



City Manager Report

November 2022



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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

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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: Nov. 2022

Legislative Accomplishments

- A. Approval of the second and final reading of Ordinance 22-10-11-01, an ordinance amending section 11-1001 of the municipal zoning code regarding the fee to be charged to an applicant to defray costs resulting from the filing of the application for change in the zoning ordinance
- B. Approval of the first reading of Ordinance 22-11-10-01, an ordinance amending the zoning map of the City of Kingston, Tennessee by rezoning property from C-1 general business district to R-2 residential district
- C. Approval of the first reading of Ordinance 22-11-10-03, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2022-2023
- D. Approval of the first reading of Ordinance 22-11-10-04, an ordinance amending the annual budget for the City of Kingston, TN water / sewer fund for fiscal year 2022-2023
- E. Approval of Resolution 22-11-10-01, a resolution prioritizing and approving the initial funding of the state and local fiscal recovery funds for the American Rescue Plan Act (APRA)
- F. Approval of Resolution 22-11-10-02, a resolution in support of efforts to prevent the spread of invasive Asian carp into uninvaded waterways
- G. Approval to authorize the Building Official to proceed with the filing of lawsuits regarding properties in violation of city ordinances
- H. Approval to close Court Street on November 28th for a food truck rally prior to the Christmas parade
- I. Approval of a request for the extension of sewer services on Ward Road
- J. Approval of a request for the extension of sewer services on W. Ridgecrest Drive

Other Items Considered by the Council

- A proclamation in recognition of “National American Indian Heritage Month”
- A proclamation in recognition of the Kingston golf teams
- A public hearing on the proposed amendment to Section 11-1001 of the Municipal Zoning Code

- **External Meetings**
 - Meeting with County Executive Creswell, and representatives from Kingston Pointe and WBUD
 - Meeting with TDOT on STP funding
 - ARPA meeting
 - Other miscellaneous meetings
- **Internal Meetings**
 - Department Head meetings
 - Other miscellaneous staff meetings



City of Kingston

Project Status Update

November 2022

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:	Procurement of professional services	

Notes:

1. Procurement of professional services in process.

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.

ARC Grant – Ladd Park Improvements

Project Cost:	TBD	
Engineer/Architect/Consultant:	Thompson Engineering / Community Development Partners	
Contractor:	N/A	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Regulatory notifications	

Notes:

1. Regulatory notifications in process.

Ladd Park Ramp Replacement

Project Cost:	\$65,000 (Estimate)	
Engineer/Architect/Consultant:	N/A	
Contractor:	TWRA	
Status (Percent complete)	80%	
Estimated Completion Date	January 2023	
Notable outstanding issues:	Installation underway	

Notes:

1. TWRA plans to complete ramp work in January 2023.

Ladd Blvd. Resurfacing (STP)

Project Cost:	\$400,000 (Estimate)	
Engineer/Architect/Consultant:	Arcadis	
Contractor:	TBD	
Status (Percent complete)	10%	
Estimated Completion Date	Summer 2023	
Notable outstanding issues:	ROW field review	

Notes:

1. Field review meeting to be held virtually on Dec. 14th at 10:00 am.

FINANCE AND ADMINISTRATION REPORT 2022- 2023

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Major City Revenue Streams												
Property Taxes	\$0.00	\$0.00	\$12,665.00	\$267,306.62	\$172,508.84							
State Tax Revenues	\$88,566.65	\$86,190.62	\$84,313.76	\$81,433.39	\$133,418.48							
County Trustee	\$145,627.96	\$154,233.21	\$151,140.82	\$153,764.82	\$148,486.12							

Utility Billing Detail Summary

Accounts Billed	3931	3922	3943	3955	3937							
Billing Total	\$393,917.80	\$421,852.43	\$383,165.53	\$411,863.58	\$383,090.23							
New Service	43	32	48	46	33							
Finalled Accounts	49	30	39	49	40							
Past Due Accounts	85	93	95	104	98							
ACH Bank Drafts	956	965	967	952	952							
E-bill Accounts	440	438	438	439	440							
Online Payments	1012	815	1022	1019	1033							
Trash Pickup	2488	2484	2494	2510	2510							
Phone Tree Calls	192	247	215	161	280							
NHN per month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
NHN Balance	\$18,109.25	\$18,109.25	\$18,109.25	\$18,109.25	\$18,109.25							
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							
Wtr/Swr Protection	2210	2210	2224	2225	2219							
Water Loss Protection	1245	1236	1239	1237	1225							
Water Line Protection	232	235	259	242	245							
Sewer Line Protection	81	79	81	81	84							
Commercial Single Protection	259	259	259	275	275							
Commercial Multi Protection	6	6	0	6	7							
Commercial Line Protection	4	4	0	0	4							
Master Meter Protection	53	53	53	53	59							
Combined Master Meter Multi	332	332	332	332	332							
Combined Water Sewer 4 inch	1	1	1	1	1							
Residential w/ Irrigation	42	42	42	44	44							
Residential Combined w/ Irrigati	2	2	2	2	2							

Business License

Anytime Plumbing LLC 504 Kings Close

CITY OF KINGSTON FUNDS

FINANCIAL SUMMARY 2022-2023

	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
Cash in Bank												
General Fund	\$4,345,107	\$4,075,283	\$3,330,054	\$3,760,571	\$4,018,496							
ARPA	\$862,683	\$862,683	\$862,982	\$706,961	\$1,596,645							
CAPITAL RESERVE GF	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595							
CAPITAL FUND LL	\$147,293	\$147,318	\$147,318	\$147,375	\$147,416							
Water/Sewer	\$2,041,776	\$2,008,816	\$2,240,334	\$2,251,884	\$1,835,571							
2021 Series Bond	\$160,180	\$202,208	\$244,245	\$286,298	\$286,298							
RDA Reserve Fund	\$516,831	\$516,919	\$517,010	\$517,120	\$517,265							
Drug Fund	\$7,667	\$7,667	\$4,534	\$4,543	\$4,704							
Total BALANCES	\$8,152,132	\$7,891,489	\$7,417,072	\$7,745,347	\$8,476,989	\$0	\$0	\$0	\$0	\$0	\$0	\$0



HUMAN RESOURCES REPORT NOVEMBER 2022

- *New employee orientation for Utility Clerk*
- *Conducted training for new Utility Clerk*
- *Completed October Bank Statements*

TOTAL FULL TIME EMPLOYEES: 63 TOTAL PART TIME EMPLOYEES: 20 TOTAL SEASONAL EMPLOYEES:0

110	General Fund	Account	Description	Budget Estimate	Year-To-Date		Monthly Comparative:		41.67%
					Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	
Revenues									
31110		Property Taxes (Current)		2,026,500.00	(452,161.46)	22.31 %	168,875.00	(172,508.84)	102.15 %
31120		Public Utilities Property Tax (Current)		31,500.00	0.00	0.00 %	2,625.00	0.00	0.00 %
31211		Property Tax Delinquent - 1st Prior		65,000.00	(11,598.00)	17.84 %	5,416.67	(1,338.00)	24.70 %
31212		Property Tax Delinquent - 2nd Prior		15,000.00	(3,834.00)	25.56 %	1,250.00	0.00	0.00 %
31219		Property Tax Delinquent - Other Prior		11,000.00	(1,153.05)	10.48 %	916.67	0.00	0.00 %
31300		Interest And Court Cost On Prop Tax		25,000.00	(2,487.55)	9.95 %	2,083.33	(202.00)	9.70 %
31500		Payment in Lief of Property Tax Earl		13,064.00	0.00	0.00 %	1,088.67	0.00	0.00 %
31511		In Lieu Tax, Rockwood Electric Utility		76,500.00	(38,290.29)	50.05 %	6,375.00	0.00	0.00 %
31610		Local Sales Tax - Co. Trustee		1,523,098.00	(753,252.93)	49.46 %	126,924.83	(148,486.12)	116.99 %
31710		Wholesale Beer Tax		205,000.00	(86,594.94)	42.24 %	17,083.33	(99.25)	0.58 %
31720		Wholesale Liquor Tax		62,000.00	(16,126.46)	26.01 %	5,166.67	(1,410.09)	27.29 %
31800		Business Taxes		75,000.00	(17,124.61)	22.83 %	6,250.00	(402.41)	6.44 %
31912		Comcast Cable Tv Fees		80,000.00	(42,736.89)	53.42 %	6,666.67	0.00	0.00 %
31913		Bellsouth Cable Fees		7,500.00	(2,591.38)	34.55 %	625.00	0.00	0.00 %
31920		Hotel, Motel Tax		45,000.00	(20,105.88)	44.68 %	3,750.00	(1,493.72)	39.83 %
32210		Beer Permits		1,500.00	(100.00)	6.67 %	125.00	(100.00)	80.00 %
32220		Liquor Licenses		500.00	0.00	0.00 %	41.67	0.00	0.00 %
32600		Bza Hearing Fee		75.00	(150.00)	200.00 %	6.25	(50.00)	800.00 %
33193		Grant American Rescue Plan Act		3,750.00	(121,229.96)	3,232.80 %	312.50	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		0.00	(1,751.62)	0.00 %	0.00	(1,751.62)	0.00 %
33490		Tema Grant		0.00	(64,462.19)	0.00 %	0.00	0.00	0.00 %
33500		Telecom Interstate Sales		5,000.00	(2,576.24)	51.52 %	416.67	(476.98)	114.48 %

City of Kingston
Summary Financial Statement - City
November 2022

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
33510			State Sales Tax	650,000.00	(289,673.95)	44.57 %	54,166.67	(58,953.63)	108.84 %
33520			State Income Tax	0.00	(2,548.35)	0.00 %	0.00	0.00	0.00 %
33530			State Beer Tax	2,800.00	(1,478.43)	52.80 %	233.33	0.00	0.00 %
33540			State Liquor Tax	6,000.00	(4,983.70)	83.06 %	500.00	(960.25)	192.05 %
33551			State Gasoline Fuel Tax	220,000.00	(89,250.76)	40.57 %	18,333.33	(18,019.36)	98.29 %
33552			State-City Streets And Transportation	11,800.00	(4,544.76)	38.51 %	983.33	(908.83)	92.42 %
33555			State Street Contract Maintenance	45,000.00	(9,446.58)	20.99 %	3,750.00	(4,723.29)	125.95 %
33580			Sportsbettin Revenue	2,000.00	(3,529.71)	176.49 %	166.67	(2,068.49)	1,241.09 %
33590			Tva Solar Energy James Ferry	2,000.00	(1,944.93)	97.25 %	166.67	(291.93)	175.16 %
33591			Gross Receipts - Tva	75,000.00	(18,598.45)	24.80 %	6,250.00	(18,598.45)	297.58 %
33592			Special Impact Area Funds	0.00	(31,715.11)	0.00 %	0.00	(31,715.11)	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	(4,000.00)	100.00 %	333.33	0.00	0.00 %
34100			General Government - Charges For	2,500.00	(5,773.38)	230.94 %	208.33	0.00	0.00 %
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	(150.00)	30.00 %	41.67	0.00	0.00 %
34290			Public Safety Donations	0.00	(1,318.72)	0.00 %	0.00	0.00	0.00 %
34420			Garbage Tip Fees	350,000.00	(143,356.43)	40.96 %	29,166.67	(28,814.77)	98.79 %
34720			Swimming Pool Charges	10,000.00	(1,613.10)	16.13 %	833.33	0.00	0.00 %
34730			Fort Charges & Donations	500.00	(219.00)	43.80 %	41.67	(30.00)	72.00 %
34740			Park & Recreation Charges	16,000.00	(13,562.50)	84.77 %	1,333.33	(4,145.00)	310.88 %
34741			Boat Slip Rental	25,000.00	(10,320.00)	41.28 %	2,083.33	(900.00)	43.20 %
34742			Fireworks Donations	45,000.00	(4,684.00)	10.41 %	3,750.00	0.00	0.00 %

110 General Fund		Monthly Comparative:				41.67%	
Account	Description	Year-To-Date		Month-To-Date			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
34743	TVA Partnership	1,750.00	(1,750.00)	100.00 %	145.83	0.00	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	(13,043.00)	173.91 %	625.00	(1,776.00)	284.16 %
34750	Police Dept Auction Sales	11,700.00	(15,220.00)	130.09 %	975.00	(2,410.00)	247.18 %
34751	Volleyball Program	4,500.00	0.00	0.00 %	375.00	0.00	0.00 %
34760	Library- Fines and Penalties	4,500.00	(1,176.05)	26.13 %	375.00	(193.30)	51.55 %
34761	Roane County Library MOE	5,000.00	(2,512.00)	50.24 %	416.67	0.00	0.00 %
34762	Library - Donations	0.00	(657.56)	0.00 %	0.00	(122.81)	0.00 %
35110	City Court Fines	22,000.00	(33,587.58)	152.67 %	1,833.33	(6,226.83)	339.65 %
35140	Drug Related Fines	2,000.00	(1,023.33)	51.17 %	166.67	(160.55)	96.33 %
35150	Traffic School Charges	2,000.00	(1,650.00)	82.50 %	166.67	(250.00)	150.00 %
36100	Interest Earnings	5,000.00	(3,834.78)	76.70 %	416.67	(433.88)	104.13 %
36350	Insurance Recoveries	12,549.23	(14,439.28)	115.06 %	1,045.77	(11,935.05)	1,141.27 %
36539	Sale Of Other Public Works Supps &	2,000.00	(1,742.87)	87.14 %	166.67	(1,148.00)	688.80 %
36720	Contributions from Roane County	0.00	(175,000.00)	0.00 %	0.00	0.00	0.00 %
36961	Transfer in from Capital Fund	8,717.50	0.00	0.00 %	726.46	0.00	0.00 %
36967	Contract Natural Gas	21,500.00	(7,166.68)	33.33 %	1,791.67	0.00	0.00 %
36971	Contract Billing From Water Dept	485,168.00	(485,168.00)	100.00 %	40,430.67	(485,168.00)	1,200.00 %
38000	Donations	7,500.00	(7,500.00)	100.00 %	625.00	0.00	0.00 %
Total Revenues		6,391,971.73	(3,048,010.44)	47.68 %	532,664.31	(1,008,272.56)	189.29 %
Expenditures							
41100	Legislative	(95,328.00)	43,891.03	46.04 %	(7,944.00)	7,801.19	98.20 %
41210	City Court	(27,595.00)	14,722.10	53.35 %	(2,299.58)	2,503.38	108.86 %
41320	City Manager	(121,337.00)	50,407.38	41.54 %	(10,111.42)	9,801.10	96.93 %

110	General Fund	Monthly Comparative:					
		Year-To-Date			Month-To-Date		
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
41500	Financial Administration	(424,174.00)	191,042.66	45.04 %	(35,347.83)	29,269.41	82.80 %
41700	Planning And Zoning	(10,875.00)	5,087.50	46.78 %	(906.25)	0.00	0.00 %
41810	City Hall Buildings	(93,000.00)	40,446.18	43.49 %	(7,750.00)	8,336.59	107.57 %
41990	General Government	(245,100.00)	177,326.63	72.35 %	(20,425.00)	7,303.09	35.76 %
42100	Police	(1,157,991.00)	519,568.50	44.87 %	(96,499.25)	105,819.77	109.66 %
42152	Automotive Services	(90,000.00)	44,588.71	49.54 %	(7,500.00)	(1,733.94)	-23.12 %
42200	Fire Protection	(1,180,696.00)	487,869.29	41.32 %	(98,391.33)	102,975.64	104.66 %
43100	Public Works	(914,422.00)	356,855.21	39.03 %	(76,201.83)	76,199.92	100.00 %
43190	State Street Aid	(161,500.00)	73,896.71	45.76 %	(13,458.33)	14,544.46	108.07 %
43240	Waste Disposal	(350,000.00)	148,597.56	42.46 %	(29,166.67)	30,007.07	102.88 %
43750	Capital Improvements	(1,346,955.26)	889,292.20	66.02 %	(112,246.27)	16,005.01	14.26 %
44143	Animal Control/Codes Enforcement	(26,012.00)	8,106.22	31.16 %	(2,167.67)	1,283.77	59.22 %
44400	Parks & Recreation	(854,836.23)	381,857.50	44.67 %	(71,236.35)	58,612.91	82.28 %
44440	Swimming Pool	(49,438.00)	16,312.81	33.00 %	(4,119.83)	(50.08)	-1.22 %
44800	Library	(220,400.00)	106,758.17	48.44 %	(18,366.67)	18,031.94	98.18 %
49000	Debt Service	(350,700.00)	55,350.00	15.78 %	(29,225.00)	55,350.00	189.39 %
52130	American Rescue Plan Act	(3,750.00)	200,341.96	5,342.45 %	(312.50)	75,362.00	24,115.84 %
Total Expenditures		(7,724,109.49)	3,812,318.32	49.36 %	(643,675.79)	617,423.23	95.92 %
Total	110 General Fund	(1,332,137.76)	764,307.88	57.37 %	(111,011.48)	(390,849.33)	-352.08

122	Drug Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Revenues									
35140			Drug Fines	15,000.00	(1,023.32)	6.82 %	1,250.00	(160.55)	12.84 %
Total Revenues				15,000.00	(1,023.32)	6.82 %	1,250.00	(160.55)	12.84 %
Expenditures									
42122			Drug Fund	(15,000.00)	3,685.00	24.57 %	(1,250.00)	0.00	0.00 %
Total Expenditures				(15,000.00)	3,685.00	24.57 %	(1,250.00)	0.00	0.00 %
Total	122		Drug Fund	0.00	2,661.68	100.00 %	0.00	(160.55)	0.00 %

300	Capital Fund	Monthly Comparative:					41.67%
Account	Description	Year-To-Date		Month-To-Date			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	
Revenues							
36100	Interest Earnings	0.00	(107.36)	0.00 %	0.00	0.00	0.00 %
Total Revenues		0.00	(107.36)	100.00 %	0.00	0.00	0.00 %
Expenditures							
43750	Capital Improvements	8,717.50	0.00	0.00 %	726.46	0.00	0.00 %
51610	Operating Transfers To General Fund	(8,717.50)	0.00	0.00 %	(726.46)	0.00	0.00 %
Total Expenditures		0.00	0.00	100.00 %	0.00	0.00	0.00 %
Total	300 Capital Fund	0.00	(107.36)	100.00 %	0.00	0.00	0.00 %

413	Water And Sewer	Monthly Comparative:				
		Year-To-Date		Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	% of Avg
Revenues						
33193	Grant American Rescue Plan Act	8,691.51	(34,970.17)	402.35 %	724.29	0.00 %
36100	Interest Earnings	5,000.00	(2,184.88)	43.70 %	416.67	19.20 %
37110	Metered Water Sales	1,560,000.00	(649,931.66)	41.66 %	130,000.00	93.82 %
37114	Serveline Leak Protection	0.00	4.95	0.00 %	0.00	0.00 %
37117	Outside Water Sales	639,500.00	(315,434.03)	49.33 %	53,291.67	124.40 %
37191	Penalties	30,000.00	(14,369.90)	47.90 %	2,500.00	148.63 %
37194	Sales Of Materials	30,000.00	(16,428.00)	54.76 %	2,500.00	114.44 %
37195	Installation Charges	58,000.00	(39,071.00)	67.36 %	4,833.33	163.86 %
37196	Water User Fees	38,000.00	(14,041.00)	36.95 %	3,166.67	10.36 %
37199	Miscellaneous	5,000.00	(31,887.07)	637.74 %	416.67	0.00 %
37210	Sewer Service Charges	1,660,000.00	(724,049.06)	43.62 %	138,333.33	97.77 %
37296	Sewer User Fees	15,000.00	(17,991.00)	119.94 %	1,250.00	333.12 %
37299	Miscellaneous	1,000.00	(2,204.85)	220.49 %	83.33	1,632.00 %
Total Revenues		4,050,191.51	(1,862,557.67)	45.99 %	337,515.96	101.90 %
Expenditures						
41500	Financial Administration	(485,168.00)	485,168.00	100.00 %	(40,430.67)	1,200.00 %
41990	General Government	(1,883,497.00)	863,060.63	45.82 %	(156,958.08)	86.03 %
49000	Debt Service	(808,000.00)	60,750.00	7.52 %	(67,333.33)	65.87 %
52113	Purification	0.00	0.00	0.00 %	0.00	0.00 %
52130	American Rescue Plan Act	(8,691.51)	43,661.68	502.35 %	(724.29)	0.00 %
52213	Sewer Treatment And Disposal	0.00	0.00	0.00 %	0.00	0.00 %
52310	Water & Sewer Operating Expenses	(864,835.00)	449,576.92	51.98 %	(72,069.58)	94.14 %
Total Expenditures		(4,050,191.51)	1,902,217.23	46.97 %	(337,515.96)	216.99 %

413	Water And Sewer	Description	Monthly Comparative:			
			Year-To-Date		Month-To-Date	
Account			Budget Estimate	Actual	% of Budget	Estimate Avg/Mth
						Actual
Total	413	Water And Sewer	0.00	39,659.56	100.00 %	0.00
				388,463.98		0.00 %
						41.67%

Report for the citations issued the disposition date for which was
on
November 2022

Money outstanding from July 1, 2022 – November 30, 2022 \$ 2,163.75
Money collected from July 1, 2022 – November 30, 2022 \$ 30,644.61

JUDGMENTS

COLLECTED


Total fines and costs billed in court	\$ 2,057.50
Collected in court on fines and costs	\$ 1,052.50
Amount collected after November 29, 2022 Court	\$ 0.00
Total collected for citations on Nov. 29, 2022, Court	\$ 1,052.50
Amount outstanding for Nov. 30, 2022.	\$ 1,005.00
<u>33</u> Cash bond forfeitures	\$ 3,753.75
Total amount collected for Nov. 2022 Citations	\$ 4,806.25
Amount collected from previous months/FTA etc.	\$ 2,361.25
Total collected for Nov. 2022 citations	\$ 7,167.50


Additional Funds (not included in the above total)
Driver Improvement Program

\$ 750.00

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

This the 7th day of December 2022.


Tiffany Moore
Kingston City Court Clerk


BRENDA HALL MCDONALD
Kingston City Judge

2022 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-Collection Pracactices Section 2 part 3	In progress	Per Cofer: Waiting for chancery court date.
7/13/2022	162 E. Race St.	16-107 Littering streets, alleys or sidewalks prohibited, 16-109 Abutting occupants to keep sidewalks clear, ect., and 13-502 Duty of maintenance of private property.	Letter Sent twice certified with no acceptance. Letter sent again not certified.	Working with Owner
10/18/2022	320 N. Kentucky St.	13-104 Weeds and 13-502 Duty of maintenance of private property	Notice posted on building and Letter Sent	Owner has landscapers scheduled.
November 2022 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
11/3/2022	814 Nelson Dr.	13-302 Junk Vehicle	Letter Sent	Pending
11/7/2022	118 Sunny Springs Lane	10-205 Noisy Dog and Cats Prohibited	Letter Sent and Refused to sign from mail carrier.	Will be hand delivering a letter.
		3 Dogs Collected		
		1 Possum		
		2 Racoons		

Activity Detail Summary (by Category)

Kingston Police Department

(11/01/2022 - 11/30/2022)

Incident/Investigations

13B - Simple Assault	2
220 - Burglary/Breaking & Entering	1
23D - Theft From Building	2
23H - All Other Larceny	1
290 - Destruction/Damage/Vandalism of Property	1
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	1
90J - Trespass of Real Property	1
39-16-609 - Failure to Appear	1
90Z - All Other Offenses	3
Information Only - Information Only	8
Overdose - Suspected Overdose	3
PPC - Private Property Crash	1
Total Offenses	27
Total Incidents	27

Arrests

13B - Simple Assault	1
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	2
90J - Trespass of Real Property	1
39-16-609 - Failure to Appear	1
90Z - All Other Offenses	2
Total Charges	9
Total Arrests	7

Accidents

Total Accidents 10

Activity Detail Summary (by Category)

Kingston Police Department

(11/01/2022 - 11/30/2022)

Citations

Total Violations 18

Total Citations 17

Warning Tickets

Failure To Yield 1

Light Law 2

Other 6

Registration Law 6

Seatbelt Law 2

Speeding 10

Traffic Control Device 1

Total Charges 28

Total Warning Tickets 26

Ordinance Tickets

Total Ordinance Tickets 0

Criminal Papers

Total Criminal Papers Served 0

Total Criminal Papers 0

Civil Papers

Total Civil Papers Served 0

Total Civil Papers 0



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
From: Captain Roy Montgomery GDI/TO

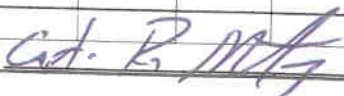
The Kingston Police Departments monthly training for the month of November was updated D.U.I. Laws from the District Attorney's Office from our local 9th Judicial Office. This class was taught ADA Joe Caldwell and D.U.I. Case Coordinator Holly Miller and approved by the P.O.S.T. Commission for training.

This training was 2 hours long and all KPD officers was present for this training.

Captain Roy Montgomery GDI/TO
December 1, 2022

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				
	Number of Officers				
	Notes:				
NOV	Hours	2Hrs	120 Hrs	40 Hrs	166 Hours
	Number of Officers	10	10	16	36 Officer's
	Notes:				
DEC	Hours				
	Number of Officers				
	Notes:				
APPROVED BY 					

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

CFS By Department - Select Department By Date
For KINGSTON POLICE DEPARTMENT 11/1/2022 - 11/30/2022

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	1	0.31%
ALARM	12	3.70%
ALARM - MEDICAL	1	0.31%
ALLERGIC REACTION	1	0.31%
ANIMAL PROBLEM	13	4.01%
ARMED SUSPECT	1	0.31%
ASSAULT	1	0.31%
AUTO ACCIDENT NO INJURY	8	2.47%
AUTO ACCIDENT WITH INJURY	5	1.54%
AUTO VS ANIMAL	5	1.54%
B&E	4	1.23%
BOLO	10	3.09%
BREATHING PROBLEMS	2	0.62%
BUSY	4	1.23%
CALL THIS STATION	24	7.41%
CHECK WANTED	1	0.31%
CHEST PAIN	3	0.93%
CHOKING	1	0.31%
DELIVER MESSAGE	2	0.62%
DISORDERLY PERSON	2	0.62%
DISPUTE/NEIGHBOR/LAND	3	0.93%
DISTURBING THE PEACE	3	0.93%
DOMESTIC	4	1.23%
DRUNK DRIVER	3	0.93%
DRUNK PERSON	1	0.31%
ESCORT	6	1.85%
FALL	3	0.93%
FIGHT	1	0.31%
FIRE	1	0.31%
FOLLOW UP	2	0.62%
HARASSMENT/THREATS MADE	5	1.54%
HIT AND RUN	2	0.62%
INFORMATION	8	2.47%
JUVENILE PROBLEM	1	0.31%
LARCENY/THEFT	1	0.31%
MENTAL STATUS CHANGE	3	0.93%
MOTORIST ASSIST	4	1.23%
OVERDOSE	4	1.23%
POSSIBILITY OF DRUGS PRESENT	1	0.31%
PROPERTY/VEHICLE DAMAGE	6	1.85%
PSYCHIATRIC	1	0.31%
PUBLIC ASSISTANCE	7	2.16%

KINGSTON POLICE DEPARTMENT	Count	Percent
RECKLESS DRIVER OR 4 WHEELER CALL	6	1.85%
ROAD/TRAFFIC HAZARD	3	0.93%
SCAMS	1	0.31%
SHOPLIFTER	2	0.62%
SHOTS HEARD	1	0.31%
STOLEN VEHICLE	1	0.31%
STROKE	3	0.93%
SUSPICIOUS ACTIVITY	6	1.85%
SUSPICIOUS PERSON	8	2.47%
SUSPICIOUS VEHICLE	27	8.33%
THEFT OF PROPERTY	2	0.62%
THREATENING SUICIDE	2	0.62%
TRAFFIC STOP	60	18.52%
TRAUMA	1	0.31%
TREE HAZARD	1	0.31%
UNCONSCIOUS	2	0.62%
UNKNOWN MEDICAL	1	0.31%
UNWELCOME PERSON	2	0.62%
UTILITY PROBLEMS	2	0.62%
VANDELISM	1	0.31%
VEHICLE PROBLEMS	4	1.23%
WALK IN	5	1.54%
WELFARE CHECK	9	2.78%
X PATROL	3	0.93%
Total Records For KINGSTON POLICE DEPARTMENT	324	Dept Calls/Total Calls 100.00%
Total Records		324

**Kingston Fire Department
November 2022**

Summary of Month's Activities

Fire Operations

The Department responded to 96 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

	This Month	YTD
Fire Inspections	0	203

Public Fire Education

	This Month	YTD
Participants	0	160
Education Hours	0	8
Number of Occurrences	0	2

Firefighter Training

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

Implemented Performance Standards Plan

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

Fleet Maintenance

- L1 replace spark plug in PPV fan
- L1 generator serviced replaced air and fuel filters and spark plug
- U3 door latch replaced

Special Projects

- Christmas lights hung at station
- Hung Christmas wreaths at city hall
- Storage building cleaned out
- Christmas parade
- New EMS bags placed in service
- Replaced 10 lights in station with LED

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
- U4 needs constant repairs due to age
- Roof leaking on station 1
- Hydraulic combination tool out of service and unrepairable on U3

Cost Savings

- Safety meeting

Safety

Fireground Safety

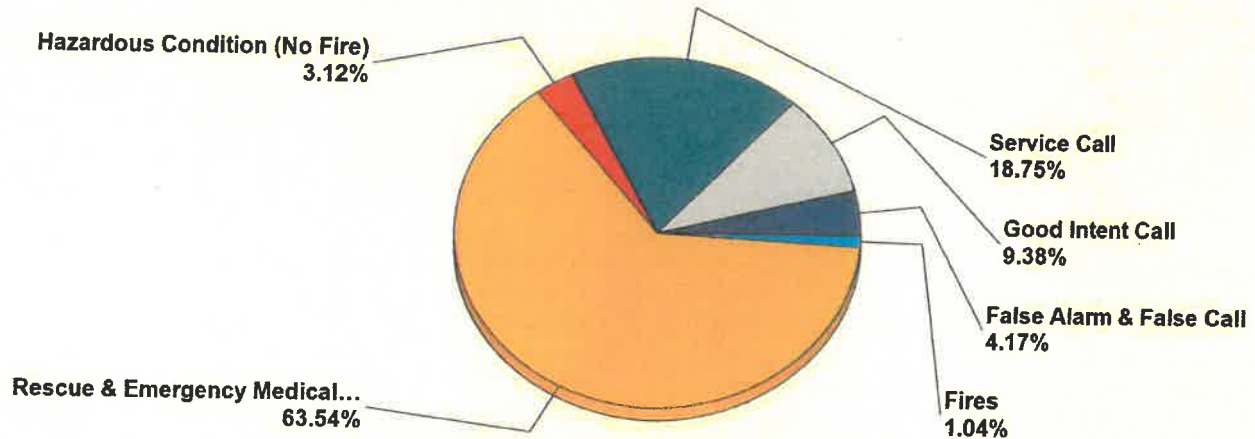
Kingston Fire Department

Kingston, TN

This report was generated on 12/5/2022 4:29:20 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2022 | End Date: 11/30/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.04%
Rescue & Emergency Medical Service	61	63.54%
Hazardous Condition (No Fire)	3	3.12%
Service Call	18	18.75%
Good Intent Call	9	9.38%
False Alarm & False Call	4	4.17%
TOTAL	96	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.



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Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
132 - Road freight or transport vehicle fire	1	1.04%
311 - Medical assist, assist EMS crew	23	23.96%
321 - EMS call, excluding vehicle accident with injury	30	31.25%
322 - Motor vehicle accident with injuries	5	5.21%
324 - Motor vehicle accident with no injuries.	3	3.12%
412 - Gas leak (natural gas or LPG)	1	1.04%
462 - Aircraft standby	2	2.08%
553 - Public service	3	3.12%
554 - Assist invalid	6	6.25%
571 - Cover assignment, standby, moveup	9	9.38%
611 - Dispatched & cancelled en route	4	4.17%
621 - Wrong location	1	1.04%
622 - No incident found on arrival at dispatch address	3	3.12%
651 - Smoke scare, odor of smoke	1	1.04%
700 - False alarm or false call, other	2	2.08%
743 - Smoke detector activation, no fire - unintentional	1	1.04%
745 - Alarm system activation, no fire - unintentional	1	1.04%
TOTAL INCIDENTS:	96	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

Kingston, TN

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Minor Incident Types by Month for Year

Year: 2022

INCIDENT TYPE	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	SUM
Accident, potential accident					1						2		3
Animal problem or rescue							1						1
Chemical release, reaction, or toxic condition				1					1				2
Citizen complaint						1							1
Combustible/flammable spills & leaks	1							2		1	1		5
Controlled burning	1								1				2
Cover assignment, standby at fire station, move-up	9	10	9	5	10	5	8	9	7	3	9		84
Dispatched and canceled en route	8	14	6	8	5	5	8	7		4	4	1	70
Electrical wiring/equipment problem			1							1			2
Emergency medical service (EMS) Incident	33	36	36	46	43	50	38	27	44	38	38	2	431
Excessive heat, scorch burns with no ignition				2									2
False alarm and false call, other	1	2	2	2	2		2		3	2	2		18
Fire, other						1			1				2
Flammable gas or liquid condition, other		1											1
Good intent call, other			1										1
Malicious, mischievous false alarm		1											1
Medical assist	15	23	17	6	10	10	15	15	15	14	23	2	165
Mobile property (vehicle) fire		1	1	1		1		1			1		6
Natural vegetation fire		1				1	4						6
Outside rubbish fire						1							1
Person in distress						1	1		1	1			4
Public service assistance	6	9	16	11	7	8	6	9	10	7	9		98
Rescue or EMS standby						1	1	1		1			4
Rescue, emergency medical call (EMS), other			1										1
Service call, other										1			1
Smoke, odor problem		1											1
Special type of incident, other				3									3
Steam, other gas mistaken for smoke	1		2		1		1		4		1		10
Structure Fire		1	1	1		2	1	1		1		1	9
System or detector malfunction	4	1	1	2			1			1			10
Unauthorized burning		1		1	1			1					4
Unintentional system/detector operation (no fire)	2	3		1	4	1	2	4	3	1	2	1	24
Water or ice-related rescue							1						1
Wrong location, no emergency found	2	2	1	3	1	2	1	6	2	1	4		25
Total	83	107	95	93	85	90	91	83	92	77	96	7	999

Only REVIEWED incidents included



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City of Kingston Public Works

"Neither is there salvation in any other: for there is none other name under heaven given among men, whereby we must be saved." (Acts 4:12 KJV)

November 2022
Director Tim Clark

Employees

Greg Leach

Logan Bell

David Harrison

Daniel Fine

Tad DePriest

Randy Collins

Kim Rue

Robert Miller

Jonathan Bodanza

Street Maintenance/Drainage

- 8 Patches
- Completed 1 yard work order
- Installed/Repaired 4 Traffic Control Signs
- Collected 6 loads of brush/sweeper, 57 loads of brush
- Completed 2- 811 locates
- Removed 2 Dead Animals
- Cleaned/Repaired 3 Culverts
- Removed Veteran Banners for Christmas Lights
- Installed Christmas Lights



Fleet Maintenance

KPD

- 2014 Ford Taurus (Watson)=\$75.36

P&R

- 2003 F-150 (Brown)= \$27.19
- 2006 F-250=\$266.36

TOTAL \$368.91



Fleet Maintenance

Tire Replacement Tread Depth:

Left Front 3/32
Right Front 3/32
Left Rear 3/32
Right Rear 3/32

Date: November 30, 2022

Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
126792	Marie Watson	2014 Ford Taurus

VIN: 1FAHP2MK3EG118134

Qty	Item #	Description	Unit Price	Column 1	Line Total
6		Oil	3.00		18.00
1		Oil Filter			7.69
2		Wipers	17.19		34.38
1		Headlight Socket	15.29		15.29

Total Discount

Subtotal
Sales Tax

75.36

Total

75.36



PUBLIC WORKS

Fleet Maintenance

Tire Replacement Tread Depth:

Left Front 3/32
Right Front 1/32
Left Rear 3/32
Right Rear 5/32

Date: November 15, 2022

Department Parks & Recreation

Mileage	Driver Name/Dept.	Job
Unknown (burnt out)	Cody Brown	2003 F-150

VIN: 1FTRX18W64CA41765

Qty	Item #	Description	Unit Price	Column 1	Line Total
6.5		Oil	3.00		19.50
1		Oil Filter	7.69		7.69

Total Discount

Subtotal
Sales Tax

27.19

Total

27.19



Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 7/32"
Right Front: 7/32"
Left Rear: 6/32"
Right Rear: 6/32"

Date: November 30, 2022

Department Kingston Parks & Recreation

Mileage	Driver Name/Dept.	Job
207618	Parks & Recreation	2006 F-250

VIN: 1FTSW21586ED26900

Qty	Item #	Description	Unit Price	Column 1	Line Total
7.5		Oil	3.00		22.50
1		Oil Filter	7.69		7.69
1		Charcoal Canister	236.17		236.17

Total Discount

Subtotal 266.36
Sales Tax

Total

266.36

Upcoming Projects

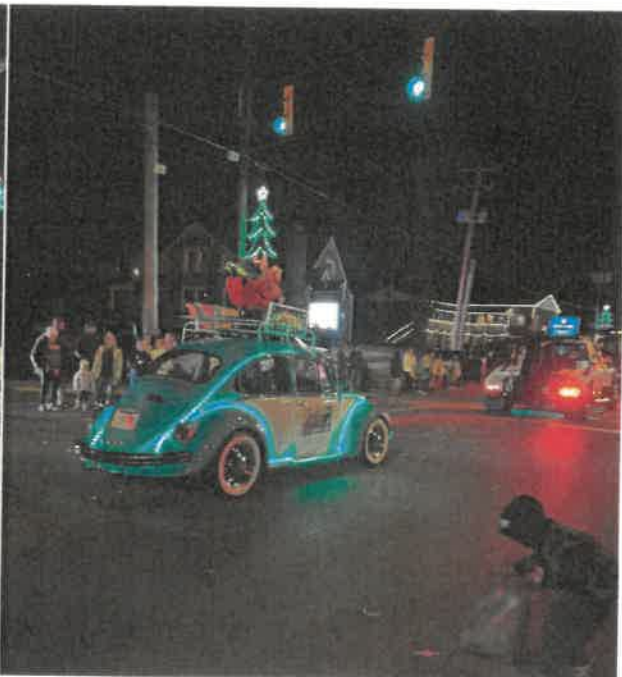
- Finish sidewalk project on South Kentucky
- Annual Leaf Collection-December 5-16
- Research/purchase LED/Solar School Zone Flashing signs for CMS area
- Trim Bank on Brown Avenue for Safety purposes



KINGSTON PARKS & RECREATION

November 2022

Work continues on the Community Center Renovations. The new flooring installation began right after the election. The Boy Scout Troop 101 started their annual Christmas Tree Sale at the Gravel Pit Park on November 25th. On November 26th we had our annual tree lighting ceremony to kick off the Christmas Holiday Season. On November 28th we had our annual Christmas Parade and Mayor Neal named State Representative Kent Calfee as the Grand Marshall. We will be able to host the Employee Christmas Luncheon in the newly renovated Banquet Room on December 22nd. We sent out requests for Bids for a new Swimming Pool Liner. We completed the new sidewalk to the batting facility and poured new asphalt at the batting cage/baseball field.



Rentals:

Community Center was closed for rentals beginning November 9th for renovations

Community Center:

Banquet Rm-4
Room C-5



**KINGSTON PARKS AND RECREATION
BOARD MINUTES
November 3, 2022**

PRESENT: Paul Rodgers, Michael Greenwell, Keenon Hethcoat, Sue Collins,
Denise Headrick, Linda Townsend, Becky Humphreys, JR Best, Debbie Russell
ABSENT: Ruth Thompson, Eric Clark
GUESTS: No guests

The meeting was called to order by Paul Rodgers at 6:05 p.m. and Keenon made a motion to approve the minutes from October and Paul seconded the motion.

UNFINISHED/OLD BUSINESS:

1. **Street Fest Update:** Debbie informed the board that the street fest was a great success. There were more car show entries than ever before. The local businesses enjoyed the Truck-R-Treat and many asked if we would do it again next year. All the vendor spaces were full, and the vendors were happy.
2. **ORUD Concert:** JR told the board that there were not too many people at the concert and it was probably because the weather turned cold. One food vendor was a no show, no call.

NEW BUSINESS:

1. **Christmas Bazaar/Candy Cane Hunt/Tree Lighting:** Debbie informed the board that the Bazaar, Candy Cane Hunt, and Grinch Chase will be on Saturday, Nov. 26th from 11am – 3:30 pm. The Tree Lighting will begin at 4:30 pm. Local churches will participate by singing a couple of Christmas Carols and providing some refreshments for the spectators. First Baptist, Liberty Baptist, Morrison Hill, and Bethel Churches are the churches participating.
2. **Christmas Parade:** The parade is on Monday, Nov. 28th and Debbie asked for volunteers to help with the line-up and Paul, Keenon, Denise volunteered.
3. **December Parks & Rec Board Meeting:** The next meeting will be at the Visitors Center at Fort SWP with a Christmas pot-luck dinner to follow. Everyone was asked to bring something.

Dates to Remember:

Saturday, November 26th - Christmas Bazaar/Candy Cane Hunt/Tree Lighting
Monday, November 28th - Christmas Parade
Thursday, December 1st - Parks & Rec. Board Meeting



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



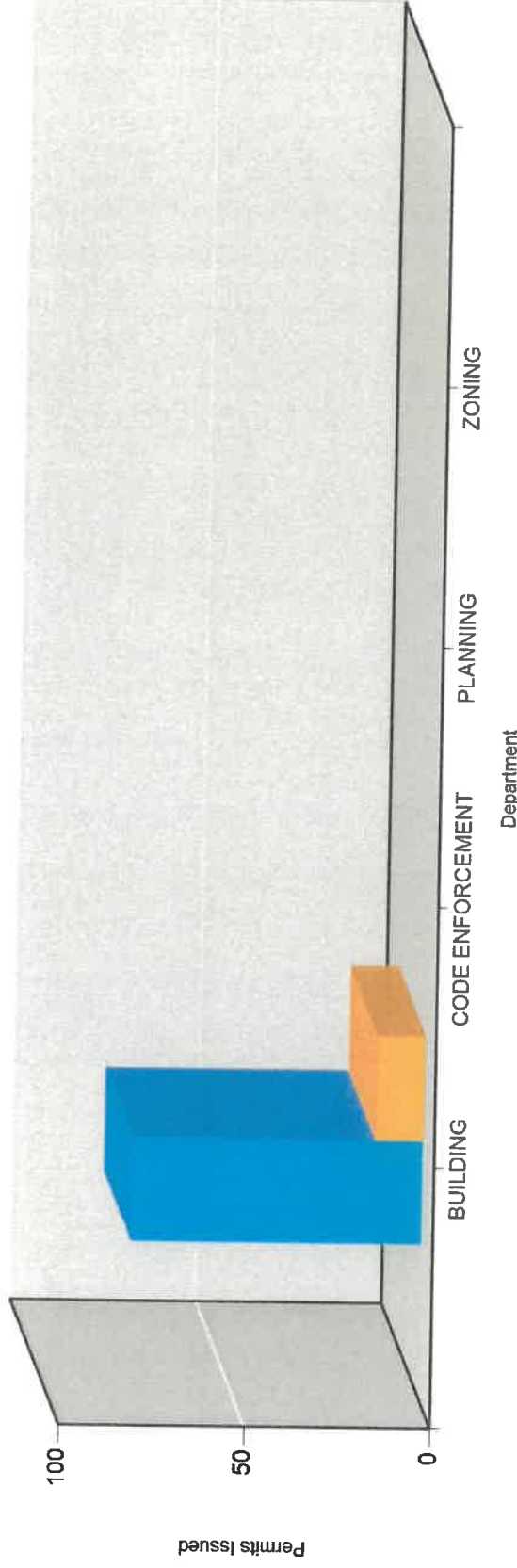
Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
11/01/2022 AND 11/30/2022

Report run on: 12/05/2022 03:51 PM

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	60	62	1 Day	3.63 Days	1	51	11
	CM	Same Day	3	1	Same Day	0 Days	1	1	0
	PL	Same Day	17	17	Same Day	0 Days	1	17	0
	RM	Same Day	13	11	Same Day	1.51 Days	1	9	2



Issued Permits By Department

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ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
11/01/2022 AND 11/30/2022

Report run on: 12/05/2022 03:51 PM

CODE	EV	Same Day	2	0	Same Day	0 Days	1	0	0
ENFORCEMENT									
PLANNING	PLT	Same Day	11	0	Same Day	0 Days	1	0	0
ZONING	REZ	Same Day	2	0	Same Day	0 Days	1	0	0

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2022-854		
		Mt Pisgah Baptist Church_Sign	Submitted: 10/26/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		115 OLD HEN VALLEY Rd., Oliver Springs, TN 37840		
		BP2022-859		
		Lands_DW 1685 sq. ft.	Submitted: 10/27/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		816 Laurel Bluff Road, Kingston, TN 37763		
		BP2022-864		
		Murry_Replacement Windows	Submitted: 10/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/03/2022	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		1212 River Oak Dr., KINGSTON, TN 37763		
		BP2022-867		
		Jones_Home Repair 1208	Submitted: 11/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		512 Henley Circle, Oliver Springs, TN 37840		
		BP2022-868		
		Jones_Screened Porch 12x16	Submitted: 11/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		126 Red Bud Drive, Harriman, TN 37748		



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BUILDING	BP		Submitted: 11/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-869		Pickell_Deck roof		
139 Deer Run Ridge Road, Kingston, TN 37763				
BP2022-870		Adkins_deck 16x8	Submitted: 11/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
120 Overlook Drive, Kingston, TN 37763				
BP2022-871		Peck_SHED_TAX EXEMPT	Submitted: 11/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
163 Arnold Rd, Kingston, TN 37763				
BP2022-872		Williams_New Residential Home	Submitted: 11/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
189 East Shore Drive, Rockwood, TN 37854				
BP2022-873		MacDermott_Addition	Submitted: 11/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
166 Joel Rd., Oliver Springs, TN 37840				
BP2022-874		Powell_New Residential Home	Submitted: 11/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
137 Docks of the Bay Drive, Harriman, TN 37748				
BP2022-875		Hains_New Residential Home	Submitted: 11/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
411 Water View Drive, Rockwood, TN 37854				
BP2022-876		Griffis_Storage_Building	Submitted: 11/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
253 WOODLAND Dr., Harriman, TN 37748				



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BUILDING	BP		Submitted: 11/03/2022	In Process: 0
		Abner_Deck	Technically Complete:	Waiting: 0
		211 Gage Rd, Philidelphia, TN 37846	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		BP2022-878	Issued: 11/03/2022	
		Tilley_Deck 8x18	Submitted: 11/03/2022	In Process: 0
			Technically Complete:	Waiting: 0
		227 Gage Rd., Philadelphia, TN 37846	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		BP2022-879	Issued: 11/03/2022	
		Phillips_Porch	Submitted: 11/03/2022	In Process: 0
			Technically Complete:	Waiting: 0
		184 Dead Hollow Rd., Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		BP2022-880	Issued: 11/03/2022	
		Davis_Shed 30x35	Submitted: 11/03/2022	In Process: 0
			Technically Complete:	Waiting: 0
		481 Massengill Springs Rd., Oliver Springs, TN 37840	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		BP2022-881	Issued: 11/03/2022	
		Underwood_Remodel	Submitted: 11/04/2022	In Process: 31
			Technically Complete:	Waiting: 0
		214 Branham Lane, Ten Mile, TN 37880	Approved:	Total Days: 31
			Ready to Issue:	Total Cycles: 1
		BP2022-882	Issued:	
		Kroger_Remodel	Submitted: 11/04/2022	In Process: 5
			Technically Complete:	Waiting: 0
		1820 Roane State HWY, Harriman, TN 37748	Approved:	Total Days: 5
			Ready to Issue:	Total Cycles: 1
		BP2022-883	Issued: 11/09/2022	
		Gaines_New Residential Home	Submitted: 11/04/2022	In Process: 0
			Technically Complete:	Waiting: 0
		115 Emerald Point Circle, Rockwood, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		BP2022-884	Issued: 11/04/2022	
		Henderson_Shed with porches	Submitted: 11/07/2022	In Process: 0
			Technically Complete:	Waiting: 0
		1097 Hassler Mill Road, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 11/07/2022	



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BUILDING	BP		Submitted: 11/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/21/2022	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1
BP2022-885		Underwood_DW and remodel 214 Branham Lane, Ten Mile, TN 37880		
BP2022-886		Beck_Metal Building 30x60 136 Orchard Valley Drive, Harriman, TN 37748	Submitted: 11/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/07/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-887		Dohn_Addition/Deck 170 Bowers Rd., Harriman, TN 37748	Submitted: 11/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/16/2022	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
BP2022-888		Samuelson_New Residential Home 276 Serenity Drive, Harriman, TN 37748	Submitted: 11/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-889		Dunn_New Residential Home 1220 135 Happy Hollow Road, Harriman, TN 37748	Submitted: 11/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/29/2022	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
BP2022-890		Simpson_New Residential Home 223 Poplar Springs Rd, Kingston, Tn 37763	Submitted: 11/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-891		Caney_Bath house 3745 Roane State Highway, Harriman, TN 37748	Submitted: 11/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
BP2022-892		Morrison Hill_repair 106 Morrison Hill Cir, Kingston, TN 37763	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-893	Smithee_Deck		
BP2022-894	1175 Abels Valley Rd, Rockwood, TN 37854		
	White_Shed 46 x 35	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	138 ARROWHEAD TRAIL, Kingston, TN 37763		
BP2022-895	Fredette_New Residential Home	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-896	Kresser_DW 28x64	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	625 Thomas Lane, Kingston, TN 37763		
BP2022-897	KC_Agee_Deck	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	400 Euclid Ave, Harriman, TN 37748		
BP2022-898	Conner_DW 28 x 64	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	335 Branham Hollow Rd., Ten Mile, TN 37763		
BP2022-899	Culver_SW 16 x 76	Submitted: 11/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/10/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	779 Old Harriman Highway, Oliver Springs, TN 37840		
BP2022-900	Bowman_Dock	Submitted: 11/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	272 Crystal Springs Road, Rockwood, TN 37854		



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BUILDING	BP		Submitted: 11/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-901		Zimmerman_Dock		
112 Crane Point, Rockwood, TN 37854				
BP2022-902		Milligan_Dock	Submitted: 11/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
274 Crystal Springs Rd, Rockwood, TN 37854				
BP2022-903		HC_Copeland_Deck with Stairs	Submitted: 11/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/21/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
218 Clinton St, Harriman, TN 37748				
BP2022-904		Gibson_metal garage	Submitted: 11/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
4608 KINGSTON HWY, Lenoir City, TN37771				
BP2022-905		New Midway Baptist Church_Sign	Submitted: 11/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/21/2022	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
240 New Midway Road, Kingston, TN 37763				
BP2022-906		Snow_DW 24 x 72	Submitted: 11/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
3131 Decatur Highway, Kingaton, TN 37763				
BP2022-907		Crnkovich_Storage Building 24 x 25	Submitted: 11/17/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/17/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
101 Happy Ending Ln, Kingston, TN 37763				
BP2022-908		McDonald_DW 28 x 48	Submitted: 11/18/2022 Technically Complete: Approved: Ready to Issue: Issued: 11/18/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
134 Hilltop Lane, Kingaton, TN 37763				



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BUILDING	BP		Submitted: 11/18/2022	In Process: 0
		Alexander_Dock	Technically Complete:	Waiting: 0
		103 Grand Harbour POINTE, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 11/18/2022	
		BP2022-910		
		Ivey_Metal Carport 24 x 35	Submitted: 11/21/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		2343 Kingston Highway, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 11/21/2022	
		BP2022-911		
		Ward_Deck 12 x 8	Submitted: 11/21/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		260 Roddy Lane, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 11/21/2022	
		BP2022-912		
		Branham_Barn 30 x 50	Submitted: 11/21/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		211 Gallaher Road, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 11/21/2022	
		BP2022-913		
		Patterson_Deck 30 x 60 repair	Submitted: 11/21/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		430 Emory River Road, Harriman, TN 37748	Ready to Issue:	Total Cycles: 1
			Issued: 11/21/2022	
		BP2022-914		
		Shipe_Commercial Sign 3' x 11'	Submitted: 11/22/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		526 E. Tri County Blvd, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 11/22/2022	
		BP2022-915		
		French_Storage Building 16 x 28	Submitted: 11/23/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		251 Hicks Road, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 11/23/2022	
		BP2022-916		
		Disney_Metal Roof	Submitted: 11/28/2022	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
		525 Main St, Oliver Springs, TN 37840	Ready to Issue:	Total Cycles: 1
			Issued: 11/28/2022	



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BUILDING	BP		Submitted: 11/28/2022	In Process: 2
		Waln_SW	Technically Complete:	Waiting: 0
		1331 Joiner Hollow Rd, Rockwood, TN 37854	Approved:	Total Days: 2
		BP2022-918	Ready to Issue:	Total Cycles: 1
			Issued: 11/30/2022	
		Garcia_SW Remodel 684 sq. ft.	Submitted: 11/28/2022	In Process: 0
		647 Walls Circle, Oliver Springs, TN 37840	Technically Complete:	Waiting: 0
		BP2022-919	Approved:	Total Days: 0
		Shopp_Pole Barn 20 x 20	Ready to Issue:	Total Cycles: 1
		1234 Bowman Bend Road, Harriman, TN 37748	Submitted: 11/28/2022	In Process: 0
		BP2022-920	Technically Complete:	Waiting: 0
		Harding_Metal Garage	Approved:	Total Days: 0
		159 Duke Lane, Loudon, TN 37774	Ready to Issue:	Total Cycles: 1
		BP2022-921	Submitted: 11/28/2022	In Process: 0
		Sitzler_New Residential Home	Technically Complete:	Waiting: 0
		201 Reserve Pointe, Kingston, TN 37763	Approved:	Total Days: 0
		BP2022-922	Ready to Issue:	Total Cycles: 1
			Issued: 11/28/2022	
		Luchess_New Residential Home	Submitted: 11/28/2022	In Process: 0
		210 Black Oak Rd, Harriman, TN 37748	Technically Complete:	Waiting: 0
		BP2022-923	Approved:	Total Days: 0
		Gouge_deck & windows	Ready to Issue:	Total Cycles: 1
		345 Circle, Harriman, TN 37748	Submitted: 11/29/2022	In Process: 0
		BP2022-924	Technically Complete:	Waiting: 0
		Van Dan_metal carport	Approved:	Total Days: 0
		173 Hillcrest Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
			Issued: 11/30/2022	



BUILDING	BP	BP2022-925	Campbell_Carport	789 Emory River Road, Harriman, TN 37748	BP2022-926	Roberts_SW 14 x 76	278 Sycamore Drive, Harriman, TN 37748	CM2022-017	American_CM	2728 Roane State Hwy, Harriman, TN 37748	CM2022-018	Shipe_ Commercial Sign 3' x 11'	526 E. Tri County Blvd, Oliver Springs, TN 37840	CM2022-019	Disney_Metal Roof	525 Main St, Oliver Springs, TN 37840	PL2022-214	Jones_PL for BP2022-867	512 Henley Circle, Oliver Springs, TN 37840	PL2022-215	Tonachio_PL for BP2022-078	101 Huckleberry Circle, Loudon, TN 37774	PL2022-216	MacDermott_PL for BP2022-873	166 Joel Rd., Oliver Springs, TN 37840			
		Submitted: 11/30/2022	Technically Complete:	In Process: 0		Submitted: 11/30/2022	Technically Complete:	In Process: 0		Submitted: 11/14/2022	Technically Complete:	In Process: 13		Submitted: 11/22/2022	Technically Complete:	In Process: 7		Submitted: 11/01/2022	Technically Complete:	In Process: 0		Submitted: 11/01/2022	Technically Complete:	In Process: 0		Submitted: 11/02/2022	Technically Complete:	In Process: 0
		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0		Approved:	Ready to Issue:	Waiting: 0
		Issued: 11/30/2022		Total Cycles: 1		Issued: 11/30/2022		Total Cycles: 1		Issued: 11/14/2022		Total Cycles: 1		Issued: 11/22/2022		Total Cycles: 1		Issued: 11/01/2022		Total Cycles: 1		Issued: 11/01/2022		Total Cycles: 1		Issued: 11/02/2022		Total Cycles: 1



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BUILDING	PL		Submitted: 11/03/2022	In Process: 0
PL2022-217		Technically Complete:		Waiting: 0
Arlington_PL for BP2022-703		Approved:		Total Days: 0
305 East Shore Dr., Rockwood, TN 37854		Ready to Issue:		Total Cycles: 1
PL2022-218		Issued: 11/03/2022		
Powell_PL for BP2022-874		Submitted: 11/03/2022		In Process: 0
137 Docks of the Bay Drive, Harriman, TN 37748		Technically Complete:		Waiting: 0
PL2022-219		Approved:		Total Days: 0
Hains_PL for BP2022-875		Ready to Issue:		Total Cycles: 1
411 Water View Drive, Rockwood, TN 37854		Issued: 11/03/2022		
PL2022-220		Submitted: 11/03/2022		In Process: 0
Bradley_PL for BP2022-552		Technically Complete:		Waiting: 0
300 Pond View Drive, Kingston, TN 37763		Approved:		Total Days: 0
PL2022-221		Ready to Issue:		Total Cycles: 1
OS_Sexton_PL		Issued: 11/07/2022		
130 Foxwood Circle, Oliver Springs, TN 37840		Submitted: 11/07/2022		In Process: 0
PL2022-222		Technically Complete:		Waiting: 0
Brown_PL for BP2022-838		Approved:		Total Days: 0
1036 E Tri County Blvd., Oliver Springs, TN 37840		Ready to Issue:		Total Cycles: 1
PL2022-223		Issued: 11/09/2022		
Crabree_waterline		Submitted: 11/14/2022		In Process: 0
909 Rosedale Avenue, Kingston, TN 37763		Technically Complete:		Waiting: 0
PL2022-224		Approved:		Total Days: 0
Popescul_PL for BP2022-283		Ready to Issue:		Total Cycles: 1
757 Paint Rock Valley Rd., Philadelphia, TN 37846		Issued: 11/15/2022		
		Submitted: 11/15/2022		In Process: 0
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 0
		Ready to Issue:		Total Cycles: 1



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BUILDING	PL	PL2022-225	Submitted: 11/21/2022	In Process: 0
		PL for BP2022-832	Technically Complete:	Waiting: 0
		225 High Pointe Village Way, Kingston, tn 37763	Approved:	Total Days: 0
		PL2022-226	Ready to Issue:	Total Cycles: 1
			Issued: 11/21/2022	
		Abbey_PL for BP2022-712	Submitted: 11/22/2022	In Process: 0
		129 Osprey Point, Kingston, TN 37763	Technically Complete:	Waiting: 0
		PL2022-227	Approved:	Total Days: 0
		Kazmark_PL for BP2022-748	Ready to Issue:	Total Cycles: 1
		817 Montvue Ave, Kingston, TN 37763	Issued: 11/22/2022	
		PL2022-228	Submitted: 11/23/2022	In Process: 0
		Carter_PL for BP2022-247	Technically Complete:	Waiting: 0
		194 Merriwater Way, Kingston, TN 37763	Approved:	Total Days: 0
		PL2022-229	Ready to Issue:	Total Cycles: 1
			Issued: 11/23/2022	
		Garcia_PL for BP2022-918	Submitted: 11/23/2022	In Process: 0
		647 Walls Circle, Oliver Springs, TN 37840	Technically Complete:	Waiting: 0
		PL2022-230	Approved:	Total Days: 0
		Dunn_PL for BP2022-889	Ready to Issue:	Total Cycles: 1
			Issued: 11/28/2022	
		135 Happy Hollow Road, Harriman, TN 37748	Submitted: 11/28/2022	In Process: 0
		RM2022-198	Technically Complete:	Waiting: 0
		Templeton_Gas line	Approved:	Total Days: 0
		1716 RIVER Rd., Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
		RM2022-199	Issued: 11/29/2022	
			Submitted: 11/29/2022	In Process: 0
		Howard_RM for BP2021-796	Technically Complete:	Waiting: 0
		103 Shiloh Way, KINGSTON, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 11/07/2022	



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BUILDING	RM		Submitted: 11/07/2022	In Process: 0
		Widowski_RM_for_BP2021-358	Technically Complete:	Waiting: 0
		256 Serenity Dr, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-201	Issued: 11/07/2022	
		Cowell_RM for BP2022-413	Submitted: 11/09/2022	In Process: 0
			Technically Complete:	Waiting: 0
		571 Grande Vista Dr., Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-202	Issued: 11/09/2022	
		Hill_RM for BP2022-289	Submitted: 11/09/2022	In Process: 0
			Technically Complete:	Waiting: 0
		144 Walker Way, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-203	Issued: 11/09/2022	
		Allen_RM for BP2022-645	Submitted: 11/09/2022	In Process: 0
			Technically Complete:	Waiting: 0
		350 & 360 Bradshaw Hollow Road, Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-204	Issued: 11/09/2022	
		Onufreychuk_RM for BP2022-028	Submitted: 11/09/2022	In Process: 5
			Technically Complete:	Waiting: 0
		806 Paint Rock Valley Rd, Philadelphia, TN 37846	Approved:	Total Days: 5
			Ready to Issue:	Total Cycles: 1
		RM2022-205	Issued: 11/14/2022	
		Jones_RM for BP2022-555	Submitted: 11/09/2022	In Process: 0
			Technically Complete:	Waiting: 0
		120 Moore Ridge Road, Lenoir City, TN 37771	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-206	Issued: 11/09/2022	
		Phillip_RM for BP2022-449	Submitted: 11/10/2022	In Process: 0
			Technically Complete:	Waiting: 0
		2114 Sugar Grove Valley Rd, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
		RM2022-207	Issued: 11/10/2022	
		Casey_RM for BP2022-848	Submitted: 11/14/2022	In Process: 21
			Technically Complete:	Waiting: 0
		120 Meade Drive, Kingston, TN 37763	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
11/01/2022 AND 11/30/2022

Report run on: 12/05/2022 03:51 PM

BUILDING	RM		Submitted: 11/14/2022	In Process: 21
		American_RM	Technically Complete:	Waiting: 0
		2728 Roane State Hwy, Harriman, TN 37748	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		RM2022-209	Submitted: 11/18/2022	In Process: 0
		Swim_PL for BP2022-349	Technically Complete:	Waiting: 0
		417 High St, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 11/18/2022	
		RM2022-210	Submitted: 11/29/2022	In Process: 1
		Milligan_RM for BP2021-643	Technically Complete:	Waiting: 0
		274 Crystal Springs Rd, Rockwood, TN 37854	Approved:	Total Days: 1
			Ready to Issue:	Total Cycles: 1
			Issued: 11/30/2022	
CODE	EV	EV-22-0033	Submitted: 11/28/2022	In Process: 7
ENFORCEMENT		Meier_Electrical Variance	Technically Complete:	Waiting: 0
		301 Farmer Road, Kingston, TN 37763	Approved:	Total Days: 7
			Ready to Issue:	Total Cycles: 1
			Issued:	
		EV-22-0034	Submitted: 11/29/2022	In Process: 6
		Watts_Electrical Variance	Technically Complete:	Waiting: 0
		107 Boyd Ln., Harriman, TN 37748	Approved:	Total Days: 6
			Ready to Issue:	Total Cycles: 1
			Issued:	
PLANNING	PLT	PLT2022-117	Submitted: 11/10/2022	In Process: 25
		Caldwell, Highland Reserve	Technically Complete:	Waiting: 0
		201 & 203 Enclave Way, Kingston, TN 37763	Approved:	Total Days: 25
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2022-118	Submitted: 11/14/2022	In Process: 21
		Campbell	Technically Complete:	Waiting: 0
		281 & 277 Caney Creek Road, Rockwood, TN 37854	Approved:	Total Days: 21
			Ready to Issue:	Total Cycles: 1
			Issued:	
		PLT2022-119	Submitted: 11/15/2022	In Process: 20
		Leftwich	Technically Complete:	Waiting: 0
		261 Shady Shore Lane, Kingston, TN 37763	Approved:	Total Days: 20
			Ready to Issue:	Total Cycles: 1
			Issued:	



Issued Permits By Department

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ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
11/01/2022 AND 11/30/2022

Report run on: 12/05/2022 03:51 PM

PLANNING	PLT		Submitted: 11/16/2022	In Process: 19
		Technically Complete:		Waiting: 0
		Approved:		Total Days: 19
		Ready to Issue:		Total Cycles: 1
		Issued:		
McDonald	PLT2022-120			
134 Hilltop Lane, Kingaton, TN 37763				
PLT2022-121				
PLT/ ReSubdivision A2				
198 Browns Peninsula Rd, Kingston, TN 37763				
PLT2022-122				
Christiano				
562 Thief Neck View, Rockwood, TN 37854				
PLT2022-123				
Hermansen & Swafford				
237 Pin Oak Drive, Rockwood, TN 37854				
PLT2022-124				
Zacher				
192 Tucker Lane, Lenoir City, TN 37771				
PLT2022-125				
Orta/Inness Trust				
483 Pattie Gap Road, Philadelphia, TN 37846				
PLT2022-126				
Curnutt				
1571 Sweetwater Road, Philadelphia, TN 37846				
PLT2022-127				
Conley				
185 Holder Ford Road, Kingston, TN 37763				



Issued Permits By Department

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ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
11/01/2022 AND 11/30/2022

Report run on: 12/05/2022 03:51 PM

ZONING	REZ	PLT2022-116	Submitted: 11/07/2022	In Process: 28
		Greear for KMW	Technically Complete:	Waiting: 0
		2417 West Buttermilk Road, Lenoir City, TN 37771	Approved:	Total Days: 28
		REZ-22-0011	Ready to Issue:	Total Cycles: 1
		Rezone A-2 to R-1	Submitted: 11/30/2022	In Process: 5
		114 Ward Rd., Kingston, TN 37763	Technically Complete:	Waiting: 0
			Approved:	Total Days: 5
			Ready to Issue:	Total Cycles: 1
			Issued:	

KINGSTON WATER TREATMENT PLANT



NOVEMBER OPERATIONS REPORT

2022

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	17,257,000	17,114,000	0.83%	575,000	786,000	418,000
	Effluent (Finish)	16,146,000	16,301,000	-0.96%	538,000	741,000	400,000
	Spring Supply	10,593,000	13,548,000	-27.90%	353,000	375,000	311,000
	Total Finish Prod.	26,739,000	29,849,000	-11.63%	<i>Distribution & WTP Report:</i> 723,400		
Plant Efficiency		99.96%	99.96%	0.00%	<i>gals. usage flushing and Tank refilling, etc.</i> <i>Public Works:</i> No Report <i>Fire Dept:</i> No Report <i>Park & Rec:</i> No Report <i>WWTP:</i> No Report		
<i>Distribution</i>							
GALLONS	Consumption	22,217,300	24,455,000	-10.07%			
	Reported Usage	723,400	712,260	1.54%			
	Water Loss	3,798,300	4,681,740	-23.26%			
	%	14.21%	19.36%	-5.15%			

Note: The Water Production, Consumption and Loss data is for the October 2022 Meter Read Period.

- * Multiple Agencies here throughout the Month collecting water samples.
- * Drained and washed all Basins on one occasion.
- * 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.
- * Regular Chemical Feed Maintenance was performed.
- * Facilities received daily and regular cleaning and disinfection.
- * Doing rehab in Pipe Gallery, removing / stripping the paint from the piping and walls, etc.
- * Mowing, trimming and spraying of Water Treatment Plant grounds, Spring Pump House and Spring Site.
- * Resolved an issue in-house of the raw water flow coming in on the filter beds.
- * With mowing and trimming season slowing down able to get back to in house cleaning of shop and office area.
- * Setting up new accounts with CDX-EPA for data log entry and contacting other reporting agencies.
- * Been doing some major clean up around the plant discarding and sorting old material materials
- * Still working with vendors on contact information for transitioning into to the new leader role.

Kingston Water Dept.
Schedule of Unaccounted For Water
November

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	26,739,000
C	Water Purchased	0
D	Total Water Treated and Purchased (Sum Lines B and C)	26,739,000
E Accounted for Water:		
F	Water Sold	22,217,300
G	Metered for Consumption (in house usage)	723,400
H	Fire Department(s) Usage	0
I	Flushing	0
J	Tank Cleaning/Filling	0
K	Street Cleaning	0
L	Bulk Sales	0
M	Water Bill Adjustments (+/-)	0
N	Total Accounted for Water (Sum Lines F thru M)	22,940,700
O	Unaccounted for Water (Line D minus Line N)	3,798,300
P	Percent Unaccounted for Water (Line O divided by Line D times 100)	14.205%

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.



12/7/2022

Kingston Water & Sewer
Billing Consumption Totals Report

User: Alexandria Moss
Date/Time: 11/22/2022 12:32
Page 1 of 1

Billing Batch: November Billing

Service Number	Service Name	Number of Accounts	Total Billed Consumption
1	Water	3,983	222,173
3	Sewer	2,572	100,304
Total Services: 2		6,555	322,477

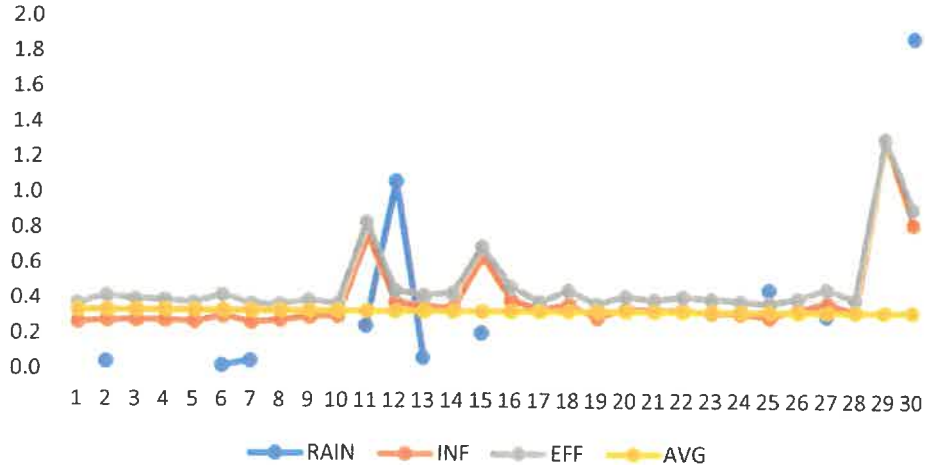
KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager
FROM: Tony Workman, WWTP Plant Manager
RE: November 2022 Monthly Report
DATE: December 6, 2022

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.4370	1.8900	.2650	11,914,000
EFFLUENT	.4801	1.3220	.3710	14,402,000

2572 Sewer customers 10,030,400 gallons billed. Daily average .3343mgd.

November 2022



There were no reported overflows.

We had 4.37 inches of rain.

Still waiting for status on the WAS pumps

COVID monitoring has been discontinued.

Safety Meetings:

November 2, 2022

Basic Electrical Safety- Identifying Disconnect & Over-current Devices

OSHA Training Toolbox Talk



Water Distribution/Collection

November 2022

Services	Total
After Hours-Sewer	0
After Hours-Water	0
Door Hanger	2
Profile	1
Road Cut	0
Service Line Leak/Line Break	0
Sewer-Miscellaneous	9
Disconnect for Non-Payment	75
Water/Sewer Service Estimate	3
Water-Check for Leak	14
Water-Miscellaneous	98
Water-Hydrant	0
Water-Re-Read/Manual Read	8
Yard Work	0
Line Locate	0
Connect Order	37
Disconnect Order	37
Water Tap-New Account Number	2
Meter Change Order	0
811 Locates	47

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

1 December 2022

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 November 2022

Summary

I have received the seven new laptops for the Library. This is in compliance for the state's technology grant. We received \$3777.00. The grant is a 50% match. The cost is \$7555.80, which we paid from our donation line. We will receive half of this amount back from the state. I am waiting for the remainder of the paperwork from the state, so we can have them installed.

The State will reimburse us when all paperwork is summited.

We have finished our yearly inventory. I have completed the quarterly reports for the state.

The Library is decorated for the holidays. We will be hosting the Country Board meeting and the City Board meeting December 13th. We are combining both meetings next month to discuss ideas for both Boards to work together for the benefit of the Library. This will be for all Roane County Libraries.

The Library is giving out Holiday crafts for children to make.

Our e Book system had 2472 adult and 163 children check outs for the month of November.

Our physical circulation for November was 1523 items checked out.

The Library is still very busy issuing Library cards to new patrons moving to the area.

We issued 31 new Library cards for the month of October. The Library has issued 203 Library card since July. That is a huge amount of new patrons. With the price of everything going up more people are turning to Libraries for books, movies, internet, and other resources we offer.

Any questions can be e-mailed to me at: kpldirector@gmail.com

Respectfully submitted

Barbara T.

Kingston Public Library

Meeting Minutes

November 10, 2022

Present: Barbara Thorbjornsen– Savannah Washam, Trudy Wideman, Kerry Willett, Jinx Watson, and Beverly Zeilman.

1) Kerry called the meeting to order at 5:00 pm.

2) Trudy moved to have the minutes of the September 2022 meeting approved; Jinx seconded the motion and the minutes were approved.

3) Treasurer's Report- not much has been communicated from our transfer to the city. This is our report from the city: "The audit should be get completed by sometime in December so we will know more about where the donation line item total is. After that it will just be a matter of us keeping up with it and it shouldn't ever be a mystery again." The balance should show in excess of \$50,000, as that amount was transferred to the city from the Library's bank account to the city.

4) Regional Library- The regional library was not present, but each member was given a copy of the regional report for November 2022. Some important things from the report include:

- The Trustee Certification is always open for training for board members.
- The 2023 LSTA Tech Grant award letters have now been distributed. This is the annual matching grant provided to our libraries in order to upgrade their technology.
- Core Competencies Training for Directors and Staff: The Core Competencies are the basis for a new online training program, available through the Niche Academy. This training is designed to ensure that every library staff member has the same baseline knowledge to keep the library running smoothly and efficiently.
- Our READS number for the month of October was 2,812.

Upcoming training opportunities:

December 6th: Regional In-Service: Library Director Round Table

December (TBD): Quarterly Board Chair Meeting

January 10th: Decluttering Your Collection

5) Barbara presented the Director's Report:

Barbara and the library staff have completed inventory for the year. Barbara has also completed the quarterly reports for the state.

Barbara attended the Kingston Elementary STEM Night. Barbara is fantastic about getting out in the community to advocate for the library! We have issued 44 new library cards for the month of October.

The library hosted our yearly Halloween and Story Night and had 84 children in attendance.

6) Old Business-

Outdoor Lights: The Library staff and board members are asking for 3 new lights for our parking lot. As mentioned in earlier meetings, this is a safety issue especially in the winter time months as the employees are leaving in the dark, with the majority of the staff being women. The board has to vote on this for council, but after discussing, we are waiting to vote until we receive more information on where the money is coming out of in order to purchase these lights. Will this come out of the library budget, donations, or the city fund? The board has pulled the management agreement from the city. Under section 2 it states, the city will provide maintenance and upkeep of the library facilities and ground, within the budgetary constraints of the Board.

7) New Business- The County Board Christmas Party will be held on December 13th at 5:00 pm at the Kingston Public Library.

8) Public- no one from the public was in attendance.

9) Recommendations for Improvement- The board discussed possibly starting evaluations for employees. The board, along with Barbara, would complete these evaluations. We think this would be something beneficial to keep on hand at the library.

10) Chairman's comments- We would really like to see these repairs mentioned above happen for the library.

11) Next meeting date is set for December 13, 2022 at 5 pm.

12) The meeting was adjourned at 5:51 pm. Jinx made the motion to adjourn the meeting.

Respectfully submitted,
Savannah Washam



KINGSTON BEAUTIFICATION COMMITTEE
Monday, Oct 3, 2022,
5:00 pm
Meeting Minutes

- Members and guest present – Tara Stockton, Harriet Walker, Cole Silvers, Robert Sparkes, Judy Yeager, Sue Collins

- Minutes – Approved

- Meeting Discussion-

Ongoing business – Update on Gateway Sign-Waiting for final drawing with Kingston logo (Survey was completed)

Lights on Ladd Landing Greenway – Use led decorative bulbs so they can be up year around

Discuss with Code enforcement – Business parking lots and landscaping maintained

- Updates from Codes Enforcement- no update
- Next Month meeting December 5th due to canceling November meeting

ELECTRIC POWER BOARD OF ROCKWOOD
MEETING AGENDA
NOVEMBER 17, 2022
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 October 27, 2022	Approval
September 2022 Financial Statements	Approval
September 2022 Budget Report	Acceptance
November 2022 Accounts Payable	Acceptance
Manager's Report	Acceptance
Visitor Comments	

Old:

1. None	Approval
---------	----------

New:

1. New Purchases	Approval
2. New Projects	Approval
3. Employee Service Awards	Approval
4. Employee Christmas Bonuses	Approval
5. Operation REACH	Approval
6. Bad Debts	Approval
7. Election of Officers	

Announcements

December 2022 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on October 27, 2022. Following a prayer and the Pledge of Allegiance, Chairman Holloway called the meeting to order. Board members present were Childs, Davis, Holloway, Layne and McCullough.

A motion was made by Davis, seconded by Childs to approve the minutes as recorded for the September 15, 2022 meeting. All voted yes.

A motion was made by Childs, seconded by Layne to approve the August 2022 Financial Statements. Marsha O'Keefe noted that the financial statements for September 2022 were still being reconciled but that the net income was positive and consistent with August 2022. All voted yes.

A motion was made by Davis, seconded by Layne to accept the August 2022 Budget Report. All voted yes.

A motion was made by Layne, seconded by Davis to accept the October 2022 Accounts Payable. All voted yes.

Information from the 3rd Quarter 2022 Overtime Report was given to the Board. Manager Bear noted that the overtime for this particular quarter was down compared to one or more of the prior years.

As part of the General Manager's report, Manager Bear gave an update to the Board on the following:

- Sandra Cross and Austin Robinson of USI Consulting Group gave a report as part of the Fiduciary Oversight Review of our Post-Employment Benefits Trust for the period ending September 30, 2022. An executive summary has been added to the Board's packet of material. They also went over the actuarial valuation which was updated in July 2022. A full valuation will be required covering the next two fiscal years. A copy of the Investment Policy Statement is also included in the Board's packet of material. One of the items specifically discussed was the merits of utilizing dollar cost averaging by making monthly contributions into the OPEB rather than a one-time, large contribution at the end of each fiscal year. Since USI balances the account monthly, no extra expenses would be incurred from them. Overall, our OPEB is in a good position.
- Employees have received a distribution as a result of our participation in Distributors Insurance Shared Cost Safety Incentive Award Program. We finished the 6-month period from January 1 through June 30, 2022 with no indemnity claims incurred, either paid or reserved. The amount was \$100.00 (minus applicable taxes).
- We have launched our "Employee Portal" which is a secure internal application and tool for payroll and HR to send tasks, information, and notifications to employees and which allows employees to view and download information such as announcements and company policies. The application also contains an organizational chart and an employee directory.

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

There were no visitor comments.

A motion was made by McCullough, seconded by Childs to ratify the purchase of station class arresters for replacements at Burke Mill Substation and for inventory. The lead time is 10-12 weeks. The cost is \$15,840. The other item(s) are for two separate purchase orders for power poles. Both are from Thomasson Company. The costs are \$9,443.00 and \$10,459, respectively. Poles began to be another supply chain issue over a month ago so we've had to place more than one order recently to increase our inventory. All voted yes.

A motion was made by McCullough, seconded by Childs to approve the recommendation to purchase FR-rated rain suits. Jason Jolly informed the Board it has been over a decade since REU purchased the last set for its lineworkers. WESCO provided a quote of \$5,370.00 but did not specify whether shipping was included. The lead time was 3-5 weeks. A quote was also received from Scientific Sales, Inc. in Oak Ridge, TN to purchase four (4) suits, one of each size needed. The quote total was \$5,494.73 and includes a 3-year warranty. Since this purchase is for FR-rated suits for evaluation, the recommendation is to use the Scientific Sales since they are local. All voted yes to the recommendation.

The Board agreed to authorize working with CSA to finalize a scope of work to perform an internal network security audit or "Cybersecurity Assessment". The cost should be less than \$10,000. Wyatt Wilson will be working with CSA to perform the audit which includes reviewing architectural design, doing vulnerability scans, and reviewing processes and procedures. The audit will also include an evaluation of controls for financial operations such as wire transfers.

Manager Bear stated we are currently evaluating the costs for replacing the 125 VDC battery systems at Buck Creek and Burke Mill Substations. Most utilities are converting their systems and using sealed, maintenance free batteries rather than continuing to use lead-acid batteries. The cost is significantly less and fewer batteries are required which means less space is needed in the control building. At present, we believe the cost will be less than \$10,000 per station.

A motion was made by Davis, seconded by Layne to accept the quote from Power Connections, Inc., the manufacturer's representative for Schweitzer (i.e., SEL) equipment. The cost for new relays to retrofit older relays in the Kingston, Burke Mill, and Buck Creek Substations is **\$52,093.92**. This is for a total of 13 new relays and retrofit panels with switch cutouts. We probably need to order all the relays at once and then do the work incrementally. Lead time is approximately 120 business days for the relays which would be installed in the control houses at Burke Mill & Buck Creek. Lead times for the distribution relays is 25-30 business days after placing the order. Engineering services will be required to help prepare new wiring diagrams and make changes to our SCADA system for communications. REU crews can perform the replacement work. All voted yes.

There are no new projects at this time which require Board approval.

A motion was made by Childs, seconded by McCullough to approve the FY 2022 Financial Audit. Parsons & Wright has completed the financial audit for the fiscal year ending June 30, 2022. The audit reflects a clean, unqualified opinion. An Audit Summary was provided to the Board. All voted yes.

A motion was made by McCullough, seconded by Layne to approve the Other Post-Employment Benefits (OPEB) Trust Audit for the fiscal year ending June 30, 2022 which was completed by Parsons & Wright. The audit reflects a clean, unqualified opinion. All voted yes.

A motion was made by Davis, seconded by McCullough to approve the renewal quote from Benistar for retired employees and/or spouses that are Medicare eligible. The renewal rate is a combined 4.79% increase. We have 32 participants so the total annual increase is around \$5,600. There are no changes in benefits. All voted yes.

Chris Wampler addressed the Board on health care insurance with Cigna for active and retired employees/dependents not eligible for Medicare. Chris was able to negotiate a 5% renewal effective January 1, 2023 if we accept the renewal with Cigna rather than re-marketing the insurance. Chris also stated there were no changes in benefits and we will remain with Cigna's Level-funded PPO. A motion was made by McCullough, seconded by Davis to approve the renewal and remain with Cigna. All voted yes.

A motion was made by Layne, seconded by Childs to approve the write-off of uncollectible debts for the period of July 2022 in the amount of \$2,002.04 and noted that bad debts collected for September 2022 were \$1,204.24. All voted yes.

A motion was made by McCullough, seconded by Childs to delay the election of officers until the November board meeting. All voted yes.

Chairman Holloway announced the next Board meeting will be held on November 17, 2022 at 4:30 p.m.

It was announced the REU Christmas Party for employees, retirees, and a guest will be held on December 16, 2022 at the Rockwood Office. Calhoun's will be catering the event. Dwan Garrett will proceed with finalizing the arrangements.

REU will be participating in Trick-R-Treat festivities in downtown Rockwood on October 31, 2022 for Halloween.

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

Chairman
Harold Holloway

Secretary/Treasurer
Wade McCullough

Recorded by M. O'Keefe

UTILITY PLANT

Description	Item	September 2022	September 2021
Electric Plant	1	\$67,878,565.25	\$66,487,363.57
Less Depreciation	2	\$20,405,605.35	\$19,359,109.72
TOTAL	3	\$47,472,959.90	\$47,128,253.85
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
TOTAL PLANT - NET	6	\$47,472,959.90	\$47,128,253.85

OTHER PROPERTY AND INVESTMENTS

Description	Item	September 2022	September 2021
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$74,878.23	\$47,345.17
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$6,111,848.00	\$6,092,384.00
TOTAL	13	\$6,186,726.23	\$6,139,729.17

CURRENT AND ACCRUED ASSETS

Description	Item	September 2022	September 2021
General Cash and Temporary Cash Investments	14	\$10,321,727.09	\$7,826,681.50
Accounts Receivable	15	\$2,274,940.10	\$2,183,743.06
Materials and Supplies	16	\$590,297.71	\$503,611.44
Prepayments	17	\$94,952.55	\$62,944.44
Other Current Assets	18	\$1,234,398.21	\$1,143,725.11
TOTAL	19	\$14,516,315.66	\$11,720,705.55

DEFERRED DEBITS

Description	Item	September 2022	September 2021
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$154.99	
Energy Service Loans Receivables	24	\$59,007.80	\$82,761.74
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
TOTAL	27	\$59,162.79	\$82,761.74

TOTAL ASSETS AND OTHER DEBITS

Description	Item	September 2022	September 2021
TOTAL ASSETS AND OTHER DEBITS	28	\$68,235,164.58	\$65,071,450.31

ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	\$74,878.23
Construction Work In-Progress Included in Item No. 1	\$573,278.85
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	September 2022	September 2021
Membership Certificates	30	\$0.00	

UNAPPROPRIATED EARNINGS

Description	Item	September 2022	September 2021
End of Previous Year	—	\$49,907,296.40	\$47,398,087.44
Retained Earnings Adjustment	—	(\$0.01)	\$0.00
Beginning of Year	33A	\$49,907,296.39	\$47,398,087.44
Current Year	34A	\$1,121,039.64	\$1,122,974.64
TOTAL	35A	\$51,028,336.03	\$48,521,062.08

UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	September 2022	September 2021
End of Previous Year	—		
Retained Earnings Adjustment	—	\$0.00	
Beginning of Year	33B		
Current Year	34B		
TOTAL	35B		

TOTAL UNAPPROPRIATED EARNINGS AND UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	September 2022	September 2021
Total	—	\$51,028,336.03	\$48,521,062.08

LONG-TERM DEBT

Description	Item	September 2022	September 2021
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$2,500,000.00	\$3,000,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$25,195.60	\$29,919.76
TOTAL	41	\$2,525,195.60	\$3,029,919.76

OTHER NON-CURRENT LIABILITIES

Description	Item	September 2022	September 2021
Postretirement Benefits	39.2	\$6,529,280.87	\$6,601,592.35
Energy Service Loans - Advances	42	\$56,164.54	\$79,918.48
Energy Service Loans - Other	43	\$0.00	
TOTAL	44	\$6,585,445.41	\$6,681,510.83

CURRENT AND ACCRUED LIABILITIES

Description	Item	September 2022	September 2021
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$5,699,464.72	\$4,491,084.23
Customer Deposits	47	\$1,539,974.47	\$1,402,108.45
Taxes and Equivalents Accrued	48	\$22,172.43	\$22,764.33
Interest Accrued - RUS	49	\$0.00	
Interest Accrued - CFC	50	\$0.00	
Interest Accrued - CoBank	51	\$0.00	
Interest Accrued - TVA	52.1	\$0.00	
Interest Accrued - Other	52.2	\$12,656.25	\$14,531.25
Other Current Liabilities	53	\$752,514.65	\$889,263.75
TOTAL	54	\$8,026,782.52	\$6,819,752.01

DEFERRED CREDITS

Description	Item	September 2022	September 2021
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	\$69,405.02	\$19,205.63
TOTAL	57	\$69,405.02	\$19,205.63

TOTAL LIABILITIES AND OTHER CREDITS

Description	Item	September 2022	September 2021
TOTAL LIABILITIES AND OTHER CREDITS	58	\$68,235,164.58	\$65,071,450.31

OPERATING REVENUE

Description	Item	September 2022	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$3,269,950.91	\$11,633,886.85
Revenue From Late Payments	60	\$15,319.46	\$47,831.82
Miscellaneous Service Revenue	61	\$4,430.00	\$12,465.00
Rent From Electric Property	62	\$54,936.06	\$164,808.18
Other Electric Revenue	63	\$5.00	\$15.00
TOTAL OPERATING REVENUE	64	\$3,344,641.43	\$11,859,006.85

PURCHASED POWER

Description	Item	September 2022	Year to Date
TOTAL POWER COST (PAGE 7, ITEM 342)	65	\$2,198,917.88	\$8,427,693.60

OPERATING EXPENSE

Description	Item	September 2022	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$121,560.33	\$334,203.65
Customer Accounts Expense	68	\$69,447.64	\$164,892.09
Customer Service and Informational Expense	69	\$900.00	\$2,700.00
Sales Expense	70	(\$12,413.00)	\$1,538.65
Administrative and General Expense	71	\$229,624.88	\$648,538.38
OPERATING EXPENSE	72	\$409,119.85	\$1,151,872.77

MAINTENANCE EXPENSE

Description	Item	September 2022	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$111,015.48	\$334,764.88
Administrative and General Expense	75	\$1,989.12	\$9,720.62
MAINTENANCE EXPENSE	76	\$113,004.60	\$344,485.50

OTHER OPERATING EXPENSE

Description	Item	September 2022	Year to Date
Depreciation Expense	77	\$138,968.57	\$416,332.55
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$119,515.24	\$365,568.98
OTHER OPERATING EXPENSE	80	\$258,483.81	\$781,901.53

TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	September 2022	Year to Date
TOTAL OPERATING EXPENSE AND PURCHASED POWER	81	\$2,979,526.14	\$10,705,953.40

INCOME

Description	Item	September 2022	Year to Date
Operating Income (Item 64, Less Item 81)	82	\$365,115.29	\$1,153,053.45
Other Income	83	\$15,812.87	\$15,812.87
TOTAL INCOME	84	\$380,928.16	\$1,168,866.32
Miscellaneous Income Deductions	85	\$973.38	\$6,094.69
NET INCOME BEFORE DEBT EXPENSE	86	\$379,954.78	\$1,162,771.63

DEBT EXPENSE

Description	Item	September 2022	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	\$4,891.40	\$42,913.03
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)	(\$1,181.04)
TOTAL DEBT EXPENSE	95	\$4,497.72	\$41,731.99

NET INCOME

Description	Item	September 2022	Year to Date
Net Income Before Extraordinary Items and Subsidiary Earnings (Item 86, Less Item 95)	96	\$375,457.06	\$1,121,039.64
Extraordinary Items	97	\$0.00	
Subsidiary Earnings	97.1	\$0.00	
NET INCOME	98	\$375,457.06	\$1,121,039.64

CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Description	September 2022	September 2021
Net Income	\$1,121,039.64	\$1,122,974.64
Adjustments to Reconcile Net Income to Net Cash:		
Depreciation	\$416,332.55	\$411,461.71
Amortization of:		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$1,181.04)	(\$1,181.04)
Changes in Current and Deferred Items:		
Accounts Receivable	\$41,878.14	(\$36,805.33)
Materials and Supplies	(\$3,017.81)	(\$47,709.77)
Prepayments and Other Current Assets	(\$79,066.71)	(\$83,926.90)
Deferred Debits	(\$154.99)	
Accounts Payable	\$647,905.60	\$196,271.15
Customer Deposits	\$32,250.00	\$39,440.74
Taxes and Interest Accrued	\$34,828.68	\$37,295.58
Other Current Liabilities	(\$195,266.13)	(\$252,001.24)
Deferred Credits	\$63,396.72	\$22,477.20
Retained Earnings Adjustments	(\$0.01)	\$0.00
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$2,078,944.64	\$1,408,296.74

CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES

Description	September 2022	September 2021
Change in Net Plant	(\$606,254.30)	(\$306,439.10)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$5,523.18	\$10,596.04
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	(\$600,731.12)	(\$295,843.06)

CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES

Description	September 2022	September 2021
Change in Long-Term Debt	(\$378,411.14)	(\$506,693.34)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$5,523.18)	(\$10,596.04)
Post Retirement Benefit Adjustments	\$417,432.87	\$509,208.35
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	\$33,498.55	(\$8,081.03)

NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS

Description	September 2022	September 2021
NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS	\$1,511,712.07	\$1,104,372.65
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$8,810,015.02	\$6,722,308.85
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$10,321,727.09	\$7,826,681.50

STATISTICAL DATA - REVENUE

Class of Service	Item	September 2022	Year to Date
Residential	100	\$1,871,910.67	\$6,848,235.88
Gen. Power - 50 kW & Under	101	\$444,045.81	\$1,555,443.15
Gen. Power - Over 50 kW	102	\$896,909.94	\$3,053,320.18
Street and Athletic - Codes 72, 73 & 74	103	\$19,235.73	\$59,060.28
Outdoor Lighting - Codes 75, 77 & 78	104	\$37,848.76	\$117,827.36
SUBTOTAL	330	\$3,269,950.91	\$11,633,886.85
Unbilled Revenue	331	\$0.00	
TOTAL (PAGE 3, ITEM 59)	332	\$3,269,950.91	\$11,633,886.85

STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	September 2022	Year to Date
Residential	107	13,736,051	48,216,100
Gen. Power - 50 kW & Under	108	2,752,448	9,361,012
Gen. Power - Over 50 kW	109	8,289,097	26,599,167
Street and Athletic - Codes 72, 73 & 74	110	119,618	344,053
Outdoor Lighting - Codes 75, 77 & 78	111	191,176	572,737
TOTAL	335	25,088,390	85,093,069
Kilowatt-hours for Own Use	113	33,333	111,912
TOTAL KILOWATT-HOURS SOLD AND USED	114	25,121,723	85,204,981
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	\$691.23	
Gen Partners-GP < 50kW	801	\$934.41	
Gen Partners-GP > 50kW	802	\$1,662.33	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

PURCHASED POWER - AMOUNT

Description	Item	September 2022	Year to Date
Purchased Power (TVA)	115	\$2,198,917.88	\$8,427,693.60
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
TOTAL FROM TVA	118	\$2,198,917.88	\$8,427,693.60
Other Purchased Power	218	\$0.00	
SUBTOTAL	340	\$2,198,917.88	\$8,427,693.60
Unbilled Purchases	341	\$0.00	
TOTAL (PAGE 3, ITEM 65)	342	\$2,198,917.88	\$8,427,693.60

PURCHASED POWER - KILOWATT-HOURS PURCHASED

Description	Item	September 2022	Year to Date
Purchased Power (TVA)	119	23,888,452	86,672,269
TOTAL FROM TVA	122	23,888,452	86,672,269
Other Purchased Power	222	0	
TOTAL	345	23,888,452	86,672,269
Less Kilowatt-hours Sold and Used (Item 114)	123	25,121,723	85,204,981
Line Losses and Kilowatt-hours Unaccounted for	124	-1,233,271	1,467,288
Percent of Losses to Purchases (2 Decimal Places)	125	-5.16%	1.69%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	9.20	9.72
Kilowatt-hours in Unbilled Purchases (Item 341) Above	346	0	

OTHER PURCHASED POWER

Purchased Power From	Contract No.	Dates
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NUMBER OF CUSTOMERS

Class of Service	Item	September 2022	September 2021
Residential	675	11,929	11,836
Gen. Power - 50 kW & Under	680	2,937	2,816
Gen. Power - Over 50 kW	685	129	128
Street and Athletic - Codes 72, 73 & 74	690	37	39
Outdoor Lighting - Code 78	693	135	131
TOTAL	694	15,167	14,950
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,161	2,169

 11/7/22
Manager of Accounting

ROANE COUNTY E-911

November 2022 Statistics

	Nov. 2022	2022 YTD	2021
Calls for service entered into CAD system	3,746	47,951	52,292
Average call for service duration (minutes)	65.9	65.8	64.9
TELEPHONE			
911 calls received	2,082	23,213	28,145
Administrative calls inbound	4,447	50,939	56,137
Administrative calls outgoing	2,562	30,215	33,759
TOTAL:	9,091	104,367	118,041
Total phone duration (minutes)	9,489	141,706	190,926
TEXT-TO-911			
Text-to-911 Sessions	3	79	
Text-to-911 Messages	14	278	
Text-to-911 Average Session Duration (seconds)	171.0	259.9	
RADIO AIRTIME (MINUTES)			
MAIN D	4,878	60,035	71,770
HR DSP	1,627	21,229	26,062
FD DSP	1,046	10,222	12,127
EMS	1,167	12,900	14,738
HWY OP	83	2,813	3,872
Ro NET	1	13	20
PSAP NET 2	51	318	241
TOTAL:	8,854	107,530	128,794
ADDITIONAL MONITORED CHANNELS			
Fire Ground 2 (From Aug 2022)	408	556	
SO TAC (From Aug 2022)	50	269	
ADDITIONAL CHANNEL TOTAL:	458	825	

Amended E-911 Budget 2022-2023

Approved 3/24/22

3% Revenue Increase

	2022-2023	Amended	Quarter 2	
REVENUES	APPROVED			
3010 TCA Section 7-86-303 Receipts	640,518			
3020 TCA Section 7-86-130 Receipts	295,122			
3060 Local Government Contracts	708,496			
3070 Contracted Services	49,785			
3080 Sales & Fees	250			
5002 Interest Income	240			
5099 Other Non-Operating Revenue	42,566			
<u>TOTAL ESTIMATED REVENUE</u>	1,736,977			
SALARIES AND WAGES	2% SALARY INCREASE + LONGEVITY			
4001 Director	66,586			
4002 Administrative Personnel (3)	128,438			
4004 Telecommunicators (11+OT)	448,949			
4005 Dispatch Supervisor Personnel (2+OT)	83,820			
4006 Mapping/Addressing Personnel (1.5)	52,115			
4007 Janitor	6,206			
4012 IT Personnel	52,020			
4013.12 Compensated Absences	21,673			
4099.11 Other Payroll Costs	11,719			
4101 Social Security	54,474			
4102 Medicare	12,638			
4104 Medical Insurance	155,500			
4106.21 Life Insurance	1,368			
4107 Unemployment Compensation	1,764			
4108 Pension Expense	45,150			
4109 Other Postemployment Benefits	6,000			
ADMINISTRATION				
4203 Audit Services	10,441			
4204 Accounting/Bookkeeping Services	4,326			
4208 Contracts with Vendors	500	380	(120)	*
4217 Legal Services	9,400			
4229 Lease/Rental-Admin Equip/furniture/fixt.	2,640			
4232 Advertising	500			
4233 Awards to Employees and Others	750			
4237 Dues and Memberships - Administrative	5,392			
4238 Employee Test/Exams - Administrative	300	420	120	*
4239 Equipment- General (non-capitalized)	1,500			
4240 Insurance - Liability	8,495			
4241 Insurance - Worker's Compensation	2,500			
4242 Maintenance and Repairs - Administrative	500			
4243 Prem. On Surety/Fidelity Bonds	387			
4245 Software & Licensing - Administration	1,700			
4246 Supplies & Materials-Administration	4,200			
4247 Training Costs - Administrative	750			
4248 Travel -Administrative	6,490			
4249 Uniforms - Administrative	500			
4250 Telephone Costs - Administrative	3,460			
4251 Telecomm cell phones/pagers- Admin.	600			

4253 Vehicle Expenses - Administrative	3,100			
4254 Vehicle Fuel - Administrative	2,000			
BUILDING AND FACILITIES				
4305 Equipment -Facilities (non capitalized)	2,000			
4307 Utilities	26,400			
4333 Maint. and Repairs-Buildings and Facilities	10,000			
4337 Building and Facilities Costs	500			
4338 Insurance - Buildings and Contents	23,470			
4339 Maintenance & Warranty Contracts	1,200			
4340 Supplies and Materials-Build. and Facilities	3,000			
4399 Misc. Building and Facilities Costs	650			
COMMUNICATIONS - OPERATIONS				
4406 Employee Testing and Exams - Operations	2,600			
4410 Insurance - Equipment (non-administrative)	350			
4413 Communications License and Fees	45,000			
4418 Training Expenses - Communicat. Operat.	2,800			
4419 Travel Expenses - Communicat. Operat.	3,000			
4423 Addressing/mapping/database supplies	1,100			
4424 Cable/Internet Charges - Communications	20,000			
4427 Equipment - Communications (not capital)	5,000			
4430 Language Interpreting	500			
4431 Maintenance & Warranty Contracts	29,600			
4432 Maintenance and Repairs - Communications	5,110			
4433 NCIC/TBI/TIES Expenses	7,025			
4435 Supplies, Materials, & Services - Comm.	1,500			
4436 Uniforms - Communications	800			
4437 Telephone Costs (Call Center Lines)	10,917			
4438 Telecom. Cell Phones & Pagers- Comm/OPS	1,800			
4439 Vehicle Expenses - Operations	3,800			
4440 Vehicle Fuel - Operations	910			
NONOPERATING EXPENSE				
5010 Interest Expense	104,500			
DEPRECIATION	175,065			
Building Payment Principal	29,500			
<u>TOTAL ESTIMATED EXPENSE</u>	1,736,947			
ESTIMATED RECEIPTS	1,736,977			
ESTIMATED EXPENDITURE	1,736,947			
OVER (UNDER)	30			
* Drug/Psych testing Director				

AGENDA
RCECD 911 QUARTERLY BOARD MEETING
December 8, 2022, 9:00 AM

CALL TO ORDER

Welcome Director Walker
Approval of minutes of September 22, 2022
Approval Special Called meetings minutes October 6, 2022
Approval of September, October financial reports
Approval of Second Quarter Budget Amendments

PUBLIC COMMENT

COMPTROLLER

October 2022 Fund Balances

PERSONNEL COMMITTEE

General Report

BUDGET AND FINANCE COMMITTEE

Hasn't met

BUILDING/ EQUIPMENT COMMITTEE

General Report

CHAIRMAN

General report
Loan Closure Resolution
Credit Card Policies

DIRECTOR'S REPORT

General report
800 MHz Administrative Fees 23/24 FY

OLD BUSINESS

NEW BUSINESS

FUND BALANCES

As of October 31, 2022 the following are the funds we have on hand

REVENUE FUND	\$	2,849,002.06
OPERATING ACCOUNT	\$	107,240.60
Building Project /USDA Loan Account	\$	1,086.80
TOTAL CASH FUNDS	\$	2,957,329.46

DESIGNATED FUNDS:

New Capital (Apr.1/27/22)	\$	16,325.30
800 MHZ SYSTEM MAINTENANCE (IN/OUT MONEY)	\$	43,360.36
FOR USDA RESERVE LOAN ACCOUNT (Transfer to Bldg. Acct. Pmts)	\$	173,771.56
Certificate of Deposit money(To be applied to loan)	\$	63,867.48
Sale of Cardiff Valley Rd (To be applied to loan)	\$	278,027.50
ESTIMATED 3 MONTHS RESERVE	\$	350,000.00

TOTAL DESIGNATED FUNDS	\$	925,352.20
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TOTAL UN-DESIGNATED FUNDS	\$	2,031,977.26
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We are receiving ECB payments of \$106,753 every two months
We are receiving ECB subsidy of \$41,687 every two months
ECB Statute 130 Funds Distribution is once a year

MINUTES OF SEPTEMBER 22, 2022
ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, September 22, 2022 at 9:00 am. at the E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room for a regular quarterly meeting.

MEMBERS PRESENT: Tim Suter, Tony Brown, Marilyn Calfee, Cecil Crowe, Jack Stockton, Keith Farmer, Ben Wilson

MEMBERS ABSENT: Baron Tapp, Jason Jolly

EMPLOYEES PRESENT: Stacy Carter, Kim Tharp, Eric Franks

OTHERS PRESENT None

CALL TO ORDER:

Chairman Tim Suter called the meeting to order at 9:08 am with a quorum of 7 declared. Chairman Suter introduced and welcomed our new County Commission Representative, Mr. Ben Wilson, to the board.

APPROVAL OF MINUTES:

Mr. Crowe made a motion to approve the minutes of June 23, 2022 Regular Quarterly Meeting, Second by Ms. Calfee. All members voted Aye. Motion carried. Mr. Crowe made a motion to approve minutes of July 15, 2022 Special Called Meeting, Second by Mr. Stockton. All members voted Aye. Motion carried. Ms. Calfee made a motion to accept the minutes of July 19, 2022 Special Called Meeting, Second by Mr. Wilson. All members voted Aye. Motion carried.

FINANCIAL REPORTS:

Mr. Brown made a motion to approve the financial reports for June, July and August 2022. Mr. Crowe Second the motion. Mr. Crowe asked a couple questions on the June and July reports and clarification was given. All members voted Aye. Motion carried.

PUBLIC COMMENT: None

FUND BALANCE:

Report given. No questions.

COMMITTEE REPORTS:

PERSONNEL/TRAINING COMMITTEE:

Mr. Brown, committee chairman, presented minutes of their meeting. He stated the need to address the pay for Interim Director. He made a motion that we pay Ms. Carter the difference between her current pay and the former director as long as she is filling that position. Mr. Stockton Second the motion. A roll call vote was taken and all members voted Yes.

The Director search has been completed and interviews have been done with 7 candidates. The committee would like to call the top 3 back in for a second interview and discuss the details of the job and bring Clarity to the Director position. There was some discussion on the expectations, contract, pay rate, bonus for the new director. Mr. Crowe made a motion that the top three candidates be brought in for a second interview with the personnel committee followed by the full board the same day. Mr. Stockton second the motion. After some discussion as time being a factor, Mr. Crowe amended his motion to bring the top three candidates in for a second interview with the personnel committee and have a full board meeting the following day. Mr. Stockton was in agreeance with the amended motion. All members voted Aye. Motion carried.

BUDGET /FINANCE COMMITTEE:

Hasn't met.

BUILDING/EQUIPMENT COMMITTEE:

Chairman Brown reported that we are waiting to hear from Mr. Leffew on a mediation date with Monolith. Mr. Brown made a motion to allow Mr. Leffew to start the process with USDA to close the loan, Mr. Crowe Second the motion. Roll call vote was taken and all members voted Yes.

CHAIRMAN REPORT

Chairman Suter opened nominations to fill the vacancy of Vice Chairman who will also be a check signer for the 911 Center. Mr. Stockton nominated Ms. Calfee. There were no other nominations. All members voted Aye. Motion carried and Ms. Calfee will be the new Vice Chairman of the 911 Board.

Chairman Suter presented the need for the 911 Center to apply for a credit card to be able to operate the day to day purchasing. This card would be through our current banking partner, Regions Bank. Ms. Calfee made a motion to proceed with the process, Second by Mr. Farmer. All present voted Aye.

DIRECTORS REPORT:

Interim Director Ms. Carter reported that the day-to-day operations are going well. She went to check on Mr. Roosevelt and everything seemed to be secure. The Mobile command unit was used recently for the server changeover and Eric mentioned that it will be needing four new batteries and there is a tire that will need to be repaired. One vacant dispatch position has been filled and we are working to fill the remaining vacancy. We are budgeted for 13 and have 11 current dispatchers. Ms. Carter turned the remaining of her time over to Eric Franks for a couple presentations.

Eric presented a 12-hour dispatch shift schedule for the efficiency of the department and to help increase moral in the dispatch center. There was some discussion on how this would work and the shifts that it would incorporate. We currently only have 11 dispatchers (2 of which are currently in training) and the intent for the funding of this, since it is mid-budget, was to use the funds allocated for the 13th new position to cover what overtime that would be acquired with this schedule. It was suggested that he present a 2-3 months cost projection to the board at the next meeting. Another suggestion was to do this as a trial basis and see how it works. There was no final board decision on this, it was left to the Interim Director and personnel to work on.

Eric presented the need for an upgrade to our EMD training as our current flip charts are out dated. PowerPhone offers a Total Response Call Handling System that offers online EMD training as well as many other training features. This system will offer up-to-date training and will integrate with our CAD system. The total cost is \$84,596 and will include the first-year maintenance. The following year maintenance fee will be \$15,621.85. Loudon County 911 and others currently use this system and speak highly of it. Mr. Stockton made a motion to purchase the system to provide an upgraded aid to our dispatchers, Mr. Wilson Second the motion. Roll Call vote was taken, Mr. Crowe –Passed, all others voted Yes. Motion carried with a 6-1 vote.

OLD BUSINESS:

Mr. Brown asked if the text to 911 was fully operational yet? Eric said that U.S. Cellular is still not connected to the system. Mr. Brown would like to let the public know that we are text to 911 live when this is completed.

NEW BUSINESS:

There was some discussion on the cost of an additional repeater to possibly cover some of the dead spot areas in the county including our schools. Mr. Wilson asked Eric to get with him and they could work on finding ARP funds for this.

ADJOURNMENT:

Next regular board meeting will be announced at a later date to work around the Thanksgiving and Christmas holidays. The applicants for Director will be called in for a full board interview with possible vote on October 6, 2022 at 9:00 am Special Called Meeting. With no other business to address, Ms. Calfee made a motion to adjourn, Mr. Stockton second. Meeting adjourned at 11:10 am.

Regular meeting March 24, 2022, Special Called meeting of July 15, 2022 minutes and July 19, 2022 minutes were approved at the Board Meeting of Roane County Emergency Communications District Board of Directors. Date: September 22, 2022.

Tim Suter/Chairman

Tony Brown / Secretary-Treasurer

MINUTES OF OCTOBER 6, 2022
ROANE COUNTY E-911 SPECIAL CALLED BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, October 6, 2022 at 9:00 a.m. at the E-911 Center for a Special called meeting regarding hiring New Director.

MEMBERS PRESENT: Tim Suter, Marilyn Calfee, Tony Brown, Cecil Crowe, Baron Tapp, Jason Jolly, Keith Farmer, Jack Stockton, Ben Wilson

MEMBERS ABSENT: None

EMPLOYEES PRESENT: Eric Franks, Kim Tharp, Stacy Carter

OTHERS PRESENT: Bryan Walker (Director applicant), Damon Lawrence (Roane County News)

CALL TO ORDER:

Chairman Suter called the meeting to order at 9:02a.m. with a full quorum of nine members in attendance. Chairman Suter thanked the board for all being in there for this very important decision for the 911 District. Chairman Suter turned the meeting over to Personnel Committee Chairman Brown for a report on the progress of seeking a potential candidate to fill the Director's vacant position.

Mr. Brown reported that the committee had received eight applications for the position. They reached out and scheduled eight interviews with only seven showing up to interview. After this process was tallied, the committee reached out to the top three scorers for a second round of interviews. Mr. McConnell declined the offer for the second interview stating he had found a different job. The remaining two Mr. Kenny Bradley and Mr. Bryan Walker were reached out to schedule interviews. On Tuesday, October 7, 2022 Mr. Kenny Bradley replied to the chairman and withdrew his application, leaving Mr. Bryan Walker to be presented to the board this day as a potential candidate for the position. Mr. Brown asked the board how they would like to proceed with the hiring process. Mr. Walker and each board member was introduced and he gave them a brief overview of himself and his work background that would reflect his qualifications for this position. Mr. Tapp made a motion to move forward with the selection of the remaining candidate, Mr. Walker. Mr. Wilson second the motion. Mr. Stockton highly recommended his dedication and loyalty to the county, his job and his community. Ms. Calfee voiced her appreciation of his background with various agencies. Mr. Brown offered an amendment to the motion to include that the offer be contingent upon Mr. Walker submitting and passing the required background checks, fingerprints, drug screen/physical testing and psychological evaluation pre-employment. In addition, Mr. Walker will be asked to sign a two-year employment contract with RCECD with the understanding that he is an Exempt employee and the other items that will be listed within the contract. Mr. Brown stated that the board would like him to start employment on October 17, 2022. Mr. Walker asked if that could be moved back a week to October 31, 2022 due to wanting to take some time off with his family between jobs. Mr. Brown changed the start date to October 31, 2022. The starting pay offered to Mr. Walker will be \$65,000 annual probationary with \$1,500 increases added in January 1, 2023, March 1, 2023 and June 1, 2023 making his annual by the end of the fiscal year \$69,500. Mr. Stockton second the amended motion. There were several questions about the employment contract which Mr. Leffew will be drawing up, Mr. Brown answered the questions. Chairman Suter asked Mr. Tapp who made the original motion if he was in agreeance with

the amendment to his motion and he replied yes. Chairman Suter also asked Mr. Wilson, who second the original motion if he was in agreeance and he replied yes as well. A Roll Call vote was taken: Tony Brown-Yes, Marilyn Calfee-Yes, Ben Wilson-Yes, Jack Stockton-Yes, Jason Jolly-Yes, Baron Tapp-Yes, Cecil Crowe-Yes, Keith Farmer-Yes, Tim Suter-Yes. A unanimous Yes vote was taken, motion carried. Chairman Suter asked Mr. Walker if he would accept the position of Roane County Emergency Communications Director and he graciously accepted the offer.

Mr. Suter voiced his appreciation for Ms. Carter's time she has filled as Interim Director for the Center.

ADJOURNMENT:

Chairman Suter set the second quarterly meeting for December 8, 2022, 9:00 a.m. to work around the upcoming holidays. Ms. Calfee made a motion to adjourn at 9:27 a.m., Mr. Stockton second.

Tony Brown / Secretary-Treasurer

Tim Suter/Chairman

APPROVED BY BOARD 3/24/2022

	2022-2023	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
REVENUES				October		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	106,753.00	0.00	213,506.00	(427,012.00)
3020 TCA Section 7-86-130 Receipts	295,122	49,187.00	41,687.00	(7,500.00)	83,374.00	(211,748.00)
3060 Local Government Contracts	708,496	59,041.33	66,702.77	7,661.44	236,165.40	(472,330.60)
3070 Contracted Services	49,785	4,148.75	4,148.75	0.00	16,595.00	(33,190.00)
3080 Sales & Fees	250	20.83	0.00	(20.83)	164.00	(86.00)
5002 Interest Income	240	20.00	25.68	5.68	100.01	(139.99)
5099 Other Non-Operating Revenue	42,566	3,547.17	0.00	(3,547.17)	44,032.10	1,466.10
TOTAL ESTIMATED REVENUE	1,736,977	222,718.08	219,317.20	-3,400.88	593,936.51	(1,143,040.49)
=====						
SALARIES AND WAGES						
4001 Director	66,586	5,548.83	2,649.36	(2,899.47)	13,779.82	(52,806.18)
4002 Administrative Personnel	128,438	10,703.17	14,819.76	4,116.59	44,340.90	(84,097.10)
4004 Telecommunicators	448,949	37,412.42	48,842.69	11,430.27	140,757.96	(308,191.04)
4005 Dispatch Supervisor Personnel	83,820	6,985.00	4,725.17	(2,259.83)	14,300.21	(69,519.79)
4006 Mapping/Addressing Personnel	52,115	4,342.92	5,972.16	1,629.24	17,874.89	(34,240.11)
4007.4 Janitor	6,206	517.17	85.39	(431.78)	1,043.08	(5,162.92)
4012 I.T. Personnel	52,020	4,335.00	6,002.31	1,667.31	17,991.28	(34,028.72)
4013.12 Compensated Absences	21,673	1,806.08	0.00	(1,806.08)	2,865.12	(18,807.88)
4099.11 Other Payroll Costs	11,719	976.58	0.00	(976.58)	0.00	(11,719.00)
4101 Social Security	54,474	4,539.50	5,139.24	599.74	15,632.00	(38,842.00)
4102 Medicare	12,638	1,053.17	1,201.92	148.75	3,655.89	(8,982.11)
4104 Medical Insurance	155,500	12,958.33	11,694.50	(1,263.83)	49,678.35	(105,821.65)
4106.21 Other Insurance-Life	1,368	114.00	88.00	(26.00)	352.00	(1,016.00)
4107 Unemployment Compensation	1,764	147.00	35.45	(111.55)	113.41	(1,650.59)
4108 Pension Expense	45,150	3,762.50	4,362.18	599.68	12,523.97	(32,626.03)
4109 Other Postemployment Benefits	6,000	500.00	760.00	260.00	2,812.00	(3,188.00)
ADMINISTRATION						
4203 Audit Services	10,441	870.08	0.00	(870.08)	0.00	(10,441.00)
4204 Accounting/Bookkeeping Services	4,326	360.50	350.00	(10.50)	1,400.00	(2,926.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	61.76	(721.57)	99.28	(9,300.72)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,640	220.00	220.00	0.00	880.00	(1,760.00)
4232 Advertising	500	41.67	0.00	(41.67)	52.00	(448.00)
4233 Awards to Employees and Others	750	62.50	0.00	(62.50)	65.00	(685.00)
4237 Dues and Memberships - Admin.	5,392	449.33	0.00	(449.33)	5,154.00	(238.00)
4238 Employee Test/Exams - Admin	300	25.00	280.00	255.00	280.00	(20.00)
4239 Equipment - General (non-capitalized)	1,500	125.00	0.00	(125.00)	0.00	(1,500.00)
4240 Insurance - Liability	8,495	707.92	0.00	(707.92)	8,095.00	(400.00)
4241 Insurance - Worker's Compensation	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	387	32.25	0.00	(32.25)	371.00	(16.00)
4245 Software & Licensing - Admin.	1,700	141.67	40.00	(101.67)	160.00	(1,540.00)
4246 Supplies & Materials - Admin.	4,200	350.00	260.41	(89.59)	636.03	(3,563.97)
4247 Training Costs - Administrative	750	62.50	0.00	(62.50)	0.00	(750.00)
4248 Travel - Administrative	6,490	540.83	0.00	(540.83)	330.92	(6,159.08)
4249 Uniforms - Administrative	500	41.67	0.00	(41.67)	0.00	(500.00)
4250 Telephone Costs - Administrative	3,460	288.33	211.71	(76.62)	846.84	(2,613.16)
4251 Telecomm cell phones/pagers-Admin	600	50.00	37.69	(12.31)	27.56	(572.44)
4253 Vehicle Expenses - Administrative	3,100	258.33	15.00	(243.33)	1,213.00	(1,887.00)
4254 Vehicle Fuel - Administrative	2,000	166.67	9.44	(157.23)	241.50	(1,758.50)

[illegible]

Radio Fees

- Radio fees are billed to Roane-911 for all Roane County departments radios at \$51.10 per radio per year.
- Fee is set by TN Valley Regional Communications System Finance Committee and Executive Commission.
- Roane-911 tracks radios owned by each department, separates bills, and bills each department the same \$51.10/radio/year, making no profit from this.
 - Roane 911 Communications is actually taking a loss due to administrative time required.

We pay the same fee for each radio we own.

- Asking for a 3% fee to off set the cost to Roane County 911 Communications.

ROANE COUNTY E911 EMERGENCY COMMUNICATIONS DISTRICT

CREDIT CARD POLICY & PROCEDURE

1. **Card Use** The district authorizes the use of the credit card for the following purposes:
 - 1.1 Travel expenses for authorized district travel
 - 1.2 The purchase of authorized district supplies and equipment from suppliers where the district cannot establish a charge account
 - 1.3 The primary credit cards issued to the Comptroller and Director for purchase of district supplies and equipment shall have a maximum credit limit of \$ 1,500.00 per day and \$ 5,000.00 per month.
2. **Procedure** The use of the credit cards shall conform to the following procedures:
 - 2.1 Travel and Meeting Expenses. The district credit card may be used for authorized travel expenses as well as expenses incurred by attending authorized meetings, seminars and conferences.
 - 2.2 Purchases. Credit card purchases of supplies and equipment must be authorized by the Board of Directors, Chairman of the Board, Director or the Director's designee.
3. **Charge Card Processing Procedures** The user of the credit card shall comply with the following procedures:
 - 3.1 The charge slip for purchases of supplies and equipment must be submitted to the district within seven (7) business days of the date of transaction.
 - 3.2 The charge slip for travel or meeting expenses must be submitted within ten (10) business days after the meeting or the completion of travel. A fully itemized travel expense voucher must be submitted within thirty (30) days of the billing date if multiple charges have been made.
 - 3.3 All charges must be itemized showing the items(s) purchased, date of purchase, the supplier and the name of the person who made the purchase. If a purchase order has been issued, the charges will be attached to the purchase order.
4. **Card Use Restrictions** No district credit card may be used to obtain a cash advance. Failure to comply with the policy provisions shall result in a forfeiture of the credit card. All district cards are subject to recall by the Board of Directors at any time.

This policy has been adopted by the Roane County Board of Directors on this _____ day of _____, 2022.

Board Chairman

Board Sec/Treasurer

**ROANE COUNTY EMERGENCY COMMUNICATION DISTRICT E-911
PURCHASING CARD POLICY**

The use of purchasing cards is strictly limited to Roane County 911 officials. All purchasing cards must be approved in advance by the Roane County 911 Director. Roane County 911 officials must receive prior approval to use a purchasing card and must sign a Cardholder Agreement before using the purchasing card.

All purchasing cards will be issued in the name of the department head or official that is responsible for the use of the card. Each purchasing card to be used will be issued under a separate name and account number. The card will have the district's name and tax-exempt number embossed on the card. The official is responsible for ensuring that all purchases made using that card are in accordance with all policies, rules and regulations of Roane County 911.

The person who signs the Cardholder Agreement will be held personally liable for any unauthorized purchases made with the card, including purchases exceeding the approved purchasing limits.

All purchasing card purchases must comply with normal purchasing procedures. Purchases made using a purchasing card must be approved by submitting a requisition to the Comptroller and receiving a purchase order number.

All purchases will be reconciled monthly by the responsible official. Monthly reconciliations for all cards issued to the appropriate officials will be submitted monthly to the Comptroller. Each receipt and packing slip must be coded with the appropriate purchase order and account number.

The Roane County 911 Comptroller shall adopt such rules and regulations, as the Comptroller deems necessary to implement the policy.

Purchasing cards which are used in any manner inconsistent with this policy are subject to immediate revocation by the Roane County 911 Comptroller or Director.

This Policy has been adopted by the Roane County 911 Board of Directors on _____ day of _____, 2022.

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 District desires to extend the maturity date of the Outstanding before undertaking the permanent financing; and

WHEREAS, the Purchaser can accommodate an extension of the Outstanding Note to February 28, 2023.

NOW, THEREFORE, be it hereby resolved that the District authorizes the extension of the maturity date of the Outstanding Note to February 28, 2023. The Chairman and the Secretary are hereby authorized to execute and deliver such documents necessary to effectuate this extension.

Adopted and approved this 8th day of December, 2022.

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 December 8, 2022, 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 8th day of December, 2022.

Secretary

(SEAL)

34503092.1

Notice of Special Meeting of the Board of Directors
of the Roane County Emergency Communications District of Roane County, Tennessee

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Directors of the Roane County Emergency Communications District of Roane County, Tennessee will meet in open and public session at the 911 Center Administrative Office (4390 Roane State Highway, Rockwood, TN) at 9:00 a.m., on Thursday, December 8, 2022, for the purpose of considering all matters as may be properly presented to it, including the consideration of a resolution authorizing the extension of its \$2,703,500 Emergency Communications District Revenue Bond Anticipation Note (Interim Certificates of Indebtedness) (Taxable), the proceeds of which will be used to finance capital improvements to the emergency communication system..

This notice is given pursuant to the provisions of Sections 8-44-101 to 8-44-106, inclusive, Tennessee Code Annotated.

APPROVED BY BOARD 3/24/2022

	2022-2023	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	295,122	49,187.00	0.00	(49,187.00)	41,687.00	(253,435.00)
3060 Local Government Contracts	708,496	59,041.33	51,379.93	(7,661.40)	169,462.63	(539,033.37)
3070 Contracted Services	49,785	4,148.75	4,148.75	0.00	12,446.25	(37,338.75)
3080 Sales & Fees	250	20.83	111.00	90.17	164.00	(86.00)
5002 Interest Income	240	20.00	24.61	4.61	74.33	(165.67)
5099 Other Non-Operating Revenue	42,566	3,547.17	5,757.30	2,210.13	44,032.10	1,466.10
TOTAL ESTIMATED REVENUE	1,736,977	222,718.08	61,421.59	-161,296.49	374,619.31	(1,362,357.69)
=====						
SALARIES AND WAGES						
4001 Director	66,586	5,548.83	3,974.04	(1,574.79)	11,130.46	(55,455.54)
4002 Administrative Personnel	128,438	10,703.17	9,866.81	(836.36)	29,521.14	(98,916.86)
4004 Telecommunicators	448,949	37,412.42	29,414.17	(7,998.25)	91,915.27	(357,033.73)
4005 Dispatch Supervisor Personnel	83,820	6,985.00	3,183.81	(3,801.19)	9,575.04	(74,244.96)
4006 Mapping/Addressing Personel	52,115	4,342.92	4,014.74	(328.18)	11,902.73	(40,212.27)
4007.4 Janitor	6,206	517.17	101.70	(415.47)	957.69	(5,248.31)
4012 I.T. Personel	52,020	4,335.00	4,001.54	(333.46)	11,988.97	(40,031.03)
4013.12 Compensated Absences	21,673	1,806.08	1,356.96	(449.12)	2,865.12	(18,807.88)
4099.11 Other Payroll Costs	11,719	976.58	0.00	(976.58)	0.00	(11,719.00)
4101 Social Security	54,474	4,539.50	3,453.87	(1,085.63)	10,492.76	(43,981.24)
4102 Medicare	12,638	1,053.17	807.75	(245.42)	2,453.97	(10,184.03)
4104 Medical Insurance	155,500	12,958.33	11,632.75	(1,325.58)	37,983.85	(117,516.15)
4106.21 Other Insurance-Life	1,368	114.00	88.00	(26.00)	264.00	(1,104.00)
4107 Unemployment Compensation	1,764	147.00	0.00	(147.00)	77.96	(1,686.04)
4108 Pension Expense	45,150	3,762.50	2,596.46	(1,166.04)	8,161.79	(36,988.21)
4109 Other Postemployment Benefits	6,000	500.00	760.00	260.00	2,052.00	(3,948.00)
ADMINISTRATION						
4203 Audit Services	10,441	870.08	0.00	(870.08)	0.00	(10,441.00)
4204 Accounting/Bookkeeping Services	4,326	360.50	350.00	(10.50)	1,050.00	(3,276.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	14.00	(769.33)	37.52	(9,362.48)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,640	220.00	220.00	0.00	660.00	(1,980.00)
4232 Advertising	500	41.67	52.00	10.33	52.00	(448.00)
4233 Awards to Employees and Others	750	62.50	0.00	(62.50)	65.00	(685.00)
4237 Dues and Memberships - Admin.	5,392	449.33	0.00	(449.33)	5,154.00	(238.00)
4238 Employee Test/Exams - Admin	300	25.00	0.00	(25.00)	0.00	(300.00)
4239 Equipment - General (non-capitalized)	1,500	125.00	0.00	(125.00)	0.00	(1,500.00)
4240 Insurance - Liability	8,495	707.92	8,095.00	7,387.08	8,095.00	(400.00)
4241 Insurance - Worker's Compensation	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	387	32.25	371.00	338.75	371.00	(16.00)
4245 Software & Licensing - Admin.	1,700	141.67	38.00	(103.67)	120.00	(1,580.00)
4246 Supplies & Materials - Admin.	4,200	350.00	164.40	(185.60)	375.62	(3,824.38)
4247 Training Costs - Administrative	750	62.50	0.00	(62.50)	0.00	(750.00)
4248 Travel - Administrative	6,490	540.83	330.92	(209.91)	330.92	(6,159.08)
4249 Uniforms - Administrative	500	41.67	0.00	(41.67)	0.00	(500.00)
4250 Telephone Costs - Administrative	3,460	288.33	211.71	(76.62)	635.13	(2,824.87)
4251 Telecomm cell phones/pagers-Admin	600	50.00	37.86	(12.14)	113.74	(486.26)
4253 Vehicle Expenses - Administrative	3,100	258.33	1,198.00	939.67	1,198.00	(1,902.00)
4254 Vehicle Fuel - Administrative	2,000	166.67	47.97	(118.70)	232.06	(1,767.94)

[illegible]

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

STATEMENT OF NET POSITION October 31, 2022

CURRENT ASSETS

Revenue Acct. - Regions Bank	\$ 2,849,002
Oper/Maint Acct. - Regions Bank	107,241
Building Project 911 Constructi	1,087
Prepaid Insurance	30,131
Prepaid Expenses	27,674
Accounts Receivable	80

TOTAL CURRENT ASSETS

3,015,215

CAPITAL ASSETS NOT BEING DEPRECIATED

Land	176,749
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CAPITAL ASSETS BEING DEPRECIATED

Buildings & Improvements	2,290,148
Furniture & Fixtures	115,485
Office Equipment	11,951
Communications Equipment	1,395,056
Vehicles	30,893
Mapping & CAD System	143,347

TOTAL CAPITAL ASSETS

4,163,629

Accumulated Depreciation

(1,171,939)

CAPITAL ASSETS, NET

2,991,690

OTHER ASSETS

Net Pension Asset	497,530
Utility Deposit	1,065

TOTAL OTHER ASSETS

498,595

TOTAL ASSETS

\$ 6,505,500

DEFERRED OUTFLOW OF RESOURCES

Pension Cont after Measurement Date (GASB68)	\$ 82,130
OPEB Deferred outflows	<u>28,041</u>

TOTAL DEFERRED OUTFLOW OF RESOURCES

\$ 110,171

See accountants' compilation report

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

STATEMENT OF NET POSITION

October 31, 2022

CURRENT LIABILITIES

Accounts Payable	\$ 998
Accrued Compensated Absences	27,668
Payroll Deductions Payable	1,090
Employee Health Ins. W/H	7,568
SUTA Taxes Payable	16
Interest Payable	<u>41,557</u>

TOTAL CURRENT LIABILITIES	<u>78,897</u>
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NON CURRENT LIABILITIES

Notes payable - long term	<u>2,106,081</u>
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TOTAL NON CURRENT LIABILITIES	<u>2,106,081</u>
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OTHER LIABILITIES

Net OPEB (Asset) Liability	<u>90,527</u>
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TOTAL OTHER LIABILITIES	<u>90,527</u>
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TOTAL LIABILITIES	<u>\$ 2,275,505</u>
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DEFERRED INFLOW OF RESOURCES

Pension Changes in Experience	\$ 112,686
OPEB Deferred Inflows	<u>13,915</u>

TOTAL DEFERRED INFLOW OF RESOURCES	<u>\$ 126,601</u>
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NET POSITION

Net Investment in Capital Assets	\$ 885,609
Restricted for Pension	497,530
Unrestricted Net Position	<u>2,830,426</u>

TOTAL NET POSITION	<u>\$ 4,213,565</u>
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See accountants' compilation report

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT
STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
For the Four Months Ended October 31, 2022

	<u>Amount</u>	<u>Percent</u>
OPERATING REVENUES		
TCA Section 7-86-303 Receipts	\$ 213,509	38.8 %
TCA Section 7-86-130 Receipts	83,374	15.2
Local Government Contracts	236,165	43.0
Contracted Services	16,595	3.0
Sales & Fees	<u>164</u>	<u>0.0</u>
TOTAL OPERATING REVENUES	<u>549,807</u>	<u>100.0</u>
OPERATING EXPENSES		
<u>SALARIES AND WAGES</u>		
Salaries and Wages	27,549	5.0
Salary - Director	8,764	1.6
Salary - Administrative Personnel	41,852	7.6
Salary - Telecommunicators	126,861	23.1
Salary - Dispatch Supervisor Personnel	11,823	2.2
Salary - Admin-Mapping & PT Consultant	16,318	3.0
Salary - Other Salaries & Wages	1,043	0.2
IT Personnel	15,880	2.9
Compensated Absences	<u>2,865</u>	<u>0.5</u>
TOTAL SALARIES AND WAGES	<u>252,955</u>	<u>46.0</u>
<u>EMPLOYEE BENEFITS</u>		
Taxes - Payroll - Social Security	15,632	2.8
Taxes - Payroll - Medicare	3,656	0.7
Insurance - Employee Health	50,624	9.2
Other Insurance	358	0.1
Taxes - Payroll - SUTA	55	0.0
Retirement Contributions	<u>12,524</u>	<u>2.3</u>
TOTAL EMPLOYEE BENEFITS	<u>82,849</u>	<u>15.1</u>

See accountants' compilation report

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT
STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
For the Four Months Ended October 31, 2022

<u>ADMINISTRATION</u>	<u>Amount</u>	<u>Percent</u>
Accounting / Bookkeeping Services	1,400	0.3
Legal and Professional	113	0.0
Maintenance & Warranty Contracts	173	0.0
Lease/Rental - Admin Equipment/Furniture/Fixtures	880	0.2
Dues and Memberships - Admin	1,718	0.3
Employee Testing and Exams - Admin	280	0.1
Insurance-Liability	2,574	0.5
Software & Licensing - Admin	160	0.0
Supplies & Materials - Admin	688	0.1
Travel - Admin	331	0.1
Telephone costs - Admin	847	0.2
Telecomm Cell Phones and Pagers - Admin	27	0.0
Vehicle Expenses - Admin	438	0.1
Vehicle Fuel - Admin	242	0.0
TOTAL ADMINISTRATION	9,871	1.8
<u>BUILDINGS AND FACILITIES</u>		
Equipment - Facilities (Not Capitalized)	3	0.0
Utilities	7,056	1.3
Maintenance & Repairs - Misc	3,101	0.6
Building and Facilities Costs	124	0.0
Supplies and Materials - Buildings and Facilities	341	0.1
TOTAL BUILDINGS AND FACILITIES	10,625	1.9 %
<u>COMMUNICATIONS - OPERATIONS</u>		
Awards to Employees and Others	65	0.0
Insurance - Workers' Compensation	159	0.0
Premiums on Surety/Fidelity Bonds (Insurance)	117	0.0
Insurance-Buildings and Contents	7,112	1.3
Employee Testing and Exams - Operations	670	0.1
Insurance - Equipment (non-admin)	106	0.0
Communications Licenses and Fees	14,481	2.6
Training Expenses-Communications Operations	743	0.1
Travel Expenses-Communications Operations	666	0.1
Cable/Internet Charges-Communications	6,139	1.1
Language Interpreting	181	0.0
Maintenance & Warranty Contracts	6,891	1.3
Maintenance & Repairs - Communications	1,303	0.2
NCIC/TBI/TIES Expenses	2,085	0.4
Supplies, Materials & Services - Communications	103	0.0

See accountants' compilation report

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT
STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
For the Four Months Ended October 31, 2022

	<u>Amount</u>	<u>Percent</u>
Telephone costs (Call Center Lines)	4,135	0.8
Telecomm Cell Phones and Pagers - Comm and Ops	380	0.1
Vehicle Expenses - Operations	979	0.2
TOTAL COMMUNICATIONS - OPERATIONS	<u>46,315</u>	<u>8.4</u>
<u>DEPRECIATION</u>		
Depreciation	<u>54,878</u>	<u>10.0</u>
TOTAL DEPRECIATION	<u>54,878</u>	<u>10.0</u>
TOTAL OPERATING EXPENSES	<u>457,493</u>	<u>83.2</u>
OPERATING INCOME (LOSS)	<u>92,314</u>	<u>16.8</u>
<u>NONOPERATING REVENUES AND (EXPENSES)</u>		
Interest Income	100	0.0
Other Non-operating Revenue	<u>44,113</u>	<u>8.0</u>
TOTAL NONOPERATING REVENUES AND (EXPENSES)	<u>44,213</u>	<u>8.0%</u>
INCREASE (DECREASE) IN NET POSITION	136,527	<u>24.8%</u>
NET POSITION - BEGINNING OF PERIOD	<u>4,077,038</u>	
NET POSITION - END OF PERIOD	<u>\$ 4,213,565</u>	

See accountants' compilation report

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Four Months Ended October 31, 2022

	1 Month Ended Actual October 31, 2022	1 Month Ended Budget October 31, 2022	Variance	Percent	4 Months Ended Actual October 31, 2022	4 Months Ended Budget October 31, 2022	Variance	Percent
Operating Revenues								
TCA Section 7-86-303 Receipts	\$ 106,756	\$ 53,377	53,379	50.44 %	\$ 213,509	\$ 213,506	3	38.83 %
TCA Section 7-86-130 Receipts	41,687	24,594	17,093	19.70	83,374	98,374	(15,000)	15.16
Local Government Contracts	59,041	59,041	-	27.80	236,165	236,165	-	42.95
Contracted Services	4,149	4,149	-	1.96	16,595	16,595	-	3.02
Sales & Fees	-	21	(21)	-	164	83	81	0.03
Total Operating Revenues	211,633	141,182	70,451	100.00	549,807	564,723	(14,916)	100.00
Operating Expenses								
Salaries and Wages								
Salaries and Wages	9,331	-	9,331	4.41	27,549	-	27,549	5.01
Salary - Director	2,649	5,549	(2,900)	1.25	8,764	22,195	(13,431)	1.59
Salary - Administrative Personnel	13,598	10,703	2,895	6.43	41,852	42,813	(961)	7.61
Salary - Telecommunicators	43,745	37,412	6,333	20.67	126,861	149,650	(22,789)	23.07
Salary - Dispatch Supervisor Personnel	2,397	6,985	(4,588)	1.13	11,823	27,940	(16,117)	2.15
Salary - Admin-Mapping & PT Consultant	5,845	4,343	1,502	2.76	16,318	17,372	(1,054)	2.97
Salary - Other Salaries & Wages	85	517	(432)	0.04	1,043	2,069	(1,026)	0.19
IT Personnel	5,446	4,335	1,111	2.57	15,880	17,340	(1,460)	2.89
Compensated Absences	-	1,806	(1,806)	-	2,865	7,224	(4,359)	0.52
Other Payroll Costs	-	977	(977)	-	-	3,906	(3,906)	-
Total Salaries and Wages	83,096	72,627	10,469	39.26	252,955	290,509	(37,554)	46.01
Employee Benefits								
Taxes - Payroll - Social Security	5,139	4,540	599	2.43	15,632	18,158	(2,526)	2.84
Taxes - Payroll - Medicare	1,202	1,053	149	0.57	3,656	4,213	(557)	0.66
Insurance - Employee Health	12,455	12,958	(503)	5.89	50,624	51,833	(1,209)	9.21
Other Insurance	88	114	(26)	0.04	358	456	(98)	0.07
Taxes - Payroll - SUTA	18	147	(129)	0.01	55	588	(533)	0.01
Retirement Contributions	4,139	3,763	376	1.96	12,524	15,050	(2,526)	2.28
Other Postemployment Benefits (OPEB)	-	500	(500)	-	-	2,000	(2,000)	-
Total Employee Benefits	23,041	23,075	(34)	10.89	82,849	92,298	(9,449)	15.07

See accountants' compilation report.

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Four Months Ended October 31, 2022

	1 Month Ended Actual October 31, 2022	1 Month Ended Budget October 31, 2022	Variance	Percent	4 Months Ended Actual October 31, 2022	4 Months Ended Budget October 31, 2022	Variance	Percent
Administration								
Audit Services	-	870	(870)	-	-	3,480	(3,480)	-
Accounting / Bookkeeping Services	700	361	339	0.33	1,400	1,442	(42)	0.25
Contracts with Vendors	-	42	(42)	-	-	167	(167)	-
Legal and Professional	13	783	(770)	0.01	113	3,133	(3,020)	0.02
Maintenance & Warranty Contracts	34	-	34	0.02	173	0	173	0.03
Lease/Rental - Admin	220	220	-	0.10	880	880	-	0.18
Equipment/Furniture/Fixtures	-	-	-	-	-	-	-	-
Dues and Memberships - Admin	430	449	(19)	0.20	1,718	1,797	(79)	0.31
Employee Testing and Exams - Admin	280	25	255	0.13	280	100	180	0.05
Equipment - General (non-capitalized)	-	125	(125)	-	-	500	(500)	-
Insurance-Liability	644	708	(64)	0.30	2,574	2,832	(258)	0.47
Software & Licensing - Admin	40	142	(102)	0.02	160	567	(407)	0.03
Supplies & Materials - Admin	260	350	(90)	0.12	888	1,400	(712)	0.13
Training costs - Admin	-	63	(63)	-	-	250	(250)	-
Travel - Admin	-	541	(541)	-	331	2,163	(1,832)	0.06
Telephone costs - Admin	212	288	(76)	0.10	847	1,153	(306)	0.15
Telecomm Cell Phones and Pagers - Admin	(86)	50	(136)	(0.04)	27	200	(173)	-
Vehicle Expenses - Admin	106	258	(152)	0.05	438	1,033	(595)	0.08
Vehicle Fuel - Admin	9	167	(158)	-	242	667	(425)	0.04
Total Administration	2,862	5,441	(2,580)	1.35	9,871	21,765	(11,893)	1.80
Buildings and Facilities								
Maintenance & Repairs - Admin	-	42	(42)	-	-	167	(167)	-
Uniforms -Admin	-	42	(42)	-	-	167	(167)	-
Equipment - Facilities (Not Capitalized)	-	167	(167)	-	3	667	(664)	-
Utilities	1,435	2,200	(765)	0.68	7,056	8,800	(1,744)	1.28
Maintenance & Repairs - Misc	461	833	(372)	0.22	3,101	3,333	(232)	0.56
Building and Facilities Costs	124	42	82	0.06	124	167	(43)	0.02
Maintenance & Warranty Contracts	-	100	(100)	-	-	400	(400)	-
Supplies and Materials - Buildings and Facilities	115	250	(135)	0.05	341	1,000	(659)	0.06
Other Building and Facilities Costs	-	54	(54)	-	-	217	(217)	-
Addressing/Mapping/Database Supplies	-	92	(92)	-	-	367	(367)	-
Total Buildings and Facilities	2,135	3,821	(1,687)	1.01	10,625	15,284	(4,660)	1.93
Communications - Operations								
Advertising	-	42	(42)	-	-	167	(167)	-
Awards to Employees and Others	-	63	(63)	-	65	250	(185)	0.01
Insurance - Workers' Compensation	40	208	(168)	0.02	159	833	(674)	0.03
Premiums on Surety/Fidelity Bonds (Insurance)	29	32	(3)	0.01	117	129	(12)	0.02
Insurance-Buildings and Contents	1,778	1,956	(178)	0.84	7,112	7,823	(711)	1.29
Employee Testing and Exams - Operations	260	217	43	0.12	670	867	(197)	0.12
Insurance - Equipment (non-admin)	27	29	(2)	0.01	106	117	(11)	0.02

See accountants' compilation report.

ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT

SUPPLEMENTAL SCHEDULE - BUDGETARY COMPARISON SCHEDULE For the One Month and Four Months Ended October 31, 2022

	1 Month Ended Actual October 31, 2022	1 Month Ended Budget October 31, 2022	Variance	Percent	4 Months Ended Actual October 31, 2022	4 Months Ended Budget October 31, 2022	Variance	Percent
Communications Licenses and Fees	3,640	3,750	(110)	1.72	14,481	15,000	(519)	2.63
Training Expenses-Communications	209	233	66	0.14	743	933	(190)	0.14
Operations	-	250	(250)	-	666	1,000	(334)	0.12
Travel Expenses-Communications	-	-	-	-	-	-	-	-
Operations	-	-	-	-	-	-	-	-
Cable/Internet Charges-Communications	1,531	1,667	(136)	0.72	6,139	6,867	(528)	1.12
Equipment-Communications (not capitalized)	-	417	(417)	-	-	1,667	(1,667)	-
Language Interpreting	106	42	64	0.05	181	167	14	0.03
Maintenance & Warranty Contracts	1,817	2,467	(650)	0.86	6,891	9,867	(2,976)	1.25
Maintenance & Repairs - Communications	452	426	26	0.21	1,303	1,703	(400)	0.24
NCIC/TBI/TIES Expenses	558	585	(27)	0.26	2,085	2,342	(257)	0.38
Supplies, Materials & Services - Communications	103	125	(22)	0.05	103	500	(397)	0.02
Uniforms - Communications	-	67	(67)	-	-	267	(267)	-
Telephone costs (Call Center Lines)	827	910	(83)	0.39	4,135	3,639	496	0.75
Telecomm Cell Phones and Pagers - Comm. and Ops	94	150	(56)	0.04	380	600	(220)	0.07
Vehicle Expenses - Operations	245	317	(72)	0.12	979	1,267	(288)	0.18
Vehicle Fuel - Operations	-	78	(78)	-	-	303	(303)	-
Total Communications - Operations	11,896	14,027	(2,223)	5.58	46,315	56,107	(9,793)	8.42
Depreciation								
Depreciation	13,364	14,589	(1,225)	6.31	54,878	58,355	(3,477)	9.98
Total Depreciation	13,364	14,589	(1,225)	6.31	54,878	58,355	(3,477)	9.98
Total Operating Expenses	136,304	133,579	2,725	64.41	457,493	534,318	(76,825)	83.21
Operating Income (Loss)	75,329	7,603	67,726	35.59	92,314	30,405	61,909	16.79
Nonoperating Revenues and (Expenses)								
Interest Income	26	20	26	0.01	100	80	20	0.02
Interest Expense	-	(8,708)	-	-	-	(34,833)	34,833	-
Other Non-operating Revenue	-	3,547	-	-	44,113	14,189	29,924	8.02
Total Other Income (Expenses)	26	(5,141)	5,167	0.01	44,213	(20,565)	64,778	8.04
Change in Net Position	\$ 75,355	\$ 2,462	72,893	35.61 %	\$ 136,527	\$ 9,840	126,687	24.83 %

See accountants' compilation report.

MINUTES
KINGSTON MUNICIPAL PLANNING COMMISSION
NOVEMBER 15, 2022

The regular meeting of the Kingston Municipal Planning Commission was held at 6:00 p.m. on November 15, 2022 at the Kingston city hall.

Members Present

Stephanie Wright, Chair
Wade Lovin, V. Chmn
Bo Pickel, Sec.
Tim Neal, Mayor
Gary Botkin
Mike Farmer
Jim Owens

Members Absent

Sammy Frogg
Vacancy
Vacancy

Others Present

David Bolling, City Manager
Kelly Jackson, Asst. to City
Manager

Staff Representative: David K. Williams

CALL TO ORDER/MINUTES

The meeting was called to order at 6:00 p.m. by Chairwoman Wright. On a motion by Mr. Owens and a second by Secretary Pickel, the September 17, 2022 minutes were unanimously approved on a roll call vote.

REPORTS AND PUBLIC COMMENTS

City manager Bolling reported that the city was finalizing a RFQ for the Build Planning Grant that it has been awarded. Chairwoman Wright explained that the grant is for corridor improvements.

CONTINUED REVIEW OF THE SUBDIVISION REGULATIONS

Chairwoman Wright led the discussion of the review of the subdivision regulations. Commissioners were provided with updated copies of the regulations with proposed additions shown in bold red and proposed deletions shown in strike through. Requested changes were noted during this review and included the following:

1. On page 1, delete the term *planning region* in the first line in item C.
2. On page 3, add the word County in the last sentence in item A.1.
3. On page 3, replace *he* with *subdivider* in A.3.
4. On page 4, change tow to two in B.3.
5. On page 4, add language that plats are to be provided to the city manager's office in D.1.
6. On page 5, change *verbal* to *written* in 2.a.
7. On page 5, delete *an engineer* in 2.B.
8. On page 6, change E.2. to read that the plats must be in one of two paper sizes – 18" x 24" or 24" x 36".

9. On page 7, change *sixty (60)* to *thirty (30)* in item 3.
10. On page 7, add A list of certifications to be placed and signed on the plat.
11. On page 8, item 6., add the paper sizes (18" x 24" and 24" x 36").
12. On page 9, add *planned* between *all* and *streets* for certificate 1.
13. On page 9, delete *planning commission* in the last line and add Tennessee Code Annotated.
14. On page 9, for certificates 3. And 4., change the signature line to read: Authorized Utility Official.
15. On page 10, delete the certificate language and add that the health department stamp is required to be placed on the plat and signed by the TDEC representative.
16. On page 10, certificate 6, change the signature line to read: *Authorized City Official*.
17. On page 10, certificate 7, change the signature line to read: *Authorized E911 Official*.
18. On page 10, certificate 8, change the signature line to read: *Authorized Utility Official*.
19. On page 11, change certificate 10 to reference a maintenance agreement as required for final approval.

Staff will make the above changes to the subdivision regulations.

ADJOURNMENT

The meeting adjourned at 7:15 p.m.