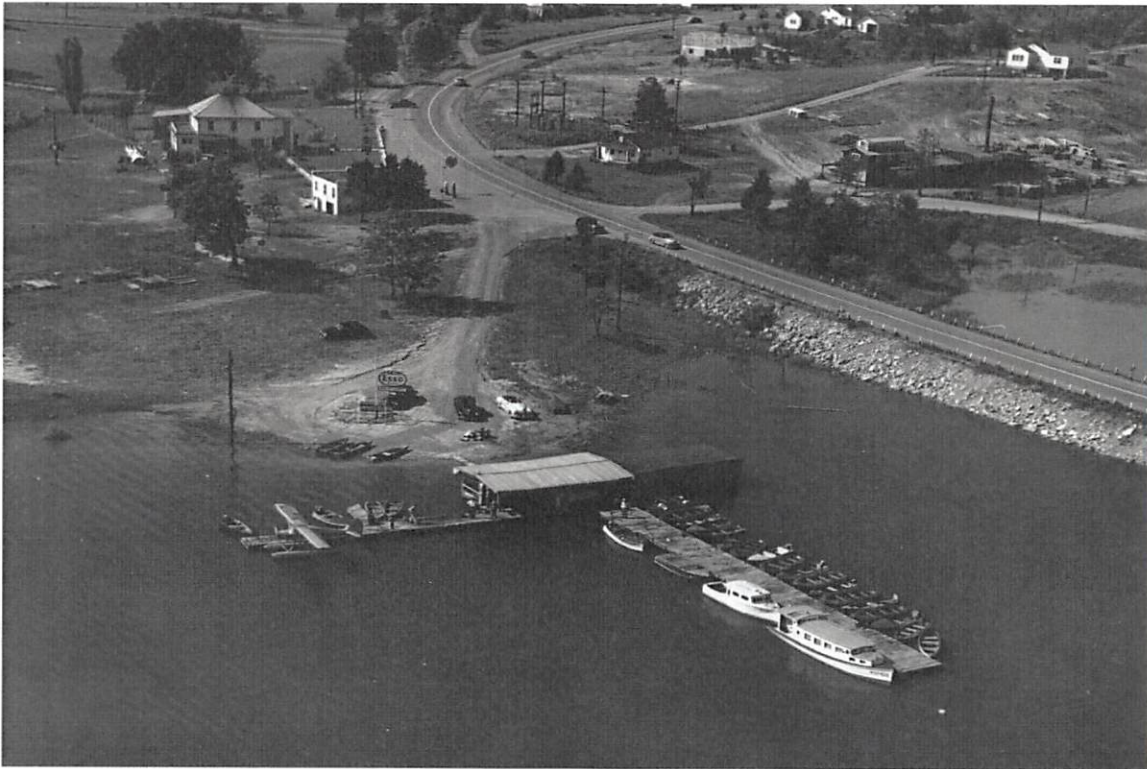




City Manager Report

June 2019

**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:

Summer in Kingston (date unknown)

Distributed: July 5, 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



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: April 2019

Legislative Accomplishments

- A. Authorization for the Mayor to execute the 2019 – 2020 maintenance contract between TDOT and the City of Kingston
- B. Appointments to fill three expiring terms on the Parks and Recreation Board
- C. Authorization of the expenditure of the remaining \$6,443.70 of TVA enhancement funding to go toward the construction of an indoor batting facility at Fort Southwest Point
- D. First reading of Ordinance 19-6-11-1 to amend the 2018-19 General Fund budget
- E. First reading of Ordinance 19-6-11-2 to amend the 2018-19 Water/Sewer budget
- F. First Reading of Ordinance 19-6-11-3 to approve the 2019-20 General Fund Budget and set the tax rate
- G. First Reading of Ordinance 19-6-11-4 to approve the 2019-20 Water/Sewer Budget and set the water/sewer rates

Other Items Considered by the Council

- Held a Public Hearing on the proposed FY-20 budget
- **External Meetings**
 - Meeting with representatives from Bethel Presbyterian Church regarding possible Farmers Market.
 - Meetings with Spectratech regarding the amphitheater
 - TML 2019 Annual Conference
 - TN RiverLine meeting with other representatives from Roane County
 - Other misc. meetings
- **Internal Meetings**
 - Meeting with Department Heads
 - Meetings with Water Department Managers
 - Meeting with Safety Committee
 - Other misc. staff meetings

Ongoing Work

- Fort Paws Dog Park
- Southwest Point Amphitheatre



City of Kingston
Project Status Update
June 2019

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	Sept. 2019	
Notable outstanding issues:	Construction	

Notes:

1. Excavation work has begun.
2. Electrical conduit installed and covered up by Parks and Rec. staff.

Fort Paws Dog Park

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

Notes:

1. Fort Paws was opened on July 4th.
2. Remaining work will be completed in July, and an official grand opening will be schedule soon.

CITY OF KINGSTON
REVENUES JUNE 2019

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JUNE 2018	BUDGETED REVENUES 2018- 2019	ACTUAL JUNE 2019	PERCENT OF BUDGET 100%
31110	CURRENT PROPERTY TAX	\$1,955,061	\$1,994,100	\$1,950,852	97.8%
31120	PUBLIC UTILITIES PROPERTY TAX	\$22,666	\$33,878	\$31,146	91.9%
31211	PROPERTY TAX DELINQUENT - 1ST	\$60,919	\$70,000	\$71,295	101.9%
31212	PROPERTY TAX DELINQUENT - 2ND	\$31,561	\$20,517	\$40,450	197.2%
31219	PROPERTY TAX DELINQUENT - 0TH	\$19,783	\$20,000	\$17,185	85.9%
31300	INT, PENALTY, AND COURT COST	\$26,433	\$22,000	\$49,205	223.7%
31511	IN LIEU TAX, ROCKWOOD ELECTRIC	\$82,315	\$82,315	\$83,225	101.1%
31610	LOCAL SALES TAX - CO. TRUSTEE	\$1,025,578	\$1,135,774	\$1,088,801	95.9%
31710	WHOLESALE BEER TAX	\$180,690	\$200,000	\$192,202	96.1%
31720	WHOLESALE LIQUOR TAX	\$47,485	\$48,000	\$48,659	101.4%
31800	BUSINESS TAXES	\$75,577	\$70,000	\$70,929	101.3%
31912	CABLE TV FRANCHISE TAX	\$75,519	\$75,000	\$75,265	100.4%
31913	ATT & BELL SOUTH FRANCHISE FEE	\$11,235	\$17,000	\$10,127	59.6%
31920	HOTEL/MOTEL TAX	\$42,904	\$52,000	\$43,453	83.6%
32210	BEER LICENSES	\$1,550	\$1,750	\$1,700	97.1%
32220	LIQUOR PERMITS	\$950	\$300	\$600	200.0%
33479	ST GRANT AMPHITHEATER		\$500,000	\$500,000	100.0%
32600	BZA HEARING FEE	\$25	\$25	\$75	300.0%
33490	TEMA ASSISTANCE TORNADO		\$78,170	\$78,171	100.0%
33500	TELECOM INTERSTATE SALES	\$5,334	\$3,500	\$5,095	145.6%
33510	STATE SALES TAX	\$502,276	\$565,000	\$522,784	92.5%
33520	STATE INCOME TAX	\$87,612	\$94,500	\$74,614	79.0%

33530	STATE BEER TAX	\$2,768	\$3,000	\$2,747	91.6%
33540	STATE LIQUOR TAX	\$5,146	\$4,700	\$7,510	159.8%
33551	STATE GASOLINE TAXES	\$192,591	\$257,000	\$207,324	80.7%
33552	STATE-CITY STREETS	\$11,959	\$12,000	\$11,797	98.3%
33555	STATE STREET CONTRACT MAINT	\$43,879	\$48,000	\$40,577	84.5%
33590	TVA REVENUE SOLAR JAMES FRY	\$5,684	\$3,100	\$735	
33591	GROSS RECEIPTS - TVA	\$70,108	\$70,000	\$73,090	104.4%
33592	TVA IMPACT FUNDS	\$24,497	\$18,500	\$12,913	69.8%
33593	CORPORATE EXCISE TAX	\$7,375	\$9,300	\$5,497	59.1%
33730	TML FULL PACKAGE BONUS	\$4,000	\$4,000	\$4,000	100.0%
33800	RO CO GRANT PARKING LOT		\$25,000	\$25,000	100.0%
34100	GENERAL GOVERNMENT - CHARGES	\$1,704	\$600	\$2,646	441.0%
34310	HIGHWAYS AND STREETS CHARGES	\$825	\$7,500		
34420	GARBAGE TIP FEES	\$332,585	\$332,318	\$332,978	100.2%
34720	SWIMMING POOL CHARGES	\$19,490	\$25,000	\$17,666	70.7%
34730	FORT DONATIONS		\$6,762	\$6,811	100.7%
34740	PARK AND RECREATION CHARGES	\$6,648	\$63,000	\$12,954	20.6%
34741	BOAT SLIP RENTAL	\$30,595	\$22,400	\$26,035	116.2%
34742	FIREWORKS DONATIONS	\$32,906	\$40,000	\$51,953	129.9%
34743	PARK & REC AUCTION SALES	\$9,088	\$9,088		
34744	P&R DONATIONS, PAVILLION, WALK		\$1,015	\$150	14.8%
34745	P&R SOFTBALL PROGRAM		\$5,000	\$7,730	154.6%
34746	FIRE DEPT DONATIONS		\$47,800	\$42,200	88.3%
34747	DOG PARK GRANT		\$25,000	\$25,000	100.0%
34751	P&R VOLLEYBALL PROGRAM		\$5,000	\$4,891	97.8%
35100	AUCTION SALES POLICE DEPT		\$2,000	\$1,660	
35110	CITY COURT FINES AND COST	\$32,748	\$27,000	\$37,538	139.0%
35140	DRUG FINES	\$606	\$500	\$1,434	286.8%

35150	TRAFFIC SCHOOL CHARGES	\$2,903	\$5,000	\$7,258	145.2%
36000	FUND BALANCE		\$239,000		0.0%
36100	INTEREST EARNINGS	\$4,674	\$4,200	\$6,087	144.9%
36430	PAVILION RENTAL	\$2,000	\$3,000	\$1,885	62.8%
36900	TMBF LOAN PROCEEDS FIRE TRUCK	\$498,200			
36910	GRANT PORTER PARK				
36967	CONTRACT NATURAL GAS	\$21,500	\$21,500	\$21,500	100.0%
36971	CONTRACT WATER BILLING	\$462,065	\$485,168	\$485,168	100.0%
TOTAL ESTIMATED REVENUES		\$6,082,017	\$6,916,280	\$6,440,567	93.1%

CITY OF KINGSTON
EXPENDITURES JUNE 2019

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JUNE 2018	2018-2019 BUDGET	ACTUAL JUNE 2019	100% BUDGET
41100	LEGISLATIVE	\$74,128	\$125,783	\$123,443	98.1%
41210	CITY COURT	\$23,470	\$22,652	\$22,105	97.6%
41320	CITY MANAGER	\$116,548	\$107,941	\$106,592	98.8%
41500	FINANCIAL ADMINISTRATION	\$450,937	\$361,837	\$327,784	90.6%
41700	PLANNING AND ZONING	\$10,175	\$10,275	\$10,255	99.8%
41810	CITY HALL BUILDINGS	\$112,200	\$272,084	\$264,490	97.2%
41990	OTHER GEN. GOVMT EXP	\$220,134	\$199,831	\$198,674	99.4%
42100	POLICE	\$978,495	\$1,019,826	\$978,084	95.9%
42152	AUTOMOTIVE SERVICES	\$74,954	\$118,000	\$81,640	69.2%
42200	FIRE PROTECTION	\$1,000,804	\$1,035,925	\$1,001,102	96.6%
43100	PUBLIC WORKS	\$847,580	\$1,078,205	\$912,370	84.6%
43190	STATE STREET AID	\$160,517	\$161,500	\$156,628	97.0%
43240	WASTEMANAGEMENT	\$297,410	\$309,856	\$308,976	99.7%
43750	CAPITAL IMPROVEMENTS	\$528,818	\$714,000	\$609,348	85.3%
44143	ANIMAL CONTROL	\$25,161	\$27,570	\$23,318	84.6%
44400	RECREATION	\$680,267	\$645,007	\$623,414	96.7%
44440	SWIMMING POOLS	\$33,192	\$42,365	\$35,208	83.1%
44800	LIBRARIES	\$206,929	\$208,294	\$208,294	100.0%
49000	DEBT SERVICE	\$390,770	\$455,329	\$452,866	99.5%
TOTAL EXPENDITURES		\$6,232,489	\$6,916,280	\$6,444,591	93.2%

WATER DEPT REVENUES
Jun-19

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JUNE 2018	BUDGETED 2018-2019	ACTUAL JUNE 2019	PERCENT OF BUDGET 100%
36100	INTEREST EARNINGS	\$7,731	\$8,000	\$6,205	78%
37110	METERED WATER SALES	\$1,131,805	\$1,127,140	\$1,157,003	103%
37114	SERVELINE LEAK PROTECTION			\$0	
37117	OUTSIDE WATER SALES	\$812,476	\$810,000	\$913,411	113%
37191	FORFEITED DISCOUNTS AND PENALTIES	\$35,340	\$35,000	\$31,188	89%
37194	SALES OF MATERIALS	\$8,526	\$10,000	\$31,858	319%
37195	INSTALLATION CHARGES	\$49,391	\$60,000	\$58,130	97%
37196	WATER USER FEES	\$12,090	\$15,000	\$44,895	299%
37199	MISCELLANEOUS	\$4,466	\$5,000	\$2,742	55%
37210	SEWER SERVICE CHARGES	\$1,253,441	\$1,248,780	\$1,282,748	103%
37296	SEWER USER FEES	\$8,400	\$8,000	\$30,150	377%
37299	MISCELLANEOUS	\$2,449	\$3,500	\$2,402	69%
33294	CDBG GRANT PROCEEDS	\$103,293			
34800	CAPITAL REIMBURSEMENT		\$171,196		
TOTAL ESTIMATED REVENUES		\$3,429,408	\$3,501,616	\$3,560,732	102%

WATER/SEWER EXPENDITURES JUNE 2019

ACCOUNT NUMBER	DESCRIPTION	ACTUAL JUNE 2018	BUDGET 2018/2019	ACTUAL JUNE 2019	PERCENT OF BUDGET 100%
41500	FINANCIAL ADMINISTRATION	\$462,065	\$485,170	\$485,168	100%
41990	OTHER GEN. GOVMT EXP	\$302,453	\$407,512	\$402,548	99%
43750	CAPITAL IMPROVEMENTS	\$324,361	\$111,600	\$111,531	100%
49000	DEBT SERVICES	\$152,415	\$646,909	\$183,995	28%
52113	PURIFICATION	\$554,647	\$598,084	\$590,208	99%
52114	TRANSMISSION AND DIST	\$659,253	\$678,589	\$655,114	97%
52213	SEWER TREATMENT AND COLLEC	\$421,847	\$505,240	\$463,128	92%
52117	UTILITY DIRECTOR	\$61,272	\$68,512	\$65,912	96%
TOTAL		\$2,938,313	\$3,501,616	\$2,957,604	84%

CITY OF KINGSTON

HUMAN RESOURCES REPORT MONTH OF JUNE 2019

- * REVIEWED AND UPDATED ALL EMPLOYEES LEAVE AND ATTENDANCE RECORDS
- * RESEARCHED, VERIFIED AND CERTIFIED SEVERAL CURRENT AND PREVIOUS EMPLOYEE'S RECORDS
- * TOTAL FULL-TIME EMPLOYEES:___ 61 ___;TOTAL PART-TIME EMPLOYEES___ 36 ___
- * TRANSFERRED ONE EMPLOYEE FROM OFFICE TO MANAGEMENT
CHILDRENS' LIBRARIAN PROMOTED AS LIBRARY DIRECTOR
- * ONE EMPLOYEE IN PUBLIC WORKS RETIRING JUNE 14TH. FILING ALL EXIT PAPER WORK.
- * ONE EMPLOYEE IN PUBLIC WORKS TRANSFERRING TO WATER DEPARTMENT
- * TAKING APPLICATIONS FOR VACANT POSITION IN PUBLIC WORKS
- * HIRED ONE PART-TIME EMPLOYEE IN PUBLIC WORKS
- * MOVED ONE AUXILLARY POLICE TO PART-TIME POLICE OFFICER

FINANCE AND ADMINISTRATION REPORT JUNE 2019

* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR JUNE 3833 FOR A TOTAL AMOUNT OF \$352,150.98

* NEW WATER SERVICE APPLICATIONS FOR JUNE TOTALED 49

* 48 CUSTOMERS FINALED OUT SERVICE

* 88 PAST DUE ACCOUNTS

* TOTAL ACH-BANK DRAFT ACCOUNTS - 777

* TOTAL E-BILL ACCOUNTS - 344

* ONLINE PAYMENTS PROCESSED 542

* WATER/SEWER SERVLINE LEAK PROTECTION TOTAL BILLING 2136

* WATER LOSS PROTECTION 1160

* WATER LINE PROTECTION 147

* SEWER LINE PROTECTION 30

* COMMERCIAL SINGLE PROTECTION 235

* COMMERCIAL MULTI PROTECTION 5

* COMMERCIAL LINE PROTECTION 1

* TRASH COLLECTIONS FOR JUNE 2452

* PHONE TREE COURTESY CALLS FOR PAST DUE WATER CUSTOMERS-CALLED 280

* 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

* DONATIONS BALANCE \$21,137.13

DISBURSED -3518.52

NEW BUSINESS LICENSES ISSUED IN JUNE 2019

- 1 POOR BOY'S TOWING, 111 HILLCREST LN, KINGSTON
- 2 PAINTER CONSTRUCTION, 159 M CEDAR BROOK LN, KINGSTON
- 3 HOLLY DALE ASTHETICS, 731 E RACE ST, KINGSTON

STRESS HAZARDS

1. Stress is a legitimate worker safety and health hazard.
 - a. Some carry stress from home to their jobs. You never know what one deals with at home.
 - b. Others lug their work stress back home and take it out on their families
 - c. As you can see this makes it unfair to family and coworkers
 - d. A stressed worker has the potential to be an unsafe worker.
2. Job stress may lead to a loss of focus which is a common cause of workplace incidents
 - a. There are two types of stress
 - i. Good stress caused by obtainable job challenges
 - ii. Bad stress caused by circumstances that can be relieved
3. Common signs of stress are fatigue, trouble concentrating, low morale and anxiety or irritability.
 - a. Work factors and organizational practices that serve as potential job stressors:
 - i. Excessive work load
 - ii. Fear of being laid off
 - iii. Unreasonable performance demands
 - iv. Infrequent breaks
 - v. Favoritism
 - vi. Inflexible rules
 - vii. Poor communication
 - viii. Lack of input on decisions.
 - b. We can all reduce job stress or prevent it from building by fostering positive, communicative relationships with coworkers. This shouldn't just be a mgmt. responsibility.
4. Lastly job stress can actually be a serious threat to your health and attribute to the progression of many diseases. We are with each other more than family and we should treat each other fairly and caringly. If you see your co-worker struggling with stress, offer to help them. Let's all help each other to destress in hard stressful times.

Margaret Marshall 6/20/19

Shelly Jean 6/24/19

Carolyn Brewer 6-24-19

Kari Tard 6-24-19

Lester M. Meltm 6-24-19

Pat Mills 6-24-19

Michelle Hellyer 6-24-19

Report for the citations issued, the disposition date for which was on
June 30, 2019

Monies outstanding from August 7, 2007 – June 30, 2019	\$ 65,790.55
Monies collected from August 7, 2007 – June 30, 2019	\$ 483,829.22

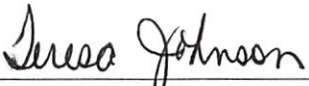
JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$ 800.00	
Collected in court on fines and costs		\$ 375.00
Amount collected after June 2019 Court		\$.00
Total collected for citations on June 2019		\$ 375.00
Amount outstanding for June 2019	\$ 425.00	
<u>2</u> Cash bond forfeitures		\$ 227.50
Total amount collected for June 2019 Citations		\$ 602.50
Amount collected from previous months/FTA etc.		\$ 1,118.50
Total collected in June 2019		\$ 1,721.00

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

This the 30th of June 2019.


TERESA JOHNSON
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

KINGSTON POLICE DEPARTMENT -JUNE 2019

TIBRS Group A Offenses	
Crimes Against Persons	
Aggravated Assault	4
Simple Assault	
Intimidation	
Stalking	
Murder/Non-Negligent Manslaughter	
Negligent Manslaughter	
Justifiable Homicide	
Commercial Sex Acts	
Involuntary Servitude	
Kidnapping/Abduction	
Rape	
Sodomy	
Sexual Assault with an Object	
Fondling	
Incest	
Statutory Rape	
Subtotal	4
Crimes Against Property	
Arson	1
Bribery	
Burglary/Breaking and Entering	2
Counterfeiting/Forgery	
Embezzlement	1
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	1
Theft of Motor Vehicle Parts/Accessories	
All Other Larceny	1
Motor Vehicle Theft	
Robbery	
Stolen Property Offenses	
Vandalism	1
Subtotal	7
Crimes Against Society	
Drug/Narcotics Violations	2
Drug Equipment Violations	1
Betting/Wagering	
Operating/Promoting/Assisting Gambling	
Gambling Equipment Violation	
Sports Tampering	
Pornography/Obscene Material	
Prostitution	
Assisting or Promoting Prostitution	
Purchasing Prostitution	
Weapons Law Violations	
Total	3
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	2
All Other Offenses	5
Total	5

Central Dispatch	
Crash Reports	20
Traffic Stops	44
Investigator Needed on Scene	19
Domestic Complaints	8
Escorts Funeral/Other	10
Animal Calls	5
Vandalism	2
Fights	0
Burglar Alarms/Fire Alarms	21
Child Sexual Assaults	0
Forgery	0
Theft	5
Vehicle Theft	2
Public/Motorist Assist	1
Arson/Explosive Devices	0
Other Calls	163
Subtotal	137
Total Calls	300
Municipal Codes	
Animal Control Calls to Office	5
Animal Control Violations/Citations	0
Animal Control Letters Sent/notice given	2
Animals Transported to Shelter	0
Codes Concerns/warning notices given	9
Codes Violations/Citations	0
Codes Letters Sent	2
Property Maintenance Leins	0
Temporary Signs Removed	60

Patrol Mileage	17,510
Hours Worked	2,255
Reserve Hours Worked	88
Total Overtime Hours	87
Total Amount of Overtime Wages	2,466
City Court Citations	15
Warning Citations	1
General Sessions Citations	1
Arrest	15
Juvenile Arrest	
Incident Reports	30

JUNE 2019 CASES

[illegible]

[illegible][illegible]



Kingston Police Department

Jim Washam, Chief
Proverbs 20:7



865/376-2081 Office
865/354-8045 Dispatch

Fax: 865/376-8798
E-Mail: jim.washam@kingstontn.gov

To: City Mayor, City Council and City Manger

The Kingston Police Department has completed the following class for the month of June which was a 2 hour block of Cultural and Racial Diversity.

This class was taught by Captain Roy Montgomery, this class was taught at the Kingston Police Department on June 20, 2019 @ 6 pm. We had 24 officers in attendance of this class. We also went over our 4th of July safety briefing this covered traffic safety and directing of the traffic at our intersections when the fireworks are over.

Captain Roy Montgomery 502
Kingston Police Department

Kingston Fire Department
Incident Report
Incident Totals

Jurisdiction

Mar-19

TOTAL CALLS

80

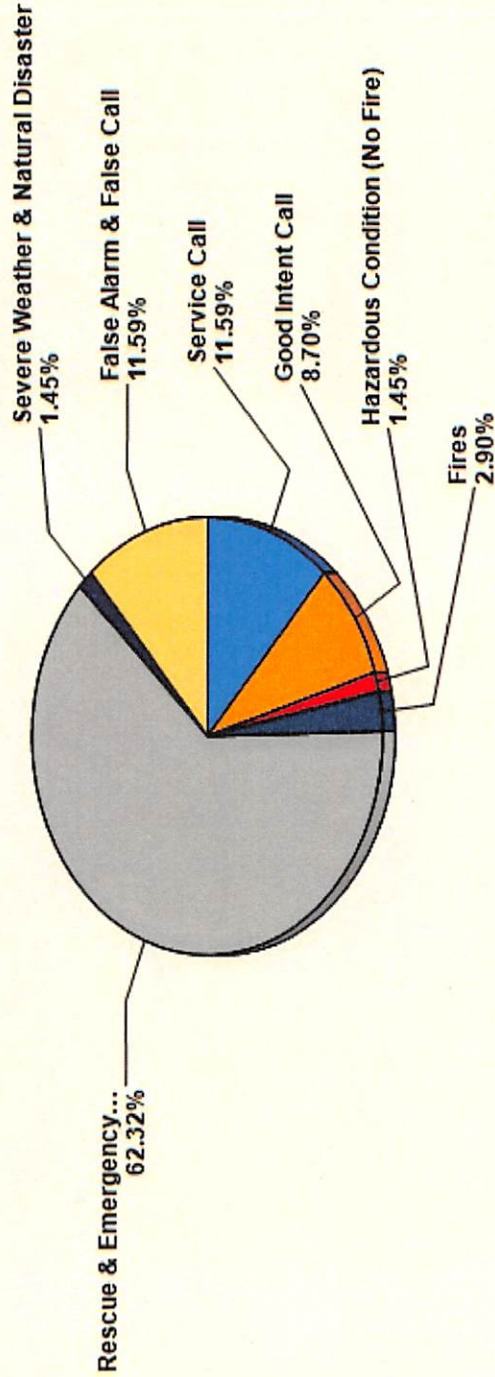
Category	Total		Total
Structure Fires	1	Hazardous Calls	1
Vehicle Fires	0	Service Calls	8
Brush/Grass Fires	0	Good Intent Calls	6
Refuse/rubbish Fires	0	Unintentional False	8
Other Fires	0	Other False	
Total Fires	1	Total False:	Total
			23
Rescue and EMS	43	Overpressure Rupture/ Explosion - No Fire	0
Mutual Aid Received	1	Incidents with Exposures	0
Mutual Aid Given	0		
Fire Service Injuries	0	Fire Dollar Loss	
Non-Fire Service Injury	0	Property	23,900
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		

Kinaston Fire Department

Kingston, TN

This report was generated on 7/2/2019 7:48:28 AM

Breakdown by Major Incident Types for Date Range
7/1/2019 - 7/2/2019 | Start Date: 06/01/2019 | End Date: 06/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.90%
Rescue & Emergency Medical Service	43	62.32%
Hazardous Condition (No Fire)	1	1.45%
Service Call	8	11.59%
Good Intent Call	6	8.70%
False Alarm & False Call	8	11.59%
Severe Weather & Natural Disaster	1	1.45%
TOTAL	69	100.00%

Kinaston Fire Department

Kingston, TN

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Minor Incident Types by Month for Year
Year 2019

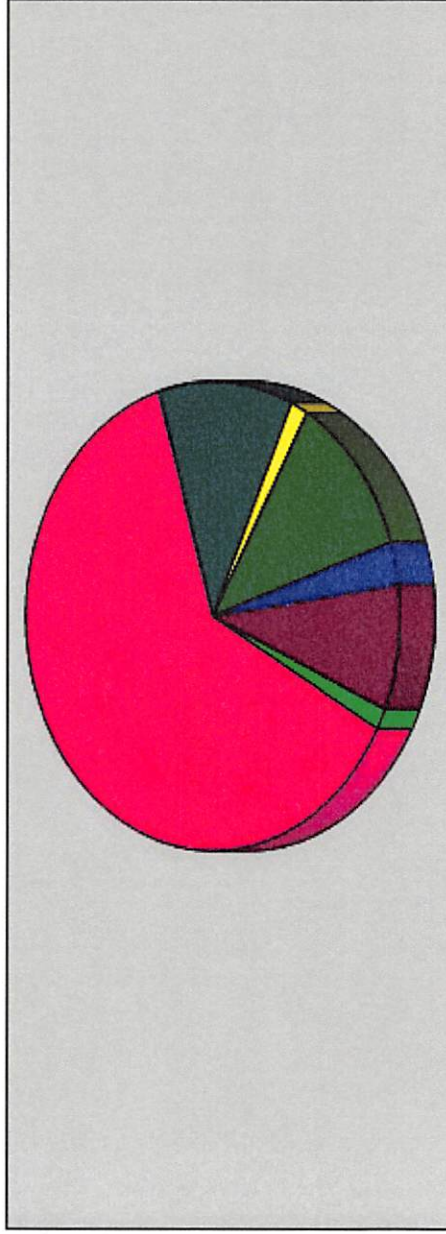
INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	SUM
Accident, potential accident	1	4	4	1	2			12
Chemical release, reaction, or toxic condition		1				1		2
Citizen complaint					1			1
Combustible/flammable spills & leaks			2					2
Controlled burning	1	1	1			1		3
Dispatched and canceled en route	6	4	10	6	3	3		32
Electrical wiring/equipment problem			2					2
Emergency medical service (EMS) Incident	37	37	42	39	42	30		227
False alarm and false call, other	2	3			2	3		10
Fire in mobile property used as a fixed structure					1			1
HazMat release investigation w/no HazMat			1					1
Lock-In						1		1
Malicious, mischievous false alarm		1				1		2
Medical assist	19	20	23	19	19	12		112
Mobile property (vehicle) fire					3			3
Natural vegetation fire			1		2			3
Other incident type						1		1
Person in distress	1		4	3	1	3		12
Public service assistance	8	3	4	8	10	5	1	39
Service call, other	1		3					4
Steam, other gas mistaken for smoke			2			2		4
Structure Fire		2	3			2		7
System or detector malfunction	2	2	3	1		1		9
Unintentional system/detector operation (no fire)	1	2	1	1	4	3		12
Wrong location, no emergency found	3		1	2	3			9
Total	82	79	107	80	93	69	1	511

Kinaston Fire Department

Kingston, TN

This report was generated on 7/2/2019 7:47:21 AM

Major Incident Types by Month for Date Range
Start Date: 06/01/2019 | End Date: 06/30/2019



INCIDENT TYPE	JUN	TOTAL
False Alarm & False Call	8	8
Fire	2	2
Good Intent Call	6	6
Hazardous Condition (No Fire)	1	1

Only REVIEWED incidents included

Rescue & Emergency Medical Service Incident	43	43
Service Call	8	8
Severe Weather & Natural Disaster	1	1
Total	69	69

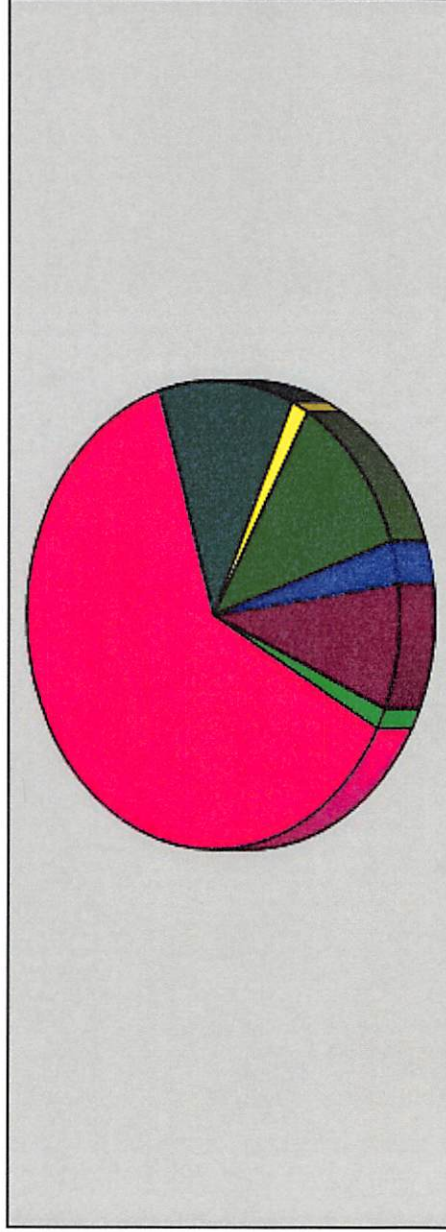
Only REVIEWED incidents included

Kinaston Fire Department

Kinston, TN

This report was generated on 7/2/2019 7:47:21 AM

Major Incident Types by Month for Date Range
Start Date: 06/01/2019 | End Date: 06/30/2019



INCIDENT TYPE	JUN	TOTAL
False Alarm & False Call	8	8
Fire	2	2
Good Intent Call	6	6
Hazardous Condition (No Fire)	1	1

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Hazardous Condition (No Fire)	1	1

Only REVIEWED incidents included

Rescue & Emergency Medical Service Incident	43	43
Service Call	8	8
Severe Weather & Natural Disaster	1	1
Total	69	69

Only REVIEWED incidents included



Kingston Fire Department

Documentation

Date & Time 06/06/2019 08:00 - 06/06/2019 12:00	Location
Objective	
Instructors Edmonds, Clint (Captain/ Training Officer)	

Sign-In Sheet

Name	Agency	ID	Signature
Cloyd, Greg W (LT)	Kingston Fire Department	1806	
Edmonds, Clint (Captain/ Training Officer)	Kingston Fire Department	1802	
Munguia, Michael (FF/EMR)	Kingston Fire Department	1808	
Riter, Mike (FF)	Kingston Fire Department	1812	



Kingston Fire Department

Documentation

Class Information

Date/Time	06/06/2019 08:00 - 06/06/2019 12:00		
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location			
Objective			

Instructors

Name	Instructor Type	Notes
Edmonds, Clint (Captain/ Training Officer)	Lead Instructor	

Resources

Name	Description

Narrative

Firefighters completed different documentation for different scenarios. Firefighters then passed around the documentation to be proofread and mistakes mitigated.

Training Codes

Category	Code	Description	Type
Safety	FFS	Firefighter Safety	Agency
ISO	ISO	ISO approved training	Agency
Shift Training	ST	daily shift training	Agency

People

Name
Cloyd, Greg W
Edmonds, Clint
Munguia, Michael
Riter, Mike



Kingston Fire Department

Documentation

Date & Time 06/05/2019 08:00 - 06/05/2019 12:00	Location station 1
Objective Members on shift reviewed was to properly record documentation, document reports, and reviewed the chain of custody for evidence on a fire scene.	
Instructors Murrell, Jacob (Captain) Settles, Jay (LT)	

Sign-In Sheet

Name	Agency	ID	Signature
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
Goss, Bradley (Assistant Chief)	Kingston Fire Department	1801	
Hood, Kevin (FF/EMR)	Kingston Fire Department	1809	
Melhorn, Jordan (FF/EMR)	Kingston Fire Department	1811	
Murrell, Jacob (Captain)	Kingston Fire Department	1803	
Settles, Jay (LT)	Kingston Fire Department	1805	



Kingston Fire Department

Documentation

Class Information

Date/Time	06/05/2019 08:00 - 06/05/2019 12:00		
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location	station 1 station 1		
Objective	Members on shift reviewed was to properly record documentation, document reports, and reviewed the chain of custody for evidence on a fire scene.		

Instructors

Name	Instructor Type	Notes
Murrell, Jacob (Captain)	Assistant Instructor	
Settles, Jay (LT)	Lead Instructor	

Resources

Name	Description
Computer	An electronic device for storing and processing data, typically in binary form, according to instructions given to it in a variable program.
Smart Board	an interactive whiteboard that uses touch detection for user input (for example scrolling and right mouse-click) in the same way as normal PC input devices.

Narrative

Members on shift reviewed was to properly record documentation, document reports, and reviewed the chain of custody for evidence on a fire scene.

Members on shift reviewed how to properly record documentation from medical calls, vehicle accidents, and fires of any sort. Members reviewed all needed information for each of the calls and how to properly record them

Members also reviewed how to properly document reports. Members reviewed pertinent information and the proper ways to record them, and the laws that surround them.

Members on shift also reviewed the chain of custody for evidence and how to record it. Members reviewed how to gather the evidence, how to seal the bags and fill them out, and how to document the evidence.

Training Codes

Category	Code	Description	Type
ISO	ISO	ISO approved training	Agency
Shift Training	ST	daily shift training	Agency

People

Name

Gordon, Saul W
Goss, Bradley



Kingston Fire Department

Documentation

Hood, Kevin

Melhorn, Jordan

Murrell, Jacob

Settles, Jay



Kingston Fire Department

Documentation

Date & Time 06/05/2019 08:00 - 06/05/2019 12:00

Location station 1

Objective Members on shift reviewed was to properly record documentation, document reports, and reviewed the chain of custody for evidence on a fire scene.

Instructors Murrell, Jacob (Captain)

Settles, Jay (LT)

Sign-In Sheet

Name	Agency	ID	Signature
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
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Melhorn, Jordan (FF/EMR)	Kingston Fire Department	1811	
Murrell, Jacob (Captain)	Kingston Fire Department	1803	
Settles, Jay (LT)	Kingston Fire Department	1805	



Kingston Fire Department

Documentation

Class Information

Date/Time	06/05/2019 08:00 - 06/05/2019 12:00		
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Training Codes

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Shift Training	ST	daily shift training	Agency

People

Name
Gordon, Saul W
Goss, Bradley



Kingston Fire Department

Documentation

Hood, Kevin

Melhorn, Jordan

Murrell, Jacob

Settles, Jay

Public Works Report June 2019

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:	4 Loads _____ 44 _____
Recycled materials collected:	None _____ 1 trailer _____ 2 _____

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	8 loads	104 Loads
Culverts/Storm Drains Cleaned	8	231
Curb/Sidewalk Repair/Install/Remove	0 ft	705 ft
Drainage Inspection Requests	0	5
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	2	22
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	5	43
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)	2	98
Streets Striped	0	4
Tennessee One Calls	3	30
Traffic Signal Repair	3	19
Tree Trimming Requests	1	6

Vehicle Maintenance – Routine	5	81
Vehicle Maintenance – Unscheduled	3	49
Water Quality – Related Outreach Events	NA	NA

Public Works Facility, Outreach & Project Review:

Residential meetings and work to assist with drainage-related projects –1
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- 3
Signal inspection, repair and timing adjustments- 3
Grant applications- None
Participated in various weather calls- Sat. Sun. 3
Brine acquisition and street prep in advance of weather events-
Fleet software implementation –N/A
Storm water educational outreach webinar- None
Drainage law presentation- None
Street Lighting- 0

Continuing Projects

Fleet system software implementation -None
Bent sign inventory repair- None
Upgrades to City's fueling system- None



PARKS AND RECREATION

**PARKS AND RECREATION
BOARD MINUTES
June 3, 2019**

PRESENT: Paul Rogers, Sue Collins, Becky Humphreys, Jody Tipton, Eric Clark, Ruth Thompson, Chase Clem and Debbie Russell

ABSENT: Keonon Hethcoat, Josh Igou, Sammy Frogg
Meeting called to order by Chairman Paul Rogers at 6:05 p.m. Chase gave an invocation. Paul approved the previous month's minutes with one correction that needed to be made.

GUESTS: Sonny Hunter

UNFINISHED BUSINESS:

1. Dog Park Update – Is almost finished, one slab of concrete needs to be poured for water fountain. Waiting on the delivery of the last of the fencing and signage. Should be finished by July 4th.
2. Amphitheater Update – The contractor has started delivering equipment and by next week they should break ground. They are under contract to have it finished 120 days from the start date.
3. Jaws Movie – Begins at sundown at City Park on June 22nd. Ticket sales are picking up as we get closer to the date. Fifty tickets have been sold thus far. Chase expects to sell approximately 200 tickets.
4. Hardship Hill – on May 18th was a great success, 200 + people attended. Dirty Bird events discussed the possibility of changing the event date next year to the Fall. City manager David Boling would like to have a City Team to participate next year.
5. Gondolier Restaurant fundraiser – raised \$90. The manager invited us back to do another one.
6. Reminder of July 4th roadblock this Friday June 7th. Beck Humphreys and Sue Collins volunteered to help. Eric Clark said he might be able to help, he would let Debbie know.

NEW BUSINESS:

1. Gondolier 2nd fundraiser – scheduled for Tuesday June 18. It was discussed that cards should be put on the tables to inform customers about the fundraiser, and also positioning someone outside at the front door to tell people coming in about it.



PARKS AND RECREATION

2. July 4th funding - Halfway to goal, \$20,000 still needed to fund the July 4th event.
 3. Y-12 Grant- Chase has applied for a \$20,000 grant to expand Senior Citizens activities.
 4. No Parks & Rec Board meeting in July. Next meeting is August 5th.
 5. Camp Get Out will be the week of July 8th.
 6. Art Camp - Taught by Professor Brian Wilkerson from Roane State during the week of July 15th.
- Paul made a motion to adjourn and Eric seconded. Motion carried. Meeting ended at 6:30 P.M.

Submitted by Debbie Russell

Dates to Remember -

Friday, June 7th Roadblock
Tuesday, June 18th - 2nd Gondolier fundraising dinner



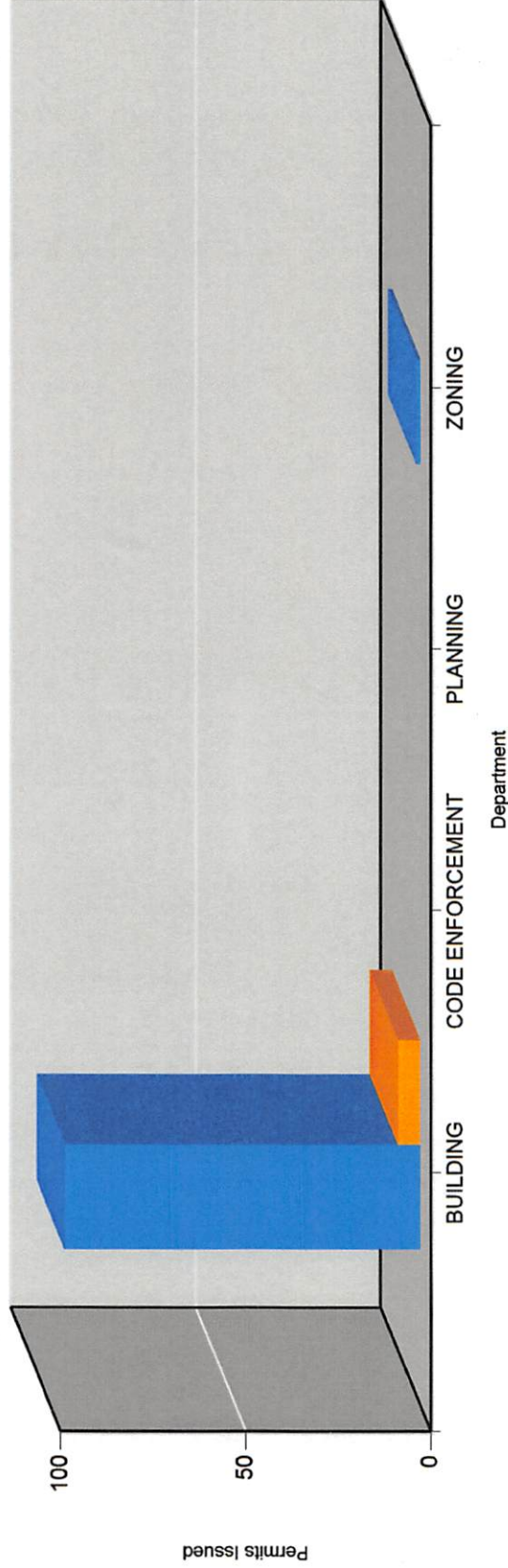
Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
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Report run on: 07/01/2019 08:29 AM

Permits Issued by Department

Issued Within Expected Process Time
Process to Issue Exceeded Expected Time



Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard Deviation	Average Cycles	Issued Within	Issued Over
BUILDING	BP	Same Day	76	71	Same Day	0.97 Days	1	68	3
	PL	Same Day	11	11	Same Day	0 Days	1	11	0
	RM	Same Day	18	18	Same Day	0.55 Days	1	15	3
	VN	Same Day	2	2	Same Day	0 Days	1	2	0



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CODE ENFORCEMENT	BK	Same Day	3	0	Same Day	0 Days	1	0	0
PLANNING	PLT	Same Day	11	0	Same Day	0 Days	1	0	0
ZONING	VAR	Same Day	1	1	Same Day	0 Days	1	1	0

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2019-334 Handrails 374 Edgelake Drive, Kingston, TN 37763	Submitted: 06/03/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/03/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2019-335 Above Ground Pool 3621 Kingston Hwy, Kingston, TN 37763	Submitted: 06/03/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/03/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2019-336 HC McDonald's Menu Boards 1705 S Roane Street, Harriman, TN 37748	Submitted: 06/03/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		BP2019-337 Screened in porch 274 Highland Drive, Harriman, TN 37748	Submitted: 06/03/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/03/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2019-338 Residential Home 221 Casey Rd, Harriman, TN 37748	Submitted: 06/03/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/03/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/03/2019	In Process: Waiting: Total Days: Total Cycles:
	BP2019-339	Garage			0 0 0 1
	221 Casey Rd, Harriman, TN 37748			06/03/2019	
	BP2019-340	Pole Barn / Garage	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/03/2019	0 0 0 1
	915 Dogtown Rd, Ten Mile, TN 37880			06/03/2019	
	BP2019-341	Residential Home	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/04/2019	0 0 0 1
	3391 Kingston Hwy, Kingston, TN 37763			06/04/2019	
	BP2019-342	Deck	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/04/2019	0 0 0 1
	131 Cates Road, Rockwood, TN 37854			06/04/2019	
	BP2019-343	Addition	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/04/2019	0 0 0 1
	114 Chicksaw Point, Ten Mile, TN 37880			06/04/2019	
	BP2019-344	Metal Garage	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/04/2019	27 0 27 1
	1168 Lawnville Rd, Kingston, TN 37763			06/04/2019	
	BP2019-345	KC Garage	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/05/2019	0 0 0 1
	133 Hart Cir, Kingston, TN 37763			06/05/2019	
	BP2019-346	Above Ground Swimming Pool	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/05/2019	0 0 0 1
	283 Ledgerwood Lane, Kingston, TN 37763			06/05/2019	

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BUILDING	BP		Submitted: 06/05/2019 Technically Complete: Approved: Ready to Issue: Issued: 06/05/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-347	Remodel	158 OAK Dr., Kingston, TN 37763		
BP2019-348			Submitted: 06/06/2019	In Process: 0
KC Remodel			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
1807 Oak Hill Dr, Kingston, Tn 37763			Issued: 06/06/2019	
BP2019-349			Submitted: 06/06/2019	In Process: 0
Carport			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
327 Edgelake Drive, Kingston, TN 37763			Issued: 06/06/2019	
BP2019-350			Submitted: 06/10/2019	In Process: 0
Shed			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
301 Old Suddath Road, Harriman, TN 37748			Issued: 06/10/2019	
BP2019-351			Submitted: 06/10/2019	In Process: 0
Addition			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
1461 Oakdale Hwy, Harriman, TN 37748			Issued: 06/10/2019	
BP2019-352			Submitted: 06/10/2019	In Process: 0
Residential Home			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
649 Tate Coley Rd, Lenoir City, TN 37771			Issued: 06/10/2019	
BP2019-353			Submitted: 06/10/2019	In Process: 0
Garage			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
340 Evans Road, Kingston, TN 37763			Issued: 06/10/2019	
BP2019-354			Submitted: 06/10/2019	In Process: 0
SW			Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
171 Holderford Rd, Kingston, TN 37763			Issued: 06/10/2019	



BUILDING	BP		Submitted: 06/11/2019	In Process: 0
BP2019-355	SW	113 Holber Rd, Harriman, TN 37748	Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-356		KC Change of Occupancy & Replacement of Sign	Submitted: 06/11/2019	In Process: 0
		433 Gallaher Road, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-357		Deck	Submitted: 06/11/2019	In Process: 0
		792 Mays Valley Rd, Harriman, TN 37748	Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-358		KC Carport	Submitted: 06/11/2019	In Process: 0
		5020 Fairgrounds PL, Kingston, Tn 37763	Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-359		Residential Home	Submitted: 06/11/2019	In Process: 0
		214 Majestic View Dr, Rockwood, TN 37854	Technically Complete: Approved: Ready to Issue: Issued: 06/11/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-360		Shed/Pole Barn	Submitted: 06/13/2019	In Process: 0
		721 Dogwood Valley Road, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 06/13/2019	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2019-361		Residential Home	Submitted: 06/13/2019	In Process: 18
		294 Charles Butler Road, Oliver Springs, TN 37840	Technically Complete: Approved: Ready to Issue: Issued: 06/13/2019	Waiting: 0 Total Days: 18 Total Cycles: 1
BP2019-362		KC Remodel	Submitted: 06/13/2019	In Process: 0
		1325 Byrd Circle, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 06/13/2019	Waiting: 0 Total Days: 0 Total Cycles: 1

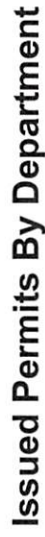


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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/13/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-363 Windows 207 Blackburn Lane, Lenoir City, Tn 37771			0 0 0 1
		BP2019-364 KC Porch 616 The Battery, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/14/2019	0 0 0 1
		BP2019-365 Above ground pool 120 Brownlow Circle, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/14/2019	17 0 17 1
		BP2019-366 Residential Home 554 Anglers Cove Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/14/2019	0 0 0 1
		BP2019-367 OS Above Ground Pool & Deck 114 Aspen Lane, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/17/2019	0 0 0 1
		BP2019-368 KC Remodel 740 Eblen Circle, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/17/2019	0 0 0 1
		BP2019-369 DW 4473 Harriman Highway, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/17/2019	0 0 0 1
		BP2019-370 Remodel 122 Ellis Rd, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/17/2019	0 0 0 1



BUILDING	BP				
BP2019-371	Residential Home	3002 White Oak Circle, Rockwood, TN 37854	Submitted: 06/17/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-372	SW	1422 Black Jack Road, Rockwood, TN 37854	Submitted: 06/17/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-373	Sunroom	342 Kirkham Drive, Rockwood, TN 37854	Submitted: 06/17/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-374	Carport		Submitted: 06/18/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-375	Storage Building	105 Beech Lane, Oliver Springs, TN 37840	Submitted: 06/18/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-376	DW		Submitted: 06/18/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-377	Deck Replacement	200 Rench Road, Kingston, TN 37763	Submitted: 06/19/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2019-378	Porch	300 Lakeview Cove Drive, Loudon, TN 37774	Submitted: 06/19/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
		168 Valley View Drive, Loudon, TN 37774	Submitted: 06/19/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	



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BUILDING	BP	BP2019-379	Remodel and Addition 125 Lawson Lane, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/19/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-380	Residential Home 182 Ollis Road, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/19/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-381	Residential Home 607 Country Lane, Lenoir City, TN 37771	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/19/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-382	Inground Pool 209 Little Emory Road, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/19/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-383	Residential Home 294 Charles Butler Road, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-384	HC Above ground pool 120 Perry Drive, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-385	Cell Tower Antenna Replacement 370 Pine Ridge Rd, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: Waiting: Total Days: Total Cycles:
		BP2019-386	Residential Home 549 Old Johnston Valley Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/21/2019	In Process: Waiting: Total Days: Total Cycles:



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
06/01/2019 AND 06/30/2019

Report run on: 07/01/2019 08:29 AM

BUILDING	BP	BP2019-387	Technically Complete: Ready to Issue:	Submitted: Complete: Approved: Ready to Issue: Issued:	06/21/2019	In Process: Waiting: Total Days: Total Cycles:
	DW	405 Blue Springs Circle, Ten Mile, TN 37880			06/21/2019	0 0 0 1
		BP2019-388			06/21/2019	0 0 0 1
	Garage	549 Old Johnston Valley Road, Kingston, TN 37763			06/21/2019	0 0 0 1
		BP2019-389			06/24/2019	0 0 0 1
	Carport	121 Woodland Drive, Harriman, TN 37748			06/24/2019	0 0 0 1
		BP2019-390			06/24/2019	0 0 0 1
	Carport	400 Lake Harbor Drive, Kingston, TN 37763			06/24/2019	0 0 0 1
		BP2019-391			06/25/2019	0 0 0 1
	OS Deck	807 Orchard Rd, Oliver Springs, TN 37840			06/25/2019	0 0 0 1
		BP2019-392			06/25/2019	0 0 0 1
	Inground Pool	170 Red Bud Dr, Harriman, TN 37748			06/25/2019	0 0 0 1
		BP2019-393			06/26/2019	0 0 0 1
	Inground Pool	1043 Paint Rock Valley Road, Philadelphia, TN 37846			06/26/2019	0 0 0 1
		BP2019-394			06/26/2019	0 0 0 1
	Garage	868 Laurel Bluff Rd, Kingston, Tn 37763			06/26/2019	0 0 0 1



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Report run on: 07/01/2019 08:29 AM

BUILDING	BP	BP2019-395	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		HC Above Ground Pool Replacement		
		110 Love Drive, Harriman, TN 37748		
		BP2019-396	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		114 Mountain View Road, Harriman, TN 37748		
		BP2019-397	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		OS Slab for future bathroom		
		5783 Harriman Hwy., Oliver Springs, TN 37840		
		BP2019-398	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Slab for future pergolas		
		5783 Harriman Hwy., Oliver Springs, TN 37840		
		BP2019-399	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		DW		
		148 Williams Lane, Harriman, TN 37748		
		BP2019-400	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		HC DW		
		129 Baumgartner Rd, Harriman, TN 37748		
		BP2019-401	Submitted: 06/26/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		HC Repairs		
		108 Clark Ave, Harriman, TN 37748		
		BP2019-402	Submitted: 06/27/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Inground Pool		
		1607 Old Roane St, Harriman, TN 37748		



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BUILDING	BP	BP2019-403	Cell Tower Upgrades	Submitted: 06/27/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		3209 Harriman Hwy, Harriman, TN 37748			
		BP2019-404	Shed	Submitted: 06/27/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		685 Irwinton Dr., Ten Mile, TN 37880			
		BP2019-405	Shed	Submitted: 06/27/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		747 Evans St, Rockwoods, TN 37854			
		BP2019-406	DW	Submitted: 06/27/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		1460 Old Harriman Hwy, Oliver Springs, TN 37840			
		BP2019-407	Residential Home	Submitted: 06/28/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		215 Greenacres Rd, Kingston, TN 37763			
		BP2019-408	Carport to Living Space	Submitted: 06/28/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		937 Hamilton Lane, KINGSTON, TN 37763			
		BP2019-409	HC Inground Pool	Submitted: 06/28/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		326 Carter Ave, Harriman, TN 37748			
PL	PL	PL2019-073		Submitted: 06/04/2019 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2019-125	4803 Kingston Hwy, Kingston, Tn 37763		



BUILDING	PL	PL2019-074	Submitted: 06/04/2019	In Process: 0
		PL for BP2018-428	Technically Complete: 0	Waiting: 0
		309 Branham Hollow Road, Ten Mile, TN 37880	Approved: 0	Total Days: 0
		PL2019-075	Ready to Issue: 06/04/2019	Total Cycles: 1
		PL for BP2019-331	Submitted: 06/05/2019	In Process: 0
		3868 Decatur Hwy, Kingston, TN 37763	Technically Complete: 0	Waiting: 0
		PL2019-076	Approved: 0	Total Days: 0
		PL for BP2019-197	Ready to Issue: 06/05/2019	Total Cycles: 1
		691 Irwinton Drive, Ten Mile, TN 37880	Submitted: 06/05/2019	In Process: 0
		PL2019-077	Technically Complete: 0	Waiting: 0
		PL for BP2019-052	Approved: 0	Total Days: 0
		320 Enclave Way, Kignston, Tn 37763	Ready to Issue: 06/05/2019	Total Cycles: 1
		PL2019-078	Submitted: 06/10/2019	In Process: 0
		PL for BP2019-078	Technically Complete: 0	Waiting: 0
		405 Indigo Bunting Dr, Harriman, TN 37748	Approved: 0	Total Days: 0
		PL2019-079	Ready to Issue: 06/10/2019	Total Cycles: 1
		PL for BP2019-359	Submitted: 06/11/2019	In Process: 0
		214 Majestic View Dr, Rockwood, TN 37854	Technically Complete: 0	Waiting: 0
		PL2019-080	Approved: 0	Total Days: 0
		PL for BP2018-553	Ready to Issue: 06/11/2019	Total Cycles: 1
		321 Sunrise Dr, Kingston, TN 37763	Submitted: 06/19/2019	In Process: 0
		PL2019-081	Technically Complete: 0	Waiting: 0
		PL for BP2018-619	Approved: 0	Total Days: 0
		590 Tennessee Chapel Circle, Kingston, TN 37763	Ready to Issue: 06/19/2019	Total Cycles: 1
			Submitted: 06/20/2019	In Process: 0
			Technically Complete: 0	Waiting: 0
			Approved: 0	Total Days: 0
			Ready to Issue: 06/20/2019	Total Cycles: 1



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BUILDING	PL	PL2019-082	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/24/2019	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2019-273			0 0 0 1
		2280 Buttermilk Rd West, Kingston, Tn 37763			
		PL2019-083	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/24/2019	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2019-304			0 0 0 1
		110 Island Road, Kingston, TN 37763			
	RM	RM2019-055	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/05/2019	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2019-085			0 0 0 1
		108 Orange Lane, Oliver Springs, TN 37840			
		RM2019-056	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/05/2019	In Process: Waiting: Total Days: Total Cycles:
		Mechanical For BP2018-583			0 0 0 1
		131 Walker St., Harriman, TN 37748			
		RM2019-057	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/06/2019	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2018-401			0 0 0 1
		708 New Midway Rd, Kingston, TN 37763			
		RM2019-058	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/06/2019	In Process: Waiting: Total Days: Total Cycles:
		KC RM for BP2018-314			0 0 0 1
		133 Hart Cir, Kingston, TN 37763			
		RM2019-059	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/06/2019	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2019-228			0 0 0 1
		184 Brabson Court, Kingston, TN 37763			
		RM2019-060	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/10/2019	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2019-125			0 0 0 1
		4803 Kingston Hwy, Kingston, Tn 37763			



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BUILDING	RM	RM	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/10/2019	In Process: Waiting: Total Days: Total Cycles:
		RM2019-061 RM for BP2019-347 158 OAK Dr., Kingston, TN 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-062 RM for BP2018-312 1050 Black Jack Road, Rockwood, TN 37854		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-063 KC RM for BP2019-201 250 Vera St., Kingston, TN 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-064 RM for BP2019-221 3445 Decatur Hwy, Kingston, TN 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-065 OS Change Out 111 Duncan Dr, Oliver Springs, TN 37840		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-066 RM for BP2019-030 491 Little Dogwood Rd, Kingston, TN 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-067 KC RM for BP2019-012 313 Homestead Court, Kingston, TN 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		RM2019-068 KC RM for BP2019-045 660 High Point Orchard, Kingston, Tn 37763		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:



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BUILDING	RM	RM2019-069 KC RM for BP2019-043 634 High Point Orchard, Kingston, Tn 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: Waiting: Total Days: Total Cycles:
		RM2019-070 RM for BP2019-042 305 Homestead Court, Kingston, Tn 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		RM2019-071 KC RM for BP2019-093 1373 Byrd Cir, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/25/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2019-072 RM for BP2018-168 445 Morton Rd, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/26/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	VN	VN2019-002 Fireworks Tent 1807 ROANE STATE Hwy., HARRIMAN, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/17/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		VN2019-003 Firework Tent 3445 Decatur Hwy, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/20/2019	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BK	BK-19-0006 Code Check Book 308 N. 3rd St., Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/11/2019	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
CODE ENFORCEMENT		BK-19-0007 Book 549 Old Johnston Valley Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/21/2019	In Process: 10 Waiting: 0 Total Days: 10 Total Cycles: 1



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CODE ENFORCEMENT	BK	BK-19-0008 Code Check Book 308 N. 3rd St., Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/27/2019	In Process: Waiting: Total Days: Total Cycles:	4 0 4 1
	PLT	PLT2019-042 Plat Review/5+Acres 710 Buck Creek Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/03/2019	In Process: Waiting: Total Days: Total Cycles:	28 0 28 1
PLANNING		PLT2019-043 Plat Review/2 Lots- 130 Grigsby Hollow Road, Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/05/2019	In Process: Waiting: Total Days: Total Cycles:	26 0 26 1
		PLT2019-044 Plat Review/Boundary Line 396 Pattie Gap Road, Philadelphia, TN 37846	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/07/2019	In Process: Waiting: Total Days: Total Cycles:	24 0 24 1
		PLT2019-045 Plat Review/Boundary Line 215 Black Creek Road, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/07/2019	In Process: Waiting: Total Days: Total Cycles:	24 0 24 1
		PLT2019-046 Plat Review/Boundary Line 325 & 361 Bradshaw Hollow Road, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/12/2019	In Process: Waiting: Total Days: Total Cycles:	19 0 19 1
		PLT2019-047 Plat Review/5+Acres 350 & 360 Bradshaw Hollow Road, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/12/2019	In Process: Waiting: Total Days: Total Cycles:	19 0 19 1
		PLT2019-048 Plat Review/Boundary Line 266 Pattie Gap Road, Philadelphia, TN 37846	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	06/12/2019	In Process: Waiting: Total Days: Total Cycles:	19 0 19 1



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PLANNING	PLT	PLT2019-049	Submitted: 06/13/2019	In Process: 18
		Plat Review/Boundary Line	Technically Complete:	Waiting: 0
		532 & 536 Mahoney Road, Oliver Springs, TN 37840	Approved:	Total Days: 18
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2019-050	Submitted: 06/14/2019	In Process: 17
		Plat Review/2 Lots-	Technically Complete:	Waiting: 0
		River Road, Kingston, TN 37763	Approved:	Total Days: 17
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2019-051	Submitted: 06/24/2019	In Process: 7
		Plat Review/5 Acres+	Technically Complete:	Waiting: 0
		549 Poland Hollow Road, Harriman, TN 37748	Approved:	Total Days: 7
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2019-052	Submitted: 06/27/2019	In Process: 4
		Plat Review/5 Acres+	Technically Complete:	Waiting: 0
		633 Duncan Hollow Rd, Harriman, Tn 37748	Approved:	Total Days: 4
			Ready to Issue:	Total Cycles: 1
			Issued:	
ZONING	VAR	VAR2019-004	Submitted: 06/14/2019	In Process: 0
		VAR	Technically Complete:	Waiting: 0
		405 Indigo Bunting Dr, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued:	

KINGSTON WATER TREATMENT PLANT



JUNE OPERATIONS REPORT

2019

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	17,844,000	14,549,000	18.47%	576,000	805,000	381,000
	Effluent (Finish)	15,902,000	12,756,000	19.78%	513,000	704,000	358,000
	Spring Supply	14,455,000	14,083,000	2.57%	466,000	512,000	365,000
	Total Finish Prod.	30,357,000	26,839,000	11.59%	<i>Distribution & WTP Report:</i> 1,315,000		
Plant Efficiency		99.65%	99.68%	-0.03%	gals. usage flushing and Tank refilling.		
<i>Distribution</i>					<i>Public Works:</i> No Report		
G A L L O N S	Consumption	25,530,700	23,175,100	9.23%	<i>Fire Dept:</i> No Report		
	Reported Usage	1,315,000	1,144,000	13.00%	<i>Park & Rec:</i> No Report		
	Water Loss	3,511,300	2,619,900	25.39%	<i>WWTP:</i> No Report		
	%	11.57%	9.76%	1.81%			

Note: The Water Production, Consumption and Loss data is for the April 2019 Meter Read Period.

- * Multiple Agencies here throughout the Month collecting water samples.
- * Drained and washed all Basins on two separate occasions.
- * Completed (collected and analyzed) 2 rounds of Compliance Distribution Bacteriological Sampling.
- * Performed regular maintenance at Plant and Spring Site.
- * Performed (QA/QC) Quality Assurance and Quality Control Checks and In-House Laboratory Training.
- * Completed all required regular monthly sampling.
- * Mowed, trimmed & Sprayed the Waterplant grounds five times, at the Spring Pump House , Spring Site twice and Spring Gravity Feed Line right-of-way.
- * Ladd Landing and Kingwood Tank Roads were rebuilt and rocked by Distribution Operators.
- * All of the 2019 Monitoring Reports have been sent to Watts Bar Utility District.
- * The Source Water Assessments have been sent to WBUD.
- * The Ladd Landing Pump Station Generator faults and issues have all been worked out.
- * We have experienced several bad storms and lightning events which have caused some problems, the only damage received was an input card lost 2 inputs. We were able to just change to unused inputs and get back on-line.
- * Working on the end of fiscal year inventories and audits, gathering data, etc.

Kingston Water Department
Schedule of Unaccounted For Water
June

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	30,357,000
C	Water Purchased	<u>0</u>
D	Total Water Treated and Purchased	<u>30,357,000</u>
	(Sum Lines B and C)	
E Accounted for Water:		
F	Water Sold	25,530,700
G	Metered for Consumption (in house usage)	<u>915,000</u>
H	Fire Department(s) Usage	<u>0</u>
I	Flushing	<u>400,000</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	<u>26,845,700</u>
	(Sum Lines F thru M)	
O	Unaccounted for Water	<u>3,511,300</u>
	(Line D minus Line N)	
P	Percent Unaccounted for Water	<u>11.567%</u>
	(Line O divided by Line D times 100)	

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.



June Safety Report

[Dave Ott <thomott@yahoo.com>](#)

Mon 7/1/2019 2:01 PM

To: Michelle Kelley <Michelle.Kelley@kingstontn.gov>; Kelly Jackson <Kelly.Jackson@kingstontn.gov>;

****EXTERNAL ****

Discussed hands free driving law and other risks of distracted driving.

Cleaned pipe gallery, removing several trip hazards.

One lost time incident. Chuck Moore was bitten by unidentified insect. Was treated at exactcare and returned to work.

[Sent from Yahoo Mail for iPhone](#)

****This is an EXTERNAL email. Please exercise caution. DO NOT open attachments or click links from unknown senders or unexpected emails.****



AWWA Free Water Audit Software: Reporting Worksheet

WAS v5.0
American Water Works Association
Copyright © 2014, All Rights Reserved.

Click to access definition
 Click to add a comment

Water Audit Report for: City of Kingston Water Dept. (TN0000360)
Reporting Year: 2019 7/2018 - 6/2019

Please enter data in the white cells below. Where available, metered values should be used; if metered values are unavailable please estimate a value. Indicate your confidence in the accuracy of the input data by grading each component (n/a or 1-10) using the drop-down list to the left of the input cell. Hover the mouse over the cell to obtain a description of the grades

All volumes to be entered as: **MILLION GALLONS (US) PER YEAR**

To select the correct data grading for each input, determine the highest grade where the utility meets or exceeds all criteria for that grade and all grades below it.

Master Meter and Supply Error Adjustments

WATER SUPPLIED

Volume from own sources: 10 350.998 MG/Yr 9 1.00% MG/Yr
Water imported: n/a 0.000 MG/Yr MG/Yr
Water exported: n/a 0.000 MG/Yr MG/Yr

Enter negative % or value for under-registration
Enter positive % or value for over-registration

WATER SUPPLIED: **347.523** MG/Yr

AUTHORIZED CONSUMPTION

Billed metered: 10 271.363 MG/Yr
Billed unmetered: n/a 0.000 MG/Yr
Unbilled metered: 10 0.286 MG/Yr
Unbilled unmetered: 5 4.344 MG/Yr

Default option selected for Unbilled unmetered - a grading of 5 is applied but not displayed

AUTHORIZED CONSUMPTION: **275.993** MG/Yr

Click here: for help using option buttons below

Pcnt: 1.25% Value: MG/Yr

Use buttons to select percentage of water supplied OR value

WATER LOSSES (Water Supplied - Authorized Consumption)

71.530 MG/Yr

Apparent Losses

Unauthorized consumption: 5 0.869 MG/Yr

Default option selected for unauthorized consumption - a grading of 5 is applied but not displayed

Customer metering inaccuracies: 10 0.000 MG/Yr
Systematic data handling errors: 5 0.678 MG/Yr

Default option selected for Systematic data handling errors - a grading of 5 is applied but not displayed

Apparent Losses: **1.547** MG/Yr

Pcnt: 0.25% Value: MG/Yr

0.25% MG/Yr

Real Losses (Current Annual Real Losses or CARL)

Real Losses = Water Losses - Apparent Losses: 5 **69.983** MG/Yr

WATER LOSSES: **71.530** MG/Yr

NON-REVENUE WATER

NON-REVENUE WATER: 5 **76.160** MG/Yr

= Water Losses + Unbilled Metered + Unbilled Unmetered

SYSTEM DATA

Length of mains: 8 151.0 miles
Number of active AND inactive service connections: 10 3,970
Service connection density: 5 26 conn./mile main

Are customer meters typically located at the curbside or property line? No (length of service line, beyond the property boundary, that is the responsibility of the utility)
Average length of customer service line: 10 0.0 ft

Average operating pressure: 7 125.0 psi

COST DATA

Total annual cost of operating water system: 10 \$1,256,626 \$/Year
Customer retail unit cost (applied to Apparent Losses): 10 \$13.38 \$/1000 gallons (US)
Variable production cost (applied to Real Losses): 10 \$559.51 \$/Million gallons ☐ Use Customer Retail Unit Cost to value real losses

WATER AUDIT DATA VALIDITY SCORE:

*** YOUR SCORE IS: 94 out of 100 ***

A weighted scale for the components of consumption and water loss is included in the calculation of the Water Audit Data Validity Score

PRIORITY AREAS FOR ATTENTION:

Based on the information provided, audit accuracy can be improved by addressing the following components:

1: Unauthorized consumption

2: Systematic data handling errors

3: Unbilled unmetered



AWWA Free Water Audit Software: System Attributes and Performance Indicators

WAS v5.0
American Water Works Association.
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Water Audit Report for: **City of Kingston Water Dept. (TN0000360)**
Reporting Year: **2019** **7/2018 - 6/2019**

*** YOUR WATER AUDIT DATA VALIDITY SCORE IS: 94 out of 100 ***

System Attributes:

Apparent Losses: **1.547** MG/Yr
+ Real Losses: **69.983** MG/Yr
= **Water Losses: 71.530** MG/Yr

? Unavoidable Annual Real Losses (UARL): **64.44** MG/Yr

Annual cost of Apparent Losses: **\$20,702**

Annual cost of Real Losses: **\$39,156**

Valued at **Variable Production Cost**

Return to Reporting Worksheet to change this assumption

Performance Indicators:

Financial: { Non-revenue water as percent by volume of Water Supplied: **21.9%**
Non-revenue water as percent by cost of operating system: **5.0%** Real Losses valued at Variable Production Cost

Operational Efficiency: { Apparent Losses per service connection per day: **1.07** gallons/connection/day
Real Losses per service connection per day: **N/A** gallons/connection/day
Real Losses per length of main per day*: **1,269.75** gallons/mile/day
Real Losses per service connection per day per psi pressure: **N/A** gallons/connection/day/psi

From Above, Real Losses = Current Annual Real Losses (CARL): **69.98** million gallons/year

? Infrastructure Leakage Index (ILI) [CARL/UARL]: **1.09**

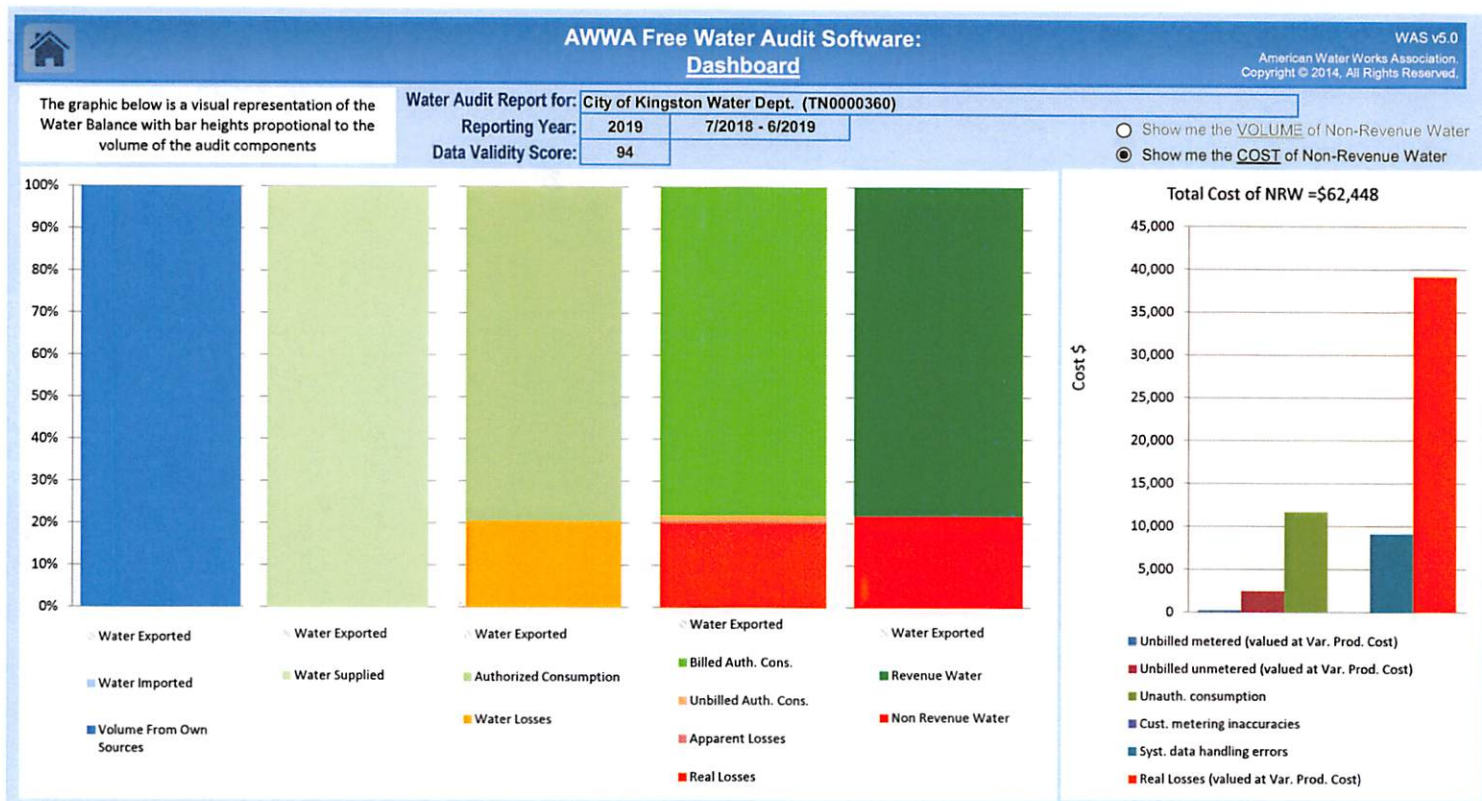
* This performance indicator applies for systems with a low service connection density of less than 32 service connections/mile of pipeline

AWWA Free Water Audit Software: Water Balance

WAS v5.0
American Water Works Association.
Copyright © 2014, All Rights Reserved.

Water Audit Report for: City of Kingston Water Dept. (TN0000360)					
Reporting Year: 2019 7/2018 - 6/2019					
Data Validity Score: 94					

	Water Exported <i>0.000</i>	Billed Water Exported			
Own Sources (Adjusted for known errors) 347.523	Water Supplied 347.523	Authorized Consumption 275.993	Billed Authorized Consumption	Billed Metered Consumption (water exported is removed)	Revenue Water 271.363
			271.363	271.363	
			Unbilled Authorized Consumption	Billed Unmetered Consumption	
			4.630	0.000	Non-Revenue Water (NRW) 76.160
		Water Losses 71.530	Apparent Losses 1.547	0.286	
				4.344	
0.869					
0.000					
	0.678				
Water Imported 0.000			Real Losses	Leakage on Transmission and/or Distribution Mains	
			69.983	Not broken down	
			Leakage and Overflows at Utility's Storage Tanks		
			Not broken down		
			Leakage on Service Connections	Not broken down	



Kingston Water Department
Schedule of Unaccounted For Water
July, 2018 to June, 2019

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	350,998,000
C	Water Purchased	0
D	Total Water Treated and Purchased (Sum Lines B and C)	350,998,000
E Accounted for Water:		
F	Water Sold	271,363,400
G	Metered for Consumption (in house usage)	11,799,000
H	Fire Department(s) Usage	0
I	Flushing	6,760,000
J	Tank Cleaning/Filling	700,000
K	Street Cleaning	0
L	Bulk Sales	0
M	Water Bill Adjustments (+/-)	0
N	Total Accounted for Water (Sum Lines F thru M)	290,622,400
O	Unaccounted for Water (Line D minus Line N)	60,375,600
P	Percent Unaccounted for Water (Line O divided by Line D times 100)	17.201%

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.

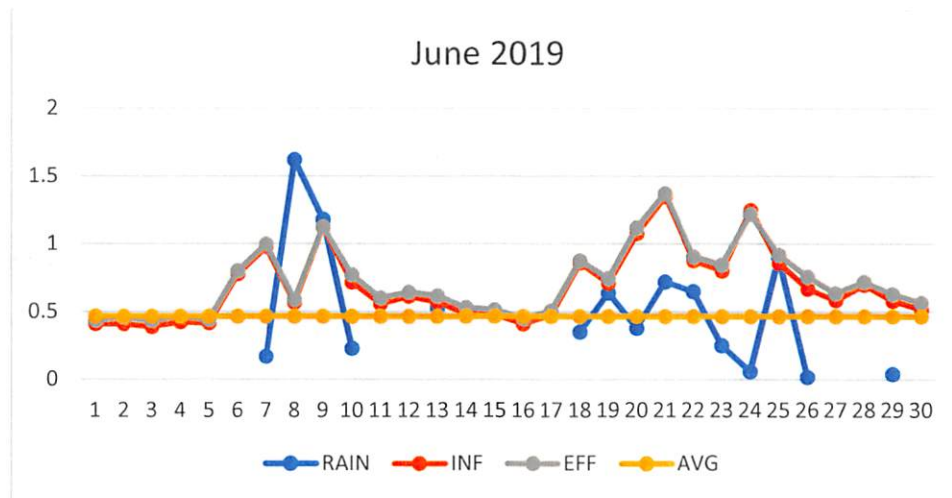


KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager
FROM: Tony Workman, WWTP Plant Manager
RE: June 2019 Monthly Report
DATE: July 3, 2019

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.6879	1.3480	.3890	20,636,000
EFFLUENT	.7234	1.3720	.4350	21,702,000

2500 Sewer Customers 11,647,300 gallons billed. Daily average .4659 mgd.



Total gallons of chlorine used was 307.8 @\$2.09 gallon = \$643.30.

There was 7.74 inches of rain. There were no overflows this month.

The replacement pump for the Weigel's pump station arrived and was installed. New conduit needed to be ran to allow for the wires to fit.

Wascon to come and replace the RAS screen/control panel. The other panel stopped working. There are some issues that will need to be corrected with the

VFD drives and communication. It appears one motor has electrical issues. They are looking at it to determine what is needed.

Pump Station #5 was not working and Wascon brought a pump to get it running. They will be sending an estimate as to what is needed to make that station more modern. This would be an upgrade to this station. Pankeys Septic Services helped us by vacuuming the wet well down.

Pump Station #2 also had a pump go down. The new pump was ordered and will be put in.

Jim "Thunder" Tipton has wrist surgery and will be off from work for a few weeks. He is expected back to work the first part of August, sooner if his doctor releases him.

WATER DEPARTMENT MONTHLY REPORT

To: David Bolling

Month of: JUNE 2019

From: Jimmy Agee

RE: Monthly Work Orders

PAGE 1

TASK	RESOLVED	PENDING
INSTALL NEW METER	1	
Read-out	38	
RE- READS	7	
WATER TAP NEW ACCT.	1	
CLOSED ACCT WITH COMSUMPTION	4	
READ INS	46	
CHECK FOR HUNG METER	2	
CHANGE OUT HUNG / BROKEN METER	2	
CHECK FOR LEAK AT METER	16	
METER LEAKS	7	
AFTER HOURS - WATER	13	
SERVICE LINE LEAK	5	
LINE LOCATES	182	
TURN OFF FOR NON PAYMENT	48	
TURN WATER BACK ON	41	
YARD WORK	6	
DOOR HANGERS	4	
MANUAL READ	7	
AFTER HOURS - SEWER	5	
SEWER- TAP NEW ACCOUNT		
LOCATE SEWER TAP		
SEWER BACK UP	6	
CHECK TO SEE IF STILL OFF	13	
TAP ESTIMATES	5	
PROFILE REQUESTED	2	
TAP-EXISTING ACCT	1	
SEWER-TAP EXISTING ACCT	1	
WATER MAIN BREAKS	3	

WATER DEPARTMENT MONTHLY REPORT

Month of: JUNE 2019

PAGE 2

TASK	RESOLVED	PENDING
MISC SERVICE ORDERS		
ESTIMATES RELOCATE METER		
CHECK FOR TAMPERED METER	2	
REPLACE SEWER TAP		
CHECK MANHOLE COVER		
WATER TASTE BAD		
CHECK WATER PRESSURE	3	
SEWER BAD SMELL		
CHECK FOR FROZEN METER		
REPLACE MAN HOLE COVER		
REPLACE CLEAN-OUT CAP	1	
REPLACE METER /METER BOX/LID	2	
REPLACE TAMPERED METER		
REPLACE VALVE		
FLUSH LINES	3	
RUN 10 GAL WATER THRU		
TURN OFF FOR INSPECTIONS		
INSPECT SEWER CONNECTION	1	
TURN OFF DUE TO LEAK		
REPLACE CUT-OFF VALVE		
Install flotting meter		
LOCATE WATER METER		
Total		5
OVER-TIMES HOURS 169		
FIRE HYDRANTS REPLACED		
ROAD PATCHES		5
PULL OR LOCK METER	5	


 WATER DISTRIBUTION & COLLECTION
 MANAGER-JIM AGEE

WATER DEPT. SAFETY MEETING

Wearing safety glass, gloves, hearing protection, and hard hats

NAME-----	DATE-----
James Evans	6/24/19
David Loy	6/24/19
David Alford	6/24/19
David Beckett	6/24/19
James A. Agu	6-24-19
Ken Hume	6/24/19
-----	-----

WATER DEPT. SAFETY MEETING

HOT WEATHER WORKING CONDITIONS

NAME	DATE
James A. Ague	6-17-19
David Alford	6-17-19
David Loy	6-17-19
David Brackley	6/17/19
Ken Hays	6/17/19
James Evans	6/17/19

WATER DEPT. SAFETY MEETING

SAFE DRIVING

NAME	DATE
David Loy	6-10-19
David Brubaker	6-10-19
James Gano	6/10/19
Ken Ha	6-10-19
David Wford	6-10-19
James A. Ayer	6-10-19

Kingston Public Library (KPL)
1004 Bradford Way
Kingston Tennessee 37763
865-376-9905
WWW.kingstonpubliclibrarytn.org
WWW.facebook.com/KingstonPublicLibrary

1 July 2019

TO: The Honorable Tim Neal
Mayor, City of Kingston
Mr. David Bolling
Manager, City of Kingston
Members of the City Council

FR: Barbara Thorbjornsen
Library Director

RE: Monthly Director's Report

The following sums up library activities for the month of June, 2019:

Programs: We had our annual Summer Reading program.

Staff: The staff has performed superbly with the influx of children and adults that attended the summer program.

Training: The staff has finished their web training for the state.

Summary

The total count of children who attended the summer reading program was 396 plus adults. We are had a wonderful time at the Library. I had wonderful feed back from the children and parents who attended.

July will be a reading challenge for the children. Each time they check out Library books they can enter the weekly drawing for prizes. The more times they visit the better chance of winning a prize.

We also have a special guest coming to the children's Wednesday story hour. His name is Atlas, he is a lovable golden retriever from HABIT with his handler Annie. The children will be able to read to him and pet him. Children of all ages and abilities are invited to participate.

There will also be an afternoon program at 1:00pm. On Wednesday where children will be making crafts that pertain to the space theme we have this summer. We have a new selections

of books about space they can check out. The last Wednesday the Roane County Anti-Drug Coalition will be at the Library to do a show about drug awareness. All ages are welcome. With school out we want to keep the children coming all summer long and reading.

We are still collecting donations through July for the Stitch Angels. They are hygiene and nonperishable items to send overseas to our service man and women.

July 2nd Best Selling author Greer Macallister will be here 12:00 to 1:30pm. Bring a lunch or just sit and to listen to Greer read and talk about her newest release. "Woman 99".

The local television station (BBB communication Channel12) has been contacted and has agreed to run our ads for free.

Patron count for the month totaled 1872. We answered 213 computer and reference questions.

There were 2,125 checkouts for the month for adults and 446 for children. Our total increased by 352 check outs from previous months.

The READS circulation for e-books was 2428 for adults and 101 for kids. We add 72 new patrons this month. We have had 40 more likes on our Facebook page and our posts have reached 2813 people in the last 28 days. Follow us on Facebook to see all the programs and photos of our programs.

My hope is to make the Library a fun and educational experience for all who visit.

Respectfully submitted

Barbara T.

**ELECTRIC POWER BOARD OF ROCKWOOD
MEETING AGENDA
JUNE 18, 2019
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM
4:30 – 5:30 PM**

ROLL CALL — CHILDS, DAVIS, HOLLOWAY, LAYNE, McCULLOUGH

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from Board Meeting on May 23, 2019	Approval
April 2019 Financial Statements	Approval
May 2019 Accounts Payable	Acceptance
Manager's Report	Approval
Visitor Comments	Information

Old:

- | | |
|-------------------------------------|----------|
| 1. FY 2020 Budget | Approval |
| 2. Local Rate Action Request Letter | Approval |

New:

- | | |
|--|----------|
| 1. Change Order for Paving & Curbing | Approval |
| 2. Pollution Liability Insurance Renewal | Approval |
| 3. Sale of Surplus Equipment (Trucks 17 & 23) | Approval |
| 4. Compensation Plan Report – Revised Salary Structure | Approval |
| 5. Bad Debts | Approval |

Announcements

July 2019 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Power Board was called to order at 4:30 p.m. on May 23, 2019. Board members present were Childs, Davis, Holloway, Layne, and McCullough.

A motion was made by Childs, seconded by Davis to approve the minutes as recorded for the April 16, 2019 Board meeting. All voted yes.

A motion was made by Layne, seconded by Childs to approve the Financial Statements for March 2019. Manager Bear stated that after completing the third quarter the net income was less than last year but exceeded the budget for this year. All voted yes.

The Board accepted the April 2019 accounts payable.

As part of the Manager's Report, Manager Bear informed the Board that he and Mr. Layne met with Johnson & Galyon, City of Rockwood, and the asphalt company to look at the paving needed in our parking lot and in the alley behind the utility. Plans are to build up the asphalt at the center of the building in the alley and slope all water run-off toward each end. No milling is anticipated. He also gave highlights from the TVPPA Annual Conference. Speakers presented information on TVA's Distributed Energy Resources and the effects of solar installations behind the meter, which affects our load and revenue. The other big topic was broadband. Several utilities gave compelling reasons to find ways to offer broadband to their customers with emphases to approach slow and steady. Jeff Lyash, TVA's new President & CEO, was introduced and spoke about plans for the future and the status of current initiatives. His remarks were sustaining reductions in O&M, predictable revenue through rate action, reductions in debt, and TVA's long range plans. The Voice of the Customer Survey is complete and was sent to K2 Alliance. They are developing a link for our website. Truck #17 and Truck #23 have been posted on govdeals.com for sale. REU received a check from DIC as part of the Shared Cost Safety Incentive Program for \$2,200. REU will match the incentive and all employees will receive \$100 minus applicable federal taxes. City of Rockwood street lights have been changed out to LED lights. Once an audit is complete we will verify the energy use. A motion was made by Davis, seconded by Layne to approve the Manager's Report. All voted yes.

Discussion was held on the FY 2020 Budget. Chris Mitchell explained the rate increase options to the Board along with information on rate structure for residential customers and small commercial (GSA1) customers. The increase would be in the fixed cost portion without an energy increase for residential and GSA1 customers. The customer charge for residential would increase an average of 1.8% or \$2.50, GSA1 would increase an average of 2.9% or \$4.00, and GSA2 would increase an average of 2.1%. The budget also includes expense cuts in O&M of approximately \$325,000 and approximately \$300,000 in Capital Expense. Manager Bear stated the Utility continues to remain in good financial position but will need to increase revenue to recover the utility's net cash position. The budget included an increase of 10% to health care costs for active employees along with maintaining current staffing levels, funding REU's portion of a joint use pole count, and funding a system study and arc hazard assessment. Plant Investment Level included purchasing transportation equipment which had already been ordered and should be delivered in FY 2020. Manager Bear remarked that it was possible to keep less inventory on hand (e.g., transformers) and that he intended to reduce the level of contract

construction work, capping it at approximately \$400,000. With only a small number of new service requests coming in each month, REU's crews will be used on system upgrade projects and installing 144-count optical fiber cable based on the feasibility study performed by Strata*G. The study also calls for an increase in plant investment in network equipment to manage the existing fiber network and improve SCADA communication. Material estimates are still being prepared. Chairman Holloway scheduled a Budget Workshop for July 17, 2019 to further discuss the budget, including the O&M expense categories, prior to the next Board meeting which is on July 18, 2019.

Mr. Layne gave an update to the Board on the Strata*G feasibility study. Currently they are wrapping up the study on the existing fiber in the warehouse and the best locations to install on the system. This will enhance the system fiber backbone and enhance our SCADA system. Strata*G is consolidating all the recommendations from their partners; Corning, Nokia, and LGS to complete the study. The next meeting of the committee is on June 3, 2019.

FY 2020 Right-of-Way Maintenance bids were opened on May 16, 2019. In attendance were Larry Brackett, Michele Powell, Kendall Bear and a representative from Electricom. The results are as follow:

CKT #	Description	# of Miles	ABC Tree Services	Baird Tree Co.	Galloway Construction	Seelbach	Electricom	Wolf Tree
			Bid	Bid	Bid	Bid	Bid	Bid
#1	Rockwood Primary #264	73	No Bid	No Bid	No Bid	\$248,200.00	\$190,853.00	\$434,766.75
#2	Buck Creek Substation #214	51	No Bid	No Bid	No Bid	\$209,100.00	\$222,035.00	\$379,243.26
Totals:		124				\$457,300.00	\$412,888.00	\$814,010.01

Table 1 – Lump Sum Bids

	Hourly Rates					
	Regular Time	Regular Time	Regular Time	Regular Time	Regular Time	Regular Time
Labor - Working Foreman/Crew Leader	No Bid	No Bid	No Bid	\$35.15	\$35.37	\$32.00
Labor - Trimmer No. 1	No Bid	No Bid	No Bid	\$33.30	\$26.85	\$27.75
Labor - Worker	No Bid	No Bid	No Bid	\$28.20	\$23.30	\$22.45
Equipment as Specified:	No Bid	No Bid	No Bid	\$41.75	\$37.48	\$35.87
Hourly Total:	\$ -	\$ -	\$ -	\$138.40	\$123.00	\$118.07

ABC Tree Services, Baird Tree Co., and Galloway Construction did not submit a bid. On circuit Rockwood Primary #264, the low bidder was Electricom. On Buck Creek Substation circuit #214, the low bidder was Seelbach. After clarification, Electricom indicated they had submitted a bid based on a combination of hourly and lump-sum work and that they would not be able to complete the work on Rockwood Primary #264 if only awarded that contract. A motion was made by Layne, seconded by Davis to allow the Manager to negotiate awarding both circuits to Seelbach. Mr. Layne amended the motion adding the lump sum work should not exceed \$415,000. Manager Bear will report to the Board after he confirms Seelbach is willing to provide trimming on both circuits for \$415,000. All voted yes.

A motion was made by McCullough, seconded by Davis to approve a resolution to gain access to the USDA Reconnect Grant which is for broadband deployment. Approving the Authorized Representative Request Resolution is necessary for the Utility to access the portal to view the tools, services areas of potential interest, scoring, and assigning access to other users. The USDA Reconnect Deputy Administrator has assured us that there is no obligation or risk associated with accessing the portal. Manager Bear will be assigned the Representative-Signature-Certify security role. He will be responsible for entering/updating an application, providing signatures, authorizing certifications, submitting the application and assigning access to other users in USDA's ReConnect Program Online Application System. Marsha O'Keefe will be assigned an Administrator role and will be responsible for entering/updating an application and assigning access to other users in USDA's ReConnect Program Online Application System. Manager Bear will get Board approval before any applications are submitted. All voted yes to approve the resolution. The resolution will be attached to the end of the minutes.

A motion was made by Layne, seconded by McCullough to approve the write-off of uncollectible debts for the period of February 2019 in the amount of \$3,534.20 and noted \$3,972.29 was collected. All voted yes.

Chairman Holloway announced that a Budget Workshop is scheduled for June 17, 2019 and the next regular Board meeting will be on June 18, 2019. Both are at 4:30 pm.

A motion was made by McCullough, seconded by Davis to adjourn. All voted yes.

Chairman
Harold Holloway

Secretary/Treasure
Wade McCullough

Recorded by M. O'Keefe

GENERAL MANAGER CERTIFICATE

I, Kendall D. Bear do hereby certify that: I am the General Manager of Rockwood Electric Utility (hereinafter "Municipal" that the following are true and correct copies of resolutions duly adopted by the Electric Power Board of Rockwood (hereinafter "Board") of the Municipal at the regular meeting held May 23, 2019, and entered in the minutes book of the Municipal; that the meeting was duly and regularly called and held in accordance with Board's established rules of procedure; and that none of the following resolutions have been rescinded or modified:

RESOLUTION

1. RESOLVED that Kendall D. Bear, the General Manager of the Municipal, has the assigned Representative-Signature-Certify security role on behalf of the Municipal Non-Profit, who shall be responsible for, entering/updating an application, , providing signatures, authorizing certifications, submitting the application for consideration and assigning access to new users in USDA's ReConnect Program Online Application System.

2. RESOLVED that Marsha O'Keefe, Assistant Manager of Municipal, has the assigned Administrator(s) security role on behalf of the Municipal, who shall be responsible for entering/updating an application and assigning access to new users in USDA's ReConnect Program Online Application System.

3. RESOLVED that the Representative-Signature-Certifier and Administrator(s) for the Municipal shall comply fully with all security procedures and policies of the ReConnect Program Online Application System.

I FURTHER CERTIFY THAT each member of the Board of Directors of the Municipal was furnished with notice of said meeting in compliance with the established rules and procedures of the Municipal.

IN WITNESS WHEREOF I have hereunto set my hand this 23rd day of May 2019.

A handwritten signature in blue ink that reads "Kendall D. Bear". The signature is written in a cursive style with a large initial 'K' and a long horizontal stroke at the end.

General Manager

POWER DISTRIBUTORS

O.M.B.NO. 3316-0001

TVA 4171 (FIN-1-92)

MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-2004

NAME OF REPORTING ORGANIZATION	FOR MONTH AND YEAR	PAGE 1
Rockwood Electric Utility	APRIL 2019	

BALANCE SHEET

ASSETS AND OTHER DEBITS	ITEM NO	AMOUNT	LIABILITIES AND OTHER CREDITS	ITEM NO	AMOUNT
UTILITY PLANT			CAPITAL		
Electric Plant	1	64,512,566.47	Membership certificates	30	
Less Depreciation	2	17,157,462.33	EARNINGS REINVESTED IN SYSTEM ASSETS		
Total	3	47,355,104.14	Beginning of year	33	43,896,637.73
Unamortized acq. adj.	4		Current year to date	34	741,561.05
Other utility plant - net	5		Total	35	44,638,198.78
Total Plant - net	6	47,355,104.14	LONG-TERM DEBT		
OTHER PROPERTY AND INVESTMENTS			RUS	36	
Nonutility property - net	7		CFC	37	
Other investments	8	30,233.00	CoBank	38	
Sinking funds	9		Bonds and other long-term debt	39.1	3,900,000.00
Depreciation funds	10		TVA	39.3	
Other special funds	12	2,286,147.00	Debt premium and discount	40	41,336.48
Total	13	2,316,380.00	Total	41	3,941,336.48
CURRENT AND ACCRUED ASSETS			OTHER NON-CURRENT LIABILITIES		
General cash and temporary cash investments	14	3,329,454.05	Postretirement Benefits	39.2	2,385,299.10
Accounts receivable	15	2,230,681.07	Energy Service Loans - Advances	42	214,325.88
Materials and supplies	16	520,419.77	Energy Service Loans - Other	43	
Prepayments	17	176,239.72	Total	44	2,599,624.98
Other current assets	18	796,183.19	CURRENT AND ACCRUED LIABILITIES		
Total	19	7,052,977.80	TVA notes payable	45.1	
DEFERRED DEBITS			Other notes payable	45.2	
Debt expense	20		Accounts payable	46	4,106,986.44
Preliminary survey	21		Customer deposits	47	1,158,017.71
Clearing accounts	22		Taxes and equivalents accrued	48	25,708.94
Energy Service Loans receivables	24	277,416.31	Interest accrued - RUS	49	24,541.70
Deferred costs on TVA Leases	25		Interest accrued - CFC	50	
Other deferred debits	26		Interest accrued - CoBank	51	
Total	27	277,416.31	Interest accrued - TVA	52.1	
TOTAL ASSETS AND OTHER DEBITS			Interest accrued - other	52.2	
	28	57,001,878.25	Other current liabilities	53	495,742.00
			Total	54	5,810,996.79
			DEFERRED CREDITS		
			Advances for construction - refundable	55	
			Other deferred credits	56	11,721.22
			Total	57	11,721.22
			TOTAL LIABILITIES AND OTHER CREDITS		
				58	57,001,878.25

() Indicates red figures

CFC or CoBank Investments included in Item No. 8 30,233.00

Construction work in progress included in Item No. 1 1,191,221.80

Total miles of distribution lines

Construction fund included in Item No. 12

Total miles of transmission lines

Footnotes:

POWER DISTRIBUTORS

O.M.B.NO. 3316-0001

TVA 4171 (FIN-1-92)

MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-2004

NAME OF REPORTING ORGANIZATION		FOR MONTH AND YEAR		PAGE 2
Rockwood Electric Utility		APRIL	2019	
REVENUE AND EXPENSE SHEET				
REVENUE AND EXPENSE STATEMENT	ITEM NO	THIS MONTH	YEAR TO DATE	
OPERATING REVENUE				
Electric sales revenue (page 7, item 332)	59	2,232,564.48	28,290,224.71	
Revenue from late payments.	60	11,967.88	146,450.30	
Misc. service revenue.	61	4,800.00	51,545.00	
Rent from electric property.	62	49,026.54	493,265.40	
Other electric revenue.	63	5.00	50.00	
Total operating revenue.	64	2,298,363.90	28,981,535.41	
PURCHASED POWER				
Total power cost (page 7, item 342).	65	1,575,970.67	21,054,409.15	
OPERATING EXPENSE				
Transmission expense.	66			
Distribution expense.	67	96,649.07	941,257.17	
Customer accounts expense.	68	61,104.21	620,903.14	
Customer service and informational expense.	69	841.66	9,155.80	
Sales expense.	70	(35.00)	14,266.52	
Administrative and general expense.	71	213,871.15	2,143,242.40	
Operating expense.	72	372,431.09	3,728,825.03	
MAINTENANCE EXPENSE				
Transmission expense.	73			
Distribution expense.	74	76,935.70	846,681.99	
Administrative and general expense.	75	3,892.08	14,296.40	
Maintenance expense.	76	80,827.78	860,978.39	
OTHER OPERATING EXPENSE				
Depreciation expense.	77	132,071.03	1,276,127.14	
Amortization of acquisition adjustment.	78			
Taxes and tax equivalents.	79	115,783.54	1,194,063.07	
Other operating expense.	80	247,854.57	2,470,190.21	
TOTAL OPERATING EXPENSE AND PURCHASE POWER.	81	2,277,084.11	28,114,402.78	
INCOME				
Operating income (item 64, less item 81).	82	21,279.79	867,132.63	
Other income.	83		(53,777.92)	
Total income.	84	21,279.79	813,354.71	
Miscellaneous income deductions.	85	1,500.00	14,376.26	
Net income before debt expense.	86	19,779.79	798,978.45	
DEBT EXPENSE				
Interest on long-term debt - RUS.	87			
Interest on long-term debt - CFC.	88			
Interest on long-term debt - CoBank.	89			
Interest on long-term debt - other.	90.1	6,135.42	61,354.20	
Interest - TVA.	90.2			
Other interest expense.	92			
Amortization of debt discount and expense.	93			
Amortization of premium on debt - credit.	94	(393.68)	(3,936.80)	
Total debt expense.	95	5,741.74	57,417.40	
NET INCOME				
Income before extraordinary items (item 86, less item 95).	96	14,038.05	741,561.05	
Extraordinary items.	97			
Net income.	98	14,038.05	741,561.05	

POWER DISTRIBUTORS

O.M.B.NO. 3318-0001

TVA 4171 (FIN-1-92)

MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-2004

NAME OF REPORTING ORGANIZATION Rockwood Electric Utility				FOR MONTH AND YEAR APRIL 2019		PAGE 3	
STATISTICAL DATA							
CLASS OF SERVICE	ITEM NO	REVENUE		ITEM NO	KILOWATT-HOURS SOLD		
		THIS MONTH	YEAR TO DATE		THIS MONTH	YEAR TO DATE	
Residential.	100	1,204,150.46	16,267,021.93	107	10,556,444	144,264,750	
Gen. Power - 50 kW & under.	101	295,439.52	3,712,845.58	108	2,182,657	27,545,119	
Gen. Power - Over 50 kW.	102	687,150.11	7,808,368.50	109	7,995,590	86,231,573	
Street and athletic - Codes 72, 73 & 74.	103	15,649.13	192,460.34	110	123,646	1,592,435	
Outdoor lighting - Codes 75, 77 & 78.	104	30,175.26	309,528.36	111	213,451	2,156,518	
Subtotal.	330	2,232,564.48	28,290,224.71				
Unbilled revenue*.	331						
Total (page 2, item 59).	332	2,232,564.48	28,290,224.71	335	21,071,788	261,790,395	
				113	35,446	439,038	
				114	21,107,234	262,229,433	
				336			
Kilowatt-hours for own use. Total kilowatt-hours sold and used. Kilowatt-hours in unbilled revenue (items 331) above* . . .							

AMOUNTS EXCLUDED FROM RATE SCHEDULE REVENUE	Credits	Green Power Revenue
Green Power-Res	N/A	N/A
Green Power-GP < 50kW	N/A	N/A
Green Power-GP > 50kW	N/A	N/A
Gen Partners-Res	\$ 830.73	N/A
Gen Partners-GP<50kW	\$ 1,023.85	N/A
Gen Partners-GP>50kW	\$ 1,977.87	N/A
SMC	N/A	N/A
EGC	N/A	N/A
VCP	N/A	N/A
VII	N/A	N/A

PURCHASED POWER							
TVA	ITEM NO	AMOUNT		ITEM NO	KILOWATT-HOURS PURCHASED		
		THIS MONTH	YEAR TO DATE		THIS MONTH	YEAR TO DATE	
Purchased Power.	115	1,575,970.67	21,054,409.15	119	21,221,098	271,726,240	
Facilities Rental.	116						
Other Charges/Credits.	117						
Total from TVA.	118	1,575,970.67	21,054,409.15	122	21,221,098	271,726,240	
Other Purchased Power*.	218			222			
Subtotal.	340	1,575,970.67	21,054,409.15				
Unbilled Purchases*.	341						
Total (page 2, item 65).	342	1,575,970.67	21,054,409.15	345	21,221,098	271,726,240	
				123	21,107,234	262,229,433	
				124	113,864	9,496,807	
				125	.54	3.49	
				127	7.426	7.748	
				346			
Less kilowatt hours sold and used (item 114). Line losses and kilowatt-hours unaccounted for. Percent of losses to purchases (2 decimal places). Cost per kilowatt-hour including facilities rental (cents). Kilowatt-hours in unbilled purchases (Item 341) above* . . .							

**Purchased other power under contract number TV- _____ from _____

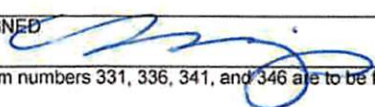
POWER DISTRIBUTORS

O.M.B.NO. 3316-0001

TVA 4171 (FIN-1-92)

MONTHLY REPORT TO TVA

APPROVAL EXPIRES 11-30-2004

NAME OF REPORTING ORGANIZATION Rockwood Electric Utility		FOR MONTH AND YEAR APRIL 2019		PAGE 3a
CUSTOMER DATA			LONG-TERM DEBT	
CLASS OF SERVICE	THIS MONTH	SAME MONTH LAST YEAR	CHANGE THIS MONTH	AMOUNT
Residential.	11,652	11,593	Long-term debt last report (item 41)	3,941,730.16
Gen. Power - 50 kW & under.	2,752	2,753	Add new long-term debt this month (page 3)	
Gen. Power - Over 50 kW.	129	134	Total.	3,941,730.16
Street and athletic - Codes 72, 73 & 74.	38	39	Less reductions this month (page 3)	393.68
Outdoor Lighting - Code 78.	139	136	Long-term debt this month (item 41)	3,941,336.48
Total.	14,710	14,655		
Special Outdoor Lighting - Code 75.				
Outdoor Lighting - Code 77.	2,157	2,159		
OPERATING RATIO			THIS MONTH	YEAR TO DATE
Item 81 minus item 80 divided by item 64 equals			88.29%	88.48%
Footnotes:				
SIGNED 		TITLE <i>Manager of Accounting</i>		DATE PREPARED <i>5/29/19</i>
*Item numbers 331, 336, 341, and 346 are to be filled in only if distributor chooses the option to estimate the unbilled electric sales.				

Kingston Beautification Committee

May 6, 2019 5PM

Call to Order- Teresa Nichols

Roll Call-Teresa Nichols

Attendees: Sue Collins, Jason Brown, Teresa Nichols Alisha Massengill

Jason Brown motioned to accept minutes from April's meeting.

Sue Collins seconded to accept minutes from April's meeting.

Ongoing Business:

There was a great turn out for the trash pick-up held on April 5th.

Teresa Nichols will write an article for the Roane County News about our trash pickup and about the Kingston City Beautification Department. Jason Brown will help.

Interstate Clean Up Status- Fire Chief is leading the effort to clean up the 352 exit.

Veterans Memorial update- We need to see if we can get state or federal funding for memorial. We will also have to seek permission from the state for permission for the memorial.

Tim Clark has the sponsor signs for the light posts and will be adding them soon. Planting is completed in the planters but will add stacked stone, picnic tables and put finishing touches.

New Mural has been requested at the Roane County News Building. The idea is for angel wings. Sponsor and artist will need to be required.

Downtown Sign is being modified to a welcome sign instead of a business sign. This discussion will be tabled until next meeting. Jason Brown made the motion and Teresa Nichols seconded the motion.

Update from Codes- Two burn properties are in the process of being cleaned up.

Teresa Nichols & Alisha Massengill will be out of town in June. June Meeting will be cancelled. Next meeting will be held on July 1st.

Motion to accept- Alisha Massengill

Seconded- Sue Collins

Motion to Adjourn-Sue Collins

Seconded by Jason Brown

Next meeting to be held July 1st, 2019

New Business:

Carlotta Ward will not be able to stay on the committee due to commitments.

Kingston Beautification Committee

July 1, 2019

Attendees:

Jason Brown, Teresa Nichols, Tara Stockton, Sue Collins, Alisha Massengill, Glenda Johnson

Call To Order- Teresa Nichols

Review and approval of May minutes- Email did not come through. Teresa read minutes and they were approved by all. Alisha will resend the minutes to all members.

Ongoing (Unfinished Business)

Budget Request-Teresa Nichols. The City Budget is expected to be approved by the end of July. We feel that the budget request will be approved then. Flowers are not scheduled to be planted until the fall.

Member Replacement-Teresa Nichols. Mack Schmidt was asked if he would be interested in becoming a member. Teresa Nichols will follow up with him about becoming a board member.

Status Updates from Tara Stockton

Status of Interstate Exits- Kingston Fire Department has done a great job of cleaning it up. There was a short delay in waiting for a permit. After the 4th of July there will be a stronger focus on this as resources will be more available.

New Signs in City-

1.The Kingston sign was completed in black and white.

2.Direction sign had to be approved by the city attorney and signs have to be generalized...as in restaurants and not name of specific restaurants.

Updates for planters and trashcan holders for downtown- Tara reached out to a nursery in Clinton about sponsoring the planters on the sidewalk adjacent to the vacant lot beside the mural. There are seven planters there. They will sponsor those.

Planters at apartments adjacent to the courthouse, on court street and race street are being sponsored by Humble Bee.

Updates on Business canopies- Canopies have been cleaned on Race Street. (Baggetts, Mr. Martins).

Status of Light Post sales- Sales are ongoing.

Status of bench for new city parking lot- Judy Yeager is sponsoring both benches. Benches have been installed and are facing the mural.

Update on dog park- Fort Paws Dog Park has sign installed. July 4 Dog Park will be open. Sponsor pavers have come in and plaques will be installed tomorrow. Grand opening will be soon. Three grants are being applied for.

Updates on Codes Enforcement- Chief Washam is unavailable for update.

Fourth of July activities- Full agenda for the 4th was distributed by Teresa Nichols

Control Boxes at interstate exit and through town will be painted to Advertise the parks.

New Business-No new business

Next Meeting is August 5th.

Meeting to adjourn: Tara Stockton

Second: Jason Brown

Submitted by Alisha Massengill, July 1, 2019

**MINUTES
KINGSTON PLANNING COMMISSION
JUNE 18, 2019**

The regular meeting of the Kingston Planning Commission was held at 6:00 p.m. on June 18, 2019 at the Kingston City Hall.

Members Present

Stephanie Wright, Chair
John Byrkit, V. Chmn.
Bo Pickel, Sec.
Tim Neal, Mayor
Gary Botkin
Chuck Hutzler
Gary Lay
Lou Qualls

Members Absent

Eric Bacon
Jason Taylor

Others Present

David Bolling
Kelly Jackson
Mike Freeman
Tim Schaefer
Kim Chamberlain

Staff Representative: David K. Williams

CALL TO ORDER/MINUTES

The meeting was called to order at 6:00 p.m. by Chairwoman Wright. On a motion by Mr. Lay and a second by Mr. Botkin, the commission unanimously voted to approve the minutes of the May 21, 2019 meeting on a roll call vote. Staff had also provided commissioners with updated copies of the April 16, 2019 meeting for their records.

REPORTS

Neither Mayor Neal nor City Manager Bolling had any reports for the commission.

PUBLIC COMMENTS

There were no public comments.

FINAL PLAT REVIEW – REVISED PLAT OF TWO LOTS ALONG OAK HILLS DRIVE BY TIM SCHAEFER (CONTROL MAP 0581, GROUP D, PARCELS 12.01 AND 13.00)

Mr. Tim Schaefer presented a revised plat of two lots along Oak Hills Drive. The revised plat showed the relocation of the lot line separating the two lots so that all improvements were on separate lots. Lot 17(R) contained 0.442 of an acre and lot 16-A(R) contained 0.728 of an acre. The property was zoned as R-1 and the lots were sufficiently sized. Certificates for electric, water, and sewer facilities were not signed.

Action Taken

On a motion by Mayor Neal and a second by Mr. Pickel, on a roll call vote, the commission unanimously voted to approve the plat subject to the certificates for electric, water, and sewer being signed.

FINAL PLAT REVIEW - OVERSTREET AND BROWDER PROPERTY ALONG WEST RACE STREET (MAP 047L, GROUP A, PARCELS 1.00 AND 1.01)

Mr. Mike Freeman presented a final plat of two lots that were to be resubdivided into three lots. The property was located on the west side of Race Street across from its intersection with Lakewood Road. Each lot would be one acre or slightly larger and have at least 150 feet of road frontage. The property was served by public water and public sewer. The property was zoned as C-2.

Action Taken

On a motion by Mayor Neal and a second by Secretary Pickel, the commission unanimously voted to approve the final plat.

FINAL PLAT REVIEW – RESUBDIVISION OF THE MUNSEY PROPERTY ALONG BAILEY ROAD (MAP 058L, GROUP F, PARCELS 8.00 AND 9.00)

Ms. Arlinda Munsey was present for this issue. The final plat of the Munsey property showed two lots that were proposed for resubdivision into three lots. The property was located at the western side of the intersection of Lawnville and Bailey Roads. The property was zoned R-2 which has a minimum lot size of 7,500 square feet. The lots ranged in size from 38,738 to 13,934 square feet in area.

Action Taken

On a motion by Mr. Botkin and a second by Vice Chairman Byrkit, the planning commission unanimously voted to approve the final plat on a roll call vote

SITE PLAN REVIEW – CITIZENS FIRST BANK ALONG WEST RACE STREET (MAP 047O, GROUP E, PARCEL 3.00)

Ms. Kim Chamberlain presented a site plan for Citizens First Bank, to be located between Spring and Race Streets, in the C-2 zoning district. Its address will be 316 West Race Street. The site plan showed a proposed building that would be roughly 60' X 100' with nineteen standard parking spaces and one handicapped space. There would be a one-way flow of traffic for the sides and rear of the property and two-way traffic flow in the front. Three travel lanes would handle the drive-through and traffic movement. Storm water will be collected by inlets at designated low spots in the parking lot and piped to an existing drainage way that flows into the lake. Site distance along Spring Street was barely adequate.

Action Taken

On a motion by Mr. Lay and a second by Mr. Botkin, on a roll call vote the planning commission unanimously voted to approve the site plan.

POSSIBLE AMENDMENTS TO THE SUBDIVISION REGULATIONS/ZONING ORDINANCE

Staff had provided commissioners with two resolutions to amend the subdivision regulations. Resolution R-2019-2 would allow one-way streets with a 40' right-of-way and a 16' roadway. Resolution R-2019-01 would require a scale no greater than 1" = 100' and that the plats be no small than 18' x 24" and no larger than 24" x 36". The commission discussed the need to require that electronic copies be submitted along with paper copies. Staff agree to revise the ordinance to require electronic copies.

DISCUSSION OF CHECKLIST

Commissioner Hutzler stated that commissioners need a good and completed checklist with each submitted site plan and subdivision plat. The commission then discussed the purpose of a checklist, which is to make sure submitted plats and plans have complete information. The commission then briefly discussed the need for a sheet documenting development procedures that could be provided to developers. Staff said he had prepared something similar several months ago and will provide it or an amended version at the next meeting.

ADJOURNMENT

On a motion by Mr. Botkin and a second by Mr. Lay, the meeting adjourned at 7:00 p.m.