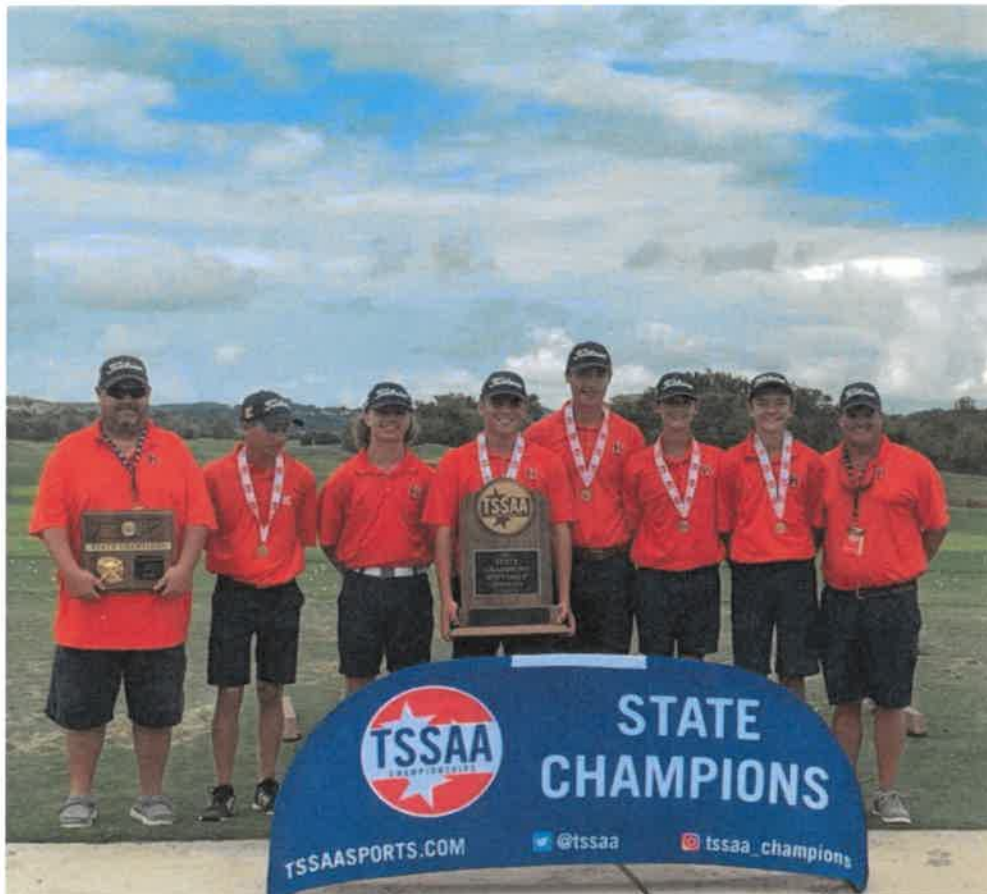




City Manager Report

October 2021



Contents:

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

Reporting Schedule:

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

This report is dedicated to the 2021 Division 1-A State Champion Kingston Boys Golf Team

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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: October 2021

Legislative Accomplishments

- A. Approval of the second reading of Ordinance 21-09-14-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2021-2022
- B. Approval of Resolution 21-10-12-01, a resolution authorizing the City of Kingston to participate in the Public Entity Partners Property Conservation Matching Grant Program
- C. Approval of the first reading of Ordinance 21-10-12-01, an ordinance amending the zoning map of the City of Kingston, Tennessee by rezoning Tax Map 058L, Group F, Parcel 003.01, and a portion of the adjacent road rights-of-way of Lawnville Road and Lewis Drive from R-1 residential to R-2
- D. Approval to surplus items as request by Public Works
- E. Approval to authorize the City Manager to solicit bids for the purchase of bucket truck for Public Works

Other Items Considered by the Council

- A proclamation proclaiming the month of October 2021 as Keep the Tennessee River Watershed Beautiful Month
- A proclamation proclaiming the month of October 2021 as National Chiropractic Health Month
- **External Meetings**
 - Meetings with Cumberland Securities regarding debt refinancing and capital funding
 - Meeting with Community Development Partners regarding ARP funding
 - Meeting with the Tennessee Dept. of Tourism regarding improvements to Ladd Park
 - Meeting of the Association of Tennessee Valley Governments
 - Other miscellaneous meetings
- **Internal Meetings**
 - Weekly conference calls and misc. meetings with Department Heads and WD Managers
 - Fall Street Fest meeting
 - Other miscellaneous staff meetings



City of Kingston
Project Status Update
October 2021

BUILD Grant – Bridge to Bridge Corridor Master Plan

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

Notes:

1. Waiting on FHWA to approve and execute the contract

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 2021- 2022

Major City Revenue Streams	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Property Taxes	\$0.00	\$0.00	\$2,575.00	\$245,819.50								
State Tax Revenues	\$106,445.63	\$84,739.00	\$79,683.00	\$76,465.33								
County Trustee	\$130,398.33	\$130,364.00	\$130,674.59	\$125,103.43								

Utility Billing Detail Summary

Accounts Billed	3870	3906	3901	3909								
Billing Total	\$395,889.45	\$416,896.37	\$414,470.82	\$377,888.69								
New Service	42	68	50	41								
Finalled Accounts	40	61	38	48								
Past Due Accounts	105	94	105	103								
ACH Bank Drafts	884	897	896	897								
E-bill Accounts	417	417	415	406								
Online Payments	848	927	885	920								
Trash Pickup	2470	2498	2478	2484								
Phone Tree Calls	203	162	261	182								
NHN per month	\$0.00	\$0.00	\$0.00	\$0.00								
NHN Balance	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55								
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00								
Wtr/Swr Protection	2179	2211	2189	2199								
Water Loss Protection	1198	1203	1223	1224								
Water Line Protection	194	197	205	207								
Sewer Line Protection	55	57	65	65								
Commercial Single Protection	264	262	259	259								
Commercial Multi Protection	6	6	6	6								
Commercial Line Protection	2	2	2	2								
Master Meter Protection												
Combined Master Meter Multi		53	53	6								
Combined Water Sewer 4 inch		388	382	17								
Residential w/ Irrigation		1	1	1								
Residential Combined w/ Irrigation		42	42	42								
		2	2	2								

Buisness License

PANDORA'S BOX 1043 WATERFORD PLACE, KINGSTON, TN 37763

FINANCIAL SUMMARY OCTOBER 2021



HUMAN RESOURCES REPORT OCTOBER 2021

- HIRED 2 PART-TIME FIRE
- HIRED 1 FULL-TIME FIREFIGHTER
- HIRED 1 PART-TIME PARK AND RECREATION DIRECTOR
- HIRED 1 PART-TIME POLICE OFFICER

TOTAL FULL TIME EMPLOYEES 66 TOTAL PART TIME EMPLOYEES:24 TOTAL SEASONAL EMPLOYEES:3

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Revenues									
31110		Property Taxes (Current)		2,010,000.00	(248,394.50)	12.36 %	167,500.00	(245,819.50)	146.76 %
31120		Public Utilities Property Tax (Current)		30,000.00	0.00	0.00 %	2,500.00	0.00	0.00 %
31211		Property Tax Delinquent - 1st Prior		65,000.00	(49,279.00)	75.81 %	5,416.67	(4,745.00)	87.60 %
31212		Property Tax Delinquent - 2nd Prior		25,000.00	(6,493.58)	25.97 %	2,083.33	(5,623.00)	269.90 %
31219		Property Tax Delinquent - Other Prior		15,000.00	(4,525.00)	30.17 %	1,250.00	(4,168.00)	333.44 %
31300		Interest And Court Cost On Prop Tax		25,000.00	(6,414.73)	25.66 %	2,083.33	(3,523.23)	169.12 %
31511		In Lieu Tax, Rockwood Electric Utility		76,500.00	(38,636.04)	50.50 %	6,375.00	0.00	0.00 %
31610		Local Sales Tax - Co. Trustee		1,365,000.00	(516,541.29)	37.84 %	113,750.00	(125,103.43)	109.98 %
31710		Wholesale Beer Tax		185,000.00	(73,491.14)	39.72 %	15,416.67	(17,483.21)	113.40 %
31720		Wholesale Liquor Tax		60,000.00	(22,334.31)	37.22 %	5,000.00	(6,041.84)	120.84 %
31800		Business Taxes		70,000.00	(4,031.49)	5.76 %	5,833.33	(888.12)	15.22 %
31912		Comcast Cable Tv Fees		75,000.00	(42,428.63)	56.57 %	6,250.00	(21,227.80)	339.64 %
31913		Bellsouth Cable Fees		8,800.00	(3,327.21)	37.81 %	733.33	(1,630.88)	222.39 %
31920		Hotel, Motel Tax		45,000.00	(22,054.60)	49.01 %	3,750.00	(4,623.23)	123.29 %
32210		Beer Permits		1,700.00	0.00	0.00 %	141.67	0.00	0.00 %
32220		Liquor Licenses		500.00	0.00	0.00 %	41.67	0.00	0.00 %
32600		Bza Hearing Fee		75.00	(100.00)	133.33 %	6.25	0.00	0.00 %
33420		Home Grant Thda		350,000.00	0.00	0.00 %	29,166.67	0.00	0.00 %
33430		Public Entity Partners Grant Proceeds		2,000.00	(1,500.00)	75.00 %	166.67	0.00	0.00 %
33479		State Grant		86,823.00	(80,579.00)	92.81 %	7,235.25	0.00	0.00 %
33500		Telecom Interstate Sales		5,000.00	(1,963.24)	39.26 %	416.67	(460.70)	110.57 %
33510		State Sales Tax		585,000.00	(223,757.02)	38.25 %	48,750.00	(52,069.50)	106.81 %
33520		State Income Tax		0.00	(26,389.17)	0.00 %	0.00	0.00	0.00 %

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
33530		State Beer Tax		2,800.00	(1,444.50)	51.59 %	233.33	(1,444.50)	619.07 %
33540		State Liquor Tax		6,000.00	(3,209.50)	53.49 %	500.00	(941.00)	188.20 %
33551		State Gasoline Fuel Tax		212,000.00	(77,075.10)	36.36 %	17,666.67	(18,412.86)	104.22 %
33552		State-City Streets And Transportation		11,800.00	(3,854.64)	32.67 %	983.33	(909.44)	92.49 %
33555		State Street Contract Maintenance		45,000.00	(6,585.28)	14.63 %	3,750.00	(6,585.28)	175.61 %
33580		Sportsbettin Revenue		1,000.00	(1,243.63)	124.36 %	83.33	0.00	0.00 %
33590		Tva Solar Energy James Ferry		2,000.00	(1,517.22)	75.86 %	166.67	(295.21)	177.13 %
33591		Gross Receipts - Tva		75,000.00	0.00	0.00 %	6,250.00	0.00	0.00 %
33593		Corporate Excise Tax		20,000.00	0.00	0.00 %	1,666.67	0.00	0.00 %
33730		Tml Full Pkg Bonus		4,000.00	0.00	0.00 %	333.33	0.00	0.00 %
34100		General Government - Charges For		2,500.00	(291.63)	11.67 %	208.33	(141.97)	68.15 %
34210		Police Service Supplements		10,400.00	0.00	0.00 %	866.67	0.00	0.00 %
34220		Special Fire Protection Fees		11,600.00	0.00	0.00 %	966.67	0.00	0.00 %
34230		Sex Offender Registry		500.00	(300.00)	60.00 %	41.67	0.00	0.00 %
34420		Garbage Tip Fees		0.00	(114,022.34)	0.00 %	0.00	(28,516.88)	0.00 %
34720		Swimming Pool Charges		10,000.00	(4,309.25)	43.09 %	833.33	0.00	0.00 %
34730		Fort Charges & Donations		500.00	(480.00)	96.00 %	41.67	(100.00)	240.00 %
34740		Park & Recreation Charges		12,000.00	(7,655.00)	63.79 %	1,000.00	(1,685.00)	168.50 %
34741		Boat Slip Rental		25,000.00	(5,550.00)	22.20 %	2,083.33	(600.00)	28.80 %
34742		Fireworks Donations		45,000.00	(2,915.00)	6.48 %	3,750.00	(670.00)	17.87 %
34744		Park & Rec Donations Pav,Walk Trail		0.00	(50,828.90)	0.00 %	0.00	(50,828.90)	0.00 %
34745		Softball Program		4,500.00	0.00	0.00 %	375.00	0.00	0.00 %
34746		Fire Dept Donations		7,500.00	(5,950.00)	79.33 %	625.00	(210.00)	33.60 %
34750		Police Dept Auction Sales		0.00	(2,027.00)	0.00 %	0.00	(2,027.00)	0.00 %

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual
								% of Avg
34751		Volleyball Program		4,500.00	(253.00)	5.62 %	375.00	0.00
34760		Library- Fines and Penalties		500.00	0.00	0.00 %	41.67	0.00
35110		City Court Fines		22,000.00	(8,643.19)	39.29 %	1,833.33	(2,276.25)
35140		Drug Related Fines		2,000.00	(159.06)	7.95 %	166.67	0.00
35150		Traffic School Charges		2,000.00	(650.00)	32.50 %	166.67	0.00
36100		Interest Earnings		5,000.00	99.49	-1.99 %	416.67	6.42
36350		Insurance Recoveries		0.00	(8,240.15)	0.00 %	0.00	(4,240.15)
36539		Sale Of Other Public Works Supps &		2,000.00	(610.20)	30.51 %	166.67	0.00
36900		Loan Proceeds-Cumberland Sec.		2,500,000.00	0.00	0.00 %	208,333.33	0.00
36961		Transfer in from Capital Fund		10,000.00	0.00	0.00 %	833.33	0.00
36967		Contract Natural Gas		21,500.00	(7,166.68)	33.33 %	1,791.67	(1,791.67)
36971		Contract Billing From Water Dept		485,168.00	0.00	0.00 %	40,430.67	0.00
Total Revenues				8,650,166.00	(1,687,121.73)	19.50 %	720,847.17	(615,077.13)
Expenditures								85.33 %
41100		Legislative		(77,335.00)	36,712.41	47.47 %	(6,444.58)	4,219.43
41210		City Court		(27,105.00)	9,219.88	34.02 %	(2,258.75)	1,410.83
41320		City Manager		(113,086.00)	35,713.40	31.58 %	(9,423.83)	8,856.37
41500		Financial Administration		(397,625.00)	124,029.28	31.19 %	(33,135.42)	26,527.73
41700		Planning And Zoning		(10,275.00)	5,087.50	49.51 %	(856.25)	0.00
41810		City Hall Buildings		(89,000.00)	26,444.15	29.71 %	(7,416.67)	5,581.66
41990		General Government		(242,600.00)	120,991.58	49.87 %	(20,216.67)	92,475.92
42100		Police		(1,074,844.00)	353,896.91	32.93 %	(89,570.33)	82,839.87
42152		Automotive Services		(90,000.00)	89,770.89	99.75 %	(7,500.00)	9,352.56
42200		Fire Protection		(1,112,900.00)	329,804.13	29.63 %	(92,741.67)	87,482.91

110 General Fund		Monthly Comparative:				33.33%	
Account	Description	Year-To-Date		Month-To-Date			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
43100	Public Works	(852,619.00)	254,610.76	29.86 %	(71,051.58)	51,703.58	72.77 %
43190	State Street Aid	(161,500.00)	56,934.07	35.25 %	(13,458.33)	14,328.92	106.47 %
43240	Waste Disposal	(350,000.00)	108,435.46	30.98 %	(29,166.67)	27,106.42	92.94 %
43750	Capital Improvements	(2,850,000.00)	881,194.65	30.92 %	(237,500.00)	55,336.45	23.30 %
44143	Animal Control/Codes Enforcement	(25,781.00)	6,923.26	26.85 %	(2,148.42)	1,364.63	63.52 %
44400	Parks & Recreation	(786,150.00)	265,008.54	33.71 %	(65,512.50)	54,509.69	83.21 %
44440	Swimming Pool	(40,450.00)	21,571.88	53.33 %	(3,370.83)	4,018.91	119.23 %
44800	Library	(208,294.00)	61,935.71	29.73 %	(17,357.83)	13,635.06	78.55 %
49000	Debt Service	(410,023.00)	75,418.83	18.39 %	(34,168.58)	72,028.52	210.80 %
51640	Operating Transfer To Capital Proj Fd	(80,579.00)	0.00	0.00 %	(6,714.92)	0.00	0.00 %
Total	Expenditures	(9,000,166.00)	2,863,703.29	31.82 %	(750,013.83)	612,779.46	81.70 %
Total 110	General Fund	(350,000.00)	1,176,581.56	336.17 %	(29,166.67)	(2,297.67)	-7.88 %

122	Drug Fund	Account	Description	Monthly Comparative:					
				Year-To-Date		Month-To-Date			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
35140			Drug Fines	15,000.00	(159.07)	1.06 %	1,250.00	0.00	0.00 %
Total Revenues				15,000.00	(159.07)	1.06 %	1,250.00	0.00	0.00 %
Expenditures									
42122			Drug Fund	(15,000.00)	649.00	4.33 %	(1,250.00)	0.00	0.00 %
Total Expenditures				(15,000.00)	649.00	4.33 %	(1,250.00)	0.00	0.00 %
Total	122		Drug Fund	0.00	489.93	100.00 %	0.00	0.00	0.00 %

300	Capital Fund	Monthly Comparative:				33.33%
Account	Description	Year-To-Date		Month-To-Date		% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	
Revenues						
36100	Interest Earnings	0.00	(18.67)	0.00 %	0.00	(9.62) 0.00 %
36961	Transfer in from General Fund	80,579.00	0.00	0.00 %	6,714.92	0.00 0.00 %
	Total Revenues	80,579.00	(18.67)	0.02 %	6,714.92	(9.62) 0.14 %
Expenditures						
43750	Capital Improvements	10,000.00	0.00	0.00 %	833.33	0.00 0.00 %
51610	Operating Transfers To General Fund	(10,000.00)	0.00	0.00 %	(833.33)	0.00 0.00 %
	Total Expenditures	0.00	0.00	100.00 %	0.00	0.00 0.00 %
Total 300	Capital Fund	80,579.00	(18.67)	0.02 %	6,714.92	(9.62) 0.14 %

413	Water And Sewer	Account	Description	Year-To-Date		Monthly Comparative:			33.33%
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	
Revenues									
36100			Interest Earnings	5,000.00	157.19	-3.14 %	416.67	(85.03)	20.41 %
37110			Metered Water Sales	1,394,197.00	(521,379.20)	37.40 %	116,183.08	(117,793.31)	101.39 %
37114			Serveline Leak Protection	0.00	0.00	0.00 %	0.00	0.00	0.00 %
37117			Outside Water Sales	691,652.00	(220,914.61)	31.94 %	57,637.67	(48,666.41)	84.44 %
37191			Penalties	30,000.00	(10,392.73)	34.64 %	2,500.00	(2,290.29)	91.61 %
37194			Sales Of Materials	25,000.00	(18,886.00)	75.54 %	2,083.33	(6,796.00)	326.21 %
37195			Installation Charges	55,000.00	(33,203.37)	60.37 %	4,583.33	(6,601.00)	144.02 %
37196			Water User Fees	33,000.00	(24,928.00)	75.54 %	2,750.00	(8,710.00)	316.73 %
37199			Miscellaneous	5,000.00	(9,156.87)	183.14 %	416.67	0.00	0.00 %
37210			Sewer Service Charges	1,568,888.00	(557,606.11)	35.54 %	130,740.67	(128,795.97)	98.51 %
37296			Sewer User Fees	15,000.00	(28,033.00)	186.89 %	1,250.00	(13,348.00)	1,067.84 %
37299			Miscellaneous	1,000.00	(719.95)	72.00 %	83.33	(137.20)	164.64 %
Total Revenues				3,823,737.00	(1,425,062.65)	37.27 %	318,644.75	(333,223.21)	104.58 %
Expenditures									
41500			Financial Administration	(485,168.00)	0.00	0.00 %	(40,430.67)	0.00	0.00 %
41990			General Government	(477,083.00)	172,657.11	36.19 %	(39,756.92)	108,782.37	273.62 %
49000			Debt Service	(800,000.00)	260,812.21	32.60 %	(66,666.67)	65,277.52	97.92 %
52113			Purification	(654,215.00)	255,714.70	39.09 %	(54,517.92)	63,062.65	115.67 %
52114			Transmission And Distribution	(1,073,801.00)	339,377.96	31.61 %	(89,483.42)	85,059.61	95.06 %
52117			Utility Director	(82,240.00)	24,427.00	29.70 %	(6,853.33)	6,359.83	92.80 %
52213			Sewer Treatment And Disposal	(511,732.00)	233,620.85	45.65 %	(42,644.33)	32,321.30	75.79 %
Total Expenditures				(4,084,239.00)	1,286,609.83	31.50 %	(340,353.25)	360,863.28	106.03 %
Total	413		Water And Sewer	(260,502.00)	(138,452.82)	-53.15 %	(21,708.50)	27,640.07	127.32 %

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

Monies outstanding from August 7, 2007 – October 31, 2021	\$ 69,254.13
Monies collected from August 7, 2007 – October 31, 2021	\$ 518,446.60


JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$ 1755.00	
Collected in court on fines and costs		\$ 852.50
Amount collected after October 2021 Court		\$ 0.00
Total collected for citations on October 2021		\$ 852.50
Amount outstanding for October 2021	\$ 902.50	
<u>9</u> Cash bond forfeitures		\$ 1,023.75
Total amount collected for October 2021 Citations		\$ 1876.25
Amount collected from previous months/FTA etc.		\$ 125.00
Total collected in October 2021		\$ 2,001.25

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

This the 31st of October 2021


Alex French
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

ROANE COUNTY E 9-1-1
4390 ROANE STATE HWY ROCKWOOD , TN 37854

CFS By Department - Select Department By Date
For KINGSTON POLICE DEPARTMENT 10/1/2021 - 10/31/2021

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	2	0.50%
ABANDONED VEHICLE	2	0.50%
ALARM	25	6.20%
ALARM - FIRE	1	0.25%
ALARM - MEDICAL	2	0.50%
ANIMAL PROBLEM	7	1.74%
ASSAULT	1	0.25%
ATTEMPTED SUICIDE	1	0.25%
AUTO ACCIDENT NO INJURY	16	3.97%
AUTO ACCIDENT WITH INJURY	2	0.50%
AUTO VS ANIMAL	3	0.74%
B&E	4	0.99%
BACK PAIN	1	0.25%
BOLO	1	0.25%
BREATHING PROBLEMS	3	0.74%
BUSY	9	2.23%
CALL THIS STATION	24	5.96%
CARDIAC ARREST	1	0.25%
CHECK WANTED	3	0.74%
CHEST PAIN	1	0.25%
CODE 73	1	0.25%
COMPLAINT FILED	1	0.25%
DISPUTE/NEIGHBOR/LAND	1	0.25%
DISTURBING THE PEACE	3	0.74%
DOMESTIC	5	1.24%
DRUNK PERSON	1	0.25%
DUPLICATE CALL	1	0.25%
ESCORT	10	2.48%
FALL	4	0.99%
FIGHT	1	0.25%
FOLLOW UP	3	0.74%
G I BLEED	1	0.25%
HARASSMENT/THREATS MADE	3	0.74%
HIT AND RUN	2	0.50%
INFORMATION	3	0.74%
JUVENILE PROBLEM	5	1.24%
LARCENY/THEFT	4	0.99%
MENTAL STATUS CHANGE	2	0.50%
MISSING PERSON	1	0.25%
MOTORIST ASSIST	12	2.98%
OB	1	0.25%
OVERDOSE	3	0.74%

KINGSTON POLICE DEPARTMENT	Count	Percent
OVERDUE MOTORIST	1	0.25%
PROPERTY/VEHICLE DAMAGE	3	0.74%
PROWLER	1	0.25%
PSYCHIATRIC	1	0.25%
PUBLIC ASSISTANCE	1	0.25%
RECKLESS DRIVER OR 4 WHEELER CALL	13	3.23%
RECOVERY/VEH/LIC PLATE/ARTICLE	1	0.25%
ROAD/TRAFFIC HAZARD	3	0.74%
SEIZURES	1	0.25%
SHOTS HEARD	1	0.25%
SICK	6	1.49%
SPEEDERS	1	0.25%
STOLEN VEHICLE	4	0.99%
STROKE	2	0.50%
SUSPICIOUS ACTIVITY	13	3.23%
SUSPICIOUS PERSON	26	6.45%
SUSPICIOUS VEHICLE	10	2.48%
THEFT OF PROPERTY	1	0.25%
THREATENING SUICIDE	4	0.99%
TRAFFIC STOP	93	23.08%
TRAUMA	1	0.25%
TREE HAZARD	1	0.25%
UNCONSCIOUS	3	0.74%
UNKNOWN MEDICAL	2	0.50%
UNWELCOME PERSON	4	0.99%
UTILITY PROBLEMS	1	0.25%
VANDELISM	2	0.50%
VEHICLE PROBLEMS	2	0.50%
WALK IN	4	0.99%
WELFARE CHECK	19	4.71%
X PATROL	1	0.25%
Total Records For KINGSTON POLICE DEPARTMENT	403	Dept Calls/Total Calls 100.00%
Total Records		403

Activity Detail Summary (by Category)

Kingston Police Department

(10/01/2021 - 10/31/2021)

Incident\Investigations

13B - Simple Assault	1
23H - All Other Larceny	5
240 - Motor Vehicle Theft	2
250 - Counterfeiting/Forgery	1
290 - Destruction/Damage/Vandalism of Property	3
35A - Drug/Narcotic Violations	8
35B - Drug Equipment Violations	1
90D - Driving Under the Influence	2
90E - Drunkenness	1
90Z - All Other Offenses	30
Total Offenses	54
Total Incidents	44

Arrests

290 - Destruction/Damage/Vandalism of Property	1
35A - Drug/Narcotic Violations	6
35B - Drug Equipment Violations	1
90D - Driving Under the Influence	2
90E - Drunkenness	1
90Z - All Other Offenses	13
Total Charges	24
Total Arrests	13

Accidents

Total Accidents	8
-----------------	---

Citations

Total Violations	20
Total Citations	17

Activity Detail Summary (by Category)

Kingston Police Department

(10/01/2021 - 10/31/2021)

Warning Tickets

Failure To Yield	6
Improper Turn	3
Light Law	4
Motor Vehicle Equipment	3
Registration Law	4
Speeding	26

Total Charges	46
---------------	----

Total Warning Tickets	43
-----------------------	----

Ordinance Tickets

Total Ordinance Tickets	0
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Criminal Papers

Total Criminal Papers Served	0
------------------------------	---

Total Criminal Papers	0
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Civil Papers

Total Civil Papers Served	0
---------------------------	---

Total Civil Papers	0
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OCTOBER 2021 CASES PENDING

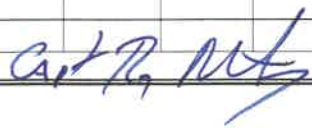
DATE	LOCATION	ISSUE	ACTION	STATUS
7/30/2021	1100, 1101, 1102, 1103, 1104, 1105 Pineywood	13-103 Stagnant water, 13-106 Health and Sanitation, 13-302 Junked vehicle, 13-402 Dangerous Building, 13-501 Declaratio of nuisances, 13-502 Duty of Maintenance of property, 17-109 Abatement of nuisances, 17-106 Pre-Collocation Pracactices Section 2 par 3		Possible action taken with Sandy McPherson
	308 W. Race St	13-502 Duty of Maintenance of private property		As of July 1, 2021 windows and doors on back order

		13-102 Smoke, soot, cinder etc 13-103 Stagnant water 13-104 Weeds 13-106 Health & sanitation nuisances 13-501 Declaration of nuisances 13-502 Duty of maintenance of private property 13-503 Notification 13-504 Hearing 13-505 Corrective action 13-506 storage of personal property 13-507 Payment of cost 13-508 Judicial review 13-509 Penalty for failure of owner to abate such nuisance			Possible action taken with Sandy McPherson
7/30/2021	Harris Marine 126 S Kentucky Street		13-402 Dangerous Building	Letter Sent	Pending
9/3/2021	Gravel Lot Attached to Hardees Parking Lot, 935 N Kentucky Street	13-103 Stagnant Water 13-502 Duty of Maintenance of Private Property 16-108 Obstruction of Drainage Ditches		Letter Sent	Closed as of 10/31/21
9/7/2021	816 Scenic Drive	13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property 13-106 Health and Sanitation Nuisance 13-302 Wrecked, Junked or Abandoned Vehicle 17-106 Pre-Collection Practices		Letter Sent	Closed as of 10/31/21

9/30/2021	817 W Ridgecrest Drive	13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property	Letter Sent	Still Pending
		13-104 High Grass or Weeds 13-106 Health and Sanitation Nuisance 17-106 Pre-Collection Practices 13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property	Letter Sent	Closed as of 10/31/21
9/30/2021	Car Wash at 519 E Race St			
OCTOBER 2021 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
10/7/2021	1101 Pineywood Road	13-103 Stagnant Water 13-106 Health and Sanitation Nuisance 13-302 Wrecked, Junked or Abandoned Vehicles Prohibited 13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property 17-106 Pre-Collection Practices 10-202 Dogs and Cats Wear Tags 10-203 Running at Large Prohibited	Letter Sent	
		One Opossum Collected		

			Two Cats Collected		
			Two Dogs Collected		
			One Raccoon Collected		

KINGSTON POLICE MONTHLY RESERVE REPORT
TO CITY COUNCIL

		TRAINING	RIDE TIME	EVENT	TOTAL
JAN	Hours				
	Number of Officers				
	Notes:				
FEB	Hours				
	Number of Officers				
	Notes:				
MAR	Hours				
	Number of Officers				
	Notes:				
APR	Hours				
	Number of Officers				
	Notes:				
MAY	Hours				
	Number of Officers				
	Notes:				
JUNE	Hours				
	Number of Officers				
	Notes:				
JULY	Hours				
	Number of Officers				
	Notes:				
AUG	Hours				
	Number of Officers				
	Notes:				
SEPT	Hours				
	Number of Officers				
	Notes:				
OCT	Hours	4	150	22	176 hours
	Number of Officers	18	11	32	61 officers
	Notes:				
NOV	Hours				
	Number of Officers				
	Notes:				
DEC	Hours				
	Number of Officers				
	Notes:				
APPROVED BY 					



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's training for the month of October was over Firearms training. This was the classroom part of our firearms training and it was taught by Captain Tony Guy, Captain Roy Montgomery and Asst Chief Caleb Strayer. This was a P.O.S.T. Commission approved part of our yearly firearms training and it was a 4 hour long block training. All Kingston Police Department officers received this training.

Captain Roy Montgomery GDI/TO
Oct 31, 2021

**Kingston Fire Department
October 2021**

Summary of Month's Activities

Fire Operations

The Department responded to **95** 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

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

- Shift Training
- State Testing

	This Month	YTD
Fire Inspections	1	214

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
- Several Members completed state practical and written test
- Reece Abbott, Mathew Dergosits, Chase Lampkin, Ryan Milne, Jordan Williamson all passed HMA for the fire commission

Implemented Performance Standards Plan

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

Fleet Maintenance

- Repair Trailer
- Repair 4 wheel drive on U6
- Dead man placed on unit3
- Rear struts on E2 rear compartment needs replaced parts ordered

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

- Ground Ladders, victim carries, and salvage covers

Kingston Fire Department

Kingston, TN

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Minor Incident Types by Month for Year

Year: 2021

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	SUM
Accident, potential accident	1			1		1	1	1	1			6
Animal problem or rescue							1					1
Attempted burning, illegal action							1					1
Chemical release, reaction, or toxic condition		1										1
Combustible/flammable spills & leaks							1					1
Controlled burning	1			2	1				1			5
Cover assignment, standby at fire station, move-up	6	3	5	5	4	8	3	7	7	4		52
Dispatched and canceled en route	13	8	7	8	10	9	5	12	5	5		82
Electrical wiring/equipment problem	1					1		1				3
Emergency medical service (EMS) Incident	20	27	31	32	36	25	34	37	40	45	1	328
Explosion (no fire)							1					1
Extrication, rescue						1						1
False alarm and false call, other	1	2	2	1	3	2	5	2	1	2		21
Fire in mobile property used as a fixed structure			1									1
Fire, other					1							1
Good intent call, other	1		1					2	1			5
Medical assist	17	21	11	19	34	22	29	15	21	17		206
Mobile property (vehicle) fire	1	1		3		1	4	1	1			12
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	9	15	8	9		92
Rescue or EMS standby		1	1		1				1	8		12
Rescue, emergency medical call (EMS), other										1		1
Smoke, odor problem						1						1
Special type of incident, other									2			2
Steam, other gas mistaken for smoke	1		1	1		2	3	1				9
Structure Fire	1	1			1		1	1		1		6
System or detector malfunction			2	2		2		1	4			11
Unauthorized burning			1									1
Unintentional system/detector operation (no fire)	3	2		3	4	1	4	1	3			21
Wrong location, no emergency found	3	1		2	1	1	1		2	3		14
Total	77	76	68	92	104	95	103	97	98	95	1	906

Only REVIEWED incidents included



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Kingston Fire Department



Kingston, TN

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Occupancies Inspected for Date Range

Start Date: 10/01/2021 | End Date: 10/31/2021

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
A Prodigal's Path 2 Recovery, Inc.		107 Paint Rock Ferry RD	Race St.	10/28/2021

of Occupancies Inspected: 1

% Occupancies Inspected: 0.38

Included occupancies are those that have a LOCKED inspection on record for the date range provided.



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Doc Id: 727
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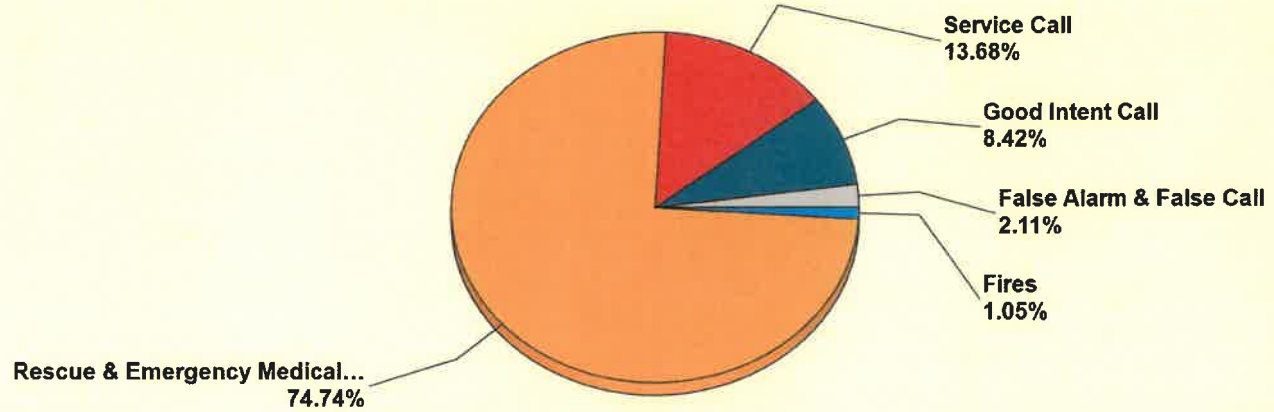
Kingston Fire Department

Kingston, TN

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2021 | End Date: 10/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.05%
Rescue & Emergency Medical Service	71	74.74%
Service Call	13	13.68%
Good Intent Call	8	8.42%
False Alarm & False Call	2	2.11%
TOTAL	95	100%

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.05%
300 - Rescue, EMS incident, other	1	1.05%
311 - Medical assist, assist EMS crew	17	17.89%
321 - EMS call, excluding vehicle accident with injury	41	43.16%
322 - Motor vehicle accident with injuries	4	4.21%
381 - Rescue or EMS standby	8	8.42%
550 - Public service assistance, other	1	1.05%
551 - Assist police or other governmental agency	2	2.11%
553 - Public service	1	1.05%
554 - Assist invalid	5	5.26%
571 - Cover assignment, standby, moveup	4	4.21%
611 - Dispatched & cancelled en route	5	5.26%
621 - Wrong location	1	1.05%
622 - No incident found on arrival at dispatch address	2	2.11%
700 - False alarm or false call, other	2	2.11%
TOTAL INCIDENTS:	95	100%

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



Kingston Fire Department

Ground ladders, victim carries, and salvage covers

Class Information

Date/Time	10/23/2021 09:00 - 10/23/2021 13:00		
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
Objective	This class covers the basic skills needed to complete the required topic.		

Instructors

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

Resources

Name	Description
24 foot extension ladder	A ladder having two sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
Personal Protective Equipment	Bunker gear or turnout gear are terms used by many firefighters to refer to their Personal Protective Equipment or PPE. "Bunker gear" and "turnout gear" can refer, depending on the context, to just the trousers, boots and jacket, or to the entire combination of personal protective equipment and personal protective clothing.
Salvage Cover	Tarps used to protect property (contents) during overhaul.

Narrative

Each student demonstrated that they could throw and climb a 24 ft ladder. The class then demonstrated the ability to properly deploy a salvage cover. Then the class demonstrated the ability to complete a victim carry.

Training Codes

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

People

Name

Abbott, Reece M
Adkins, Michael
Dergosits, Mathew S
Edmonds, Clint
Lampkin, Chase
Milne, Ryan



Kingston Fire Department

Ground ladders, victim carries, and salvage covers

Munguia, Michael
Settles, Jay
Williamson, Jordan



Kingston Fire Department

Ground ladders, victim carries, and salvage covers

Class Information

Date/Time	10/24/2021 12:30 - 10/24/2021 16:30		
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
Objective	To better understand ground ladder operations and victim carries to safely complete without injury.		

Instructors

Name	Instructor Type	Notes
Cloyd, Greg W (Captain/EMR)	Lead Instructor	

Resources

Name	Description
12 foot ground ladder	Single section ladder that is easy to deploy by 1 firefighter due to light weight.
24 foot extension ladder	A ladder having two sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
35 foot extension ladder	A ladder having three sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
Attic Ladder	A special type of single ladder that has hinged rungs. It can be folded into a compact assembly with one beam resting against the other. It is narrower when open than regular single ladders
Chainsaw	Standard, gas-powered chainsaw used for ventilation, rescue operations and severe weather operations. Bar lengths may vary from saw to saw.
Flat Axe	It is often decorated in vivid colours to make it easily visible during an emergency. Its primary use is for breaking down doors and windows.
Rope bags	utility rope used to raise and lower tools and equipment

Narrative

Class used ground ladders of all sizes used by KFD and identified the parts of a ladder. Class then demonstrated the proper carries of ladders with one and two person carries. Students then demonstrated the proper ways to deploy ground ladders and set them up to use on the side of a building. Class then used a rescue dummy and demonstrated the proper way to rescue a victim down an elevated floor. Class demonstrated proper technique of leg lock while working on a ladder. Class also demonstrated the use of a ladder belt while working on a ground ladder.

Training Codes

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



Kingston Fire Department

Ground ladders, victim carries, and salvage covers

People	
Name	
Cloyd, Greg W	
Lampkin, Chase	
Logan, Jay	
Williamson, Jordan	



Kingston Fire Department

Ground ladders, victim carries, and salvage covers

Class Information			
Date/Time	10/25/2021 08:00 - 10/25/2021 12:00		
Class Length	4:00	Category	Shift Training
Station	1 - Station 1	Evaluation Method(s)	None
Location			
Objective			

Instructors		
Name	Instructor Type	Notes
Woody, Josh D (Captain/EMR)	Lead Instructor	

Resources	
Name	Description

Narrative
Demonstrated how to carry and set up a ladder using one person along with a two person carry. Went over using a salvage tarp for different uses. Went over each use. Demonstrated the proper way to fold and unfold salvage cover.

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

People	
Name	
Abbott, Reece M	
Milne, Ryan	
Munguia, Michael	
Woody, Josh D	

City of Kingston Public Works

"Know ye not that ye are the temple of God,
and that the Spirit of God dwelleth in you?"

(1 Corinthians 3:16 KJV)

October 2021

Director Tim Clark

Employees

Greg Leach

Randy Collins

Logan Bell

Kim Rue

David Harrison

Cody Brown

Robert Miller

Brush Collection

Kingston City Residents Fall Brush Collection scheduled for October 25-November 5, 2021 which was advertised in the Roane County News, City website, insert in water bills and social media outlets. YTD total of 326 loads

Monday, October 25

• Bettis Ln	• Lakewood Rd	• Peachtree Rd	• Timber Ln
• Cedar Plaza	• Oak Plaza	• Pineywood Rd	• Windswept Ln
• Circle Dr	• Patton Ferry Rd	• Robin Ln	• Zirkle Dr
• Davis Rd	• Peachtree Ln	• Terrace Dr	

Tuesday, October 26

• Clinchcrest Dr	• Fisher St	• Larry Byrd Rd	• Palmer St
• Confluence Dr	• Greenwood Dr	• Loveliss St	• River Oaks Dr
• Cove Ln	• High St	• Lucky Lane	• Sturgess St
• Cumberland St	• Hill St	• Mid St	• Sunset Dr
• Dogwood Dr	• Hope Circle	• Mill St	• Valley Rd
• Dyer St	• Johnson St	• North Kentucky St	
• First St	• Lakeview Rd	• Oran Zirkle	

Wednesday, October 27

• Brandau Rd	• Hartford Rd	• Martin St	• Scientist Rd
• Byrd Cir	• Highland St	• Mayflower Rd	• Spencer St
• Easton Rd	• Manchester	• Roane St	• Spring St (West)

Thursday, October 28

• Armour Rd	• Kingwood	• Parks St.	• Sevier Ferry
• Blossom Ln	• Lakeshore Dr	• Race St (East/West)	• Spring St (East)
• Court St	• Lakewood Lndg	• Rosebud Ln	• Stinnett St
• Fairground Ct	• Liggett St	• Rosedale Ave	• Third St
• Fifth St	• Nelson Dr	• Sargent Dr	• Vancon Dr.
• Fourth St	• Old N. Kentucky St	• Scott Rd	
• Franklin St			

Friday, October 29

• Claygate Court	• Kings Close	• Northbridge Close	• Catch Up Day
• Cottage Place	• Ladd Landing	• Sheerwater	
• Homestead Ct	• Market St	• The Battery	
	• Morrison Hill Dr.	• Waterford Place	

Brush Collection

Kingston City Residents Fall Brush Collection scheduled for October 25-November 5, 2021 which was advertised in the Roane County News, City website, insert in water bills and social media outlets

Monday, November 1				
• Bailey Rd	• Kathy Circle	• Old Race St	• Sunrise Dr	
• Brummitt Ln	• Kingston Hwy.	• Orchard Rd	• Walden Ln	
• Cedar Ln	• Lawnville Rd	• Pearl Ln	• Ward Rd	
• High Point Orchard	• Lewis Dr	• Rose Rd		
	• Oak Hills Dr			
Tuesday, November 2				
• Arsenault Crossing	• Dogwood Ln	• Foxwood Dr	• Oak Ln	
• Autumn Ln	• Eblen Circle	• Gallaher Rd	• Paint Rock Ferry Rd	
• Boeing Dr	• Farmer Rd	• Hart Cir	• Raintree Ln	
• Calvin St	• Farmington Trace	• Kelsey Dr.	• Ridge Trail Rd	
• Cedar Greens	• Farmington Trail	• Lakeside Dr	• Shubert St	
• Country Kennell Dr	• Forrest Way	• Montvue Ave	• Tyler Place	
Wednesday, November 3				
• Alma Ln	• Harbour View Way	• Lookout St	• Village Trace	
• Bonneyview Ave	• Hartford Village Way	• Lynn St	• Village Way	
• Bradford Village	• High Point Circle	• Newport Point	• Virginia St	
• East Ridgecrest Dr	• High Point Village Way	• Newport Way	• West Ridgecrest Dr	
• Franklin Village Trace	• James Ferry Rd	• Ray St	• Windsor Pt	
• Grandview Ct	• Lake Pointe Dr	• Scenic Dr		
• Graystone Way		• Scott Ln		
		• Shannon Place		
		• Suzanne Place		
Thursday, November 4				
• Bowden Wyatt	• Church St	• King St	• South Kentucky St	
• Bradford Way	• Clark St	• Lori Ann Lane	• Sunny Springs	
• Brentwood Ct	• Elm St	• Meadowview Dr	• Vera St	
• Brentwood Pt.	• Euclid Ave	• Mobile Dr	• Willowbrook Dr	
• Brentwood Way	• Hillcrest Ln	• Neighorwood Dr	• Windwood Dr	
• Brown Ave	• King Circle	• Ravenswood Dr	• Woodlawn Dr.	
Friday, November 5				
• Catch-Up Day				

Street

Maintenance/Drainage

Culverts/Storm Drains

YTD total of 547

Curb/Sidewalk Repair/Install/Remove

YTD total of 1380 ft.

Excavation/Street Cut Permits Issued

Graffiti Removal

Signs Repaired/Installed

YTD total of 79

Street Repair

1 YTD total of 169 (Third Street)

Street Paving

Streets Striped

Street Sweeping

2 loads for a YTD total of 105

Tennessee One-Call Locate Requests

YTD total of 52

Traffic Signal Repair

YTD total of 24

Tree Trimming Requests

YTD total of 20



- Drainage Inspection Requests
- Land Disturbance Permits
- Storm Water Inspections
- Stream/Tributary Clean Up/Clean-Out

Vehicle Fleet / Equipment Maintenance

Police Dept.

- 2014 Ford Explorer (Caleb Strayer)- Headlight Replacement
- PC1-Coil Replaced & Oil Change
- Chevy Truck (Tony Guy)-Tire Repair
- Ford Truck (Jamie Melton)-Oil Change
- Ford Explorer (Dustin Arnold)-Spark Plug and Coil Replacement.

Public Works

- Freightliner Tandem Dump Truck- Brake Light Repair



Parks & Rec

- Ford Ranger-Oil Change

Fire Dept.

- Unit 4-4wd actuator replacement
- Ford Crown Vic-32pt Inspection

Right of Way Maintenance

- Trimmed Trees in River Oaks Subdivision
- Continued Right-of Way Mowing/Bush Hogging



Continued Projects

Greenway Repair Project

Hauled approximately 63 loads of dirt to the Greenway Repair Site

Current Cost Summary for FEMA Claim

October 2020-December 2020

Employee Hours 249.5 hours =\$8460.68, Equipment Use \$8313.52

January 2021-March 2021 (Due to weather no work could be completed)

April 2021-June 2021

Employee Hours 270.5 hours=\$9156.77, Equipment Use \$10,798.41

July 2021-September 30, 2021

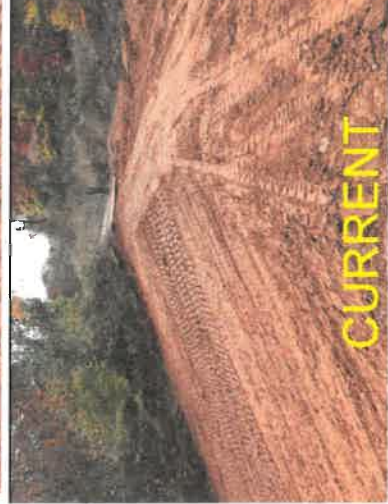
Employee Hours 256.50=\$8833.85, Equipment Use \$11061.32

October 2021-Current

Employee Hours 200=\$7499.78, Equipment Use \$8188.75

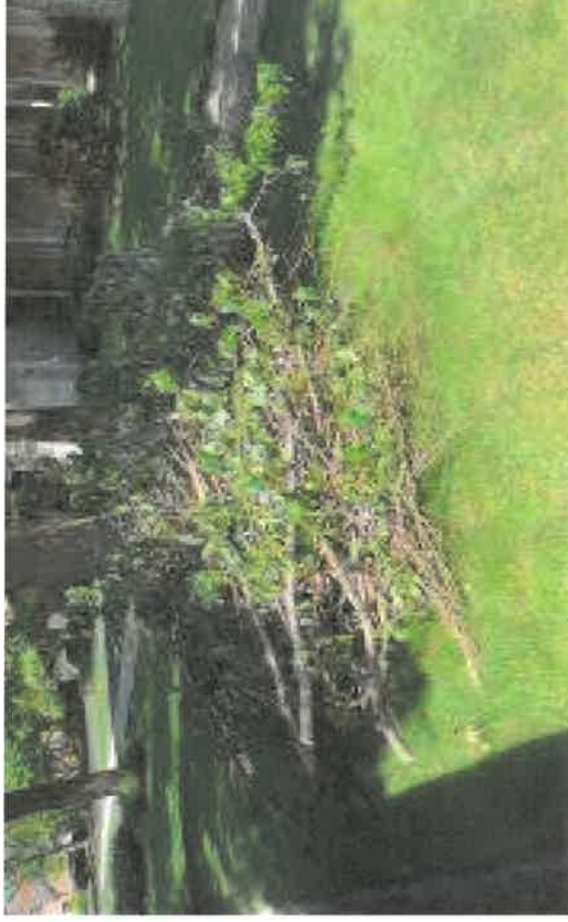
Current Total Employee Hours: \$33,951.08

Current Total Equipment Use: \$38,362.00



Special Projects/ Miscellaneous

- Installation of Veteran Banners (Assisted by REU due to lack of bucket truck)
- Set Up Brine Shop for Operation
- Brush Collection (25 Loads collected in October)



November 2021 Goals

- Continue progress on Greenway
- Continue Fall Brush Collection (October 25-November 5)
- Schedule/Advertise Leaf Collection (December 6-17th)
- Replace Drainage Tile on Spring Street @First Street.
- Fabricate brackets for 12 Days of Christmas Ornaments
- Remove over 150 Veteran Banners/Install Christmas Lights using rented bucket truck (1 month rental \$3900)



Kingston Parks & Recreation- October 2021

Kingston Parks & Recreation has closed this month out with the Fall Street Fest with a total of 60 vendors, 8 food trucks and 75 cars at the car show. The new layout worked out really well with minimal complaints. Flag football has started with 111 kids signed up which, is very good for this program. The community center roof is a little behind schedule but, is still has a completed date of mid to late November.

“ We are what we repeatedly do, excellence, therefore, is not an act but a habit” . - Aristotle





Kingston Parks & Recreation- October 2021

Pavilion/Park Rentals

- City Park-2
- Gravel Pic0
- Southwest Point Pavilion-3
- Amphitheater-1
- Fort SWP-2
- Ladd Park-1

Community Center Rentals

- Banquet Room-34
- Room C-2
- Room D-0

Pool Events/Rentals

- Private Parties-0
- Swim Classes-0





**KINGSTON PARKS AND RECREATION
BOARD MINUTES
October 4, 2021**

PRESENT: Sue Collins, Eric Clark, JR Best, Debbie Russell, Becky Humphries

ABSENT: Paul Rodgers, Jamie Davis, Matt Melton, Ruth Thompson, Keenon Heathcoat

GUESTS: Sonny Hunter, Scott Stout

The meeting was called to order by Becky Humphries at 6:10 p.m.

UNFINISHED/OLD BUSINESS:

1. **Vote to Change meeting date:** Becky discussed the need to change the Parks & Rec. Board meeting night to the first Thursday of the month, however there hasn't been enough members show up to the last couple of meetings to be able to vote.
2. **Elect new chairman and vice chairman:** It was again stated that the board also needs to elect a new chairman and vice-chairmen when more members are in attendance.
3. **By-laws:** The board's by-laws were discussed in regards to the attendance policy stating "any member who is absent 3 regular meetings in succession, or 6 regular meetings during a fiscal year, must show cause to the commission why said member should be retained" or member will be asked to step down, should be enforced. It was also discussed that Article VII – "Financial" of the By-laws needs to be updated as the Parks & Recreation Board no longer submits a proposed budget to City Council.
4. **Flag Football:** Registration for 5th graders still open for the next two weeks. Games start on October 17th. 116 youth are registered, which is the highest number registered to date.
5. **Presentation of check for amphitheater restrooms** – Outdoor Kingston will present a check to the city on Tuesday, Oct 5th at 5 p.m. at the amphitheater for funding to build restrooms there. Parks and Recreation Board are invited to attend.

NEW BUSINESS:

1. **Parks & Recreation Board vacancies:** The board currently has two vacancies that need to be filled, Becky stated that the openings have been posted on the city's website.
2. **New Children's Dance and Tumbling Class:** There are new children's dance and tumbling classes now being taught at the Community Center on Wednesday afternoons by Sweet Southern Dance, owned by Shelly Hall with over 30 years' experience in dance instruction. Classes are in 6-week increments. Children receive a certificate after completion of the class, and put on a small performance.
3. **Fall Street Fest: Currently have 42 vendors signed up and only 4 vendor spots are available.** There will be 5 food vendors on hand serving BBQ, Mexican food, burgers, hot dogs wraps, Philly sandwiches and more. Currently working on where to put the electrical drop for the stage.

4. **Josh King's position:** Josh King resigned two weeks ago, and Parks & Rec. is taking applications in order to fill his position.
5. **Hardship Hill:** J.R. stated that Hardship Hill was this past weekend at Fort Southwest Point, and all went well, but participation was down.
6. Trick-R- Treat at the Dog Park: Outdoor Kingston will host "Pup-o-treat" on Thursday, Oct 28th from 6-7:30 p.m. at the Kingston Dog Park. Dog owners are encouraged to dress up their dog and come out.
7. **Christmas Lights –** Becky updated the board on the status of the snowflake lights, that outlets have been put in place on the light poles on Race Street so the Snowflake lights will be able to be used there this Christmas season. New lights in the shape of Christmas trees will be used on Kentucky Street.

The meeting was adjourned at 7:00 p.m.

Dates to Remember:

Saturday, October 23rd, Fall Steet Fest

Thursday, Oct. 28th, Pup-O-Trick

COMMUNITY CENTER MONTHLY REPORT

These are the regularly scheduled on-going meetings and events that were held at the Center during the month of September.

Anybody Can Exercise (ABC)
Strong/Zumba Mash Up Classes
Bounce Fitness Aerobic Class
Pound Fitness Class
Strong Fitness
Line Dancing
Sweet Southern Dance & Tumbling
Senior Quilting
T.O.P.S.
Adult Table Tennis
Kingston Beautification Committee
Outdoor Kingston
FCE
Pinochle

Submitted By: Debbie Russell



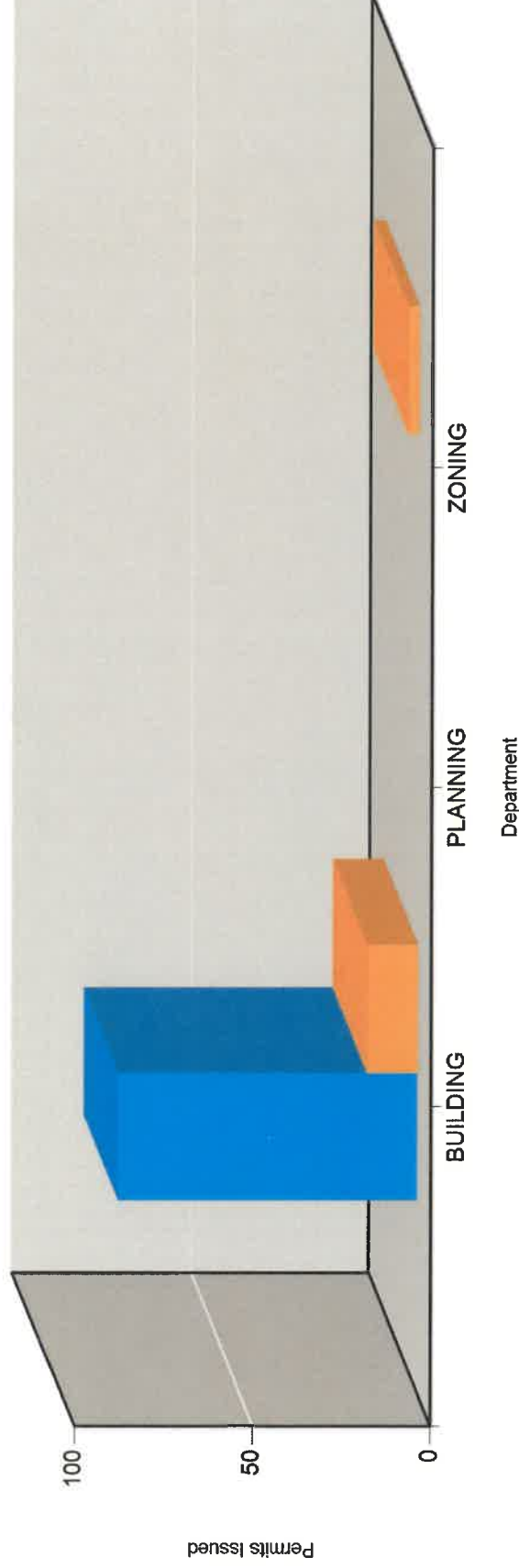
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Permits Issued by Department

Issued Within Expected Process Time
Process to Issue Exceeded Expected Time



Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard Deviation	Average Cycles	Issued Within	Issued Over
BUILDING	BP	Same Day	76	69	1 Day	5.62 Days	1	59	10
	CM	Same Day	2	2	2 Days	3.54 Days	1	1	1
	PL	Same Day	17	17	1 Day	3.49 Days	1	15	2
	RM	Same Day	11	10	1 Day	2.24 Days	1	9	1



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BUILDING	SIGN	Same Day	2	0	Same Day	0 Days	1	0	0	0
PLANNING	PLT	Same Day	9	0	Same Day	0 Days	1	0	0	0
ZONING	REZ	Same Day	2	0	Same Day	0 Days	1	0	0	0
	VAR	Same Day	8	3	6 Days	5.03 Days	1	0	0	3

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2021-713 HC Sign Replacement 1608 Roane St S, Harriman, TN 37748	Submitted: 09/29/2021 Technically Complete: Approved: Ready to Issue: Issued: 10/20/2021	In Process: 21 Waiting: 0 Total Days: 21 Total Cycles: 1
		BP2021-716 Sign Replacement 528 E Tri County Blvd, Oliver Springs, TN 37840	Submitted: 09/29/2021 Technically Complete: Approved: Ready to Issue: Issued: 10/20/2021	In Process: 21 Waiting: 0 Total Days: 21 Total Cycles: 1
		BP2021-721 DW 167 Duke LN, Loudon, TN 37774	Submitted: 10/01/2021 Technically Complete: Approved: Ready to Issue: Issued: 10/07/2021	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2021-722 n ground Pool 449 COUNTRY Lane, Lenoir City, TN 37771	Submitted: 10/01/2021 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-723 Garage with Living Space 181 Sunset View Drive, Kingston, TN 37763	Submitted: 10/01/2021 Technically Complete: Approved: Ready to Issue: Issued: 10/01/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/01/2021	In Process: Waiting: Total Days: Total Cycles:
	BP2021-724	Inground pool			
	500 Massengill Springs Rd, Oliver Springs, TN 37840			10/01/2021	
	BP2021-725	Residential Home			
	527 Pointe Vista Dr, Rockwood, TN 37854			10/01/2021	
	BP2021-726	Garage			
	1234 Joiner Hollow Rd, Rockwood, TN 37854			10/01/2021	
	BP2021-727				
	3011 White Oak Circle, Rockwood, TN 37854			10/04/2021	
	BP2021-728	Residential Home			
	3011 White Oak Circle, Rockwood, TN 37854			10/04/2021	
	BP2021-729	Remodel Living Space			
	221 Woody Ave, Harriman, TN 37748			10/04/2021	
	BP2021-730	Cell tower upgrade			
	1714 Loudon Hwy., Philadelphia, TN 37846			10/05/2021	
	BP2021-731	KC Commercial Signs for Hardees			
	935 Kentucky Street, Kingston, TN 37763			10/12/2021	



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/05/2021	In Process: Waiting: Total Days: Total Cycles:
		BP2021-732			
		Inground pool			
		2037 Cedar Ln, Kingston, TN 37763		10/05/2021	
		BP2021-733			
		New Residential Home			
		532 Pointe Vista Dr, Rockwood, TN 37854		10/05/2021	
		BP2021-734			
		New Commercial Building			
		1985 S Roane St, Harriman, TN 37748		10/05/2021	
		BP2021-735			
		DW			
		124 Upper Jones Rd, Lenoir City, TN 37771		11/10/2021	
		BP2021-736			
		Addition			
		154 Sportsman Club Rd, Harriman, TN 37748		10/06/2021	
		BP2021-737			
		Remodel Commercial Building			
		514 Emory Rd, Harriman, TN 37748		10/06/2021	
		BP2021-738			
		Window change out			
		2059 Cedar Ln, Kingston, TN 37763		10/12/2021	
		BP2021-739			
		Singlewide			
		143 Wilson Dr., Oliver Springs, TN 37840		10/07/2021	



BUILDING	BP		Technically Complete: Ready to Issue: Issued:	Submitted: 10/07/2021	In Process: Waiting: Total Days: Total Cycles:
BP2021-740	Garage	171 Oak Dr., Kingston, TN 37763			0 0 0 1
BP2021-741	Storage Building	1480 Post Oak Valley Rd, Rockwood, t37854			0 0 0 1
BP2021-742	New Residential Home				0 0 0 1
BP2021-743	Garage	560 New Midway Road, Kingston, TN 37763			0 0 0 1
BP2021-744	Pole Barn	560 New Midway Road, Kingston, TN 37763			0 0 0 1
BP2021-745	SW	812 Hassler Mill Rd, Harriman, TN 37748			0 0 0 1
BP2021-746	Modular Home	507 Loudon Hwy, Kingston, TN 37763			0 0 0 1
BP2021-747	Storage Building	1297 River Rd, Kingston, TN 37763			0 0 0 1
BP2021-748	Storage Building	360 Chestnut Ridge Rd, Kingston, TN 37763			0 0 0 1



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BUILDING	BP	BP2021-748	Retaining Wall	159 Bradford Village Way, Kingston, TN 37763	Submitted: 10/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/12/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-749	Porch	319 Scenic Drive, Kingston, TN 37763	Submitted: 10/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/12/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-750	Remodel Living Space	319 Woodland Dr, Harriman, TN 37748	Submitted: 10/12/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/12/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-751	Storage Bldg	2131 Paint Rock Ferry Rd, Kingston, TN 37763	Submitted: 10/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/13/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-752	Moving storage building	183 Redbud Dr, Harriman, TN 37748	Submitted: 10/13/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/13/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-753	Remodel Living Space	157 Willow Dr, Harriman, TN 37748	Submitted: 10/14/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/14/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-754	Detached Garage	123 Haggard Street, Harriman, TN 37748	Submitted: 10/15/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/15/2021	In Process: 31 Waiting: 0 Total Days: 31 Total Cycles: 1
		BP2021-755	Addition	800 New Hope Rd, Rockwood, TN 37854	Submitted: 10/15/2021 Technically Complete: Approved: Ready to Issue: Issued:	10/15/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	BP		Submitted: 10/15/2021	In Process: 0
BP2021-756	New Residential Home	1548 River Rd, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-757	Pole Barn	1548 River Rd, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-758	Inground pool	109 Westcliff Ct, Harriman, TN 37748	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-759	DW	108 Lerchen Rd, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-760	Carport w/slab	101 Turner Dr, Harriman, TN 37748	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	In Process: 31 Waiting: 0 Total Days: 31 Total Cycles: 1
BP2021-761	Carport w/slab	101 Turner Dr, Harriman, TN 37748	Technically Complete: Approved: Ready to Issue: Issued: 10/15/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-762	Storage Building	603 Highpoint Orchard Rd, Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 10/18/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-763	Remodel Living Space	1900 Dry Fork Valley Rd, Philadelphia, TN 37846	Technically Complete: Approved: Ready to Issue: Issued: 10/18/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP	BP2021-764	Remodel Commercial Building	3040 Roane State Hwy, Harriman, TN 37748	Submitted: 10/18/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/18/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-765	Garage with bathroom	309 Strutt St, Oliver Springs, TN 37840	Submitted: 10/18/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/18/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-766	solar panels	229 Holder Hollow Road, Kingston, TN 37763	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2021-767	New Residential Home	120 Big Tooth Road, Kingston, TN 37763	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-768	DW	1673 Eureka Rd, Rockwood, TN 37854	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-769	SW	2715 Kingston Hwy, Kingston, TN 37763	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/19/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2021-770	KC New Digital Sign	410 N Kentucky Street, Kingston, Tn 37763	Submitted: 10/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		BP2021-771	KC New Residential Home	615 The Battery, Kingston, TN 37763	Submitted: 10/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 10/20/2021 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	BP		Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	10/20/2021	In Process: Waiting: Total Days: Total Cycles:
	BP2021-772	DW				
		1500 Paint Rock Ferry Rd, Kingston, TN 37763			10/20/2021	
	BP2021-773	medical clinic				
		1705 Roane State Hwy, Harriman, TN 37748			10/20/2021	
	BP2021-774	New Residential Home				
		268 Shady Shores Lane, Kingston, TN 37763			10/21/2021	
	BP2021-775	Pavillion				
		169 WALDEN Lane, HARRIMAN, TN 37748			10/22/2021	
	BP2021-776	Window , Door and handrail change out				
		151 Little Emory Rd, Harriman, TN 37748			10/22/2021	
	BP2021-777	Mod Home				
		126 Main Hollow Rd, Philadelphia, TN 37846			10/22/2021	
	BP2021-778	Metal barn				
		703 Sweetwater Road, Philadelphia, TN 37846			10/22/2021	
	BP2021-779	New Residential Home				
		4600 Kingston Highway, Lenoir City, TN 37771			10/22/2021	



BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Approved: Issued:	10/25/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2021-780	DECK	402 LAKE VIEW COVE Dr., Loudon, TN 37774			10/25/2021	
BP2021-781		1100 Ladd Landing Blvd, Kingston, TN 37763				
BP2021-782	New Commercial SIGN	1100 Ladd Landing Blvd, Kingston, TN 37763			10/26/2021	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
BP2021-783	Cell tower replacement	616 Airport Rd., Rockwood, TN 37854			10/26/2021	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
BP2021-784	Moving storage building	211 Lake Overlook Drive, Rockwood, TN 37854			11/02/2021	
BP2021-785		9885 Old Kingston Rd, Loudon, TN 37774			10/26/2021	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
BP2021-786	Cell tower upgrade	184 OAK Dr., Kingston, TN 37763			10/26/2021	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
BP2021-787	Carpport	3106 Roane State Hwy., Harriman, TN 37748			10/26/2021	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	BP	BP2021-788	Submitted: 10/26/2021	In Process: 0
		New Residential Home	Technically Complete: 0	Waiting: 0
		197 Young Creek Way, Kingston, TN37763	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-789	Submitted: 10/26/2021	In Process: 0
		Temporary Granny pod	Technically Complete: 0	Waiting: 0
		211 Meadowview Drive, Harriman, TN 37748	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-790	Submitted: 10/27/2021	In Process: 0
		Garage	Technically Complete: 0	Waiting: 0
		1185 Little Dogwood Rd, Kingston, TN 37763	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-791	Submitted: 10/27/2021	In Process: 0
		New Residential Home	Technically Complete: 0	Waiting: 0
		1019 NEW HOPE RD, Rockwood, TN 37854	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-792	Submitted: 10/28/2021	In Process: 0
		Hall DW	Technically Complete: 0	Waiting: 0
		246 Eblen Cave Rd, Lenoir City, TN 37771	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-793	Submitted: 10/29/2021	In Process: 0
		Ward Garage	Technically Complete: 0	Waiting: 0
		4538 Hall Rd., Loudon, TN 3774	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-794	Submitted: 10/29/2021	In Process: 0
		Lissic Storage Shed	Technically Complete: 0	Waiting: 0
		9885 Old Kingston Rd, Loudon, TN 37774	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		BP2021-795	Submitted: 10/29/2021	In Process: 0
		Kirkham Dock	Technically Complete: 0	Waiting: 0
		236 Eagle Point Dr., Rockwood, TN 37854	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1



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BUILDING	BP	BP2021-796	Residential Home	103 Shiloh Way, KINGSTON, TN 37763	Submitted: 10/29/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 17 Waiting: 0 Total Days: 17 Total Cycles: 1
CM		CM2021-009	CM for BP 2021-561	1100 Ladd Landing Blvd, Kingston, TN 37763	Submitted: 10/15/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		CM2021-010	CM for BP 2018-299	657 Gallaher Road, Kingston, TN 37763	Submitted: 10/20/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
PL		PL2021-155	PL for Bp 2021-059	737 Winton Chapel Rd, Rockwood, TN 37854	Submitted: 10/01/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-156	PL FOR BP 2020-378	115 Yale Dr, Rockwood, TN 37854	Submitted: 10/04/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-157	PL for BP 2021-408	314 Windswept Lane, Kingston, TN 37763	Submitted: 10/04/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-158	PL for BP 2021-504	629 Paint Rock Ferry Road, Kingston, TN 37763	Submitted: 10/07/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2021-159	PL for bp 2021-239	100 Docks of the Bay Dr, Harriman, TN 37748	Submitted: 10/08/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	PL	PL2021-160	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/13/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP 2021-635			0 0 0 1
		171 Hamilton Road, Kingston, TN 37763		10/13/2021	
		PL2021-161	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/13/2021	In Process: Waiting: Total Days: Total Cycles:
		PI for BP 2021-583			0 0 0 1
		107 Crane Pointe, Rockwood, TN 37854		10/13/2021	
		PL2021-162	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/14/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP 2021-493			11 0 11 1
		1424 River Rd, Kingston, TN 37763		10/25/2021	
		PL2021-163	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/14/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP 2021-753			0 0 0 1
		157 Willow Dr, Harriman, TN 37748		10/14/2021	
		PL2021-164	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/15/2021	In Process: Waiting: Total Days: Total Cycles:
		PL FOR BP 2021-578			10 0 10 1
		1424 River Rd, Kingston, TN 37763		10/25/2021	
		PL2021-165	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/18/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2021-734			0 0 0 1
		1985 S Roane St, Harriman, TN 37748		10/18/2021	
		PL2021-166	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/21/2021	In Process: Waiting: Total Days: Total Cycles:
		PI for BP 2021-701			0 0 0 1
		4608 KINGSTON HWY, Lenoir City, TN 37771		10/21/2021	
		PL2021-167	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/22/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2021-328			0 0 0 1
		145 Sylvan Way, Kingston, TN 37746		10/22/2021	



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
10/01/2021 AND 10/31/2021

Report run on: 11/15/2021 08:54 AM

BUILDING	PL	PL2021-168	Submitted: Technically Complete: Ready to Issue: Issued:	10/25/2021	In Process: Waiting: Total Days: Total Cycles:
		PL FOR BP 2021-082			0 0 0 1
		196 Lakeview Cove Drive, Loudon, TN 37774		10/25/2021	
		PL2021-169	Submitted: Technically Complete: Ready to Issue: Issued:	10/26/2021	In Process: Waiting: Total Days: Total Cycles:
		PL for BP 2021-106			0 0 0 1
		9885 Old Kingston Rd, Loudon, TN 37774		10/26/2021	
		PL2021-170	Submitted: Technically Complete: Ready to Issue: Issued:	10/27/2021	In Process: Waiting: Total Days: Total Cycles:
		PL FOR BP2021-764			0 0 0 1
		3040 Roane State Hwy, Harriman, TN 37748		10/27/2021	
		PL2021-171	Submitted: Technically Complete: Ready to Issue: Issued:	10/29/2021	In Process: Waiting: Total Days: Total Cycles:
		PL BP2021-765			0 0 0 1
		309 Strutt St, Oliver Springs, TN 37840		10/29/2021	
	RM	RM2021-095	Submitted: Technically Complete: Ready to Issue: Issued:	09/29/2021	In Process: Waiting: Total Days: Total Cycles:
		Rm for bp 2021-512			5 0 5 1
		497 Woolsey Rd, Harriman, TN 37748		10/04/2021	
		RM2021-097	Submitted: Technically Complete: Ready to Issue: Issued:	10/04/2021	In Process: Waiting: Total Days: Total Cycles:
		RM for BP 2021-408			0 0 0 1
		314 Windswept Lane, Kingston, TN 37763		10/04/2021	
		RM2021-098	Submitted: Technically Complete: Ready to Issue: Issued:	10/08/2021	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2021-123			0 0 0 1
		216 Crosswinds Rd, Ten Mile, TN 37880		10/08/2021	
		RM2021-099	Submitted: Technically Complete: Ready to Issue: Issued:	10/13/2021	In Process: Waiting: Total Days: Total Cycles:
		249 Serenity Dr, Harriman, TN 37748			33 0 33 1



Issued Permits By Department

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10/01/2021 AND 10/31/2021

Report run on: 11/15/2021 08:54 AM

BUILDING	RM	RM2021-100	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/13/2021	In Process: Waiting: Total Days: Total Cycles:
		RM for BP 2021-034			0 0 0 1
		249 Serenity Dr, Harriman, TN 37748		10/13/2021	
		RM2021-101	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/20/2021	In Process: Waiting: Total Days: Total Cycles:
		RM for BP 2020-598			0 0 0 1
		130 Gordon Drive, Ten Mile, TN 37780		10/20/2021	
		RM2021-102	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/21/2021	In Process: Waiting: Total Days: Total Cycles:
		RM FOR BP2020-534			0 0 0 1
		1040 Loudon Hwy, Kingston, Tn 37763		10/21/2021	
		RM2021-103	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/25/2021	In Process: Waiting: Total Days: Total Cycles:
		RM FOR BP 2021-593			0 0 0 1
		745 Sleepy Hollow Road, Oliver Springs, TN 37840		10/25/2021	
		RM2021-104	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/25/2021	In Process: Waiting: Total Days: Total Cycles:
		RM FOR BP 2021-493			0 0 0 1
		1424 River Rd, Kingston, TN 37763		10/25/2021	
		RM2021-105	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/28/2021	In Process: Waiting: Total Days: Total Cycles:
		PL FOR BP 2021-696			0 0 0 1
		199 Wildwood Lane, Harriman, TN 37748		10/28/2021	
		RM2021-106	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/28/2021	In Process: Waiting: Total Days: Total Cycles:
		RM FOR BP2021-082			6 0 6 1
		196 Lakeview Cove Drive, Loudon, TN 37774		11/03/2021	
		RM2021-107	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	10/28/2021	In Process: Waiting: Total Days: Total Cycles:
		RM for BP2020-293			0 0 0 1
		1125 Sevier Ave, Harriman, TN 37748		10/28/2021	



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10/01/2021 AND 10/31/2021

Report run on: 11/15/2021 08:54 AM

BUILDING	SIGN	SIGN2021-001		Submitted: 10/20/2021	In Process: 26
		KC New Digital Sign	Technically Complete:	Waiting: 0	Total Days: 26
		410 N Kentucky Street, Kingston, Tn 37763	Approved: Ready to Issue:	Total Cycles: 1	
		SIGN2021-002		Submitted: 10/26/2021	In Process: 20
		New Commercial SIGN	Technically Complete:	Waiting: 0	Total Days: 20
		1100 Ladd Landing Blvd, Kingston, TN 37763	Approved: Ready to Issue:	Total Cycles: 1	
PLANNING	PLT	PLT2021-092		Submitted: 10/01/2021	In Process: 45
		Plat Review/Boundary Line	Technically Complete:	Waiting: 0	Total Days: 45
		355 Eagle Ridge Drive, Rockwood, TN 37854	Approved: Ready to Issue:	Total Cycles: 1	
		PLT2021-093		Submitted: 10/04/2021	In Process: 42
		Plat Review/Boundary Line	Technically Complete:	Waiting: 0	Total Days: 42
		2940 River Road, Kingston, TN 37763	Approved: Ready to Issue:	Total Cycles: 1	
		PLT2021-094		Submitted: 10/05/2021	In Process: 41
		Plat Review/Boundary Line	Technically Complete:	Waiting: 0	Total Days: 41
		251 West Shore Drive, Rockwood, TN 37854	Approved: Ready to Issue:	Total Cycles: 1	
		PLT2021-095		Submitted: 10/05/2021	In Process: 41
		Plat Review/2 Lots-	Technically Complete:	Waiting: 0	Total Days: 41
		316 Hobson Road, Kingston, TN 37763	Approved: Ready to Issue:	Total Cycles: 1	
		PLT2021-096		Submitted: 10/05/2021	In Process: 41
		Plat Review/2 Lots-	Technically Complete:	Waiting: 0	Total Days: 41
		3445 Decatur Hwy, Kingaton, TN 37763	Approved: Ready to Issue:	Total Cycles: 1	
		PLT2021-097		Submitted: 10/06/2021	In Process: 40
		Plat Review/Boundary Line	Technically Complete:	Waiting: 0	Total Days: 40
		Halfmoon Shores Drive, Ten Mile, TN 37880	Approved: Ready to Issue:	Total Cycles: 1	



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10/01/2021 AND 10/31/2021

Report run on: 11/15/2021 08:54 AM

PLANNING	PLT	PLT2021-098		Submitted: 10/12/2021	In Process: 34 Waiting: 0 Total Days: 34 Total Cycles: 1
		Plat Review/Boundary Line		Technically Complete: Approved: Ready to Issue: Issued:	
		254 Poplar Creek Road, Oliver Springs, TN 37840			
		PLT2021-099		Submitted: 10/13/2021	In Process: 33 Waiting: 0 Total Days: 33 Total Cycles: 1
		Plat Review/5 Acres+		Technically Complete: Approved: Ready to Issue: Issued:	
		1942 Dry Fork Valley Rd, Philadelphia, TN 37846			
		PLT2021-100		Submitted: 10/18/2021	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
		Plat Review/2 Lots-		Technically Complete: Approved: Ready to Issue: Issued:	
		3809 Harriman Highway, Harriman, Tn 37748			
ZONING	REZ	REZ-21-0002		Submitted: 10/01/2021	In Process: 45 Waiting: 0 Total Days: 45 Total Cycles: 1
		Rezone/A-2 to C-2		Technically Complete: Approved: Ready to Issue: Issued:	
		Lawnnville Road, Kingston, TN 37763			
		REZ-21-0003		Submitted: 10/05/2021	In Process: 41 Waiting: 0 Total Days: 41 Total Cycles: 1
		Rezone/ A-2 to C-1		Technically Complete: Approved: Ready to Issue: Issued:	
		5308 Decatur Hwy, Ten Mile, TN37880			
	VAR	VAR2021-010		Submitted: 10/01/2021	In Process: 45 Waiting: 0 Total Days: 45 Total Cycles: 1
		15 foot Front setback variance		Technically Complete: Approved: Ready to Issue: Issued:	
		102 Irvin Circle, Kingston, TN 37763			
		VAR2021-011		Submitted: 10/05/2021	In Process: 41 Waiting: 0 Total Days: 41 Total Cycles: 1
		Electrical Variance		Technically Complete: Approved: Ready to Issue: Issued:	
		331 Lawson Mill Rd, Kingston, TN 37763			
		VAR2021-012		Submitted: 10/07/2021	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		Electrical Variance		Technically Complete: Approved: Ready to Issue: Issued:	
		430 old poplar springs rd, Kingston, TN 37763			



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10/01/2021 AND 10/31/2021

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ZONING	VAR	VAR2021-013	Electrical Variance	398 Edgelake Dr, Kingston, TN 37763	Submitted: 10/08/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		VAR2021-014	Electrical Variance	215 Ranch Rd, Kingston, TN 37763	Submitted: 10/12/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		VAR2021-015	SET BACK VARIANCE FOR 18FT TO PUT A STEEL GARAGE ON PROPERTY	263 Poland Hollow Rd, Harriman, TN 37748	Submitted: 10/14/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 32 Waiting: 0 Total Days: 32 Total Cycles: 1
		VAR2021-016	SET BACK VARIANCE FOR 15FT TO PUT A DW ON PROPERTY	1700 Roark Rd, Kingston, TN 37763	Submitted: 10/18/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
		VAR2021-017	Dollar General	203 Grove Place Ln., Loudon, TN 37774	Submitted: 10/28/2021	Technically Complete: Approved: Ready to Issue: Issued:	In Process: 18 Waiting: 0 Total Days: 18 Total Cycles: 1

KINGSTON WATER TREATMENT PLANT



OCTOBER OPERATIONS REPORT

2021

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	16,537,000	16,651,000	-0.69%	551,000	746,000	284,000
	Effluent (Finish)	15,493,000	15,667,000	-1.12%	516,000	698,000	276,000
	Spring Supply	13,574,000	13,954,000	-2.80%	452,000	473,000	432,000
	Total Finish Prod.	29,067,000	29,621,000	-1.91%	Distribution & WTP Report: 3,129,000		
Plant Efficiency		99.47%	99.90%	-0.43%	gals. usage flushing and Tank refilling.		
<i>Distribution</i>					Public Works: No Report		
GALLONS	Consumption	19,761,600	21,314,500	-7.86%	Fire Dept: No Report		
	Reported Usage	3,129,000	2,580,000	17.55%	Park & Rec: No Report		
	Water Loss	6,176,400	5,726,500	7.28%	WWTP: No Report		
	%	21.25%	19.33%	1.92%			

Note: The Water Production, Consumption and Loss data is for the September 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.
- * Facilities received daily and regular cleaning and disinfection.
- * Scoured / flushed out Plant sampling and wash lines.
- * Doing rehab in Pipe Gallery, removing / stripping the paint from the piping and walls, etc.
- * Doing concrete repair and sealing in Pipe Gallery / Clearwell wall.
- * Spring Pump at Shop getting repaired / rebuilt. Hopefully reinstalled in the next week.
- * Backflow device was repaired and certified.
- * Backflow repair had the Plant water shut off which caused air in lines, etc. which did cause some issues with the on-line equipment which all had to be taken apart and cleaned / all lines flushed etc.
- * Had to rebuild the Cl17 (on-line chlorine colorimeter) replacing the discharge waste equipment and lines, replaced pinch tubing, fittings and supply lines. Also had to replace the colorimeter cell.
- * Fabricated and installed a flocculator side paddle support on the #1 flocculator.

Kingston Water Department
Schedule of Unaccounted For Water
October

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	29,067,000
C	Water Purchased	<u>0</u>
D	Total Water Treated and Purchased	<u>29,067,000</u>
	(Sum Lines B and C)	
E Accounted for Water:		
F	Water Sold	19,761,600
G	Metered for Consumption (in house usage)	<u>1,129,000</u>
H	Fire Department(s) Usage	<u>0</u>
I	Flushing	<u>2,000,000</u>
J	Tank Cleaning/Filling	<u>0</u>
K	Street Cleaning	<u>0</u>
L	Bulk Sales	<u>0</u>
M	Water Bill Adjustments (+/-)	<u>0</u>
N	Total Accounted for Water	<u>22,890,600</u>
	(Sum Lines F thru M)	
O	Unaccounted for Water	<u>6,176,400</u>
	(Line D minus Line N)	
P	Percent Unaccounted for Water	<u>21.249%</u>
	(Line O divided by Line D times 100)	

Q Other (explain) See Below

Explain Other:

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

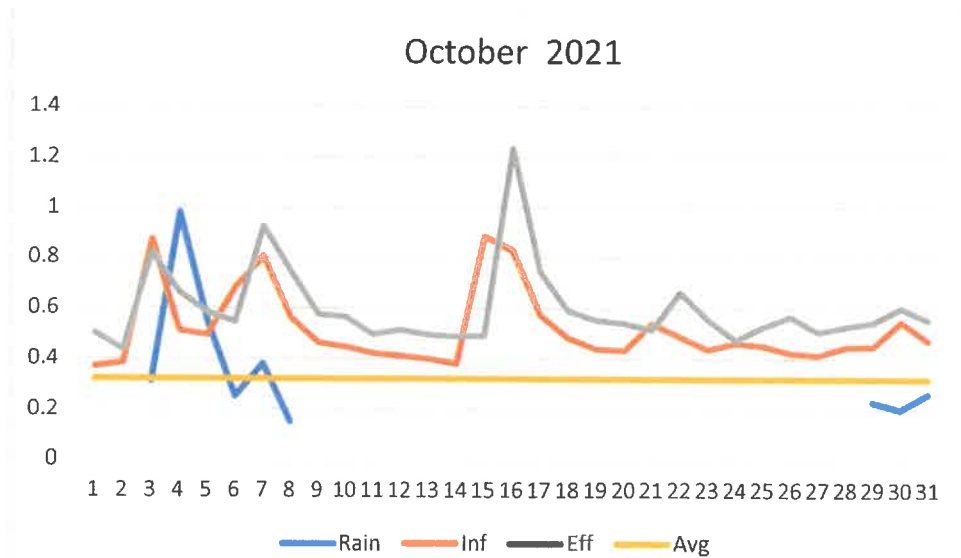


KINGSTON WASTEWATER TREATMENT PLANT

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

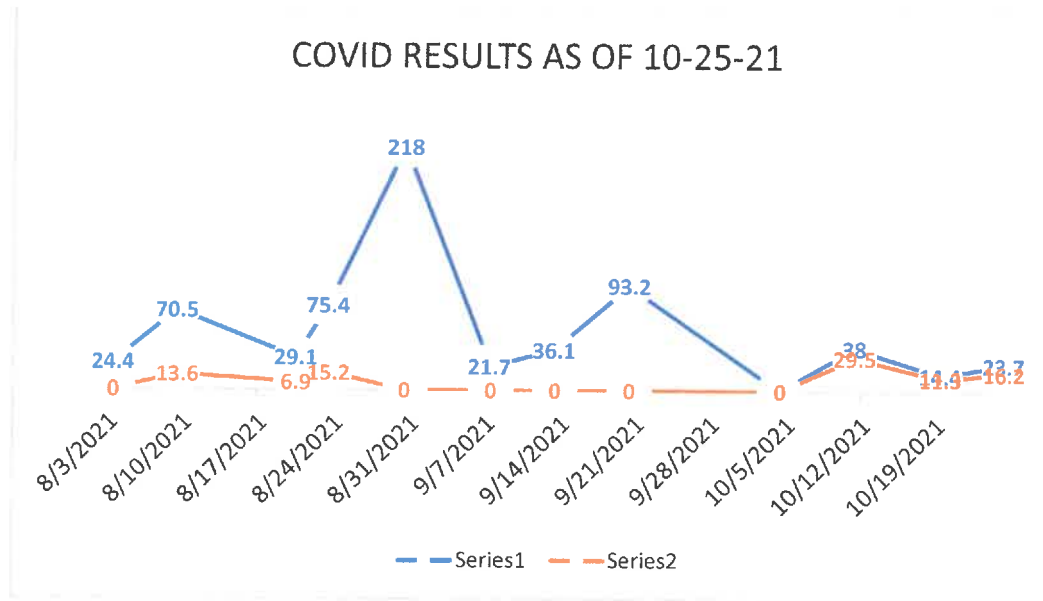
MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.5148	.8827	.3691	15,959,000
EFFLUENT	.5983	1.2356	.4368	18,548,300

2534 Sewer customers 9,936,000 gallons billed. Daily average .3205 mgd.



Total gallons of chlorine used was 299.7 @ \$2.09 gallon = \$626.37.

We had 5.17 inches of rain. There were no reported overflows.



Safety Meetings:

October 27, 2021-

Infectious Disease Prevention- Making the Case for Wearing a Face Mask

OSHA Training Toolbox Talk #127

Infectious Disease Prevention- How Vaccines Help Prevent Infection

OSHA Training Toolbox Talk #128



Water Distribution/Collection

October 2021

Services	Total
After Hours-Sewer	0
After Hours-Water	3
Door Hanger	12
Profile	4
Road Cut	0
Service Line Leak/Line Break	0
Sewer-Miscellaneous	1
Disconnect for Non-Payment	29
Water/Sewer Service Estimate	14
Water-Check for Leak	23
Water-Miscellaneous	63
Water-Hydrant	0
Water-Re-Read/Manual Read	20
Yard Work	3
Connect Order	39
Disconnect Order	42
Water Tap-New Account Number	7
Meter Change Order	0
811 Locates	98

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

1 November 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 October 2021

Summary

We received the State grant and I have order the new public computers. I was told that the computers may be delayed in getting shipped. Which is no surprise considering that seem to be the norm with everything today.

We had our trick or treat program for the children Friday the 29th. We had a very good turnout. Over a hundred and thirty two children came!! We also signed up new patrons for Library cards.

I want to have a Christmas program for the children during their winter break if possible.

We are now accepting donations that are clean and in good condition.

The new fence is installed in the back yard and it looks beautiful. We have had several patrons and children making use of the area. The view is spectacular.

The story time children are picking up books and receiving fall crafts to take home.

The staff has begun state mandated training webinars for the new year as required. We are required to do so many hours per year. I have completed the trustee's certification class, and the quarterly report for the State.

I will be attending the job fair at the Community Center November 4th. There will be no Library Board meeting the month of November.

The Library has been busy with new patrons coming in getting Library cards. There seems to be a lot of people moving here from all over the US. We are back to business as usual.

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

Respectfully submitted

Barbara T.

ELECTRIC POWER BOARD OF ROCKWOOD
MEETING AGENDA
OCTOBER 28, 2021
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM
4:30 PM – 5:30 PM

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

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from Board Meeting on September 23, 2021	Approval
August 2021 Financial Statements	Approval
August 2021 Budget Report	Acceptance
October 2021 Accounts Payable	Acceptance
3 rd Quarter 2021 Overtime Report	Information
Manager's Report	Acceptance
Visitor Comments	

Old:

1. None

New:

- | | |
|--|-------------|
| 1. New Purchases | Approval |
| 2. New Projects | Approval |
| 3. Truck #12 Surplus | Approval |
| 4. Renewable Generation Purchase Power Agreement | Information |
| 5. FY 2021 Financial Audit | Approval |
| 6. FY 2021 Other Post-Employment Benefit Trust Audit | Approval |
| 7. Retiree Health Care Insurance Renewal | Approval |
| 8. Dental Insurance Renewal | Approval |
| 9. Employee Health Care Insurance Renewal | Approval |
| 10. Bad Debts | Approval |
| 11. Election of Officers | |

Announcements

November 2021 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on September 23, 2021. Following a prayer and the Pledge of Allegiance, Chairman Holloway called the meeting to order. Board members present were Childs, Holloway, and McCullough. Board members Davis and Layne were absent. Mr. McCullough noted that a quorum existed for the meeting.

A motion was made by Childs, seconded by McCullough to approve the minutes as recorded for the August 19, 2021 meeting. All voted yes.

A motion was made by McCullough, seconded by Childs to approve the July 2021 Financial Statements. Manager Bear updated the Board on the meeting with Chris Mitchell. His financial reports showed a positive trajectory. No changes were made to our study or base cases for purposes of forecasting our future financial position. Other items he updated the team on included: TVA's wholesale fuel cost adjustment is forecasted to increase as we move into CY 2022. TVA has had three (3) additional power distributors sign the partnership agreement. Bitcoin mining and the impacts on the electrical system and the community were also discussed. We have not had anyone contact us for a potential project. Solar installations continue across the valley, especially for TVA's long-term partners which can purchase up to 5% of their 5-year average energy usage through renewable sources. Proposals to our RFP are due on September 30, 2021. Solar installations continue to be installed at the residential level. The State of TN Fire Marshal's office has some updated requirements for solar installations that connect to the Utility. McCullough stated the utility's cash has increased this fiscal year. However, we need to be aware of inflation and the impact it will continue to have on our cost of services. Manager Bear stated that our Aid to Construction policy may need to be updated and adjusted due to inflation. All voted yes.

A motion was made by Childs, seconded by McCullough to accept the July 2021 Budget Report. All voted yes.

A motion was made by McCullough, seconded by Childs to accept the September 2021 Accounts Payable. All voted yes.

As part of the Manager's Report, Manager Bear informed the Board of the following:

- Due to some difficulties obtaining an adequate easement, tentative plans are to set a new mid-span pole out on the highway for the new Taco Bell for a new 3-phase riser. This will result in a minimal cost increase but makes the trenching and conduit installation a little simpler for the contractor. We have a concrete pole in stock and are going to try to use it so that everything will match.
- The fiscal year-to-date Pandemic Relief Credit is \$397,030 (October 2020 through August 2021). TVA announced last month that this credit will continue through the next TVA fiscal year.
- The next meeting with Chris is on December 8, 2021 at 1:30 pm via webinar.

- TVA has revised its Home Uplift Program for FY 2022. We will need to sign an updated Program Implementation Plan to participate and hold TVA's matching fund amount for REU which is \$22,852. Hopefully we'll be able to find corporate or federal funding again this year. We now have 4 completed applications from the prior year and all of the improvements on these manufactured homes are in progress.
- TDEC & TVA are now jointly seeking non-binding Notice of Intent (NOI) proposals by October 15, 2021 for the roads with gaps that need electric vehicle chargers (including I-40 near Rockwood).
- TVA will be changing out equipment and making upgrades to its bus differential relaying at Rockwood Primary between October 13th and November 18th.
- TMEPA has scheduled in-person utility board member training for Wednesday, December 8, at their office in Brentwood, Tennessee. This all-day training will be similar to the board training TMEPA has offered in the past with the subject matter geared to municipal electric utilities. Manager Bear asked the Board to let him know if any of them wished to attend and he would get a space reserved in the training and get information for hotel accommodations if a room were needed.
- 7SPC is still planning to conduct their annual membership meeting on November 5, 2021 in person at Rock City outside of Chattanooga. There will be a virtual option as well.
- We received a renewal quote from Benistar for retired employees and/or spouses that are Medicare eligible. The renewal rate is a combined 3.78% increase for an annual increase per retiree/dependent of \$133.08. We have 33 participants, the total annual increase is approximately \$4,400. This item will need to be on the Board agenda for action in October.
- REU is working with CSA on completing the Customer Portal with training scheduled for late October or early November. We are also working with CSA on rebranding the REU logo.

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

There were no visitor comments.

There was no new business.

A motion was made by McCullough, seconded by Childs to approve the three (3) purchases listed below. All voted yes.

- A load of power poles consisting of both 30' Class 6 and 40' Class 4 poles are needed for inventory. The total cost is \$8,179.00.
- Testing and painting of various sizes of 3-phase pad mount transformers in our warehouse yard is necessary before we need to place these in service in an emergency. These are larger units and different voltages which have been on our lot for a while. The total cost is \$6,330.

- Four (4) pallets of single-phase meters from WESCO at a total cost of \$72,432. This will be a total of 480 meters for inventory and we anticipate this being sufficient for quite a while. Prices are increasing and the lead time is estimated to be between 35 and 52 weeks so delivery is not expected until well into the next calendar year.

A motion was made by Childs, seconded by McCullough to approve two (2) new projects for aid to construction. One is a new residential customer requiring a lengthy underground primary extension and service. The total cost is \$10,750. The second project is an overhead, single-phase, primary line extension on Mt. Vernal Road for five new lots. The developer is required to pay 100% of the estimated cost of the power extension. The amount is \$12,493.77 PLUS the actual cost for drilling if rock is encountered and we have to use a contractor. Customers that build on the lots will be required to pay for their services individually according to our standard service policy. All voted yes.

Childs informed the Board the City of Kingston will be asking for LED lights to be installed at Southwest Point Sports Complex along with lighting located on Hwy 58 and Hwy 70. A report will be presented from the City of Kingston with more details next month.

A motion was made by McCullough, seconded by Childs to approve REU's portion of \$7,263, which is a one-time, non-refundable amount to participate in a Seven States Power Corporation project. Manager Bear stated the project will undertake engineering design work for the benefits of a middle-mile fiber network across the valley, especially here in our region of the state. The immediate benefit to REU would mainly be in evaluating and identifying the optimal routes for potentially installing fiber (which we already have in stock) in our territory for interconnection with other power distributors. Having firm construction estimates and being incorporated into a regional/valley network could open up opportunities for new revenue. All voted yes.

A motion was made by Childs, seconded by McCullough to approve the TVA Annual Report. The report has been submitted to TVA. All voted yes.

A motion was made by Childs, seconded by McCullough to replace Sherry Laughlin on the Collaboration & Coordination Committee with Dwan Garrett. Larry Brackett, chair of the Nominating Committee, polled the committee and their recommendation is for Dwan Garrett to replace Sherry Laughlin. The purpose of this committee is to review and maintain adequate internal controls to promote role clarity and cross functional collaboration. The rest of the committee is comprised of Marsha O'Keefe, Michele Powell, Darrell Payne, Charlie Long, and Angela Wampler. Chairman Holloway is the Board representative on this committee. All voted yes.

Discussions were held on REU's plans for a Christmas Dinner for employees/retirees and their guest. Manager Bear reported that Calhoun's in Oak Ridge is not doing off-site catering. The estimated cost to have the dinner at their facility in Oak Ridge is \$3,500 for seventy (70) people. The Board was in agreement to stay local with a venue and catering. Manager Bear will report back next month with possibilities.

A motion was made by Childs, seconded by McCullough to approve the write-off of uncollectible debts for the period of June 2021 in the amount of \$1,222.59 and noted the bad debts collected for August 2021 were \$1,156.59. All voted yes.

Chairman Holloway announced the October meeting will be held on October 28, 2021. Manager Bear stated the FY 2020/2021 Audit will be ready for next month's meeting. Manager Bear also stated that the Board will need to elect its officers for the next 12 months at the next meeting.

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

Chairman
Harold Holloway

Secretary/Treasurer
Wade McCullough

Recorded by M. O'Keefe

UTILITY PLANT

Description	Item	August 2021	August 2020
Electric Plant	1	\$66,442,380.60	\$65,823,344.85
Less Depreciation	2	\$19,245,153.18	\$18,154,736.89
TOTAL	3	\$47,197,227.42	\$47,668,607.96
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
TOTAL PLANT - NET	6	\$47,197,227.42	\$47,668,607.96

OTHER PROPERTY AND INVESTMENTS

Description	Item	August 2021	August 2020
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$47,345.17	\$39,135.29
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$6,092,384.00	\$3,844,451.00
TOTAL	13	\$6,139,729.17	\$3,883,586.29

CURRENT AND ACCRUED ASSETS

Description	Item	August 2021	August 2020
General Cash and Temporary Cash Investments	14	\$7,508,476.46	\$4,661,422.91
Accounts Receivable	15	\$2,531,435.15	\$2,415,250.63
Materials and Supplies	16	\$501,042.77	\$446,565.37
Prepayments	17	\$83,925.92	\$94,591.52
Other Current Assets	18	\$1,094,768.33	\$928,943.21
TOTAL	19	\$11,719,648.63	\$8,546,773.64

DEFERRED DEBITS

Description	Item	August 2021	August 2020
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	(\$0.01)
Energy Service Loans Receivables	24	\$88,186.52	\$129,110.61
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
TOTAL	27	\$88,186.52	\$129,110.60

TOTAL ASSETS AND OTHER DEBITS

Description	Item	August 2021	August 2020
TOTAL ASSETS AND OTHER DEBITS	28	\$65,144,791.74	\$60,228,078.49

ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	\$47,345.17
Construction Work In-Progress Included in Item No. 1	\$212,496.07
Construction Fund Included in Item No. 12	\$0.00
Total Miles of Distribution Lines	0.00
Total Miles of Transmission Lines	0.00

CAPITAL

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

EARNINGS REINVESTED IN SYSTEM ASSETS

Description	Item	August 2021	August 2020
End of Previous Year	--	\$47,398,087.44	\$44,773,353.52
Retained Earnings Adjustment	--		
Beginning of Year	33	\$47,398,087.44	\$44,773,353.52
Current Year	34	\$619,604.85	\$537,754.49
TOTAL	35	\$48,017,692.29	\$45,311,108.01

LONG-TERM DEBT

Description	Item	August 2021	August 2020
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$3,000,000.00	\$3,500,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$30,313.44	\$35,037.60
TOTAL	41	\$3,030,313.44	\$3,535,037.60

OTHER NON-CURRENT LIABILITIES

Description	Item	August 2021	August 2020
Postretirement Benefits	39.2	\$6,600,754.04	\$4,195,569.52
Energy Service Loans - Advances	42	\$85,343.26	\$133,945.86
Energy Service Loans - Other	43	\$0.00	
TOTAL	44	\$6,686,097.30	\$4,329,515.38

CURRENT AND ACCRUED LIABILITIES

Description	Item	August 2021	August 2020
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$5,062,386.99	\$4,756,299.55
Customer Deposits	47	\$1,395,308.45	\$1,286,817.71
Taxes and Equivalents Accrued	48	\$15,176.22	\$14,521.38
Interest Accrued - RUS	49	\$0.00	\$10,937.50
Interest Accrued - CFC	50	\$0.00	
Interest Accrued - CoBank	51	\$0.00	
Interest Accrued - TVA	52.1	\$0.00	
Interest Accrued - Other	52.2	\$9,687.50	
Other Current Liabilities	53	\$911,177.96	\$968,732.46
TOTAL	54	\$7,393,737.12	\$7,037,308.60

DEFERRED CREDITS

Description	Item	August 2021	August 2020
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	\$16,951.59	\$15,108.90
TOTAL	57	\$16,951.59	\$15,108.90

TOTAL LIABILITIES AND OTHER CREDITS

Description	Item	August 2021	August 2020
TOTAL LIABILITIES AND OTHER CREDITS	58	\$65,144,791.74	\$60,228,078.49

OPERATING REVENUE

Description	Item	August 2021	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$3,326,044.25	\$6,575,449.20
Revenue From Late Payments	60	\$18,388.46	\$32,905.85
Miscellaneous Service Revenue	61	\$3,265.00	\$6,225.00
Rent From Electric Property	62	\$54,531.86	\$111,060.84
Other Electric Revenue	63	\$5.00	\$10.00
TOTAL OPERATING REVENUE	64	\$3,402,234.57	\$6,725,650.89

PURCHASED POWER

Description	Item	August 2021	Year to Date
TOTAL POWER COST (PAGE 7, ITEM 342)	65	\$2,308,802.90	\$4,660,848.75

OPERATING EXPENSE

Description	Item	August 2021	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$83,864.21	\$183,607.45
Customer Accounts Expense	68	\$45,019.23	\$102,053.26
Customer Service and Informational Expense	69	\$883.33	\$1,766.66
Sales Expense	70	\$23,255.06	\$23,255.06
Administrative and General Expense	71	\$198,833.06	\$406,415.73
OPERATING EXPENSE	72	\$351,854.89	\$717,098.16

MAINTENANCE EXPENSE

Description	Item	August 2021	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$101,538.06	\$193,178.46
Administrative and General Expense	75	\$0.00	\$3,322.40
MAINTENANCE EXPENSE	76	\$101,538.06	\$196,500.86

OTHER OPERATING EXPENSE

Description	Item	August 2021	Year to Date
Depreciation Expense	77	\$137,167.36	\$274,182.14
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$118,606.73	\$248,312.03
OTHER OPERATING EXPENSE	80	\$255,774.09	\$522,494.17

TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	August 2021	Year to Date
TOTAL OPERATING EXPENSE AND PURCHASED POWER	81	\$3,017,969.94	\$6,096,941.94

INCOME

Description	Item	August 2021	Year to Date
Operating Income (Item 64, Less Item 81)	82	\$384,264.63	\$628,708.95
Other Income	83	\$0.00	
TOTAL INCOME	84	\$384,264.63	\$628,708.95
Miscellaneous Income Deductions	85	\$0.00	\$203.96
NET INCOME BEFORE DEBT EXPENSE	86	\$384,264.63	\$628,504.99

DEBT EXPENSE

Description	Item	August 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	\$4,843.75	\$9,687.50
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)	(\$787.36)
TOTAL DEBT EXPENSE	95	\$4,450.07	\$8,900.14

NET INCOME

Description	Item	August 2021	Year to Date
Net Income Before Extraordinary Items (Item 86, Less Item 95)	96	\$379,814.56	\$619,604.85
Extraordinary Items	97	\$0.00	
NET INCOME	98	\$379,814.56	\$619,604.85

CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Description	August 2021	August 2020
Net Income	\$619,604.85	\$537,754.49
Adjustments to Reconcile Net Income to Net Cash:		
Depreciation	\$274,182.14	\$270,156.29
Amortization of:		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$787.36)	(\$787.36)
Changes in Current and Deferred Items:		
Accounts Receivable	(\$384,497.42)	\$33,053.92
Materials and Supplies	(\$45,141.10)	(\$10,255.56)
Prepayments and Other Current Assets	(\$55,951.60)	(\$38,553.08)
Deferred Debits		\$0.01
Accounts Payable	\$767,573.91	\$946,053.73
Customer Deposits	\$32,640.74	\$17,700.00
Taxes and Interest Accrued	\$24,863.72	\$25,458.88
Other Current Liabilities	(\$230,087.03)	(\$99,837.88)
Deferred Credits	\$20,223.16	\$21,109.72
Retained Earnings Adjustments		
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$1,022,624.01	\$1,701,853.16

CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES

Description	August 2021	August 2020
Change in Net Plant	(\$238,133.10)	(\$181,974.71)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$5,171.26	\$33,746.70
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	(\$232,961.84)	(\$148,228.01)

CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES

Description	August 2021	August 2020
Change in Long-Term Debt	(\$506,693.34)	(\$357,638.70)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$5,171.26)	(\$14,136.90)
Post Retirement Benefit Adjustments	\$508,370.04	\$351,118.52
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	(\$3,494.56)	(\$20,657.08)

NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS

Description	August 2021	August 2020
NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS	\$786,167.61	\$1,532,968.07
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$6,722,308.85	\$3,128,454.84
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$7,508,476.46	\$4,661,422.91

STATISTICAL DATA - REVENUE

Class of Service	Item	August 2021	Year to Date
Residential	100	\$1,981,697.42	\$3,888,675.07
Gen. Power - 50 kW & Under	101	\$457,313.32	\$896,321.07
Gen. Power - Over 50 kW	102	\$833,607.40	\$1,683,762.32
Street and Athletic - Codes 72, 73 & 74	103	\$18,037.57	\$36,078.40
Outdoor Lighting - Codes 75, 77 & 78	104	\$35,388.54	\$70,612.34
SUBTOTAL	330	\$3,326,044.25	\$6,575,449.20
Unbilled Revenue	331	\$0.00	
TOTAL (PAGE 3, ITEM 59)	332	\$3,326,044.25	\$6,575,449.20

STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	August 2021	Year to Date
Residential	107	16,520,042	32,274,359
Gen. Power - 50 kW & Under	108	3,173,468	6,197,838
Gen. Power - Over 50 kW	109	8,927,273	18,338,603
Street and Athletic - Codes 72, 73 & 74	110	111,761	223,231
Outdoor Lighting - Codes 75, 77 & 78	111	200,555	400,157
TOTAL	335	28,933,099	57,434,188
Kilowatt-hours for Own Use	113	39,562	76,532
TOTAL KILOWATT-HOURS SOLD AND USED	114	28,972,661	57,510,720
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

STATE & LOCAL SALES TAX ON ABOVE REVENUE (OPTIONAL)

	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	\$817.86	
Gen Partners-GP < 50kW	801	\$905.53	
Gen Partners-GP > 50kW	802	\$1,836.07	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

PURCHASED POWER - AMOUNT

Description	Item	August 2021	Year to Date
Purchased Power (TVA)	115	\$2,308,802.90	\$4,660,848.75
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
TOTAL FROM TVA	118	\$2,308,802.90	\$4,660,848.75
Other Purchased Power	218	\$0.00	
SUBTOTAL	340	\$2,308,802.90	\$4,660,848.75
Unbilled Purchases	341	\$0.00	
TOTAL (PAGE 3, ITEM 65)	342	\$2,308,802.90	\$4,660,848.75

PURCHASED POWER - KILOWATT-HOURS PURCHASED


Description	Item	August 2021	Year to Date
Purchased Power (TVA)	119	30,525,310	61,584,266
TOTAL FROM TVA	122	30,525,310	61,584,266
Other Purchased Power	222	0	
TOTAL	345	30,525,310	61,584,266
Less Kilowatt-hours Sold and Used (Item 114)	123	28,972,661	57,510,720
Line Losses and Kilowatt-hours Unaccounted for	124	1,552,649	4,073,546
Percent of Losses to Purchases (2 Decimal Places)	125	5.09%	6.61%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	7.56	7.57
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	August 2021	August 2020
Residential	675	11,827	11,727
Gen. Power - 50 kW & Under	680	2,824	2,796
Gen. Power - Over 50 kW	685	129	121
Street and Athletic - Codes 72, 73 & 74	690	39	39
Outdoor Lighting - Code 78	693	132	136
TOTAL	694	14,951	14,819
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,171	2,152

 9/29/21
Manager of Accounting

**ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT
4390 ROANE STATE HIGHWAY
ROCKWOOD, TENNESSEE 37854
865-354-0704 FAX 865-354-8481**

October 14, 2021

The regular monthly E-911 Board meeting will be Thursday, October 21, 2021 at 1:00 P.M., at 4390 Roane State Highway, Arvel McNelly Training Room.

Attached please find:

Agenda for the Board meeting
September 23, 2021 Board Minutes
September 2021 financial report
Fund Balances as of September 30, 2021
Bond Extension Resolution

"REMOTE ACCESS INFORMATION"
TO CALL IN TO CONFERENCE BRIDGE - PHONE #865-245-1033 PIN # 0911

AGENDA
RCECD 911 MONTHLY BOARD MEETING
OCTOBER 21, 2021 1:00 PM

CALL TO ORDER

APPROVAL OF MINUTES OF SEPTEMBER 23, 2021
APPROVAL OF SEPTEMBER FINANCIAL REPORTS

PUBLIC COMMENT

COMPTROLLER

SEPTEMBER FUND BALANCES

PERSONNEL COMMITTEE

HASN'T MET

BUDGET AND FINANCE COMMITTEE

HASN'T MET

BUILDING/ EQUIPMENT COMMITTEE

HASN'T MET

DIRECTOR'S REPORT

GENERAL REPORT

CHAIRMAN

OLD BUSINESS

BOND EXTENSION RESOLUTION

NEW BUSINESS

FUND BALANCES

AS OF SEPTEMBER 30, 2021 FOLLOWING ARE THE FUNDS WE HAVE ON HAND

REVENUE FUND	\$2,113,181.37
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OPERATING ACCOUNT	\$ 155,315.14
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TOTAL FUNDS	\$2,268,496.51
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LESS CAPITAL EQUIPMENT (Set aside 5/28/2020)	\$- 48,289.41
--	---------------

LESS CAPITAL ADD 4 DISPATCH POSITIONS (3/25/21)	\$- 70,818.80
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LESS CAPITAL NEW CENTER ITEMS (3/25/21)	\$- 5,127.95
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LESS 800 MHZ SYSTEM MAINTENANCE	\$- 53,384.60
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LESS METRO COMM. RADIO EQUIPMENT	\$- 10,796.47
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LESS USDA RESERVE ACCOUNT	\$- 173,771.56
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CD FOR LOAN DOWN PAYMENT	\$- 63,867.48
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<u>LESS EST. 3 MONTH RESERVE</u>	<u>\$- 350,000.00</u>
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TOTAL DESIGNATED	<u>\$- 776,056.27</u>
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TOTAL UN-DESIGNATED	\$1,510,354.25
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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

BUILDING PROJECT ACCOUNT	\$ 1,086.67
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MINUTES OF SEPTEMBER 23, 2021
ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, September 23, 2021 at 1:00 pm. at the E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room.

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

MEMBERS ABSENT: Jack Stockton, Keith Farmer, Baron Tapp, Cecil Crowe

EMPLOYEES PRESENT: Cody Anderson, Eric Franks, Kim Tharp

OTHERS PRESENT: none

CALL TO ORDER:

Chairman Tim Suter called the meeting to order at 1:02 pm with a quorum of 5 declared. Two members in person and three on remote access.

APPROVAL OF MINUTES:

Ms. Calfee (remote) made a motion to accept the minutes of August 26, 2021 Mr. Jolly second the motion. There was no discussion. All in person and on remote access voted Aye. Motion carried.

FINANCIAL STATEMENT:

Mr. Jolly made a motion to accept the August 2021 financial report. Ms. Calfee (Remote) second the motion. There were no questions. All present and remote access voted Aye. Motion carried.

PUBLIC COMMENT: Mr. Kirk Morris with USDA joined the meeting by remote access. His call was pertaining to our bond company Bass, Berry & Simms bond expiring on 10/25/21 and checking if the board would like to extend the bond or let it expire. We currently have used \$2.1 million of our original loan amount of \$2.703 million with the last payment made in July according to USDA records. We have \$597,000 of unused funding available. Chairman Suter asked Mr. Morris(remote) for his recommendation and he recommended that we extend it. Mr. Ellis(remote) made a motion to extend the contract with the bond company, Mr. Jolly second the motion. Mr. Brown (remote) asked how long the extension would be for and Mr. Morris (remote) said he thought it would be for six months but would let us know after he contacts them. There will be no costs associated with this extension. All present and remote access voted Aye. Motion carried.

FUND BALANCE:

Report given. No questions.

COMMITTEE REPORTS:

PERSONNEL/TRAINING COMMITTEE:

Hasn't met.

BUDGET /FINANCE COMMITTEE:

Hasn't met.

BUILDING/EQUIPMENT COMMITTEE:

Mr. Brown Committee Chairman yielded his time to Director Anderson since the committee hasn't met.

DIRECTORS REPORT:

Director Anderson updated the board that the electrical contractor has dug the trench for the future use conduit. The electricians still haven't ran the wire for the other 4 consoles to be connected that were brought from the

old center. Mr. Leffew has sent a letter dated Sept. 23, 2021 to Upland Design Group and Monolith regarding their disputes on the liquidated damages. The temperature monitoring system has been installed in the 3 technical rooms and in the building on Mt. Roosevelt and is working well, it is being monitored in dispatch 24/7 and notifications sent to Cody and Eric if failure occurs. Director contacted the realtor and there have only been a few inquiries on the old center on Cardiff Valley Rd. but no offers. The firewall has been upgraded from one that was outdated. Director Anderson presented the board with a Continuity of Operations plan should emergency occur similar to the Nashville December 2020 bombing or anything else. This plan covers multiple scenarios but not all possible. Mr. Jolly made a motion to adopt this plan as presented, Ms. Calfee (remote) second. All present and remote voted Aye. Motion carried. Director Anderson and Eric attended the TENA conference last week and met with vendors, state ECB board members and were able to network with other directors. We have been having some issues with the AT&T Admin lines only (this does not affect the 911 lines) they are working on resolving these problems. Director presented the current Covid Policy the board had approved with the expiration date tied to the TN declared State of Emergency expiration date of August 31, 2021. Director asked if the board would like to modify this policy to remove the attachment to the State of Emergency date to provide our employees ability should they deplete their sick time with Covid to be able to draw into the negative up to 80 hours. Mr. Jolly made a motion to remove the line that tied the policy to the state of emergency expiration date. Ms. Calfee (remote) second the motion. All present and remote voted Aye. Motion carried. Mr. Brown (remote) asked Cody to send a certified/registered letter to Upland Design Group and Monolith regarding our electrical issues and paving issues that need to be completed and the status of each. Mr. Brown(remote) made a motion to pre-approve up to the \$10,000 for release that was withheld from substantial final payment as soon as the electrical work has been completed and a pay request has been submitted. Mr. Jolly second the motion. All present and remote voted Aye. Motion carried.

CHAIRMAN REPORT

Chairman Suter had nothing to add for a report.

OLD BUSINESS:

Griffin Insurance/VFIS has given us a price comparison for \$1,000 deductible vs. \$2,500 deductible for our renewal insurance policy. After some discussion, Mr. Jolly made a motion to keep the deductible at \$1,000. Mr. Brown(remote) second the motion. All present and remote voted Aye. Motion carried. Mr. Brown (remote) asked Director Anderson for an update on the bid packets. Director stated that we sent packets out to the bidders that had been sent to us from the county and Ms. Farnham, the Roane County Purchasing Agent, has been asked to post the bid packet at the courthouse. The packet is also available on our website if anyone else is interested in submitting one. The closing date for bid submission is November 18, 2021.

NEW BUSINESS:

none

ADJOURNMENT:

With no other business to address, Mr. Jolly made a motion to adjourn, Mr. Brown(remote) second. All present and remote voted Aye. Meeting adjourned at 1:40 pm. Next regular board meeting will be October 28, 2021.

Regular August 26,2021 minutes were approved at the Board Meeting of Roane County Emergency Communications District Board of Directors. Date : September 23, 2021.

Tim Suter/Chairman

Tony Brown / Secretary-Treasurer

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROANE COUNTY EMERGENCY
COMMUNICATIONS DISTRICT OF ROANE COUNTY, TENNESSEE AUTHORIZING THE
EXTENSION OF ITS \$2,703,500 REVENUE BOND ANTICIPATION NOTE**

WHEREAS, pursuant to a Resolution adopted on October 16, 2018 by the Board of Directors of the Roane County Emergency Communications District of Roane County, Tennessee (the "District"), the District authorized the issuance of a Revenue Bond Anticipation Note in the amount of \$2,703,500 with a maturity not to exceed two years (the "Outstanding Note"); and

WHEREAS, the Outstanding Note was issued on October 25, 2019, to provide interim construction financing for capital improvements to the emergency communication system serving Roane County, Tennessee (the "Project") in anticipation of the issuance of a bond to provide permanent financing; and

WHEREAS, the Outstanding Note was purchased by the U.S. Department of Agriculture, acting through Rural Development (the "Purchaser"); and

WHEREAS, the Outstanding Note matures on October 25, 2021, but construction on the Project is not complete and the District desires to extend the maturity date of the Outstanding Note in order to complete construction before undertaking the permanent financing; and

WHEREAS, the Purchaser can accommodate an extension of the Outstanding Note to October 25, 2022.

NOW, THEREFORE, be it hereby resolved that the District authorizes the extension of the maturity date of the Outstanding Note to October 25, 2022. The Chairman and the Secretary are hereby authorized to execute and deliver such documents necessary to effectuate this extension.

Adopted and approved this 21st day of October, 2021.

ROANE COUNTY EMERGENCY
COMMUNICATIONS DISTRICT

BY: _____
Chairman

ATTEST:

Secretary

STATE OF TENNESSEE)

COUNTY OF ROANE)

I, _____, hereby certify that I am the duly qualified and acting Secretary of the Board of Directors of the Roane County Emergency Communications District, and as such official, I further certify that attached hereto is a true and exact copy of a resolution adopted by the Board of Directors of the district on October 21, 2021, authorizing the extension of its \$2,703,500 Revenue Bond Anticipation Note of the District.

WITNESS my official signature and the seal of the District, this 21st day of October, 2021.

Secretary

(SEAL)

BUDGET F/Y 2021-2022	APPROVED BY BOARD		9/23/2021	Amended		
	2021-2022	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
REVENUES				September		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	0.00	(106,753.00)	106,753.00	(533,765.00)
3020 TCA Section 7-86-130 Receipts	35,000	5,833.33	0.00	(5,833.33)	0.00	(35,000.00)
3060 Local Government Contracts	694,604	57,883.67	57,883.76	0.09	173,651.28	(520,952.72)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	12,202.26	(36,606.74)
3080 Sales & Fees	250	20.83	0.00	(20.83)	124.58	(125.42)
5002 Interest Income	515	42.92	18.71	(24.21)	56.15	(458.85)
5006 TECB Subsidies	250,122	41,687.00	0.00	(41,687.00)	41,687.00	(208,435.00)
5099 Other Non-Operating Revenue	38,785	3,232.08	5,263.30	2,031.22	42,431.50	3,646.50
TOTAL ESTIMATED REVENUE	1,708,603	219,520.25	67,233.19	(152,287.06)	376,905.77	(1,331,697.23)
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SALARIES AND WAGES						
4001 Director	65,280	5,440.00	5,021.54	(418.46)	15,049.61	(50,230.39)
4002 Administrative Personnnel	125,521	10,460.08	9,655.46	(804.62)	28,937.23	(96,583.77)
4004 Telecommunicators	364,704	30,392.00	23,504.49	(6,887.51)	70,182.47	(294,521.53)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	6,609.46	(3,693.04)	19,605.09	(104,024.91)
4006 Mapping/Addressing Personel	51,259	4,271.58	4,176.78	(94.80)	11,907.80	(39,351.20)
4007 Janitor	6,240	520.00	423.02	(96.98)	1,330.66	(4,909.34)
4012 I.T. Personel	51,000	4,250.00	3,923.08	(326.92)	11,758.58	(39,241.42)
4013 Compensated Absences	19,856	1,654.67	1,473.12	(181.55)	2,649.04	(17,206.96)
4099 Other Payroll Costs	2,100	175.00	0.00	(175.00)	0.00	(2,100.00)
4101 Social Security	50,443	4,203.58	3,384.00	(819.58)	9,969.72	(40,473.28)
4102 Medicare	11,797	983.08	791.44	(191.64)	2,331.66	(9,465.34)
4104 Medical Insurance	151,373	12,614.42	10,116.55	(2,497.87)	31,090.65	(120,282.35)
4106 Other Insurance	1,300	108.33	93.50	(14.83)	264.00	(1,036.00)
4107 Unemployment Compensation	1,596	133.00	0.00	(133.00)	51.52	(1,544.48)
4108 Pension Expense	44,770	3,730.83	2,895.28	(835.55)	8,573.95	(36,196.05)
4109 Other Postemployment Benefits	8,590	715.83	731.00	15.17	1,973.70	(6,616.30)
ADMINISTRATION						
4203 Audit Services	9,917	826.42	0.00	(826.42)	0.00	(9,917.00)
4204 Accounting/Bookkeeping Services	3,936	328.00	320.00	(8.00)	960.00	(2,976.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	0.00	(783.33)	0.00	(9,400.00)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	200.00	(8.33)	600.00	(1,900.00)
4232 Advertising	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00	0.00	(125.00)	70.00	(1,430.00)
4237 Dues and Memberships - Admin.	5,150	429.17	0.00	(429.17)	5,135.00	(15.00)
4238 Employee Test/Exams - Admin	500	41.67	0.00	(41.67)	0.00	(500.00)
4239 Equipment - General (non-capitalized)	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4240 Insurance - Liability	10,555	879.58	0.00	(879.58)	0.00	(10,555.00)
4241 Insurance - Worker's Compensation	2,600	216.67	0.00	(216.67)	0.00	(2,600.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	369	30.75	0.00	(30.75)	0.00	(369.00)
4245 Software & Licensing - Admin.	1,100	91.67	36.00	(55.67)	112.00	(988.00)
4246 Supplies & Materials - Admin.	3,290	274.17	101.70	(172.47)	477.66	(2,812.34)
4247 Training Costs - Administrative	1,200	100.00	0.00	(100.00)	500.00	(700.00)
4248 Travel - Administrative	6,500	541.67	327.96	(213.71)	978.04	(5,521.96)
4250 Telephone Costs - Administrative	3,000	250.00	180.31	(69.69)	540.93	(2,459.07)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.92	(17.08)	113.86	(546.14)
4253 Vehicle Expenses - Administrative	3,000	250.00	0.00	(250.00)	12.00	(2,988.00)
4254 Vehicle Fuel - Administrative	2,500	208.33	121.84	(86.49)	354.28	(2,145.72)

[illegible]

KINGSTON COMMUNITY CENTER FEASIBILITY AD HOC COMMITTEE
MONDAY, OCTOBER 25, 2021
KINGSTON CITY HALL

The Regular Meeting of the Kingston Community Center Feasibility Ad Hoc Committee was held on Monday October 25, 2021. Vice Mayor/Chair Becky Humphreys called the meeting to order with the following members present: Member J.R. Best (Parks & Rec Director), Member David Bolling (City Manager) via phone, Member Becky Humphreys (Vice-Mayor/Chair), Member Paul Rogers (Parks & Rec Board Member), Member Stephanie Wright (Council Member). Member Jamey Davis (Parks & Rec Member), and Member Randy Childs (Council Member) were absent. Others in attendance: Kelly Jackson (City Clerk)

Discussion of possible locations (Member Paul Rogers)

- Member Rogers presented a list of locations that included
 - Existing Location (facing lake)
 - Jerry Duncan site (Dogwood Drive area) 45 acres
 - West of Morrison Hill Church-170 acres
 - Ridge Trail Road (Smith & Sons property) 172 acres
 - West of Jamestown Assisted Living
 - West of Kingston Driving Range (Ladd Landing Way) 12.15 acres
 - Corner of High Point Orchard @ Ladd Landing Way
 - Lawnville Road (North of Pilot)-164 acres
 - North of Kidwell Lane/Lawnville Road-90 acres
 - Gallaher Road next to Ladd Cemetery-30 acres
 - Gallaher Road adjacent to Frontier Firearms-25 acres
 - Gallaher Road north of Poplar Springs Road- (already SOLD)
 - Gallaher Road-Down Range Property-only ½ acre
 - Northwest of Cripple Creek Road-11 acres
 - Overstreet Property-near Midtown Methodist Church -2.2 acres (\$1.2 million)
 - East Race near Papa John's Pizza-7.7 acres
 - SWP Golf Course
 - TVA Property on James Ferry Road near Solar Farm & TWRA access-2 acres

Discussion of Survey Monkey results (Member JR Best)

- Results sent to members via email in packet
- Will send excel spreadsheet of all responses to Members for review.

November Meeting agenda to include a presentation by Member Childs on similar projects and a recap of all discussions to prepare for a final recommendation to Council in January 2022.

Meeting Adjourned 6:50pm