



# City Manager Report

January 2021



## **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

**This report is dedicated the 2020 – 2021 District Champion  
Kingston Yellow Jackets**

## **Table of Contents**

### **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**

- January Meeting (No Quorum)

### **Planning Commission**

- Meeting Cancelled for January

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

- Agenda and Minutes
- Report to TVA

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

- Director's Report



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.kingstontn.gov](http://www.kingstontn.gov)). 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: January 2021**

### **Legislative Accomplishments**

- A. Acceptance of the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2020
- B. Appointment of Councilmember Jeff Griffis to serve as the City Council representative on the Library Board
- C. Appointment of Robert Sparks to the Beautification Committee
- D. Approval of the first reading of Ordinance 21-1-12-01, an ordinance establishing policies and procedures for the Water Department
- E. Approval for the Fire Department to apply for the 2021 Assistance to Firefighters Grant and to authorize the commitment of 5% local matching funds

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

- None
- **External Meetings (all external meetings were held virtually)**
  - National Park Service
  - TN Riverline Roane County Leadership Team
  - Tennessee RiverLine Summit
  - Meeting with organizers of Storm the Fort
  - Other miscellaneous meetings
- **Internal Meetings**
  - Weekly conference calls and misc. meetings with Department Heads and WD Managers
  - Other miscellaneous staff meetings



**City of Kingston**  
Project Status Update  
**January 2021**

**BUILD Grant – Bridge to Bridge Corridor Master Plan**

Project Cost:	\$220,000	
Engineer/Architect/Consultant:	Community Development Partners	
Contractor:	N/A	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Awaiting grant agreement	

Notes:

1. We anticipate that the contract will be ready in early 2021.

FINANCE AND ADMINISTRATION REPORT JANUARY 2021

\* UTILITY BILLING TOTAL NUMBER OF ACCOUNTS BILLED FOR NOVEMBER 3842 FOR A TOTAL AMOUNT OF \$367518.46

\* NEW WATER SERVICE APPLICATIONS FOR JANUARY 33

\* 33 CUSTOMERS FINALED OUT SERVICE

\* 98 PAST DUE ACCOUNTS

\* TOTAL ACH-BANK DRAFT ACCOUNTS - 861

\* TOTAL E-BILL ACCOUNTS - 348

\* ONLINE PAYMENTS PROCESSED 762

\* WATER/SEWER SERVLNE LEAK PROTECTION TOTAL BILLING 2168

\* WATER LOSS PROTECTION 1188

\* WATER LINE PROTECTION 182

\* SEWER LINE PROTECTION 44

\* COMMERCIAL SINGLE PROTECTION 234

\* COMMERCIAL MULTI PROTECTION 5

\* COMMERCIAL LINE PROTECTION 2

\* TRASH COLLECTIONS FOR JANUARY 2457

\* PHONE TREE COURTESY CALLS FOR PAST DUE WATER CUSTOMERS-CALLED 208

\* 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 2018 BILLING-WILL BE ADDED BACK AS NEEDED

\* DONATIONS BALANCE \$18,771.82

DISBURSED 202.65

NEW BUSINESS LICENSES ISSUED IN JAN 2021

1 CEO'S PROPERTY PRESERVATION, LLC. (BRIAN BROOKS) 424 PATTON FERRY RD., KINGSTON, TN

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# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY JANUARY 2021

	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
<b>Cash in Bank</b>												
General Fund	\$1,616,773	\$1,140,300	\$1,125,330	\$1,123,382	\$1,234,550	\$1,577,076	\$2,167,032					
CAPITAL RESERVE GF	\$307,369	\$307,369	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595					
CAPITAL FUND LL	\$70,595	\$70,595	\$307,559	\$307,754	\$307,944	\$308,139	\$308,162					
Water/Sewer	\$974,090	\$1,048,174	\$1,085,575	\$856,737	\$890,756	\$675,943	\$842,214					
1999 Bond	\$713,723	\$236,037	\$259,599	\$283,026	\$306,545	\$330,087	\$353,535					
2004 Bond	\$146,731	\$150,769	\$154,893	\$159,031	\$163,176	\$167,389	\$171,427					
RDA Reserve Fund	\$713,723	\$763,723	\$814,241	\$864,543	\$915,100	\$965,703	\$1,016,038					
Drug Fund	\$9,694	\$10,395	\$10,715	\$11,131	\$10,276	\$10,282	\$10,303					
<b>Total BALANCES</b>	<b>\$4,552,699</b>	<b>\$3,727,363</b>	<b>\$3,828,508</b>	<b>\$3,676,199</b>	<b>\$3,898,943</b>	<b>\$4,105,215</b>	<b>\$4,939,307</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

CITY OF KINGSTON

HUMAN RESOURCES REPORT MONTH OF JANUARY 2021

- \* CREATED AND SENT OUT W-2'S.
- \* CHANGED ALL INSURANCE DEDUCTIONS TO NEW AMOUNT.
- \* HIRED NEW FULL TIME FIRE FIGHTER
- \* WENT THROUGH FILE ROOM AND GOT RID OF ANTHING THAT WE DIDN'T NEED ON FILE ANYMORE.
- \* COMPLETED OSHA REPORT.
- \* TOTAL FULL-TIME EMPLOYEES: **64**    TOTAL PART-TIME EMPLOYEES: **24**    TOTAL SEASONAL EMOPLOYEES: 7



110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
31110		Property Taxes (Current)		1,976,000.00	(1,344,700.14)	68.05 %	164,666.67	(170,822.64)	103.74 %
31120		Public Utilities Property Tax (Current)		30,000.00	0.00	0.00 %	2,500.00	0.00	0.00 %
31211		Property Tax Delinquent - 1st Prior		68,000.00	(68,731.00)	101.08 %	5,666.67	(1,906.00)	33.64 %
31212		Property Tax Delinquent - 2nd Prior		40,000.00	(25,935.00)	64.84 %	3,333.33	(22,313.00)	669.39 %
31219		Property Tax Delinquent - Other Prior		16,000.00	(23,154.83)	144.72 %	1,333.33	(19,926.00)	1,494.45 %
31300		Interest And Court Cost On Prop Tax		35,000.00	(25,998.65)	74.28 %	2,916.67	(12,708.67)	435.73 %
31511		In Lieu Tax, Rockwood Electric Utility		84,000.00	(76,851.95)	91.49 %	7,000.00	(38,636.05)	551.94 %
31610		Local Sales Tax - Co. Trustee		1,210,000.00	(778,929.64)	64.37 %	100,833.33	(115,668.36)	114.71 %
31710		Wholesale Beer Tax		198,000.00	(128,243.39)	64.77 %	16,500.00	(16,244.44)	98.45 %
31720		Wholesale Liquor Tax		54,000.00	(35,290.26)	65.35 %	4,500.00	(5,274.42)	117.21 %
31800		Business Taxes		70,000.00	(17,792.74)	25.42 %	5,833.33	(217.84)	3.73 %
31912		Comcast Cable Tv Fees		75,000.00	(61,203.32)	81.60 %	6,250.00	(20,410.17)	326.56 %
31913		Bellsouth Cable Fees		10,000.00	(5,827.22)	58.27 %	833.33	(1,900.49)	228.06 %
31920		Hotel, Motel Tax		43,000.00	(23,959.59)	55.72 %	3,583.33	(3,299.40)	92.08 %
32210		Beer Permits		1,700.00	(1,650.00)	97.06 %	141.67	(300.00)	211.76 %
32220		Liquor Licenses		300.00	(620.00)	206.67 %	25.00	(300.00)	1,200.00 %
33202		FEMA Greenway Proceeds		64,947.00	0.00	0.00 %	5,412.25	0.00	0.00 %
33292		Library Grant Proceeds Rda		0.00	(3,040.00)	0.00 %	0.00	0.00	0.00 %
33479		State Grant		158,548.00	(245,923.00)	155.11 %	13,212.33	0.00	0.00 %
33500		Telecom Interstate Sales		5,000.00	(3,735.36)	74.71 %	416.67	(497.18)	119.32 %
33510		State Sales Tax		535,478.00	(332,024.84)	62.01 %	44,623.17	(48,570.06)	108.84 %
33520		State Income Tax		25,000.00	(36,159.92)	144.64 %	2,083.33	0.00	0.00 %
33530		State Beer Tax		2,800.00	(1,463.41)	52.26 %	233.33	0.00	0.00 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
33540		State Liquor Tax		6,000.00	(3,687.74)	61.46 %	500.00	(419.25)	83.85 %
33551		State Gasoline Fuel Tax		210,000.00	(124,403.86)	59.24 %	17,500.00	(16,871.99)	96.41 %
33552		State-City Streets And Transportation		11,800.00	(6,872.12)	58.24 %	983.33	(981.73)	99.84 %
33555		State Street Contract Maintenance		45,000.00	(9,877.92)	21.95 %	3,750.00	0.00	0.00 %
33590		Tva Solar Energy James Ferry		1,000.00	(2,098.08)	209.81 %	83.33	(150.19)	180.23 %
33591		Gross Receipts - Tva		75,800.00	(35,324.20)	46.60 %	6,316.67	(17,662.10)	279.61 %
33593		Corporate Excise Tax		10,000.00	0.00	0.00 %	833.33	0.00	0.00 %
33730		Tml Full Pkg Bonus		4,000.00	(4,000.00)	100.00 %	333.33	0.00	0.00 %
34100		General Government - Charges For		2,500.00	(2,162.77)	86.51 %	208.33	(508.25)	243.96 %
34210		Police Service Supplements		9,600.00	0.00	0.00 %	800.00	0.00	0.00 %
34220		Special Fire Protection Fees		11,600.00	0.00	0.00 %	966.67	0.00	0.00 %
34230		Sex Offender Registry		500.00	(300.00)	60.00 %	41.67	0.00	0.00 %
34310		Highways And Streets Charges For		18,000.00	0.00	0.00 %	1,500.00	0.00	0.00 %
34420		Garbage Tip Fees		350,000.00	(197,100.41)	56.31 %	29,166.67	(28,165.56)	96.57 %
34720		Swimming Pool Charges		10,000.00	(2,707.51)	27.08 %	833.33	0.00	0.00 %
34730		Fort Charges & Donations		500.00	(260.00)	52.00 %	41.67	(260.00)	624.00 %
34740		Park & Recreation Charges		8,500.00	(8,920.00)	104.94 %	708.33	(4,525.00)	638.82 %
34741		Boat Slip Rental		25,000.00	(12,980.00)	51.92 %	2,083.33	(4,820.00)	231.36 %
34742		Fireworks Donations		20,000.00	(6,570.00)	32.85 %	1,666.67	(300.00)	18.00 %
34745		Softball Program		3,000.00	(50.00)	1.67 %	250.00	(50.00)	20.00 %
34746		Fire Dept Donations		4,000.00	(6,204.19)	155.10 %	333.33	0.00	0.00 %
34751		Volleyball Program		3,000.00	80.00	-2.67 %	250.00	0.00	0.00 %
34760		Library- Fines and Penalties		3,500.00	(168.20)	4.81 %	291.67	(113.90)	39.05 %
34761		Library - Fines And Penalties		0.00	0.00	0.00 %	0.00	0.00	0.00 %

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
35110		City Court Fines		22,000.00	(9,758.14)	44.36 %	1,833.33	(520.26)	28.38 %
35140		Drug Related Fines		2,500.00	(795.50)	31.82 %	208.33	(20.51)	9.84 %
35150		Traffic School Charges		2,000.00	(600.00)	30.00 %	166.67	0.00	0.00 %
36100		Interest Earnings		6,000.00	(2,780.47)	46.34 %	500.00	(583.05)	116.61 %
36350		Insurance Recoveries		0.00	(43,721.98)	0.00 %	0.00	0.00	0.00 %
36430		Pavilion Rental		2,000.00	0.00	0.00 %	166.67	0.00	0.00 %
36539		Sale Of Other Public Works Supps &		12,000.00	(2,138.25)	17.82 %	1,000.00	(708.75)	70.88 %
36967		Contract Natural Gas		21,500.00	(12,541.69)	58.33 %	1,791.67	(1,791.67)	100.00 %
36971		Contract Billing From Water Dept		485,168.00	(242,584.00)	50.00 %	40,430.67	0.00	0.00 %
Total Revenues				6,089,241.00	(3,979,761.29)	65.36 %	507,436.75	(557,446.93)	109.86 %
Expenditures									
41100		Legislative		(75,005.00)	32,276.93	43.03 %	(6,250.42)	3,767.61	60.28 %
41210		City Court		(27,150.00)	11,695.63	43.08 %	(2,262.50)	(2,567.21)	-113.47 %
41320		City Manager		(112,863.00)	63,912.74	56.63 %	(9,405.25)	8,342.67	88.70 %
41500		Financial Administration		(356,014.00)	152,666.28	42.88 %	(29,667.83)	(17,232.70)	-58.09 %
41700		Planning And Zoning		(10,275.00)	10,175.00	99.03 %	(856.25)	0.00	0.00 %
41810		City Hall Buildings		(97,000.00)	45,964.65	47.39 %	(8,083.33)	5,486.12	67.87 %
41990		General Government		(228,778.00)	177,889.04	77.76 %	(19,064.83)	7,005.50	36.75 %
42100		Police		(1,045,176.00)	548,074.26	52.44 %	(87,098.00)	70,090.32	80.47 %
42152		Automotive Services		(95,000.00)	47,060.16	49.54 %	(7,916.67)	18,327.73	231.51 %
42200		Fire Protection		(1,081,527.00)	606,387.33	56.07 %	(90,127.25)	77,517.71	86.01 %
43100		Public Works		(886,482.00)	373,919.07	42.18 %	(73,873.50)	44,159.88	59.78 %
43190		State Street Aid		(161,500.00)	89,228.05	55.25 %	(13,458.33)	13,118.11	97.47 %
43240		Waste Disposal		(350,000.00)	184,252.39	52.64 %	(29,166.67)	26,575.70	91.12 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparatives:			58.33%
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg	
44143			Animal Control/Codes Enforcement	(24,012.00)	8,159.25	33.98 %	(2,001.00)	1,149.18	57.43 %	
44400			Parks & Recreation	(790,523.00)	419,071.73	53.01 %	(65,876.92)	53,096.34	80.60 %	
44440			Swimming Pool	(40,450.00)	17,836.90	44.10 %	(3,370.83)	449.10	13.32 %	
44800			Library	(208,294.00)	118,920.34	57.09 %	(17,357.83)	16,151.96	93.05 %	
49000			Debt Service	(379,909.00)	78,008.03	20.53 %	(31,659.08)	628.93	1.99 %	
51640			Operating Transfer To Capital Proj Fd	(158,548.00)	158,548.00	100.00 %	(13,212.33)	0.00	0.00 %	
<b>Total Expenditures</b>				<b>(6,128,506.00)</b>	<b>3,144,045.78</b>	<b>51.30 %</b>	<b>(510,708.83)</b>	<b>326,066.95</b>	<b>63.85 %</b>	
<b>Total</b>	<b>110</b>	General Fund		<b>(39,265.00)</b>	<b>(835,715.51)</b>	<b>-2,128.40 %</b>	<b>(3,272.08)</b>	<b>(231,379.98)</b>	<b>-7,071.34</b>	

122	Drug Fund	Account	Description	Monthly Comparative:					
				Year-To-Date		Month-To-Date			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
35140			Drug Fines	16,000.00	(795.56)	4.97 %	1,333.33	(20.52)	1.54 %
Total Revenues				16,000.00	(795.56)	4.97 %	1,333.33	(20.52)	1.54 %
Expenditures									
42122			Drug Fund	(16,000.00)	5,407.00	33.79 %	(1,333.33)	0.00	0.00 %
Total Expenditures				(16,000.00)	5,407.00	33.79 %	(1,333.33)	0.00	0.00 %
Total	122		Drug Fund	0.00	4,611.44	100.00 %	0.00	(20.52)	0.00 %

300	Capital Fund	Monthly Comparative:							58.33%
Account	Description	Year-To-Date			Month-To-Date			% of Avg	
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual			
Revenues									
36100	Interest Earnings	0.00	(792.77)	0.00 %	0.00	(107.63)	0.00 %		
36961	Transfer in from General Fund	158,548.00	0.00	0.00 %	13,212.33	0.00	0.00 %		
Total Revenues		158,548.00	(792.77)	0.50 %	13,212.33	(107.63)	0.81 %		
Expenditures									
43750	Capital Improvements	0.00	(158,548.00)	0.00 %	0.00	0.00	0.00 %		
Total Expenditures		0.00	(158,548.00)	100.00 %	0.00	0.00	0.00 %		
Total	300 Capital Fund	158,548.00	(159,340.77)	100.50 %	13,212.33	(107.63)	0.81 %		

413	Water And Sewer	Monthly Comparative:							
		Year-To-Date			Month-To-Date				
		Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
36100		Interest Earnings		4,926.00	(5,336.90)	108.34 %	410.50	(652.98)	159.07 %
37110		Metered Water Sales		1,303,214.00	(744,937.34)	57.16 %	108,601.17	(112,754.26)	103.82 %
37114		Serveline Leak Protection		0.00	70.30	0.00 %	0.00	70.30	0.00 %
37117		Outside Water Sales		829,695.00	(494,425.29)	59.59 %	69,141.25	(74,826.74)	108.22 %
37191		Penalties		35,000.00	(19,721.64)	56.35 %	2,916.67	(2,377.14)	81.50 %
37194		Sales Of Materials		37,000.00	(35,806.54)	96.77 %	3,083.33	0.00	0.00 %
37195		Installation Charges		74,000.00	(42,700.00)	57.70 %	6,166.67	(4,610.00)	74.76 %
37196		Water User Fees		42,127.00	(19,281.00)	45.77 %	3,510.58	0.00	0.00 %
37199		Miscellaneous		5,000.00	(5,881.51)	117.63 %	416.67	0.00	0.00 %
37210		Sewer Service Charges		1,433,641.00	(847,914.98)	59.14 %	119,470.08	(129,534.95)	108.42 %
37296		Sewer User Fees		22,128.00	(6,300.00)	28.47 %	1,844.00	0.00	0.00 %
37299		Miscellaneous		3,500.00	(1,004.60)	28.70 %	291.67	(182.95)	62.73 %
Total Revenues				3,790,231.00	(2,223,239.50)	58.66 %	315,852.58	(324,868.72)	102.85 %
Expenditures									
41500		Financial Administration		(485,168.00)	242,584.00	50.00 %	(40,430.67)	0.00	0.00 %
41990		General Government		(444,035.00)	281,867.87	63.48 %	(37,002.92)	16,368.36	44.24 %
43750		Capital Improvements		(40,000.00)	26,249.52	65.62 %	(3,333.33)	0.00	0.00 %
49000		Debt Service		(645,551.00)	402,224.86	62.31 %	(53,795.92)	65,736.57	122.20 %
52113		Purification		(640,580.00)	315,474.51	49.25 %	(53,381.67)	36,035.13	67.50 %
52114		Transmission And Distribution		(809,336.00)	428,157.23	52.90 %	(67,444.67)	63,270.00	93.81 %
52117		Utility Director		(74,360.00)	40,002.49	53.80 %	(6,196.67)	5,526.80	89.19 %
52213		Sewer Treatment And Disposal		(661,502.00)	311,129.87	47.03 %	(55,125.17)	40,199.79	72.92 %
Total Expenditures				(3,800,532.00)	2,047,690.35	53.88 %	(316,711.00)	227,136.65	71.72 %

Account	Description	Budget Estimate	Year-To-Date		Monthly Comparative:		
			Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
413	Water And Sewer						58.33%
<b>Total</b>	<b>413</b>	<b>Water And Sewer</b>	<b>(10,301.00)</b>	<b>(175,549.15)</b>	<b>-1,704.20 %</b>	<b>(858.42)</b>	<b>(97,732.07)</b>
							<b>-</b>



# CITY OF KINGSTON – SAFETY NEWSLETTER

December 2020

## # SAFETY QUOTE

Working safely may get old,  
but so do those who practice  
it.

- Unknown



Emilys Stuge

Haley Brown

Karin Tamm  
Masha Marshall

## WORKING IN THE COLD

This newsletter is to inform you on information and safe practices when working in the cold.

## INFORMATION

The **toes, fingers, ears** and **nose** are at the greatest risk because they do not have major muscles to produce heat. Mental alertness is also reduced. Chilblain, frostnip, frostbite, hypothermia, and trenchfoot can all be cold related injuries.

## WHAT CAN WE DO?

Choose equipment with thermal insulating material and tools that can be operated with gloves if possible.

Train supervisors and workers on symptoms, safe work practices and re warming procedures.

Clearly outline emergency procedures of dealing with a cold weather emergency. Call Emergency Services **EARLY** if you suspect a cold weather emergency,

Use a buddy system to watch for symptoms in others.

Adjust the pace or rate of work (not too low that a person becomes cold, nor too high and cause heavy sweating or wet clothing) If possible

Provide or make sure that protective clothing is worn in cold temperatures. This includes layering of warm clothing, with an outer layer that is wind-resistant, a hat, mittens or insulated gloves, and waterproof footwear.

Report for the citations issued, the disposition date for which was on  
January 2021

Monies outstanding from August 7, 2007 – January 31, 2021     \$ 66,165.66  
Monies collected from August 7, 2007 – January 31, 2021         \$ 506,895.30

NO COURT IN JANUARY 2021 BECAUSE OF COVID-19

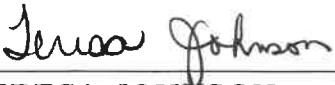
JUDGMENTS

COLLECTED

Total fines and costs billed in court	\$ .00	
Collected in court on fines and costs		\$ .00
Amount collected after January 2021 Court		\$ .00
Total collected for citations on January 2021		\$ .00
Amount outstanding for January 2021	\$ .00	
<u>Q</u> Cash bond forfeitures		\$ .00
Total amount collected for January 2021 Citations		\$ .00
Amount collected from previous months/FTA etc.		\$ 454.71
Total collected in January 2021		<b>\$ 454.71</b>

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

This the 31<sup>st</sup> of January 2021

  
TERESA JOHNSON  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge



# JANUARY 2021 CASES

[illegible]

# KINGSTON POLICE DEPARTMENT -JANUARY 2021

## TIBRS Group A Offenses

### Crimes Against Persons

Aggravated Assault

Simple Assault

Intimidation

Stalking

Murder/Non-Negligent Manslaughter

Negligent Manslaughter

Justifiable Homicide

Commercial Sex Acts

Involuntary Servitude

Kidnapping/Abduction

Rape

Sodomy

Sexual Assault with an Object

Fondling

Incest

Statutory Rape

**Subtotal**

**0**

## Crimes Against Property

Arson

Bribery

Burglary/Breaking and Entering

Counterfeiting/Forgery

Embezzlement

Extortion/Blackmail

False Pretenses/Swindle/Confidence Game

Credit Card/ATM Fraud

Impersonation

Welfare Fraud

Wire Fraud

Pocket-Picking

Purse-Snatching

Shoplifting

Theft from a Building

Theft from Coin Operated Machine/Device

Theft from Motor Vehicle

Theft of Motor Vehicle Parts/Accessories

All Other Larceny

Motor Vehicle Theft

Robbery

Stolen Property Offenses

Vandalism

**Subtotal**

**0**

## Crimes Against Society

Drug/Narcotics Violations

Drug Equipment Violations

Betting/Wagering

Operating/Promoting/Assisting Gambling

Gambling Equipment Violation

Sports Tampering

Pornography/Obscene Material

Prostitution

Assisting or Promoting Prostitution

Purchasing Prostitution

Weapons Law Violations

**Total**

**0**

## TIBRS Group B Offenses

Bad Checks

Curfew/Loitering/Vagrancy Violations

Disorderly Conduct

Driving Under the Influence

Drunkenness

Family Offenses, Non-Violent

Liquor Law Violations

Peeping Tom

Trespass of Real Property

All Other Offenses

**Total**

**0**

TIBRS totals were not available at report time

<b>Central Dispatch</b>	
Crash Reports	14
Traffic Stops	35
Investigator Needed on Scene	
Domestic Complaints	11
Escorts Funeral/Other	15
Animal Calls	12
Vandalism	
Fights	
Burglar Alarms/Fire Alarms	16
Child Sexual Assaults	
Forgery	
Theft	4
Vehicle Theft	2
Public/Motorist Assist	3
Arson/Explosive Devices	
Other Calls	167
	<b>Subtotal</b>
	112
	<b>Total Calls</b>
	<b>279</b>
<b>Municipal Codes</b>	
Animal Control Calls to Office	2
Animal Control Violations/Citations	0
Animal Control Letters Sent/notice given	2
Animals Transported to Shelter	0
Codes Concerns/warning notices given	1
Codes Violations/Citations	0
Codes Letters Sent	0
Property Maintenance Leins	0
Temporary Signs Removed	12

Patrol Mileage	19,457
Hours Worked	1,699
Reserve Hours Worked	208
Total Overtime Hours	65
Total Amount of Overtime Wages	1,824
City Court Citations	2
Warning Citations	5
General Sessions Citations	1
Arrest	7
Juvenile Arrest	0
Incident Reports	



# 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](mailto:jim.washam@kingstontn.gov)**

To: Mayor, City Council, City Manager & Chief of Police

The Kingston Police Department did not have any training this month due to the Covid 19 problems.

Captain Roy Montgomery GDI/TO  
January 31, 2021

**Kingston Fire Department  
January 2021**

**Summary of Month's Activities**

**Fire Operations**

The Department responded to **67** calls for service during the month.

**Fire Administration**

- Weekly Conference Call
- Fire Dept is not currently running priority 3 medical calls
- Greater emphasis on responder safety during the pandemic
- Multiple state and federal pandemic conference calls
- Roane County Fire Chiefs Association Meeting
- LED Energy efficient lights purchased for St. 1 bay

**Monthly Overtime**

OT Hours: 46

Cost:

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

- Shift Training

	<b>This Month</b>	<b>YTD</b>
Fire Inspections	0	89

**Public Fire Education**

	<b>This Month</b>	<b>YTD</b>
Participants	0	25
Education Hours	0	
Number of Occurrences	1	1



### **Firefighter Training**

- KFD is continuing shift training
- Driver Training continuing for 2020
- Automatic Aid Training with Harriman Fire Department

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- Ladder 1 A/C compressor issues

### **Special Projects**

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

### **Outstanding Issues**

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

### **Cost Savings**

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

### **Safety**

Firefighter Safety

**Kingston Fire Department**  
Incident Report  
Incident Totals

Jurisdiction

Jan-21

**TOTAL CALLS**

**67**

Category	Total		Total
Structure Fires	0	Hazardous Calls	2
Vehicle Fires	2	Service Calls	10
Brush/Grass Fires		Good Intent Calls	17
Refuse/rubbish Fires		Unintentional False	4
Other Fires		Other False	
<b>Total Fires</b>	<b>2</b>	<b>Total False: Total</b>	<b>33</b>
Rescue and EMS	32	Overpressure Rupture/ Explosion - No Fire	
Mutual Aid Received	0	Incidents with Exposures	
Mutual Aid Given	1		
Fire Service Injuries		<b>Fire Dollar Loss</b>	
Non-Fire Service Injury		Property	
Fire Service Death		Contents	
Fire Civilian Injuries		<b>Non-Fire Dollar Loss</b>	
Non-Fire Civilian Injuries		Property	
Fire Civilian Death		Contents	
Non-Fire Civilian Death			

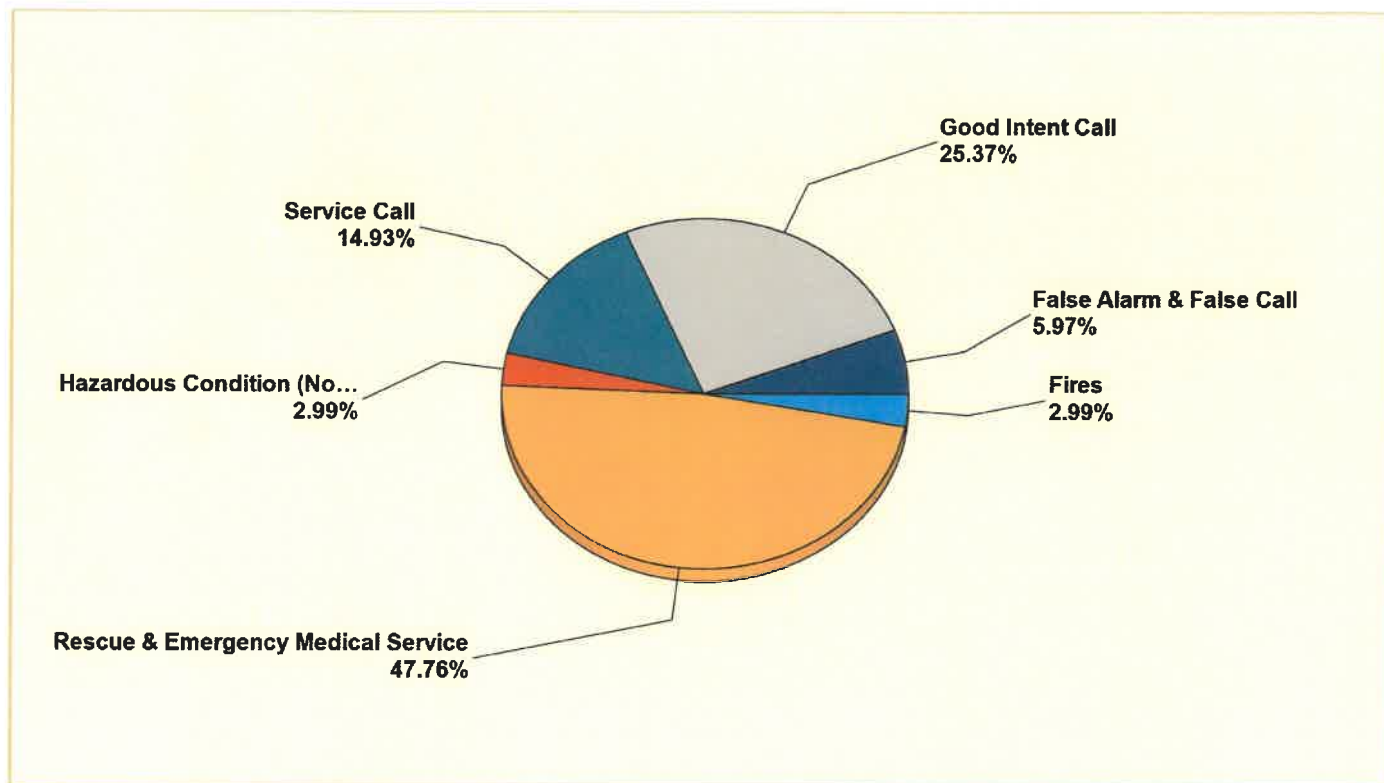
# Kingston Fire Department

Kingston, TN

This report was generated on 2/3/2021 6:40:58 PM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 01/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.99%
Rescue & Emergency Medical Service	32	47.76%
Hazardous Condition (No Fire)	2	2.99%
Service Call	10	14.93%
Good Intent Call	17	25.37%
False Alarm & False Call	4	5.97%
TOTAL	67	100%

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.49%
131 - Passenger vehicle fire	1	1.49%
311 - Medical assist, assist EMS crew	14	20.9%
321 - EMS call, excluding vehicle accident with injury	13	19.4%
322 - Motor vehicle accident with injuries	3	4.48%
324 - Motor vehicle accident with no injuries.	2	2.99%
444 - Power line down	1	1.49%
462 - Aircraft standby	1	1.49%
510 - Person in distress, other	1	1.49%
551 - Assist police or other governmental agency	2	2.99%
554 - Assist invalid	2	2.99%
571 - Cover assignment, standby, moveup	5	7.46%
600 - Good intent call, other	1	1.49%
611 - Dispatched & cancelled en route	11	16.42%
622 - No incident found on arrival at dispatch address	3	4.48%
631 - Authorized controlled burning	1	1.49%
651 - Smoke scare, odor of smoke	1	1.49%
700 - False alarm or false call, other	1	1.49%
743 - Smoke detector activation, no fire - unintentional	1	1.49%
744 - Detector activation, no fire - unintentional	1	1.49%
745 - Alarm system activation, no fire - unintentional	1	1.49%
<b>TOTAL INCIDENTS:</b>	<b>67</b>	<b>100%</b>

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



# Kingston Fire Department



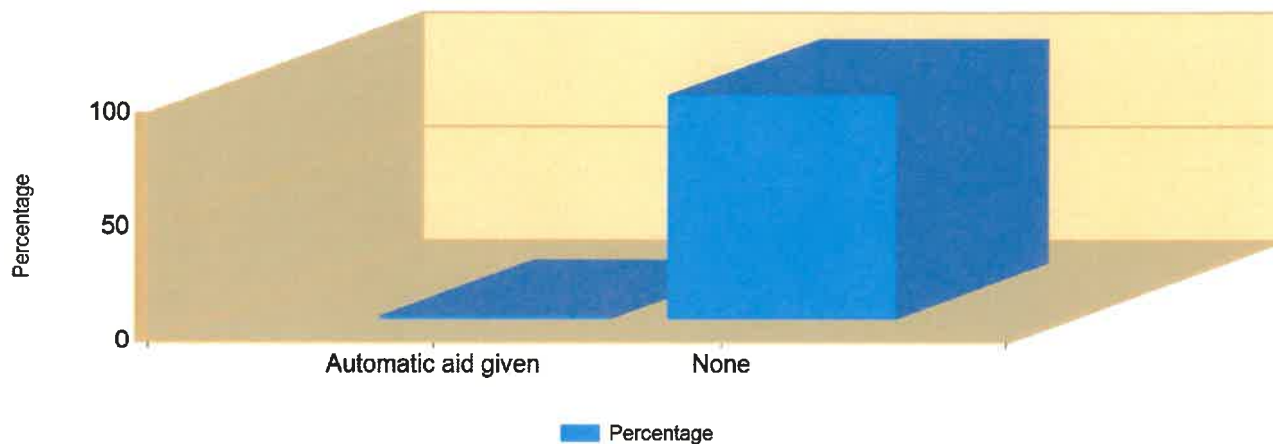
Kingston, TN

This report was generated on 2/3/2021 6:41:48 PM

## Count of Aid Given and Received for Incidents for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021

Percentage of Aid Type



AID TYPE	TOTAL	% of TOTAL
Automatic aid given	1	1.5%
None	66	98.5%

Only REVIEWED incidents included



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Doc Id: 549  
Page # 1 of 1

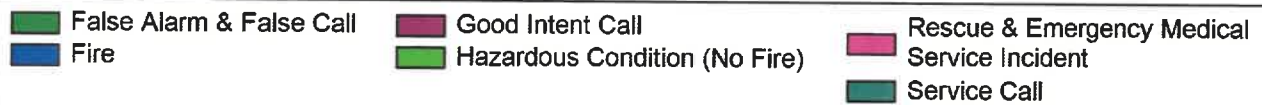
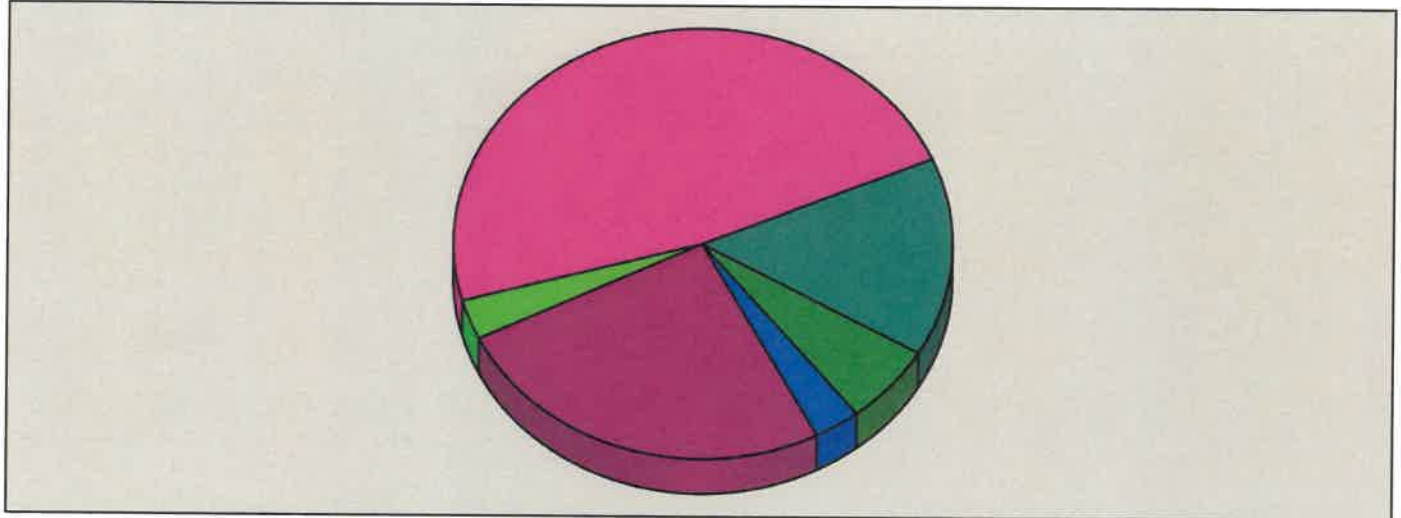
# Kingston Fire Department

Kingston, TN

This report was generated on 2/3/2021 6:42:10 PM

## Major Incident Types by Month for Date Range

Start Date: 01/01/2021 | End Date: 01/31/2021



INCIDENT TYPE	JAN	TOTAL
False Alarm & False Call	4	4
Fire	2	2
Good Intent Call	17	17
Hazardous Condition (No Fire)	2	2
Rescue & Emergency Medical Service Incident	32	32
Service Call	10	10
Total	67	67

Only REVIEWED incidents included



# Kingston Fire Department



Kingston, TN

This report was generated on 2/3/2021 6:42:27 PM

## Minor Incident Types by Month for Year

Year: 2021

INCIDENT TYPE	Jan	Feb	SUM
Accident, potential accident	1		1
Controlled burning	1		1
Cover assignment, standby at fire station, move-up	5		5
Dispatched and canceled en route	11		11
Electrical wiring/equipment problem	1		1
Emergency medical service (EMS) Incident	18		18
False alarm and false call, other	1		1
Good intent call, other	1		1
Medical assist	14	4	18
Mobile property (vehicle) fire	1	1	2
Person in distress	1		1
Public service assistance	4		4
Steam, other gas mistaken for smoke	1		1
Structure Fire	1		1
Unintentional system/detector operation (no fire)	3	1	4
Wrong location, no emergency found	3		3
<b>Total</b>	<b>67</b>	<b>6</b>	<b>73</b>

Only REVIEWED incidents included



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Doc Id: 294

Page # 1 of 1



# Kingston Fire Department

## Fire Ground Safety

<b>Date &amp; Time</b> 11/06/2020 08:00 - 11/06/2020 12:00	<b>Location</b>
--	-----------------

<b>Objective</b>
------------------

<b>Instructors</b> Edmonds, Clint (Captain/ Training Officer)
---

## Sign-In Sheet

Name	Agency	ID	Signature
Edmonds, Clint (Captain/ Training Officer)	Kingston Fire Department	1802	
Gonzalez-Zuniga, Rafael (FF/ AEMT)	Kingston Fire Department	1812	
Goss, Bradley (Assistant Chief)	Kingston Fire Department	1801	
Riter, Mike (FF/EMR)	Kingston Fire Department	1809	
Wade, Jason (FF/ AEMT)	Kingston Fire Department	1811	





# Kingston Fire Department

## Fire Ground Safety

### Class Information

<b>Date/Time</b>	11/06/2020 08:00 - 11/06/2020 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>			
<b>Objective</b>			

### Instructors

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

### Resources

Name	Description
------	-------------

### Narrative

No narrative has been recorded.

### Training Codes

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

### People

Name	Passed	Grade
Edmonds, Clint	Yes	
Gonzalez-Zuniga, Rafael	Yes	
Goss, Bradley	Yes	
Riter, Mike	Yes	
Wade, Jason	Yes	



# Kingston Fire Department

## Fire Ground Safety

**Date & Time** 11/04/2020 08:00 - 11/04/2020 12:00

**Location** station 1

**Objective** to operate safer on a fire ground in a safe manor and point out and discuss possible safety hazards

**Instructors** Cloyd, Greg W (Captain)

## Sign-In Sheet

Name	Agency	ID	Signature
Cloyd, Greg W (Captain)	Kingston Fire Department	1804	
Logan, Jay (FF/ AEMT)	Kingston Fire Department	1810	
Murrell, Jacob (Captain)	Kingston Fire Department	1803	
Woody, Josh D (FF/EMR)	Kingston Fire Department	1806	



# Kingston Fire Department

## Fire Ground Safety

### Class Information

<b>Date/Time</b>	11/04/2020 08:00 - 11/04/2020 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>	station 1 station 1		
<b>Objective</b>	to operate safer on a fire ground in a safe manor and point out and discuss possible safety hazards		

### Instructors

Name	Instructor Type	Notes
Cloyd, Greg W (Captain)	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

Class covered safe operations on a fire ground as well as keeping crew accountability and crew safety and discussing different hazards that could be encountered on a fire ground and how to avoid them

### 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
Logan, Jay
Murrell, Jacob
Woody, Josh D



# Kingston Fire Department

## Fire Ground Safety

**Date & Time** 11/05/2020 07:00 - 11/05/2020 11:00

**Location** station 1

**Objective** To become more familiar with fire ground safety

**Instructors** Murrell, Jacob (Captain)

### Sign-In Sheet

Name	Agency	ID	Signature
Cape, Evan (FF/EMR)	Kingston Fire Department	1813	
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
Goss, Bradley (Assistant Chief)	Kingston Fire Department	1801	
Munguia, Michael (FF/EMR)	Kingston Fire Department	1807	
Murrell, Jacob (Captain)	Kingston Fire Department	1803	
Settles, Jay (LT)	Kingston Fire Department	1805	



# Kingston Fire Department

## Fire Ground Safety

### Class Information

<b>Date/Time</b>	11/05/2020 07:00 - 11/05/2020 11:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>	station 1 station 1		
<b>Objective</b>	To become more familiar with fire ground safety		

### Instructors

Name	Instructor Type	Notes
Murrell, Jacob (Captain)	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 FIRE GROUND SAFETY. MEMBERS REVIEWED THE JOB AND TASKS OF THE SAFETY OFFICER ON A SCENE. MEMBERS REVIEWED SOP AND SOGS FOR SAFETY PRECAUTIONS. MEMBERS DISCUSSED SEVERAL DIFFERENT HAZARDS THAT ARE PRESENT WHEN OPERATING ON A FIRE G

### Training Codes

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

### People

Name
Cape, Evan
Gordon, Saul W
Goss, Bradley
Munguia, Michael
Murrell, Jacob
Settles, Jay

## Public Works Report JANUARY 2021

### 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:	2 Loads 68
Recycled materials collected:	trailer

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	0 loads	241 Loads
Culverts/Storm Drains Cleaned	8	465
Curb/Sidewalk Repair/Install/Remove	0	835ft
Drainage Inspection Requests	0	1
Excavation/Street Cut Permits Issued	None	None
Exemption/Back Door Route Requests	None	None
Graffiti Removal Requests	None	None
Land Disturbance Permits Issued	None	None
Sanitation – Bulk Item/Junk Pick-Up Request	3	26
Sanitation – Cart Repairs	None	None
Sanitation – Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	3	61
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)	5	122
Streets Striped	0	3
Tennessee One Calls	1	36
Traffic Signal Repair	0	17
Tree Trimming Requests	0	13

Vehicle Maintenance – Routine	6	143
Vehicle Maintenance – Unscheduled	3	65
Water Quality – Related Outreach Events	NA	NA

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

Residential meetings and work to assist with drainage-related projects –  
 Daily underground storage tank testing –N/A  
 Monthly fuel pump inspection and cleaning- N/A  
 Monthly safety meetings- 1  
 Weekly departmental meetings and monthly staff safety meetings-2  
 Sign repair, new sign installations- 3  
 Signal inspection, repair and timing adjustments- 0  
 Grant applications- 0  
 Participated in various weather calls- Sat. Sun. 0  
 Brine acquisition and street prep in advance of weather events-12  
 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 Monthly Report**

**CITY OF KINGSTON**

**DEPARTMENT: PARKS & RECREATION**

**MONTH: JANUARY 2021**

## **Completed Tasks:**

- Began mailing fundraising letters and contacting sponsors for Smokin the Water.
- Begin preparing ball fields at SWP for upcoming seasons.
- Schedule practice times for MS/HS baseball/softball.
- Complete dock repair. Hopeful to get in water in a couple of weeks.
- Continue with Volleyball and Softball signups.

## **Ongoing Tasks**

- Continue repairing floating docks.
- Continue work on indoor training facility.
- Contact current and new July 4 donors by phone. We believe this will help our efforts
- Continue to sign up volleyball and softball.

## **Tasks for February:**

- Transition off week on/off schedule and back to full staff
- Complete indoor batting cages.
- Pick teams and set practice times for volleyball and softball.





# Distracted Driving

December 2016

## Distracted Driving Tips

There are many hazards present while driving that become even more dangerous when a driver is distracted, causing them not to drive defensively. Here are some guidelines to follow to keep you and others safe on the road:

- \* Before taking off, put your cell phone on silent, turn it off completely, or put it in your glove compartment to resist the temptation to use it while driving
- \* If you need to use your phone urgently, completely pull off the road and park your car safely before making a call or sending a text message
- \* If you're unsure of how to reach your destination, plan your route beforehand or have someone with you in the car to read you the directions
- \* Pre-set your radio stations or create your iPod playlist before you leave the house—ensure the volume doesn't impede your ability to hear traffic, including vehicle horns and emergency vehicles
- \* If you can't eat before you leave, park the car safely or take some time to dine in vs. eating while driving
- \* If you are going to be drinking alcohol, plan for a safe ride home ahead of time

## Myth (M) or Truth (T)?

1. Drivers using hand-held devices are four times more likely to get into a collision serious enough to cause injury over drivers who are focused on the road.

## Myth (M) or Truth (T)? *continued . . .*

2. Reading maps or other material while driving is considered a driver distraction.
3. You should wait until you are fully stopped at a red light to use your cell phone to avoid receiving a ticket.
4. When drivers use a hands-free phone, they are more aware of the traffic around them and react more quickly to danger.
5. Drivers talking on cellphones are in many cases just as impaired as drunk drivers.
6. Experienced drivers are better at handling cellphone distraction than novice drivers.
7. It is okay to use your cellphone while driving as long as it does not take your focus off the road.
8. Driver distraction is a factor in 8 out of 10 (about 4 million) car crashes in North America each year.
9. Wearing a seatbelt can decrease your chances of being killed or seriously injured in a collision by as much as 50%.
10. Alcohol, distracted driving, and speed account for 41.6% of fatal collisions in Saskatchewan.
11. On average 158 fatalities and 6900 injuries happen in Saskatchewan annually.
12. The penalty for using a cellphone while driving is \$280 (which includes a victims' surcharge of \$60) and 4 demerit points under the Safe Driver Recognition and the Driver Improvement Program.

Answers: (1) T (2) T (3) M (4) M (5) T (6) M (7) M (8) T (9) T (10) T (11) T (12) T



SASKATCHEWAN  
CONSTRUCTION SAFETY  
ASSOCIATION

Helping Companies Achieve

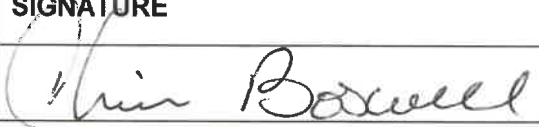






REGINA | 498 HENDERSON DRIVE | REGINA SK S4N 6E3 | T: 306.525.0175 | F: 306.525.1542  
SASKATOON | 2606 KOYL AVENUE | SASKATOON SK S7L 5X9 | T: 306.652.0907 | F: 306.652.0923  
WWW.SCSAONLINE.CA



**Attendance Form**  
**Safety Meeting Sign In Sheet**

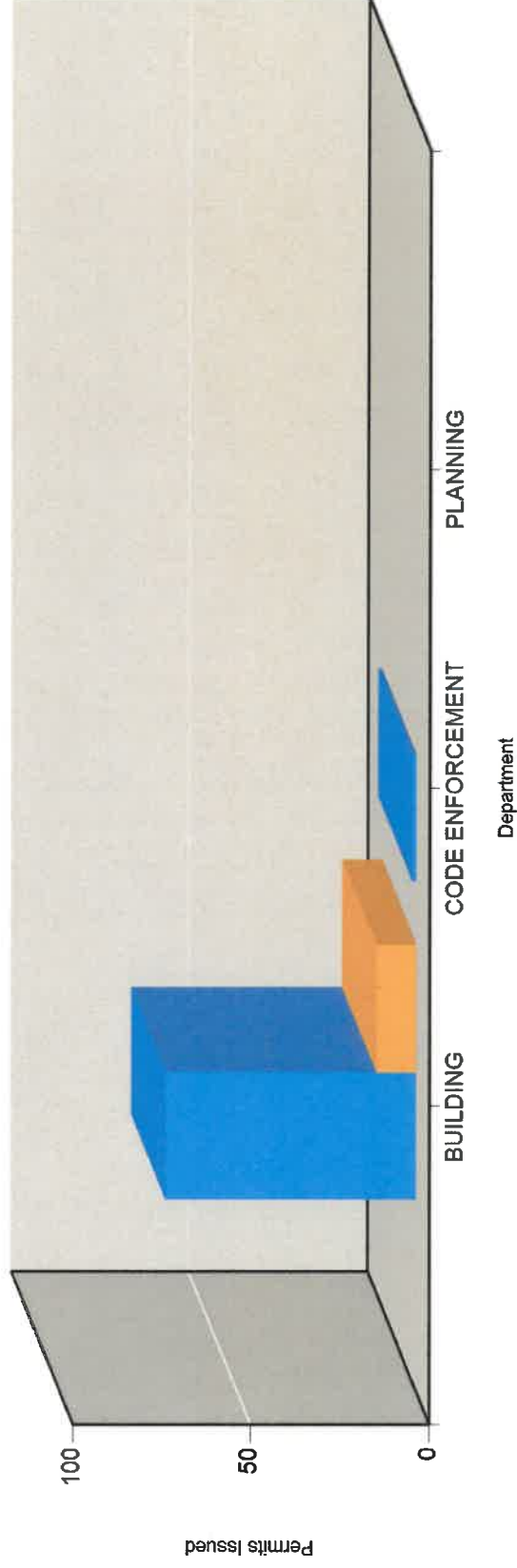
Topic: Distracted Driving Date: 01/27/2021  
Trainer: Chase Clem Location: Kingston Parks and Recreation

PRINT NAME	SIGNATURE
1 Chris Boswell	
2 Debbie Russell	
3 Chase Clem	
4 Josh King	
5 Carissa Lively	
6	
7	
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15	
16	
17	
18	
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20	

Please attach any supporting document/materials to this form.



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	56	56	2 Days	16.43 Days	1	46	10
	PL	Same Day	16	16	Same Day	0 Days	1	16	0
	RM	Same Day	9	9	Same Day	1.67 Days	1	8	1
CODE ENFORCEMENT	BK	Same Day	4	0	Same Day	0 Days	1	0	0



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

CODE ENFORCEMENT	JNK	Same Day	1	1	Same Day	0 Days	1	1	0
PLANNING	PLT	Same Day	6	0	Same Day	0 Days	1	0	0

### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2020-639 Dining Hall for Camp Buck Tom	Submitted: 09/21/2020 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 123 Waiting: 0 Total Days: 123 Total Cycles: 1
		373 CAMP BUCK TOM Rd., Rockwood, TN 37854		
		BP2020-851 Foundation Repair	Submitted: 12/31/2020 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		4481 Decatur Highway, Kingston, TN 37763		
		BP2021-001 Metal Garage	Submitted: 01/04/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		1050 Black Jack Road, Rockwood, TN 37854		
		BP2021-002 KC Remodel	Submitted: 01/04/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		110 Dogwood Ln, Kingston, TN 37763		
		BP2021-003 Porch Roof Only	Submitted: 01/04/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		217 Majestic View Drive, Roackwood, TN 37854		
		BP2021-004 Addition	Submitted: 01/04/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		112 Mainsail Rd, Kingston, TN 37763		



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	01/04/2021	In Process: Waiting: Total Days: Total Cycles:
BP2021-005					
Retaining Wall					
1060 Paint Rock Ferry Road, Kingston, TN 37763					
BP2021-006					
Barn / Tax Exemption Certificate					
294 Rodgers Lane, Rockwood, Tn 37854					
BP2021-007					
Fire Wall					
234 Cardiff Valley Rd, Rockwood, TN 37854					
BP2021-008					
DW					
147 Little Johnson Valley, Kingston, TN 37763					
BP2021-009					
Solar Panels					
452 Woolsey, Harriman, TN 37748					
BP2021-010					
HC Solar Pannels					
742 Bazel Road, Harriman, TN 37748					
BP2021-011					
Residential Home					
2526 Lawnville Rd, Kingston, Tn 37763					
BP2021-012					
Solar Panels					
222 Jaybird Drive, Kingston, TN 37763					





## Issued Permits By Department

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01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-013	Remodel	159 Lakeshore Vista Drive, Kingston, TN 37763	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-014	Remodel	174 Barnard Narrows Rd, Ten Mile, TN 37880	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-015	Residential Home	408 Lakeview Cove Rd, Loudon, TN 37774	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-016	Garage	330 Green Acres Rd, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-017	Carport with lean to	181 Shady Rd, Oliver Springs, TN 37840	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-018	Pole Barn	1341 Loudon HWY, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-019	Deck	115 Ponderosa Drive, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-020		326 Green Acres, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-021	DW	108 Second Street, Rockwood, TN 37854		
BP2021-022	Solar Panels	780 Swan Pond Cir, Harriman, TN 37748	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-023	DW	247 Willow Drive, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-024	KC Pole Barn	949 Gallaher Rd, Kingston, TN 37763	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-025	DW	4650 Hall Road, Loudon, TN 37774	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-026	Deck	3387 Sugar Grove Valley, Harriman, TN 37748	Submitted: 01/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-027	Repairs to deck handrails	646 Emory River Rd, Harriman, TN 37748	Submitted: 01/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-028	KC Commercial Fuel System Tank Replacement	411 N Kentucky St, Kingston, TN 37763	Submitted: 01/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Complete: Approved: Ready to Issue: Issued:	01/14/2021	In Process: Waiting: Total Days: Total Cycles:
	BP2021-029	Carport				
		115 Bayside Dr, Ten Mile, TN37880				
	BP2021-030	Residential Home				
		118 Anna Laura Ln, Rockwood, TN 37854				
	BP2021-031	Dock				
		308 Lakecrest Dr, Harriman, TN 37748				
	BP2021-032	Dock				
		111 MAPLE Lane, KINGSTON, TN 37763				
	BP2021-033	Deck				
		4160 Decatur Hwy, Kingston, TN 37763				
	BP2021-034	Residential Home				
		249 Serenity Dr, Harriman, TN 37748				
	BP2021-035	Carport				
		3685 Kingston Hwy., Kingston, TN 37854				
	BP2021-036	Garage				
		3685 Kingston Hwy., Kingston, TN 37854				





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Submitted: 01/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-037	Porch	107 Pine St, Rockwood, TN 37854		
BP2021-038	Cell Tower Upgrades	180 MARTIN Rd., Harriman, TN 37748	Submitted: 01/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
BP2021-039	MOD	820 Paint Rock Valley Rd, Philadelphia, TN 37874	Submitted: 01/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-040	Storage Building	820 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: 01/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-041	KC Covered Patio	185 Newport Way, Kingston, TN 37763	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-042	Decks with steps	644 Emory River Rd, Harriman, TN 37748	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-043	Addition	217 Dogtown Rd, Ten Mile, TN 37880	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-044	Residential Home	159 Duke Lane, Loudon, TN 37774	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	BP		Submitted: 01/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-045	Deck	117 Channel Drive, Loudon, TN 37774		
BP2021-046	Cabin A	110 Windrock Road, Oliver Springs, TN 37840	Submitted: 01/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-047	DW	844 Sweetwater Road, Philadelphia, TN 37846	Submitted: 01/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-048	Garage	109 Trout Ln, Kingston, TN 37763	Submitted: 01/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
BP2021-049	Metal Garage	2315 Sugar Grove Valley Road, Harriman, TN 37748	Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-050	KC Dock	233 High Point Village Way, Kingston, TN 37763	Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-051	Sunroom	171 Walden Lane, Harriman, TN 37748	Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-052	Attached Garage	320 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	BP		Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/25/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2021-053	Solar Panels		
	348 Bowman Bend Rd, Harriman, TN 37748			
	BP2021-054	Remodel		
	1204 River Bend Rd, Kingston, TN 37763			
	BP2021-055	Pole Barn		
	622 Skyline Dr., Harriman, Tn 37748			
	BP2021-056	Metal Garage		
	1101 Post Oak Valley Rd, Rockwood, TN 37854			
PL	PL2021-001			
	PL for BP2019-518			
	256 Cates Road, Rockwood, TN 37854			
	PL2021-002			
	PL for BP2020-584			
	622 Mays Valley Rd, Harriman, TN 37748			
	PL2021-003			
	Plumbing Only			
	211 Elm Grove St, Loudon, TN 37774			
	PL2021-004			
	PL for BP2019-734			
	282 Gamble Ln, Harriman, TN 37748			



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	PL	PL2021-005	Submitted: 01/11/2021	In Process: 0
		PL for BP2020-661	Technically Complete:	Waiting: 0
		157 Gordan Dr, Ten Mile, TN37880	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/11/2021	
		PL2021-006	Submitted: 01/12/2021	In Process: 0
		PL for BP2020-838	Technically Complete:	Waiting: 0
		399 Carlock Ave, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/12/2021	
		PL2021-007	Submitted: 01/12/2021	In Process: 0
		PL for BP2021-016	Technically Complete:	Waiting: 0
		326 Green Acres, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/12/2021	
		PL2021-008	Submitted: 01/25/2021	In Process: 0
		PL for BP2020-343	Technically Complete:	Waiting: 0
		168 Phillips Hollow Road, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/25/2021	
		PL2021-009	Submitted: 01/25/2021	In Process: 0
		PL for BP2020-453	Technically Complete:	Waiting: 0
		176 Loch Haven Drive, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/25/2021	
		PL2021-010	Submitted: 01/26/2021	In Process: 0
		PL for BP2020-746	Technically Complete:	Waiting: 0
		1102 S Roane Street, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/26/2021	
		PL2021-011	Submitted: 01/26/2021	In Process: 0
		PL for BP2020-628	Technically Complete:	Waiting: 0
		133 Dale Ave, Oliver Springs, TN 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/26/2021	
		PL2021-012	Submitted: 01/26/2021	In Process: 0
		PL for BP2020-798	Technically Complete:	Waiting: 0
		114 Roaming Fawn, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 01/26/2021	



## Issued Permits By Department

ALL DEPARTMENTS  
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01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	PL	PL2021-013	Submitted: 01/26/2021 Technically Complete: Approved: Ready to Issue:	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2020-480 1246 Laurel Bluff Road, Kingston, TN 37763	Submitted: 01/26/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-014 PL for BP2020-390 451 Swan Pond Cir, Harriman, TN 37748	Submitted: 01/26/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-015 PL for BP2021-054 1204 River Bend Rd, Kingston, TN 37763	Submitted: 01/28/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-016 PL for BP2020-160 105 Mariners Cove, Rockwood, TN 37854	Submitted: 01/28/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	RM	RM2021-001 Mechanical Permit Only 211 Elm Grove St, Loudon, TN 37774	Submitted: 01/05/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2021-002 RM for BP2018-619 590 Tennessee Chapel Circle, Kingston, TN 37763	Submitted: 01/06/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2021-003 RM for BP2020-118 159 Gordon Drive, Ten Mile, TN 37880	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2021-004 RM for BP2020-661 157 Gordan Dr, Ten Mile, TN37880	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
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01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

BUILDING	RM	RM2021-005 RM for BP2020-185 328 West Mountain Drive, Rockwood, TN 37854	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/11/2021	In Process: Waiting: Total Days: Total Cycles:
CODE ENFORCEMENT	BK	RM2021-006 RM for BP2020-422 270 West Shore Drive, Rockwood, TN 37854	Submitted: 01/11/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/11/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2021-007 RM for BP2020-386 512 Pointe Vista Dr, Rockwood, TN 37854	Submitted: 01/20/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/25/2021	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		RM2021-008 RM for BP2020-557 505 Kings Close, Kingston, TN 37763	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/21/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2021-009 RM for BP2019-425 1389 Riggs Chapel Road, Harriman, TN 37748	Submitted: 01/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/21/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BK-21-0001 Code Check Book 308 N. 3rd St., Kingston, TN 37763	Submitted: 01/06/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/06/2021	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
		BK-21-0002 Code Check Book 308 N. 3rd St., Kingston, TN 37763	Submitted: 01/07/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/07/2021	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		BK-21-0003 Code Check Book 619 Country Lane, Lenoir City, TN 37771	Submitted: 01/25/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/25/2021	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM

CODE ENFORCEMENT	BK	BK-21-0004 Code Check Book 308 N. 3rd St., Kingston, TN 37763	Submitted: 01/29/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
	JNK	JNK2021-001 Junkyard 132 Heron Drive, Kingston, TN 37763	Submitted: 01/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PLANNING	PLT	PLT2021-001 Plat Review/Boundary Line Indian Shadows Drive, Ten Mile, TN 37880	Submitted: 01/05/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		PLT2021-002 Plat Review/Boundary Line 460 Mays Valley Road, Harriman, TN 37748	Submitted: 01/06/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
		PLT2021-003 Plat Review/5 Acres+ 503 Cave Creek Road, Loudon, TN 37774	Submitted: 01/06/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
		PLT2021-004 Plat Review/5+ 900 Harriman Highway, Oliver Springs, TN 37840	Submitted: 01/08/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		PLT2021-005 Plat Review/Boundary Line 340 Speers Road, Kingston, TN 37763	Submitted: 01/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
		PLT2021-006 Plat Review/Boundary Line 168 Bayside Drive, Ten Mile, TN 37880	Submitted: 01/29/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1



## Issued Permits By Department

Page 14 of 14

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2021 AND 01/31/2021

Report run on: 02/01/2021 10:13 AM



# KINGSTON WATER TREATMENT PLANT



## JANUARY OPERATIONS REPORT

2021

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	14,339,000	12,735,000	11.19%	463,000	586,000	323,000
	Effluent (Finish)	13,377,000	11,983,000	10.42%	432,000	555,000	314,000
	Spring Supply	14,020,000	13,607,000	2.95%	452,000	468,000	441,000
	Total Finish Prod.	27,397,000	25,590,000	6.60%	Distribution & WTP Report: 791,000		
Plant Efficiency		99.15%	99.35%	-0.20%	gals. usage flushing and Tank refilling.		
Distribution					Public Works: No Report		
G A L L O N S	Consumption	22,040,400	19,018,400	13.71%	Fire Dept: No Report		
	Reported Usage	791,000	1,830,160	-131.37%	Park & Rec: No Report		
	Water Loss	4,565,600	4,741,110	-3.84%	WWTP: No Report		
	%	16.67%	18.53%	-1.87%			

Note: The Water Production, Consumption and Loss data is for the December 2020 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.
- \* Working on Emergency Operations and Risk Assessments to Update our Emergency Operations and Drought Plan.
- \* Had regular Plant Safety Training.
- \* Facilities received daily and regular cleaning and disinfection.
- \* Working on Raw Water Jib Crane mounting and frame support structure fabrication.
- \* Prepared Monthly , Quarterly and Yearly monitoring / sampling schedule.
- \* Maintenance at Morrison Hill Tank SCADA. Cleared out pressure pot pressure feed connection and line.
- \* Completed the required Quarterly sampling including Fluoride, TOC and Aluminum.
- \* Scoured / flushed out Plant sampling and wash lines.
- \* Received Distribution Sampling Stations to put in Distribution System for increased sampling locations in low use / dead end line areas, etc.

Kingston Water Department  
Schedule of Unaccounted For Water  
January

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	27,397,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	<u>27,397,000</u>
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	22,040,400
<b>G</b>	Metered for Consumption (in house usage)	<u>791,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>0</u>
<b>J</b>	Tank Cleaning/Filling	<u>0</u>
<b>K</b>	Street Cleaning	<u>0</u>
<b>L</b>	Bulk Sales	<u>0</u>
<b>M</b>	Water Bill Adjustments (+/-)	<u>0</u>
<b>N</b>	<b>Total Accounted for Water</b> (Sum Lines F thru M)	<u>22,831,400</u>
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	<u>4,565,600</u>
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	<u>16.665%</u>

**Q Other (explain)**

See Below

Explain Other:

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



2/2/2021

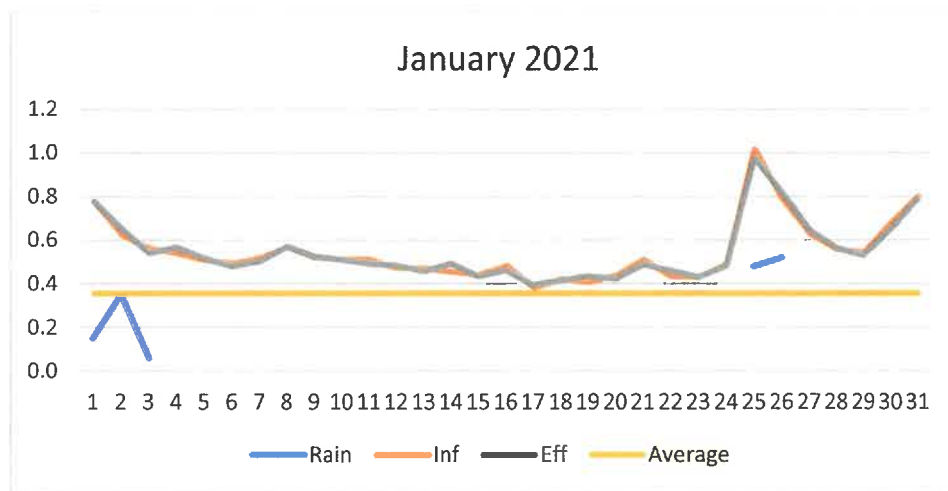
# KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: January 2021 Monthly Report  
DATE: February 4, 2021

---

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.5462	1.0150	.3800	16,931,000
EFFLUENT	.5467	.9760	.3940	16,948,000

2506 Sewer customers 10,989,900 gallons billed. Daily average .3545 mgd.

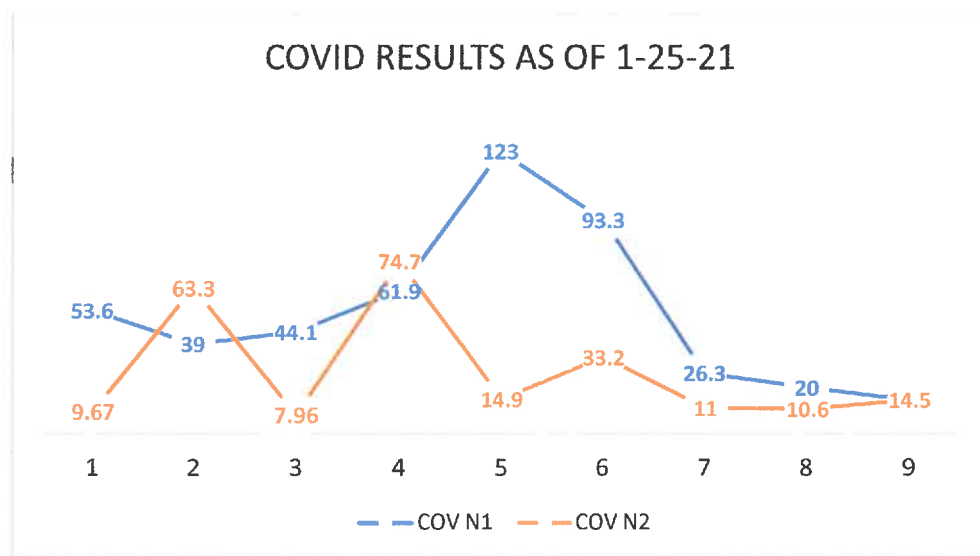


Total gallons of chlorine used was 249.08 @\$2.09 gallon = \$520.58.

We had 2.85 inches of rain. There were no reported overflows.

Wascon has been out to pull an Effluent pump that has a broken shaft. They will be sending me a price to make the necessary repairs. They are also working on a specific date for the Normans pump station repair. They had two days scheduled, but due to inclement weather, were unable to make it out on those days.

COVID-19 sampling results has shown a decrease from the December 28, 2020 to January 25, 2021.



### Safety Meetings:

A safety meeting was not held this month. I was expecting a new safety sheet discussion that I did not receive.

The toolbox talks I have used in the past did not have a current topic that applied to the Wastewater Treatment plant.



# Water Distribution/Collection

## January 2021

Services	Total
After Hours-Sewer	0
After Hours-Water	2
Door Hanger	6
Profile	1
Road Cut	0
Service Line Leak/Line Break	0
Sewer-Miscellaneous	3
Disconnect for Non-Payment	53
Water/Sewer Service Estimate	4
Water-Check for Leak	11
Water-Miscellaneous	77
Water-Hydrant	0
Water-Re-Read/Manual Read	55
Yard Work	0
Connect Order	26
Disconnect Order	31
Water Tap-New Account Number	0
811 Locates	47

# OSHA<sup>®</sup> FactSheet

## Reducing Falls in Construction: Safe Use of Stepladders

Workers who use ladders in construction risk permanent injury or death from falls and electrocutions. These hazards can be eliminated or substantially reduced by following good safety practices. This fact sheet examines some of the hazards workers may encounter while working on **stepladders** and explains what employers and workers can do to reduce injuries. OSHA's requirements for stepladders are in Subpart X—Stairways and Ladders of OSHA's Construction standards.

### What is a Stepladder?

A **stepladder** is a portable, self-supporting, A-frame ladder. It has two front side rails and two rear side rails. Generally, there are steps mounted between the front side rails and bracing between the rear side rails. (See Figure 1, below.)

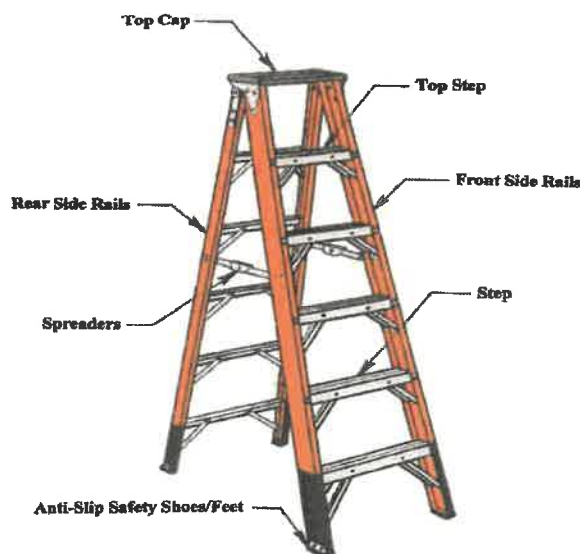


Figure 1: Stepladder

### PLAN Ahead to Get the Job Done Safely.

A competent person must visually inspect stepladders for visible defects on a periodic basis and after any occurrence that could affect their safe use. Defects include, but are not limited to:

- Structural damage, split/bent side rails, broken or missing rungs/steps/cleats and missing or damaged safety devices.

- Grease, dirt or other contaminants that could cause slips or falls.
- Paint or stickers (except warning or safety labels) that could hide possible defects.

### PROVIDE the Right Stepladder for the Job with the Proper Load Capacity.

- Use a ladder that can sustain at least four times the maximum intended load, except that each extra-heavy duty type 1A metal or plastic ladder shall sustain at least 3.3 times the maximum intended load. Also acceptable are ladders that meet the requirements set forth in Appendix A of Subpart X. Follow the manufacturer's instructions and labels on the ladder. To determine the correct ladder, consider your weight plus the weight of your load. Do not exceed the load rating and always include the weight of all tools, materials and equipment.

Type	Duty Rating	Use	Load
1AA	Special Duty	Rugged	375 lbs.
1A	Extra Heavy Duty	Industrial	300 lbs.
I	Heavy Duty	Industrial	250 lbs.
II	Medium Duty	Commercial	225 lbs.
III	Light Duty	Household	200 lbs.

*Source for Types IA, I, II, III: Subpart X—Stairways and Ladders, Appendix A (American National Standards Institute (ANSI) 14.1, 14.2, 14.5 (1982)) of OSHA's Construction standards. Source for Type IAA: ANSI 14.1, 14.2, 14.5 (2009), which are non-mandatory guidelines.*

## **TRAIN Workers to Use Stepladders Safely.**

Employers must train each worker to recognize and minimize ladder-related hazards.



**PLAN. PROVIDE. TRAIN.**  
Three simple steps to prevent falls.

### **Common Stepladder Hazards**

- Damaged stepladder
- Ladders on slippery or unstable surface
- Unlocked ladder spreaders
- Standing on the top step or top cap
- Loading ladder beyond rated load
- Ladders in high-traffic location
- Reaching outside ladder side rails
- Ladders in close proximity to electrical wiring/equipment

### **Safe Stepladder Use—DO:**

Read and follow all the manufacturer's instructions and labels on the ladder.

- Look for overhead power lines before handling or climbing a ladder.
- Maintain a 3-point contact (two hands and a

foot, or two feet and a hand) when climbing/descending a ladder.

- Stay near the middle of the ladder and face the ladder while climbing up/down.
- Use a barricade to keep traffic away from the ladder.
- Keep ladders free of any slippery materials.
- Only put ladders on a stable and level surface that is not slippery.

### **Safe Stepladder Use—DO NOT:**

- Use ladders for a purpose other than that for which they were designed. For example, do not use a folded stepladder as a single ladder.
- Use a stepladder with spreaders unlocked.
- Use the top step or cap as a step.
- Place a ladder on boxes, barrels or other unstable bases.
- Move or shift a ladder with a person or equipment on the ladder.
- Use cross bracing on the rear of stepladders for climbing.
- Paint a ladder with opaque coatings.
- Use a damaged ladder.
- Leave tools/materials/equipment on stepladder.
- Use a stepladder horizontally like a platform.
- Use a metal stepladder near power lines or electrical equipment.

**OSHA standard: 29 CFR 1926 Subpart X—Stairways and Ladders**

**American National Standards Institute standard: ANSI A14.1, A14.2, A14.5—Ladder Safety Requirements**  
(Not an OSHA standard, included to be used as guidance to meet OSHA's requirements)

*Employers using stepladders must follow the ladder requirements set forth in 29 CFR 1926 Subpart X. Per Appendix A to Subpart X of Part 1926—Ladders, ladders designed in accordance with the following ANSI standards will be considered in accordance with 29 CFR 1926.1053(a)(1): ANSI A14.1-1982—American National Standard for Ladders—Portable Wood—Safety Requirements, ANSI A14.2-1982—American National Standard for Ladders—Portable Metal—Safety Requirements, and ANSI A14.5-1982—American National Standard for Ladders—Portable Reinforced Plastic—Safety Requirements.*

*State plan guidance: States with OSHA-approved state plans may have additional requirements for avoiding falls from ladders. For more information on these requirements, please visit: [www.osha.gov/dcsp/osp/statesstandards.html](http://www.osha.gov/dcsp/osp/statesstandards.html).*

*Most OSHA offices have compliance assistance specialists to help employers and workers comply with OSHA standards. For details call 1-800-321-OSHA (6742) or visit: [www.osha.gov/hm/RAMap.html](http://www.osha.gov/hm/RAMap.html).*

**This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.**

**For assistance, contact us. We can help. It's confidential.**



**U.S. Department of Labor  
[www.osha.gov](http://www.osha.gov) (800) 321-OSHA (6742)**

DOC FS-3682 05/2013





## Kingston Water Department Distribution & Collection Monthly Safety Training

Date: 1-11-2021

Topic: Ladder Safety

Instructor:

Employees in Attendance:

Printed Name	Signature
Kevin Hamilton	
Mike Solly	
Greg Senter	
James Evans	
David Loy	
DAVID Alford	



**Kingston Public Library (KPL)**

1004 Bradford Way

Kingston Tennessee 37763

865-376-9905

[WWW.kingstonpubliclibrarytn.org](http://WWW.kingstonpubliclibrarytn.org)

[WWW.facebook.com/KingstonPublicLibrary](https://WWW.facebook.com/KingstonPublicLibrary)

1 February 2021

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

**FR: Barbara Thorbjornsen  
Library Director**

**RE: Monthly Director's Report**

The following sums up library activities for the month of January 2021

**Summary**

The Library is still on curbside service. Our regional Library will not attend any meetings at this time due to Governor Lee's Executive order 71 which is in effect until February 28<sup>th</sup>. We will allowed patrons to come in to use the computer or make copies and send faxes. We will bring books and other materials out to patron's cars. Our website is: [www.kingstonpubliclibrarytn.org](http://www.kingstonpubliclibrarytn.org) you can log on to see what is available to check out. The Wi-Fi is still on 24/7 in the parking area of the Library for patron's use. I am still dropping off overstock books to the assistant living facilities monthly. We will continue to ask our patrons to wear a mask as a courtesy to other patrons, as will the staff. The computers will be limited to an hour use, with only a few in operation to have space for social distancing. Inter library loans are not available at this time, as libraries are not lending out materials and some libraries are also closed.

We are still doing a weekly craft for the children that can be picked up at the Library for them to complete at home. Some libraries are closed, working from home and having rotating shifts.

The staff is finishing up Webinar classes that are mandatory for the state. All my grants are completed at this time. Our former director who moved to Kentucky reached out to me last

week and told me her Library is also doing curbside service and not allowing anyone in the building. We are taking things on a month to month basis. I'm hoping things get back to a semi normal routine soon. This have been a very tedious time for the staff, patrons and our community.

Any questions can be emailed to me at: [kpldirector@gmail.com](mailto:kpldirector@gmail.com)

Stay Safe.

This is all subject to change as we go forward.

Respectfully submitted

Barbara T.

## Kingston Public Library

### Meeting Minutes

January 14, 2021

Present: Barbara Thorbjornsen– Director, Carolyn Brewer, Trudy Wideman, Savannah Washam, Larry Ridinger, Jeff Griffis, and Kerry.

- 1) Carolyn called the meeting to order at 5:00 pm.
- 2) Trudy moved to have the minutes of the November 2020 meeting approved; Larry seconded the motion and the minutes were approved.
- 3) Treasurer's Report- Barbara presented the treasurers report. As of January 14, 2021, we currently have a balance of \$7,881.79 in the bank. Larry moved to approve the treasurers report, Savannah seconded.
- 4) Public Comments – no one from the public was present.

#### 5) Regional Library –

February 11, 2021 is the Ocoee River Regional Board meeting. It is a virtual meeting that will begin at 5pm.

February 2<sup>nd</sup> and 9<sup>th</sup>, the regional library is hosting a VERSO training session online.

COVID-19 libguide page for helpful resources at <https://tsla.libguides.com/TNCOVID-19/home>.

Our READS number for the month of December was 2,458.

The Trustee Certification is always open for training as well. Now available through the Niche Academy platform.

The Executive Order by the Governor was also presented and each member received a copy.

#### 6) Barbara presented the Director's Report:

Curbside service is being continued. Exceptions are made for patrons using printers, computers, copies/faxes, and taking boaters tests. The Wi-Fi is on 24/7 in the parking area for patrons to use. Our website also has instructions on how to download audiobooks, books, and magazines for anyone that does not have a current library card.

All surfaces and computers are being cleaned after each use. Computers are being used an hour at a time while maintaining social distancing.

Patrons are asked to wear masks inside the building at all times.

Children's crafts are being given out as well for them to take home and complete.

7) Old Business- GPS Ionization Install has been installed and seems to be working great!

8) New Business-

Craft Programs for the children- The library is still offering craft pickups for children to take home and put together due to COVID.

New Members- Kerry took MaryAnn's spot on the board. We welcome her!

Jeff Griffis is our new city council member. We also welcome him!

Vote to elect positions- Savannah made the motion to elect Larry Ridinger as our new treasurer. Trudy seconded and the motion passed.

Grant computers- the children's computers have been ordered with grant money as well as routers.

9) Recommendations for Improvement- no recommendations were mentioned.

10) Chairman's comments-good meeting, lots of improvement. We are excited to have our new members!

11) Next meeting date is set for February 11, 2021 at 5 pm.

12) The meeting was adjourned at 5:42 pm.

Respectfully submitted,

Savannah Washam, Secretary

ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
JANUARY 19, 2021  
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM  
4:30 PM – 5:30 PM

**Notice:** Due to the continuing threat of COVID-19 in our area, the Board Chairman has elected once again to close this month's meeting to the public. The meeting is being held using the Zoom application. A clear audio/video recording of the meeting will be made available following the meeting.

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

<b><u>ACTIVITY</u></b>	<b><u>ACTION</u></b>
Minutes from Board Meeting on December 15, 2020	Approval
November 2020 Financial Statements	Approval
November 2020 Budget Report	Information
January 2021 Accounts Payable	Acceptance
Manager's Report	Acceptance
Visitor Comments	

**Old:**

1. None

**New:**

- |  |          |
|--|----------|
| 1. New Purchases                         | Approval |
| 2. New Projects                          | Approval |
| 3. Loomis Rate Increase                  | Approval |
| 4. TVA C&I Incentive Agreement Amendment | Approval |
| 5. Emergency Paid Sick Leave Extension   | Approval |
| 6. Bad Debts                             | Approval |

Announcements

February 2021 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on December 15, 2020. Board members present were Childs, Davis, Holloway, Layne and McCullough. Due to the COVID-19 pandemic that is still affecting our area, Board Chairman Holloway elected to close this month's meeting to the public. The meeting was conducted in accordance with Governor Lee's Executive Order #65 which allows governing bodies to meet electronically through December 27, 2020. The platform or application used for the meeting was Zoom®.

A motion was made by Davis, seconded by Childs to approve the minutes as recorded for the Board Workshop and the regular meeting held on November 17, 2020. All voted yes.

A motion was made by Layne, seconded by Davis to approve the October 2020 Financial Statements. Manager Bear commented the net income was lower due to a journal entry required by auditors, Parsons & Wright, to record the balance of the Comcast Settlement. Cash was lower due to sales being down for the month. All voted yes.

Manager Bear stated the October 2020 Budget Report was a separate item on the agenda and it was for information only. He apologized that it had been inadvertently left off the agenda in a few of the previous months.

A motion was made by Davis, seconded by Childs to approve the December 2020 Accounts Payable. All voted yes.

As part of the Manager's Report, Manager Bear updated the Board on the following activities:

- Applications from Comcast for new pole attachments in our territory covered by the grants recently received are being reviewed and our crews have started on some make-ready requirements.
- The work at Camp Buck Tom is going slow. The transformer has been ordered. Right-of-way clearing and tree removals are just about ready to begin for the new line upgrade. Some preliminary work has been completed in the area where the new dining hall is being built.

Most of the Manager's Report is covered under other items on the agenda. A motion was made by Childs, seconded by Layne to approve the Manager's Report. All voted yes.

A motion was made by McCullough, seconded by Childs to approve the purchase of a pallet of 112 disconnect collars at a cost of \$25,760. These will be used primarily for our pre-pay customers and in apartment complexes where there is frequent turnover. All voted yes.

There were no new projects to approve.

A motion was made by McCullough, seconded by Davis to approve a proposal from Distributor's Insurance Company for REU's January 1, 2021-2022 casualty insurance. The proposal includes renewal premiums for workers' compensation, general liability, vehicle & property, electronic data processing equipment, cyber & privacy protection, and fiduciary

liability. The renewal is \$240,563 for CY 2021 compared to \$232,915 for CY 2020. The net increase from CY 2020 is \$7,648 which is an effective rate change of + 4% adjusted for exposure changes. All voted yes.

A motion was made by Davis, seconded by Childs to approve the renewal rates from Service Electric for the period 1/1/2021 through 12/31/2021. There is an increase in labor rates of approximately 2.5%. There is no increase in the rates for equipment that REU would normally need. Manager Bear stated the rates and agreement need to be kept up to date for storm response and for specialty equipment, which we do not have. All voted yes.

A motion was made by McCullough, seconded by Layne to approve the proposal and contract from Central Service Association (CSA) for a 90-day pilot/trial of their Orbit Interactive Voice Response product. This would be the next interface for managing after-hour calls, notifying standby personnel, and populating the outage management system to create a Customer Facing Outage Map which could be viewed by our customers. The set-up fee is \$2,400 with a cost of \$255 a month. Charges would also include a cost-per-minute for calls. All voted yes.

A motion was made by Layne, seconded by Davis to approve the write-off of uncollectible debts for the period of September 2020 in the amount of \$1,397.23 and noted the bad debts collected for November 2020 were \$2,080.42. All voted yes.

Chairman Holloway announced the next Board meeting will be held at 4:30 on January 19, 2021. It will be determined at that time if the meeting will be open to the public.

On behalf of the Board, Chairman Holloway wished everyone a Merry Christmas and a Happy New Year. Hopefully, a better year than 2020. He also stated he appreciated the employees who personally thanked him and the Board for the Christmas bonus.

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

Chairman  
Harold Holloway

Secretary/Treasurer  
Wade McCullough

Recorded by M. O'Keefe

## 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

NOVEMBER 2020

PAGE 1

## BALANCE SHEET

ASSETS AND OTHER DEBITS			ITEM NO	AMOUNT	LIABILITIES AND OTHER CREDITS			ITEM NO	AMOUNT
<b>UTILITY PLANT</b>					<b>CAPITAL</b>				
Electric Plant. ....	1	66,041,318.43			Membership certificates. ....	30			
Less Depreciation. ....	2	18,304,184.34			<b>EARNINGS REINVESTED IN SYSTEM ASSETS</b>				
<b>Total. ....</b>	<b>3</b>	<b>47,737,134.09</b>			Beginning of year. ....	33	44,773,353.52		
Unamortized acq. adj. ....	4				Current year to date. ....	34	1,022,119.45		
Other utility plant - net. ....	5				<b>Total. ....</b>	<b>35</b>	<b>45,795,472.97</b>		
<b>Total Plant - net. ....</b>	<b>6</b>	<b>47,737,134.09</b>			<b>LONG-TERM DEBT</b>				
<b>OTHER PROPERTY AND INVESTMENTS</b>					RUS. ....	36			
Nonutility property - net. ....	7				CFC. ....	37			
Other investments. ....	8	39,135.29			CoBank. ....	38			
Sinking funds. ....	9				Bonds and other long-term debt. ....	39.1	3,500,000.00		
Depreciation funds. ....	10				TVA. ....	39.3			
Other special funds. ....	12	3,844,451.00			Debt premium and discount. ....	40	33,856.56		
<b>Total. ....</b>	<b>13</b>	<b>3,883,586.29</b>			<b>Total. ....</b>	<b>41</b>	<b>3,533,856.56</b>		
<b>CURRENT AND ACCRUED ASSETS</b>					<b>OTHER NON-CURRENT LIABILITIES</b>				
General cash and temporary cash investments. ....	14	4,510,884.42			Postretirement Benefits. ....	39.2	4,439,026.17		
Accounts receivable. ....	15	1,695,273.00			Energy Service Loans - Advances. ....	42	114,113.14		
Materials and supplies. ....	16	431,455.48			Energy Service Loans - Other. ....	43			
Prepayments. ....	17	32,059.10			<b>Total. ....</b>	<b>44</b>	<b>4,553,139.31</b>		
Other current assets. ....	18	1,060,771.25			<b>CURRENT AND ACCRUED LIABILITIES</b>				
<b>Total. ....</b>	<b>19</b>	<b>7,730,443.25</b>			TVA notes payable. ....	45.1			
<b>DEFERRED DEBITS</b>					Other notes payable. ....	45.2			
Debt expense. ....	20				Accounts payable. ....	46	3,261,844.41		
Preliminary survey. ....	21				Customer deposits. ....	47	1,308,167.71		
Clearing accounts. ....	22	(4,152.59)			Taxes and equivalents accrued. ....	48	36,631.06		
Energy Service Loans receivables. ....	24	116,605.56			Interest accrued - RUS. ....	49	(5,468.75)		
Deferred costs on TVA Leases. ....	25				Interest accrued - CFC. ....	50			
Other deferred debits. ....	26				Interest accrued - CoBank. ....	51			
<b>Total. ....</b>	<b>27</b>	<b>112,452.97</b>			Interest accrued - TVA. ....	52.1			
<b>TOTAL ASSETS AND OTHER DEBITS. ....</b>					Interest accrued - other. ....	52.2			
	<b>28</b>	<b>59,463,616.60</b>			Other current liabilities. ....	53	1,006,535.25		
					<b>Total. ....</b>	<b>54</b>	<b>5,607,709.68</b>		
					<b>DEFERRED CREDITS</b>				
					Advances for construction - refundable. ....	55			
					Other deferred credits. ....	56	(26,561.92)		
					<b>Total. ....</b>	<b>57</b>	<b>(26,561.92)</b>		
					<b>TOTAL LIABILITIES AND OTHER CREDITS. ....</b>				
						<b>58</b>	<b>59,463,616.60</b>		

() Indicates red figures

CFC or CoBank Investments included in Item No. 8 39,135.29

Construction work in progress included in Item No. 1 254,559.99

Construction fund included in Item No. 12

Total miles of distribution lines

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		NOVEMBER 2020		
<b>REVENUE AND EXPENSE SHEET</b>				
<b>REVENUE AND EXPENSE STATEMENT</b>	<b>ITEM NO</b>	<b>THIS MONTH</b>	<b>YEAR TO DATE</b>	
<b>OPERATING REVENUE</b>				
Electric sales revenue (page 7, item 332) . . . . .	59	2,336,673.33	13,691,569.78	
Revenue from late payments. . . . .	60	5,332.62	61,706.05	
Misc. service revenue. . . . .	61	2,710.00	15,410.00	
Rent from electric property. . . . .	62	49,517.76	249,388.80	
Other electric revenue. . . . .	63	5.00	25.00	
<b>Total operating revenue. . . . .</b>	<b>64</b>	<b>2,394,238.71</b>	<b>14,018,099.63</b>	
<b>PURCHASED POWER</b>				
<b>Total power cost (page 7, item 342). . . . .</b>	<b>65</b>	<b>1,615,914.49</b>	<b>9,364,815.85</b>	
<b>OPERATING EXPENSE</b>				
Transmission expense. . . . .	66			
Distribution expense. . . . .	67	77,111.03	465,364.75	
Customer accounts expense. . . . .	68	49,987.11	477,622.90	
Customer service and informational expense. . . . .	69	875.00	1,750.00	
Sales expense. . . . .	70		12,488.00	
Administrative and general expense. . . . .	71	173,899.01	962,833.93	
<b>Operating expense. . . . .</b>	<b>72</b>	<b>301,872.15</b>	<b>1,920,059.58</b>	
<b>MAINTENANCE EXPENSE</b>				
Transmission expense. . . . .	73			
Distribution expense. . . . .	74	90,903.93	425,541.73	
Administrative and general expense. . . . .	75		11,119.60	
<b>Maintenance expense. . . . .</b>	<b>76</b>	<b>90,903.93</b>	<b>436,661.33</b>	
<b>OTHER OPERATING EXPENSE</b>				
Depreciation expense. . . . .	77	135,390.11	676,069.73	
Amortization of acquisition adjustment. . . . .	78			
Taxes and tax equivalents. . . . .	79	119,378.83	581,659.07	
<b>Other operating expense. . . . .</b>	<b>80</b>	<b>254,768.94</b>	<b>1,257,728.80</b>	
<b>TOTAL OPERATING EXPENSE AND PURCHASE POWER. . . . .</b>	<b>81</b>	<b>2,263,459.51</b>	<b>12,979,265.56</b>	
<b>INCOME</b>				
Operating income (item 64, less item 81). . . . .	82	130,779.20	1,038,834.07	
Other income. . . . .	83		9,879.84	
<b>Total income. . . . .</b>	<b>84</b>	<b>130,779.20</b>	<b>1,048,713.91</b>	
Miscellaneous income deductions. . . . .	85	576.51	1,219.11	
<b>Net income before debt expense. . . . .</b>	<b>86</b>	<b>130,202.69</b>	<b>1,047,494.80</b>	
<b>DEBT EXPENSE</b>				
Interest on long-term debt - RUS. . . . .	87			
Interest on long-term debt - CFC. . . . .	88			
Interest on long-term debt - CoBank. . . . .	89			
Interest on long-term debt - other. . . . .	90.1	5,468.75	27,343.75	
Interest - TVA. . . . .	90.2			
Other interest expense. . . . .	92			
Amortization of debt discount and expense. . . . .	93			
Amortization of premium on debt - credit. . . . .	94	(393.68)	(1,968.40)	
<b>Total debt expense. . . . .</b>	<b>95</b>	<b>5,075.07</b>	<b>25,375.35</b>	
<b>NET INCOME</b>				
Income before extraordinary items (item 86, less item 95). . . . .	96	125,127.62	1,022,119.45	
Extraordinary items. . . . .	97			
<b>Net Income. . . . .</b>	<b>98</b>	<b>125,127.62</b>	<b>1,022,119.45</b>	

## 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

NOVEMBER 2020

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	1,324,190.78	8,014,080.67	107	11,125,994	70,155,227
Gen. Power - 50 kW & under. ....	101	318,154.06	1,888,279.07	108	2,175,742	13,626,613
Gen. Power - Over 50 kW. ....	102	647,547.16	3,554,736.24	109	7,287,998	40,184,321
Street and athletic - Codes 72, 73 & 74. ....	103	16,503.34	81,162.58	110	120,132	558,750
Outdoor lighting - Codes 75, 77 & 78. ....	104	30,277.99	153,311.22	111	203,138	1,022,535
<b>Subtotal. ....</b>	<b>330</b>	<b>2,336,673.33</b>	<b>13,691,569.78</b>			
Unbilled revenue*. ....	331					
<b>Total (page 2, item 59). ....</b>	<b>332</b>	<b>2,336,673.33</b>	<b>13,691,569.78</b>	<b>335</b>	<b>20,913,004</b>	<b>125,547,446</b>
Kilowatt-hours for own use. ....				113	34,235	169,743
Total kilowatt-hours sold and used. ....				114	20,947,239	125,717,189
Kilowatt-hours in unbilled revenue (items 331) above* . . .				336		

## 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	\$ 656.74	N/A
Gen Partners-GP<50kW	\$ 610.15	N/A
Gen Partners-GP>50kW	\$ 1,016.08	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	1,615,914.49	9,364,815.85	119	22,892,686	130,388,795
Facilities Rental. ....	116					
Other Charges/Credits. ....	117					
<b>Total from TVA. ....</b>	<b>118</b>	<b>1,615,914.49</b>	<b>9,364,815.85</b>	<b>122</b>	<b>22,892,686</b>	<b>130,388,795</b>
Other Purchased Power*. ....	218			222		
<b>Subtotal. ....</b>	<b>340</b>	<b>1,615,914.49</b>	<b>9,364,815.85</b>			
Unbilled Purchases*. ....	341					
<b>Total (page 2, item 65). ....</b>	<b>342</b>	<b>1,615,914.49</b>	<b>9,364,815.85</b>	<b>345</b>	<b>22,892,686</b>	<b>130,388,795</b>
Less kilowatt hours sold and used (item 114). ....				123	20,947,239	125,717,189
Line losses and kilowatt-hours unaccounted for. ....				124	1,945,447	4,671,606
Percent of losses to purchases (2 decimal places). ....				125	8.50	3.58
Cost per kilowatt-hour including facilities rental (cents). ....				127	7.059	7.182
Kilowatt-hours in unbilled purchases (Item 341) above* . . .				346		

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

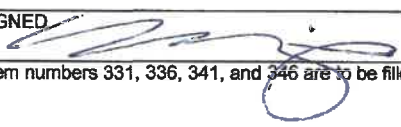
## POWER DISTRIBUTORS

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 NOVEMBER 2020		PAGE 3a
CUSTOMER DATA			LONG-TERM DEBT	
CLASS OF SERVICE	THIS MONTH	SAME MONTH LAST YEAR	CHANGE THIS MONTH	AMOUNT
Residential. ....	11,751	11,644	Long-term debt last report (item 41). ....	3,534,250.24
Gen. Power - 50 kW & under. ....	2,804	2,747	Add new long-term debt this month (page 3)	
Gen. Power - Over 50 kW. ....	120	129	Total. ....	3,534,250.24
Street and athletic - Codes 72, 73 & 74. ....	39	39	Less reductions this month (page 3). ....	393.68
Outdoor Lighting - Code 78. ....	137	132	Long-term debt this month (item 41). ....	3,533,856.56
Total. ....	14,851	14,691		
Special Outdoor Lighting - Code 75. ....				
Outdoor Lighting - Code 77. ....	2,150	2,141		
OPERATING RATIO			THIS MONTH	YEAR TO DATE
Item 81 minus item 80 divided by item 64 equals			83.90%	83.62%
Footnotes:				
SIGNED 		TITLE <i>Manager of Accounting</i>		DATE PREPARED <i>1/16/2021</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!				

**ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT  
P.O. BOX 236, 330 CARDIFF VALLEY ROAD  
ROCKWOOD, TENNESSEE 37854  
865-354-0704 FAX 865-354-8481**

January 19, 2021

TO: All Board Members

FROM: Cody Anderson, Kim Tharp

The regular monthly E-911 Board meeting will be Thursday, January 28, 2021 at 1:00 P.M., at 4390 Roane State Highway, Arvel McNelly Training Room.

Enclosed please find:

The Agenda for the Board meeting  
December 21, 2020 Board Minutes  
December 31, 2020 financial report  
November 30 & December 31, 2020 Statements of Net Position  
Fund Balances as of December 31, 2020  
USDA Statement of Loan Account  
December Dispatch Statistics

**"REMOTE ACCESS INFORMATION"**

**TO CALL IN TO CONFERENCE BRIDGE - PHONE #865-245-1033 PIN # 0911**

AGENDA  
RCECD 911 MONTHLY BOARD MEETING  
JANUARY 28, 2021 1:00 PM

CALL TO ORDER

APPROVAL OF MINUTES OF DECEMBER 21, 2020  
APPROVAL OF DECEMBER FINANCIAL REPORTS

PUBLIC COMMENT

COMPTROLLER

DECEMBER FUND BALANCES

PERSONNEL COMMITTEE

GENERAL REPORT

BUDGET AND FINANCE COMMITTEE

GENERAL REPORT  
STATEMENT OF LOAN ACCOUNT

BUILDING/ EQUIPMENT COMMITTEE

GENERAL REPORT  
No December USDA Payment Request

DIRECTOR'S REPORT

GENERAL REPORT  
DECEMBER STATS

CHAIRMAN

GENERAL REPORT

OLD BUSINESS

LIQUIDATED DAMAGES FILED

NEW BUSINESS

MINUTES OF DECEMBER 21, 2020  
ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Monday, December 21, 2020 at 1:00 pm. at the New E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room.

**MEMBERS PRESENT:** Tim Suter, Marilyn Calfee, Tony Brown-Remote, Randy Ellis-Remote, Jason Jolly-Remote, Cecil Crowe-Remote

**MEMBERS ABSENT:** Jack Stockton, Brad Daniels, Keith Farmer

**EMPLOYEES PRESENT:** Cody Anderson, Eric Franks, Kim Tharp

**OTHERS PRESENT:** Allen Hill, Aaron Grohol - Upland Design Company (Remote) , Kent Calfee

**CALL TO ORDER:**

Vice Chairman Suter opened the meeting at 1:00 pm with a quorum of 6 declared. Two members in person and four on remote access.

**APPROVAL OF MINUTES:**

Mr. Ellis (remote) made a motion to accept the minutes of November 23, 2020, Mr. Jolly (remote) second the motion. There was no discussion. All in person and on remote access voted Aye. Motion carried.

**FINANCIAL STATEMENT:**

Mr. Ellis (remote) made a motion to accept the November 2020 financial report. Ms. Calfee second the motion. There was no discussion. All present and remote access voted Aye. Motion carried.

**PUBLIC COMMENT:**

Mr. Hill from Upland Design Group was on remote access to update the Board on the progress of the completion of the building project. It has been a while since he has been given a written update from Monolith Construction but stated that they were working on a revised list of credit updates. Upland has not received any consent of surety or lien clearance from the construction company. The subcontractors and contractor are continuing to work on tying up loose ends and making minor repairs. Upland is reaching out as well to the subcontractors to get some idea of completion. Upland still hasn't received any close out documents from the contractor in regards to relocation of consoles from existing 911 center. We received a letter from Mr. Leffew, Roane County Attorney, about a lien placed on the new center on December 10, 2020. Mr. Brown (remote) asked about the lien that has been placed on the project for unpaid labor, materials and supplies by Miller and Sons Asphalt. Roane County 911 has paid all of the request for payments that have been submitted by Monolith Construction. Mr. Hill (remote) will look in to what has actually been paid and what has been withheld by Monolith. Upland states that in regards to the liquidated damages, they are awaiting direction from Roane County E-911 Board as to what actions will be taken for the 67 days of liquidated damages after allowing for rain days. Mr. Ellis(remote) made a motion to have Mr. Leffew look in to what we can do about the liquidated damages and the Lien that has been placed on the property. Mr. Jolly(remote) second the motion. Mr. Brown (remote) stated that he felt this needs to be broken in to three motions. Mr. Ellis(remote) and Mr. Jolly(remote) agreed to withdraw their previous motion. Mr. Ellis(remote) made a motion to hire Mr. Leffew as our Attorney of Record. Mr. Jolly(remote) second the motion. There was no discussion. Roll call vote was taken. All present and remote voted Aye. Motion carried. Mr. Ellis(remote) made a motion to request that Mr. Leffew check in to the lien that has been filed on our new 911 Center by Miller and Sons Asphalt and recommend what actions we should take. Mr. Jolly(remote) second the motion. Roll call vote was taken. All present and remote voted Aye. Motion carried. Mr. Ellis(remote) made a motion to have Mr. Leffew notify Monolith of the intent to proceed with the liquidated damages

and work with them to get the process moving. Mr. Jolly(remote) second the motion. Roll call vote was taken, All present and remote voted Aye. Motion carried.

**FUND BALANCE:**

Report given, no questions.

**COMMITTEE REPORTS:**

**PERSONNEL/TRAINING COMMITTEE:**

Hasn't met

**BUDGET COMMITTEE:**

Hasn't met.

**BUILDING/EQUIPMENT COMMITTEE:**

Hasn't met.

**DIRECTORS REPORT:**

Director Anderson presented the updated Travel Policy. No questions. Mr. Ellis(remote) made a motion to approve this policy. Mr. Crowe(remote) second the motion. Mr. Crowe(remote) stated that the requested changes had been made and he was good with them. Roll call vote was taken. All present and remote voted Aye. Motion carried. New Center update: Director Anderson has been reaching out to all of the remaining vendors and coordinating what needs to be yet installed. There are still a few issues that are being worked on by the subcontractors. AT&T installed 10 temporary phone lines and internet. Metro is scheduled to install the new radios on January 4, 2021. Access Control System should be completed this week. Blinds have been installed by Director and IT Director as well as installing TV's in Dispatch and some wiring on the dispatch consoles to make the conversion go more smoothly. As of today the date that AT&T can get us changed over will be sometime in June 2021 unless some other contract cancels and we get moved up. Director has worked with Host My Calls and is currently working with Verizon in making some cost saving changes to our phones.

**CHAIRMAN REPORT**

Mr. Ellis (remote) expressed his thanks to the Board for all of the Challenges they have faced this year of construction and Covid 19. Chairman wished everyone a Merry Christmas. Mr. Brown expressed his appreciation of Director Anderson and IT Director Franks for all their hard work.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**ADJOURNMENT:**

With no other business to address, Mr. Jolly(remote) made a motion to dismiss, Ms. Calfee second. All present and remote voted Aye. Meeting dismissed at 1:35 pm. January meeting will be held on Thursday, January 28, 2021 at 1:00 p.m. at 4390 Roane State Highway in the Arvel McNelly Training Room.

Regular November 23,2020 minutes were approved at the Board Meeting of Roane County Emergency Communications District Board of Directors. Date : December 21, 2020.

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Tony Brown / Secretary-Treasurer

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Randy Ellis/Chairman

BUDGET F/Y 2020-2021		APPROVED BY BOARD				
	2020-2021	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
REVENUES				DECEMBER		
3010 TCA Section 7-86-303 Receipts	640,518	53,376.50	106,753.00	53,376.50	320,259.00	(320,259.00)
3020 TCA Section 7-86-130 Receipts	35,000	2,916.67	0.00	(2,916.67)	75,136.00	40,136.00
3060 Local Government Contracts	674,373	56,197.75	56,197.75	0.00	337,186.50	(337,186.50)
3070 Contracted Services	47,387	3,948.92	3,948.92	0.00	23,693.52	(23,693.48)
3080 Sales & Fees	250	20.83	0.00	(20.83)	6.80	(243.20)
5002 Interest Income	950	79.17	17.28	(61.89)	293.60	(656.40)
5006 TECB Subsidies	125,061	10,421.75	0.00	(10,421.75)	125,061.00	0.00
5099 Other Non-Operating Revenue	37,303	3,108.58	238.56	(2,870.02)	67,531.70	30,228.70
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,560,842</b>	<b>130,070.17</b>	<b>167,155.51</b>	<b>37,085.34</b>	<b>949,168.12</b>	<b>(611,673.88)</b>
=====						
SALARIES AND WAGES						
4001 Director	64,000	5,333.33	5,554.07	220.74	32,631.01	(31,368.99)
4002 Administrative Personnel	123,067	10,255.58	9,450.00	(805.58)	61,393.31	(61,673.69)
4004 Telecommunicators	304,762	25,396.83	28,097.44	2,700.61	179,805.67	(124,956.33)
4005 Dispatch Supervisor Personnel	117,728	9,810.67	3,081.60	(6,729.07)	20,030.40	(97,697.60)
4006 Mapping/Addressing Personel	50,219	4,184.92	3,918.38	(266.54)	25,109.47	(25,109.53)
4007 Janitor	4,160	346.67	0.00	(346.67)	0.00	(4,160.00)
4012 I.T. Personel	50,000	4,166.67	3,846.16	(320.51)	25,000.04	(24,999.96)
4099 Other Payroll Costs	31,759	2,646.58	6,646.73	4,000.15	16,852.76	(14,906.24)
4101 Social Security	46,295	3,857.92	3,740.14	(117.78)	22,270.62	(24,024.38)
4102 Medicare	10,827	902.25	874.70	(27.55)	5,208.46	(5,618.54)
4104 Medical Insurance	147,714	12,309.50	11,426.60	(882.90)	65,876.57	(81,837.43)
4106 Other Insurance	1,122	93.50	93.50	0.00	555.50	(566.50)
4107 Unemployment Compensation	560	46.67	0.00	(46.67)	99.18	(460.82)
4108 Pension Expense	41,133	3,427.75	3,223.01	(204.74)	19,472.76	(21,660.24)
4109 Other Postemployment Benefits	8,137	678.08	693.00	14.92	3,887.10	(4,249.90)
ADMINISTRATION						
4203 Audit Services	9,398	783.17	0.00	(783.17)	0.00	(9,398.00)
4204 Accounting/Bookkeeping Services	3,936	328.00	320.00	(8.00)	1,920.00	(2,016.00)
4208 Contracts with Vendors	1,252	104.33	21.00	(83.33)	126.00	(1,126.00)
4217 Legal Services	7,500	625.00	0.00	(625.00)	0.00	(7,500.00)
4218 Maintenance & Warranty Contracts	0	0.00	0.00	0.00	0.00	0.00
4229 Lease/Rental-Admin. Equip/furn/fixt	1,900	158.33	0.00	(158.33)	846.26	(1,053.74)
4232 Advertising	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00	0.00	(125.00)	0.00	(1,500.00)
4237 Dues and Memberships - Admin.	5,135	427.92	0.00	(427.92)	5,135.00	0.00
4239 Equipment - General (non-capitalized)	2,500	208.33	0.00	(208.33)	1,410.60	(1,089.40)
4240 Insurance - Liability	6,727	560.58	0.00	(560.58)	7,388.00	661.00
4241 Insurance - Worker's Compensation	1,300	108.33	946.00	837.67	946.00	(354.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4245 Software & Licensing - Admin.	1,098	91.50	34.00	(57.50)	610.00	(488.00)
4246 Supplies & Materials - Admin.	3,290	274.17	171.59	(102.58)	903.16	(2,386.84)
4247 Training Costs - Administrative	700	58.33	0.00	(58.33)	0.00	(700.00)
4248 Travel - Administrative	3,900	325.00	131.60	(193.40)	436.16	(3,463.84)
4250 Telephone Costs - Administrative	2,400	200.00	168.16	(31.84)	973.51	(1,426.49)
4251 Telecomm cell phones/pagers-Admin	650	54.17	51.71	(2.46)	315.08	(334.92)
4253 Vehicle Expenses - Administrative	4,390	365.83	6.47	(359.36)	1,463.12	(2,926.88)
4254 Vehicle Fuel - Administrative	1,600	133.33	68.78	(64.55)	501.19	(1,098.81)
4299 Misc. Admin Services and Expenses	750	62.50	0.00	(62.50)	0.00	(750.00)



<b>BUILDING AND FACILITIES</b>						
4305 Equipment-Facilities (non capitalized)	10,000	833.33	316.24	(517.09)	5,759.21	(4,240.79)
4307 Utilities	22,586	1,882.17	1,732.23	(149.94)	7,805.69	(14,780.31)
4333 Maint. And Repairs - Build/Facilities	1,000	83.33	100.00	16.67	351.55	(648.45)
4338 Insurance - Buildings and Contents	24,057	2,004.75	4,822.00	2,817.25	12,978.00	(11,079.00)
4339 Maintenance & Warranty Contracts	2,800	233.33	0.00	(233.33)	890.00	(1,910.00)
4340 Supplies and Materials-Build/Facilit.	10,000	833.33	827.12	(6.21)	2,092.96	(7,907.04)
4399 Misc. Building and Facilities Costs	750	62.50	35.15	(27.35)	35.15	(714.85)
<b>COMMUNICATIONS - OPERATIONS</b>						
4406 Employee Testing/ Exams- Operations	3,000	250.00	130.00	(120.00)	1,310.00	(1,690.00)
4410 Insurance - Equipment (non admin)	318	26.50	0.00	(26.50)	318.00	0.00
4413 Communications License and Fees	40,000	3,333.33	0.00	(3,333.33)	19,230.84	(20,769.16)
4418 Training Expenses - Commun. Oper.	1,500	125.00	15.00	(110.00)	1,074.85	(425.15)
4419 Travel Expenses - Commun. Operation	2,100	175.00	0.00	(175.00)	1,133.03	(966.97)
4423 Addressing/mapping/data supplies	100	8.33	0.00	(8.33)	0.00	(100.00)
4424 Cable/Internet Charges - Commun.	14,115	1,176.25	1,570.30	394.05	9,403.63	(4,711.37)
4427 Equipment - Commun.(not capitalized)	10,000	833.33	1,095.31	261.98	1,796.30	(8,203.70)
4430 Language Interpreting	150	12.50	0.00	(12.50)	34.25	(115.75)
4431 Maintenance & Warranty Contracts	29,220	2,435.00	0.00	(2,435.00)	8,093.05	(21,126.95)
4432 Maint. And Repairs - Communication	2,000	166.67	0.00	(166.67)	540.26	(1,459.74)
4433 NCIC/TBI/TIES Expenses	6,060	505.00	0.00	(505.00)	4,540.00	(1,520.00)
4434 Software & License - Communictions	750	62.50	0.00	(62.50)	0.00	(750.00)
4435 Supplies, Materials & Serv. - Comm.	1,300	108.33	31.21	(77.12)	79.73	(1,220.27)
4437 Telephone Costs (Call Center Lines)	18,264	1,522.00	2,746.85	1,224.85	9,096.85	(9,167.15)
4438 Telecom. Cell Phones/Pagers-Com/Op	1,200	100.00	80.02	(19.98)	481.39	(718.61)
4439 Vehicle Expenses - Operations	700	58.33	0.00	(58.33)	2,502.00	1,802.00
4440 Vehicle Fuel - Operations	600	50.00	0.00	(50.00)	69.79	(530.21)
<b>NONOPERATING REVENUES</b>						
5010 INTEREST EXPENSE	104,500	8,708.33	0.00	(8,708.33)	0.00	(104,500.00)
<b>TOTAL ESTIMATED EXPENSE</b>	<b>1,369,979</b>	<b>114,164.92</b>	<b>96,066.07</b>	<b>(18,098.85)</b>	<b>590,783.46</b>	<b>(779,195.54)</b>
=====						
ESTIMATED RECEIPTS	1,560,842		167,155.51			
ESTIMATED EXPENDITURE	1,369,979		96,066.07			
OVER (UNDER)	190,863					
DEPRECIATION	58,465					
OVER(UNDER)AFTER DEPRECIATION	132,398		71,089.44			
Less Building Payment Principal	28,824					
OVER (UNDER) AFTER PRINCIPAL	103,574					

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF NET POSITION

November 30, 2020

### CURRENT ASSETS

Revenue Acct. - Regions Bank	\$ 1,829,450
Oper/Maint Acct. - Regions Bank	129,534
Building Project 911 Constructi	1,086
CD's Capital Improvement - Outlay	63,867
Prepaid Insurance	17,818
Prepaid Expenses	21,479

TOTAL CURRENT ASSETS	<u>2,063,234</u>
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### CAPITAL ASSETS NOT BEING DEPRECIATED

Land	206,805
Construction in Progress	2,214,383

### CAPITAL ASSETS BEING DEPRECIATED

Buildings & Improvements	409,783
Furniture & Fixtures	115,485
Office Equipment	53,023
Communications Equipment	1,380,779
Vehicles	30,893
Mapping & CAD System	209,249
Intangibles - Mapping	65,000

TOTAL CAPITAL ASSETS	4,685,400
Accumulated Depreciation	<u>(1,602,085)</u>

CAPITAL ASSETS, NET	<u>3,083,315</u>
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### OTHER ASSETS

Net Pension Asset	339,130
Utility Deposit	1,065

TOTAL OTHER ASSETS	<u>340,195</u>
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TOTAL ASSETS	<u>\$ 5,486,744</u>
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### DEFERRED OUTFLOW OF RESOURCES

Pension Cont after Measurement Date (GASB68)	\$ 85,627
OPEB Deferred outflows	<u>326</u>

TOTAL DEFERRED OUTFLOW OF RESOURCES	<u>\$ 85,953</u>
-------------------------------------	------------------

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF NET POSITION

November 30, 2020

### CURRENT LIABILITIES

Net OPEB Asset(Liability)	\$	27,969
Accrued Compensated Absences		18,176
Payroll Deductions Payable		1,336
FICA W/H Payable		1,459
Employee Health Ins. W/H		7,649
SUTA Taxes Payable		1,254
Other Current Liabilities		<u>5,489</u>

TOTAL CURRENT LIABILITIES		<u>63,332</u>
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### NON CURRENT LIABILITIES

Notes payable - long term		<u>2,055,188</u>
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TOTAL NON CURRENT LIABILITIES		<u>2,055,188</u>
-------------------------------	--	------------------

TOTAL LIABILITIES	\$	<u>2,118,520</u>
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### DEFERRED INFLOW OF RESOURCES

Pension Changes in Experience	\$	81,651
OPEB Deferred Inflows		<u>8,102</u>

TOTAL DEFERRED OUTFLOW OF RESOURCES	\$	<u>89,753</u>
-------------------------------------	----	---------------

### NET POSITION

Net Investment in Capital Assets	\$	1,028,127
Restricted for Pension		339,130
Unrestricted Net Position		<u>1,997,167</u>

TOTAL NET POSITION	\$	<u>3,364,424</u>
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See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Five Months Ended November 30, 2020

	<u>Amount</u>	<u>Percent</u>
<b>OPERATING REVENUES</b>		
TCA Section 7-86-303 Receipts	\$ 213,506	37.0 %
TCA Section 7-86-130 Receipts	75,136	13.0
Local Government Contracts	112,396	19.5
Contracted Services	7,898	1.4
Sales & Fees	1	0.0
Other Op Rev (Dispatch Services)	<u>168,592</u>	<u>29.2</u>
 TOTAL OPERATING REVENUES	 <u>577,529</u>	 <u>100.0</u>
 <b>OPERATING EXPENSES</b>		
<b><u>SALARIES AND WAGES</u></b>		
Salaries and Wages	18,818	3.3
Salary - Director	26,803	4.6
Salary - Administrative Personnel	47,880	8.3
Salary - Telecommunicators	126,660	21.9
Salary - Dispatch Supervisor Personnel	29,685	5.1
Salary - Admin-Mapping & PT Consultant	19,022	3.3
IT Personnel	21,154	3.7
Other Payroll Costs	<u>10,206</u>	<u>1.8</u>
 TOTAL SALARIES AND WAGES	 <u>300,228</u>	 <u>52.0</u>
<b><u>EMPLOYEE BENEFITS</u></b>		
Taxes - Payroll - Social Security	18,530	3.2
Taxes - Payroll - Medicare	4,334	0.8
Insurance - Employee Health	58,415	10.1
Other Insurance	462	0.1
Taxes - Payroll - SUTA	44	0.0
Retirement Contributions	<u>21,738</u>	<u>3.8</u>
 TOTAL EMPLOYEE BENEFITS	 <u>103,523</u>	 <u>17.9</u>

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Five Months Ended November 30, 2020

	Amount	Percent
<b><u>ADMINISTRATION</u></b>		
Accounting / Bookkeeping Services	1,600	0.3
Contracts with Vendors	84	0.0
Maintenance & Warranty Contracts	9,928	1.7
Lease/Rental - Admin Equipment/Furniture/Fixtures	846	0.1
Dues and Memberships - Admin	2,140	0.4
Equipment - General (non-capitalized)	1,411	0.2
Insurance-Liability	6,864	1.2
Software & Licensing - Admin	176	0.0
Supplies & Materials - Admin	732	0.1
Travel - Admin	305	0.1
Telephone costs - Admin	805	0.1
Telecomm Cell Phones and Pagers - Admin	503	0.1
Vehicle Expenses - Admin	184	0.0
Vehicle Fuel - Admin	432	0.1
TOTAL ADMINISTRATION	26,010	4.5
<b><u>BUILDINGS AND FACILITIES</u></b>		
Equipment - Facilities (Not Capitalized)	5,443	0.9
Utilities	6,094	1.1
Maintenance & Repairs - Misc	252	0.0
Maintenance & Warranty Contracts	2,648	0.5
Supplies and Materials - Buildings and Facilities	1,266	0.2
TOTAL BUILDINGS AND FACILITIES	15,703	2.7 %
<b><u>COMMUNICATIONS - OPERATIONS</u></b>		
Insurance-Buildings and Contents	680	0.1
Employee Testing and Exams - Operations	1,180	0.2
Insurance - Equipment (non-admin)	318	0.1
Communications Licenses and Fees	16,037	2.8
Training Expenses-Communications Operations	1,060	0.2
Travel Expenses-Communications Operations	1,133	0.2
Cable/Internet Charges-Communications	7,833	1.4
Equipment-Communications (not capitalized)	1,546	0.3
Language Interpreting	34	0.0
Maintenance & Warranty Contracts	139	0.0
Maintenance & Repairs - Communications	5,139	0.9
NCIC/TBI/TIES Expenses	2,393	0.4
Supplies, Materials & Services - Communications	49	0.0
Telephone costs (Call Center Lines)	6,350	1.1
Telecomm Cell Phones and Pagers - Comm and Ops	161	0.0

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Five Months Ended November 30, 2020

	<u>Amount</u>	<u>Percent</u>
Vehicle Expenses - Operations	206	0.0
Vehicle Fuel - Operations	70	0.0
TOTAL COMMUNICATIONS - OPERATIONS	<u>44,328</u>	<u>7.7</u>
<b><u>DEPRECIATION</u></b>		
Depreciation	<u>28,813</u>	<u>5.0</u>
TOTAL DEPRECIATION	<u>28,813</u>	<u>5.0</u>
TOTAL OPERATING EXPENSES	<u>518,605</u>	<u>89.8</u>
OPERATING INCOME (LOSS)	<u>58,924</u>	<u>10.2</u>
<b><u>NONOPERATING REVENUES AND (EXPENSES)</u></b>		
Interest Income	1,106	0.2
Other Local Governments Subsidies	28,037	4.9
TECB Subsidies	125,061	21.7
Other Non-operating Revenue	<u>55,708</u>	<u>9.6</u>
TOTAL NONOPERATING REVENUES AND (EXPENSES)	<u>209,912</u>	<u>36.3%</u>
INCREASE (DECREASE) IN NET POSITION	<u>268,836</u>	<u>46.5%</u>
NET POSITION - BEGINNING OF PERIOD	<u>3,095,588</u>	
NET POSITION - END OF PERIOD	<u>\$ 3,364,424</u>	

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Five Months Ended November 30, 2020

	1 Month Ended Actual November 30, 2020	1 Month Ended Budget November 30, 2020	Variance	Percent	5 Months Ended Actual November 30, 2020	5 Months Ended Budget November 30, 2020	Variance	Percent
<b>Operating Revenues</b>								
TCA Section 7-88-303 Receipts	\$ -	\$ 53,377	(53,377)	- %	\$ 213,506	\$ 268,883	(53,377)	36.97 %
TCA Section 7-88-130 Receipts	75,136	2,917	72,219	55.54	75,136	14,583	60,553	13.01
Local Government Contracts	56,198	-	56,198	41.54	112,396	-	112,396	19.46
Contracted Services	3,949	3,949	-	2.92	7,898	19,745	(11,847)	1.37
Sales & Fees	-	21	(21)	-	1	104	(103)	-
Other Op Rev (Dispatch Services)	2	56,198	(56,196)	-	168,592	280,989	(112,397)	29.19
<b>Total Operating Revenues</b>	<b>135,285</b>	<b>116,482</b>	<b>18,823</b>	<b>100.00</b>	<b>577,529</b>	<b>582,304</b>	<b>(4,775)</b>	<b>100.00</b>
<b>Operating Expenses</b>								
<b>Salaries and Wages</b>								
Salaries and Wages	4,184	-	4,184	3.09	18,818	-	18,818	3.26
Salary - Director	7,111	5,333	1,778	5.28	26,803	26,667	136	4.64
Salary - Administrative Personnel	13,902	10,258	3,646	10.28	47,880	51,278	(3,398)	8.29
Salary - Telecommunicators	36,174	25,397	10,777	26.74	126,660	128,984	(2,324)	21.93
Salary - Dispatch Supervisor Personnel	8,212	9,811	(1,599)	6.07	29,685	49,053	(19,368)	5.14
Salary - Admin-Mapping & PT Consultant	5,411	4,185	1,226	4.00	19,022	20,925	(1,903)	3.29
Salary - Other Salaries & Wages	-	347	(347)	-	-	1,733	(1,733)	-
IT Personnel	5,769	4,187	1,602	4.26	21,154	20,833	321	3.66
Other Payroll Costs	5,565	2,647	2,918	4.11	10,206	13,233	(3,027)	1.77
<b>Total Salaries and Wages</b>	<b>86,328</b>	<b>62,143</b>	<b>24,185</b>	<b>63.81</b>	<b>300,228</b>	<b>310,707</b>	<b>(10,478)</b>	<b>51.98</b>
<b>Employee Benefits</b>								
Taxes - Payroll - Social Security	5,336	3,858	1,478	3.94	18,530	19,290	(760)	3.21
Taxes - Payroll - Medicare	1,248	902	346	0.92	4,334	4,511	(177)	0.75
Insurance - Employee Health	12,120	12,310	(190)	8.98	58,415	61,548	(3,133)	10.11
Other Insurance	94	94	-	0.07	482	468	14	0.08
Taxes - Payroll - SUTA	4	47	(43)	-	44	233	(189)	0.01
Retirement Contributions	4,745	3,428	1,317	3.51	21,738	17,139	4,599	3.76
Other Postemployment Benefits (OPEB)	-	678	(678)	-	-	3,390	(3,390)	-
<b>Total Employee Benefits</b>	<b>23,547</b>	<b>21,317</b>	<b>2,230</b>	<b>17.41</b>	<b>103,523</b>	<b>108,578</b>	<b>(3,056)</b>	<b>17.93</b>

See accountants' compilation report.

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Five Months Ended November 30, 2020

	1 Month Ended Actual November 30, 2020	1 Month Ended Budget November 30, 2020	Variance	Percent	5 Months Ended Actual November 30, 2020	5 Months Ended Budget November 30, 2020	Variance	Percent
<b>Administration</b>								
Audit Services	-	783	(783)	-	-	3,916	(3,916)	-
Accounting / Bookkeeping Services	320	328	(8)	0.24	1,800	1,640	(40)	0.28
Contracts with Vendors	21	104	(83)	0.02	84	522	(438)	0.01
Legal and Professional	-	625	(625)	-	-	3,125	(3,125)	-
Maintenance & Warranty Contracts	1,710	-	1,710	1.26	9,928	0	9,928	1.72
Lease/Rental - Admin	246	158	88	0.18	846	792	54	0.15
Equipment/Furniture/Fixtures	-	-	-	-	-	-	-	-
Dues and Memberships - Admin	428	428	-	0.32	2,140	2,140	-	0.37
Equipment - General (non-capitalized)	1,411	208	1,203	1.04	1,411	1,042	369	0.24
Insurance-Liability	616	561	55	0.46	6,884	2,803	4,081	1.16
Software & Licensing - Admin	36	92	(56)	0.03	176	458	(282)	0.03
Supplies & Materials - Admin	172	274	(102)	0.13	732	1,371	(639)	0.13
Training costs - Admin	-	58	(58)	-	-	292	(292)	-
Travel - Admin	173	325	(152)	0.13	305	1,625	(1,320)	0.05
Telephone costs - Admin	181	200	(39)	0.12	805	1,000	(195)	0.14
Telecomm Cell Phones and Pagers - Admin	53	54	(1)	0.04	503	271	232	0.06
Vehicle Expenses - Admin	116	366	(250)	0.09	184	1,829	(1,645)	0.03
Vehicle Fuel - Admin	77	133	(56)	0.06	432	667	(235)	0.07
Other Admin Services and Expenses	-	83	(83)	-	-	313	(313)	-
<b>Total Administration</b>	<b>5,540</b>	<b>4,760</b>	<b>780</b>	<b>4.10</b>	<b>26,010</b>	<b>23,803</b>	<b>2,204</b>	<b>4.50</b>
<b>Buildings and Facilities</b>								
Maintenance & Repairs - Admin	-	42	(42)	-	-	208	(208)	-
Equipment - Facilities (Not Capitalized)	-	833	(833)	-	5,443	4,167	1,276	0.94
Utilities	1,189	1,882	(693)	0.88	6,094	9,411	(3,317)	1.06
Maintenance & Repairs - Misc	-	83	(83)	-	252	417	(165)	0.04
Maintenance & Warranty Contracts	25	233	(208)	0.02	2,648	1,187	1,461	0.46
Supplies and Materials - Buildings and Facilities	244	833	(589)	0.18	1,266	4,167	(2,901)	0.22
Other Building and Facilities Costs	-	63	(63)	-	-	313	(313)	-
Addressing/Mapping/Database Supplies	-	8	(8)	-	-	42	(42)	-
<b>Total Buildings and Facilities</b>	<b>1,458</b>	<b>3,978</b>	<b>(2,519)</b>	<b>1.08</b>	<b>15,703</b>	<b>19,890</b>	<b>(4,189)</b>	<b>2.72</b>
<b>Communications - Operations</b>								
Advertising	-	83	(83)	-	-	417	(417)	-
Awards to Employees and Others	-	125	(125)	-	-	625	(625)	-
Insurance - Workers' Compensation	-	108	(108)	-	-	542	(542)	-
Insurance-Buildings and Contents	680	2,005	(1,325)	0.50	660	10,024	(9,364)	0.12
Employee Testing and Exams - Operations	-	250	(250)	-	1,180	1,250	(70)	0.20
Insurance - Equipment (non-admin)	318	27	291	0.24	318	133	185	0.06
Communications Licenses and Fees	3,254	3,333	(79)	2.41	16,037	16,667	(630)	2.76
Training Expenses-Communications	-	125	(125)	-	1,060	625	435	0.16
Operations	-	-	-	-	-	-	-	-
Travel Expenses-Communications	217	175	42	0.16	1,133	875	258	0.20
Operations	-	-	-	-	-	-	-	-

See accountants' compilation report.



# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Five Months Ended November 30, 2020

	1 Month Ended Actual November 30, 2020	1 Month Ended Budget November 30, 2020	Variance	Percent	5 Months Ended Actual November 30, 2020	5 Months Ended Budget November 30, 2020	Variance	Percent
Cable/Internet Charges-Communications	341	1,176	(835)	0.25	7,833	5,881	1,952	1.36
Equipment-Communications (not capitalized)	-	833	(833)	-	1,546	4,167	(2,621)	0.27
Language Interpreting	-	13	(13)	-	34	63	(29)	0.01
Maintenance & Warranty Contracts	102	2,435	(2,333)	0.08	139	12,175	(12,036)	0.02
Maintenance & Repairs - Communications	-	167	(167)	-	5,139	833	4,306	0.89
NCIC/TBI/TIES Expenses	472	505	(33)	0.35	2,393	2,525	(132)	0.41
Software & Licensing - Communications	-	63	(63)	-	-	313	(313)	-
Supplies, Materials & Services - Communications	12	108	(96)	0.01	49	542	(493)	0.01
Telephone costs (Call Center Lines)	-	1,522	(1,522)	-	6,350	7,610	(1,260)	1.10
Telecomm Cell Phones and Pagers - Comm and Ops	80	100	(20)	0.06	161	500	(339)	0.03
Vehicle Expenses - Operations	206	58	148	0.15	206	292	(86)	0.04
Vehicle Fuel - Operations	70	50	20	0.05	70	250	(180)	0.01
<b>Total Communications - Operations</b>	<b>5,752</b>	<b>13,261</b>	<b>(7,509)</b>	<b>4.25</b>	<b>44,326</b>	<b>66,306</b>	<b>(21,981)</b>	<b>7.66</b>
<b>Depreciation</b>	<b>5,753</b>	<b>4,872</b>	<b>881</b>	<b>4.25</b>	<b>28,813</b>	<b>24,360</b>	<b>4,453</b>	<b>4.99</b>
<b>Total Depreciation</b>	<b>5,753</b>	<b>4,872</b>	<b>881</b>	<b>4.25</b>	<b>28,813</b>	<b>24,360</b>	<b>4,453</b>	<b>4.99</b>
<b>Total Operating Expenses</b>	<b>128,378</b>	<b>110,329</b>	<b>18,049</b>	<b>94.89</b>	<b>518,605</b>	<b>551,645</b>	<b>(33,040)</b>	<b>89.80</b>
<b>Operating Income (Loss)</b>	<b>6,907</b>	<b>6,133</b>	<b>774</b>	<b>5.11</b>	<b>56,924</b>	<b>30,659</b>	<b>26,265</b>	<b>10.20</b>
<b>Nonoperating Revenues and (Expenses)</b>								
Interest Income	829	79	829	0.61	1,106	396	710	0.19
Other Local Governments Subsidies	-	-	-	-	28,037	-	28,037	4.85
TECB Subsidies	-	10,422	-	-	125,061	52,109	72,952	21.65
Interest Expense	-	(8,708)	-	-	-	(43,542)	43,542	-
Other Non-operating Revenue	31,028	3,109	31,029	22.94	55,708	15,543	40,165	9.65
<b>Total Other Income (Expenses)</b>	<b>31,858</b>	<b>4,901</b>	<b>26,957</b>	<b>23.55</b>	<b>209,912</b>	<b>24,506</b>	<b>185,406</b>	<b>36.35</b>
<b>Change in Net Position</b>	<b>\$ 38,765</b>	<b>\$ 11,034</b>	<b>27,731</b>	<b>28.65 %</b>	<b>\$ 266,836</b>	<b>\$ 55,165</b>	<b>211,671</b>	<b>46.55 %</b>

See accountants' compilation report.

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF NET POSITION

December 31, 2020

### CURRENT ASSETS

Revenue Acct. - Regions Bank	\$ 1,896,503
Oper/Maint Acct. - Regions Bank	122,620
Building Project 911 Constructi	1,086
CD's Capital Improvement - Outlay	63,867
Prepaid Insurance	15,394
Prepaid Expenses	15,366

#### TOTAL CURRENT ASSETS

2,114,836

### CAPITAL ASSETS NOT BEING DEPRECIATED

Land	206,805
Construction in Progress	2,226,383

### CAPITAL ASSETS BEING DEPRECIATED

Buildings & Improvements	409,783
Furniture & Fixtures	115,485
Office Equipment	53,023
Communications Equipment	1,380,779
Vehicles	30,893
Mapping & CAD System	209,249
Intangibles - Mapping	65,000
TOTAL CAPITAL ASSETS	4,697,400
Accumulated Depreciation	(1,607,839)
CAPITAL ASSETS, NET	<u>3,089,561</u>

### OTHER ASSETS

Net Pension Asset	339,130
Utility Deposit	1,065

#### TOTAL OTHER ASSETS

340,195

### TOTAL ASSETS

\$ 5,544,592

### DEFERRED OUTFLOW OF RESOURCES

Pension Cont after Measurement Date (GASB68)	\$ 85,627
OPEB Deferred outflows	326

#### TOTAL DEFERRED OUTFLOW OF RESOURCES

\$ 85,953

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF NET POSITION

December 31, 2020

### CURRENT LIABILITIES

Net OPEB Asset(Liability)	\$	27,969
Accounts Payable		25
Accrued Compensated Absences		18,177
Payroll Deductions Payable		1,753
FICA W/H Payable		1,459
Employee Health Ins. W/H		7,727
SUTA Taxes Payable		1,254
Other Current Liabilities		<u>5,488</u>

TOTAL CURRENT LIABILITIES		<u>63,852</u>
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### NON CURRENT LIABILITIES

Notes payable - long term		<u>2,055,188</u>
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TOTAL NON CURRENT LIABILITIES		<u>2,055,188</u>
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TOTAL LIABILITIES	\$	<u>2,119,040</u>
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### DEFERRED INFLOW OF RESOURCES

Pension Changes in Experience	\$	81,651
OPEB Deferred Inflows		<u>8,102</u>

TOTAL DEFERRED OUTFLOW OF RESOURCES	\$	<u>89,753</u>
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### NET POSITION

Net Investment in Capital Assets	\$	1,034,373
Restricted for Pension		339,130
Unrestricted Net Position		<u>2,048,249</u>

TOTAL NET POSITION	\$	<u>3,421,752</u>
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See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION For the Six Months Ended December 31, 2020

	<u>Amount</u>	<u>Percent</u>
<b>OPERATING REVENUES</b>		
TCA Section 7-86-303 Receipts	\$ 320,259	43.0 %
TCA Section 7-86-130 Receipts	75,136	10.1
Local Government Contracts	168,593	22.6
Contracted Services	11,847	1.6
Sales & Fees	1	0.0
Other Op Rev (Dispatch Services)	<u>168,593</u>	<u>22.6</u>
 TOTAL OPERATING REVENUES	 <u>744,429</u>	 <u>100.0</u>
 <b>OPERATING EXPENSES</b>		
<b><u>SALARIES AND WAGES</u></b>		
Salaries and Wages	24,450	3.3
Salary - Director	31,727	4.3
Salary - Administrative Personnel	56,714	7.6
Salary - Telecommunicators	148,372	19.9
Salary - Dispatch Supervisor Personnel	34,449	4.6
Salary - Admin-Mapping & PT Consultant	22,627	3.0
IT Personnel	25,000	3.4
Other Payroll Costs	<u>16,853</u>	<u>2.3</u>
 TOTAL SALARIES AND WAGES	 <u>360,192</u>	 <u>48.4</u>
<b><u>EMPLOYEE BENEFITS</u></b>		
Taxes - Payroll - Social Security	22,271	3.0
Taxes - Payroll - Medicare	5,208	0.7
Insurance - Employee Health	70,614	9.5
Other Insurance	556	0.1
Taxes - Payroll - SUTA	44	0.0
Retirement Contributions	<u>24,961</u>	<u>3.4</u>
 TOTAL EMPLOYEE BENEFITS	 <u>123,654</u>	 <u>16.6</u>

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Six Months Ended December 31, 2020

	Amount	Percent
<b><u>ADMINISTRATION</u></b>		
Accounting / Bookkeeping Services	1,920	0.3
Contracts with Vendors	105	0.0
Maintenance & Warranty Contracts	11,638	1.6
Lease/Rental - Admin Equipment/Furniture/Fixtures	846	0.1
Dues and Memberships - Admin	2,568	0.3
Equipment - General (non-capitalized)	1,411	0.2
Insurance-Liability	7,479	1.0
Software & Licensing - Admin	210	0.0
Supplies & Materials - Admin	903	0.1
Travel - Admin	436	0.1
Telephone costs - Admin	974	0.1
Telecomm Cell Phones and Pagers - Admin	555	0.1
Vehicle Expenses - Admin	306	0.0
Vehicle Fuel - Admin	501	0.1
TOTAL ADMINISTRATION	29,852	4.0
<b><u>BUILDINGS AND FACILITIES</u></b>		
Equipment - Facilities (Not Capitalized)	5,759	0.8
Utilities	7,826	1.1
Maintenance & Repairs - Misc	352	0.0
Maintenance & Warranty Contracts	2,982	0.4
Supplies and Materials - Buildings and Facilities	1,766	0.2
Other Building and Facilities Costs	35	0.0
TOTAL BUILDINGS AND FACILITIES	18,720	2.5 %
<b><u>COMMUNICATIONS - OPERATIONS</u></b>		
Awards to Employees and Others	327	0.0
Insurance - Workers' Compensation	946	0.1
Insurance-Buildings and Contents	6,985	0.9
Employee Testing and Exams - Operations	1,310	0.2
Insurance - Equipment (non-admin)	318	0.0
Communications Licenses and Fees	19,230	2.6
Training Expenses-Communications Operations	1,075	0.1
Travel Expenses-Communications Operations	1,133	0.2
Cable/Internet Charges-Communications	9,404	1.3
Equipment-Communications (not capitalized)	2,641	0.4
Language Interpreting	34	0.0
Maintenance & Warranty Contracts	139	0.0
Maintenance & Repairs - Communications	5,139	0.7
NCIC/TBI/TIES Expenses	2,865	0.4

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Six Months Ended December 31, 2020

	<u>Amount</u>	<u>Percent</u>
Supplies, Materials & Services - Communications	80	0.0
Telephone costs (Call Center Lines)	9,097	1.2
Telecomm Cell Phones and Pagers - Comm and Ops	241	0.0
Vehicle Expenses - Operations	414	0.1
Vehicle Fuel - Operations	70	0.0
<b>TOTAL COMMUNICATIONS - OPERATIONS</b>	<u>61,448</u>	<u>8.3</u>
<b><u>DEPRECIATION</u></b>		
Depreciation	<u>34,566</u>	<u>4.6</u>
<b>TOTAL DEPRECIATION</b>	<u>34,566</u>	<u>4.6</u>
<b>TOTAL OPERATING EXPENSES</b>	<u>628,432</u>	<u>84.4</u>
<b>OPERATING INCOME (LOSS)</b>	<u>115,997</u>	<u>15.6</u>
<b><u>NONOPERATING REVENUES AND (EXPENSES)</u></b>		
Interest Income	1,123	0.2
Other Local Governments Subsidies	28,037	3.8
TECB Subsidies	125,061	16.8
Other Non-operating Revenue	<u>55,946</u>	<u>7.5</u>
<b>TOTAL NONOPERATING REVENUES AND (EXPENSES)</b>	<u>210,167</u>	<u>28.2%</u>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<u>326,164</u>	<u>43.8%</u>
<b>NET POSITION - BEGINNING OF PERIOD</b>	<u>3,095,588</u>	
<b>NET POSITION - END OF PERIOD</b>	<u>\$ 3,421,752</u>	

See accountants' compilation report

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Six Months Ended December 31, 2020

	1 Month Ended Actual December 31, 2020	1 Month Ended Budget December 31, 2020	Variance	Percent	6 Months Ended Actual December 31, 2020	6 Months Ended Budget December 31, 2020	Variance	Percent
<b>Operating Revenues</b>								
TCA Section 7-86-303 Receipts	\$ 106,753	\$ 53,377	53,376	63.96 %	\$ 320,259	\$ 320,259	-	43.02 %
TCA Section 7-86-130 Receipts	-	2,917	(2,917)	-	75,136	17,500	57,636	10.09
Local Government Contracts	58,198	-	58,198	33.67	168,593	-	168,593	22.85
Contracted Services	3,949	3,949	-	2.37	11,847	23,693	(11,846)	1.59
Sales & Fees	-	21	(21)	-	1	125	(124)	-
Other Op Rev (Dispatch Services)	(1)	58,198	(58,199)	-	168,593	337,187	(168,594)	22.65
<b>Total Operating Revenues</b>	<b>166,899</b>	<b>116,462</b>	<b>50,437</b>	<b>100.00</b>	<b>744,429</b>	<b>698,764</b>	<b>45,665</b>	<b>100.00</b>
<b>Operating Expenses</b>								
<b>Salaries and Wages</b>								
Salaries and Wages	5,632	-	5,632	3.37	24,450	-	24,450	3.28
Salary - Director	4,823	5,333	(410)	2.95	31,727	32,000	(273)	4.28
Salary - Administrative Personnel	6,834	10,266	(1,422)	5.29	56,714	61,534	(4,820)	7.62
Salary - Telecommunicators	21,712	25,397	(3,685)	13.01	148,372	152,381	(4,009)	19.93
Salary - Dispatch Supervisor Personnel	4,764	9,811	(5,047)	2.85	34,449	58,864	(24,415)	4.63
Salary - Admin-Mapping & PT Consultant	3,605	4,185	(580)	2.16	22,627	25,110	(2,483)	3.04
Salary - Other Salaries & Wages	-	347	(347)	-	-	2,080	(2,080)	-
IT Personnel	3,846	4,167	(321)	2.30	25,000	25,000	-	3.36
Other Payroll Costs	6,647	2,647	4,000	3.98	16,853	15,880	973	2.26
<b>Total Salaries and Wages</b>	<b>59,963</b>	<b>62,143</b>	<b>(2,180)</b>	<b>35.93</b>	<b>360,192</b>	<b>372,848</b>	<b>(12,657)</b>	<b>48.39</b>
<b>Employee Benefits</b>								
Taxes - Payroll - Social Security	3,740	3,858	(118)	2.24	22,271	23,148	(877)	2.99
Taxes - Payroll - Medicare	876	902	(27)	0.52	5,208	5,414	(206)	0.70
Insurance - Employee Health	12,198	12,310	(112)	7.31	70,614	73,857	(3,243)	9.49
Other Insurance	94	94	-	0.06	556	561	(5)	0.07
Taxes - Payroll - SUTA	-	47	(47)	-	44	280	(236)	0.01
Retirement Contributions	3,223	3,428	(205)	1.93	24,961	20,567	4,394	3.35
Other Postemployment Benefits (OPEB)	-	678	(678)	-	-	4,069	(4,069)	-
<b>Total Employee Benefits</b>	<b>20,130</b>	<b>21,317</b>	<b>(1,187)</b>	<b>12.06</b>	<b>123,654</b>	<b>127,894</b>	<b>(4,242)</b>	<b>18.61</b>

See accountants' compilation report.

# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Six Months Ended December 31, 2020

	1 Month Ended Actual December 31, 2020	1 Month Ended Budget December 31, 2020	Variance	Percent	6 Months Ended Actual December 31, 2020	6 Months Ended Budget December 31, 2020	Variance	Percent
<b>Administration</b>								
Audit Services	-	783	(783)	-	-	4,699	(4,699)	-
Accounting / Bookkeeping Services	320	328	(8)	0.19	1,920	1,968	(48)	0.25
Contracts with Vendors	21	104	(83)	0.01	105	826	(521)	0.01
Legal and Professional	-	625	(625)	-	-	3,750	(3,750)	-
Maintenance & Warranty Contracts	1,710	-	1,710	1.02	11,638	0	11,638	1.56
Lease/Rental - Admin	-	158	(158)	-	846	950	(104)	0.11
Equipment/Furniture/Fixtures	-	-	-	-	-	-	-	-
Dues and Memberships - Admin	428	428	-	0.28	2,588	2,588	-	0.34
Equipment - General (non-capitalized)	-	208	(208)	-	1,411	1,250	161	0.16
Insurance-Liability	616	561	55	0.37	7,479	3,364	4,115	1.00
Software & Licensing - Admin	34	92	(58)	0.02	210	549	(339)	0.02
Supplies & Materials - Admin	172	274	(102)	0.10	903	1,645	(742)	0.12
Training costs - Admin	-	58	(58)	-	-	350	(350)	-
Travel - Admin	132	325	(193)	0.08	436	1,950	(1,514)	0.06
Telephone costs - Admin	188	200	(32)	0.10	974	1,200	(226)	0.13
Telecomm Cell Phones and Pagers - Admin	52	54	(2)	0.03	555	325	230	0.07
Vehicle Expenses - Admin	122	388	(244)	0.07	306	2,195	(1,889)	0.04
Vehicle Fuel - Admin	89	133	(64)	0.04	501	800	(299)	0.07
Other Admin Services and Expenses	-	63	(63)	-	-	375	(375)	-
<b>Total Administration</b>	<b>3,844</b>	<b>4,760</b>	<b>(916)</b>	<b>2.30</b>	<b>29,852</b>	<b>28,563</b>	<b>1,288</b>	<b>4.01</b>
<b>Buildings and Facilities</b>								
Maintenance & Repairs - Admin	-	42	(42)	-	-	250	(250)	-
Equipment - Facilities (Not Capitalized)	318	833	(517)	0.19	5,759	5,000	759	0.77
Utilities	1,732	1,882	(150)	1.04	7,828	11,293	(3,467)	1.05
Maintenance & Repairs - Misc	100	83	17	0.06	352	500	(148)	0.05
Maintenance & Warranty Contracts	334	233	101	0.20	2,982	1,400	1,582	0.40
Supplies and Materials - Buildings and Facilities	500	833	(333)	0.30	1,766	5,000	(3,234)	0.24
Other Building and Facilities Costs	35	63	(28)	0.02	35	375	(340)	-
Addressing/Mapping/Database Supplies	-	8	(8)	-	-	50	(50)	-
<b>Total Buildings and Facilities</b>	<b>3,017</b>	<b>3,978</b>	<b>(960)</b>	<b>1.81</b>	<b>18,720</b>	<b>23,868</b>	<b>(5,148)</b>	<b>2.51</b>
<b>Communications - Operations</b>								
Advertising	-	83	(83)	-	-	500	(500)	-
Awards to Employees and Others	327	125	202	0.20	327	750	(423)	0.04
Insurance - Workers' Compensation	946	108	838	0.57	946	650	296	0.13
Insurance-Buildings and Contents	6,305	2,005	4,300	3.78	6,985	12,029	(5,044)	0.94
Employee Testing and Exams - Operations	130	250	(120)	0.08	1,310	1,500	(190)	0.16
Insurance - Equipment (non-admin)	-	27	(27)	-	318	159	159	0.04
Communications Licenses and Fees	3,194	3,333	(139)	1.91	19,230	20,000	(770)	2.56
Training Expenses-Communications Operations	15	125	(110)	0.01	1,075	750	325	0.14
Travel Expenses-Communications Operations	-	175	(175)	-	1,133	1,050	83	0.15

See accountants' compilation report.



# ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

## SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE

For the One Month and Six Months Ended December 31, 2020

	1 Month Ended Actual December 31, 2020	1 Month Ended Budget December 31, 2020	Variance	Percent	6 Months Ended Actual December 31, 2020	6 Months Ended Budget December 31, 2020	Variance	Percent
Cable/Internet Charges-Communications	1,570	1,176	394	0.94	9,404	7,058	2,346	1.26
Equipment-Communications (not capitalized)	1,095	833	262	0.66	2,641	5,000	(2,359)	0.35
Language Interpreting	-	13	(13)	-	34	75	(41)	-
Maintenance & Warranty Contracts	-	2,435	(2,435)	-	139	14,810	(14,671)	0.02
Maintenance & Repairs - Communications	-	187	(187)	-	5,139	1,000	4,139	0.69
NCIC/TB/TIES Expenses	472	505	(33)	0.28	2,885	3,030	(165)	0.38
Software & Licensing - Communications	-	83	(83)	-	-	375	(375)	-
Supplies, Materials & Services - Communications	31	108	(77)	0.02	80	650	(570)	0.01
Telephone costs (Call Center Lines)	2,747	1,522	1,225	1.65	9,097	9,132	(35)	1.22
Telecomm Cell Phones and Pagers - Comm and Ops	80	100	(20)	0.05	241	600	(359)	0.03
Vehicle Expenses - Operations	209	58	151	0.13	414	350	64	0.08
Vehicle Fuel - Operations	-	50	(50)	-	70	300	(230)	0.01
<b>Total Communications - Operations</b>	<b>17,121</b>	<b>13,261</b>	<b>3,860</b>	<b>10.28</b>	<b>61,448</b>	<b>79,567</b>	<b>(18,120)</b>	<b>8.25</b>
<b>Depreciation</b>								
Depreciation	5,753	4,872	881	3.45	34,566	29,233	5,333	4.64
<b>Total Depreciation</b>	<b>5,753</b>	<b>4,872</b>	<b>881</b>	<b>3.45</b>	<b>34,566</b>	<b>29,233</b>	<b>5,333</b>	<b>4.64</b>
<b>Total Operating Expenses</b>	<b>109,828</b>	<b>110,329</b>	<b>(501)</b>	<b>65.81</b>	<b>628,432</b>	<b>661,973</b>	<b>(33,541)</b>	<b>84.42</b>
<b>Operating Income (Loss)</b>	<b>57,071</b>	<b>6,133</b>	<b>50,938</b>	<b>34.19</b>	<b>115,997</b>	<b>35,781</b>	<b>79,206</b>	<b>15.58</b>
<b>Nonoperating Revenues and (Expenses)</b>								
Interest Income	17	79	17	0.01	1,123	475	648	0.15
Other Local Governments Subsidies	-	-	-	-	28,037	-	28,037	3.77
TECB Subsidies	-	10,422	-	-	125,081	62,531	62,550	16.80
Interest Expense	-	(8,708)	-	-	-	(52,250)	52,250	-
Other Non-operating Revenue	239	3,108	239	0.14	55,846	18,651	37,295	7.52
<b>Total Other Income (Expenses)</b>	<b>256</b>	<b>4,901</b>	<b>(4,645)</b>	<b>0.15</b>	<b>210,167</b>	<b>29,407</b>	<b>180,760</b>	<b>28.23</b>
<b>Change in Net Position</b>	<b>\$ 57,327</b>	<b>\$ 11,034</b>	<b>46,293</b>	<b>34.35 %</b>	<b>\$ 326,164</b>	<b>\$ 66,198</b>	<b>259,966</b>	<b>43.81 %</b>

See accountants' compilation report.

## FUND BALANCES

AS OF DECEMBER 31, 2020 FOLLOWING ARE THE FUNDS WE HAVE ON HAND NOT INCLUDING THE CERTIFICATE OF DEPOSIT OR BUILDING PROJECT ACCOUNT

REVENUE FUND	\$1,896,499.07
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OPERATING ACCOUNT	\$ 121,989.26
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TOTAL FUNDS	\$2,018,488.33
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LESS CAPITAL EQUIPMENT (Set aside 5/28/2020)	\$- 91,693.92
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LESS 800 MHZ SYSTEM MAINTENANCE	\$- 38,392.37
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LESS METRO COMM. MOVING RADIOS	\$- 11,322.47
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LESS USDA RESERVE ACCOUNT	\$- 173,771.56
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<u>LESS EST. 3 MONTH RESERVE</u>	<u>\$- 230,000.00</u>
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TOTAL DESIGNATED	<u>\$- 545,180.32</u>
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TOTAL UN-DESIGNATED	\$1,473,308.01
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WE ARE RECEIVING THE ECB PAYMENT OF \$106,753 EVERY TWO MONTHS  
THE ECB STATUTE 130 FUNDS DISTRIBUTION IS ONCE A YEAR

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CERTIFICATE OF DEPOSIT	\$ 63,867.48
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BUILDING PROJECT ACCOUNT	\$ 1,086.30
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UNITED STATES DEPARTMENT OF AGRICULTURE  
RURAL DEVELOPMENT  
ANNUAL STATEMENT OF LOAN ACCOUNT

\*RR000096701\* L19519RD

SAVE THIS INFORMATION  
FOR INCOME TAX PURPOSES

RECEIVED  
4/19/21

PAGE 001  
DATE 123120

DESCRIPTION	ADVANCES	INTEREST	PRINCIPAL	TOTAL	T	INTEREST RATE	EFFECTIVE DATE
BEGIN LOAN BALNCE		1,219.80	392,573.85	393,793.65			010120
CASH ADVANCE	67,593.33					03.0000	012120
CASH ADVANCE	103,784.80					03.0000	022020
CASH ADVANCE	122,382.00					03.0000	033120
CASH ADVANCE	393,031.00					03.0000	041720
CASH ADVANCE	240,413.57					03.0000	052020
CASH ADVANCE	195,963.30					03.0000	070220
CASH ADVANCE	185,099.03					03.0000	071620
CASH ADVANCE	168,085.50					03.0000	082820
CASH ADVANCE	186,288.31					03.0000	101320
TOTAL LOAN PMTS		0.00	0.00	0.00			
TOTAL PAID ON ALL LOANS THIS YEAR		0.00	0.00	0.00			
LOAN ACTIVITY	1,662,640.84	0.00	0.00	0.00			
LOAN BALANCE	UNPD INTEREST	41,557.04 **	UNPD PRIN	2,055,214.69 **			
NXT AMT DUE	0.00						
PAYMENT STATUS							
TAXES PAID							
ALL LOAN ACTIVITY	1,662,640.84	0.00	0.00	0.00			
BORR BAL	UNPD INTEREST	41,557.04	UNPD PRIN	2,055,214.69			
<small>**These unpaid balances may not reflect the total amount due to the Agency at payoff.</small>							

RECIPIENT'S/LENDER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.

USDA RURAL DEVELOPMENT  
PHONE#(833)797-3726  
4300 GOODFELLOW BLVD FC-1332  
ST. LOUIS, MO 63120

CAUTION: The amount shown may not be fully deductible by you. Limits based on the loan amount and the cost and value of the secured property may apply. Also, you may only deduct interest to the extent it was incurred by you, actually paid by you, and not reimbursed by another person.

OMB NO. 1545-1380  
**2020**  
(Rev. June 2020)  
Form 1098

**CORRECTED (if checked)**  
**Mortgage Interest Statement**

**COPY B FOR PAYER/BORROWER**

The information in boxes 1 through 9 and 11 is important tax information and is being furnished to the IRS. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if the IRS determines that an underpayment of tax results because you overstated a deduction for this mortgage interest or for these points, reported in boxes 1 and 8, or because you didn't report the refund of interest (box 4), or because you claimed a nondeductible item.

<p>1 Mortgage interest received from payer(s)/borrower(s)**</p> <p>\$ 0.00</p>	<p>2 Outstanding mortgage principal</p> <p>\$</p>	<p>3 Mortgage origination date</p> <p></p>
<p>4 Refund of overpaid interest</p> <p>\$</p>	<p>5 Mortgage insurance premiums</p> <p>\$</p>	
<p>6 Points paid on purchase of principal residence</p> <p>\$</p>		
<p>7 If address of property securing mortgage is the same as PAYER'S/BORROWER'S address, the box is checked, or the address or description is entered in box 8. <input checked="" type="checkbox"/></p>		
<p>8 Address or description of property securing mortgage (see instructions)</p>		
<p>11 Mortgage acquisition date</p>		

RECIPIENT'S/LENDERS TIN

431757115

PAYER'S/BORROWER'S TIN

\*\*\*\*\*3632

PAYER'S/BORROWER'S name, Street address (including apt. no.), city or town, state or province, country, and ZIP or foreign postal code

ROANE CO EMERGENCY COMMUNICATIONS DIST  
PO BOX 236  
ROCKWOOD TN 37854

9 Number of properties securing the mortgage

10 Other

IRS FORM 1098 DOES NOT APPLY TO YOUR LOAN

Account number (see instructions)

48073\*\*\*\*\*363297 03

# ROANE COUNTY E-911

## December 2020 Statistics

	Dec. 2020	2020 YTD
Calls for service entered into CAD system	3,928	48,696
Average call for service duration (minutes)	117.2	86.4
<b>TELEPHONE</b>		
911 calls received	2,194**	25,032**
Administrative calls inbound	4,226**	53,186**
Administrative calls outgoing	2,794**	31,497**
<b>TOTAL:</b>	<b>9,322**</b>	<b>111,198**</b>
Total phone duration (minutes)	14,480**	165,731**
<b>RADIO AIRTIME (MINUTES)</b>		
MAIN D	4,969	56,717*
HR DSP	2,034	18,032*
FD DSP	904	8,980*
EMS	1,410	11,514*
HWY OP	373	5,229*
Ro NET	0	25*
PSAP NET 2	25	186*
<b>TOTAL:</b>	<b>9,715</b>	<b>100,683*</b>
Average radio airtime per CAD system record (minutes)	2.47	2.45*
Average phone call time per CAD system record (minutes)	3.69**	4.18**
<b>TOTAL AVG. TIME PER CAD SYSTEM RECORD:</b>	<b>6.16**</b>	<b>6.63**</b>

\* Data not available prior to March 2020.

\*\* Error with reporting system after AT&T performed phone system work affecting data starting in August 2020.

\*\* Admin phone downtime due to Nashville Bombing