

City Manager Report

June 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

Table of Contents

Management	City Manager
	City Intuiting of
Finance O O O	Finance/HR Human Resources City Clerk
Public Safety	
0 0 0	Police Codes Enforcement Municipal Court Fire
Public Services	
0 0 0	Public Works Parks & Recreation Building Permits
Water Departme	ent
Ó O O	Kingston Water Plant Kingston Wastewater Treatment Plant Kingston Water Distribution/Collection
Library	Director's Report/Minutes
Beautification Co	ommittee
0	Meeting Minutes
Planning Commi	ission Meetings cancelled June
REU – Electric P O O	Power Board Meeting Agenda and Minutes Report to TVA
E-911 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). 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: June 2021

Legislative Accomplishments

- A. Approval of the second reading of Ordinance 21-05-11-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2020-2021
- B. Approval to award the Community Center roof replacement bid to B&B Roofing, Inc. in the amount of \$167,200 for the base bid and \$13,400 for bid alternate #1
- C. Approval for the City Manager for begin the process of obtaining funding for identified capital projects
- D. Approval to renew the planning services contract with East Tennessee Development District for FY 21-22 in the amount of \$10,175
- E. Consideration to approve the surplus of two vehicles from Parks and Recreation
- F. Approval of the first and second readings of Ordinance 21-06-08-01, an ordinance of the City of Kingston, Tennessee adopting the annual general fund operating budget and setting the property tax rate for the fiscal year beginning July 1, 2021 and ending June 30, 2022
- G. Approval of the first and second readings of Ordinance 21-06-08-02, an ordinance of the City of Kingston, Tennessee adopting the annual water / sewer fund operating budget and setting the rates and fees for the fiscal year beginning July 1, 2021 and ending June 30, 2022

Other Items Considered by the Council

None

External Meetings

- o Meetings in response to RFP for banking services
- o Interviews with Parks and Recreation Director candidates
- o Tennessee RiverLine Local Leadership Team meeting
- o Meeting with Cumberland Securities regarding debt refinancing and capital funding
- Meeting with Community Development Partners regarding the BUILD Grant
- o Other miscellaneous meetings

• Internal Meetings

- Weekly conference calls and misc. meetings with Department Heads and WD Managers
- o Other miscellaneous staff meetings



City of Kingston Project Status Update June 2021

BUILD Grant - Bridge to Bridge Corridor Master Plan

DOILED OTHER L	Thage to Briage confident thatter in	-
Project Cost:	\$220,000	
Engineer/Architect/Consultant:	Community Development	
	Partners	
Contractor:	N/A	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Preparing Grant Contract	

Notes:

1. Finalizing agreement language with FHWA

TDEC Infrastructure Planning Grant – Water Dept. Mapping

Project Cost:	\$50,000	
Engineer/Architect/Consultant:	Community Development	
	Partners	
Contractor:	East TN GIS	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Application Pending	

Notes:

1. Application has been submitted

FINANCE AND ADMINISTRATION REPORT 2020-2021

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Major City Revenue Streams												
Property Taxes	\$0.00	\$0.00	\$0.00	\$11,305.00	\$261,966.00	\$900,606.50	\$170,822.64	\$593,836.50	\$87,670.28	\$22,468.00	\$5,023.08	\$3,294.00
State Tax Revenues	\$87,888.20	\$98,822.32	\$63,692.92	\$69,581.54	\$88,122.70	\$71,119.77	\$85,639.40	\$92,102.11	\$93,140.37	\$82,898.81	\$137,710.22	\$107,880.37
County Trustee	\$111,627.96	\$115,172.31	\$111,137.56	\$104,086.25	\$103,709.80	\$117,527.40	\$115,668.36	\$136,237.57	\$112,336.36	\$102,914.10	\$128,552.90	\$133,511.48
Utility Billing Detail Summary												
Accounts Billed	3833	3846	3845	3847	3848	3852	3842	3836	3842	3852	3890	3869
Billing Total	\$378,039.21	\$314,080.42	\$359,006.76	\$431,969.07	\$320,052.76	\$338,492.47	\$367,518.46	\$335,357.46	\$333,503.33	\$350,774.03	\$381,120.90	\$386,807.88
New Service	34	61	54	44	41	42	33	31	40	57	80	45
Finalled Accounts	33	49	35	38	29	42	33	33	32	35	62	38
Past Due Accounts	238	143	108	180	136	231	86	124	76	102	83	26
ACH Bank Drafts	853	859	860	857	857	858	861	863	298	870	885	882
E-bill Accounts	349	342	340	346	349	346	348	357	363	383	409	414
Online Payments	807	746	735	757	761	296	762	757	884	848	792	757
Trash Pickup	2450	2455	2457	2459	2460	2461	2457	2450	2457	2467	2487	2471
Phone Tree Calls	384	176	295	381	244	255	208	218	204	185	78	202
NHN per month	\$3.00	\$2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NHN Balance	\$20,554.58	\$20,556.58	\$19,950.41	\$19,352.04	\$19,178.56	\$18,974.47	\$18,771.82	\$17,985.28	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55
NHN Disbursed	\$0.00	\$0.00	\$606.17	\$588.37	\$183.48	\$204.09	\$202.65	\$786.54	\$0.00	\$0,00	\$0.00	\$0.00
Wtr/Swr Protection	2143	2150	2154	2167	2171	2169	2168	2160	2167	2174	2195	2181
Water Loss Protection	1178	1181	1184	1183	1184	1190	1188	1185	1178	1184	1202	1193
Water Line Protection	166	171	171	175	177	180	182	180	186	191	190	193
Sewer Line Protection	38	42	43	43	42	42	44	45	49	22	53	55
Commercial Single Protection	232	233	232	232	232	233	234	236	238	235	236	263
Commercial Multi Protection	2	īΟ	Ŋ	5	S	2	S	5	Ŋ	S	9	9
Commercial Line Protection	2	2	2	2	2	2	2	2	2	2	2	2

NEW BUSINESS LICENSES ISSUED FOR JUNE 2021
G. Wallace 107 Dogwood Lane Kingston, TN 37763
GMW Contracting 616 Dogwood Valley Rd. Kingston, TN 37763

CITY OF KINGSTON FUNDS

FINANCIAL SUMMARY JUNE 2021

Cash in Bank	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
General Fund	\$1,616,773	\$1,140,300	\$1,125,330	\$1,123,382	\$1,234,550	\$1,577,076	\$2,167,032	\$2,565,590	\$2,868,445	\$2,636,429	\$2,348,732	\$2,271,721
CAPITAL RESERVE GF	\$307,369	\$307,369	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$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	\$308,240	\$308,330	\$308,403	\$308,449	\$226,492
Water/Sewer	\$974,090	\$1,048,174	\$1,085,575	\$856,737	\$890,756	\$675,943	\$842,214	\$1,451,605	\$1,248,952	\$1,322,473	\$1,346,077	\$1,429,374
1999 Bond	\$713,723	\$236,037	\$259,599	\$283,026	\$306,545	\$330,087	\$353,535	\$377,248	\$400,835	\$424,307	\$78,714	\$102,448
2004 Bond	\$146,731	\$150,769	\$154,893	\$159,031	\$163,176	\$167,389	\$171,427	\$175,651	\$179,791	\$183,930	\$113,982	\$118,178
RDA Reserve Fund	\$713,723	\$763,723	\$814,241	\$864,543	\$915,100	\$965,703	\$1,016,038	\$516,088	\$516,236	\$516,357	\$516,432	\$516,512
Drug Fund	\$9,694	\$10,395	\$10,715	\$11,131	\$10,276	\$10,282	\$10,303	\$10,309	\$10,564	\$10,861	\$10,689	\$10,689
Total BALANCES	\$4,552,699	\$3,727,363	\$3,828,508	\$3,676,199	\$3,898,943	\$3,898,943 \$4,105,215	\$4,939,307	\$4,939,307 \$5,475,326	\$5,603,748	\$5,473,355	\$4,793,670	\$4,746,010



HUMAN RESOURCES REPORT JUNE 2021

- COMPLETED PARK AND REC DIRECTOR INTERVIEWS
- COMPLETED 5 UTILITY CLERK INTERVIEWS
- COMPLETED INTERVIEW AND HIRED PT PARKS AND REC
- CONDUCTED ORIENTATION FOR 1 FT FIRE FIGHTER

TOTAL FULL TIME EMPLOYEES:63	TOTAL PART TIME EMPLO	YEES:23 TOTAL SEASONAL EMPLOY	EES:15

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					Monthly Comparative:		100.00%
110 Ger	General Fund		Year-To-Date			Month-To-Date	
Account	nt Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
31110	Property Taxes (Current)	1,986,258.30	(2,024,775.00)	101.94 %	165,521.53	(3,594.00)	2.17 %
31120	Public Utilities Property Tax (Current)	30,000.00	(34,958.00)	116.53 %	2,500.00	0.00	0.00 %
31211	Property Tax Delinquent - 1st Prior	68,000.00	(75,305.00)	110.74 %	5,666.67	(2,561.00)	45.19 %
31212	Property Tax Delinquent - 2nd Prior	40,000.00	(28,831.00)	72.08 %	3,333.33	0.00	% 00.0
31219	Property Tax Delinquent - Other Prior	16,000.00	(23,851.83)	149.07 %	1,333.33	00.00	0.00 %
31300	Interest And Court Cost On Prop Tax	35,000.00	(29,122.40)	83.21 %	2,916.67	(208.00)	7.13 %
31511	In Lieu Tax, Rockwood Electric Utility	84,000.00	(76,851.95)	91.49 %	2,000.00	0.00	0.00%
31610	Local Sales Tax - Co. Trustee	1,210,000.00	(1,392,482.05)	115.08 %	100,833.33	(133,511.48)	132,41 %
31710	Wholesale Beer Tax	198,000.00	(210,019.54)	106.07 %	16,500.00	(19,698.29)	119.38 %
31720	Wholesale Liquor Tax	54,000.00	(62,874.73)	116.43 %	4,500.00	(4,386.86)	97.49 %
31800	Business Taxes	70,000.00	(95,944.85)	137.06 %	5,833.33	(9,003.46)	154.35 %
31912	Comcast Cable Tv Fees	75,000.00	(82,850.38)	110.47 %	6,250.00	00.00	0.00%
31913	Bellsouth Cable Fees	10,000.00	(7,644.48)	76.44 %	833.33	0.00	0.00%
31920	Hotel, Motel Tax	43,000.00	(41,165.68)	95.73 %	3,583.33	(2,957.12)	82.52 %
32210	Beer Permits	1,700.00	(1,808.33)	106.37 %	141.67	0.00	0.00 %
32220	Liquor Licenses	300.00	(528.33)	176.11 %	25.00	0.00	0.00%
32600	Bza Hearing Fee	00.00	(200.00)	% 00'0	0.00	(20.00)	0.00%
33202	FEMA Greenway Proceeds	64,947.00	0.00	% 00'0	5,412.25	0.00	% 00'0
33292	Library Grant Proceeds Rda	0.00	(3,040.00)	0.00 %	0.00	0.00	% 00'0
33430	Public Entity Partners Grant Proceeds	00.00	(1,798.68)	0.00 %	00:0	00:00	% 00'0
33479	State Grant	158,548.00	(245,923.00)	155.11 %	13,212.33	00.00	0.00 %
33490	Tema Grant	0.00	(76,751.53)	0.00 %	0.00	00.00	% 00.0
33500	Telecom Interstate Sales	5,000.00	(6,034.37)	120.69 %	416.67	(529.77)	127.14 %

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City of Kingston Summary Financial Statement - City June 2021

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99.84 % 490.17 % 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 12.00 % 199.06 % 116.25 % 132.11% 110.42 % 40.17 % 422.72 % 279.61 % 97.25 % 1,008.24 % 187.20 % Michelle Kelley 7/8/2021 10:19 AM Page 2 of 8 % of Avg 100.00% 0.00 0.00 (581.25)0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 (58,952.78) (5.00)(8,169.43)(19,323.08)(981.73)(16,506.28)(17,662.13)(28,364.45)(1,410.00)(3,900.00)(352.27)(8,402.00)Month-To-Date Actual Monthly Comparative: 500.00 3,750.00 0.00 1,500.00 2,083.33 233.33 983.33 83.33 6,316.67 833,33 333.33 208.33 800.00 966.67 41.67 833.33 41.67 708.33 2,083.33 1,666.67 44,623.17 17,500.00 29,166.67 Avg/Mth **Estimate** 0.00% 75.86 % 60.00 % 96.72 % 73.33 % 0.00% % of Budget 113.79 % 144.64 % 100.33 % 103.27 % 00.001 99.84 % 344.83 % 93.20 % 204.97 % 00.001 109.59 % 08.33 % 128.30 % 73.00 % .54.64 % 125.80 % 321.92 % (300.00)0.00 (36,159.92)(2,809.33)(6,196.49)(210,181.66) (11,780.77)(32,998.20)(2,192.72)(70,648.43) (20,497.03)(4,000.00)(2,739.87)(10,400.00)(8,800.00) (865.00)(13,144.50)(31,450.00)(64,384.43) (3,448.27)(338,513.80)(12,829.51)(609,306.27) Year-To-Date Actual 6,000.00 4,000.00 25,000.00 0.00 1,000.00 2,500.00 9,600.00 500.00 8,500.00 2,800.00 45,000.00 18,000.00 500.00 25,000.00 210,000.00 75,800.00 10,000.00 11,600.00 350,000.00 10,000.00 20,000.00 535,478.00 11,800.00 **Budget Estimate** State-City Streets And Transportation General Government - Charges For State Street Contract Maintenance Highways And Streets Charges For Iva Solar Energy James Ferry Special Fire Protection Fees Police Service Supplements Park & Recreation Charges Description Fort Charges & Donations Swimming Pool Charges State Gasoline Fuel Tax Sportsbettin Revenue Sex Offender Registry Corporate Excise Tax Gross Receipts - Tva Fireworks Donations Tml Full Pkg Bonus State Income Tax Garbage Tip Fees State Liquor Tax Boat Slip Rental State Sales Tax State Beer Tax General Fund Account

0.00%

0.00

250.00

129.17 %

(3,875.00)

3,000.00

Softball Program

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Michelle Kelley 7/8/2021 10:19 AM Page 3 of 8

User: Date/Time:

City of Kingston Summary Financial Statement - City June 2021

					Monthly Comparative:	ői	100.00%
110	General Fund		Year-To-Date			Month-To-Date	
Acc	Account Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
34746	Fire Dept Donations	4,000.00	(6,871.19)	171.78 %	333.33	00:00	0.00 %
34751	Volleyball Program	3,000.00	(3,774.70)	125.82 %	250.00	00:00	0.00 %
34760	Library- Fines and Penalties	3,500.00	(168.20)	4.81 %	291.67	00'0	0.00 %
34761	Library - Fines And Penaities	0.00	0.00	0.00 %	0.00	00.00	0.00 %
35110	City Court Fines	22,000.00	(20,395.88)	92.71 %	1,833.33	(3,454.69)	188.44 %
35140	Drug Related Fines	2,500.00	(1,973.01)	78.92 %	208.33	(453.15)	217.51 %
35150	Traffic School Charges	2,000.00	(00.009)	30.00 %	166.67	00:00	0.00 %
36100	Interest Earnings	00'000'9	(4,909.81)	81.83 %	200.00	(251.10)	50.22 %
36350	Insurance Recoveries	0.00	(56,127.98)	0.00 %	00:00	(12,406.00)	0.00 %
36430	Pavilion Rental	2,000.00	0.00	0.00 %	166.67	00:00	0.00 %
36539	Sale Of Other Public Works Supps &	12,000.00	(11,927.25)	% 68.66	1,000.00	0.00	0.00 %
36961	Transfer in from Capital Fund	82,000.00	(82,000.00)	100.00 %	6,833.33	(82,000.00)	1,200.00%
36967	Contract Natural Gas	21,500.00	(21,500.04)	100.00 %	1,791.67	(1,791.67)	100.00%
36971	Contract Billing From Water Dept	485,168.00	(485,168.00)	100.00 %	40,430.67	00:00	% 00.0
	Total Revenues	6,181,499.30	(6,715,698.39)	108.64 %	515,124.94	(441,466.99)	85.70 %
Expenditures	ures						
41100	City Council	(75,005.00)	70,561.40	94.08 %	(6,250.42)	4,585.99	73.37 %
41210	City Court	(27,150.00)	18,362.39	67.63 %	(2,262.50)	1,486.92	65.72 %
41320	City Manager	(112,863.00)	110,268.89	% 02.76	(9,405.25)	8,193.98	87.12 %
41500	Financial Administration	(356,014.00)	273,236.10	76.75 %	(29,667.83)	17,611.96	29.36 %
41700	Planning And Zoning	(10,275.00)	10,212.60	% 68'66	(856.25)	0.00	% 00.0
41810	City Hall Buildings	(113,655.19)	102,948.51	% 85'06	(9,471.27)	4,282.68	45.22 %
41990	General Government	(260,778.00)	256,310.34	98,29 %	(21,731.50)	31,974.10	147.13 %
42100	Police	(1,045,723.07)	985,979.80	94.29 %	(87,143.59)	87,007.49	99.84 %

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Michelle Kelley 7/8/2021 10:19 AM Page 4 of 8

User: Date/Time:

City of Kingston Summary Financial Statement - City June 2021

						Monthly Comparative:	***	100.00%
110	General Fund	Fund		Year-To-Date		Mo	Month-To-Date	
Ac	Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
42152		Automotive Services	(95,000.00)	78,576.36	82.71 %	(7,916.67)	(3,461.60)	-43.73 %
42200		Fire Protection	(1,089,455.38)	1,020,314.54	93.65 %	(90,787.95)	79,296.63	87.34 %
43100		Public Works	(886,482.00)	686,763.52	77.47 %	(73,873.50)	(21,050.22)	-28.49 %
43190		State Street Aid	(161,500.00)	157,511.83	97.53 %	(13,458.33)	13,360.56	99.27 %
43240		Waste Disposal	(350,000.00)	318,767.56	91.08 %	(29,166.67)	27,055.55	92.76 %
44143		Animal Control/Codes Enforcement	(24,012.00)	14,872.53	61.94 %	(2,001.00)	1,473.16	73.62 %
44400		Parks & Recreation	(847,152.40)	792,561.68	93.56 %	(70,596.03)	99,148.56	140.44 %
44440		Swimming Pool	(40,450.00)	40,010.41	98.91 %	(3,370.83)	9,264.06	274.83 %
44800		Library	(208,294.00)	208,350.10	100.03 %	(17,357.83)	14,459.90	83.30 %
49000		Debt Service	(382,167.30)	360,665.75	94.37 %	(31,847.28)	480.92	1.51 %
51640		Operating Transfer To Capital Proj Fd	(158,548.00)	158,548.00	100.00 %	(13,212.33)	0.00	0.00%
		Total Expenditures	(6,244,524.34)	5,664,822.31	90.72 %	(520,377.03)	375,170.64	72.10 %
Total	110	General Fund	(63,025.04)	(1,050,876.08)	-1,667.39 %	(5,252.09)	(66,296.35)	-1,262.29

Michelle Kelley 7/8/2021 10:19 AM Page 5 of 8 User: Date/Time: City of Kingston Summary Financial Statement - City June 2021 Template Name: LGC Summary Created by: LGC

					Monthly Comparative:	25	100.00%
122 Dru	Drug Fund		Year-To-Date		Mo	Month-To-Date	
Account	nt Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
35140	Drug Fines	16,000.00	(1,973.08)	12.33 %	1,333.33	(453.14)	33.99 %
	Total Revenues	16,000.00	(1,973.08)	12.33 %	1,333,33	(453.14)	33.99 %
Expenditures	St						
42122	Drug Fund	(16,000.00)	5,407.00	33.79 %	(1,333.33)	0.00	% 00.0
	Total Expenditures	(16,000.00)	5,407.00	33.79 %	(1,333.33)	00'0	0.00 %
Total 122	2 Drug Fund	0.00	3,433.92	100.00 %	0.00	(453.14)	0.00 %

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					Monthly Comparative:		100.00%
300 Capital Fund	Fund		Year-To-Date		Mont	Month-To-Date	
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
36100	Interest Earnings	0.00	(1,122.95)	0.00 %	0.00	(43.30)	0.00 %
36961	Transfer in from General Fund	158,548.00	(158,548.00)	100.00 %	13,212.33	(158,548.00)	1,200.00%
	Total Revenues	158,548,00	(159,670.95)	100.71 %	13,212.33	(158,591.30)	1,200.33
Expenditures							
43750	Capital Improvements	0.00	0.00	0.00 %	0.00	158,548.00	0.00 %
51610	Operating Transfers To General Fund	(82,000.00)	82,000.00	100.00 %	(6,833.33)	82,000.00	1,200.00 %
	Total Expenditures	(82,000.00)	82,000.00	100.00 %	(6,833.33)	240,548.00	3,520.21
Total 300	Capital Fund	76,548.00	(77,670.95)	101.47 %	6,379.00	81,956.70	-1,284.79

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Michelle Kelley 7/8/2021 10:19 AM Page 7 of 8

User: Date/Time:

City of Kingston Summary Financial Statement - City June 2021

					Monthly Comparative:	ů	100.00%
413 Water	Water And Sewer		Year-To-Date		Mo	Month-To-Date	
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
36100	Interest Earnings	4,926.00	(5,903.51)	119.84 %	410.50	19.91	-4.85 %
37110	Metered Water Sales	1,303,214.00	(1,279,111.16)	98.15 %	108,601.17	(115,385.01)	106.25 %
37114	Serveline Leak Protection	0.00	00.00	0.00%	0.00	00:00	0.00 %
37117	Outside Water Sales	829,695.00	(851,306.96)	102.60 %	69,141.25	(81,140.28)	117.35 %
37191	Penalties	35,000.00	(32,025.47)	91.50 %	2,916.67	(2,968.10)	101.76 %
37194	Sales Of Materials	37,000.00	(52,835.02)	142.80 %	3,083.33	(1,445.00)	46.86 %
37195	Installation Charges	74,000.00	(72,455.00)	97.91 %	6,166.67	(5,912.50)	95.88 %
37196	Water User Fees	42,127.00	(37,593.00)	89.24 %	3,510.58	(872.00)	24.84 %
37199	Miscellaneous	5,000.00	(8,688.06)	173.76 %	416.67	00:00	0.00 %
37210	Sewer Service Charges	1,433,641.00	(1,448,152.85)	101.01 %	119,470.08	(129,426.35)	108.33 %
37296	Sewer User Fees	22,128.00	(20,940.00)	94.63 %	1,844.00	(1,220.00)	66.16 %
37299	Miscellaneous	3,500.00	(1,531.05)	43.74 %	291.67	(60.00)	20.57 %
	Total Revenues	3,790,231.00	(3,810,542.08)	100.54 %	315,852.58	(338,409.33)	107.14 %
Expenditures							
41500	Financial Administration	(485,168.00)	485,168.00	100.00 %	(40,430.67)	00:00	0.00%
41990	General Government	(444,035.00)	384,618.22	86.62 %	(37,002.92)	15,187.13	41.04 %
43750	Capital Improvements	(40,000.00)	26,581.70	66.45 %	(3,333.33)	00:00	0.00%
49000	Debt Service	(645,551.00)	728,143.57	112.79 %	(53,795.92)	64,892.95	120.63 %
52113	Purification	(640,580.00)	550,676.38	85.97 %	(53,381.67)	41,148.60	77.08 %
52114	Transmission And Distribution	(809,336.00)	710,777.82	87.82 %	(67,444.67)	40,983.09	% 22.09
52117	Utility Director	(74,360.00)	71,699.85	96.42 %	(6,196.67)	5,469.35	88.26 %
52213	Sewer Treatment And Disposal	(661,502.00)	605,959.05	91.60 %	(55,125.17)	36,245.76	65.75 %
	Total Expenditures	(3,800,532.00)	3,563,624.59	93.77 %	(316,711.00)	203,926.88	64.39 %

Michelle Kelley 7/8/2021 10:19 AM Page 8 of 8 User: Date/Time: City of Kingston Summary Financial Statement - City June 2021 Template Name: LGC Summary Created by: LGC

					Monthly Comparative:		100.00%
413 Water A	Water And Sewer		Year-To-Date		Σ	Month-To-Date	
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Total 413	Total 413 Water And Sewer	(10,301.00)	(246,917.49)	(246,917.49) -2,397.02 %	(858.42)	(134,482.45)	'

Battling Complacency Safety Talk

Complacency is often a focus point when discussing workplace safety at many companies. For the most part, we understand what complacency is and what areas of work or life it affects us in. However, even though we may acknowledge it, we may not fully grasp the consequences it can have or what we need to do to overcome it.

Defining Complacency

How is complacency defined? Dictionary.com defines it as, "a feeling of quiet pleasure or security, often while unaware of some potential danger, defect, or the like". Applying this definition to workers completing tasks however leaves out a large sector of the workforce who are complacent in their work. The definition provided by **Dictionary.com** applies more to a less-experienced worker who is not trained to recognize hazards or an experienced worker who is totally unaware of a hazard in their area at a given moment. Many of the workers who are in fact complacent with the hazards of a task are experienced and are well aware that they exist. The workers are not unaware of the risk, but are more likely to accept the risks without taking the proper time or energy to address the hazards because they have been doing the work for so long. For workers who are experienced in their jobs and have become complacent with certain aspects or hazards of their job it is important to take steps to avoid this error trap.

Battling Complacency

- Recognize work tasks that you may so used to doing that you no longer take
 the same precautions when performing them. Think back to when you first
 got this job or the first time you did a specific task; were you more cautious
 or did you follow more safety procedures?
- Audit yourself or even have a coworker audit your work to see what your shortcomings may be when completing work tasks. Having someone else give you constructive feedback can help give you an honest look at where you can improve.
- Fight the urge to take the easy way out or make the easier decision when it comes to following safety rules or procedures. **Rationalizing** why you should allow yourself to cut corners leaves you open to more risk. Hold yourself and others around you accountable to do what needs to be done.
- Once you realize what risks you are leaving yourself exposed to begin to make it a habit to take the steps that mitigate or eliminate that hazard. Once an action is repeated over and over and has **become a habit**, it becomes

automatic and it is much less likely you will have to face complacency to get yourself to do it.

Summary

We all have to face and fight off complacency from time to time. It is important to monitor yourself when it comes to complacency on the job. What corners are you cutting? Why are you cutting those corners? What do you need to address in order to resist complacency with the hazards of your work?

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

Monies outstanding from August 7, 2007 – June 30, 2021	\$ 65,762.20
Monies collected from August 7, 2007 – June 30, 2021	\$ 513,977.90

<u>JUDGMENTS</u>		COL	LECTED
Total fines and costs billed in court	\$ 888.75		
Collected in court on fines and costs		\$	350.00
Amount collected after June 2021 Court		\$	75.00
Total collected for citations on June 2021		\$	425.00
Amount outstanding for June 2021	\$ 463.75		
22 Cash bond forfeitures		\$ 2	2,502.50
Total amount collected for June 2021 Citations		\$ 2	2,927.50
Amount collected from previous months/FTA etc.		\$	275.58
Total collected in June 2021		\$ 3	,203.08

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

This the 30th of June 2021

TERESA JOHNSON

Kingston City Court Clerk

BRENDA HALL MCDONALD

Kingston City Judge

KINGSTON POLICE DEPARTMENT -JUNE 2021

	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							TIBRS Group B Offenses	Constant of American Management	Currew/Lortering/vagrancy violations	Driving Hoder the Influence	Drinkenness	Family Offenses. Non-Violent	Liouor Law Violations	Peeping Tom	Trespass of Real Property	All Other Offenses												
												2						Subtotal 4	THE RESERVE TO SERVE THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN THE PERSON NAMED I		A TOTAL PROPERTY OF THE PARTY O											2	TO THE RESIDENCE OF THE PARTY O							*
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		Crimes Against Property		Bridery Ruralan/Breaking and Entering	Counterfeiting/Eorgen/	Embazzlament	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	IIIELUI MOLOI VEIILLE FAILS/ALLESSOILES	All Other Larceny	Motor Vehicle Theft	Robbery	Stolen Property Offenses	Vandalism

Total

22 **25**

Total

Central Dispatch		
Crash Reports	2	25
Traffic Stops	2	29
Investigator Needed on Scene		
Domestic Complaints		9
Escorts Funeral/Other	TO THE REAL PROPERTY.	12
Animal Calls		6
Vandalism		Н
Fights		
Burglar Alarms/Fire Alarms		31
Child Sexual Assaults		
Forgery		
Theft		2
Vehicle Theft		
Public/Motorist Assist	1	10
Arson/Explosive Devices		
Other Calls	21	214
	Subtotal 12	128
	Total Calls 34	342
Municipal Codes Animal Control Calls to Office		-
Animal Control Violations/Citations		
Animal Control Letters Sent/notice given		
Animals Transported to Shelter		
Codes Concerns/warning notices given		2
Codes Violations/Citations		
Codes Letters Sent		3
Property Maintenance Leins		
Temporary Signs Removed		25

Patrol Mileage	18,451
Hours Worked	1,979
Reserve Hours Worked	94
Total Overtime Hours	157
Total Amount of Overtime Wages	4,554
City Court Citations	00
Warning Citations	F
General Sessions Citations	0
Arrest	10
Juvenile Arrest	
Incident Reports	36

		JUNE 2021 CASES PENDING	PENDING	
DATE	LOCATION	ISSUE	ACTION	STATUS
	1100, 1101, 1102, 1103,	13-103 Stagnant water, 13-106 Health and Sanitation, 13-302 Junked vehicle, 13-402 Dangerous Building, 13-501 Declaratio of nuisances, 13-502 Duty of Maintenance of property, 17-109 Abatement of nuisances, 17-106 Pre-Collecation Pracatices		Possible action taken with Sandy
5/30/2021	1104, 1105 Pineywood	Section 2 par 3		McPherson
	308 W. Race St	13-502 Duty of Maintenance of private property		As of July 1, 2021 windows and doors on back order
	731 Gallaher Rd	13-103 Stagnant water 13-106 Health and sanitation buisances 13-501 Declaration of nuisances 13-502 Duty of maintenance of property		new owners working on cleaning up

	13-102 Smoke, soot, cinder etc	
	13-103 Stagnant water	
	13-104 Weeds 13-106 Health &	
	sanitaiton nuisances 13-501	
	Declaration of nuisances	
	13-502 Duty of maintenance of	
	private property 13-503	
	Notificaiton 13-504 Hearing	
	13-505 Corrective action	
	13-506 storage of personal property	
	13-507 Payment of cost 13-508	
	Judical review 13-509	Possible action taken with Sandy
Harris Marine	Penalty for failure of owner to abate	MCPHEISON
		.1

	STATUS							
EW CASES	ACTION							
JUNE 2021 NEW CASES	ISSUE	13-103 Stagnant water 13-104 Weeds 13-106 Health & Sanitation 13-501 Declartion of nuisances 13-502 Duty of maintenance						
	LOCATION	137 Shubert Lane						
	DATE	6/29/2021						

June 2021 Kingston Police Department Safety Training

Topic: Emergency Vehicle Operations

Instructor: Detective Keith Kile

Contents of Training: Departmental policy, state law, videos, open discussion and safe safe operating practices.

Attendees: Entire Department



Kingston Police Department

Jim Washam, Chief Proverbs 20:7



865/376-2081 Office 865/354-8045 Dispatch Fax: 865/376-8798 E-Mail: jim.washam@kingstontn.gov

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

The Kingston Police Department this month had training on the following classes, Emergency Vehicle Operations Class & Responding to Child Sex Abuse training. The total amount of class time was 4 hours for these classes and was approved by the P.O.S.T. Commission and is in compliance with the state standards. The officer that taught this month's training was Detective Keith Kile. All of the Kingston Police Department personnel received this training.

Captain Roy Montgomery GDI/TO

June 30, 2021

art. B. M. 502

Summary of Month's Activities

Fire Operations

The Department responded to **89** 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
- 4th of July meetings

Monthly Overtime

OT Hours: 19.5

Cost:

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

• Shift Training

	This Month	YTD
Fire Inspections		202

Public Fire Education

	This Month	YTD
Participants	0	0
Education Hours	0	0
Number of Occurrences	0	0

Firefighter Training

- KFD is continuing shift training
- Driver Training continuing
- 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

- Recharge AC system
- Oil change and repair on 4 wheeler

Special Projects

•

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

Safety

• Firefighter Rehab

Incident Report Incident Totals

Jurisdiction

Jun-21

TOTAL CALLS

89

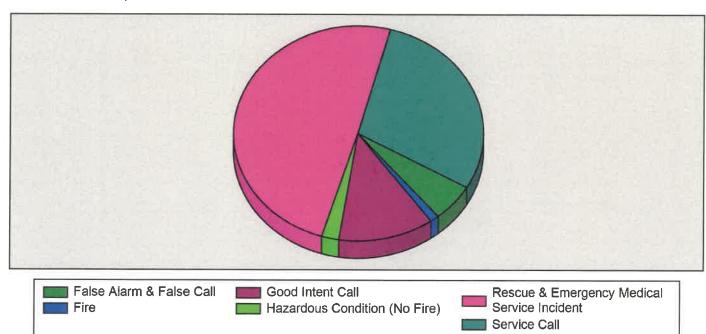
Category	Total		Total
Structure Fires		Hazardous Calls	2
Vehicle Fires	1	Service Calls	26
Brush/Grass Fires		Good Intent Calls	11
Refuse/rubbish Fires		Unintentional False	5
Other Fires		Other False	
Total Fires	1	Total False: Total	44
		Overpressure Rupture/	
Rescue and EMS	44	Explosion - No Fire	
Mutual Aid Received		Incidents with Exposures	
Mutual Aid Given			
Fire Service Injuries		Fire Dollar Loss	
Non-Fire Service Injury		Property	
Fire Service Death		Contents	
Fire Civilian Injuries		Non-Fire Dollar Loss	
Non-Fire Civilian Injuries		Property	
Fire Civilian Death		Contents	
Non-Fire Civilian Death			



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Major Incident Types by Month for Date Range

Start Date: 06/01/2021 | End Date: 06/30/2021



INCIDENT TYPE	JUN	TOTAL
False Alarm & False Call	5	5
Fire	1	1
Good Intent Call	11	11
Hazardous Condition (No Fire)	2	2
Rescue & Emergency Medical Service Incident	44	44
Service Call	26	26
Total	89	89





Kingston, TN

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Minor Incident Types by Month for Year

Year: 2021

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	NUS
Accident, potential accident	1			1		1		3
Chemical release, reaction, or toxic condition		1						1
Controlled burning	1			2	1			4
Cover assignment, standby at fire station, move- up	6	3	5	5	4	7		30
Dispatched and canceled en route	13	8	7	8	10	9	1	56
Electrical wiring/equipment problem	1					1		2
Emergency medical service (EMS) Incident	20	27	31	32	36	22	1	169
Extrication, rescue						1		1
False alarm and false call, other	1	2	2	1	3	2		11
Fire in mobile property used as a fixed structure			1					1
Fire, other					1			1
Good intent call, other	1		1					2
Medical assist	17	21	11	19	34	21	1	124
Mobile property (vehicle) fire	1	1		3		1		6
Natural vegetation fire					1			1
Outside rubbish fire				1	1			2
Person in distress	1	1	2			1		5
Public service assistance	6	7	3	12	6	17		51
Rescue or EMS standby		1	1		1			3
Smoke, odor problem						1		1
Steam, other gas mistaken for smoke	1		1	1		1		4
Structure Fire	1	1			1			3
System or detector malfunction			2	2		2		6
Unauthorized burning			1					1
Unintentional system/detector operation (no fire)	3	2		3	4	1		13
Wrong location, no emergency found	3	1		2	1	1		8
Total	77	76	68	92	104	89	3	509

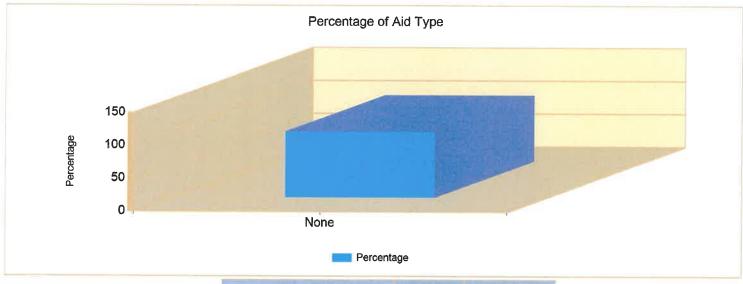
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Kingston, TN

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Count of Aid Given and Received for Incidents for Date Range

Start Date: 06/01/2021 | End Date: 06/30/2021



AID TYPE	TOTAL	% of TOTAL
None	89	100.0%

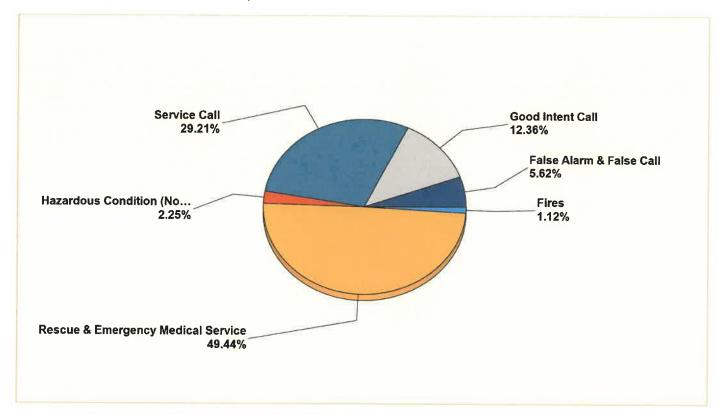


Kingston, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 06/01/2021 | End Date: 06/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.12%
Rescue & Emergency Medical Service	44	49.44%
Hazardous Condition (No Fire)	2	2.25%
Service Call	26	29.21%
Good Intent Call	11	12.36%
False Alarm & False Cali	5	5.62%
TOTAL	89	100%

INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	1	1.12%
311 - Medical assist, assist EMS crew	21	23.6%
321 - EMS call, excluding vehicle accident with injury	18	20.22%
322 - Motor vehicle accident with injuries	2	2.25%
324 - Motor vehicle accident with no injuries.	2	2.25%
353 - Removal of victim(s) from stalled elevator	1	1.12%
445 - Arcing, shorted electrical equipment	1	1.12%
462 - Aircraft standby	1	1.12%
511 - Lock-out	1	1.12%
531 - Smoke or odor removal	1	1.12%
551 - Assist police or other governmental agency	2	2.25%
552 - Police matter	3	3.37%
553 - Public service	2	2.25%
554 - Assist invalid	10	11.24%
571 - Cover assignment, standby, moveup	7	7.87%
611 - Dispatched & cancelled en route	9	10.11%
622 - No incident found on arrival at dispatch address	1	1.12%
652 - Steam, vapor, fog or dust thought to be smoke	1	1.12%
700 - False alarm or false call, other	2	2.25%
731 - Sprinkler activation due to malfunction	1	1.12%
733 - Smoke detector activation due to malfunction	1	1.12%
741 - Sprinkler activation, no fire - unintentional	1	1.12%
TOTAL INCIDENTS:	89	100%

Firefighter Rehab

Date & Time 06/19/2021 09:30 - 06/19/2021 13:30

Location station 1

Objective This class covered the reason that rehab is in place for firefighters and the proper way to set rehab up and move personnel through.

Instructors Goss, Bradley (Assistant Chief)

Sign-In Sheet

Olgii-iii Oliect			
Name	Agency	ID	Signature
Dergosits, Mathew S (FF)	Kingston Fire Department	1812	
Edmonds, Clint (Captain/ Training Officer)	ng Kingston Fire Department	1802	
Goss, Bradley (Assistant Chief)	Kingston Fire Department	1801	
Munguia, Michael (FF/EMR)	Kingston Fire Department	1807	

Firefighter Rehab

	Class Information				
Date/Time	06/19/2021 09:30 - 06/19/202	1 13:30			
Class Length	4:00	Category	Shift Training		
Station	1 - Station 1	Evaluation Method(s)	None		
Location	Location station 1 station 1				
	Objective This class covered the reason that rehab is in place for firefighters and the proper way to set rehab u and move personnel through.				

Instructors			
Name	Instructor Type	Notes	
Goss, Bradley (Assistant Chief)	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.	
PowerPoint	Slideshow made for presenting Information to be used during training or meetings	
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	
No narrative has been recorded.		

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

	People	
	Name	
Dergosits, Mathew S		
Edmonds, Clint		
Goss, Bradley		
Munguia, Michael		

Firefighter Rehab

Date & Time 06/20/2021 11:00 - 06/20/2021 15:00

Location

Objective This class covered the reason that rehab is in place for firefighters and the proper way to set rehab up and move personnel through.

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	1808	
Settles, Jay (LT)	Kingston Fire Department	1805	
Williamson, Jordan (FF)	Kingston Fire Department	1811	

Firefighter Rehab

		Class Information	
Date/Time	06/20/2021 11:00 - 06/20/2	2021 15:00	
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location			,
	This class covered the rea		rs and the proper way to set rehab up

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.		
PowerPoint	Slideshow made for presenting Information to be used during training or meetings		
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 the importance of firefighter rehab on any type of fire department operation in all types of outside temperatures, i.e. heat and cold. Class understands the importance of rehab in heat as well as just as important in cold winter type environment. Class covered the dangers and injuries associated with heat and cold emergencies to the body. Class also understands the inherent risk of operating in full PPE will cause heat exhaustion much quicker and why rehab is so important to establish quickly on the fire ground and any other type of physical work operation undertaken by the fire department members.

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

	People	
	Name	
Cloyd, Greg W		
Logan, Jay		
Settles, Jay		
Williamson, Jordan		

Firefighter Rehab

Date & Time 06/21/2021 08:00 - 06/21/2021 12:00

Location station 1

Objective To become more familiar with how to set up and use rehab

Instructors Edmonds, Clint (Captain/ Training Officer)

Sign-In Sheet

oigii iii oiloot			
Name	Agency	ID	Signature
Edmonds, Clint (Captain/ Training Officer)	Kingston Fire Department	1802	
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
Milne, Ryan (FF)	Kingston Fire Department	1810	
Murrell, Jacob (Captain)	Kingston Fire Department	1803	
Woody, Josh D (FF/EMR)	Kingston Fire Department	1806	

Firefighter Rehab

		Class Information		
Date/Time	06/21/2021 08:00 - 06/21/	2021 12:00		
Class Length	4:00	00 Category Shift Training		
Station	1 - Station 1 Evaluation Method(s) None			
Location	station 1 station 1			
Objective	To become more familiar with how to set up and use rehab			

Instructors			
Name	Instructor Type	Notes	
Edmonds, Clint (Captain/ Training Officer)	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 REHAD OPERATIONS. MEMBERS REVIEWED WHEN REHAB IS NECCESSARY, HOW REHAB IS SET UP, AND HOW IT SHOULD BE USED. MEMBERS REVIEWED NFPA CODES RELATED TO REHAB.

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

	People	
	Name	
Edmonds, Clint		
Gordon, Saul W		
Milne, Ryan		
Murrell, Jacob		
Woody, Josh D		

Public Works Report June 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:	_15 Loads91_
Recycled materials collected:	trailer1_

Public Works Selected Performance Indicators	Total	YTD
Brush Pick-Up Areas Covered	7 loads	288 Loads
Culverts/Storm Drains Cleaned	16	514
Curb/Sidewalk Repair/Install/Remove	100 ft.	1335ft
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	0	26
Sanitation – Cart Repairs	None	None
Sanitation Second Cart Request	None	None
Signs Repaired/Installed (Street or Name)	0	74
Storm water Inspections Performed	None	None
Stream and/or Tributary Clean-Up/Clean-Outs	None	None
Streets paved	None	None
Streets Repaired (e.g., pothole)	8	153
Streets Striped	2	3
Tennessee One Calls	1	47
Traffic Signal Repair	3	22
Tree Trimming Requests	О	15

Vehicle Maintenance – Routine	6	178
Vehicle Maintenance – Unscheduled	3	77
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- 0

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-

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

Kingston Parks & Recreation June 2021

By working together, pooling our resources and building on our strengths, we can accomplish great things. -Ronald Reagan

SPECIAL THANKS

We want to Thank our neighboring City and County Departments for their assistance and donations.

- -Roane County Parks & Recreation (Donation of Mulch for our playground at the City Park.
- -City of Harriman (Donation of two golf carts for our use during the "Smokin the Water Event)
- -Roane County Highway Dept. (Use of two tractors for mowing while ours were being repaired.

Community Center Eventy Rentals

We were able to host many groups/events at our Community Center including:

- Senior Bridge
- Senior Quilters
- Zumba
- Senior Pinochle
- TOPS
- Adult Table Tennis
- FCE
- ABC Exercise
- Senior Rook/Board Games
- Roane County Sewing Group
- Senior Executive Board
- Lakeside Association
- Three Rivers Antique Tractors
- Roane County Autism Support Group
- Kingston Public Library-Kids Program
- Senior Bings
- Senior Executives Board
- DAR

What's been Happening



Kingston Parks & Recreation hit the ground running in June with our annual Fundraising Roadblock for "Smokin' the Water" which yielded \$3422.95. This amount added to our already successful fundraising campaign resulted in a total of \$53,973.00 to date! This has been our best year yet for fundraising. We were grateful to host the St. Jude Fishing Tournament again on June 5 which brought in approximately 140 boats and anglers to our beautiful parks and lakefront. We hosted the Southeast Wiffle Ball Tournament again this year at Byrd Field on June 5th as well. The Lakeside Farmer's Market started this month which is held every Saturday from 8am-11am on Church Street. This event continually grows and has been a huge success in our community. The city received the fleet of kayaks from Tennessee Riverline. Tennessee Riverline members joined together at our beautifully manicured Amphitheater for a promotional photo. We were honored to host the Givens family at Porter Park for a candlelight vigil in memory of Jason

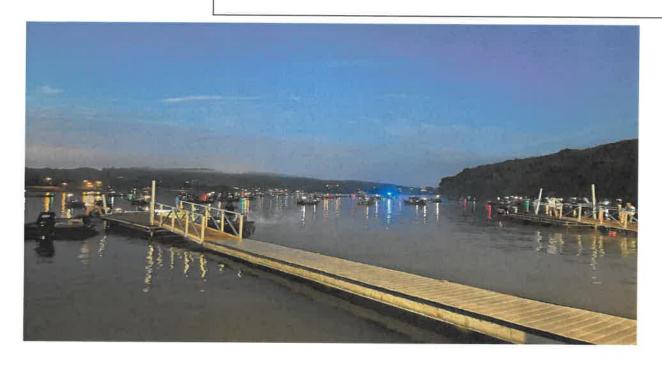
Pavilion/Park Rentals:

- City Park-14
- Gravel Pit-3
- Southwest Point Pavilion-4
- Byrd Field-1
- Ladd Park-1

Pool Events/Rentals:

- Private Parties-27
- Swim Meet-3
- Lifeguard Classes-5

St. Jude's Fishing Tournament





Kingston Lakeside Farmer's Market

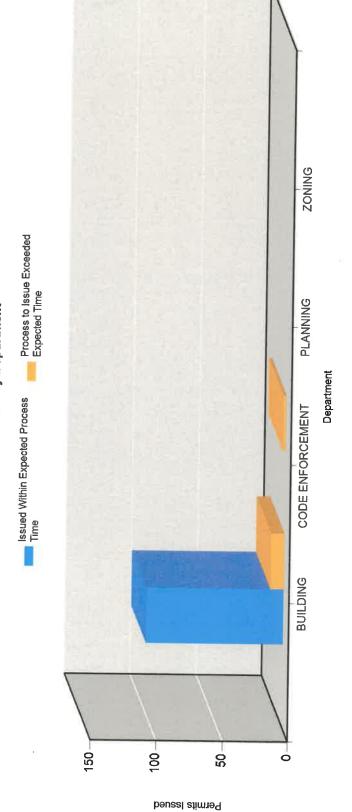


Southeast Wiffle Ball Tournament

ALL DEPARTMENTS ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN 06/01/2021 AND 06/30/2021

Report run on: 07/01/2021 09:38 AM

Permits Issued by Department



Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard	Average	Issued	Issued
BUILDING	ВР	Same Day	91	92	1 Day	7.49 Days	1	70	9
	CM	Same Day	2	4	9 Davs	7.76 Days	-		
	1	Same Day	24	VC			-	-	9
		5	F	5	зате пау	0.2 Days	_	23	~
	RM	Same Day	∞	œ	Same Day	0 Days	-	œ	C



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Issued Permits By Department



ALL DEPARTMENTS ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN 06/01/2021 AND 06/30/2021

					- 1				
BUILDING	N	Same Day	2	7	Same Day	0 Days	-	2	0
CODE ENFORCEMENT	EV	Same Day	4	2	4 Days	4.24 Days	-	0	2
PLANNING	PLT	Same Day	10	0	Same Day	0 Days	-	0	0
ZONING	VAR	Same Day	-	0	Same Day	0 Days	_	0	0

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	ВР	BP2021-271	Submitted: 04/19/2021	In Process: 60
		HC Metal Garage	Technically Complete: Approved:	
		1328 Roane St, Harriman, TN 37748	Ready to Issue: Issued: 06/18/2021	Total Cycles: 1
		BP2021-378	Submitted: 05/25/2021	In Process: 9
		Commerical Sign / The Grove	Technically Complete: Approved:	Waiting: 0 Total Davs: 9
		2150 Kingston Hwy, Kingston, TN 37763	Ready to Issue: Issued: 06/03/2021	Total Cycles: 1
		BP2021-391	Submitted: 05/28/2021	In Process: 24
		DW & Attached Garage	Technically Complete: Approved:	Waiting: 0 Total Davs: 24
		121 Odd Fellow Cemetary Road, Rockwood, TN 37854	Ready to Issue: Issued: 06/21/2021	Total Cycles: 1
		BP2021-396	Submitted: 06/01/2021	In Process: 0
		Residential Home	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
		160 Hawk Trl, Kingston, TN 37763	Ready to Issue: Issued: 06/01/2021	Total Cycles: 1
		BP2021-397	Submitted: 06/02/2021	In Process: 0
		Addition	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
		219 Joel Rd, Oliver Springs, TN 37840	Ready to Issue: Issued: 06/02/2021	Total Cycles: 1



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BUILDING

ALL DEPARTMENTS ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN 06/01/2021 AND 06/30/2021

Report run on: 07/01/2021 09:38 AM

	Submitted: 06/02/2021	21 In Process: 0
Addition	Technically Complete: Approved:	Waiting: 0
217 Joel Rd, Oliver Springs, TN 37840	Ready to Issue: Issued: 06/02/2021	F
BP2021-399	Submitted: 06/02/2021	21 In Process; 0
Remodel	Technically Complete: Approved:	Waiting: 0
801 Alma Lane, Kingston, TN 37763	Ready to Issue: Issued: 06/02/2021	Η.
BP2021-400	Submitted: 06/03/2021	21 In Process: 0
Residential Home	Technically Complete:	
426 Pointe Vista Dr, Rockwood, TN 37854	Ready to Issue: Issued: 06/03/2021	-
BP2021-401	Submitted: 06/03/2021	21 In Process: 0
Remodel	Technically Complete: Approved:	Waiting: 0
370 Holder Ford Rd, Kingston, TN 37763	Ready to Issue:	-
BP2021-402	Submitted: 06/03/2021	21 In Process: 0
Porch	Technically Complete: Approved:	
146 Van Stowe Road, Harriman, TN 37748	Ready to Issue: Issued: 06/03/2021	-
BP2021-403	Submitted: 06/03/2021	21 In Process: 0
Solar Panels	Technically Complete: Approved:	Waiting: 0 Total Days: 0
110 Holly Ln, Harriman, TN 37748	Ready to Issue: Issued: 06/03/2021	Ĕ
BP2021-404	Submitted: 06/03/202	21 In Process: C
OS Deck	Technically Complete: Approved:	Waiting: C Total Days: C
139 Main St, Oliver Springs, TN 37840	Ready to Issue: Issued: 06/03/202	
BP2021-405	Submitted: 06/04/2021	=
OS Commercial Remodel	Technically Complete: Approved:	Waiting: 0 Total Days: 0
1071 F Tri County Blvd Oliver Springs TN 37840	Ready to Issue:	-



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004-1307	Submitted: 06/04/2021	IN Process:
	Technically Complete:	Waiting: 0
Door change out	Approved:	Total Days: 3
163 Red Bud Dr, Harriman, TN 37748	Keady to Issue: Issued: 06/07/2021	Total Cycles:
BP2021-407	Submitted: 06/04/2021	1 In Process.
	Technically Complete:	
Pole Barn	Approved:	Total Days: 0
1071 Paintrock Valley Road, Philadelphia, TN 37846	Ready to Issue: Issued: 06/04/2021	Total Cycles:
BP2021-408	Submitted: 06/04/2021	In Process:
X. Addition	Technically Complete:	
	Approved: Ready to Issue:	Total Days: (
314 Windswept Lane, Kingston, IN 37763	Issued: 06/04/2021	
BP2021-409	Submitted: 06/07/2021	11 In Process: 0
Carron	Technically Complete:	Waiting: 0
	Approved:	Total Days: 0
759 Little Dogwood Road, Kingston, TN 37763	Keady to Issue: Issued: 06/07/2021	Total Cycles: 1
BP2021-410	Submitted: 06/08/2021	1 In Process: 0
	Technically Complete:	
Deck	Approved:	Total Days: 0
130 Monger Rd Bockwood TN 37854	Ready to Issue:	_
BD2001_411	Issued. Uo/Uo/2021	
	Submitted: 06/08/2021	<u></u>
Deck	Approved:	Waiting: 0
117 Anchor Roat Dock Harriman TN 27740	Ready to Issue:	F
DOCOS 440	Issued: 06/08/2021	
BP2021-412	Submitted: 06/09/2021	드
Commercial Building / O'Reilly Auto Parts	recrifically Complete: Approved:	Waiting: 0 Total Davs: 22
	Ready to Issue:	Total Cycles: 1
2017 Roane State Highway, Harriman, TN 37748	lssued:	
BP2021-413	Submitted: 06/10/2021	1 In Process: 0
Garage with lean to	Technically Complete:	Waiting: 0
	Ready to Issue.	Total Days: 0
0.400 0.000 0	Codes to Issue.	



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Residential Home 153 University Rd, Kingston, TN 37763 BP2021-415	Submitted: 06/10/2021	In Process; 0
forne y Rd, Kingston, TN 37763	lechnically complete:	Waiting: 0
y Rd,	Approved:	Total Days: 0
BP2021-415	Issued: 06/10/2021	otal cycles.
	Submitted: 06/11/2021 Technically Complete:	In Process: 0
Metal Garage	Approved:	Total Days: 0
2522 Kingston Hwy, Kingston, TN 37763	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
BP2021-416	Submitted: 06/11/2021	In Process: 0
Above ground pool	l ecnnically Complete: Approved:	Waiting: 0 Total Davs: 0
165 Loch Haven Dr, Rockwood, TN 37854	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
BP2021-417	Submitted: 06/11/2021	In Process: 0
HC Remodel	lechnically Complete: Approved:	Waiting: 0 Total Days: 0
164 Roberts St, Harriman, TN 37748	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
BP2021-418	, -	In Process: 0
HC Porch Roof and Deck addition	Technically Complete: Approved:	
624 Meadowview Dr, Harriman, TN 37748	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
	4	In Process: 0
Barn / Tax Exemption Certificate	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
148 Clower Rd, Kingston, TN 37748	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
BP2021-420	Submitted: 06/14/2021	In Process: 0
Sw	Technically Complete: Approved:	Waiting: 0 Total Days: 0
193 Ollis Rd., Oliver Springs, TN 37840	Ready to Issue: Issued: 06/14/2021	Total Cycles: 1
BP2021-421	Submitted: 06/14/2021	In Process: 0
Canopy	Technically Complete: Approved:	Waiting: 0
117 Shiloh Way N. Kinaston. TN 37763	Ready to Issue:	Total Cycles: 1



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771-1707-10	Submitted: 06/14/2021	드
Residential Home	Technically Complete: Approved:	Waiting: 0 Total Days: 0
394 Emory River Rd, Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	<u> </u>
BP2021-423	Submitted: 08/14/2021	
Garage	Technically Complete: Approved:	Waiting: 0
394 Emory River Rd, Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	Ε
BP2021-424	Submitted: 06/14/2021 Technically Complete:	21 In Process: 1
632 Buck Creek Rd, Harriman, TN 37748	Approved: Ready to Issue: Issued:	Total Days: 17 Total Cycles: 1
BP2021-425	Submitted: 06/14/2021	21 In Process: 9
Commercial Building / Roane Dental	Technically Complete: Approved:	
2717 Roane State Highway, Harriman, TN 37748	Ready to Issue: Issued: 06/23/2021	-
BP2021-426	Submitted: 06/14/2021	71 In Process: 0
Handrials Only	Technically Complete: Approved:	
5316 HARRIMAN Hwy., Oliver Springs, TN 37840	Ready to Issue: Issued: 06/14/2021	F
BP2021-427	Submitted: 06/14/2021	21 In Process: 0
Garage	Fechnically Complete: Approved:	Waiting: 0 Total Davs: 0
120 Keller Rd, Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	-
BP2021-428	Submitted: 06/14/2021	21 In Process: 0
Carport	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
120 Keller Rd, Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	F
BP2021-429	Submitted: 06/14/2021	11 In Process:
KC Commercial Sign	Technically Complete: Approved:	
308 N. 3rd St. Kingston, TN 37763	Ready to Issue:	F

ALL DEPARTMENTS ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN 06/01/2021 AND 06/30/2021

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06/15/2021 06/15/2021 06/15/2021 06/15/2021 06/16/2021 06/16/2021 06/16/2021 T T T T D6/16/2021 06/16/2021 D6/16/2021 D6/16/2021 T T	BP2021-430	Submitted: 06/15/2021	In Process: 0
Ready to Issue: Ready to Issue: Submitted: 06/15/2021	Dock	Technically Complete:	Waiting: 0
Submitted: 06/15/2021	152 Circles and also leaded the control of the cont	Approved: Ready to Issue:	l otal Days: 0 Total Cycles: 1
Submitted: 06/15/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/16/2021 Technically Complete: Approved: Ready to Issue: Approved: Approved: Ready to Issue: Approved:	132 Circle Lake Dr. Ningston, IN 37763	Issued: 06/15/2021	•
Pecnincally Complete: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Approved: Ready to Issue: Ready to Issue: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Ready to Issue: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Approved: Ready to Issue: Ready to Issue: Approved: Ready to Issue: Read	BP2021-431	Submitted: 06/15/2021	In Process: 0
Ready to Issue: Submitted: 06/15/2021	Remodel	l ecnnically Complete: Approved:	Waiting: 0
Submitted: 06/15/2021 Technically Complete:		Ready to Issue:	Total Cycles: 1
Technically Complete:		Submitted: 06/15/2021	O .cococa a l
Ready to Issue: Submitted: 06/16/2021 Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/17/2021 Technically Complete: Approved: Ready to Issue: Issued: Ready to Issue: Issued: Ready to Issue: Issued: Ready to Issue: Approved: Ready to Issue: Issued: Issued: Approved: Technically Complete: Approved: Approv	Barn	Technically Complete:	Waiting: 0
Submitted: 06/16/2021 Technically Complete:	3288 Decatur Hwy, Kingston, TN 37763	Approved: Ready to Issue: Issued: 06/15/2021	lotal Days: 0 Total Cycles: 1
Technically Complete: Ready to Issue: Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Approved: Ready to Issue: Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/17/2021 Technically Complete: Approved: Ready to Issue: Issued: Ready to Issue: Approved: Ready to Issue: Approved: Ready to Issue: Issued: Ready to Issue: Approved: Ready to Issue: Issued: Ready to Issue: Issued: Approved: Ready to Issue: Issued: Approved: App	BP2021-433	Submitted: 06/16/2007	o Cooocia
Approved: Ready to Issue: Issued: 06/16/2021 Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Ready to Issue: Approved: Ready to Issue: Issued: Approved: Ready to Issue: Issued: Approved: Ready to Issue: Issued: Approved: Approved: Technically Complete: Approved: Approved: Technically Submitted: 06/17/2021	Dotoining Woll	Technically Complete:	Waiting: 0
Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Approved: Ready to Issue: Issued: Ready to Issue: Approved: Ready to Issue: Issued: Approved: Appr	Netali III g wall	Approved:	Total Days: 0
Submitted: 06/16/2021 Technically Complete:	619 Country Lane, Lenoir City, TN 37771	Ready to Issue: 16/2021	Total Cycles: 1
Technically Complete:	BP2021-434	Submitted: 06/16/2021	
Ready to Issued: Submitted: 06/16/2021	Pavillion	Technically Complete:	Waiting: 0
Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/16/2021 Technically Complete: Approved: Ready to Issue: Approved: Ready to Issue: Technically Complete: Issued: Ready to Issue: Ready to Issue: Technically Complete: Approved: Ready to Issued: Technically Complete: Approved:	130 Gordon Drive. Ten Mile. TN 37780	Ready to Issue:	Total Days: 0
Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/17/2021 Technically Complete: Ready to Issue: Issued: Ready to Issue: Technically Complete: Approved: Technically Complete:	BP2001_435	155ued: 06/16/2021	
Approved: Ready to Issue: Issued: 06/16/2021 Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/17/2021 Technically Complete: Ready to Issue: Ready to Issue: Technically Complete: Approved: Ready to Issue: Technically Complete:	Garage	Submitted: 06/16/2021 Technically Complete:	In Process: 0 Waiting: 0
Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/17/2021 Technically Complete: Approved: Ready to Issue: Technically Complete:	40	Approved: Ready to Issue:	Total Days: 0 Total Cycles: 1
Submitted: 06/16/2021 Technically Complete: Approved: Ready to Issue: Issued: Submitted: 06/17/2021 Technically Complete: Approved: Ready to Issue:		Issued: 06/16/2021	
l echnically Complete:	BP2021-436	Submitted: 06/16/2021	In Process: 15
Ready to Issued: Issued: Submitted: 06/17/2021 Technically Complete: Approved: Ready to Issue:	Firework Tent	l echnically Complete: Approved:	Waiting: 0
Submitted: 06/17/2021 Technically Complete: Approved: Ready to Issue:	3445 Decatur Hwy, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
Technically Complete: Approved: Ready to Issue:	BP2021-437	Submitted: 06/17/2021	In Process: 0
Ready to Issue	Addition & Garage	Technically Complete:	Waiting: 0
	203 Second Street Bookwood To 27954	Ready to Issue:	Total Cycles: 1



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BP2021-438	Submitted: 06/17/2021	
1	Technically Complete:	In Process: 0
Residential Home	Approved:	Total Days: 0
162 Pin Oak Drive, Rockwood, TN 37854	Ready to Issue: Issued: 06/17/2021	Total Cycles: 1
BP2021-439	Submitted: 06/17/2021	In Procees.
Garage with loon to	Technically Complete:	Waiting: 0
	Approved:	Total Days: 0
162 Pin Oak Drive, Rockwood, TN 37854	Neddy to Issue: Issued: 06/17/2021	lotal Cycles: 1
BP2021-440	Submitted: 06/17/2021	In Process: 0
Screened Porch	Technically Complete:	Waiting: 0
3107 Sugar Grove Vallev Rd Harriman TN 37748	Ready to Issue:	otal Days: 0 Total Cycles: 1
	Issued: UO/11/2021	
	Submitted: U6/17/2021 Technically Complete:	In Process: 5 Waiting: 0
DW	Approved:	Total Days: 5
109 Winding Trail, Harriman, TN 37748	Ready to Issue: Issued: 06/22/2021	Total Cyclés: 1
BP2021-442	Submitted: 06/18/2021	In Drocess: 0
Above around pool	Technically Complete:	Waiting: 0
	Approved:	Total Days: 0
209 New Hope Rd, Rockwood, TN 37854	Ready to Issue:	Total Cycles: 1
BP2021-443	Submitted: 06/18/2021	
	Technically Complete:	Waiting 0
KC Sign	Approved:	Total Days: 0
407 N. Kentucky Street, Kingston, TN 37763	Ready to Issue: Issued: 06/18/2021	Total Cycles: 1
BP2021-444	Submitted: 06/21/2021	In Process: 0
Garage	Technically Complete:	Waiting: 0
	Approved: Ready to Issue:	Total Days: 0
176 Loch Haven Drive, Rockwood, TN 37854	lssued: 06/21/2021	i otal Cycles.
BP2021-445	Submitted: 06/21/2021	In Process: 0
Porch Roof Only	l echnically Complete: Approved:	Waiting: 0
	Ready to Issue:	Total Cycles: 1
7.17 Ornard Rd, Oliver Springs, 1N 37840	Issued: 06/21/2021	



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BUILDING	ВР	BP2021-446	Submitted: 06/21/2021	In Process: 0
		Storage Building	l ecnnically Complete: Approved:	Waiting: 0 Total Days: 0
		672 Webster Road, Harriman, TN 37748	Ready to Issue: Issued: 06/21/2021	Total Cycles: 1
		BP2021-447	Submitted: 06/22/2021	In Process: 0
		Residential Home	Technically Complete: Approved:	Waiting: 0 Total Days: 0
		126 Deer Ridge Road, Kingston, TN 37763	Ready to Issue: Issued: 06/22/2021	Total Cycles: 1
		BP2021-448	Submitted: 06/22/2021 Technically Complete:	In Process: 9 Waiting: 0
		133 Shady Drive, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
		BP2021-449 133 Shady Drive, Harriman, TN 37748	Submitted: 06/22/2021 Technically Complete: Approved: Ready to Issue:	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2021-450 133 Shady Drive, Harriman, TN 37748	Submitted: 06/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2021-451 133 Shady Drive, Harriman, TN 37748	Submitted: 06/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2021-452 DW 133 Shady Drive, Harriman, TN 37748	Submitted: 06/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2021-453 133 Shady Drive, Harriman, TN 37748	Submitted: 06/22/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1



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DI 202 1-434	Submitted: 06/22/2021	1 In Process
	Technically Complete:	
	Approved: Ready to Issue:	Total Days: 9
133 Shady Drive, Harriman, TN 37748	:penss	otal cycles.
BP2021-455	Submitted: 06/22/2021 Technically Complete:	1 In Process: 9 Waiting: 0
133 Shady Drive, Harriman, TN 37748	Approved: Ready to Issue: Issued:	Total Days: 9 Total Cycles: 1
BP2021-456	Submitted: 06/22/2021	1 In Procees.
Porch	Technically Complete:	
125 Oak Grove Road, Loudon, TN 37771	Approved. Ready to Issue: Issued: 06/22/2021	Total Cycles: 1
BP2021-457	Submitted: 06/22/2021	1 In Process: 9
Addition	Technically Complete:	
524 First Norway Lane, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
BP2021-458	Submitted: 06/22/2021	D Process 0
DW	Technically Complete:	
195 Poplar Springs Road, Kingston, TN 37763	Approved. Ready to Issue: Issued: 06/22/2021	Total Cycles: 1
BP2021-459	Submitted: 06/22/2021	In Process: 0
HC DW	Technically Complete: Approved:	
225 Aspen Drive, Harriman, TN 37748	Ready to Issue: Issued: 06/22/2021	Ĕ
BP2021-460	Submitted: 06/22/2021	르
Garage with bathroom	l echnically Complete: Approved:	Waiting: 0 Total Days: 0
3140 Decatur Hwy, Kingston, TN 37763	Ready to Issue: Issued: 06/22/2021	Total Cycles: 1
BP2021-461	Submitted: 06/23/2021	In Process: 0
Dock Replacement	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
113 Drimmoso I and Ton Mile TN 27880	Ready to Issue:	Total Cycles: 1



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BP2021-462	Submitted: 06/23/2021 Technically Complete:	In Process: 8
RM for BP2021-206	Approved:	Total Days: 8
127 Deer Ridge Road, Kingston, TN 37763	Ready to Issue: Issued:	Total Cycles: 1
BP2021-463	Submitted: 06/23/2021	O .cococal al
Porch Roof Only	Technically Complete:	Waiting: 0
401 Chandley Road, Kingston, TN 37763	Approved: Ready to Issue:	Total Days: 0 Total Cycles: 1
BP2021-464	Document of the state of the st	
	Submitted: 06/23/2021 Technically Complete:	In Process: 0 Waiting: 0
620 New Midway Road, Kingston, TN 37763	Approved: Ready to Issue: Issued: 06/23/2021	Total Days: 0 Total Cycles: 1
BP2021-465	Submitted: 06/23/2024	o coooda al
	Technically Complete:	Waiting: 0
	Approved: Ready to Issue:	Total Days: 8
620 New Midway Road, Kingston, TN 37763	issued:	otal Oycids.
BP2021-466	Submitted: 06/24/2021	In Process: 0
one Orange	Technically Complete:	Waiting: 0
	Approved:	Total Days: 0
110 WILDERNESS TRAIL, Rockwood, TN 37854	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
BP2021-467	Submitted: 06/24/2021	In Process: 0
Garage	Technically Complete:	Waiting: 0
1215 Riverbend Drive, Kingston, TN 37763	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
BP2021-468	Submitted: 06/25/2021	In Process: 0
Screened Porch	Technically Complete: Approved:	Waiting: 0
963 Webster Road, Harriman, TN 37748	Ready to Issue: Issued: 06/25/2021	Total Cycles: 1
BP2021-469	Submitted: 06/25/2021	In Process: 0
Garage	Technically Complete:	Waiting: 0
	Ready to Issue:	Total Cycles: 1
185 Koddy Ln, Harriman, TN 37748	Issued: 06/25/2021	

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		Submitted: 06/25/2021 Technically Complete:	6/25/2021	In Process: 0	
	Deck	Approved:		Total Days: 0	
	1102 New Midway Road, Kingston, TN 37763	Ready to Issue: Issued: 06	lssue: Issued: 06/25/2021	Total Cycles: 1	
	BP2021-471	Submitted: 06/28/2021 Technically Complete:	6/28/2021	In Process: 3 Waiting: 0	1
	Inground Pool 282 Gamble Ln, Harriman, TN 37748	Approved: Ready to Issue:		Total Days: 3 Total Cycles: 1	
	BP2021-472	Submitted: 06/28/2021	R/28/2021	la Dracesco.	
	Porch Replacement	Technically Complete: Approved:	707070	Waiting: 0	
	172 Spencer Dr, Harriman, TN 37748	Ready to Issue: Issued: 06/28/2021	6/28/2021	Total Cycles: 1	
	BP2021-473	Submitted: 06/28/2021	6/28/2021	In Process: 0	
	KC Commercial Remodel / Opening Brick Wall / Maple	Technically Complete: Approved:		Waiting: 0 Total Days: 0	
	Older District	Ready to Issue:	7000000	Total Cycles: 1	
	1000 Ladd Landing Blvd, Kingston, TN 37763	Issued: 06/28/2021	6/28/2021		
	BP2021-474	Submitted: 06/28/2021	6/28/2021	In Process: 0	1
	Carport	Technically Complete:		Waiting: 0	
	100 Pineview Drive, Kingston, TN 37763	Ready to Issue:	1/28/2024	Total Cycles: 1	
		on panesi	3/20/2021		1
	Residential Home	Submitted: 06/28/2021 Technically Complete: Approved:	5/28/2021	In Process: 3 Waiting: 0	
	114 Emory Pointe Lane, Harriman, TN 37748	Ready to Issue:		Total Cycles: 1	
	BP2021-476	Submitted: 06/28/2021	3/28/2021	In Process: 3	1-
	Window Replacement	Technically Complete: Approved:			
	153 Daniel Rd., Kingston, TN 37763	Ready to Issue: Issued:		Total Cycles: 1	
	BP2021-477	Submitted: 06/28/2021	3/28/2021	In Process: 0	Ī
	Above ground pool	Technically Complete: Approved:		Waiting: 0 Total Days: 0	
	506 Old Hwy 70, Rockwood, TN 37854	Ready to Issue:	1/28/2024	Total Cycles: 1	
		2000000	1707/07/		



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	Submitted: 06/29/2021	6/29/2021	In Process: 0
Residential Home	Technically Complete: Approved:		Waiting: 0
197 East Shore Dr, Rockwood, TN 37854	Ready to Issue: Issued: 06/29/2021	6/29/2021	Total Cycles: 1
BP2021-479	Suhmitted: 06/20/202	8/20/2024	o . Cooocia
Remodel Living Space	Technically Complete: Approved:	012012021	Waiting: 0
303 Ayers Drive, Harriman, TN 37748	Ready to Issue: Issued: 06/29/2021	3/29/2021	Total Cycles: 1
BP2021-480	Submitted: 06/29/2021	5/29/2021	In Process: 2
196 Lakeview Cove Drive, Loudon, TN 37774	Approved: Ready to Issued:		vvarung: 0 Total Days: 2 Total Cycles: 1
BP2021-481	Submitted: 06/29/2021	3/29/2021	In Process.
Garage	Technically Complete:		Waiting: 0
412 Poplar Creek Rd, Oliver Springs, TN 37840	Approved: Ready to Issue: Issued: 06/20/2021	1/20/2021	Total Days: 0 Total Cycles: 1
BP2021-482	Submitted: 06/29/2021	120/2021	In Procees.
KC Shed	Technically Complete: Approved:		Waiting: 0
128 Ward Rd, Kingston, TN 37763	Ready to Issue: 06/29/2021	129/2021	Total Cycles: 1
BP2021-483	Submitted: 06/29/2021	1/29/2021	In Process: 0
KC Roof	Technically Complete: Approved:		Waiting: 0 Total Days: 0
128 Ward Rd, Kingston, TN 37763	Ready to Issue: Issued: 06/29/2021	129/2021	Total Cycles: 1
BP2021-484	Submitted: 06/29/2021	//29/2021	in Process: 0
KC Deck Addition	Technically Complete: Approved:		Waiting: 0 Total Days: 0
108 Cedar Greens Dr. Kingston, TN 37763	Ready to Issue: Issued: 06/29/2021	/29/2021	Total Cycles: 1
BP2021-485	Submitted: 06/30/2021	/30/2021	In Process: 0
Carport	Technically Complete: Approved:		Waiting: 0
2512 Kinaston Hwy Kinaston TN 37763	Ready to Issue:		Total Cycles: 1



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BP	BP2021-486		
i		Submitted: 06/30/2021 Technically Complete:	In Process: 0
	Dock	Approved:	Total Days: 0
	426 Lakecrest Drive, Harriman, TN 37748	Ready to Issue: Issued: 06/30/2021	Total Cycles: 1
CM	CM2021-003	Submitted: 05/26/2021	In Process: 16
	Mechanical Change Outs	Technically Complete: Approved:	
	130 LAUREL BLUFF Rd., Kingston, TN 37763	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
	CM2021-004	Submitted: 05/26/2021	In Process: 16
	Mechanical Change Outs	Technically Complete: Approved:	Waiting: 0 Total Days: 16
	920 N Roane Street, Harriman, TN 37748	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
	CM2021-005	Submitted: 06/02/2021	In Process: 0
	KC Change out only	Technically Complete: Approved:	Waiting: 0 Total Days: 0
	421 E Race Street, Kingston, TN 37763	Ready to Issue: Issued: 06/02/2021	Total Cycles: 1
	CM2021-006	Submitted: 06/04/2021	In Process: 7
	CM for BP2021-114	Technically Complete: Approved:	Waiting: 0 Total Days: 7
	317 Roane St, Oliver Springs, TN 37840	Ready to Issue: Issued: 06/11/2021	Total Cycles: 1
J.	PL2021-078	Submitted: 06/01/2021	In Process: 0
	PL for BP2021-396	Technically Complete: Approved:	Waiting: 0 Total Days: 0
	160 Hawk Trail, Kingston, TN 37763	Ready to Issue: Issued: 06/01/2021	Total Cycles: 1
	PL2021-079	Submitted: 06/02/2021	In Process: 0
	PL for BP2021-057	l ecnnically Complete: Approved:	Waiting: 0 Total Days: 0
	340 Marney Cove Road, Kingston, TN 37763	Ready to Issue: Issued: 06/02/2021	Total Cycles: 1
	PL2021-080	Submitted: 06/02/2021	In Process: 0
	PL for BP2021-399	l ecnnically Complete: Approved:	Waiting: 0 Total Days: 0
	801 Alma Lane, Kingston, TN 37763	Ready to Issue; Issued: 06/02/2021	Total Cycles: 1

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Issued Permits By Department



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PL2021-081	Cooperation of the state of the	1
	Submitted: U6/U3/2021 Technically Complete:	In Process: 0
PL for BP2019-623	Approved:	valiting: 0 Total Davs: 0
173 Hillcrest Dr, Kingston, TN 37763	Ready to Issue: Issued: 06/03/2021	Total Cycles: 1
PL2021-082	Submitted: 06/03/2002	
Di makina Antoni	Technically Complete:	Waiting: 0
	Approved:	Total Days: 0
124 NODDING PINE WAY Dr., Ten Mile, TN37880	Ready to Issue: Issued: 06/03/2021	Total Cycles: 1
PL2021-083	Submitted: 06/03/2021	In Process: 0
	Technically Complete:	Waiting: 0
	Approved: Ready to Issue:	Total Days: 0
174 HENLEY POINT, Kingston, TN37763	Issued: 06/03/2021	rotal Cycles: 1
PL2021-084	Submitted: 06/07/2021	In Process: 0
PL for BP2021-078	l echnically Complete: Approved:	Waiting: 0
172 Hawk Trail, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
PL2021-085	Submitted: 06/07/2021	In Drocees, O
PL for BP2020-515	Technically Complete:	Waiting: 0
	Approved: Ready to Issue:	Total Days: 0
328 Smalley Ln, Kingston, TN 37763	Issued: 06/07/2021	i otal cycles: 1
PL2021-086	Submitted: 06/10/2021	In Process: 0
PL for BP2020-373	Technically Complete: Approved:	Waiting: 0 Total Days: 0
619 Country Lane, Lenoir City, TN 37771	Ready to Issue: Issued: 06/10/2021	Total Cycles: 1
PL2021-087	Submitted: 06/10/2021	In Process: 0
PL for BP2021-360	l echnically Complete: Approved:	Waiting: 0 Total Days: 0
469 Blackburn Ln, Lenoir City, TN 37771	Ready to Issue: Issued: 06/10/2021	Total Cycles: 1
PL2021-088	Submitted: 06/10/2021	In Process: 0
PL for BP2021-414	Technically Complete: Approved:	Waiting: 0 Total Davs: 0
153 University Rd, Kingston, TN 37763	Ready to Issue: Issued: 06/10/2021	Total Cycles: 1

Report run on: 07/01/2021 09:38 AM

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PL for BP2021-422 394 Emory River Rd, Harriman, TN 37748 PL2021-090 PL for BP2020-734	Technically Complete:	Complete:	Waiting. 0
	Approved:		Total Days: 0
PL2021-090 PL for BP2020-734	Ready to Issue:	Issue: Issued: 06/14/2021	Total Cycles: 1
PL for BP2020-734	Submitted:	Submitted: 06/15/2021	In Process: 1
	l ecnnically Complete: Approved:		Waiting: 0 Total Days: 1
210 Mainsail Rd, Kingston, TN 37763	Ready to Issue:	ssue; Issued: 06/16/2021	Total Cycles: 1
PL2021-091	Submitted:	Submitted: 06/16/2021	In Process: 0
PL for BP2020-753	Technically Complete: Approved:		Waiting: 0 Total Davs: 0
1370 Bowman Bend Road, Harriamn, TN 37748	Ready to Issue: Issued:	lssue: Issued: 06/16/2021	Total Cycles: 1
PL2021-092	Submitted:	Submitted: 06/17/2021	In Process: 0
PL for BP2021-437	l echnically Complete: Approved:		Waiting: 0
203 Second Street, Rockwood, Tn 37854	Ready to Issue:	lssue: Issued: 06/17/2021	Total Cycles: 1
PL2021-093	Submitted: 06/17/2021	06/17/2021	In Process: 0
Midway Elementary	Technically Complete: Approved:		Waiting: 0 Total Davs: 0
130 LAUREL BLUFF Rd., Kingston, TN 37763	Ready to Issue:	lssue: Issued: 06/17/2021	Total Cycles: 1
PL2021-094	Submitted: 06/17/2021	06/17/2021	In Process: 0
Midway High School	Technically Complete: Approved:		Waiting: 0 Total Days: 0
530 Loudon Hwy., KINGSTON, TN 37763	Ready to Issue: Issued:	lssue; Issued: 06/17/2021	Total Cycles: 1
PL2021-095	Submitted: 06/18/202	06/18/2021	In Process: 0
PL for BP2021-331	Technically Complete: Approved:		Waiting: 0 Total Days: 0
186 Galilean Rd, Kingston, TN 37763	Ready to Issue: Issued:	lssue: Issued: 06/18/2021	Total Cycles: 1
PL2021-096	Submitted: 06/21/2021	06/21/2021	In Process: 0
PL for BP2021-133	Technically Complete: Approved:		Waiting: 0 Total Days: 0
4551 Highway 70 Tenoir City TN 37771	Ready to Issue:	lssue:	Total Cycles: 1



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Approved: Total Ready to Issue: Total Issued: 06/24/2021 Total Issued: 06/24/2021 Total Ready to Issue: Total Issued: 06/29/2021 In Fachnically Complete: Total Ready to Issue: Total Issued: 06/29/2021 In Fachnically Complete: Total Issued: 06/07/2021 In Fachnically Complete: Total Ready to Issue: Total Issued: 06/07/2021 In Fachnically Complete: Total Ready to Issue: Total Issued: 06/07/2021 In Fachnically Complete: Technically Complete: Total Ready to Issue: Total Issued: O6/07/2021 In Fachnically Complete: Total Ready to Issue: Total Issued: O6/07/2021 In Fachnically Complete: Total Ready to Issue: Total Issued: O6/07/2021 In Fachnically Complete: Total Issued: O6/07/2021 In Fa		Technically Complete:	Maiting: 0
Technically Complete: Submitted: 06/24/2021 Technically Complete: Approved: Ready to Issue: Approved: Ready to Issue: Approved: Ready to Issue: Approved: Ready to Issue: Issued: 06/24/2021 Technically Complete: Approved: Ready to Issue: Issued: 06/24/2021 Technically Complete: Ready to Issue: Issued: 06/24/2021 Technically Complete: Ready to Issue: Issued: 06/24/2021 Technically Complete: Ready to Issue: Issued: 06/29/2021 Technically Complete: Ready to Issue: Ready to Issue: Issued: 06/29/2021 Technically Complete: Ready to Issue: Ready to Issue: Technically Complete: Ready to Issue: Technically Complete: Ready to Issue: Technically Complete: Ready to Issue: Ready to Issue: Technically Complete: Approved: Ready to Issue: Technically Complete: Approved: Ready to Issue: Technically Complete: Approved: Technically Complete:	PL for BP2021-254	Approved:	Total Days: 0
Technically Complete:	307 Homestead Ct, Kingston, Tn 37763	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
Technically Complete:	PL2021-098	Submitted: 06/24/2021	In Process: 0
Technically Complete:	PL for BP2020-492	Approved:	Waiting: 0 Total Days: 0
Technically Complete:	107 Cena Lane, Harriman, TN 37748	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
Peady to Issue:	PL2021-099	Submitted: 06/24/2021	In Process: 0
Hwy, Harriman, TN 37748 Ready to Issue: Tachnically Complete: Submitted: 06/24/2021 Technically Complete: Ready to Issue: Drive, Loudon, TN 37774 Technically Complete: Approved: Ready to Issue: Drive, Loudon, TN 37774 Technically Complete: Approved: Ready to Issue: Drive, Loudon, TN 37774 Technically Complete: Approved: Ready to Issue: Approved: Ready to Issue: Trachnically Complete: Approved: Ready to Issue: Trachnically Complete: Trachnically Complete: Ready to Issue: Trachnically Complete: Approved: Trachnically Complete: Ready to Issue: Ready to Issue: Approved: Trachnically Complete: Ready to Issue: Ready to Issue: Trachnically Complete: Ready to Issue: Trachnically Complete: Trachnically Complete: Ready to Issue: Trachnically Complete: Ready to Issue: Trachnically Complete: Trachnically Complete: Ready to Issue: Trachnically Complete: Trachnic	PL for BP2021-278	Approved:	vvalting: 0 Total Days: 0
Technically Complete:	2728 Roane State Hwy, Harriman, TN 37748	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
Total	PL2021-100	Submitted: 06/24/2021	In Process: 0
Submitted: 06/24/2021 Technically Complete: Approved: Ready to Issued: 06/29/2021 Technically Complete: Approved: Ready to Issued: 06/29/2021 Technically Complete: Approved: Ready to Issued: 06/02/2021 Technically Complete: Approved: Ready to Issued: 06/07/2021 Technically Complete: Approved: Ready to Issued: December 1 Technically Complete: Approved: Ready to Issued: December 1 Technically Complete: Approved: Ready to Issued: December 1 Technically Complete: Approved: Read	PL for BP2021-401	l ecnnically Complete: Approved:	Waiting: 0 Total Days: 0
Technically Complete: Approved:	370 Holder Ford Rd, Kingston, TN 37763	Ready to Issue: Issued: 06/24/2021	Total Cycles: 1
Technically Complete:	PL2021-101	Submitted: 06/29/2021	In Process: 0
E Drive, Loudon, TN 37774 Ready to Issue: Table	PL for BP2021-082	Technically Complete: Approved:	Waiting: 0 Total Days: 0
Submitted: 06/02/2021 Wes Rd, Ten Mile, TN 37880 Submitted: 06/02/2021 Submitted: 06/02/2021 Submitted: 06/07/2021 Technically Complete: Ready to Issue: Ready to Issue: The string of the str	196 Lakeview Cove Drive, Loudon, TN 37774	Ready to Issue: Issued: 06/29/2021	Total Cycles: 1
Approved: Ws Rd, Ten Mile, TN 37880 Submitted: 06/07/2021 Submitted: 06/07/2021 Technically Complete: Ready to Issue: Ready to Issue: Submitted: 06/07/2021 Technically Complete: Submitted: 06/07/2021 Technically Complete: Ready to Issue: Technically Complete: Ready to Issue: Technically Complete: Ready to Issue: Technically Complete: Technically Complete: Ready to Issue: Technically Complete: Technically Complete	RM2021-054	Submitted: 06/02/2021	In Process: 0
Submitted: 06/02/2021 Submitted: 06/07/2021 Submitted: 06/07/2021 Technically Complete: Approved: Ready to Issued: 06/07/2021 Technically Complete: Submitted: 06/07/2021 Technically Complete: Approved: Ready to Issued: December 1 Tech	RM for BP2021-014	Technically Complete: Approved:	Waiting: 0 Total Days: 0
Submitted: 06/07/2021 Technically Complete: Approved: Ready to Issue: Submitted: 06/07/2021 Technically Complete: Approved: Ready to Issue: Technically Complete: Approved: Appro	174 Barnard Narrows Rd, Ten Mile, TN37880	Ready to Issue: Issued: 06/02/2021	Total Cycles: 1
3 Approved:	RM2021-055	Submitted: 06/07/2021	In Process: 0
The standard of the standard	RM for BP2018-463	l echnically Complete: Approved:	Waiting: 0 Total Days: 0
Submitted: 06/07/2021 Technically Complete: Approved: Ready to Issue: THARTIMAN, TN 37748	260 Colyer Drive, Kingston, TN 37763	Ready to Issue: Issued: 06/07/2021	Total Cycles: 1
1 Approved: To Ready to Issued: O6/07/2021	RM2021-056	Submitted: 06/07/2021	In Process: 0
Ready to Issue: Harriman, TN 37748	RM for BP2021-091	lechnically Complete: Approved:	Waiting: 0 Total Days: 0
	262 Serinity Drive, Harriman, TN 37748	Ready to Issue: Issued: 06/07/2021	Total Cycles: 1

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Issued Permits By Department



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		Change Out Only	Technically Complete:	Waiting: 0
		632 Birk Crook Dd Horrison TN 27740	Ready to Issue:	Total Cycles: 1
		DM2024 050	Issued: 06/14/2021	
		KMZUZ1-058	Submitted: 06/14/2021	In Process: 0
		KC Change Out Only	recrinically Complete: Approved:	Waiting: 0 Total Days: 0
		801 Tyler Place, Kingston, TN 37763	Ready to Issue: Issued: 06/14/2021	Total Cycles: 1
		RM2021-059	Submitted: 06/14/2021	In Process: 0
		Change Out Only	Technically Complete: Approved:	Waiting: 0 Total Days::0
		404 LAKEVIEW Dr., Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	Total Cycles: 1
		RM2021-060	Submitted: 06/15/2021	In Process: 0
		RM for BP2019-555	Technically Complete: Approved:	Waiting: 0
		113 Brasheers Road, Harriman, TN 37748	Ready to Issue: Issued: 06/15/2021	Total Cycles: 1
		RM2021-061	Submitted: 06/23/2021	In Process: 0
		RM for BP2021-206	Technically Complete: Approved:	Waiting: 0 Total Days: 0
		127 Deer Ridge Road, Kingston, TN 37763	Ready to Issue: Issued: 06/23/2021	Total Cycles: 1
	N	VN2021-002	Submitted: 06/14/2021	In Process: 0
		Firework Tent	Technically Complete: Approved:	Waiting: 0 Total Days: 0
		1807 Roane State Hwy, Harriman, TN 37748	Ready to Issue: Issued: 06/14/2021	Total Cycles: 1
		VN2021-003	Submitted: 06/16/2021	In Process: 0
		Firework Tent / June 20 - July 5, 2021	l echnically Complete: Approved:	Waiting: 0 Total Days: 0
		3445 Decatur Hwy, Kingston, TN 37763	Ready to Issue: Issued: 06/16/2021	Total Cycles: 1
CODE	ΕV	EV-21-0001	Submitted: 06/10/2021	In Process: 21
		****TEST****	l echnically Complete: Approved:	Waiting: 0 Total Days: 21
		242 DOGTOWN Rd., Ten Mile, TN37880	Ready to Issue:	Total Cycles: 1



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CODE	EV	EV-21-0002	Submitted: 06/11/2021	In Process: 7
		Electrical Variance	l echnically Complete: Approved:	Waiting: 0 Total Days: 7
		140 Halcomb Dr, Kingston, TN 37763	Ready to Issue: Issued: 06/18/2021	Total Cycles: 1
		EV-21-0003	Submitted: 06/28/2021	In Process: 1
		Electrical Variance	Technically Complete: Approved:	Waiting: 0 Total Days: 1
		277 Lawson Center Road, Kingston, TN 37763	Ready to Issue: Issued: 06/29/2021	Total Cycles: 1
		EV-21-0004	Submitted: 06/30/2021	In Process: 1
		Electrical Variance	Technically Complete: Approved:	Waiting: 0 Total Days: 1
		285 Roane St S, Harriman, TN 37748	Ready to Issue: Issued:	Total Cycles: 1
PLANNING	PLT	PLT2021-049	Submitted: 06/02/2021	In Process: 29
		Plat Review/Boundary Line	Technically Complete: Approved:	Waiting: 0 Total Days: 29
		286 West Rockwood Ferry Road, Ten Mile, TN 37880	Ready to Issue: Issued:	Total Cycles: 1
		PLT2021-050	Submitted: 06/02/2021	In Process: 29
		Plat Review/2 Lots-	Technically Complete: Approved:	Waiting: 0 Total Days: 29
		307 Howard Road, Loudon, TN 37774	Ready to Issue: Issued:	Total Cycles: 1
		PLT2021-051	Submitted: 06/09/2021	In Process: 22
		Plat Review/Boundary Line	Technically Complete: Approved:	Waiting: 0 Total Days: 22
		173 Keller Road, Harriman, TN 37748	Ready to Issue: Issued:	Total Cycles: 1
		PLT2021-052	Submitted: 06/09/2021	In Process: 22
		Plat Review/Boundary Line	Technically Complete: Approved:	Waiting: 0 Total Days: 22
		160 Rose Circle, Kingston, TN 37763	Ready to Issue: Issued:	Total Cycles: 1
		PLT2021-053	Submitted: 06/11/2021	In Process: 20
		Plat Review/5 Acres+	l echnically Complete: Approved:	Waiting: 0 Total Days: 20
		216 Edwards Road, Harriman, TN 37748	Ready to Issue: Issued:	Total Cycles: 1

Report run on: 07/01/2021 09:38 AM

Issued Permits By Department



PLANNING	PLT	PLT2021-054	Submitted: 06/11/2021	In Process: 20
		Plat Review/Boundary Line	lechnically Complete: Approved:	Waiting: 0 Total Days: 20
		214 Edward Road, Harriman, TN 37748	Ready to Issue: Issued:	l otal Cycles: 1
		PLT2021-055	Submitted: 06/22/2021	In Process: 9
		Plat Review/Boundary Line	Approved:	Total Days: 9
		Crystal Springs Road, Rockwood, TN 37854	Ready to Issue: Issued:	l otal Cycles; T
		PLT2021-056	Submitted: 06/22/2021	In Process: 9
		Plat Review/Boundary Line	Approprie:	Total Days: 9
		175 Treasure Tree Road, Ten Mile, TN37880	Ready to Issue: Issued:	l otal Cycles: 1
		PLT2021-057	Submitted: 06/23/2021	In Process: 8
		Plat Review/Boundary Line	Approved:	Total Days: 8
		Serenity Drive, Harriman, TN 37748	Ready to Issue: Issued:	otal Cycles: 1
		PLT2021-058	Submitted: 06/24/2021	In Process: 7
		Plat Review/5 Acres+	Approved:	Total Days: 7
	100	Roane State Highway, Harriman, TN 37748	ready to Issue. Issued:	lotal cycles:
ZONING	VAR	VAR2021-006	Submitted: 06/10/2021	In Process: 21
		Variance	Approved:	Total Days: 21
		277 Serenity Drive, Harriman, TN 37748	Ready to Issue. Issued:	lotal Cycles: I

KINGSTON WATER TREATMENT PLANT



2021

	ter Treatment Plant	Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A	Influent (Raw)	17,491,000	15,351,000	12.23%	564,000	771,000	379,000
L	Effluent (Finish)	16,279,000	13,986,000	14.09%	525,000	691,000	370,000
0	Spring Supply	14,090,000	13,854,000	1.67%	455,000	498,000	422,000
N S	Total Finish Prod.	30,369,000	27,840,000	8.33%	Distribution 8	WTP Report:	847,000
	Plant Efficiency	99.50%	99.49%	0.01%	gals. usage flushing and Tank refilling.		ank refilling.
	Distribution				Public Works:	No Report	-
G A	Consumption	24,834,800	24,167,500	2.69%	Fire Dept:	No Report	
L	Reported Usage	847,000	812,000	4.13%	Park & Rec: No Report		
0	Water Loss	4,587,200	2,860,500	37.64%	WWTP:	No Report	
N S	%	15.11%	10.28%	4.83%			

Note: The Water Production, Consumption and Loss data is for the May 2021 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.
- * Mowing, trimming and spraying of grounds, Spring Pump House and Spring Site.
- * Regular Chemical Feed Maintenance was performed.
- Had regular Plant Safety Training on Heat Stress.
- * Facilities received daily and regular cleaning and disinfection.
- * Scoured / flushed out Plant sampling and wash lines.
- Working on sealing Clearwell / Pipe Gallery Wall.
- Doing rehab in Pipe Gallery, removing / stripping the paint from the piping and walls, etc.
- * Gathering data for Year End EPA and State Reports.
- * Working on the Inventory of Expendables and AWWA Water Audit Reports for Year End.
- Dealt with several weather events / storms this past month.
- * John Poole attended Backflow Training, challenged and passed the State Test, receiving certification.
- * Dave Ott attended a TAUD Distribution Cram Session, challenged and passed the State Test, receiving his certification.
- * The #2 Filter Valve has stopped working remotely, it must be manually operated by hand at the valve location. A Limitorque Valve Technician came and checked it out on the 30th and advised that a capacitor had blown allowing the motor to burn up as well. This valve series is now obsolete, and this motor is no longer available. The valve actuator will have to be replaced to the latest series but the actual butterfly valve itself will still be able to be used. We installed all of the current valves approximately 18 years ago.

Kingston Water Department Schedule of Unaccounted For Water June

(All amounts in gallons)

A	Water Treated and Purchased		
В	Water Pumped (potable)	30,369,000	
C	Water Purchased	0	
D	Total Water Treated and Purchased		30,369,000
	(Sum Lines B and C)	5.	
\mathbf{E}	Accounted for Water:		
F	Water Sold	24,934,800	
\mathbf{G}	Metered for Consumption (in house usage)	847,000	
H	Fire Department(s) Usage	0	
I	Flushing	0	
J	Tank Cleaning/Filling		
K	Street Cleaning		
\mathbf{L}	Bulk Sales	0	
\mathbf{M}	Water Bill Adjustments (+/-)	0	
\mathbf{N}	Total Accounted for Water		25,781,800
	(Sum Lines F thru M)	-	
\mathbf{o}	Unaccounted for Water		4,587,200
	(Line D minus Line N)	-	
P	Percent Unaccounted for Water		15.105%
	(Line O divided by Line D times 100)	-	
Q	Other (explain)	See Below	
Ex	plain Other:		

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



Kingston Water Department Schedule of Unaccounted For Water July, 2020 to June, 2021

(All amounts in gallons)

A	Water Treated and Purchased		
В	Water Pumped (potable)	324,555,000	
C	Water Purchased	0	
D	Total Water Treated and Purchased		324,555,000
	(Sum Lines B and C)	-	
\mathbf{E}	Accounted for Water:		
F	Water Sold	255,945,699	
\mathbf{G}	Metered for Consumption (in house usage)	10,915,824	
H	Fire Department(s) Usage	1,320,000	
I	Flushing	5,350,000	
\mathbf{J}	Tank Cleaning/Filling	0	
K	Street Cleaning		
L	Bulk Sales	0	
\mathbf{M}	Water Bill Adjustments (+/-)		
\mathbf{N}	Total Accounted for Water		273,531,523
	(Sum Lines F thru M)	-	
\mathbf{o}	Unaccounted for Water		51,023,477
	(Line D minus Line N)	(-	
P	Percent Unaccounted for Water		15.721%
	(Line O divided by Line D times 100)	·—	
Q	Other (explain)	See Below	
Ex	plain Other:		

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



KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager

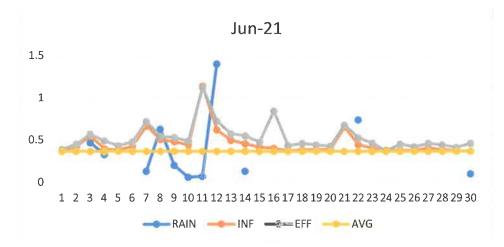
FROM: Tony Workman, WWTP Plant Manager

RE: June 2021 Monthly Report

DATE: July 7, 2021

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.5007	1.2650	.3670	15,521,000
EFFLUENT	.5433	1.2310	.4340	16,841,000

2519 Sewer customers 10,980,300 gallons billed. Daily average .3299 mgd.



Total gallons of chlorine used was 314.77 @\$2.09 gallon = \$657.87.

We had 4.26 inches of rain. There were no reported overflows.

Page and Associates have completed the repairs on the pump room. The doors have been completed. The doors for the lab building are scheduled to arrive around mid-July.

I plan to attend the TAUD Utility Conference in Gatlinburg August 11-13.

Safety Meetings:

Heat Stress

City of Kingston

Harvard Campus Services Toolbox Talk #11



Water Distribution/Collection June 2021

Services	Total	
After Hours-Sewer	0	
After Hours-Water	0	
Door Hanger	3	
Profile	3	
Road Cut	0	
Service Line Leak/Line Break	0	
Sewer-Miscellaneous	2	
Disconnect for Non-Payment	49	
Water/Sewer Service Estimate	3	
Water-Check for Leak	7	
Water-Miscellaneous	69	
Water-Hydrant	0	
Water-Re-Read/Manual Read	15	
Yard Work	4	
Connect Order	39	
Disconnect Order	41	
Water Tap-New Account Number	1	
811 Locates	62	

Kingston Public Library (KPL)

1004 Bradford Way Kingston Tennessee 37763 865-376-9905

WWW.kingstonpubliclibrarytn.org
WWW.facebook.com/KingstonPublicLibrary

1 June 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 June 2021

Summary

We proctor the TWRA boat test, and we have been very busy as summer time is here.

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 available.

The library grounds have been cleaned up and is looking good.

The state tech came out the first week of June to update all computers and installed new WI-FI extenders.

Our table for the back patio area has been delivered and will need to be set up and bolted to the patio. The table is also in ADA compliance and will help people using the WI-FI outdoors.

We had two summer reading programs as far. We had approximately 55 children attend.

Our yearly budget is complete and we spent our MOE money.

The Tech grant has opened this week and I am working on replacing some of our older public computers.

Books and other items are still to be quarantined when returned for 3 days. Due to vaccine's becoming more available I am hoping we can start to have programs again at our Library in the near future.

Any questions can be emailed to me at: kpldirector@gmail.com

Stay Safe.

This is all subject to change as we go forward.

Respectfully submitted Barbara T.

Kingston Beautification Committee Meeting Minutes-May 10, 2021

Call to order

The meeting was called to order at 5:00pm by Tara Stockton

Roll call

Tara Stockton, Teresa Nichols, Sue Collins, Judy Yeager, Cole Silvers, Harriet Walker, Teresa Kirkham, Susan Whitlock, and Yvonne Yates.

Approval of Minutes

Motion by Teresa and seconded by Judy.

Ongoing Business

- Welcomed new members and volunteers.
- Bethel Cemetery update-Railing will be up before Memorial Day.
- Gateway signage- TN Technology has agreed on school project and present a breakdown of cost when a example plans have been approved.
- Midway & Roane County HS welding students will do Christmas decorations as part of their semester/school project.
- Discussion about reaching out to Boy Scouts about building plantar boxes for areas in downtown along with volunteer organized day for next project.
- Codes Enforcement updates will resume next month.

Adjournment

Motion Teresa and second by Judy.

ELECTRIC POWER BOARD OF ROCKWOOD MEETING AGENDA JUNE 17, 2021 ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM 4:30 PM – 5:30 PM

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

ACTIVITY	ACTION
Minutes from Board Meeting on May 20, 2021	Approval
April 2021 Financial Statements	Approval
April 2021 Budget Report	Information
June 2021 Accounts Payable	Acceptance
Manager's Report	Acceptance
Visitor Comments	
Old: 1. FY 2022 Budget New: 1. New Purchases 2. New Projects 3. Pollution Liability Insurance Renewal 4. Bad Debts	Approval Approval Approval Approval

Announcements

July 2021 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on May 20, 2021. Following a prayer and the Pledge of Allegiance, Chairman Holloway asked for a roll call. Board members present were Childs, Davis, Holloway, Layne and McCullough. Social distancing guidelines were required for all attendees.

A motion was made by Davis, seconded by Childs to approve the minutes as recorded for the April 20, 2021 Board meeting. All voted yes.

A motion was made by Layne, seconded by Davis to approve the March Financial Statements. Specifically, Manager Bear informed the Board that a payment was coming due on the utility's long-term debt in the amount of \$532,812.50 and that funds were sufficient for this large expenditure. The utility continues to improve overall in its financial position. All voted yes.

The March 2021 Budget Report was provided to the Board for information. The Utility continues to be under budget on Operations & Maintenance. There were no questions.

A motion was made by Davis, seconded by Layne to accept the May 2021 accounts Payable. All voted yes.

As part of the Manager's report, Manager Bear stated:

- He commended the employees for following safe work practices and being free from indemnity claims during the last six months of calendar year 2020. Distributors Insurance Company has issued the utility a check for qualifying under the Shared Cost Safety Incentive Program (SCSIP). REU's matching portion is \$50.00 per employee. The total per employee was \$120.00.
- He suggested moving ahead with an RFP for a Renewable Generation Purchase Power Agreement (PPA) to potential bidders rather than pursue a PPA with Seven States Power Corporation (7SPC). There are changes in the investment tax credits and other legislation on renewable generation. We can either slow down or delay the finalizing of a solution strictly with 7SPC, to hopefully get a more attractive offering, or release the RFP and see what proposals we get.
- TVA celebrated her 88th birthday this week.
- The application for the first customer of REU to apply for interconnecting a solar installation using TVA's Green Connect Program is being reviewed.
- The May safety meeting, held earlier in the week, was a recertification in Pole Top and Bucket Truck Rescue.
- The plats for 44 new lots in "The Village of Center Farms" have been signed. The developer paid all aid to construction up front.

A motion was made by Childs, seconded by Layne to accept the Manager's Report. All voted yes.

There were no Visitor Comments.

A motion was made by McCullough, seconded by Childs to approve the purchase of several different sizes of transformers at a total cost of \$48,542.00 and to approve the purchase of a load

of 45'Class 3 power poles from Thomasson Company for a total cost of \$8,190.00. All voted yes.

There were no new projects being recommended at this time which would exceed the \$10,000 threshold.

Discussions were held on the FY 2022 Preliminary Budget. A copy of the preliminary budget was provided to the Board. It contains both an Income Statement Budget and potential Plant Investments along with a forecast of the utility's cash position at June 30, 2022. An "Executive Summary" along with explanatory notes and other items were included with the "DRAFT" budget. These include, but are not limited to:

- No rate action in FY 2022
- Sales are expected to remain flat with no new revenue expected.
- The Pandemic Relief Credits from TVA are assumed to end in October 2021.
- O&M is expected to increase 3%.
- Plant investments are assumed to remain flat for the next few years at approximately \$2 million per year based on Chris Mitchell's financial forecast thus allowing cash & cash reserves to increase.
- The Income Statements reflect a 4% wage increase and a \$1,000 Christmas Bonus for all employees effective July 1, 2021
- Manager Bear asked the Board to add a maximum of \$50,000 to the budget for pay adjustments for non-union positions. A gap analysis and implementation plan were to be developed following the board's approval of a compensation plan back in June 2019 but had not been completed and approved. However, a preliminary review of the plan indicates that several positions/employees at the utility need pay adjustments. The Board authorized this amount to be added for their consideration in approving the final budget.
- There are no plans to replace the vacant journeyman lineman or engineering positions at this time and funds for these positions are not in the budget. Manager Bear stated the budget does not include filling the Director of Human Relations position vacated this past year. If the Board wants to consider filling the position at a significantly reduced level for succession planning, then this expense needed to be added. An estimate of the pay range for this position would be between approximately \$20.65 and \$29.78 but depended on the grade assigned. Chairman Holloway indicated the Board wanted to include this position in the budget but that that the maximum pay should be no greater than \$25.00 if the successful candidate had experience.
- Contributing the minimum amount of \$50,000 to the OPEB Trust. See discussion under New Business.
- Expenses associated with completing an arc flash risk assessment on remaining substations is in the budget and is estimated to be slightly more than \$50,000.
- The FY 2022 budget includes \$520,000 for contract right-of-way maintenance. This would be discussed under new business as well.
- The budget only included the costs for travel/training for personnel needing to maintain a license or complete a program. Manager Bear stated that travel/training was virtually non-existent in FY 2021 due to COVID-19 and other limitations. He suggested adding back to the budget a finite amount of money for travel/training as vendors and

- associations schedule their annual meetings and training. The Board said they did want to watch expenses in travel and what could be done on-line was preferable to travel.
- The only funds in the budget for sponsorships and contributions were for supporting Operation REACH at \$1,000. The Board agreed to fund only this sponsorship again in FY2022.
- Association dues were in the budget the same as for FY 2021. Specifically, this includes payment of dues to TVPPA, TMEPA, JT&S, and ETEDA.
- Right-of-way maintenance, vehicle replacements, and the annual contribution to the OPEB will be covered under new business.

Larry Brackett, Director of Construction & Maintenance, addressed the Board on his proposal for the contract right-of-way maintenance budget for FY 2021/2022. REU is currently in the middle of a three year contract with W.A. Kendall and Company, LLC with only a cost of living raise for employees added in each year. This is only possible with an hourly rate trimming program. The recommendation this year is to move to an hourly rate rather than a lump-sum cost per circuit method. Listed below are the circuits and miles scheduled as part of the rotation to be trimmed

- Rockwood Primary 244- 67 miles.
- Burke Mill Primary 224- 50 miles.
- Burke Mill Primary 254- 43 miles.
- Kingston Primary 204- 16 miles.

This is a total of 176 miles. To stay on our four year rotation we need to cut as close to 141 miles as possible each year. He made the recommendation to request a tree trimming budget of \$520,000 for fiscal year 2022. This is an increase over the last two years, but we have also fallen behind. A motion was made by Layne, seconded by McCullough to approve the recommendation for contract right-of-way maintenance using an hourly rate not to exceed \$520,000 for the FY2022 budget. All voted yes.

Larry Brackett, Director of Construction & Maintenance, also addressed the Board on his proposal for the vehicle expenditures in the F/Y 2021/2022 budget. He requested four (4) vehicles for replacement.

- Vehicle 1- Truck 4. A 2009 Chevy 4x4. 157,312 miles. Replacement cost is \$26,765.28.
- Vehicle 2- Truck 10. A 2009 Chevy 4x4. 162,987 miles. Replacement cost is \$26,765.28.
- Vehicle 3- Truck 16. A 2008 Chevy 4x4. 173,783 miles. Replacement cost is \$26,765.28.
- Vehicle 4- Truck 12. A 2011 Dodge small bucket truck. 174,989 miles, and 12,847 hours. Replacement cost is \$130,000. A trade in value of \$15,000 on the existing truck.

This brings the vehicle budget for FY 2021-2022 to approximately \$211,000, minus any trade-in value. Chairman Holloway asked if the small service truck was a good candidate for surplusing to the City of Rockwood and Mr. Brackett said the truck was not in good condition and he didn't recommend it. We have other vehicles needing replacement in future years that are in better

condition. A motion was made by Childs, seconded by Layne to approve the recommendation and budget \$211,000 for the Capital Expense Budget. All voted yes.

Manager Bear explained the COVID-19 Community Care Fund. This is part of the TVA approved Pandemic Relief Credit. REU is eligible for \$10,000 with matching funds. He recommends a combined project with the City of Rockwood with a Focus Area of Community Enrichment and Innovation & Technology. REU would work with the City of Rockwood on leveraging our fiber and wireless infrastructure to extend services to City Hall, the city garage, the community center, the sports complex, Dr. Fuller Park, and other locations that fiber is available or nearby. This would also improve our SCADA system and hopefully generate some incremental revenue and improve services to our community. He is requesting the matching funds be provided from our "Thinking of Others" program.

A motion was made by McCullough, seconded by Layne to approve the application for COVID-19 Community Care Fund. All voted yes.

A motion was made by McCullough, seconded by Davis to approve the TVA/REU Intent Agreement. TVA prepared the agreement to convey certain TVA real property and transmission equipment assets to Rockwood Electric Utility. These assets are associated with the Rockwood Primary Substation. Upon signature by REU, TVA will recommend to its Board of Directors the conveyance of the assets described in the Intent Agreement. All voted yes.

A motion was made by McCullough, seconded by Layne to approve the retirement fees in the amount of \$50,000 for the FY 2021/2022 Budget. All voted yes.

A motion was made by McCullough, seconded by Davis to approve the annual contribution to the OPEB for \$100,000 in the current fiscal year. He also recommended the budget for FY 2022 include a contribution of \$125,000. All voted yes.

A motion was made by Layne, seconded by Childs to approve the write-off of uncollectible debts for the period of February 2021 in the amount of \$2,125.31 and noted the bad debts collected for April 2021 were \$1,843.91. All voted yes.

Chairman Holloway announced the June Board meeting will be held on June 17, 2021.

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

Chairman Harold Holloway Secretary/Treasurer Wade McCullough

Rockwood Electric Utility: 189 P1 BALANCE SHEET - ASSETS & OTHER DEBITS

UTILITY PLANT

Description	ltem	April 2021	April 2020
Electric Plant	1	\$66,252,186.39	\$65,432,021.53
Less Depreciation	2	\$18,898,902.38	\$17,974,657.62
TOTAL	3	\$47,353,284.01	\$47,457,363.91
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0,00	
TOTAL PLANT - NET	6	\$47,353,284.01	\$47,457,363.91

OTHER PROPERTY AND INVESTMENTS

Description	Item	April 2021	April 2020
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$39,135.29	\$33,765.14
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$3,844,451.00	\$3,455,554.00
TOTAL	13	\$3,883,586.29	\$3,489,319.14

CURRENT AND ACCRUED ASSETS

Description	Item	April 2021	April 2020
General Cash and Temporary Cash Investments	14	\$7,042,496.95	\$3,067,759.82
Accounts Receivable	15	\$1,645,131.34	\$1,945,623.30
Materials and Supplies	16	\$389,797.19	\$474,085.54
Prepayments	17	\$167,851.24	\$179,036.08
Other Current Assets	18	\$693,003.25	\$982,048.94
TOTAL	19	\$9,938,279.97	\$6,648,553.68

DEFERRED DEBITS

Description	Item	April 2021	April 2020
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	
Energy Service Loans Receivables	24	\$98,691.31	\$179,986.13
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
TOTAL	27	\$98,691.31	\$179,986.12

TOTAL ASSETS AND OTHER DEBITS

Description	ltem	April 2021	April 2020
TOTAL ASSETS AND OTHER DEBITS	28	\$61,273,841.58	\$57,775,222.85

ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments included in Item No. 8	\$39,135.29
Construction Work In-Progress Included in Item No. 1	\$221,930.14
Construction Fund Included in Item No. 12	\$0.00
Total Miles of Distribution Lines	0.00
Total Miles of Transmission Lines	0.00

Rockwood Electric Utility: 189 P2 BALANCE SHEET - LIABILITIES & OTHER CREDITS

CAPITAL

Description	Item	April 2021	April 2020
Membership Certificates	30	\$0.00	

EARNINGS REINVESTED IN SYSTEM ASSETS

Description	Item	April 2021	April 2020
End of Previous Year		\$44,773,353.52	\$43,832,126.99
Retained Earnings Adjustment	-		
Beginning of Year	33	\$44,773,353.52	\$43,832,126.99
Current Year	34	\$2,753,390.79	\$1,374,941.60
TOTAL	35	\$47,526,744.31	\$45,207,068.59

LONG-TERM DEBT

Description	Item	April 2021	April 2020
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$3,500,000.00	\$3,700,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$31,888.16	\$36,612.32
TOTAL	41	\$3,531,888.16	\$3,736,612.32

OTHER NON-CURRENT LIABILITIES

Description	Item	April 2021	April 2020
Postretirement Benefits	39.2	\$4,411,967.72	\$3,573,352.16
Energy Service Loans - Advances	42	\$95,912.47	\$150,653.23
Energy Service Loans - Other	43	\$0,00	
TOTAL	44	\$4,507,880.19	\$3,724,005.39

CURRENT AND ACCRUED LIABILITIES

Description	item	April 2021	April 2020
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$3,646,038.54	\$3,353,788.42
Customer Deposits	47	\$1,346,167.71	\$1,263,547.71
Taxes and Equivalents Accrued	48	\$23,459.82	\$23,676.52
Interest Accrued - RUS	49	\$21,875.00	\$23,208.34
Interest Accrued - CFC	50	\$0.00	
Interest Accrued - CoBank	51	\$0.00	
Interest Accrued - TVA	52.1	\$0.00	
Interest Accrued - Other	52.2	\$0.00	
Other Current Liabilities	53	\$714,335.72	\$512,316.38
TOTAL	54	\$5,751,876.79	\$5,176,537,37

DEFERRED CREDITS

Description	Item	April 2021	April 2020
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	(\$44,547.87)	(\$69,000.82)
TOTAL	57	(\$44,547.87)	(\$69,000.82)

TOTAL LIABILITIES AND OTHER CREDITS

Description	ltem	April 2021	April 2020
TOTAL LIABILITIES AND OTHER CREDITS	58	\$61,273,841.58	\$57,775,222.85

OPERATING REVENUE

Description	ltem	April 2021	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$2,454,760.45	\$28,232,331.55
Revenue From Late Payments	60	\$11,998.70	\$133,877.47
Miscellaneous Service Revenue	61	\$2,395.00	\$27,695.00
Rent From Electric Property	62	\$49,517.76	\$496,977.60
Other Electric Revenue	63	\$5.00	\$50.00
TOTAL OPERATING REVENUE	64	\$2,518,676.91	\$28,890,931.62

PURCHASED POWER

TOTAL POWER COST (PAGE 7, ITEM 342)	65	\$1,598,132.82	\$18,891,471.83
Description	Item	April 2021	Year to Date

OPERATING EXPENSE

Description	Item	April 2021	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$98,594.53	\$1,040,240.58
Customer Accounts Expense	68	\$64,510.29	\$762,461.27
Customer Service and Informational Expense	69	\$875.00	\$6,864.20
Sales Expense	70	\$0.00	\$12,323.00
Administrative and General Expense	71	\$206,978.03	\$2,013,457.64
OPERATING EXPENSE	72	\$370,957.85	\$3,835,346,69

MAINTENANCE EXPENSE

Description	Item	April 2021	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$82,177.58	\$802,106.67
Administrative and General Expense	75	\$3,801.62	* \$20,992.07
MAINTENANCE EXPENSE	7 6	\$85,979.20	\$823,098.74

OTHER OPERATING EXPENSE

Description	Item	April 2021	Year to Date
Depreciation Expense	77	\$136,729.11	\$1,358,341.43
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$118,942.53	\$1,180,520.57
OTHER OPERATING EXPENSE	80	\$255,671.64	\$2,538,862.00

TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	item	April 2021	Year to Date
TOTAL OPERATING EXPENSE AND PURCHASED POWER	81	\$2,310,741.51	\$26,088,779.26

INCOME

Description	Item	April 2021	Year to Date
Operating Income (Item 64, Less Item 81)	82	\$207,935.40	\$2,802,152.36
Other Income	83	\$0.00	\$9,879.84
TOTAL INCOME	84	\$207,935.40	\$2,812,032.20
Miscellaneous Income Deductions	85	\$0.00	\$7,890.71
NET INCOME BEFORE DEBT EXPENSE	86	\$207,935.40	\$2,804,141.49

Rockwood Electric Utility: 189 P3 REVENUE & EXPENSE STATEMENT

DEBT EXPENSE

Description	Item	April 2021	Year to Date
Interest on Long-Term Debt - RUS	87	\$0.00	
Interest on Long-Term Debt - CFC	88	\$0.00	
Interest on Long-Term Debt - CoBank	89	\$0.00	
Interest on Long-Term Debt - Other	90.1	\$5,468.75	\$54,687.50
Interest - TVA	90.2	\$0.00	
Other Interest Expense	92	\$0.00	
Amortization of Debt Discount and Expense	93	\$0.00	
Amortization of Premium on Debt - Credit	94	(\$393.68)	(\$3,936.80)
TOTAL DEBT EXPENSE	95	\$5,075.07	\$50,750.70

NET INCOME

Description	Item	April 2021	Year to Date
Net Income Before Extraordinary Items (Item 86, Less Item 95)	96	\$202,860.33	\$2,753,390.79
Extraordinary Items	97	\$0.00	
NET INCOME	98	\$202,860.33	\$2,753,390.79

CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Description	April 2021	April 2020
Net Income	\$2,753,390.79	\$1,374,941.60
Adjustments to Reconcile Net Income to Net Cash:		
Depreciation	\$1,358,341.43	\$1,288,103.93
Amortization of:		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$3,936.80)	(\$3,936.80)
Changes in Current and Deferred Items:		
Accounts Receivable	\$803,173.21	\$767,912.10
Materials and Supplies	\$46,512.62	\$36,277.79
Prepayments and Other Current Assets	\$124,127.16	(\$131,533.87)
Deferred Debits	\$0.00	
Accounts Payable	(\$164,207.28)	(\$1,316,000.91)
Customer Deposits	\$77,050.00	\$107,230.00
Taxes and Interest Accrued	\$45,334.82	\$46,884.86
Other Current Liabilities	(\$354,234.62)	(\$589,022.30)
Deferred Credits	(\$38,547.05)	(\$63,785.68)
Retained Earnings Adjustments	\$0.00	
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$4,647,004.28	\$1,517,070.72

CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES

Description	April 2021	April 2020
Change in Net Plant	(\$954,835.90)	(\$1,054,001.44)
Net Change in Other Property and Investment	\$0.00	
Energy Service Loans Receivable	\$64,166.00	\$77,378.96
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	(\$890,669.90)	(\$976,622.48)

CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES

Description	April 2021	April 2020
Change in Long-Term Debt	(\$357,638.70)	
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$52,170.29)	(\$47,621.42)
Post Retirement Benefit Adjustments	\$567,516.72	\$117,798.16
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	\$157,707.73	\$70,176.74

NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS

Description	April 2021	April 2020
NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS	\$3,914,042.11	\$610,624.98
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$3,128,454.84	\$2,457,134.84
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$7,042,496.95	\$3,067,759.82

Rockwood Electric Utility: 189 P7 STATISTICAL/PURCHASED POWER

STATISTICAL DATA - REVENUE

Class of Service	Item	April 2021	Year to Date
Residential	100	\$1,352,912.56	\$16,918,952.98
Gen. Power - 50 kW & Under	101	\$322,194.05	\$3,810,869.45
Gen. Power - Over 50 kW	102	\$727,214.66	\$7,011,402.22
Street and Athletic - Codes 72, 73 & 74	103	\$18,124.88	\$171,846.86
Outdoor Lighting - Codes 75, 77 & 78	104	\$34,314.30	\$319,260.04
SUBTOTAL	330	\$2,454,760.45	\$28,232,331.55
Unbilled Revenue	331	\$0.00	
TOTAL (PAGE 3, ITEM 59)	332	\$2,454,760.45	\$28,232,331.55

STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	April 2021	Year to Date
Residential	107	10,813,071	148,098,957
Gen. Power - 50 kW & Under	108	2,137,360	27,190,001
Gen. Power - Over 50 kW	109	7,959,796	78,356,491
Street and Athletic - Codes 72, 73 & 74	110	119,784	1,234,056
Outdoor Lighting - Codes 75, 77 & 78	111	200,954	2,034,211
TOTAL	335	21,230,965	256,913,716
Kilowatt-hours for Own Use	113	33,208	382,212
TOTAL KILOWATT-HOURS SOLD AND USED	114	21,264,173	257,295,928
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

STATE & LOCAL SALES TAX ON ABOVE REVENUE (OPTIONAL)

A BUILDING THE SAME OF THE OWNER OF	State	Sales Tax
Total		

AMOUNTS EXCLUDED FROM RATE SCHEDULE REVENUE

Description	Item	Credits	Green Power Revenue
Green Power-Res	807		\$0.00
Green Power-GP < 50kW	808		\$0.00
Green Power-GP > 50kW	809		\$0.00
Gen Partners-Res	800	\$929.35	
Gen Partners-GP < 50kW	801	\$1,007.71	
Gen Partners-GP > 50kW	802	\$1,773.35	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

PURCHASED POWER - AMOUNT

Description	ltem	April 2021	Year to Date
Purchased Power (TVA)	115	\$1,598,132.82	\$18,891,471.83
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
TOTAL FROM TVA	118	\$1,598,132.82	\$18,891,471.83
Other Purchased Power	218	\$0.00	
SUBTOTAL	340	\$1,598,132.82	\$18,891,471.83
Unbilled Purchases	341	\$0.00	
TOTAL (PAGE 3, ITEM 65)	342	\$1,598,132.82	\$18,891,471.83

Rockwood Electric Utility: 189 P7 STATISTICAL/PURCHASED POWER

PURCHASED POWER - KILOWATT-HOURS PURCHASED

Description	Item	April 2021	Year to Date
Purchased Power (TVA)	119	21,968,757	266,400,017
TOTAL FROM TVA	122	21,968,757	266,400,017
Other Purchased Power	222	0	
TOTAL	345	21,968,757	266,400,017
Less Kilowatt-hours Sold and Used (Item 114)	123	21,264,173	257,295,928
Line Losses and Kilowatt-hours Unaccounted for	124	704,584	9,104,089
Percent of Losses to Purchases (2 Decimal Places)	125	3.21%	3.42%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	7.27	7.09
Kilowatt-hours in Unbilled Purchases (Item 341) Above	346	0	

OTHER PURCHASED POWER

Purchased Power From	Contract No.	Dates

NUMBER OF CUSTOMERS

Class of Service	Item	April 2021	April 2020
Residential	675	11,795	11,694
Gen. Power - 50 kW & Under	680	2,772	2,745
Gen. Power - Over 50 kW	685	125	121
Street and Athletic - Codes 72, 73 & 74	690	38	39
Outdoor Lighting - Code 78	693	129	133
TOTAL	694	14,859	14,732
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,160	2,141



AGENDA RCECD 911 MONTHLY BOARD MEETING JUNE 24, 2021 1:00 PM

CALL TO ORDER

APPROVAL OF MINUTES OF APRIL 22, 2021
APPROVAL OF APRIL AND MAY FINANCIAL REPORTS

PUBLIC COMMENT

COMPTROLLER

MAY FUND BALANCES

PERSONNEL COMMITTEE

DIRECTOR EVAL FORM

BUDGET AND FINANCE COMMITTEE

BUDGET COMMITTEE REPORT/MINUTES

BUILDING/ EQUIPMENT COMMITTEE

COMMITTEE MEETING UPDATE/MINUTES

DIRECTOR'S REPORT

UPDATE RECORDS REQUEST POLICY MONOLITH/UPLAND EMAILS FUTURE USE CONDUIT ESTIMATE GENERAL REPORT

CHAIRMAN

GENERAL REPORT

OLD BUSINESS

SALE OF 330 CARDIFF VALLEY ROAD PROPERTY

NEW BUSINESS

OFFICER ELECTIONS/COMMITTEE APPOINTMENTS



Roane County Emergency Communications Center

1701 Architectural Punch List

11/17/2020 (-\$59,850-Total value of work) (-\$16,650)

General Project Close Out Requirements (\$8,500) (\$1,000)

- 1. Submit Project Data DVD or flash drive and As Built Drawings per Specification Section 01-72-00 for review
- Provide Owner with Additional maintenance materials (SVT, AC1, AC2, PT Tile wall & Flooring, Carpet Tile, Rubber base and Paint)
 Per specification section 09 91 00 Painting, Item 3.6 A: Contractor shall leave at least one unopened gallon of each type and color of paint used on project. Completed 11/23/20 Cooper Drywall
- 3. Letter certifying that new work is 100% free of asbestes and P.C.B. containing materials
- 4. Contractor's Affidavit of Payments of Debts and Claims G706
- 5. Contractor's Affidavit of Release of Liens G706A
- 6. Consent of Surety Company to Final Payment G707 11/25/20 Monolith
- 7. Certificate of Insurance per A201 9.10.2(2)
- 8. Written statement per A201 9.10.2(3)
- 9. Submit roof warranty (Provide updated warranties with new date following substantial completion) 11/25/2020
- Submit other permits, product warranties and certifications, such as for tower and septic (Provide updated 11/25/20 warranties with new date following substantial completion)
- Provide schedule for owner training, and sign-in sheets for completed training session. (Sign-In sheets for completed training sessions not received) Completed 11/20/20
- 12. Final Cleaning per Specification Section 01 74 00
- 13. Replace all door hinge screws with reamed / stripped heads.
- 14. Confirm proper operation of occupancy sensor lighting system.
- 15. It appears that perimeter of hard tile has been grouted rather than a soft joint of sanded silicone. (Contractor would like to give extended 3 warranty and credit for work in lieu of replacing grouted joint with soft joint.) Credit 11/23/20
- Refer to attached M/P/E Punch List (\$5,000) (\$800)

General (\$5,000)

- 17. Clean and wax Solid Vinyl flooring as noted in specification Section 99-65-99 Resilient Flooring.
- 18. Provide door silencers at all hollow metal door frames
- 19. Touch up paint at all marked locations
- 20. Make sure all window gasketing is installed properly and sealed properly with glazing. Replace damaged or gasketing that is not long enough for window opening.
- 21. All switches and receptacles on emergency generator power shall be identified with stick on label. (Stick on label is for specific circuit number) Completed 11/20/2020 Shoffner
- 22. Occupancy sensor light switch devices in all spaces are not working correctly. Devices not activated by motion.

 (Per IECC, only transient spaces (specifically corridors, lobbies, etc.) and restrooms are allowed to be automatic on. Everything else (offices, storage, etc.) must be manual (push button) on per code.
- 23. Caulk door frame @ head of door.
- 24: Repair/replace damaged fine in return grills (multiple locations)
- 25. Clean all smoke detector devices of all drywall dust. (Wipe clean all smoke detector, make sure smoke detector are not cleaned with compressed air)
- 26. Verify hot water is working properly and available at all fixtures requiring hot water.
- 27. Verify all window blind functions properly and repair or replace damaged. (Replace damaged blind @ office 106) Ordered delivery date 12/24/20 completed 12/28/20

- 28. Geiling tiles shall be cut so that opening for can lights as not visible. Can light cover shall overlap opening cut in ceiling tile.
- 29. Vac ports in corridors shall be located at <45' per general note #1 on sheet A1.2. Install additional vac ports to meet this distance. (Owner requested credit) Please see approved submittal for locations and longer hose supplied
- 30. Verify all spaces with exposed concrete have been sealed as noted on finish schedule and project specifications.

Exterior Building/Site (\$10,000) (Remaining site to be reviewed once work is complete) (\$6,500)

- 31. Adjust both manual and electric slide gates for proper operation.
- 32. Install Vehicle exit loop in asphalt drive @ electrical slide gate
- 33. Excessive gap between bottom of fence fabric and adjacent grade at multiple locations. Provide rip rap @ drainage areas, such as below electric slide gate to prevent passage underneath fence gate. In other locations, re-contour earth.
- 34. Installed proper fasteners around generator frame to secure it to the concrete pad. Fasteners should be installed per manufacturer recommendations.
- 35. Secure chain link material to support posts as specified.
- 36. Provide perimeter fence tension wire.
- 37. Install fence man gate as noted on Civil plans.
- 38. Repair damage to curb around flagpole island; smooth irregular curb face. (Smooth/grind edge of concrete sidewalk to remove rough edges)
- 39. Provide additional asphalt adjacent flagpole to have <4" (Heat edge of asphalt patch and provide smooth transition surface) Expected Completion 12/22/20
- 40. Clean rough concrete surface @ flagpole. (Bad patch job on concrete sidewalk, remove patch and smeeth surface)
- 41. Remove sharp edges of pre-finished sill flashing at base of ribbed metal panel front entry wall.
- 42. Re-caulk exterior door frame 104.
- Conceal exposed wiring at split system condensing units. (Exposed low voltage HVAC wiring shall be concealed) Completed 11/20/20 Powell H&A
- 44. Seal all ductwork at masonry walls @ mechanical chase locations. (Not complete, seal remaining perimeter of ductwork missing sealant) Completed 11/20/20 Monolith
- 45: Verify exterior ductwork in sloped to allow drainage.
- 46. Install steel angle on either side of generator gas line piping from gas meter. Angle shall be secured to the concrete slab and paint yellow for visibility. (see attached drawing for revised detail) Completed as requested / No drawing
- 47. Relocate gas line at PAU 2 and PAU 3 package air unit as required to open access door and remove and replace filters. Unit filter size and thickness shall be as specified; single 2" filter, not 2 x 1" filters.
- 48. Condensing Units DCU 1-3 are not fastened to the concrete pad. Units shall be securely fastened to pad as recommended by unit manufacturer.
- 49: Seal gas piping as specified at concrete sidewalks and exterior walls.
- 50. Exterior aluminum storefront windows should be provided with sill flashing per details on A2.3. Aluminum sill material shall be located below storefront sill and should not be held in place by caulking only. It is anticipated that window removal will be required to properly install sill flashing.
- 61. Conduit for gate communication wiring is blocked and wiring cannot be pulled through pipe. Contractor to unclog or replace damaged conduit to allow for installation of required cabling. Verify with communication contractor location of damaged area.
- 52. Provide appropriate credit to owner for work associated with resurfacing of existing paved drive as noted on sheet C1.1 and shown in detail 5/C3.1. If preferred contractor can resurface existing drive with 2" (411-E) surface. (Existing drive shall have 2" asphalt surface installed) expected completion 12/07/20 (surface was installed previously 10/11/2019)
- 53. Verify power has been run to all exterior camera locations as noted on plans. (Provide credit to owner) Credit 11/23/20 Shoffner
- 54. Seal around all downspouts at concrete sidewalk.
- 55. Seal gap between ribbed metal panel and aluminum storefront opening 113A.

- 56. Install missing exterior "I" wall light fixture adjacent director office 109. (This item was noted to be on order and shall be installed once delivered) (Fix or replace other malfunctioning exterior wall mounted light fixtures) completed 1/04/2020
- 57. Patch hole in masonry above light fixture adjacent door 113A.
- 58. Fill hole below brick and exterior electrical outlets. (Multiple Locations)
- Plan West exterior wall missing two (2) exterior duplex receptacles as shown on sheet E1.3. (Provide credit for missing receptacle, cover and other materials) Credit 11/23/20 Shoffner
- 60. Seal around housing and masonry at all exterior electrical outlets.
- 61: Finish grounding work at communication tower. Cad weld copper wire extension as required to ground tower bus bar below ice bridge. See specification section 33 81 16 Antenna tower for grounding requirements/standards.
- 62. Fix/replace damaged split face block along plan East exterior wall of garage 139.
- 63. Downspout plan East of door opening 139A has a bracket that is rusted and has a hole through it. (downspout joint needs to be fixed so that pop rivets are concealed, and wall bracket needs to be adjusted) Completed 11/23/2020 Baird & Wilson
- 64. Bottom of fence not on ground see specification section 32 31 13 Article 3.1 B.
- 65. Confirm that conduit required per E1.1 (1 ¼" conduit) has been run below grade near construction entrance and turned up at panel "A" and capped 6" Aff for future use. (Not installed provide owner requested credit) Credit 11/23/2020 Shoffner
- 66. 1 1/4" conduit was not run to server room as note on Sheet E1.1 Note #7.
- 67. Owner provided ground bar at transmission line/ice bridge entry and shall be reimbursed cost of material.
- 68. Provide the following paint colors for parking lot striping work:

Parking lot striping: White

Handicap Symbol: Blue with white background

Concrete wheel stops: Painted yellow

69. Touch up paint @ exterior bollards. Bollards are not the specified height of 48" above finish asphalt. Provide
extension cap or cover to get correct height. (Credit to be provided for this item in lieu of bollard cover) Credit 11/23/2020 Monolith

Conference Room 101 (\$500)

- 70. Can light plan South of projector is not working.
- 71. Caulk windowsill. (Remove excess caulk from frame)
- 72. Adjust can light cover to hide cut out in ceiling tile. If this cannot be achieved the ceiling tile will need to be replaced.
- 73. General cleaning of walls in needed.
- 74. Repair drywall @ fire strobe (Blue tape #83) (Clean paint from strobe)
- 75. Repair door frame damage (Blue tape #84)
- 76. Repair window frame damage (Blue tape #85)
- 77. Floor scuffs (Blue tape #86)
- 78. Caulking window (Blue tape #87)
- 79. Repair damaged ceiling grid.
- 80. If possible, reinstall ceiling grid members without use of pop rivets.

Office 102 (\$400)

- 81. Occupancy sensor not working (Function should be manual on (push-button), auto off.)
- 82. Touch up wall paint.
- 83. Install data box on plan South wall as shown on sheet E1.4. Currently second data outlet is located on plan North wall and this location is not acceptable for office function. The owner would be open to a credit from the contractor for this work. If data box is installed provide blank solid white faceplate. (Owner open to credit for this item)
- 84. Cleans walls and remove scuff marks.
- 85. Replace sidelite glazing of opening 102. Glazing has scratch/internal imperfection.
- 86. Tighten fire strobe to wall.
- 87. Missing keys for ceiling mounted control boxes

- 88. Generally clean walls
- 89. Ceiling grid misaligned.
- 99. Repair bent in interior hollow mental window frame.
- 91. Repair drywall outside interior window (Blue tape #82)

Office 103 (\$200)

- 92. Repair damage to drywall below receptacle A-6
- 93. Replace broken blinds.
- 94. Remove paint on door (Blue tape #79)
- 95. Repair damaged drywall under window (Blue tape #80)
- 96. Door stop loose.
- 97. Clean walls (Blue tape #81)

Corridor 104 (\$200)

- 98. Repair damage to door frame at open 104.
- 99. Replace damaged ceiling tile above exit sign and door 104.
- 100. Repair damage heater grid cover.
- 101.Flooring (Blue tape #88)
- 102. Ceiling mounted junction box missing cover plate (Blue tape 102)

Office 105 (\$300)

- 103. Door 105 doesn't latch Adjust (Adjust Closer in Spring after building has settled) Adjust 03/24/2021 Monolith
- 104. Occupancy sensors not working. (Function should be manual on (push-button), auto off.)
- 105. Repair damaged drywall at window head.
- 106. On West wall wavy rubber base needs to be glued properly to wall.
- 107. Replace damaged/bent ceiling grid.
- 108. Scuffed walls (Blue tape #75)
- 109. Repaint door frame.
- 110. Doorstop is loose (Blue tape #78)

Office 106 (\$ 400) (\$200)

- 111. Window gaskets needs to be fixed
- 112. Touch up paint above outlet A-6.
- 113. Door frame (Blue tape #71)
- 114. Repair damaged drywall (Blue tape #71,72)
- 115. Replace bent blinds (Blue tape #73) (Not complete) See note #27
- 116. Repaint scratch window frame (Blue-tape-#74)

Radio 107 (\$-600)

- 117. Cut eight 4" conduit stud ups flat to accept cap. Provide conduit caps at exterior and interior locations as noted on ASK 1A and part of change order #2 dated 11/26/19. Prior to capping conduit shall be dried and all water should be removed. (Blue tape #66)
- 118. Verify transfector devices located on plan West wall are wired correctly. Transfector located closest to North wall is mounted different the others and LED lights appear to be damaged due to mis installation of cover.
- 119. Door 107 has damage to wood slab. (Blue tape #67)
- 120. Repair/replace peeling-rubber-base (Blue tape #68)

Dispatch 108 (\$-1500) (\$500)

- 121. Touch up paint plan North Wall.
- 122. Replace damaged ceiling tile.
- 123. Ceiling mounted switches not installed properly. (Installed angled and not tight to ceiling tile)
- 124. Door 108 metal vision frame bent both sides of door. (Blue tape #133) (It was noted that this item has been ordered and will be installed once delivered) scheduled completion 12/07/2020 Monolith
- 125. Clean and remove all debris from floor outlets
- 126. Install (4) single gang boxes and conduit at locations noted on plan provided in email to contractor on 8/20/20. See Item 3 in email.
- 127. Label receptacles on emergency generator power @ dispatch consoles. (Once owners existing dispatch Shoffner consoles have been relocated to new facility remaining receptacles shall be labeled) Date schedule when owner furniture installed
- 128. Repair and paint damaged drywall (Blue tape #124, 126, 127, 128, 129, 130, 143)
- 129. Provide wireless switches devices "P" and fixture control devices included in note #7 on sheet E1.2. (It was noted that this item has been ordered and will be delivered to owner our received by contractor) Shoffner ordered complete 12-09
- 130. Door 119B window frame damaged (Blue tape #144)

Office 109 (\$ 400)

- 131. Blinds don't-work, replace. (Blue tape #98)
- 132. Remove sharpie marks on plan East wall and repaint. (See blue tape)
- 133. Repair drywall (Blue tape #89,90)
- 134. Occupancy sensor note working correctly. (Function should be manual on (push button), auto off.)
- 135. Window frame scuffed (Blue tape #100) (Repaint sill corridor side of window frame)

Toilet 111 (\$ 500)

- 136. Wood door 111 is damaged. (Blue tape #91)
- 137. Remove sharpie marks from exhaust fan controls. (Fan control lettering has been partially removed)
- 138. Repaint Door Frame.
- 139. Caulk gap around fire alarm strobe.
- 140. Water Closet plumbing is leaking.
- 141. Lavatory faucet controls and sink are loose. (Blue tape #92)
- 142. Door stop not installed
- 143. Replace damaged ceiling-grid.
- 144. Repair damaged drywall (Blue tape #93,94,96,99,101)
- 145. Mechanical diffusor is damaged.
- 146. Door frame (Blue tape #95) (Door frame is rusted) Completed 11/23/20 Monolith
- 147. Toilet plumbing not straight, is scratched and is leaking. (Blue tape #97)

TLT. 112 (\$500)

- 148. Provide missing ceiling
- 149. Replace damaged ceiling tile
- 150. Wipe down and clean all surfaces including top of door frame.
- 151. Caulk door frame perimeter
- 152. Remove paint on ceiling
- 153. Remove Sharpie marker on exhaust fan control cover. If needed replaced cover. (Fan control lettering has been partially removed)
- 154. Adjust exhaust fan control and occupancy-sensor cover plate.
- 155. Repair damaged drywall behind toilet.
- 156. Remove paint of ceiling grid.

Vestibule 113 (\$600)

- 157. Wipe down and clean all surfaces
- 158. Wood Door 113B has damage at bottom of slab. Door not closing properly and is rubbing strike. Door needs to be adjusted. If door is planed for fit, refinish planed edges to match.
- 159. Replace all damaged ceiling tile and bent ceiling tile grid.
- 160. Caulk gap around receptacle A 25
- 161. Install building plaque on plan East wall between fire alarm panel and sterefrent door 113A. Plaque to be mounted with top level with window type "D" head.
- 162. Remove paint from door closure (Blue tape #155)

Corridor 114 (\$ 100)

163. Repair drywall damage (Blue tape #103) (@ corners near electric water closet)

Mechanical 115 (\$500) (\$50)

- 164. Door frame dented. Repair and repaint as required. Caulk around door frame. (Blue paint #2,3) (Not complete) Completed 11/20/20
- 165. Door 115 hinges has striped screws, and several screws are missing.
- 166. Duct detectors not connected properly. One detector doesn't seem to be connected to power. All fire alarm wiring shall be in minimum 1" conduit per note #4 on sheet E1.4 (Blue tap #105, 106)
- 167. Duct filter is very dirty and needs to be replaced. (Replace following substantial completion) Completed 11/24/20 Powell H&A
- 168. Verify unit filter size is per mechanical specifications.
- 169. Replace damaged push bar at door opening 113A.
- 170. Verify door 113B has correct undercut.
- 171. Door 113A hinges not installed properly, missing screws, stripped screws. (Blue tape #104)
- 172. Repair damaged sheet rock (Blue tape #1)
- 173. Penetration missing fire caulk along rated corridor.
- 174. Touch up paint streak adjacent door 115 (Blue tape #4)
- 175. Repair damaged sheet rock corridor side od door 115 (Blue tape #5)
- 176. Ductwork insulation wrapped not property-sealed with tape. (Blue tape 107)
- 177. Trash under mechanical unit/ductwork.

TLT 116 (\$-400)

- 178. Sink faucet not securely installed.
- 179. Repair and paint damaged drywall (Blue tape #131, 132)
- 180. Hot water faucet covers loose. (Blue tape #134)
- 181. GFI outlet to have red face plate cover. (Blue tape #135)
- 182. Lavatory piping not securely installed. (Blue tape #136) (set screw needs to be tightened on pipe cover)
- 183. Repair paint from door handle (Blue tape #137)
- 184. Remove Sharpie marker on exhaust fan control cover. If needed replaced cover. (Fan control lettering has been partially removed)

File Room 117 (\$ 500) (\$400)

- 185. Replace damaged wood door in opening 117. (Blue tape #139) (Replace Door Slab, door finish and grain not acceptable) Reordered expected delivery 1/22/2020 AIP
- 186. Replace supply diffuser with correct 4-sided grill.
- 187. Repair and paint drywall damage (Blue tape #138, 140, 141)

Storage 118 (\$ 200)

188. Replace damaged ceiling tile and grid.

189. Repair and paint damaged drywall (Blue tape #142)

Break Room 119 (\$ 700)

- 190. Provide door silencers for opening 119C.
- 191. Damage on wood door 119C.
- 192. Sink not installed properly. Currently not secured to countertop. Sink is dented @ back left corner and should be replaced free from damage. (Blue tape #116) (Caulk backside of sink)
- 193. Provide red faceplate cover for receptacles on emergency generator power.
- 194. Ceiling occupancy sensor appears to be damaged.
- 195. Mechanical return ceiling grill is dented.
- 196. Opening 119B should have sidelite glazing installed on secure side of dispatch space. (Blue tape #123)
- 197. Provide pricing for ADA remote range hood switch per proposal request #8 dated 9/8/20. Range hood should be ADA compliant. (Not complete) Need detailed drawing and more clear directive on item
- 198. Repair drywall problems (Blue tape # 115, 118, 122)
- 199. Air return grilled damaged.
- 200. Door 119A hinge screws stripped
- 201. Stove outlet hole needs to be patched (Blue tape #117) (Owner open to "extended warranty" if/when the stove is removed) Monolith will agree to patch when stove is removed any date in future
 - 202. Door and frame 119A damaged (Blue tape #119, 120)

Corridor 121 (\$ 200)

- 203. Touch-up paint several locations along plan North wall.
- 204. Replace damaged ceiling tile and grid.

Server Room 122 (\$ 500)

- 205. Patch plywood adjacent Mini split (Blue tape #62)
- 206. Notch trench duct cover around communication cabling and secure to top of duct. Secure trench duct riser to wall
- 207. Replace SVT floor tile at conduit coming out of slab for ground wire.
- 208. Repair hole is drywall on plan West wall. (Blue tape #65)
- 209. Secure conduit riser for ground wire to wall with bracket.
- 210. Verify two 4" SCH 40 PVC conduits are stubbed up in server room for telephone and CATV services per note #4 on sheet E1.1.
- 211. Conduits wet -- dry water in conduits. (Blue tape #63) Owner stated that they would supply caps; coordinate timing of cleaning / drying with Owner.
- 212. Grounding (Blue tape #64)
- 213. Replace/repair light fixture not working.
- 214. Provide cover for 4x4 box.

Mechanical 123 (\$ 200)

- 215. Provide Door Silencers.
- 216. Provide Rubber base "RB" as noted on finish-schedule on sheet A2.1.
- 217. Repair drywall (Blue tape #54, 55)
- 218. Secure drainpipe properly (Blue tape #56)
- 219. Provide GFCI receptacles (receptacle covers are to be red when connected to generator) (Receptacle below Central vac to be GFI per plans)

Electrical 124 (\$ 1000) (\$300)

- 220. Provide Rubber base "RB" as noted on finish schedule on sheet A2.1.
- 221. Wood door 124 is damaged. (Blue tape #57)
- 222. Electrical panel cover locks and functioning properly and maybe damaged. (Blue tape #58) (Check All for proper function)
- 223. Breaker 30 in panel X should have red handle as noted on sheet E1.7 (it was noted that this item been ordered and will be installed once delivered) Currently not available from supplier (this item was installed according to approved submittals
 - 224. Fire caulk piping coming from mini split through rated corridor wall-
 - 225. Fire caulk 2" conduit penetrating rated corridor wall at plan South wall East Corner.
 - 220. Centeral patering of drywall required. (Diue tape #53) (A few bad areas between electrical panels) Completed 11/20/20 Memolith
 - 227. At door 124A provide leveling material to bring slab transition level with exterior sidewalk. Door threshold to be reinstalled and set in sealant. Current material at door sill in lower than sidewalk and will pond water at threshold.
 - 228. Replace damaged SVT tile (Blue tape #61) (Not complete) Waiting on Manufacturer Rep to inspect color match 11/23/20 Broadway
 - 229. Remove paint from fire alarm strobe (Blue tape #60)
 - 230. UPS flex loose.
 - 231. Remove paint from fire alarm panel.

Training Room 125 (\$ 800) (\$100)

- 232. Replace damaged ceiling tile around projector screens.
- 233. Multiple locations replace damaged ceiling tile.
- 201. Projector outlete need to be connected to generator and located in colling as previously directed by owner.

 (Electrical Engineer solution has been provided to contractor) Completed 11/23/20 Shoffner
- 235. Can lights not working properly
- 236. Replace bent ceiling grid
- 237. Black scuffs on floor (Blue tape #108)
- 238. Repair damaged air return grill.
- 239. Repair damage to door 125A and remove paint (Blue tape #111)
- 240. Repair damaged drywall (Blue tape #109, 110, 112)
- 241. Clean floor boxes of all dust and debris.
- 242. Adjust can light housing to cover installation hole in ceiling tile.
- 243. Repair damaged door 119C (Blue tape #113)
- 244. Patch visible drywall screws in plan South East corner of space behind opening 125B.

Addressing Office 126 (\$500)

- 245. Replace damaged ceiling tile.
- 246. Provide fusible link for overhead coiling door 126A. Provide closure pull string and lift handle. Provide crank detail handle per shop drawing. Fusible link shall be tested by authorities having jurisdiction.
- 247. Repair or replace damaged window "A" gasket.
- 248. Remove paint of exterior window frame (Blue tape #7)
- 249. Caulk around windowsill (Blue tape #6)

Office 127 (\$ 300)

- 250. Repair window "A" gasket.
- 251. Window blind damaged. (Blue tape #10)
- 252. Door slams and needs to be adjusted (Blue tape #8)
- 253. Repair drywall around fire alarm strobe (Blue tape 9)
- 254. Replace damaged ceiling tile.
- 265. Replace damaged SVT floor tile (Blue tape #14)
- 256. Mechanical return vent has some damaged louvers.
- 257. Repair damaged drywall-areas (Blue Tape #11, 12,13)

258. Touch up paint.

Female Toilet 128 (\$3000)

- 259. Light fixture above vanity sink not working
- 260. Handicap toilet partition door is damaged and needs to be replaced. (Blue tape # 17)
- 261. Caulk perimeter of vanity sinks.
- 262. Wipe down and clean all surfaces.
- 263. Adjust height of floor cleanout adjacent lockers. Cleanout should be flush with floor tile.
- 264. Damaged drywall on left side of lockers. (Blue tape #15)
- 265. Metal lockers should not be stick out past the face of the drywall fur out as drawn in section 3/A4.4. Furr out should be 1'6" depth and locker should be 1'6" deep as noted on locker submittal. (Contractor to provide Credit) Credit 11/23/20 Monolith
 - 266. Provide shower curtain rod, curtain and hooks "I" as noted on toilet accessories legend on sheet A1.3. Curtain should be mounted so that in touches the tile floor when hung from hooks.
 - 267. Provide towel bar "M" as noted on toilet accessories legend on sheet A1.3. Mount bar at height noted on legend.
 - 268. Repaint door frame 128. (Blue-tape #21)
 - 269. Hose bib (Blue tape #16) (finished damaged)
 - 270. Top right frame of locker has a punch hole. (Blue tape#18)
 - 271. Repair grout (Blue tape #20)
 - 272. Touch up paint on corridor wall adjacent door 128. (Blue tape #22)
 - 273. Sink faucet cover are not secure (Blue tape #23)

Shower 129 (\$1200)

- 271. Folding shower seat "1" not installed per drawing A1.3. Current installed shower seat does not meet ADA standards. Shower seat shall be installed on plan South wall adjacent shower controls.
- 275. Incorrect size grab bar installed. Grab bar "K" should be 48" in length as noted in toilet accessories legend en Sheet A1.3. Correct empty holes from grab bar relocation.
- 276. Replace tile and grout as required to cover holes from relocated shower bench and corrected grab bar size.
- 277. Provide manufacturer recommended mounting fasteners for "SH1" shower valve. All fasteners shall match and be installed tight to wall surface.

Shower 132 (\$1200)

- 278. Folding shower seat "J" not installed per drawing A1.3. Current installed shower seat does not meet ADA standards. Shower seat shall be installed on plan North wall adjacent shower controls.
- 279. Incorrect size grab bar installed. Grab bar "K" should be 48" in length as noted in toilet accessories legend on Sheet A1.3. Correct empty holes from grab bar relocation.
- 280. Replace tile and grout as required to cover holes from relocated shower bench and corrected grab bar size.
- 281. Provide manufacturer recommended mounting fasteners for "SH1" shower valve. All fasteners shall match and be installed tight to wall surface.
- 282. Remove marks from ceiling and touch up paint as required.

Male Toilet 133 (\$3000)

- 283. Remove paint along top of tile base inside handicap stall.
- 284. Repair drywall damage to wall behind handicap toilet.
- 285. Provide lubricate to Toilet partition cont. hinge. Adjust hinge if required to provent metal rubbing.
- 286. Door 133 Adjust Closer, door doesn't close.
- 287. Door 133 remove red stain on door. (Blue tape #24)

288. Room signage not mounted level.

- 289. Metal lockers should not be stick out past the face of the drywall fur out as drawn in section 3/A4.4. Furr out should be 1'6" depth and locker should be 1'6" deep as noted on locker submittal. (Contractor to provide credit) Credit 11/23/20 Monolith
 - 290. Provide shower curtain rod, curtain and hooks "I" as noted on toilet accessories legend on sheet A1.3. Curtain should be mounted so that in touches the tile floor when hung from hooks.
 - 291. Provide towel bar "M" as noted on toilet accessories legend on sheet A1.3. Mount bar at height noted on legend.
 - 292. Provide manufacturer recommended mounting fasteners for "SH1" shower valve. All fasteners shall match and be installed tight to wall surface. Fasteners currently installed are loose.
 - 293. Repair damaged grout (Blue tape #25)
 - 294. Repair sharp edge on lockers (Blue tape #26)
 - 295. Bottom right of lockers is dented. (Blue tape #27)
 - 296. Dent middle of lockers (Blue tape #28)
 - 297. Replace bad caulk around urinal (Blue tape #29)
 - 298. Remove paint from Fire alarm strobe.
 - 299. Urinal loose/bad drywall (Blue tape #30)
 - 300. Remove paint from toilet partitions.
 - 301. Remove grout and paint from tile (Blue tape 31)
 - 302. Repair damaged drywall multiple areas (Blue tape #32, 33)
 - 303. Remove caulk on vanity (Blue tape #34)
 - 304. Remove grout from walls (Blue tape #35, 36)
 - 305. No tile grout below house bib (blue tape # 37)

Corridor 134 (\$450)

- 306. Touch up drywall and repaint entire wall. (Blue tape 38)
- 307. Repair drywall hele above fire alarm strobe adjacent door 134. (Blue tape 48)
- 308. Repair damaged floor adjacent door 133 (Blue Tape #39)
- 309. Repair dented door frame (Blue tape #40)
- 310. Repaint door frame 134 (Blue tape 49)

Janitor 136 (\$300) (\$50)

- 311. Provide correct mop holder "L" as noted on toilet accessories legend on sheet A1:3 and mounted as shown on interior elevation 4/A1:4. Installed mop holder may remain to prevent repair of drywall.
- 312. Provide additional coat of paint to steel plumbing chase and walls
- 313. Door 136 wood veneer has damage (Blue tape #41)
- 314. Nepair urywaii uarnage arounu waii cieanout. (Diue tape #42) (Auditional repair required) Completed 1/20/20 Monlith
- O15. Sualk porimoter of mop sink. (Olcan surface of mop sink basin, rust stains) (Saulk around gap at wall mounted faucet bracket) Completed 11/23/20 Monolith
- 316. Repair damage to door frame 136. (Blue tape #44)
- 317. Repair crack around mop sink (Blue tape #43)

Mechanical 137 (\$200)

- 318. Provide door frame silencers.
- 319. Fire caulk all piping and conduit that passes through rated corridor wall.
- 320. Repair damaged drywall (Blue tape #53)
- 321. Repair damage to door (Blue tape #54)

Storage 138 (\$500) (\$100)

- 322. Touch paint on door frame (Blue tape #50)
- 323. Repair door damage (Blue tape #51)
- 324. Replace damaged ceiling tile.
- 325. Fix delaminated plywood (Blue tape #52)
- 326. Replace damaged SVT tile. (Replace tile below roof access ladder and tile adjacent door frame) See note on #226

Garage 139 (\$2000) (\$50)

- 327. Clean window sills and remove excess mortar. Paint as required after remedial work is complete.
- 328. Door 139B has a dent in one of the sectional door panels. Hardware is not mounted level. (Blue tape #152)
- 329. Installed chain heist and replacement parts for proper door operator at section doors 139A and 139B
- 330. At Overhead door 139A 2x wood blocking supporting door track is pulling through wood member and not tight to masonry wall.
- 331. Repair sloped concrete slab edge below everhead door opening 139B. Exposed rebar with need to be cut down and slab edge smoothed. Cover ground out rebar with concrete patching compound.
- 332. Repair damage to floor slab adjacent opening 139C.
- 333. Repair damaged drywall adjacent light switch and vacuum port (Blue tape #45, 47, 146)
- 334. Repair damaged door frame 139C (Blue tape #46)
- 335. Door Stiff (Blue tape #145) adjust closer and door fit.
- 336. Fire strobe not installed level. (Blue tape #147)
- 337. Door paint bubbling (Blue tape #148)
- 338. Issues with CMU block (Blue tape #149)
- 339. Till gap around outlet (Dide tape # 130) (Not complete it was noted that at least 3 locations need to be caulked) Completed 11/20/20 Monolith
- 340. Level section door 139A, 139B hardware (Blue tape #153, 154)
- 341. Door 139A security latch doesn't work correctly.

Punch List Cont. 10/8/2020 (\$2,500) (\$2,000)

- 342. Per specification Section 28 31 11 Digital, Addressable Fire Alarm System, Provide Software Service Agreement as outlined in article 1.10. Shoffner 11/23/20 Sent in still waiting on acceptance
- 343. Provide Record drawings as noted in specification sections 22 05 00 #1.7 & 23 05 00 #1.6 & 26 05 00 #1.4J submitted 10/15/20
- 344. Provide Test and balance report on the HVAC Units 23 05 93
- 345. Verify installation of fusible link at counter shutter Door opening 126A
- 346. Seal around photocell conduit above aluminum wall canopy at Door 134.
- 347. Install manufacturer provided grommet for counter shutter door so owner can access manual operation release.
- Order gromme(Conquespitate)1720 Overnead Door Requires a 3" grommet We have researched and only 2-1/2" and 4" available / 4" overlaps grid
 - 348. Office 126 has a crack in the drywall finish.
 - 349. Ocurtor chatter door 1201 door not latch. (Provide remedial work as required to provide proper latching) + 1/20/20 Overhead
 - 350. Electrical 124, Remove scuffs/indented on SVT tile. If required replace tile and rewax floor. (Not complete) See note #226
 - 351. SVT flooring under doors shall be waxed. Touch up spaces missing wax under doors.
 - 352. Additional 6"x10"x1/4" grounding bar included in POO #4 not installed shall be turned ever to evere. (Inserrest size grounding her provided, replace with correct size). Ordered delivery date 42/20/20. Sheffine:
 - 353. Range Hood missing light bulb.
 - 354. Per specification section 99 91 10 Antenna Towers, Article 2.8 Tower Accessories B. Provide COMA approved cafety alimb system including 3/8" galvanized cable for two man cafe operation, with necessary hardware for full height of tower. Provide one full body harmose with system. (Not provided) Provide 13/30/30 Alletes Towers
 - 355. Provide extended central vac system vacuum cord length that will reach 45 ft in length.
 - 356. Excess tower and ice bridge materials shall be turned over to the owner for future use.

- 357. Conference Room 101, Drywall seam visible on plan South wall.
- 358. Ballistic resistant window unit "D" has a crack in bottom left side of glazing. (It was noted that this item has been ordered and will be installed once delivered) See note #226 Delivert date still unknown
- 359. Building Plaque resettes provided with plaque have not been installed.
- 360. Per specification section 28 31 11 Digital, Addressable Fire Alarm System, Article 3.5 Field Quality Control provide testing and documentation of systems as specified. (Verify this is provided with closeout documents) Shoffner
- 361. It appears some insulation in the attic was damaged following remedial work above seiling. Verify and remedy damaged material as needed:
- 362. Provide key cabinet MMF Duplikey cabinet > 150% key capacity per specification 98 71 00
- 363. Flooring tiles to match and be from one production run in an area 09 65 00 #2.1B & 2.1C (SVT flooring manufacturer and flooring contractor to provide solution)
- 364. Per specification section 09 65 00, Article 3.4B, Inspect and make adjustments to flooring one month after heat is applied to finished areas. (Follow up visit required to make adjustments as needed)
- 365. Ground buss bar in electrical room to have predrilled holes and be connected to the MDP 26 05 26 #2.3C
- 366. Ceiling tiles to be cleaned per manufacturer's directions and damaged tiles to be replaced 09 51 00 #3.2
- 367. Glass in fire doors to be embedded in putty per A1.2 Note #3. (Provide alternate fire rated tape) 11/30/20 Action Glass
- 368. All ethernet boxes should have been 4-11/16" square with (2)x 1" conduits ran to above the ceiling space see "TD" icon explanation on E1.6. Currently observed (1) conduit run to boxes. Provide credit to owner for additional noted conduit. (Provide owner requested credit for missing conduit, contractor to verify all locations/spaces missing conduit) Credit 11/23/20 Shoffner

Site Punch List Cont. (\$10,000) (\$4,000)

- 369. Provide manual release for gate operator
- 370. Barbed wire gate arm to be secured to manual and electric fence gate with aluminum bolt and self-locking nut. Self-tapping screws are not acceptable.
- 371. Per specification Section 31 20 00: 2.2 Topsoil the topsoil is to be tested.
- 372. Per specification section 32 90 00 Planting, Article 3.1 Preparation of subgrade, 3.2 Finish grading and 3.3 sowing of seed shall be provided as specified. (Re-seed as required in the Spring and rework lawn area as required to create mow able surface) (Address lawn areas with pounding water and vehicle tracks) 3/24/20 Monolith
- 373. Verify replaced concrete sidewalk sections have been sealed per project specifications.
- 374. Front entrance electric slide gate shall be plumb.
- 375. Per specification 32 31 13, provide additional tie wire at fence posts, spacing shall not exceed 14" apart.
- 376. Remove fencing debris/scraps from site following completion of fencing work.
- 377. Pull and stretch fencing as required to remove waves in chain link fencing fabric.
- 378. Replace-section of chain link fencing that has been cut over tree stump at site South West corner.
- 379. Per specification section 32 31 13, Article 2.5D, there shall be one tension band for each foot in the height of the fence.
- 380. Replace 4th line fence post from South West corner of property chain link fencing. Post is currently constructed of 2 pieces. (Replace damaged post)
- 381. Paint exposed photo beam safety eye conduit black. (secure conduit to post with metal attachment, zip ties will not last)
- 382. Remove and dispose of offsite temporary erosion control fencing.
- 383. Replace damaged water meter-lid.
- 384. 6th line fence post from North West corner of property needs to be replaced/relocated for proper attachment to barb wire fence arm.
- 385. East concrete headwall needs additional rip rap and finish grading work needs to be completed before seeding and straw in placed.
- 386. Pele light head adjacent exterior mechanical unit need to be adjusted to be perpendicular asphalt drive.
- 387. Paint fasteners at metal plate casing around opening 139A and 139B.

- 388. Provide additional supports under gas piping running from gas meter to building generator. (Architect to provide alternate detail) Waiting on directive 11/20/20 Completion date 12/23/20
- 389. Touch up yellow-paint at wheel stops. Paint shall uniformly coat wheel stops.
- 390. Per drawing sheet C2.1, note 13, provide cleanouts at a minimum of 75 LF increments for sanitary sewer piping.

 (Not complete) Design change eliminates clean outs due to no solids passing beyond septic. System passed by State
- 391. Provide credit to owner for exterior receptacle, receptacle cover, power wiring boxes and conduit for receptacles adjacent mechanical ductwork. (Owner requested credit) Credit 11/23/20 Shoffner
- 392. Per drawings C2.1, note # 9 Any damage to existing asphalt surface (to remain) resulting from new construction shall be replaced in like kind at the contractor's expense. Damaged areas of asphalt at front entry drive shall be replaced. (Owner is open to credit for locations with damaged asphalt surface)
- 393. Asphalt patching adjacent flagpole should blended properly with new asphalt pavement surface. (Heat edge of asphalt patch and provide smooth transition surface) Expected Completion 12/22/20
- 394. Replace damaged foam weather gasketing at multiple exterior wall light fixtures (I). At least two (2) fixtures were observed but all fixtures shall be checked for damage. (It was noted that replacement parts have been ordered and will be installed once delivered) Expected completion 12/07/20 Shoffner
- 395. Per exmer credit for comora mount missing outside of office 100 on side of building with HWAO units. (Provide owner requested credit) Credit 11/23/20 Shoffner
- 396. Verify if the conduit for future use shown on page E1.1 was placed, if so where is the end? Field and point should be red-lined on site set, and ferrous metal cap is intended to help with locating. Inside the building it should be turned up under Panelboard A, but not connected to that panel's enclosure. (Not installed provide owner requested credit)

 Credit 11/23/20 Shoffner
- 397. Manual and electric slide gate shall be provided with means for securing using a padlock.
- 398. Cood and straw all disturbed areas outside perimeter of paving. (Re-seed in Spring, Seed and straw material lay down area) completion 03/28/2020
- 399. Removed from site left over material from burn-piles.

Punch List Cont. 11/12/2020 (\$600)

- 400. Per epocification section 00.01.00 Pointing, Item 3.6 A: Contractor shall leave at least one unopened gallon of each type and color of paint used on project. (Not complete) Completed 11/20/20
- 401. Conference Room 101 fix drywall crack in corner of room next to door frame at exterior wall.
- 402. Conference Room 101 Touch up door frame paint at frame head.
- 403. Office 102 Fix drywall crack in exterior wall. (Revisit this item in the Spring to address future movement) Needs discussion
- 404. Office 103 Remove floor wax from drywall chase wall.
- 405. Office 105 Clean handprints from ceiling diffusors.
- 406. Office 106 Repaint Entire windowsill only. (ridge in paint)
- 407. Office 106 New crack @ Door Frame (Revisit this item in the Spring to address future movement) 03/28/21 Monolith
- 408. Dispatch 108 Plan North West window has a scratch on glazing and needs to be replaced. (Glazing to be ordered and replaced) Replacement 12/22/20 Action Glass
- 409. Office 109 replace SVT tile (third row, 4th and 5th tile from South East corner of room. (Not complete) Waiting on resolution of color
- 410. Cerrider 114 Remove excess floor wax on drywall walls adjacent opening 125B.
- 411. Server Room 122 Provide power wining at exterior carnera locations (Contractor to provide Credit) Credit 11/23/20 Shoffner
- 412. Mechanical 123 Copper discharge drainpipe for water heater does not have positive slope towards floor drain.
- 413. Mechanical 123 Adjust floor cleanout height to be flush with floor slab.
- 414. Office 126 Provide ceiling grommet for counter shutter access. Fix counter shutter door latches. (Not complete)

 Complete 11/23/20 Overhead Door 3" grommet required can not find one.
- 415. Office 127 Possible scratch in exterior window glazing (Replace scratched glazing) Replacement 12/22/20 Action Glass
- 416. Between the 7 & 8th fence post to the right of manual gate fence mesh needs to be retwisted.

- 417. Manual slide gate post scratched and dented. Repair posted and coat with zinc coating.
- 418. Adjust bottom of manual slide gate, set screw bent top and bottom of fence frame.
- 419. Electric gate chain bracket needs to be painted.
- 420. Toilets 128, 133 Remove caulk reside on vanity countertops.
- 421. Provide credit for future use conduit not installed adjacent existing rear access drive. (Contractor to provide Credit) Credit 11/23/20 Shoffner
- 422. Opere bus bar is not the correct size. (Replacement needed) Credit 11/23/20 Shoffner
- 423. Tt. 111. Exhaust fan not werking correctly. (Not complete) Completed 11/19/20 Shoffner
- 424. Garage 100 (1) Overhead Door operator is missing antonna. Completed 11/24/20 Overhead Door
- 425. Section of fire alarm wining not in conduit above corridor 121. Completed 11/20/20 Shoffner
- 426. Replace damaged vision lite at Door opening 119B. Ordered delivery date 12/24/20 completed 12/28/20
- 427. Need keys for all equipment and fixtures Missing keys for the following
 - (1) Hansiel Switch
 - (4) Electrical Panel Looks
 - (3) Fire Alarm Pull station keys only one remaining 11/24/20 Shoffner
 - (2) Soap dispenser Keys (Female Toilet) 11/28/20 monolith Ordered waiting on delivery date
- 428. Reinspect/test Fire extinguishers in Spring for yearly inspection. 03/28/20
- 420. Provide dirt log at gas piping for unit heater CUH/1. Completed 11/19/20 Scott plumbing
- 430. Owner would like credit for damaged asphalt areas around building. will be repaired by 12/22/20



JOB OBSERVATION REPORT #10 - FINAL PUNCH LIST

OBSERVATION DATE: SEPTEMBER 10, 2020

PROJECT NAME: ROANE COUNTY 911

LOCATION: ROCKWOOD, TN

JOB NUMBER: 18610

CLIENT: UPLAND DESIGN GROUP

ATTN: ALLEN HILL

CC: RAAD AL MEFERGE & AARON GROHOL

GENERAL CONTRACTOR: MONOLITH CONSTRUCTION, LLC.

CONTRACTOR REPRESENTATIVE:

ELECTRICAL CONTRACTOR: SHOFFNER KALTHOFF MECHANICAL ELECTRICAL

SERVICES

CONTRACTOR REPRESENTATIVE:

MECHANICAL CONTRACTOR: KEITH POWELL HEATING & COOLING

CONTRACTOR REPRESENTATIVE:

PLUMBING CONTRACTOR: SCOTTS PLUMBING COMPANY, INC.

CONTRACTOR REPRESENTATIVE:

PRESENT: CHUCK

CHUCK KRESS - ESG

SCOPE:

HVAC / PLUMBING / ELECTRICAL

REMARKS:

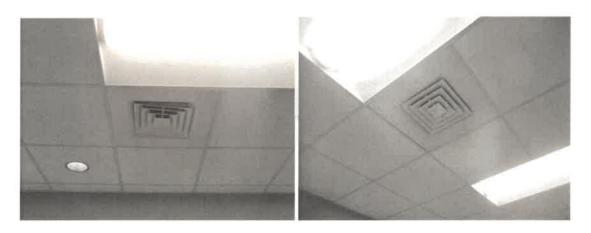
GENERAL ITEMS:

- 1. PROVIDE RECORD DRAWINGS AS DESCRIBED IN SPECIFICATION SECTION 220500, 1.7; 230500, 1.6 & 260500, 1.4 (J).
- 2. PROVIDE EQUIPMENT IDENTIFICATION AS DESCRIBED IN SPECIFICATION SECTION 220515; 230500, 2.1 & 260553. (Not complete)

- 3. PROVIDE SERVICE AND MAINTENANCE CONTRACT AS DESCRIBED IN SPECIFICATION SECTION 230500, 2.3.
- 4. PROVIDE CERTIFIED TEST AND BALANCE REPORT AS DESCRIBED IN SPECIFICATION SECTION 230593.
- 5. PROVIDE FACTORY START-UP LETTERS AS DESCRIBED IN SPECIFICATION SECTION 230500, 2.5.
- 6. PAINT ALL GAS PIPING AS DESCRIBED IN SPECIFICATION SECTION 220555, 3.9.
- 7. PROVIDE OPERATING INSTRUCTIONS AND OWNER TRAINING AS DESCRIBED IN SPECIFICATION SECTION 230500, 3.6.
- 8. PROVIDE EXTENDED 4-YEAR COMPRESSOR WARRANTY FOR ALL COMPRESSORS AS DESCRIBED IN SPECIFICATION SECTION 230500, 3.8.
- 9. PROVIDE DOMESTIC WATER BACTERIOLOGICAL REPORT AS DESCRIBED IN SPECIFICATION SECTION 220525, 3.7.
- 10. PROVIDE FILTERS FOR OWNERS USE AFTER THE SERVICE CONTRACT EXPIRES AS DESCRIBED IN SPECIFICATION SECTION 237413, 3.6.
- 11. ANY CONTRACT ITEM NOT APPEARING ON THIS PUNCHLIST DOES NOT EXCUSE THE CONTRACTOR FROM THEIR CONTRACTUAL OBLIGATIONS.

SPECIFIC ITEMS:

ENSURE THAT THE FACE OF ALL SUPPLY DIFFUSERS ARE STRAIGHT.



2. ENSURE THAT ALL COVER PLATES AND COMMUNICATION OUTLETS ARE STRAIGHT.



- 3. ENSURE THAT ALL RECEPTACLES ARE INSTALLED TIGHT TO THE WALL BOX MANY ARE LOOSE.
- 4. VERIFY THAT ALL JUNCTION BOX COVER PLATES ARE INSTALLED.
- 5. PAINT ALL FIRE ALARM JUNCTION BOX COVER PLATES RED IN ACCORDANCE WITH SECTION 260553.
- 6. LABEL ALL DISCONNECTS WITH PANEL SERVED FROM.
- 7. LABEL THE CEILING GRID AT ALL FIRE DAMPER LOCATIONS.
- 8. OFFICE 103 ADJUST THE SUPPLY DIFFUSER SO IT SITS FULLY IN THE GRID.
- 9. CORRIDOR 104:
 - A. CLEAN SUPPLY DIFFUSER.
 - B. ADJUST THE CAMERA INSTALLATION TO WHERE IT DOES NOT HOLD THE CEILING TILE UP.



C. LOWER THE HEATER DOWN TO THE GRID.



10. RADIO 107 – CLEAN THE PAINT OVER SPRAY FROM THE DOOR FRAME OFF OF DWM-1.



11. DISPATCH 108:
A. CLEAN THE FINGER PRINTS FROM INSIDE THE RECESS LIGHT FIXTURES.

B. STRAIGHTEN THE FIRE ALARM ANNUNCIATOR.



12. FILE 117 - FULLY SEAT THE CEILING TILE WITH THE SMOKE DETECTOR.



13. TOILET 116:

- A. INVESTIGATE EXHAUST FAN NOISE.
- B. TIGHTEN LAVATORY HOT & COLD HANDLES.
- C. ADJUST HOT SIDE STOP ADA COVER.
- D. REMOVE PROTECTIVE PLASTIC FROM THE CLEAN OUT COVER.
- E. REMOVE UTAB MARKINGS FROM THE EXHAUST FAN SWITCH COVER.
- 14. BREAK ROOM 119 STRAIGHTEN BENT FINS ON THE RETURN GRILL.

15. CORRIDOR 121:

- A. TIGHTEN ALL LOOSE SUPPORTS THE ENTIRE LENGTH OF THE CONDENSATE DRAIN ABOVE THE CEILING AND ENSURE THAT IT HAS THE PROPER SLOPE.
- B. INSTALL A CAP AT THE DRAIN ENTRY LOCATIONS, DRILL A HOLE THE SIZE OF THE O.D. OF THE DRAIN HOSE AND INSERT THE HOSE AND CAULK IT. DO NOT LEAVE PIPES OPEN AS CURRENTLY INSTALLED.



- 16. ELECTRIC 124 CLEAN INSIDE AND OUTSIDE OF ALL PANELS AND EQUIPMENT.
- 17. MECHANICAL 137 LOWER THE CLEAN OUT COVER FLUSH WITH THE FLOOR AND SECURE THE COVER.



18. TRAINING 125 - RAISE THE RECESS LIGHT FLUSH WITH THE TILE.



- 19. MECHANICAL 123:
 - A. INSULATE ALL WATER PIPING.
 - B. LABEL THE GAS PIPES.
 - C. INSTALL A PRESSURE GAUGE BEFORE THE PRV AND AFTER THE BACKFLOW PREVENTER AS SHOWN IN THE DETAIL ON P4.1.

D. INSTALL A SUPPORT FOR THE EXPANSION TANK.



(The expansion tank should have a clamp similar to a riser clamp on it with 2 all thread rods supporting it)

E. PRESSURE GAUGES ARE REQUIRED TO HAVE A 4 1/2' DIAL SIZE PER SECTION 220525, 2.11.



F. THE POWER CONTROL FOR THE WATER HEATER AND RECIRCULATING PUMP IS REQUIRED TO BE LOCKABLE MANUAL MOTOR STARTER. (Not Complete)



- 20. JANITOR 136:A. CAULK THE BASE OF THE MOP SINK.B. CLEAN THE FLOOR DRAIN COVER.
- 21. TOILET 133 TIGHTEN HOT & COLD LAVATORY HANDLES.

- 22. ALCOVE 131 CAULK WATER COOLERS.
- 23. TOILET 128:
 A. SECURE THE HOSE BIB TO THE WALL.



- B. THE LIGHT FIXTURE OVER THE LAVATORIES IS NOT WORKING.
- 24. GARAGE 139 PAINT THE HEATER GAS PIPE.



25. MECHANICAL 115 – TAPE THE RAW EDGE OF THE INSULATION AT THE BASE OF THE UNIT AND TAPE ANY TEARS IN THE DUCT INSULATION.



EXTERIOR:

1. CAULK AROUND GAPS IN ALL RECEPTACLES.



2. INSTALL TYPE "M" COPPER CONDENSATE DRAINS ON ALL PACKAGE UNITS PER THE DETAIL ON M2.1 AND NOTE 4 IN THE EQUIPMENT SCHEDULE.



3. COVER ALL REFRIGERANT PIPES OUTSIDE THE BUILDING WITH ALUMAGUARD OR ALUMINUM JACKET PER SECTION 230700, 2.1 AND THE DETAIL ON M2.1.



4. LABEL ALL HVAC EQUIPMENT IN ACCORDANCE WITH THE SPECIFICATIONS. (Not complete)

PREPARED BY: CHUCK KRESS DATE: SEPTEMBER 10, 2020

REVIEWED BY: JEFFREY R. WHILLOCK, P.E. **DATE:** SEPTEMBER 10, 2020

EDWARD C. HENDERSON, P.E.

ROANE COUNTY E-911

Apr. 2021 Statistics

	Apr. 2021	2021 YTD	2020		
Calls for service entered into CAD system	4,325	16,506	48,696		
Average call for service duration (minutes)	69.1	67.6	86.4		
TELEPHO	ONE				
911 calls received	2,915	9,128	25,032		
Administrative calls inbound	4,524	17,587	53,186		
Administrative calls outgoing	2,704	11,014	31,497		
TOTAL:	10,143	37,729	37,729 109,715		
Total phone duration (minutes)	14,876	58,979	165,731		
RADIO AIRTIME	(MINUTES)				
MAIN D	6,015	21,833	56,717		
HR DSP	1,943	8,481	18,032		
FD DSP	1,018	3,777	8,980		
EMS	1,004	4,302	11,514		
HWY OP	303	1,343	5,229		
Ro NET	2	14	25		
PSAP NET 2	23	82	186		
TOTAL:	10,308	39,832	100,683		

ROANE COUNTY E-911

May 2021 Statistics

	May 2021	2021 YTD	2020	
Calls for service entered into CAD system	4,682	21,188	48,696	
Average call for service duration (minutes)	68.1	67.6	86.4	
TELEPHO	ONE			
911 calls received	2,552	25,032		
Administrative calls inbound	5,113	22,700	53,186	
Administrative calls outgoing	3,226	14,240	31,497	
TOTAL:	10,986	49,152	109,715	
Total phone duration (minutes)	17,083	76,062	165,731	
RADIO AIRTIME	(MINUTES)			
MAIN D	7,036	28,869	56,717	
HR DSP	2,036	10,517	18,032	
FD DSP	1,008	4,786	8,980	
EMS	1,144	5,446	11,514	
HWY OP	352	1,694	5,229	
Ro NET	3	16	25	
PSAP NET 2	39	120	186	
TOTAL:	11,618	51,448	100,683	

Subject: LD for "punch list" work

From: "B. Allen Hill" <bahill@uplanddesigngroup.com>

Date: 5/20/2021, 2:53 PM

To: "Cody Anderson (canderson@roanecounty911.com)" < canderson@roanecounty911.com>

CC: Aaron Grohol <agrohol@uplanddesigngroup.com>

Cody, attached are our notes for when various "punch list" items were completed. Per our previous conversation, it is our understanding that Roane County 911 wishes to consider applying liquidated damages for items incomplete more than 30 days past Substantial Completion.

We believe that a defensible amount would be \$5,125.00, as we will explain below.

We looked at items that were within the contractor's control vs. items that were under negotiation or "need to order parts" type work, i.e. a probable gray area, and believe that it's defensible to say punch list items were completed on or around 12/28/20. For example, the future use conduit is not yet completed, but there was response regarding proposed solutions, Board consideration, etc.; for lighting fixtures, we believe the Contractor could justifiably claim that extended delivery time was beyond their control, etc.

The date of Substantial Completion (per previously issued G704) was November 17, 2020.

Per Supplementary Conditions, Section 00 73 00, Article 9, if "punch list" work is incomplete 30 days following Substantial Completion, Liquidated Damages will begin accruing at 25% of the stated rate.

11/17/20 -> 12/28/20 = 41 days

41 days x \$500 / day x 25% = \$5,125.00 post-Substantial Completion liquidated damages

It is possible that this amount could be higher, but believe that there would be a need for further substantiation beyond the documentation we have; if R911 has other documentation that might be relevant, please share that with us. We would be looking for the last completed item that Monolith "should" have finished, without an excuse as to outside extenuating circumstances. It is also possible the Contractor may try or be able to show their delay was pandemic related.

B. Allen Hill, PRINCIPAL AIA, RRC, NCARB, CDT



OFFICE 931-484-7541 CELL 931-261-7541

WEB <u>uplanddesigngroup.com</u>

—Attachments:

1701 Roane County E-911 Final Punch List revised 12-14-20.pdf

1.2 MB

1 of 1 6/16/2021, 10:42 AM

Subject: Roane E-911 Center

From: Tim Snow <tims@mcon.us>

Date: 5/25/2021, 9:48 AM

To: "Cody Anderson (canderson@roanecounty911.com)" <canderson@roanecounty911.com>, "B. Allen Hill" <bahill@uplanddesigngroup.com>, "Aaron Grohol (agrohol@uplanddesigngroup.com)"

<agrohol@uplanddesigngroup.com>
CC: Jake Pinkston <JakeP@mcon.us>

Cody,

In follow up to our conversation onsite yesterday I am confirming what we discussed concerning the parking lot. We have scheduled capping the entrance area at the gate with the asphalt company and will set a firm date on getting this done. There are options that needs to be addressed as well.

The overlap issue in front of the garage bay will either have to have thermo-weld process applied or saw cut and replaced with new asphalt. There are advantages and disadvantages to both according to asphalt subcontractor. The thermo-weld when applied leaves the areas a much noticeably darker color than what is there and the saw cut will have a permanent seam visible

The last option is installing the entrance as discussed and a credit given for the patching Please let us know what options you would like to pursue in order to get this accomplished as soon as possible,

Thank You, Tim Snow

210 N. Seven Oaks Dr., Knoxville, TN 37922

865-343-0750 - Direct 865-245-4300 - Office 865-236-9058 - Cell



www.mcon.us

Subject: RE: E911 Completion and Retainage

From: "B. Allen Hill" <bahill@uplanddesigngroup.com>

Date: 6/8/2021, 9:59 AM

To: Cody Anderson <canderson@roanecounty911.com>, Aaron Grohol

<agrohol@uplanddesigngroup.com>

CC: Greg Leffew <leffewlaw@comcast.net>

Cody, we were waiting on direction from the Board as to liquidated damages. If the LD amount R911 wishes to assess has been decided, please let us know and we will proceed accordingly.

From: Cody Anderson <canderson@roanecounty911.com>

Sent: Monday, June 07, 2021 12:39 PM

To: B. Allen Hill <bahill@uplanddesigngroup.com>; Aaron Grohol <agrohol@uplanddesigngroup.com>

Cc: Greg Leffew <leffewlaw@comcast.net>
Subject: Fwd: E911 Completion and Retainage

Allen and Aaron,

Please see the email I have received from Jake with Monolith. As far as I am aware, Upland has not issued a signed payment application for us to submit to USDA. Can you advise on the status?

Thank you.

------ Forwarded Message ------Subject:E911 Completion and Retainage
Date:Mon, 7 Jun 2021 16:54:17 +0000
From:Jake Pinkston <JakeP@mcon.us>

To:Cody Anderson < canderson@roanecounty911.com>

CC:Tim Snow <tims@mcon.us>

Cody,

Hope all is well. We have multiple vendors that are requesting to get their retainages. We understand that you intend to asses liquidated damages. When will you be able to release retainage minus the liquidated damages?

Thank you,

Jake Pinkston



210 N Seven Oaks Drive Knoxville, TN 37922 865-245-4300 Main 865-325-0051 Fax 865-325-0051 Direct mcon.us



Virus-free. www.avg.com

Subject: RE: E911 Completion and Retainage

From: Jake Pinkston < JakeP@mcon.us>

Date: 6/10/2021, 10:56 AM

To: Cody Anderson <canderson@roanecounty911.com>

CC: Tim Snow <tims@mcon.us>

Cody,

Thanks for letting me know. When do you expect to be able to get with Allen? There are several venders that are more than irate at the time they've had to carry.

Thank you,

Jake Pinkston



210 N Seven Oaks Drive Knoxville, TN 37922 865-245-4300 Main 865-325-0051 Fax 865-325-0051 Direct

mcon.us

From: Cody Anderson <canderson@roanecounty911.com>

Sent: Wednesday, June 9, 2021 4:14 PM
To: Jake Pinkston <JakeP@mcon.us>
Cc: Tim Snow <tims@mcon.us>

Subject: Re: E911 Completion and Retainage

Jake,

We are working with Allen attempting to get an architect certified copy of your payment application which we can submit to USDA.

Thank you,

Cody Anderson

Executive Director
Roane County Emergency Communications District (E-911)
330 Cardiff Valley Rd. Rockwood, TN 37854

865-354-0704

canderson@roanecounty911.com

On 6/7/2021 12:54 PM, Jake Pinkston wrote:

Cody,

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Jake Pinkston



210 N Seven Oaks Drive Knoxville, TN 37922 865-245-4300 Main 865-325-0051 Fax 865-325-0051 Direct mcon.us



Virus-free. www.avg.com

Subject: RE: E911 Completion and Retainage

From: Jake Pinkston < JakeP@mcon.us>

Date: 6/15/2021, 2:12 PM

To: Cody Anderson <canderson@roanecounty911.com>

CC: Tim Snow <tims@mcon.us>

Cody,

Do you know when retainage be released? This is taking an exceptionally long time. We also are in need to know your decision for which option you want to go with on the electrical conduit prior to being able to install it. Tim is working with the paver and as soon as he can get them lined up he will let you know.

Thank you,

Jake Pinkston



210 N Seven Oaks Drive Knoxville, TN 37922 865-245-4300 Main 865-325-0051 Fax 865-325-0051 Direct

mcon.us

From: Cody Anderson <canderson@roanecounty911.com>

Sent: Thursday, June 10, 2021 12:09 PM
To: Jake Pinkston < Jake P@mcon.us >
Cc: Tim Snow < tims@mcon.us >

Subject: Re: E911 Completion and Retainage

I have email out to Allen and Aaron awaiting a response or a certified payment application.

Cody Anderson

Executive Director
Roane County Emergency Communications District (E-911)
330 Cardiff Valley Rd. Rockwood, TN 37854
865-354-0704

canderson@roanecounty911.com

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Jake Pinkston



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Virus-free. www.avg.com

Proposed Amended E-911 B	Budget 2020-2021		
	Approved 20-21	2020-2021	Amendments
REVENUES			
3010 TCA Section 7-86-303 Receipts	640,518	640,518	-
3020 TCA Section 7-86-130 Receipts	35,000	75,136	40,136
3060 Local Government Contracts	674,373	674,373	-
3070 Contracted Services	47,387	47,387	-
3080 Sales & Fees	250	150	(100)
5002 Interest Income	950	500	(450)
5006 TECB Subsidies	125,061	250,122	125,061
5099 Other Non-Operating Revenue	37,303	68,298	30,995
TOTAL ESTIMATED REVENUE	1,560,842	1,756,484	195,642
SALARIES AND WAGES			
4001 Director	64,000	68,407	4,407
4002 Administrative Personnel (3)	123,067	129,562	6,495
4004 Telecommunicators (10)	304,762	374,596	69,834
4005 Dispatch Supervisor Personnel (1)	117,728	44,431	(73,297)
4006 Mapping/Addressing Personnel	50,219	51,304	1,085
4007 Janitor	4,160	1,100	(3,060)
4012 IT Personnel	50,000	53,500	3,500
4099 Other Payroll Costs	31,759	31,759	-
4101 Social Security	46,295	45,811	(484)
4102 Medicare	10,827	10,827	-
4104 Medical Insurance	147,714	142,587	(5,127)
4106 Other Insurance	1,122	1,250	128
4107 Unemployment Compensation	560	1,300	740
4108 Pension Expense	41,133	41,133	-
4109 Other Postemployment Benefits	8,137	8,237	100
ADMINISTRATION			
4203 Audit Services	9,398	9,400	2
4204 Accounting/Bookkeeping Services	3,936	4,180	244
4208 Contracts with Vendors	1,252	682	(570)
4217 Legal Services	7,500	5,000	(2,500)
4229 Lease/Rental-Admin Equip/furniture/fixt.	1,900	2,000	100
4232 Advertising	1,000	600	(400)
4233 Awards to Employees and Others	1,500	1,200	(300)
4237 Dues and Memberships - Administrative	5,135	5,135	-
4239 Equipment- General (non-capitalized)	2,500	1,900	(600)
4240 Insurance - Liability	6,727	7,427	700
4241 Insurance - Worker's Compensation	1,300	2,100	800
4242 Maintenance and Repairs - Administrative	500	500	-
4245 Software & Licensing - Administration	1,098	1,200	102
4246 Supplies & Materials-Administration	3,290	3,140	(150)
4247 Training Costs - Administrative	700	950	250
4248 Travel -Administrative	3,900	1,700	(2,200)

4250 Telephone Costs - Administrative	2,400	2,900	500
4251 Telecomm cell phones/pagers- Admin.	650	675	25
4253 Vehicle Expenses - Administrative	4,390	3,000	(1,390)
4254 Vehicle Fuel - Administrative	1,600	1,400	(200)
4299 Misc. Admin Services and Expenses	750	500	(250)
BUILDING AND FACILITIES			
4305 Equipment -Facilities (non capitalized)	10,000	9,497	(503)
4307 Utilities	22,586	28,586	6,000
4333 Maint. and Repairs-Buildings and Facilities	1,000	3,000	2,000
4338 Insurance - Buildings and Contents	24,057	20,057	(4,000)
4339 Maintenance & Warranty Contracts	2,800	4,000	1,200
4340 Supplies and Materials-Build. and Facilities	10,000	10,000	-
4399 Misc. Building and Facilities Costs	750	750	-
COMMUNICATIONS - OPERATIONS			
4406 Employee Testing and Exams - Operations	3,000	2,050	(950)
4410 Insurance - Equipment (non-administrative)	318	318	-
4413 Communications License and Fees	40,000	41,300	1,300
4418 Training Expenses - Communicat. Operat.	1,500	1,800	300
4419 Travel Expenses - Communicat. Operat.	2,100	2,100	•
4423 Addressing/mapping/database supplies	100	100	-
4424 Cable/Internet Charges - Communications	14,115	30,850	16,735
4427 Equipment - Communications (not capital)	10,000	6,700	(3,300)
4430 Language Interpreting	150	150	•
4431 Maintenance & Warranty Contracts	29,220	24,286	(4,934)
4432 Maintenance and Repairs - Communications	2,000	2,000	-
4433 NCIC/TBI/TIES Expenses	6,060	6,060	•
4434 Software & Licensing - Communications	750	500	(250)
4435 Supplies, Materials, & Services - Comm.	1,300	1,300	-
4437 Telephone Costs (Call Center Lines)	18,264	16,214	(2,050)
4438 Telecom. Cell Phones & Pagers- Comm/OPS	1,200	1,200	-
4439 Vehicle Expenses - Operations	700	2,700	2,000
4440 Vehicle Fuel - Operations	600	198	(402)
NONOPERATING EXPENSES			
5010 Interest Expense	104,500	88,220	(16,280)
DEPRECIATION	58,465	63,115	4,650
Building Payment Principal	28,824	28,824	
TOTAL ESTIMATED EXPENSE	1,457,268	1,457,268	-
ESTIMATED RECEIPTS	1,560,842	1,756,484	
ESTIMATED EXPENDITURE	1,457,268	1,457,268	
OVER (UNDER)	103,574	299,216	

BUDGET F/Y 2020-2021	APPROVED B	Y BOARD				
	2020-2021	BUDGET	ACTUAL	OVER(UNDER	ACTUAL	OVER(UNDER)
	BUDGET		REC/PAY OUT		YEAR	YEAR
D-11/11/11/11	BODGET	MONTHLI	RECHATOCT		ILAK	ILAK
REVENUES				APRIL		
3010 TCA Section 7-86-303 Receipts	640,518	53,376.50	106,753.00	53,376.50	533,765.00	(106,753.00)
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	561,977.50	(112,395.50)
3070 Contracted Services	47,387	3,948.92	3,948.92	0.00	39,489.20	(7,897.80)
3080 Sales & Fees	250	20.83	28.45	7.62	64.30	(185.70)
5002 Interest Income	950	79.17	17.25	(61.92)	361.15	
5006 TECB Subsidies	125,061	10,421.75	41,687.00	31,265.25	208,435.00	1
5099 Other Non-Operating Revenue TOTAL ESTIMATED REVENUE	37,303	3,108.58	12.78	(3,095.80)	69,103.12	
TOTAL ESTIMATED REVENUE	1,560,842	130,070.17	208,645.15	78,574.98	1,488,331.27	(72,510.73)
=======================================						
SALARIES AND WAGES						
4001 Director	64,000	5,333.33		(410.25)	52,323.33	
4002 Administrative Personnnel	123,067	10,255.58		(789.50)	99,241.55	
4004 Telecommunicators	304,762	25,396.83		1,691.04	291,141.71	(13,620.29)
4005 Dispatch Supervisor Personnel	117,728	9,810.67	3,081.60	(6,729.07)	32,051.72	(85,676.28)
4006 Mapping/Addressing Personel	50,219	4,184.92	3,872.48	(312.44)	40,737.09	
4007 Janitor	4,160	346.67	0.00	(346.67)	0.00	· · · · · · · · · · · · · · · · · · ·
4012 I.T. Personel	50,000	4,166.67	3,846.16	(320.51)	40,384.68	
4099 Other Payroll Costs	31,759	2,646.58		(740.29)	24,415.05	(7,343.95)
4101 Social Security	46,295	3,857.92	3,342.62	(515.30)	35,810.96	
4102 Medicare	10,827	902.25		(120.50)	8,375.15	
4104 Medical Insurance	147,714	12,309.50		(804.05)	111,898.37	(35,815.63)
4106 Other Insurance	1,122	93.50		(5.50)	924.00	
4107 Unemployment Compensation	560	46.67	479.82	433.15	591.11	31.11
4108 Pension Expense	41,133	3,427.75	2,955.23	(472.52)	31,595.84	(9,537.16)
4109 Other Posteemployment Benefits	8,137	678.08	731.00	52.92	6,591.80	(1,545.20)
ADMINISTRATION						
4203 Audit Services	9,398	783.17	0.00	(783.17)	9,400.00	2.00
4204 Accounting/Bookkeeping Services	3,936	328.00		(8.00)	3,200.00	(736.00)
4208 Contracts with Vendors	1,252	104.33		(83.33)	220.50	(1,031.50)
4217 Legal Services	7,500	625.00		(625.00)	0.00	(7,500.00)
4218 Maintenance & Warranty Contracts	0	0.00		0.00	0.00	0.00
4229 Lease/Rental-Admin. Equip/furn/fixt	1,900	158.33		(8.33)	1,446.26	(453.74)
4232 Advertising	1,000	83.33		(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00		(125.00)	521.25	(978.75)
4237 Dues and Memberships - Admin.	5,135	427.92	0.00	(427.92)	5,135.00	0.00
4239 Equipment - General (non-capitalized) 4240 Insurance - Liability	2,500	208.33	0.00	(208.33)	1,410.60	(1,089.40)
4241 Insurance - Worker's Compensation	6,727	560.58		(560.58) 162.67	7,388.00	661.00
4242 Maintenance and Repairs - Admin.	1,300 500	108.33 41.67	271.00 0.00	(41.67)	1,217.00 0.00	(83.00)
4245 Software & Licensing - Admin.	1,098	91.50	36.00	(55.50)	1,046.00	(500.00) (52.00)
4246 Supplies & Materials - Admin.	3,290	274.17	156.43	(117.74)	1,763.47	(1,526.53)
4247 Training Costs - Administrative	700	58.33	0.00	(58.33)	889.95	189.95
4248 Travel - Administrative	3,900	325.00	0.00	(325.00)	985.48	(2,914.52)
4250 Telephone Costs - Administrative	2,400	200.00	761.96	561.96	2,289.75	(110.25)
4251 Telecomm cell phones/pagers-Admin	650	54.17	38.02	(16.15)	495.26	(154.74)
4253 Vehicle Expenses - Administrative	4,390	365.83	0.00	(365.83)	1,475.12	(2,914.88)
4254 Vehicle Fuel - Administrative	1,600	133.33	129.14	(4.19)	914.85	(685.15)
4299 Misc. Admin Services and Expenses	750	62.50	0.00	(62.50)	0.00	(750.00)

BUILDING AND FACILITIES 4305 Equipment-Facilities (non capitalized) 4307 Utilities 4333 Maint. And Repairs - Build/Facilities 4338 Insurance - Buildings and Contents 4339 Maintenance & Warranty Contracts 4340 Supplies and Materials-Build/Facilit. 4399 Misc. Building and Facilities Costs	10,000 22,586 1,000 24,057	833.33 1,882.17 83.33	0.00 2,079.03	(833.33) 196.86	5,759.21	(4,240.79
4307 Utilities 4333 Maint. And Repairs - Build/Facilities 4338 Insurance - Buildings and Contents 4339 Maintenance & Warranty Contracts 4340 Supplies and Materials-Build/Facilit.	22,586 1,000 24,057	1,882.17				
4333 Maint. And Repairs - Build/Facilities 4338 Insurance - Buildings and Contents 4339 Maintenance & Warranty Contracts 4340 Supplies and Materials-Build/Facilit.	1,000 24,057		2,079.03	190.00		// 570 27
4338 Insurance - Buildings and Contents 4339 Maintenance & Warranty Contracts 4340 Supplies and Materials-Build/Facilit.	24,057		0.00	(83.33)	18,056.73 351.55	(4,529.27 (648.45
4339 Maintenance & Warranty Contracts 4340 Supplies and Materials-Build/Facilit.		2,004.75	0.00		12,978.00	(11,079.00
4340 Supplies and Materials-Build/Facilit.	2 000			(2,004.75)		
	2,800	233.33	135.00	(98.33)	1,100.00	(1,700.00
	10,000	833.33	224.54	(608.79)	2,959.85	(7,040.15
	750	62.50	0.00	(62.50)	252.65	(497.35
COMMUNICATIONS - OPERATIONS	2 200	250.00	2.22	(0.50.00)	4.500.00	(4.450.00
4406 Employee Testing/ Exams- Operations	3,000	250.00	0.00	(250.00)	1,530.00	(1,470.00
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	10,045.08	6,711.75	39,184.98	(815.02
4418 Training Expenses - Commun. Oper.	1,500	125.00	269.95	144.95	1,356.80	(143.20
4419 Travel Expenses - Commun. Operation	2,100	175.00	26.32	(148.68)	1,159.35	(940.65
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	3,324.19	2,147.94	21,221.04	7,106.04
4427 Equipment - Commun.(not capitalized)	10,000	833.33	539.00	(294.33)	3,942.32	(6,057.68
4430 Language Interpreting	150	12.50	0.00	(12.50)	34.25	(115.75
4431 Maintenance & Warranty Contracts	29,220	2,435.00	11,550.00	9,115.00	19,741.05	(9,478.95
4432 Maint. And Repairs - Communication	2,000	166.67	913.78	747.11	1,454.04	(545.96
4433 NCIC/TBI/TIES Expenses	6,060	505.00	0.00	(505.00)	5,100.00	(960.00
4434 Software & License - Communictions	750	62.50	0.00	(62.50)	0.00	(750.00
4435 Supplies, Materials & Serv Comm.	1,300	108.33	0.00	(108.33)	343.36	(956.64
4437 Telephone Costs (Call Center Lines)	18,264	1,522.00	827.00	(695.00)	12,404.85	(5,859.15
4438 Telecom. Cell Phones/Pagers-Com/Op	1,200	100.00	135.38	35.38	870.63	(329.37
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
NONOPERATING EXPENSES						
5010 INTEREST EXPENSE	104,500	8,708.33	0.00	(8,708.33)	0.00	(104,500.00)
TOTAL ESTIMATED EXPENSE	1,369,979	114,164.92	106,020.25	(8,144.67)	968,571.30	(401,407.70)
ESTIMATED RECEIPTS	1,560,842		208,645.15			
ESTIMATED EXPENDITURE	1,369,979		106,020.25			
OVER (UNDER)	190,863		150,020.20			
DEPRECIATION	58,465					
OVER(UNDER)AFTER DEPRECIATION	132,398		102,624.90			
Less Building Payment Principal	28,824		102,024.50			
OVER (UNDER) AFTER PRINCIPAL	103,574					

STATEMENT OF NET POSITION April 30, 2021

Building Project 911 Constructi	
Oper/Maint Acct Regions Bank 108 Building Project 911 Constructi 1 CD's Capital Improvement - Outlay 63 Prepaid Insurance 7 Prepaid Expenses 24 TOTAL CURRENT ASSETS 2,209 CAPITAL ASSETS NOT BEING DEPRECIATED 206 Land 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630) CAPITAL ASSETS, NET 3,163 OTHER ASSETS 339 Utility Deposit 1,1 TOTAL OTHER ASSETS \$5,713,8 TOTAL OTHER ASSETS \$5,713,8	5 2/17
Building Project 911 Constructi	8,243
CD's Capital Improvement - Outlay 63 Prepaid Insurance 7 Prepaid Expenses 24 TOTAL CURRENT ASSETS 2,209 CAPITAL ASSETS NOT BEING DEPRECIATED 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 8 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630) CAPITAL ASSETS, NET 3163 OTHER ASSETS 339 Utility Deposit 1,1 TOTAL OTHER ASSETS \$ 5,713,6 TOTAL ASSETS \$ 5,713,6	1,086
Prepaid Insurance 77 Prepaid Expenses 24 TOTAL CURRENT ASSETS 2,209 CAPITAL ASSETS NOT BEING DEPRECIATED 206 Land 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630) CAPITAL ASSETS, NET 3,163 OTHER ASSETS 339 Utility Deposit 1,1 TOTAL OTHER ASSETS 340 TOTAL OTHER ASSETS \$ 5,713,6	3,867
Prepaid Expenses 24 TOTAL CURRENT ASSETS 2,209 CAPITAL ASSETS NOT BEING DEPRECIATED 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630,40) CAPITAL ASSETS, NET 3,163,40 OTHER ASSETS 339 Utility Deposit 1,4 TOTAL OTHER ASSETS 340,40 TOTAL OTHER ASSETS \$5,713,4	7,309
CAPITAL ASSETS NOT BEING DEPRECIATED Land 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630,4 CAPITAL ASSETS, NET 3,163,4 OTHER ASSETS 339,4 Utility Deposit 1,1 TOTAL OTHER ASSETS \$ 5,713,4 TOTAL ASSETS \$ 5,713,4	4,062
CAPITAL ASSETS NOT BEING DEPRECIATED 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3163, OTHER ASSETS 339 Utility Deposit 1,0 TOTAL OTHER ASSETS \$ 5,713,8 TOTAL ASSETS \$ 5,713,8	9,814
Land 206 Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630,1 CAPITAL ASSETS, NET 3,163,1 OTHER ASSETS 339, Utility Deposit 1,1 TOTAL OTHER ASSETS 340,1 TOTAL OTHER ASSETS \$ 5,713,8 TOTAL ASSETS \$ 5,713,8	
Construction in Progress 2,226 CAPITAL ASSETS BEING DEPRECIATED 409 Buildings & Improvements 409 Furniture & Fixtures 115 Office Equipment 53 Communications Equipment 1,437 Vehicles 30 Mapping & CAD System 249 Intangibles - Mapping 65 TOTAL CAPITAL ASSETS 4,794 Accumulated Depreciation (1,630,400) CAPITAL ASSETS, NET 3,163,400 OTHER ASSETS 339 Utility Deposit 1,1 TOTAL OTHER ASSETS 340,400 TOTAL ASSETS \$ 5,713,800	8.805
Buildings & Improvements 409, Furniture & Fixtures 115, Office Equipment 53, Communications Equipment 1,437, Vehicles 30, Mapping & CAD System 249, Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS 339, Utility Deposit 1,1 TOTAL OTHER ASSETS 340,1 TOTAL OTHER ASSETS \$ 5,713,6 TOTAL ASSETS \$ 5,713,6	
Furniture & Fixtures 115, Office Equipment 53, Communications Equipment 1,437, Vehicles 30, Mapping & CAD System 249, Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS Net Pension Asset 339, Utility Deposit 1,6 TOTAL OTHER ASSETS 340, TOTAL ASSETS \$ 5,713,6	
Office Equipment 53, Communications Equipment 1,437, Vehicles 30, Mapping & CAD System 249, Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS Net Pension Asset 339, Utility Deposit 1,6 TOTAL OTHER ASSETS 340,7 TOTAL OTHER ASSETS 340,7 TOTAL OTHER ASSETS 340,7 TOTAL OTHER ASSETS \$5,713,6	,783
Communications Equipment 1,437, Vehicles Vehicles 30, Mapping & CAD System Intangibles - Mapping 65, TOTAL CAPITAL ASSETS Accumulated Depreciation (1,630,4 CAPITAL ASSETS, NET) CAPITAL ASSETS, NET 3,163,4 CAPITAL ASSETS Net Pension Asset 339, Utility Deposit TOTAL OTHER ASSETS 340,1 CAPITAL ASSETS TOTAL OTHER ASSETS \$ 5,713,5 CAPITAL ASSETS	,486
Vehicles 30, Mapping & CAD System 249, Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS Net Pension Asset 339, Utility Deposit 1,6 TOTAL OTHER ASSETS 340,6 TOTAL ASSETS \$ 5,713,5	,023
Mapping & CAD System 249, Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS Net Pension Asset 339, Utility Deposit 1,6 TOTAL OTHER ASSETS \$ 5,713,5 TOTAL ASSETS \$ 5,713,5	,710
Intangibles - Mapping 65, TOTAL CAPITAL ASSETS 4,794, Accumulated Depreciation (1,630, CAPITAL ASSETS, NET 3,163, OTHER ASSETS Net Pension Asset 339, Utility Deposit 1,6 TOTAL OTHER ASSETS 340, TOTAL ASSETS \$ 5,713,5	,893
TOTAL CAPITAL ASSETS Accumulated Depreciation CAPITAL ASSETS, NET OTHER ASSETS Net Pension Asset Utility Deposit TOTAL OTHER ASSETS TOTAL ASSETS \$ 5,713,5	,231
Accumulated Depreciation (1,630,47) CAPITAL ASSETS, NET 3,163,163,163,163,163,163,163,163,163,16	,000
CAPITAL ASSETS, NET 3,163, OTHER ASSETS 339, Net Pension Asset 1,0 Utility Deposit 1,0 TOTAL OTHER ASSETS 340,0 TOTAL ASSETS \$ 5,713,5	,449
OTHER ASSETS Net Pension Asset Utility Deposit TOTAL OTHER ASSETS \$ 5,713,5	,868)
Net Pension Asset Utility Deposit TOTAL OTHER ASSETS 339, 1,1 TOTAL OTHER ASSETS 340, \$ 5,713,5	581
Utility Deposit TOTAL OTHER ASSETS 340, TOTAL ASSETS \$ 5,713,6	
TOTAL ASSETS 340. TOTAL ASSETS \$ 5,713,8	,130
TOTAL ASSETS \$ 5,713,9	,065
	195
DEFERRED OUTFLOW OF RESOURCES	,590
Pension Cont after Measurement Date (GASB68) \$ 85.6	627
ODED Deferred cuttlevia	326
TOTAL DEFERRED OUTFLOW OF RESOURCES \$ 85,9	953

STATEMENT OF NET POSITION April 30, 2021

CURRENT LIABILITIES		
Net OPEB Asset(Liability)	\$	27,969
Accounts Payable		44,470
Accrued Compensated Absences		18,176
Payroll Deductions Payable		1,690
FICA W/H Payable		1,459
Employee Health Ins. W/H		7,034
SUTA Taxes Payable		1,485
Other Current Liabilities		5,488
Insurance W/H Payable	-	477
TOTAL CURRENT LIABILITIES		108,248
NON CURRENT LIABILITIES		
Notes payable - long term		2,055,188
TOTAL NON CURRENT LIABILITIES		2,055,188
TOTAL LIABILITIES	\$	2,163,436
DEFERRED INFLOW OF RESOURCES		
Pension Changes in Experience	\$	81,651
OPEB Deferred Inflows	Ψ	8,102
TOTAL DEFERRED OUTFLOW OF RESOURCES	c	00.750
TOTAL DEPERKED OUTFLOW OF RESOURCES	3	89,753
NET POSITION		
Net Investment in Capital Assets	\$	1,108,393
Restricted for Pension		339,130
Unrestricted Net Position		2,098,831
TOTAL NET POSITION	\$	3,546,354

STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION For the Ten Months Ended April 30, 2021

		Amount	Percent
OPERATING REVENUES			
TCA Section 7-86-303 Receipts	\$	533,765	44.5 %
TCA Section 7-86-130 Receipts		75,136	6.3
Local Government Contracts		393,384	32.8
Contracted Services		27,642	2.3
Sales & Fees		59	0.0
Other Op Rev (Dispatch Services)	-	168,592	14.1
TOTAL OPERATING REVENUES	-	1,198,578	100.0
OPERATING EXPENSES			
SALARIES AND WAGES			
Salaries and Wages		42,935	3.6
Salary - Director		51,145	4.3
Salary - Administrative Personnel		91,518	7.6
Salary - Telecommunicators		244,965	20.4
Salary - Dispatch Supervisor Personnel		47,143	3.9
Salary - Admin-Mapping & PT Consultant		37,158	3.1
IT Personnel		40,385	3.4
Other Payroll Costs	-	24,415	2.0
TOTAL SALARIES AND WAGES		579,664	48.4
EMPLOYEE BENEFITS			
Taxes - Payroll - Social Security		35,811	3.0
Taxes - Payroll - Medicare		8,375	0.7
Insurance - Employee Health		118,646	9.9
Other Insurance		927	0.1
Taxes - Payroll - SUTA		768	0.1
Retirement Contributions		37,084	3.1
TOTAL EMPLOYEE BENEFITS		201,611	16.8

STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION For the Ten Months Ended April 30, 2021

A DESIMILATE ATTICAL	Amount	Percent
ADMINISTRATION Audit Commission		
Audit Services	9,400	0.8
Accounting / Bookkeeping Services	3,520	0.3
Contracts with Vendors	179	0.0
Maintenance & Warranty Contracts	17,272	1.4
Lease/Rental - Admin Equipment/Furniture/Fixtures	1,446	0.1
Dues and Memberships - Admin	4,279	0.4
Equipment - General (non-capitalized)	5,157	0.4
Insurance-Liability	9,942	0.8
Software & Licensing - Admin	646	0.1
Supplies & Materials - Admin	1,800	0.2
Training costs - Admin	890	0.1
Travel - Admin	1,170	0.1
Telephone costs - Admin	2,290	0.2
Telecomm Cell Phones and Pagers - Admin	735	0.1
Vehicle Expenses - Admin	865	0.1
Vehicle Fuel - Admin	915	0.1
TOTAL ADMINISTRATION	60,506	5.0
BUILDINGS AND FACILITIES		
Equipment - Facilities (Not Capitalized)	5,759	0.5
Utilities	16,714	1.4
Maintenance & Repairs - Misc	352	0.0
Maintenance & Warranty Contracts	4,650	0.4
Supplies and Materials - Buildings and Facilities	2,986	0.2
Other Building and Facilities Costs	253	0.0
TOTAL BUILDINGS AND FACILITIES	30,714	2.6 %
COMMUNICATIONS - OPERATIONS		
Awards to Employees and Others	521	0.0
Insurance - Workers' Compensation	1,217	0.1
Insurance-Buildings and Contents	11,311	0.9
Employee Testing and Exams - Operations	1,530	0.1
Insurance - Equipment (non-admin)	318	0.0
Communications Licenses and Fees	32,488	2.7
Training Expenses-Communications Operations	1,357	0.1
Travel Expenses-Communications Operations	1,300	0.1
Cable/Internet Charges-Communications	23,851	2.0
Equipment-Communications (not capitalized)	12,193	1.0
Language Interpreting	•	
	34	0.0
Maintenance & Warranty Contracts	1,199	0.1

STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION For the Ten Months Ended April 30, 2021

	Amount	Percent
Maintenance & Repairs - Communications	5,291	0.4
NCIC/TBI/TIES Expenses	4,751	0.4
Supplies, Materials & Services - Communications	343	0.0
Telephone costs (Call Center Lines)	13,232	1.1
Telecomm Cell Phones and Pagers - Comm and Ops	631	0.1
Vehicle Expenses - Operations	1,264	0.1
Vehicle Fuel - Operations	70	0.0
TOTAL COMMUNICATIONS - OPERATIONS	112,901	9.4
DEPRECIATION		
Depreciation	57,597	4.8
TOTAL DEPRECIATION	57,597	4.8
TOTAL OPERATING EXPENSES	1,042,993	87.0
OPERATING INCOME (LOSS)	155,585	13.0
NONOPERATING REVENUES AND (EXPENSES)		
Interest Income	1,191	0.1
Other Local Governments Subsidies	28,037	2.3
TECB Subsidies	208,435	17.4
Other Non-operating Revenue	57, <mark>5</mark> 18	4.8
TOTAL NONOPERATING REVENUES AND (EXPENSES)	295,181	24.6%
INCREASE (DECREASE) IN NET POSITION	450,766	37.6%
NET POSITION - BEGINNING OF PERIOD	3,095,588	
NET POSITION - END OF PERIOD	\$ 3,546,354	

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Ten Months Ended April 30, 2021

Operating Revenues		Month Ended Actual April 30, 2021		Month Ended Budget April 30, 2021	Variance	Percent	_	10 Months Ended Actual April 30, 2021		Months Ended Budget pril 30, 2021	Variance	Percent
TCA Section 7-86-303 Receipts	\$	106,753	\$	53,377	50.070							
TCA Section 7-86-130 Receipts	•	100,700	•	2,917	53,376 (2,917)	63,95 %	\$,	\$	533,765		44.53 %
Local Government Contracts		56,198		2,517	56,198	33.67		75,136		29,167	45,969	6.27
Contracted Services		3,949		3,949	30,186	2.37		393,384			393,384	32.82
Sales & Fees		28		21	7	0.02		27,642		39,489	(11,847)	2.31
Other Op Rev (Dispatch Services)		1		56,198	(56,197)			59		208	(149)	4
outer of her (Dispator Services)			-	00,100	(30,197)	(-)	-	168,592		561,978	(393,386)	14.07
Total Operating Revenues		166,929	_	116,462	50,467	100.00	_	1,198,578		1,164,607	33,971	100.00
Operating Expenses												
Salaries and Wages												
Salaries and Wages		3,183		-	3,183	1.91		42,935			42,935	3.58
Salary - Director		4,923		5,333	(410)	2.95		51.145		53,333	(2,188)	4.27
Salary - Administrative Personnel		8,594		10,256	(1,662)	5.15		91,518		102,556	(11,038)	7.64
Salary - Telecommunicators		25,258		25,397	(139)	15.13		244,965		253,968	(9,003)	20.44
Salary - Dispatch Supervisor Personnel		3,082		9,811	(6,729)	1.85		47,143		98,107	(50,964)	3.93
Salary - Admin-Mapping & PT Consultant		3,393		4,185	(792)	2.03		37,158		41,849	(4,691)	3.10
Salary - Other Salaries & Wages		-		347	(347)	-		-		3,467	(3,467)	-
IT Personnel		3,846		4,167	(321)	2.30		40,385		41,667	(1,282)	3,37
Other Payroll Costs	_	1,906		2,647	(741)	1.14	-	24,415		26,466	(2,051)	2.04
Total Salaries and Wages	-	54,185		62,143	(7,958)	32.46	•	579,664		621,413	(41,749)	48.36
Employee Benefits												
Taxes - Payroll - Social Security		3,343		3,858	(515)	2.00		35,811		38,579	(2,768)	2.99
Taxes - Payroll - Medicare		782		902	(120)	0.47		8,375		9,023	(648)	0.70
Insurance - Employee Health		11,542		12,310	(768)	6.91		118,646		123,095	(4,449)	9.90
Other Insurance		91		94	(3)	0.05		927		935	(8)	0.08
Taxes - Payroll - SUTA		16		47	(31)	0.01		768		467	301	0.06
Unemployment Compensation		(13)		-	(13)	(0.01)		-		-	_	
Retirement Contributions		2,955		3,428	(473)	1.77		37,084		34,278	2,806	3.09
Other Postemployment Benefits (OPEB)	-		_	678	(678)	-	_		_	6,781	(6,781)	
Total Employee Benefits	_	18,716		21,317	(2,601)	11.21	_	201,611		213,157	(11,547)	16.82

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Ten Months Ended April 30, 2021

	1 Month Ended Actual April 30, 2021	1 Month Ended Budget April 30, 2021	Variance	Percent	10 Months Ended Actual	10 Months Ended Budget		
Administration		April 30, 2021	Vallance	reiceill	April 30, 2021	April 30, 2021	Variance	Percent
Audit Services	-	783	(783)		9,400	7.000	4 500	
Accounting / Bookkeeping Services	640	328	312	0.38	3,520	7,832	1,568	0.78
Contracts with Vendors		104	(104)	0.00	179	3,280 1,043	240	0.29
Legal and Professional	-	625	(625)		110	6,250	(864)	0.01
Maintenance & Warranty Contracts	1,408		1,408	0.84	17,272	0,250	(6,250)	-
Lease/Rental - Admin Equipment/Furniture/Fixtures	150	158	(8)	0.09	1,446	1,583	17,272 (137)	1.44 0.12
Dues and Memberships - Admin	428	428	•	0.26	4,279	4,279	-	0.36
Equipment - General (non-capitalized)	3,746	208	3,538	2.24	5,157	2,083	3,074	0.43
Insurance-Liability	616	561	55	0.37	9,942	5,606	4,336	0.83
Software & Licensing - Admin	36	92	(56)	0.02	646	915	(269)	0.05
Supplies & Materials - Admin	138	274	(136)	0.08	1,800	2,742	(942)	0.15
Training costs - Admin	•	58	(58)		890	583	307	0.07
Travel - Admin	184	325	(141)	0,11	1,170	3,250	(2,080)	0.10
Telephone costs - Admin	762	200	562	0.46	2,290	2,000	290	0.19
Telecomm Cell Phones and Pagers - Admin	38	54	(16)	0.02	735	542	193	0.06
Vehicle Expenses - Admin	199	366	(167)	0.12	865	3,658	(2,793)	0.07
Vehicle Fuel - Admin	129	133	(4)	0.08	915	1,333	(418)	0.08
Other Admin Services and Expenses		63	(63)	-	-	625	(625)	
Total Administration	8,474	4,760	3,714	5,08	60,506	47,605	12,902	5.05
Buildings and Facilities								
Maintenance & Repairs - Admin	-	42	(42)	•	-	417	(417)	-
Equipment - Facilities (Not Capitalized)	-	833	(833)	•	5,759	8,333	(2,574)	0.48
Utilities	1,541	1,882	(341)	0.92	16,714	18,822	(2,108)	1.39
Maintenance & Repairs - Misc	-	83	(83)	•	352	833	(481)	0.03
Maintenance & Warranty Contracts	554	233	321	0.33	4,650	2,333	2,317	0.39
Supplies and Materials - Buildings and Facilities	196	833	(637)	0.12	2,986	8,333	(5,347)	0.25
Other Building and Facilities Costs		63	(63)	-	253	625	(372)	0.02
Adressing/Mapping/Database Supplies		8	(8)	-	_	83	(83)	
Total Buildings and Facilities	2,291	3,978	(1,686)	1.37	30,714	39,780	(9,065)	2.58
Communications - Operations								
Advertising	-	83	(83)	_		833	(833)	
Awards to Employees and Others	-	125	(125)	_	521	1,250	(729)	0.04
Insurance - Workers' Compensation	-	108	(108)	-	1,217	1,083	134	0.10
Insurance-Buildings and Contents	1,082	2,005	(923)	0.65	11,311	20,048	(8,737)	0.94
Employee Testing and Exams - Operations	*	250	(250)	•	1,530	2,500	(970)	0.13
Insurance - Equipment (non-admin)	-	27	(27)		318	265	53	0.03
Communications Licenses and Fees	3,348	3,333	15	2.01	32,488	33,333	(845)	2.71
Training Expenses-Communications Operations	-	125	(125)	•	1,357	1,250	107	0.11
Travel Expenses-Communications Operations	167	175	(8)	0.10	1,300	1,750	(450)	0.11

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Ten Months Ended April 30, 2021

	411		I CH MONE	ils Elide	a April 30, 2021			
	1 Month Ended	1 Month Ended			10 Months Ended	10 Months Ended		
	Actual	Budget			Actual	Budget		
Cable/Internet Charges-	April 30, 2021	April 30, 2021	Variance	Percent	April 30, 2021	April 30, 2021	Variance	D
Communications	3,327		2,151	1.99	23,851	11,763	12,088	Percent 1.99
Equipment-Communications (not capitalized)	4,179	833	3,346	2.50	12,193	8,333	3,860	1.02
Language Interpreting	•	- 13	(13)	_	34	400		
Maintenance & Warranty Contracts	963	2,435	(1,472)	0.58	1,199	125	(91)	-
Maintenance & Repairs - Communications	152	167	(15)	0.09	5,291	24,350 1,667	(23,151) 3,624	0.10 0.44
NCIC/TBI/TIES Expenses	472	505	(33)	0.28	4 754			
Software & Licensing - Communications	-	63	(63)	0,20	4,751	5,050	(299)	0.40
Supplies, Materials & Services -	_	108	(108)	•	177.	625	(625)	-
Communications		100	(100)	-	343	1,083	(740)	0.03
Telephone costs (Call Center Lines)	827	1,522	(695)	0.50	13,232	15,220	(4.000)	4.40
Telecomm Cell Phones and Pagers -	135	100	35	0.08	631		(1,988)	1.10
Comm and Ops	205				001	1,000	(369)	0.05
Vehicle Expenses - Operations	225	58	167	0.13	1,264	583	681	0.11
Vehicle Fuel - Operations		50	(50)		70	500	(430)	0.01
Walat O					7			
Total Communications - Operations	14,877	13,261	1,616	8.91	112,901	132,612	(40.740)	0.40
						102,012	(19,710)	9.42
Depreciation								
Depreciation	5,773	4,872	901	3.46	F7 F00			
		Mater		3.40	57,597	48,721	8,876	4.81
Total Depreciation	5,773	4.070						
	3,773	4,872	901	3.46	57,597	48,721	8,876	4.81
Total Operating Evenue								
Total Operating Expenses	104,316	110,329	(6,013)	62,49	1,042,993	1,103,287	(60,294)	87.02
Operating Income (Loss)	62,613	6,133	56,480	37.51	155,585	84 220	04.005	
					100,000	61,320	94,265	12.98
Nonoperating Revenues and								
(Expenses)								
Interest Income	17	79	17	0.01	1,191	792	399	0.10
Other Local Governments Subsidies	-	-	-	_	28,037			
TECB Subsidies	41,687	10,422	41,687	24.97	· ·		28,037	2.34
Interest Expense		(8,708)	71,007	24.07	208,435	104,218	104,217	17.39
Other Non-operating Revenue	13	•	40			(87,083)	87,083	-
The second	10	3,109	13	0.01	57,518	31,086	26,432	4.80
Total Other Income (Expenses)	44.747							
. Tan Other Income (Expenses)	41,717	4,901	36,816	24.99	295,181	49,012	246,169	24.53
Change in Net Position	\$ 104,330	\$ 11,034	93,296	62.50 %	\$ 450,766 \$	110,332	340,434	37.61 %
							310,104	01.01 /0

Annual Elections/Appointments

Current Board Officers

Chairman -- Randy Ellis

Vice Chairman -- Tim Suter

Secretary/Treasurer -- Tony Brown

Current Committee Assignments

BUDGET/FINANCE PERSONNEL/TRAINING BUILDING/EQUIPMENT

Randy EllisRandy EllisKeith FarmerJason JollyTony BrownJack StocktonKeith FarmerBrad DanielsTim SuterMarilyn CalfeeMarilyn CalfeeTony Brown

Cecil Crowe

NOMINATING COMMITTEE: RANDY ELLIS, MARILYN CALFEE, BRAD DANIELS

Minutes of June 10, 2021 ROANE COUNTY E-911 BUDGET COMMITTEE MEETING

The Roane County Emergency Communications District (E-911) Budget Committee met Thursday, June 10, 2021 at 9:30 a.m. at the E-911 New Center Training Room, 4390 Roane State Highway.

COMMITTEE MEMBERS PRESENT: Marilyn Calfee, Jason Jolly, Cecil Crowe, Keith Farmer

<u>COMMITTEE MEMBERS ABSENT:</u> Randy Ellis <u>EMPLOYEES PRESENT:</u> Cody Anderson, Kim Tharp

CALL TO ORDER:

The meeting was called to order at 9:33 a.m. by committee chairperson, Ms. Calfee with a quorum of 4 present.

The committee reviewed the proposed budget amendments for fiscal year 2020/2021. There were several questions asked and answered on various line items. After careful review and clarifications made, Mr. Jolly made a motion to accept the 2020/2021 Proposed Amended Budget to be presented to the full board for approval. Mr. Crowe second the motion. All the committee members voted Aye. Motion Carried.

There was a suggestion made to consider in the future of making amendments on a quarterly basis as some of the city governments do. This is something that can be implemented for the 2021/2022 fiscal year.

ADJOURNMENT:

With no further budget business for the committee, Mr. Crowe made a motion to dismiss, Mr. Jolly second. The meeting dismissed at 10:05 a.m.

MINUTES OF MAY 20, 2021 ROANE COUNTY E-911 BUILDING-EQUIPMENT COMMITTEE MEETING

The Roane County Emergency Communications District (E-911) Building-Equipment Committee met Thursday, May 20, 2021 at 8:30 a.m. at the E-911 New Center Training Room, 4390 Roane State Highway.

COMMITTEE MEMBERS PRESENT: Tony Brown, Tim Suter

COMMITTEE MEMBERS ABSENT: Jack Stockton, Keith Framer

EMPLOYEES PRESENT: Cody Anderson, Eric Franks, Kim Tharp

CALL TO ORDER:

The meeting was called to order at 8:35 A.M. by Chairman Tony Brown. With only 2 in attendance there wasn't a committee majority for an official meeting to be called.

There was some discussion on what they would like to do with the old 911 Center located at 330 Cardiff Valley Road. Director Anderson stated that Watson is scheduled to disassemble and reassemble the Dispatch furniture on June 21, 2021 at the old center per contract. Monolith is scheduled to move the furniture on the same day to the new location of 4390 Roane State Highway per contract. Regarding the tower at the Cardiff Valley location, a Loudon County EMA employee will come and help take the antennas off the tower to bring to our new site and the remaining tower will be left at Cardiff Valley Road site.

Mr. Suter mentioned that there is a group of displaced workers that he has heard about that may be available to come in and clean the old center before listing it for sale.

Mr. Brown and Mr. Suter both recommend that the sale of the 330 Cardiff Valley Road center be listed with a realtor using the County Real Estate Assessment Data for tax year 2021. Mountain to Lakes Real Estate in Harriman was recommended as a potential realtor to contact for listing the property.

ADJOURNMENT:

With no official business conducted they dismissed at 9:10 a.m.

February 25, 2020 Page 2

Subject site of 3.0 acres is improved with a special use / municipal office building built in 2004 and a communications building with finished basement area that was built in 1993. The buildings are in good condition and reflect good maintenance levels. No repairs were noted. The property is located in the Roane County Industrial Park, just off Hwy 27 between Rockwood and the I-40 interchange.

Site has good visibility and access. Parking is at on front of buildings with covered sidewalks between the two buildings. There is a 24×32 storage building on the lower side of site. The communication tower is part of the functional use of improvements. The depreciated value of the tower is estimated at \$75,000

Property is appraised in "as is "condition without any assumptions or hypothetical conditions. I inspected the property its surrounding conditions for the purpose of estimating market value in the fee simple estate.

In my opinion, the value of the subject property, as of February 19, 2020, was as follows:

Communication Building And Office Building 330 Cardiff Valley Road Rockwood, TN 37854

Two Hundred Eighty Thousand Dollars-

- \$ 280,000

Respectfully submitted,

Mike Fuller, SRA

State Certified General Real Estate Appraiser

CG-86

DIRECTOR'S EVALUATION CHECKLIST ROANE COUNTY EMERGENCY COMMUNICATION DISTRICT

EMF	PLOYEE NAME	POSITION	
EMF	PLOYMENT DATE	LAST EVALUATION	
V=V G=G I=IM U=U O=	DUTSTANDING EXCEPTIONAL IN A ERY GOOD - RESULTS EXCEED PO GOOD - COMPETENT AND DEPEND IPROVEMENT NEEDED - DEFICIEN INSATISFACTORY - GENERALLY U =100-90, V=89-80, G=79-70, I=69-60,	OSITION, ACHIEVED ON CONSISTENT BAS ABLE PERFORMANCE. MEETS JOB STAN T IN CERTAIN AREA, IMPROVEMENT NEC NACCEPTABLE REQUIRE IMMEDIATE IMF	DARDS ESSARY PROVEMENT
MAJ	IOR DUTIES/RESPONSIBILITIES		POINTS
E J	BUT ARE NOT LIMITED TO, PERSO JOB DESCRIPTIONS, ETC. REVIEW ANNUALLY AND RECOMMEND CHA IS COMPLIANCE WITH CURRENT R	THE GOALS OF E-911. THESE INCLUDE, NNEL POLICIES, PROCEDURE MANUALS, SAID POLICIES AND PROCEDURES ANGES AS NECESSARY TO ASSURE THE	RE
	SERVICES AND GOVERNMENTAL E THESE SERVICES AND GOVERNMI	RELATIONSHIP WITH ALL EMERGENCY BODIES OF ROANE COUNTY. ASSIST ENTAL BODIES IN THE DEVELOPMENT ES AND PROCEDURES TO ASSURE TEAM I'S EXTERNAL CONSULTANTS.	
M R	IEET WITH THE PERSONNEL REGL	ES/PROCEDURES TO THE PERSONNEL. JLARLY TO ASSURE THESE ARE FOLLOW OF PERSONNEL AND MAKE ADJUSTMEN	
Α		LITY EMPLOYEES SUBJECT TO BOARD ATE PURPOSEFUL IN-SERVICE, ON THE NG CLASSES.	
A E S	ND POSITIVE EMPHASIS AS WELL -911 FACILITY. ASSURE FACILITY I	ND VISITORS. MAINTAIN ADEQUATE	
E		AINTS CONCERNING THE OPERATION OF CORRECTING PROBLEM AREAS OR	=

7. PREPARE ANNUAL OPERATING BUDGET FOR SUBN COMMITTEE. REVIEW AND MAKE RECOMMENDATION CONTRACTS, INSURANCE, EMPLOYEE BENEFITS, I	ONS REGARDING MAINTENANCE
8. ASSURE ADEQUATE FINANCIAL RECORDS AND CO- TO THE PROPER GOVERNING BOARD AS REQUIRE REPORTS/RECOMMENDATIONS TO BOARD CONCE	D. MAKE WRITTEN AND ORAL
9. EVALUATE ALL EMPLOYEES BIANNUALLY THE FIRST ANNUALLY THEREAFTER. SUPERVISE PERSONNEL TO SITUATIONS WHERE DISCIPLINARY ACTION IS N	_, ASSESS AND RESPOND
10.EVALUATE AND IMPLEMENT RECOMMENDATIONS ATTEND ALL MEETINGS OF BOARD AND REPORT T BOARD MEETINGS. PERFORM OTHER RELATED RE DUTIES AS NECESSARY OR AS DIRECTED BY THE	O CHAIRMAN BETWEEN ESPONSIBILITIES AND
	<u>O - V - G - I - U</u>
TOTAL POINTS DIVIDED BY 10 = OVERALL RA	
COMPLETE FOLLOWING	=======================================
SPECIFIC AREAS OF NEEDED IMPROVEMENT	
2. RECOMMENDATIONS (SEMINARS, TRAINING, SCH	OOL, ETC.)
ADDITIONAL EMPLOYEE COMMENTS	
DISCUSSED WITH INDIVIDUAL ON//	
EMPLOYEE SIGNATURE*	
*I ACKNOWLEDGE EVALUATION WAS DISCUS	SSED WITH ME
BOARD CHAIRMAN SIGNATURE	DATE//

FUND BALANCES

AS OF MAY 28, 2021 FOLLOWING ARE THE FUNDS WE HAVE ON HAND NOT INCLUDING THE CERTIFICATE OF DEPOSIT OR BUILDING PROJECT ACCOUNT

REVENUE FUND	\$1,887,426.26			
OPERATING ACCOUNT	\$ 106,799.73			
TOTAL FUNDS	\$1,994,225.99			
LESS CAPITAL EQUIPMENT (Set aside 5/28/2020)	\$- 61,386.11			
LESS CAPITAL ADD 4 DISPATCH POSITIONS (3/25/21)	\$- 73,565.96 \$- 0.854.45			
LESS CAPITAL NEW CENTER ITEMS (3/25/21) LESS 800 MHZ SYSTEM MAINTENANCE	\$- 9,854.45 \$- 21,918.34			
LESS METRO COMM. MOVING RADIOS	\$- 10,796.47			
LESS USDA RESERVE ACCOUNT	\$- 173,771.56			
LESS EST. 3 MONTH RESERVE	<u>\$- 350,000.00</u>			
TOTAL DESIGNATED	<u>\$-701,292.89</u>			
TOTAL UN-DESIGNATED	\$1,292,933.10			

WE ARE RECEIVING ECB PAYMENT OF \$106,753 EVERY TWO MONTHS WE ARE RECEIVING ECB SURCHARGE SUBSIDY OF \$41,687 EVERY TWO MONTHS THE ECB STATUTE 130 FUNDS DISTRIBUTION IS ONCE A YEAR AMOUNT VARIES

CERTIFICATE OF DEPOSIT (To be used to pay down loan amount) \$ 63,867.48 BUILDING PROJECT ACCOUNT \$ 1,086.34

Subject: FW: future use conduit

From: Aaron Grohol <agrohol@uplanddesigngroup.com>

Date: 6/11/2021, 5:23 PM

To: Cody Anderson <canderson@roanecounty911.com>

Cody,

Just following up to see if the board made a decision on the future use conduit? Was there one option the board was learning towards out of the three options presented by Monolith and Shoffner? I don't recall hearing which option was selected. Has their been further discussions with monolith and your office regarding this work?

Option A,

We would Trench across the Rear North/West entrance at the gravel, just past the new asphalt to a point near the Northwest Site Pole. We would then directional bore under the Asphalt Driveway to a location on the West side of the building. We would then extend the conduit up the outside of the building then enter the building above finished ceiling height. The conduit would then extend above the existing ceiling and enter the electric room. There would be Junction boxes installed along the total length of the conduit run to meet NEC. We would furnish a Square Metal enclosure supplied by Baird & Wilson, to cover the exterior conduit that would match the existing Grey downspouts.

Option B;

This option is basically like option A except the conduit would enter in the rear of the North side of the building next to the 1st Downspout. This would require demo and replacement of one existing Square concrete sidewalk.

Option C;

There had been discussion of wanting power ran to the West Rear gate. In a trade for any of the options above and/or providing a future conduit, we would set a in-ground Junction box next to the West rear Site Pole and intercept the existing Branch circuitry. We would then Trench and extend (1) 1" PVC Conduit with conductors (2#8 & 1#10Grd) to an area near the West gate. We would then install (1) 120volt, 20amp Dedicated circuit all the way into Panel X inside the building. This circuit could be used for a future gate. No terminations of circuitry is included, it would be capped off at each end. Excludes, all sodding, seeding, Trench Rock excavation, General backfilling is included

Let us know if further discussion is needed regarding this work or if we can release Monolith and Shoffner to complete this work.

Thank you,

Aaron Grohol, ASSOCIATE
AIA. NCARB



OFFICE 931-484-7541 CELL 865-696-6246

WEB uplanddesigngroup.com

From: Cody Anderson <canderson@roanecounty911.com>

Sent: Thursday, May 20, 2021 1:52 PM

To: B. Allen Hill
 Co: Aaron Grohol <agrobol@uplanddesigngroup.com>

Subject: Re: future use conduit

1 of 2 6/16/2021, 10:47 AM

They came to the site and proposed 3 options which we will present to the board at the meeting next week.

Thursday at 1pm eastern if y'all are available, the board would appreciate it.

Sent from my iPhone

On May 20, 2021, at 2:35 PM, B. Allen Hill < bahill@uplanddesigngroup.com > wrote:

Cody, I'm not sure where things stand re: moving forward w/ the installation of future use conduit – has Monolith / Shoffner talked w/ R911 about routing?

B. Allen Hill, PRINCIPAL
AIA, RRC, NCARB, CDT
<image001.png>
OFFICE 931-484-7541
CELL 931-261-7541

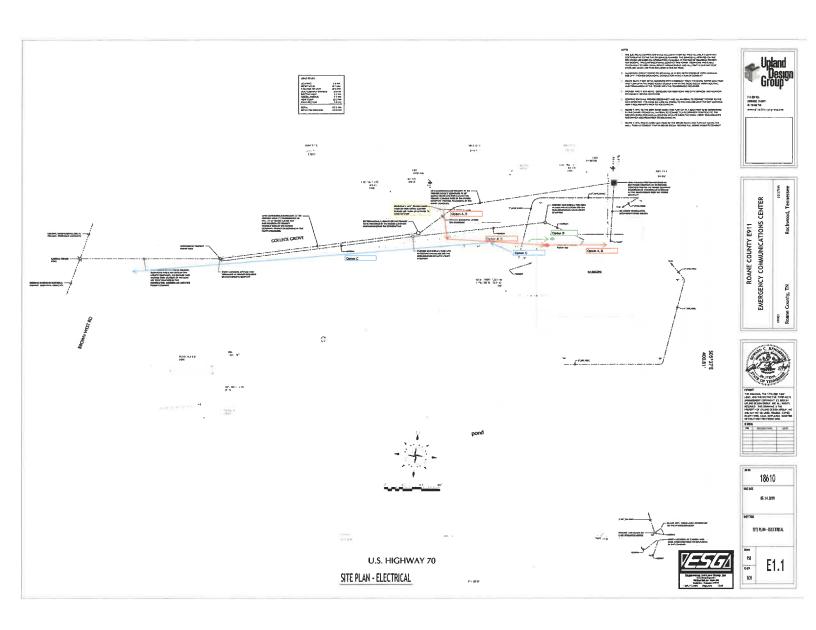
WEB <u>uplanddesigngroup.com</u>

<E1.1 _Site Plan - Electrical MARKED UP.pdf>

-Attachments:

E1.1 _Site Plan - Electrical MARKED UP.pdf

455 kB



BUDGET F/Y 2020-2021	APPROVED B	Y BOARD	11			
	2020-2021	BUDGET	ACTUAL	OVER(UNDER	ACTUAL	OVER(UNDER)
	BUDGET		REC/PAY OUT		YEAR	YEAR
	BODGET	MONTHLI	KEC/FAT OUT		TEAK	ILAK
REVENUES				MAY		
3010 TCA Section 7-86-303 Receipts	640,518	53,376.50	0.00	(53,376.50)	533,765.00	(106,753.00)
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	618,175.25	(56,197.75)
3070 Contracted Services	47,387	3,948.92	3,948.92	0.00	43,438.12	(3,948.88)
3080 Sales & Fees	250	20.83	6.00	(14.83)	70.30	(179.70)
5002 Interest Income	950	79.17	15.73	(63.44)	376.88	
5006 TECB Subsidies	125,061	10,421.75	0.00	(10,421.75)	208,435.00	
5099 Other Non-Operating Revenue	37,303	3,108.58	1,124.68	(1,983.90)	70,227.80	
TOTAL ESTIMATED REVENUE	1,560,842	130,070.17	61,293.08	(68,777.09)	1,549,624.35	(11,217.65)
TOTAL ESTIMATED REVENUE	1,500,642	130,070.17	01,293.06	(00,777.09)	1,349,024.33	(11,217.03)
SALARIES AND WAGES						
4001 Director	64,000	5,333.33		2,051.29	59,707.95	
4002 Administrative Personnnel	123,067	10,255.58	· · · · · · · · · · · · · · · · · · ·	3,943.54	113,440.67	(9,626.33)
4004 Telecommunicators	304,762	25,396.83		17,334.56	333,873.10	,
4005 Dispatch Supervisor Personnel	117,728	9,810.67		(5,188.27)	36,674.12	(81,053.88)
4006 Mapping/Addressing Personel	50,219	4,184.92		1,382.60	46,304.61	(3,914.39)
4007 Janitor	4,160	346.67		88.23	434.90	
4012 I.T. Personel	50,000	4,166.67		1,602.57	46,153.92	(3,846.08)
4099 Other Payroll Costs	31,759	2,646.58		(667.31)	26,394.32	(5,364.68)
4101 Social Security 4102 Medicare	46,295 10,827	3,857.92 902.25		1,252.05 292.85	40,920.93	(5,374.07)
4102 Medicale 4104 Medical Insurance	147,714	12,309.50	· · · · · · · · · · · · · · · · · · ·	(1,535.05)	9,570.25 122,672.82	(1,256.75) (25,041.18)
4106 Other Insurance	1,122	93.50		0.00	1,017.50	(104.50)
4107 Unemployment Compensation	560	46.67		(46.67)	591.11	31.11
4108 Pension Expense	41,133	3,427.75		948.55	35,972.14	(5,160.86)
4109 Other Posteemployment Benefits	8,137	678.08		52.92	7,322.80	(814.20)
ADMINISTRATION	0,107	0.000	701.00	02.02	7,022.00	(011120)
4203 Audit Services	9,398	783.17	0.00	(783.17)	9,400.00	2.00
4204 Accounting/Bookkeeping Services	3,936	328.00		(8.00)	3,520.00	(416.00)
4208 Contracts with Vendors	1,252	104.33		(83.33)	241.50	(1,010.50)
4217 Legal Services	7,500	625.00		(625.00)	0.00	(7,500.00)
4218 Maintenance & Warranty Contracts	0	0.00		0.00	0.00	0.00
4229 Lease/Rental-Admin. Equip/furn/fixt	1,900	158.33		(8.33)	1,596.26	(303.74)
4232 Advertising	1,000	83.33		(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00		(125.00)	521.25	(978.75)
4237 Dues and Memberships - Admin.	5,135	427.92		(427.92)	5,135.00	0.00
4239 Equipment - General (non-capitalized)	2,500	208.33		(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	0.00	(108.33)	1,217.00	(83.00)
4242 Maintenance and Repairs - Admin.	500	41.67	120.00	78.33	120.00	(380.00)
4245 Software & Licensing - Admin.	1,098	91.50		(53.50)	1,084.00	(14.00)
4246 Supplies & Materials - Admin.	3,290	274.17	589.19	315.02	2,352.66	(937.34)
4247 Training Costs - Administrative	700	58.33		(58.33)	889.95	189.95
4248 Travel - Administrative	3,900	325.00		(106.92)	1,203.56	(2,696.44)
4250 Telephone Costs - Administrative	2,400	200.00		(19.69)	2,470.06	70.06
4251 Telecomm cell phones/pagers-Admin	650	54.17	38.02	(16.15)	533.28	(116.72)
4253 Vehicle Expenses - Administrative	4,390	365.83		(282.35)	1,558.60	(2,831.40)
4254 Vehicle Fuel - Administrative	1,600	133.33		(15.37)	1,032.81	(567.19)
4299 Misc. Admin Services and Expenses	750	62.50	0.00	(62.50)	0.00	(750.00)

BUILDING AND FACILITIES						
4305 Equipment-Facilities (non capitalized)	10,000	833.33	0.00	(833.33)	5,759.21	(4,240.79
4307 Utilities	22,586	1,882.17	2,176.36	294.19	20,233.09	(2,352.91
4333 Maint. And Repairs - Build/Facilities	1,000	83.33	0.00	(83.33)	351.55	(648.45
4338 Insurance - Buildings and Contents	24,057	2,004.75	0.00	(2,004.75)	12,978.00	(11,079.00
4339 Maintenance & Warranty Contracts	2,800	233.33	1,360.00	1,126.67	2,460.00	(340.00
4340 Supplies and Materials-Build/Facilit.	10,000	833.33	205.70	(627.63)	3,165.55	(6,834.45
4399 Misc. Building and Facilities Costs	750	62.50	0.00	(62.50)	252.65	(497.35
COMMUNICATIONS - OPERATIONS						
4406 Employee Testing/ Exams- Operations	3,000	250.00	130.00	(120.00)	1,660.00	(1,340.00
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	700.28	(2,633.05)	39,885.26	(114.74
4418 Training Expenses - Commun. Oper.	1,500	125.00	18.00	(107.00)	1,374.80	(125.20)
4419 Travel Expenses - Commun. Operation	2,100	175.00	382.81	207.81	1,542.16	(557.84
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	2,453.47	1,277.22	23,674.51	9,559.51
4427 Equipment - Commun.(not capitalized)	10,000	833.33	223.40	(609.93)	4,165.72	(5,834.28)
4430 Language Interpreting	150	12.50	44.25	31.75	78.50	(71.50
4431 Maintenance & Warranty Contracts	29,220	2,435.00	390.00	(2,045.00)	20,131.05	(9,088.95)
4432 Maint. And Repairs - Communication	2,000	166.67	7.99	(158.68)	1,462.03	(537.97)
4433 NCIC/TBI/TIES Expenses	6,060	505.00	2,198.65	1,693.65	7,298.65	1,238.65
1434 Software & License - Communictions	750	62.50	0.00	(62.50)	0.00	(750.00)
4435 Supplies, Materials & Serv Comm.	1,300	108.33	611.30	502.97	954.66	(345.34)
1437 Telephone Costs (Call Center Lines)	18,264	1,522.00	827.00	(695.00)	13,231.85	(5,032.15)
4438 Telecom. Cell Phones/Pagers-Com/Op	1,200	100.00	107.72	7.72	978.35	(221.65)
1439 Vehicle Expenses - Operations	700	58.33	16.26	(42.07)	2,518.26	1,818.26
1440 Vehicle Fuel - Operations	600	50.00	0.00	(50.00)	69.79	(530.21)
NONOPERATING EXPENSES						
5010 INTEREST EXPENSE	104,500	8,708.33	0.00	(8,708.33)	0.00	(104,500.00)
TOTAL ESTIMATED EXPENSE	1,369,979	114,164.92	118,698.01	4,533.09	1,087,269.31	(282,709.69)
ESTIMATED RECEIPTS	1,560,842		61,293.08			
ESTIMATED EXPENDITURE	1,369,979		118,698.01			
OVER (UNDER)	190,863					
DEPRECIATION	58,465					
OVER(UNDER)AFTER DEPRECIATION	132,398		-57,404.93			
Less Building Payment Principal	28,824					
OVER (UNDER) AFTER PRINCIPAL	103,574					

MINUTES OF APRIL 22, 2021 ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, April 22, 2021 at 1:00 pm. at the New E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room.

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

<u>MEMBERS ABSENT:</u> Jack Stockton, Brad Daniels, Keith Farmer <u>EMPLOYEES PRESENT:</u> Cody Anderson, Eric Franks, Kim Tharp

OTHERS PRESENT: Atty. Mr. Greg Leffew

CALL TO ORDER:

Chairman Randy Ellis called the meeting to order at 1:00 pm with a quorum of 6 declared. Five members in person and one on remote access.

APPROVAL OF MINUTES:

Mr. Jolly made a motion to accept the minutes of March 25, 2021 Mr. Suter second the motion. There was no discussion. All in person and on remote access voted Aye. Motion carried.

FINANCIAL STATEMENT:

Mr. Crowe made a motion to accept the March 2021 financial report. Mr. Jolly second the motion. There were no questions. All present and remote access voted Aye. Motion carried.

PUBLIC COMMENT: None present.

FUND BALANCE:

Report given, no questions.

COMMITTEE REPORTS:

PERSONNEL/TRAINING COMITTEE:

Hasn't met

BUDGET COMMITTEE:

Budget committee meeting minutes were presented. Chairwoman Ms. Calfee(remote) and the committee recommended that the board vote to approve a three percent revenue increase and a two percent employee pay increase adding one dispatcher for fiscal year 2021-2022. Ms. Calfee (remote) turned the remainder of the presentation of the budget over to Director Anderson. Director Anderson explained the need for an additional dispatch position to provide overlap coverage during the busy times (11am-7pm) and without the 3% increase to our revenue, if we don't receive needed state funds it would make this addition nearly impossible. Chairman Ellis asked that we wait to vote on this item until the New Business portion of the meeting.

BUILDING/EQUIPMENT COMMITTEE:

There has been no official committee meeting.

DIRECTORS REPORT:

Director Anderson referred to a letter we have received from Monolith Construction Co. Attorney. Director Anderson deferred this discussion to Atty. Mr. Greg Leffew. After having reviewed the letter from their attorney, Mr. Leffew noted that we are subject to the Prompt Pay Act and can't hold retainage money to satisfy liquidated damages. Under the Prompt Pay Act retainage can only be used to satisfy the construction contract. The letter requests a reply within 10 days, Mr. Leffew will have a response ready to send to them on Monday, April 26, 2021. Chairman Ellis

mentioned that we must first meet our contractual payment obligations, then to get the substantial list items that are needing to be completed we can file a lawsuit if necessary. Director Anderson and Mr. Brown will be getting estimates from other contractors of costs to complete some of the incomplete items on the substantial list that are still not completed. Chairman Ellis entertained a motion to have Mr. Leffew, Director Anderson, Mr. Brown meet with Upland Design Group by phone and go over the details /statutes of the contract and authorize them to respond by Letter on 4/26/2021 as requested. All members present and remote voted Aye. Motion carried. Director Anderson will arrange a phone meeting with Mr. Leffew, Mr. Brown and Mr. Allen Hill with Upland Design for 4/23/2021 at 2 pm if possible.

Director Anderson presented and email from Upland Design regarding Warranty Work on the new center. Item 1 regarding Covid related delays- Upland doesn't believe this request was submitted inside the 21 days after substantial in time to process. Mr. Jolly made a motion to agree with Upland's assessment of these delays, Ms. Calfee (remote) second the motion. All present and remote voted Aye. Motion carried. Item 2 - Contractor presented a \$7,500 credit to omit paving work at the front drive. Mr. Jolly made a motion, Ms. Calfee (remote) second to get an estimate of costs from someone else before deciding to accept this offer. After some discussion, Mr. Jolly amended his motion to have someone get a cost bid for these repairs and submit it to Upland. All present and remote voted Aye. Motion carried. Item 3- Contractor presented \$900 credit to omit future use conduit. Upland recommends we do not accept this offer. Mr. Suter made a motion, Mr. Crowe second to get a estimate and present it to Upland Design. All present and remote voted Aye. Motion carried. Item 4- Contractor has rejected the board's offer of \$4,000 on Change order #6 for \$4,757.82. Mr. Brown made a motion to pay the full amount of \$4,757.82. After discussion, Mr. Brown withdrew his motion. Mr. Jolly made a motion to send this to Mr. Leffew for an opinion on it. Mr. Crowe second the motion. All present and remote Aye. Motion carried. Items 5-8 - Upland will be following up with contractor on these items after our decisions on items 1-4 decision has been made. Mr. Brown made a motion to accept Upland Design's recommendation on these items. Mr. Suter second the motion. All present and remote Aye. Motion carried.

Our scheduled move date to the new center is May 18, 2021. Employees will be having orientation the week of April 26, Addressing will move the next week and Comptroller will move the following week. We should be live by 1 pm on May 18, there will be support staff on site 24/7 for 3/4 days following. Loudon has been contacted as our backup center. Our command truck will be ready for NCIC needs. Additional staff will be available at both centers to help for a smoother transition. All vendor tests have been completed.

Update on the equipment that was approved last month - Computers, cameras, wireless data link, radios have all been completed.

Director Anderson presented the board with some surplus equipment (UHF/VHF repeater) that we can no longer use. Loudon County would be glad to receive this as a transfer of property. Mr. Crowe made a motion to accept the request for transfer of surplus equipment to Loudon. Ms. Calfee(remote) second the motion. All present and remote voted Aye. Motion carried.

CHAIRMAN REPORT

Chairman Ellis had nothing else to add.

OLD BUSINESS:

Mr. Crowe made a motion we use the CD money to pay down debt on the new center and close the account with US Bank. Ms. Calfee (remote) second the motion. Roll call vote was taken with all members present/remote voting Aye. Motion carried.

NEW BUSINESS:

Mr. Suter made a motion to keep the current TCRS match rate at 5.62%. Mr. Crowe second the motion. Roll call vote was taken with all members present/remote voting Aye. Motion carried.

FDIC is requiring we appoint an account Custodian/Signer for all of our accounts at Regions. Mr. Crowe made a motion that Chairman Ellis be appointed by the board as the Custodian/Signer. Mr. Jolly second the motion. Roll call vote was taken with all present/remote voting Aye. Motion carried.

The 2021-2022 Budget was presented with a 3% revenue increase and 2% payroll increase adding One
dispatcher. Mr. Brown made a motion to pass it without the 3% revenue increase, Mr. Suter Second. A roll call vote was
taken, Mr. Brown and Mr. Suter voted Aye, Mr. Jolly, Mr. Crowe, Mr. Ellis, Ms. Calfee (remote) voted Nay. Motion failed
due to lack of majority vote. Mr. Crowe made a motion to accept the 2021-2022 Budget as written with 3% revenue
increase, 2% payroll increase and adding One dispatcher as was recommended by the budget committee. Mr. Jolly
second the motion. After discussion a Roll Call vote was taken. All Five members present and 1 Remote voted Aye.
Motion carried.

ADJOURNMENT:

W	ith no ot	her business to address,	Mr. Cro	owe made a motion t	to dismiss, N	∕Ir. Jolly second	l. All present	and
remote vo	oted Aye.	Meeting adjourned at 2	2:30 pm	. Next regular board	meeting wi	ill be May 27, 2	021.	

Regular March 25,2021 minutes were approved at the District Board of Directors. Date : April 22, 2021.	Board Meeting of Roane County Emergency Communications
Tony Brown / Secretary-Treasurer	Randy Ellis/Chairman

Fwd: Roane County E911

Subject: Fwd: Roane County E911

From: Cody Anderson <canderson@roanecounty911.com>

Date: 5/10/2021, 12:19 PM

To: Kim Tharp < ktharp@roanecounty911.com>

----- Forwarded Message ------- Subject:RE: Roane County E911

Date:Fri, 7 May 2021 19:40:47 +0000

From:B. Allen Hill sahill@uplanddesigngroup.com

To:Tim Snow tims@mcon.us, Aaron Grohol agrohol@uplanddesigngroup.com, Cody Anderson (canderson@roanecounty911.com)

CC:Jake Pinkston <JakeP@mcon.us>

Tim, I didn't scroll far enough down, I see the description now.

From: Tim Snow <tims@mcon.us>
Sent: Friday, May 07, 2021 2:28 PM

To: Aaron Grohol <agrobol@uplanddesigngroup.com>; B. Allen Hill <bahill@uplanddesigngroup.com>; Cody

Anderson (canderson@roanecounty911.com) < canderson@roanecounty911.com>

Cc: Jake Pinkston < JakeP@mcon.us>
Subject: FW: Roane County E911

Aaron,

Please see below request from Shoffner for remedial work of missing conduit. Please let us know what is accepted in order to begin scheduling and proceed with work.

Thank You, Tim Snow

210 N. Seven Oaks Dr., Knoxville, TN 37922

865-343-0750 - Direct 865-245-4300 - Office 865-236-9058 - Cell



From: Rouse, David <drouse@skmes.com>

Sent: Friday, May 7, 2021 9:30 AM To: Tim Snow < tims@mcon.us>

Fwd: Roane County E911

Cc: Jake Pinkston < <u>JakeP@mcon.us</u>>; Campbell, Bill < <u>bcampbell@skmes.com</u>> Subject: Roane County E911

Tim,

In reference to a solution to install the (1) missing 1 ½" Future Conduit, and per our onsite meeting this am, we offer the following options on the attached drawing. In offering these options, we believe these would be the lesser of disruption of the building finishes and clean up.

Option A;

We would Trench across the Rear North/West entrance at the gravel, just past the new asphalt to a point near the Northwest Site Pole. We would then directional bore under the Asphalt Driveway to a location on the West side of the building. We would then extend the conduit up the outside of the building then enter the building above finished ceiling height. The conduit would then extend above the existing ceiling and enter the electric room. There would be Junction boxes installed along the total length of the conduit run to meet NEC. We would furnish a Square Metal enclosure supplied by Baird & Wilson, to cover the exterior conduit that would match the existing Grey downspouts.

Option B;

This option is basically like option A except the conduit would enter in the rear of the North side of the building next to the 1st Downspout. This would require demo and replacement of one existing Square concrete sidewalk.

Option C;

There had been discussion of wanting power ran to the West Rear gate. In a trade for any of the options above and/or providing a future conduit, we would set a in-ground Junction box next to the West rear Site Pole and intercept the existing Branch circuitry. We would then Trench and extend (1) 1" PVC Conduit with conductors (2#8 & 1#10Grd) to an area near the West gate. We would then install (1) 120volt, 20amp Dedicated circuit all the way into Panel X inside the building. This circuit could be used for a future gate. No terminations of circuitry is included, it would be capped off at each end. Excludes, all sodding, seeding, Trench Rock excavation, General backfilling is included

We recognize the Future 1 ½" conduit was mistakenly missed during the rough in phase of the site and we do apologize for this. Please advise what Option works best for the facility. Upon approval of any one of the options, TN 1 Call would need to access to the rear of the property to mark all the existing utilities, This would need to be coordinated.

Thank you
Respectfully,
David Rouse
Project Manager/ Estimator



3600 Papermill Drive
Knoxville TN 37909
Main Tel# 865-523-1129
Direct# 865-549-5831
Fax# 865-215-9962
Cell# 865-755-1977
email: drouse@skmes.com
subscribe to our newsletter



MINUTES OF May 27, 2021 ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, May 27, 2021 at 1:00 pm. at the E-911 Center administrative office.

MEMBERS PRESENT: Tony Brown, Tim Suter, Cecil Crowe, Jason Jolly

MEMBERS ABSENT: Keith Farmer, Randy Ellis, Jack Stockton, Brad Daniels, Marilyn Calfee

EMPLOYEES PRESENT: Cody Anderson, Eric Franks, Kim Tharp

OTHERS PRESENT: NONE

With only four members in attendance and none on remote access, Vice Chairman Suter declared that there weren't enough members present to have a quorum therefore the meeting would need to be rescheduled at a later date. There was some talk about the sale of the vacant 911 center on Cardiff Valley Road and the received email communication from Monolith and Upland Design Group but no decisions were made. There was talk about rescheduling this meeting for a later date when enough members schedules can be coordinated to conduct business that is pending. Everyone left around 1:45 p.m.



County Number: 073

County Name: ROANE

Tax Year: 2021

Property Owner and Mailing Address

Jan 1 Owner: ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT P O BOX 236 ROCKWOOD, TN 37854

Property Location

Address: CARDIFF VALLEY RD 330

S/I: 000 Map: 044 Grp: Ctrl Map: 044 Parcel: 032.17

Value Information

Reappraisal Year: 2020

Land Mkt Value: \$57,100

\$301,300 Improvement Value:

Total Market Appraisal: \$358,400 0

Assessment %:

\$0

Assessment: General Information

> 01 - COUNTY Class:

City: 000 City#:

000 000 SSD2: SSD1: RI01 05 Mkt Area: District:

Û # Mobile Homes: # Bldgs:

01 - PUBLIC 01 - PUBLIC / PUBLIC Utilities - Electricity: Utilities - Water / Sewer:

01 - PUBLIC - NATURAL GAS Zoning: Utilities - Gas / Gas Type:

Subdivision Data

Subdivision:

Plat Bk: Plat Pg. Block: Lot:

Additional Description

Deed Acres 3.00 (E-911CENTER)

Building Information

Building # 1

30 OFFICE improvement Type:

Stories:

Living/Business Sq. Ft., 2,460

02 - CONTINUOUS FOOTING

Floor System:

01 - SLAB ON GRADE

Foundation: Exterior Wail.

11 - COMMON BRICK

Structural Frame:

00 - NONE

Roof Framing:

62 - GABLE/HIP

Roof Cover/Deck:

03 - COMPOSITION SHINGLE

5/20/2021

Parcel Detail

Cabinet/Millwor	råc
CONTINUE INTERIOR	

03 - AVERAGE

Floor Finish:

01 - CONCRETE FINISH

Interior Finish:

06 - MASONRY

01 - RECTANGULAR DESIGN

Paint/Decor:

Plumbing Fixtures:

03 - AVERAGE

Heat and A/C: Bath Tile:

Electrical:

Shape:

00 - NONE

03 - AVERAGE

Act Yr Built:

n.

Quality:

00 - BELOW AVERAGE

Building Areas:

Area: 30 Area: 30 Sq Ft: 1,230

Sq Ft: 1,230

Condition:

A - AVERAGE

Building # 2

Improvement Type:

30 - OFFICE

Stories:

1

Living/Business Sq. Ft.: 1,421

Foundation:

02 - CONTINUOUS FOOTING

04 - IRREGULAR SHAPE

Floor System:

01 - SLAB ON GRADE

Exterior Wall:

11 - COMMON BRICK

Structural Frame:

00 - NONE

Roof Framing:

02 - GABLE/HIP

Roof Cover/Deck:

03 - COMPOSITION SHINGLE

Cabinet/Millwork:

03 - AVERAGE

Floor Finish:

11 - CARPET COMBINATION

Interior Finish:

07 - DRYWALL

Paint/Decor:

03 - AVERAGE

Heat and A/C:

0 -

Plumbing Fixtures: 0

Bath Tile:

00 - NONE

Electrical:

03 - AVERAGE 01 - AVERAGE

Shape: Act Yr Built:

2004

Quality: Condition:

A - AVERAGE

Building Areas:

Area: 30

Sq Ft: 1,421

Area: OPU

Sq Ft: 0

Extra Features

BI	ď	9	/0	a	f	d	7
			1				

GARAGE UNFINISHED DETACHED

Description

Units

ASPHALT PAVING UTILITY BUILDING 24 X 32

768 8.106

Sale Information

Sale Date
07/13/2000
11/17/1993

Price \$0 \$0 Book 521 L19 Page 880 70

Vac/Imp **IMPROVED IMPROVED**

Qualification Type Instrument

Land Information

Deed Acres: 0.00

Caic Acres: 0.00

Total Land Units: 3.00

Land Type: 70 - EXEMPT

Soil Class:

Units: 3.00

Fwd: Proposal for 330 Cardiff Valley Rd

Subject: Fwd: Proposal for 330 Cardiff Valley Rd **From:** Randy Ellis <randyellis@gmail.com>

Date: 5/25/2021, 12:38 PM

To: Kim Tharp < ktharp@roanecounty911.com >, Cody Anderson

<canderson@roanecounty911.com>, Tony Brown <tonydalebrown@gmail.com>, Tony Brown

<Tony.brown@roanecountytn.gov>, Eric Franks <efranks@roanecounty911.com>

Sent from my iPhone

Begin forwarded message:

From: Kathy May-Martin <soldbykathymaymartin@gmail.com>

Date: May 25, 2021 at 12:34:15 PM EDT

To: randyellis@gmail.com

Subject: Proposal for 330 Cardiff Valley Rd

To Whom It May Concern:

Thank you for the opportunity to submit the following proposal for 330 Cardiff Valley Rd: Previewed the property 5/25/2021.

We would like the opportunity to sell the above mentioned property . Our commission for this listing would normally be 10% for the County we will list the property at 5% and if listed and sold by Kathy May-Martin , I will drop the commision rate to a 4%. The other typical charges the County would incur are listed below:

Suggested List price range is \$350,000 to \$375,000 if the property is still available after 2 months then increment reductions maybe necessary

Closing fee..typically \$150 or less

Deed Prep typically \$150 or less

Property Taxes that would be prorated till closing(if applicable).

The property will be listed in the commercial MLS and offered on additional commercial and multiple websites.

Our company has been in the Real Estate Business for 50 Years and is very invested in the well being of Roane County .

Please let me know if you need any additional information , Thanks again for the opportunity. Kathy May-Martin



ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

O6/09/2021 | Revision: 2

Generated by:
Cody Anderson, Director

Approved by:

RECORDS REQUESTS

POLICY:

- 1. Requests for viewing or copies of public records shall be accepted during normal administrative business hours.
- 2. Requests may be made in person, by telephone, fax, mail, or email.
- At no time shall members of the public or non-employees of the Roane County Emergency Communications District (RCECD) be allowed direct access to computers, servers, or other electronic devices.
- 4. At no time shall flash drives, portable hard drives, or other similar devices be connected to any computer, server, or electronic device owned or operated by the RCECD.
- A records request form will be completed for computer aided dispatch (CAD) reports and audio recordings of phone and or radio systems. A records request form will also be completed for any requested copies of other records.
- 6. All requests must be sufficiently detailed to enable identification of the specific record(s).
- 7. CAD reports will generally be made available at the time of request/
- 8. Audio recordings may require up to seven (7) business days to be available on CD.
- 9. Records requests may require up to seven (7) business days.
- 10. In the event that records cannot be made available promptly, within seven (7) business days, the RCECD will:
 - a. Make the requested records available, or
 - b. Deny the request in writing using a records request response form developed by the office of open records counsel. The response shall include the basis for denial, or
 - c. Furnish the requestor a completed records request response form developed by the office of open records counsel stating the time reasonably necessary to produce the requested records.
- 11. The requestor shall be provided with an estimate of reasonable costs to provide copies of the requested records.
 - a. Estimations for costs shall be based on:
 - Printed records number of pages to be printed
 - Phone recordings duration of call for service record in hours multiplied by the hourly pay rate of the employee completing the request.
 - iii. Radio recordings duration of call for service record in hours multiplied by the number of radio channels used during the call for service (as determined by units assigned to the call for service) multiplied by the hourly pay rate of the employee completing the request.
 - b. If RCECD is assessed a charge to retrieve requested records from archives, RCECD shall recover from the requestor the costs assessed for retrieval.



ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

06/09/2021 | Revision: 2

Generated by:
Cody Anderson, Director
Approved by:

RECORDS REQUESTS

12. Any member of the administrative staff who has been instructed in records policies may complete requests for CAD reports. Requests for audio recordings will be completed by the executive or technical director. Other records will be completed by the executive director or appropriate designee.

RETENTION OF RECORDS:

RCECD will keep records for a period of three (3) years, unless a longer period of time is required
by other policy or law.

REDACTION OF MEDICAL INFORMATION:

- 1. Prior to any CAD report or audio recordings being released, the following information will be redacted from the record:
 - a. Patient name(s), geographic identifiers smaller than state (with exception of the address of the incident), any dates related to the individual other than year, phone numbers, fax numbers, email addresses, social security numbers, medical record numbers, health insurance beneficiary numbers, account numbers, certificate/license numbers, vehicle identifiers (including serial numbers and license plate numbers), device identifiers and serial numbers, web uniform resource locators (URLs), internet protocol (IP) address numbers, biometric identifiers (including finger, retinal, and voice prints), full face photographic images and any comparable images, any other unique identifying number, characteristic, or code.
- 2. These redactions shall not be applied to any records requests where it can be verified by state issued identification that the requestor is the patient contained in the record.

REDCATION OF OTHER INFORMATION:

Redactions shall be made as required by rule or law.

FEES:

- 1. 8 ½" x 11" or 8 ½" x 14" black and white copies \$0.15 / page
- 2. 8 ½" x 11" or 8 ½" x 14" color copies \$0.50 / page
- 3. Duplex (front and back) copies shall be assessed the fees for two separate pages.
- 4. Compact discs (CD) \$1.00 / disc
- The actual cost of labor, after the first hour of the highest paid employee working on the
 request, may be billed at the employee(s) hourly rate of pay for time spent retrieving and/or
 copying records locating, retrieving, reviewing, redacting, and reproducing records.



ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

06/09/2021 | Revision: 2

Generated by:
Cody Anderson, Director

Approved by:

RECORDS REQUESTS

Fees may be waived at the discretion of the administrative staff for requests where fees to be collected are less than \$5.00, and requiring 15 minutes or less to locate and copy records.

References:

TCA 10-7-503

Schedule of Reasonable Charges – Comptroller of the Treasury Office of Open Records Counsel https://comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf

Additional Resources:

https://treasury.tn.gov/Portals/0/Documents/Disclaimers/20170307RecordsResponseForm.pdf

Subject: LD for "punch list" work

From: "B. Allen Hill" <bahill@uplanddesigngroup.com>

Date: 5/20/2021, 2:53 PM

To: "Cody Anderson (canderson@roanecounty911.com)" <canderson@roanecounty911.com>

CC: Aaron Grohol <agrohol@uplanddesigngroup.com>

Cody, attached are our notes for when various "punch list" items were completed. Per our previous conversation, it is our understanding that Roane County 911 wishes to consider applying liquidated damages for items incomplete more than 30 days past Substantial Completion.

We believe that a defensible amount would be \$5,125.00, as we will explain below.

We looked at items that were within the contractor's control vs. items that were under negotiation or "need to order parts" type work, i.e. a probable gray area, and believe that it's defensible to say punch list items were completed on or around 12/28/20. For example, the future use conduit is not yet completed, but there was response regarding proposed solutions, Board consideration, etc.; for lighting fixtures, we believe the Contractor could justifiably claim that extended delivery time was beyond their control, etc.

The date of Substantial Completion (per previously issued G704) was November 17, 2020.

Per Supplementary Conditions, Section 00 73 00, Article 9, if "punch list" work is incomplete 30 days following Substantial Completion, Liquidated Damages will begin accruing at 25% of the stated rate. 11/17/20 -> 12/28/20 = 41 days

41 days x \$500 / day x 25% = \$5,125.00 post-Substantial Completion liquidated damages

It is possible that this amount could be higher, but believe that there would be a need for further substantiation beyond the documentation we have; if R911 has other documentation that might be relevant, please share that with us. We would be looking for the last completed item that Monolith "should" have finished, without an excuse as to outside extenuating circumstances. It is also possible the Contractor may try or be able to show their delay was pandemic related.

B. Allen Hill, PRINCIPAL AIA, RRC, NCARB, CDT



OFFICE 931-484-7541 CELL 931-261-7541

WEB <u>uplanddesigngroup.com</u>

Attachments: -

1701 Roane County E-911 Final Punch List revised 12-14-20.pdf

1.2 MB



KINGSTON BOARD OF ZONING APPEALS CALLED MEETING Monday, June 7, 2021

MINUTES

The City of Kingston Board of Zoning Appeals met in a Special Called Meeting on Monday, June 7, 2021 at 6:00 p.m. Chair Glenda Johnson called the meeting to order. Upon roll call the following members were present: Chair Glenda Johnson, Mayor Tim Neal, Member Tori May and Member Tim Suter. Staff present: City Clerk Kelly Jackson.

A. New Business

1. Request for Residential (Realty) Home Occupation Variance by Jason Kurtz. Property Location: 1353 Byrd Circle

Motion made by Mayor Tim Neal, Second by Member Tori May to grant a Variance Request for Residential Home Occupation and to allow for a 1'x2' sign attached to the house.

The motion passed with a unanimous roll call vote. 4 Ayes

Member Tori May made a motion to adjourn, Second by Mayor Tim Neal Chair Johnson adjourned the meeting

Glenda Johnson, Chair

Kelly Jackson, City Clerk

CITY OF KINGSTON – SAFETY NEWSLETTER

July 2021

SAFETY QUOTE Its better to be safety conscious than unsafe and unconscious - Unknown



INTRODUCTION

This newsletter is to inform you on Battling Complacency

INFORMATION

Complacency is often a focus point when discussing workplace safety at many companies. For the most part, we understand what complacency is and what areas of work or life it affects us in. However, even though we may acknowledge it, we may not fully grasp the consequences it can have or what we need to do to overcome it

WHAT CAN WE DO?

- Recognize work tasks that you may so used to doing that you no longer take the same precautions when performing them. Think back to when you first got this job or the first time you did a specific task; were you more cautious or did you follow more safety procedures?
- Audit yourself or even have a coworker audit your work to see what your shortcomings may be when completing work tasks. Having someone else give you constructive feedback can help give you an honest look at where you can improve.
- Fight the urge to take the easy way out or make the easier decision when it comes to following safety rules or procedures. Rationalizing why you should allow yourself to cut corners leaves you open to more risk. Hold yourself and others around you accountable to do what needs to be done.
- Once you realize what risks you are leaving yourself exposed to begin to
 make it a habit to take the steps that mitigate or eliminate that hazard. Once
 an action is repeated over and over and has become a habit, it becomes
 automatic and it is much less likely you will have to face complacency to get
 yourself to do it.