



# City Manager Report

February 2023



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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](http://www.kingstontn.gov)). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency in our local government. Information compiled by each department is analyzed and organized for presentation in this report.

Our goal is to become more transparent and more performance driven. The City staff and I will continue to make every effort to increase efficiencies in City services as we serve the citizens of Kingston.

It is our hope this report will help you become and stay informed regarding city issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

David L. Bolling, City Manager  
City of Kingston

# **City Manager**

## **Management Report: February 2023**

### **Legislative Accomplishments**

- A. Approval of the second and final reading of Ordinance 22-01-10-01, an ordinance to change the name of East Loveliss Street to Jack McPherson Way
- B. Approval of second and final reading of Ordinance 23-01-10-02, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2022-2023
- C. Approval of the second and final reading of Ordinance 23-01-10-03, an ordinance amending the annual budget for the City of Kingston, Tennessee water / sewer fund for fiscal year 2022-2023
- D. Approval to accept the annual comprehensive financial report for the fiscal year ended June 30, 2022
- E. Approval to appropriate an amount not to exceed \$90,000 for roofing and other repairs to Fire Station One
- F. Approval of a request from Jason Taylor to close Cumberland Street from Johnson Street to Patton Ferry Road on April 22<sup>nd</sup> for a car show
- G. Approval to re-appoint Councilmember Tony Brown to a six-year term on the Solid Waste Advisory Board

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

- None
  
- **External Meetings**
  - Meeting with Rockwood Electric to discuss interstate lighting
  - Other miscellaneous meetings
- **Internal Meetings**
  - Department Head meetings
  - Other miscellaneous staff meetings



**City of Kingston**  
Project Status Update  
February 2023

**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:	FHWA review of RFQ responses	

Notes:

1. Responses to administrative and planning services RFQs sent to FHWA for review.

**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. Notification period near completion.

## Ladd Park Ramp Replacement

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

Notes:

1. In discussions to possibly reject and replace this ramp due to construction issues.

## 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:	Approval of ROW plans	

Notes:

1. ROW plans submitted to TDOT for approval.

# FINANCE AND ADMINISTRATION REPORT 2022- 2023

Major City Revenue Streams	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Property Taxes	\$0.00	\$0.00	\$12,665.00	\$267,306.62	\$172,508.84	\$834,631.84	\$169,812.89	\$539,921.31				
State Tax Revenues	\$88,566.65	\$86,190.62	\$84,313.76	\$81,433.39	\$133,418.48	\$79,879.84	\$99,920.22	\$114,579.42				
County Trustee	\$145,627.96	\$154,233.21	\$151,140.82	\$153,764.82	\$148,486.12	\$145,082.00	\$160,247.70	\$175,808.85				

## Utility Billing Detail Summary

Accounts Billed	3931	3922	3943	3955	3937	3954	3944	3947				
Billing Total	\$393,917.80	\$421,852.43	\$383,165.53	\$411,863.58	\$383,090.23	\$363,824.30	\$445,248.85	\$430,869.31				
New Service	43	32	48	46	33	47	29	33				
Finalled Accounts	49	30	39	49	40	40	32	39				
Past Due Accounts	85	93	95	104	98	200	130	81				
ACH Bank Drafts	956	965	967	952	952	949	951	949				
E-bill Accounts	440	438	438	439	440	434	438	441				
Online Payments	1012	815	1022	1019	1033	1076	966	1071				
Trash Pickup	2488	2484	2494	2510	2510	2528	2520	2527				
Phone Tree Calls	192	247	215	161	280	134	226	219				
NHN per month	\$0.00	\$0.00	\$0.00	\$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	\$18,109.25	\$18,129.66	\$18,129.66				
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Wtr/Swr Protection	2210	2210	2224	2225	2219	2250	2239	2251				
Water Loss Protection	1245	1236	1239	1237	1225	1211	1209	1200				
Water Line Protection	232	235	259	242	245	246	253	254				
Sewer Line Protection	81	79	81	81	84	86	88	89				
Commercial Single Protection	259	259	259	275	275	274	279	281				
Commercial Multi Protection	6	6	0	6	7	7	6	6				
Commercial Line Protection	4	4	0	0	4	4	6	7				
Master Meter Protection	53	53	53	53	59	59	59	59				
Combined Master Meter Multi	332	332	332	332	332	332	332	332				
Combined Water Sewer 4 inch	1	1	1	1	1	1	1	1				
Residential w/ Irrigation	42	42	42	44	44	44	43	43				
Residential Combined w/ Irrigati	2	2	2	2	2	3	3	3				

## Buisness License

Clinton Glass Company 9007 Middlebrook Pike  
 Scott Laboratory Solutions,LLC 7214 Ball Camp Pike  
 Laura Howard LADAC 2 QCS 307 Ray St  
 M.A.C. Cleaning Service 202 Farmington Trail

# 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	\$4,867,506	\$4,465,824	\$5,189,585				
ARPA	\$862,683	\$862,683	\$862,982	\$706,961	\$1,596,645	\$1,365,517	\$1,522,162	\$1,067,876				
CAPITAL RESERVE GF	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$147,543				
CAPITAL FUND LL	\$147,293	\$147,318	\$147,318	\$147,375	\$147,416	\$147,460	\$147,504	\$5,189,585				
Water/Sewer	\$2,041,776	\$2,008,816	\$2,240,334	\$2,251,884	\$1,835,571	\$1,824,440	\$1,856,253	\$2,072,160				
2021 Series Bond	\$160,180	\$202,208	\$244,245	\$286,298	\$286,298	\$370,473	\$412,589	\$454,706				
RDA Reserve Fund	\$516,831	\$516,919	\$517,010	\$517,120	\$517,265	\$517,418	\$517,572	\$517,711				
Drug Fund	\$7,667	\$7,667	\$4,534	\$4,543	\$4,704	\$5,144	\$6,326	\$6,357				
Total BALANCES	\$8,152,132	\$7,891,489	\$7,417,072	\$7,745,347	\$8,476,989	\$9,168,555	\$8,998,825	\$14,645,522	\$0	\$0	\$0	\$0





## **HUMAN RESOURCES REPORT February 2023**

- *Conducted One (1) Parks & Rec Interview*
- *Conducted One (1) Fire Interview*
- *Conducted One (1) Finance Interview*
- *Hired One (1) FT Park & Rec Laborer*
- *Hired One (1) FT Firefighter*
- *Hired One (1) HR Coordinator/Grants Administrator*
- *Conducted Three (3) Orientations*
- *Completed HIPPA Training*
- *Completed New ABC Training*

***TOTAL FULL TIME EMPLOYEES: 63 TOTAL PART TIME EMPLOYEES: 9 TOTAL SEASONAL EMPLOYEES:0***

110	General Fund	Account	Description	Year-To-Date		Monthly Comparative:			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Revenues									
31110		Property Taxes (Current)		2,026,500.00	(1,997,750.50)	98.58 %	168,875.00	(537,457.31)	318.26 %
31120		Public Utilities Property Tax (Current)		31,500.00	(18,633.00)	59.15 %	2,625.00	(18,633.00)	709.83 %
31211		Property Tax Delinquent - 1st Prior		65,000.00	(25,009.00)	38.48 %	5,416.67	(5,904.00)	109.00 %
31212		Property Tax Delinquent - 2nd Prior		15,000.00	(5,236.00)	34.91 %	1,250.00	(915.00)	73.20 %
31219		Property Tax Delinquent - Other Prior		11,000.00	(2,081.16)	18.92 %	916.67	(178.00)	19.42 %
31300		Interest And Court Cost On Prop Tax		25,000.00	(5,656.73)	22.63 %	2,083.33	(1,514.03)	72.67 %
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	(66,010.42)	86.29 %	6,375.00	0.00	0.00 %
31610		Local Sales Tax - Co. Trustee		1,523,098.00	(1,234,392.54)	81.04 %	126,924.83	(175,808.85)	138.51 %
31710		Wholesale Beer Tax		205,000.00	(156,407.23)	76.30 %	17,083.33	(17,166.10)	100.48 %
31720		Wholesale Liquor Tax		62,000.00	(28,641.80)	46.20 %	5,166.67	(3,783.11)	73.22 %
31800		Business Taxes		75,000.00	(41,115.10)	54.82 %	6,250.00	(21,738.96)	347.82 %
31912		Comcast Cable Tv Fees		80,000.00	(63,917.07)	79.90 %	6,666.67	0.00	0.00 %
31913		Bellsouth Cable Fees		7,500.00	(3,933.31)	52.44 %	625.00	0.00	0.00 %
31920		Hotel, Motel Tax		45,000.00	(31,678.84)	70.40 %	3,750.00	(1,722.22)	45.93 %
32210		Beer Permits		1,500.00	(1,500.00)	100.00 %	125.00	0.00	0.00 %
32220		Liquor Licenses		500.00	(600.00)	120.00 %	41.67	0.00	0.00 %
32600		Bza Hearing Fee		75.00	(150.00)	200.00 %	6.25	0.00	0.00 %
33193		Grant American Rescue Plan Act		652,578.05	(648,828.05)	99.43 %	54,381.50	(452,236.09)	831.60 %
33430		Public Entity Partners Grant Proceeds		2,000.00	(5,125.00)	256.25 %	166.67	0.00	0.00 %
33479		State Grant		9,644.07	(10,372.47)	107.55 %	803.67	0.00	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	(3,936.78)	78.74 %	416.67	(424.80)	101.95 %

110	General Fund	Monthly Comparative:				66.67%			
		Year-To-Date		Month-To-Date					
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg		
33510	State Sales Tax	650,000.00	(475,262.35)	73.12 %	54,166.67	(68,569.79)	126.59 %		
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	(7,691.13)	128.19 %	500.00	(965.00)	193.00 %		
33551	State Gasoline Fuel Tax	220,000.00	(141,628.01)	64.38 %	18,333.33	(17,271.61)	94.21 %		
33552	State-City Streets And Transportation	11,800.00	(7,271.25)	61.62 %	983.33	(908.83)	92.42 %		
33555	State Street Contract Maintenance	45,000.00	(33,063.03)	73.47 %	3,750.00	(4,723.29)	125.95 %		
33580	Sportsbettin Revenue	3,200.00	(6,814.50)	212.95 %	266.67	(3,284.79)	1,231.80 %		
33590	Tva Solar Energy James Ferry	2,000.00	(5,325.12)	266.26 %	166.67	(1,698.28)	1,018.97 %		
33591	Gross Receipts - Tva	75,000.00	(37,196.90)	49.60 %	6,250.00	0.00	0.00 %		
33592	Special Impact Area Funds	0.00	(31,715.11)	0.00 %	0.00	0.00	0.00 %		
33593	Corporate Excise Tax	20,000.00	0.00	0.00 %	1,666.67	0.00	0.00 %		
33730	Tml Full Pkg Bonus	4,000.00	(4,000.00)	100.00 %	333.33	0.00	0.00 %		
34100	General Government - Charges For	2,500.00	(5,183.96)	207.36 %	208.33	(58.90)	28.27 %		
34210	Police Service Supplements	10,400.00	(9,600.00)	92.31 %	866.67	(9,600.00)	1,107.69 %		
34220	Special Fire Protection Fees	11,600.00	(8,800.00)	75.86 %	966.67	(8,800.00)	910.34 %		
34230	Sex Offender Registry	500.00	(150.00)	30.00 %	41.67	0.00	0.00 %		
34290	Public Safety Donations	1,318.72	(1,445.40)	109.61 %	109.89	0.00	0.00 %		
34420	Garbage Tip Fees	350,000.00	(230,395.29)	65.83 %	29,166.67	(29,034.43)	99.55 %		
34720	Swimming Pool Charges	10,000.00	(1,613.10)	16.13 %	833.33	0.00	0.00 %		
34730	Fort Charges & Donations	500.00	(277.00)	55.40 %	41.67	0.00	0.00 %		
34740	Park & Recreation Charges	16,000.00	(19,039.50)	119.00 %	1,333.33	(2,592.50)	194.44 %		
34741	Boat Slip Rental	25,000.00	(14,020.00)	56.08 %	2,083.33	(750.00)	36.00 %		
34742	Fireworks Donations	45,000.00	(4,684.00)	10.41 %	3,750.00	0.00	0.00 %		

110	General Fund	Monthly Comparative:							66.67%
		Year-To-Date			Month-To-Date				
Account	Description	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	(1,775.00)	39.44 %	375.00	(1,455.00)	388.00 %		
34746	Fire Dept Donations	7,500.00	(35,465.00)	472.87 %	625.00	0.00	0.00 %		
34750	Police Dept Auction Sales	15,220.00	(15,220.00)	100.00 %	1,268.33	0.00	0.00 %		
34751	Volleyball Program	4,500.00	(5,025.00)	111.67 %	375.00	(3,475.00)	926.67 %		
34760	Library- Fines and Penalties	4,500.00	(1,717.97)	38.18 %	375.00	(225.14)	60.04 %		
34761	Roane County Library MOE	5,000.00	(3,762.00)	75.24 %	416.67	(1,250.00)	300.00 %		
34762	Library - Donations	0.00	(1,136.39)	0.00 %	0.00	(74.25)	0.00 %		
35110	City Court Fines	22,000.00	(47,692.43)	216.78 %	1,833.33	(2,878.05)	156.98 %		
35140	Drug Related Fines	2,000.00	(3,499.21)	174.96 %	166.67	(30.88)	18.53 %		
35150	Traffic School Charges	2,000.00	(1,875.00)	93.75 %	166.67	0.00	0.00 %		
36100	Interest Earnings	5,000.00	(10,056.55)	201.13 %	416.67	(1,623.70)	389.69 %		
36350	Insurance Recoveries	24,199.23	(15,570.28)	64.34 %	2,016.60	0.00	0.00 %		
36539	Sale Of Other Public Works Supps &	2,000.00	(3,402.86)	170.14 %	166.67	0.00	0.00 %		
36720	Contributions from Roane County	175,000.00	(175,000.00)	100.00 %	14,583.33	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	(14,333.36)	66.67 %	1,791.67	(1,791.67)	100.00 %		
36971	Contract Billing From Water Dept	485,168.00	(485,168.00)	100.00 %	40,430.67	0.00	0.00 %		
38000	Donations	7,500.00	(7,500.00)	100.00 %	625.00	0.00	0.00 %		
Total Revenues		7,243,132.57	(6,294,588.67)	86.90 %	603,594.38	(1,398,542.58)	231.70 %		
Expenditures									
41100	City Council	(95,328.00)	59,972.91	62.91 %	(7,944.00)	5,024.80	63.25 %		
41210	City Court	(27,595.00)	21,447.41	77.72 %	(2,299.58)	1,304.45	56.73 %		
41320	City Manager	(121,337.00)	78,567.98	64.75 %	(10,111.42)	10,045.61	99.35 %		

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
41500		Financial Administration		(424,174.00)	274,969.51	64.82 %	(35,347.83)	24,498.47	69.31 %
41700		Planning And Zoning		(10,875.00)	10,175.00	93.56 %	(906.25)	0.00	0.00 %
41810		City Hall Buildings		(93,000.00)	62,849.00	67.58 %	(7,750.00)	6,625.61	85.49 %
41990		General Government		(245,100.00)	200,611.40	81.85 %	(20,425.00)	7,843.09	38.40 %
42100		Police		(1,184,123.79)	796,562.56	67.27 %	(98,676.98)	89,868.03	91.07 %
42152		Automotive Services		(90,000.00)	53,050.59	58.95 %	(7,500.00)	1,733.20	23.11 %
42200		Fire Protection		(1,180,696.00)	760,597.04	64.42 %	(98,391.33)	84,435.88	85.82 %
43100		Public Works		(914,422.00)	520,449.97	56.92 %	(76,201.83)	51,769.84	67.94 %
43190		State Street Aid		(161,500.00)	117,265.08	72.61 %	(13,458.33)	14,607.51	108.54 %
43240		Waste Disposal		(350,000.00)	208,162.72	59.48 %	(29,166.67)	0.00	0.00 %
43750		Capital Improvements		(1,521,955.26)	1,207,711.93	79.35 %	(126,829.61)	21,972.12	17.32 %
44143		Rabies And Animal Control		(27,212.00)	13,545.23	49.78 %	(2,267.67)	1,539.82	67.90 %
44400		Parks & Recreation		(867,876.23)	555,805.73	64.04 %	(72,323.02)	57,787.66	79.90 %
44440		Swimming Pool		(49,438.00)	25,057.81	50.69 %	(4,119.83)	(45.00)	-1.09 %
44800		Library		(227,955.80)	154,225.81	67.66 %	(18,996.32)	19,465.17	102.47 %
49000		Debt Service		(350,700.00)	55,350.00	15.78 %	(29,225.00)	0.00	0.00 %
52130		American Rescue Plan Act		(652,578.05)	554,578.43	84.98 %	(54,381.50)	175,136.63	322.05 %
Total Expenditures				(8,595,866.13)	5,730,956.11	66.67 %	(716,322.18)	573,612.89	80.08 %
Total	110	General Fund		(1,352,733.56)	(563,632.56)	-41.67 %	(112,727.80)	(824,929.69)	-731.79

122 Drug Fund		Monthly Comparative:					66.67%
Account	Description	Year-To-Date		Month-To-Date			% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	
Revenues							
35140	Drug Fines	15,000.00	(3,499.19)	23.33 %	1,250.00	(30.87)	2.47 %
Total Revenues		15,000.00	(3,499.19)	23.33 %	1,250.00	(30.87)	2.47 %
Expenditures							
42122	Drug Fund	(15,000.00)	4,508.11	30.05 %	(1,250.00)	0.00	0.00 %
Total Expenditures		(15,000.00)	4,508.11	30.05 %	(1,250.00)	0.00	0.00 %
Total 122	Drug Fund	0.00	1,008.92	100.00 %	0.00	(30.87)	0.00 %

300	Capital Fund	Monthly Comparative:					66.67%
Account	Description	Year-To-Date		Month-To-Date		% of Avg	
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth		
Revenues							
36100	Interest Earnings	0.00	(275.79)	0.00 %	0.00	(39.60)	0.00 %
Total Revenues		0.00	(275.79)	100.00 %	0.00	(39.60)	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	(275.79)	100.00 %	0.00	(39.60)	0.00 %

413	Water And Sewer	Monthly Comparative:					
		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
33193	Grant American Rescue Plan Act	46,059.18	(37,367.67)	81.13 %	3,838.27	(2,397.50)	62.46 %
36100	Interest Earnings	5,000.00	(5,437.72)	108.75 %	416.67	(792.55)	190.21 %
37110	Metered Water Sales	1,560,000.00	(1,035,177.58)	66.36 %	130,000.00	(121,790.19)	93.68 %
37114	Serveline Leak Protection	0.00	4.95	0.00 %	0.00	0.00	0.00 %
37117	Outside Water Sales	639,500.00	(533,272.20)	83.39 %	53,291.67	(105,161.80)	197.33 %
37191	Penalties	30,000.00	(25,728.30)	85.76 %	2,500.00	(3,762.05)	150.48 %
37194	Sales Of Materials	30,000.00	(33,079.00)	110.26 %	2,500.00	(1,554.00)	62.16 %
37195	Installation Charges	58,000.00	(57,143.00)	98.52 %	4,833.33	(6,940.00)	143.59 %
37196	Water User Fees	38,000.00	(17,973.00)	47.30 %	3,166.67	(983.00)	31.04 %
37199	Miscellaneous	5,000.00	(31,887.07)	637.74 %	416.67	0.00	0.00 %
37210	Sewer Service Charges	1,660,000.00	(1,169,983.85)	70.48 %	138,333.33	(140,902.90)	101.86 %
37296	Sewer User Fees	15,000.00	(24,931.00)	166.21 %	1,250.00	(1,388.00)	111.04 %
37299	Miscellaneous	1,000.00	(8,186.10)	818.61 %	83.33	(179.00)	214.80 %
Total Revenues		4,087,559.18	(2,980,161.54)	72.91 %	340,629.93	(385,850.99)	113.28 %
Expenditures							
41500	Financial Administration	(485,168.00)	485,168.00	100.00 %	(40,430.67)	0.00	0.00 %
41990	General Government	(1,883,497.00)	1,236,432.08	65.65 %	(156,958.08)	123,541.36	78.71 %
49000	Debt Service	(808,000.00)	752,750.00	93.16 %	(67,333.33)	3,800.00	5.64 %
52113	Purification	0.00	0.00	0.00 %	0.00	0.00	0.00 %
52130	American Rescue Plan Act	(46,059.18)	46,059.18	100.00 %	(3,838.27)	0.00	0.00 %
52213	Sewer Treatment And Disposal	0.00	0.00	0.00 %	0.00	0.00	0.00 %
52310	Water & Sewer Operating Expenses	(864,835.00)	587,181.21	67.90 %	(72,069.58)	43,820.56	60.80 %
Total Expenditures		(4,087,559.18)	3,107,590.47	76.03 %	(340,629.93)	171,161.92	50.25 %



		Monthly Comparative:				
		Year-To-Date		Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	% of Avg
413	Water And Sewer					66.67%
Total	413 Water And Sewer	0.00	127,428.93	100.00 %	0.00	0.00 %
					(214,689.07)	

Report for the citations issued the disposition date for which was on  
February 2023

Money outstanding from July 1, 2022 – February 28, 2023 \$ 1,069.25

Money collected from July 1, 2022 – February 28, 2023 \$ 39,585.36

JUDGMENTS

COLLECTED

Total fines and costs billed in court \$ 1,155.00

Collected in court on fines and costs \$ 811.25

Amount collected after February 28, 2023, Court \$ 0.00

Total collected for citations on Feb. 28, 2023, Court \$ 811.25

Amount outstanding for Feb. 28, 2023. \$ 343.75

17 Cash bond forfeitures \$ 1,933.75

Total amount collected for Feb. 2023 Citations \$ 2,745.00

Amount collected from previous months/FTA etc. \$ 888.75

Total collected for Feb. 2023 citations **\$ 3,633.75**

**Additional Funds** (not included in the above total)


**\$ 0.00**

Driver Improvement Program

(Class rescheduled due to illness)

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 6<sup>th</sup> day of March 2023.

  
Tiffany Moore  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

2023 PENDING CASES				
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 Declaration of nuisances, 13-502 Duty of Maintenance of property, 17-109 Abatement of nuisances, 17-106 Pre-Collocation Pracactices Section 2 part 3	In progress	Per Cofer: Waiting for chancery court date.
1/23/2023	307 Ray St.	13-103 Stagnant water, 13-106 Health and Sanitation, 13-501 Declaration of nuisances, 13-502 Duty of Maintenance of property, 17-109 Abatement of nuisances, 17-106 Pre-Collocation Pracactices	Letter Sent	In Progress
February 2023 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
2/28/2023	817 W. Ridgecrest	10-101 Running at large prohibited	Letter Sent	No more issues
2/22/2023	104 Oak Lane	18-203 Connection to Public Sewer	Letter Sent	Fixed next day
2/8/2023	338 Sunrise Dr.	10-205 Noisy Dogs and Cats prohibited	Letter Sent	No more issues
2/8/2023	210 Kingwood St.	13-501 Declaration of Nuisances	Letter Sent	Completed
2/8/2023	123 King St.	10-101 Running at large prohibited	Letter Sent	No more issues
		2 Dogs Collected		



# Kingston Police Department

*Jim Washam, Chief*  
*Proverbs 20:7*



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

Fax: 865/376-8798  
E-Mail: [jim.washam@kingstontn.gov](mailto:jim.washam@kingstontn.gov)

To: Mayor, City Council, City Manager & Chief of Police  
From: Captain Roy Montgomery GDI/TO

The Kingston Police Departments monthly training for the month of February was over Mental Illness training this was a 2 hour block of training and was approved by the Tn Post Commission.

Captain Roy Montgomery GDI/TO  
February 28, 2023

*Cap. R. M. Montgomery*

# KINGSTON POLICE MONTHLY RESERVE REPORT

## TO CITY COUNCIL

		TRAINING	RIDE TIME	EVENT	TOTAL
JAN	Hours				
	Number of Officers				
	Notes:				
FEB	Hours	2 Hours	72Hours		74 Hours
	Number of Officers	7 Officers	6 Officers		13 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				
	Number of Officers				
	Notes:				
DEC	Hours				
	Number of Officers				
	Notes:				
APPROVED BY <i>Carl B. McIntyre</i>					

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

CFS By Department - Select Department By Date  
For KINGSTON POLICE DEPARTMENT 2/1/2023 - 2/28/2023

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	4	1.09%
ALARM	14	3.83%
ALARM - FIRE	1	0.27%
ALARM - MEDICAL	2	0.55%
ANIMAL PROBLEM	20	5.46%
ATTEMPTED SUICIDE	2	0.55%
AUTO ACCIDENT NO INJURY	12	3.28%
AUTO ACCIDENT WITH INJURY	1	0.27%
AUTO VS ANIMAL	1	0.27%
B&E	3	0.82%
BLOOD PRESSURE PROBLEM	1	0.27%
BOLO	1	0.27%
BREATHING PROBLEMS	2	0.55%
BUSY	10	2.73%
CALL THIS STATION	12	3.28%
CARDIAC ARREST	1	0.27%
CHECK WANTED	6	1.64%
CHEST PAIN	1	0.27%
CODE 73	1	0.27%
COMPLAINT FILED	1	0.27%
CUSTODY DISPUTE/EXCHANGE	1	0.27%
DISPUTE/NEIGHBOR/LAND	1	0.27%
DISTURBING THE PEACE	4	1.09%
DOMESTIC	3	0.82%
DRAG RACER	1	0.27%
DRUNK DRIVER	1	0.27%
ESCORT	9	2.46%
FALL	3	0.82%
FIGHT	3	0.82%
FIRE	3	0.82%
FOLLOW UP	5	1.37%
G I BLEED	1	0.27%
HARASSMENT/THREATS MADE	2	0.55%
IDENTITY THEFT	1	0.27%
INFORMATION	4	1.09%
JUVENILE PROBLEM	7	1.91%
LARCENY/THEFT	2	0.55%
LOST/MISPLACED TAGS/PROPERTY	2	0.55%
MENTAL STATUS CHANGE	3	0.82%
MISSING PERSON	2	0.55%
MOTORIST ASSIST	8	2.19%
OVERDOSE	1	0.27%

<b>KINGSTON POLICE DEPARTMENT</b>	<b>Count</b>	<b>Percent</b>
POSSIBILITY OF DRUGS PRESENT	3	0.82%
PROPERTY/VEHICLE DAMAGE	2	0.55%
PUBLIC ASSISTANCE	8	2.19%
PURSUIT	1	0.27%
RECKLESS DRIVER OR 4 WHEELER CALL	11	3.01%
RECOVERY/VEH/LIC PLATE/ARTICLE	2	0.55%
REQUEST BACK UP	3	0.82%
ROAD/TRAFFIC HAZARD	5	1.37%
RUNAWAY JUVENILE	2	0.55%
SCAMS	1	0.27%
SEIZURES	1	0.27%
SHOTS HEARD	2	0.55%
SICK	1	0.27%
SUSPICIOUS ACTIVITY	12	3.28%
SUSPICIOUS PERSON	9	2.46%
SUSPICIOUS VEHICLE	10	2.73%
THEFT OF PROPERTY	1	0.27%
TRAFFIC STOP	97	26.50%
TREE HAZARD	1	0.27%
UNCONSCIOUS	2	0.55%
UNWELCOME PERSON	4	1.09%
VANDELISM	2	0.55%
VEHICLE PROBLEMS	2	0.55%
WALK IN	7	1.91%
WELFARE CHECK	7	1.91%
X PATROL	7	1.91%
<b>Total Records For KINGSTON POLICE DEPARTMENT</b>	<b>366</b>	<b>Dept Calls/Total Calls 100.00%</b>
<b>Total Records</b>	<b>366</b>	

# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2023 - 02/28/2023)

## Incident/Investigations

13D - Stalking	1
23H - All Other Larceny	1
240 - Motor Vehicle Theft	1
280 - Stolen Property Offenses	1
290 - Destruction/Damage/Vandalism of Property	2
35A - Drug/Narcotic Violations	2
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	1
39-13-526 - Violation of probation/ Community Supervision	2
39-16-609 - Failure to Appear	6
90Z - All Other Offenses	4
Information Only - Information Only	7
JUV OFFENSE - JUVENILE OFFENSES	1
Other Agency Warrant - Other Agency Warrant	15
Overdose - Suspected Overdose	2
PPC - Private Property Crash	3
Runaway Juv - Runaway Juvenile	1
Unatt/ Death - Unattended Death	2
Total Offenses	54
Total Incidents	40

## Arrests

240 - Motor Vehicle Theft	2
35A - Drug/Narcotic Violations	1
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	1
39-13-526 - Violation of probation/ Community Supervision	3
39-16-609 - Failure to Appear	6
90Z - All Other Offenses	2



# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2023 - 02/28/2023)

---

## Arrests

Other Agency Warrant - Other Agency Warrant	21
---	----

---

Total Charges	38
---------------	----

Total Arrests	19
---------------	----

---

## Accidents

Total Accidents	9
-----------------	---

---

## Citations

Total Violations	55
------------------	----

Total Citations	50
-----------------	----

---

## Warning Tickets

Improper Turn	2
---------------	---

Light Law	2
-----------	---

Motor Vehicle Equipment	1
-------------------------	---

Other	1
-------	---

Speeding	20
----------	----

Traffic Control Device	4
------------------------	---

---

Total Charges	30
---------------	----

Total Warning Tickets	30
-----------------------	----

---

## Ordinance Tickets

Total Ordinance Tickets	0
-------------------------	---

---

## Criminal Papers

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

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

# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2023 - 02/28/2023)

---

## Civil Papers

Total Civil Papers Served 0

Total Civil Papers 0

---

## Kingston Fire Department February 2023

### Summary of Month's Activities

#### Fire Operations

The Department responded to 69 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	100	180

#### Public Fire Education

	This Month	YTD
Participants	9	9
Education Hours	3	3
Number of Occurrences	1	1

#### Firefighter Training

- KFD is continuing shift training
- Driver Training continuing
- Automatic Aid Training with Harriman Fire Department
- Tristen attended HMO through TEMA,

#### Implemented Performance Standards Plan

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

### **Fleet Maintenance**

- Replace batteries in Ladder 1
- Valve for 3 inch attack line repaired on Ladder 1
- Replace breaker for winch with fuse on U3
- Lubricate all pump valve handles on all apparatus

### **Special Projects**

- Install mounting brackets on E4 and U3 for new extrication equipment
- Place new extrication equipment in service

### **Outstanding Issues**

- Aging Fire Apparatus- Ladder 1 (2005) and Engine 1 (1998)
- 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
- 1 employee short currently

### **Cost Savings**

- Safety meeting

### **Safety**

Rapid Intervention Teams

# Kingston Fire Department



Kingston, TN

This report was generated on 3/8/2023 8:24:43 AM

## Minor Incident Types by Month for Year

Year: 2023

INCIDENT TYPE	Jan	Feb	Mar	SUM
Combustible/flammable spills & leaks			1	1
Cover assignment, standby at fire station, move-up	5	5	1	11
Dispatched and canceled en route	2	4	2	8
Electrical wiring/equipment problem	2			2
Emergency medical service (EMS) Incident	26	29	5	60
False alarm and false call, other	3			3
Medical assist	19	14	7	40
Mobile property (vehicle) fire	1	2		3
Natural vegetation fire	1			1
Outside rubbish fire	1			1
Person in distress		3	1	4
Public service assistance	10	4	1	15
Rescue or EMS standby	1			1
Rescue, emergency medical call (EMS), other		2		2
Smoke, odor problem	1			1
Special type of incident, other	1			1
Steam, other gas mistaken for smoke	1			1
Structure Fire		2		2
System or detector malfunction			1	1
Unauthorized burning		2		2
Unintentional system/detector operation (no fire)	3	2	1	6
Wrong location, no emergency found	2		1	3
<b>Total</b>	<b>79</b>	<b>69</b>	<b>21</b>	<b>169</b>

Only REVIEWED incidents included



emergencyreporting.com  
Doc Id: 294  
Page # 1 of 1

# Kingston Fire Department

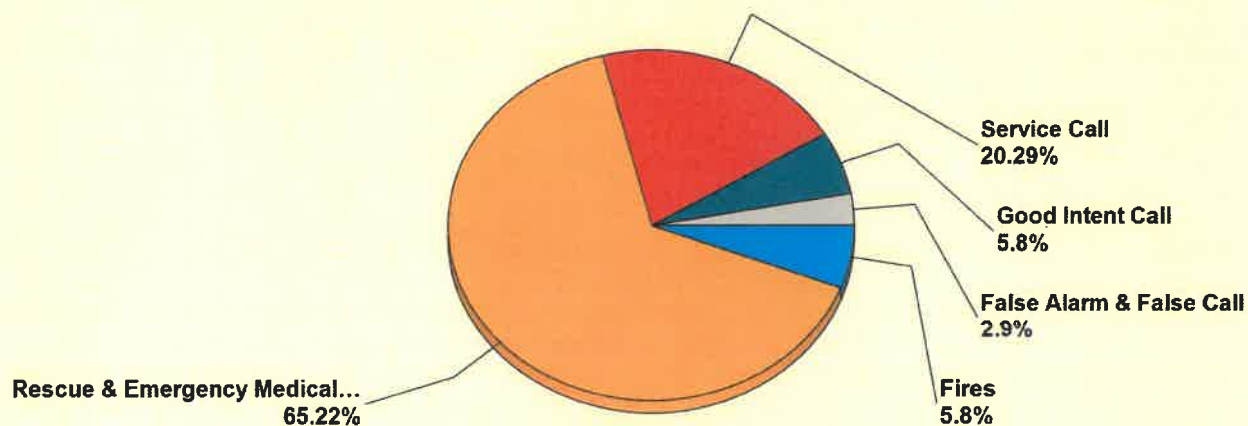
Kingston, TN

This report was generated on 3/8/2023 8:24:09 AM



## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2023 | End Date: 02/28/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	5.8%
Rescue & Emergency Medical Service	45	65.22%
Service Call	14	20.29%
Good Intent Call	4	5.8%
False Alarm & False Call	2	2.9%
<b>TOTAL</b>	<b>69</b>	<b>100%</b>

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



emergencyreporting.com

Doc Id: 553

Page # 1 of 2

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.45%
118 - Trash or rubbish fire, contained	1	1.45%
131 - Passenger vehicle fire	1	1.45%
132 - Road freight or transport vehicle fire	1	1.45%
300 - Rescue, EMS incident, other	2	2.9%
311 - Medical assist, assist EMS crew	14	20.29%
320 - Emergency medical service, other	4	5.8%
321 - EMS call, excluding vehicle accident with injury	22	31.88%
322 - Motor vehicle accident with injuries	1	1.45%
324 - Motor vehicle accident with no injuries.	2	2.9%
510 - Person in distress, other	3	4.35%
554 - Assist invalid	4	5.8%
561 - Unauthorized burning	2	2.9%
571 - Cover assignment, standby, moveup	5	7.25%
611 - Dispatched & cancelled en route	4	5.8%
743 - Smoke detector activation, no fire - unintentional	1	1.45%
745 - Alarm system activation, no fire - unintentional	1	1.45%
<b>TOTAL INCIDENTS:</b>	<b>69</b>	<b>100%</b>

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

# City of Kingston

## Public Works

**"Forbearing one another, and forgiving one another, if any man have a quarrel against any: even as Christ forgave you, so also do ye" (Colossians 3:13 KJV)**

February 2023

Director Tim Clark

### Employees

Greg Leach

Randy Collins

Logan Bell

Kim Rue

David Harrison

Robert Miller

Daniel Fine

Jonathan Bodanza

Tad DePriest



# Street

## Maintenance/Drainage

- Install/Repair 1 sidewalks
- Install/Repair 1 Curbs
- Installed/Repaired 1 Name Sign
- Installed/Repaired 6 Traffic Control Signs
- 16 loads of Brush/Sweeper
- 2-811 locates
- 2-Dead Animal Removals
- Cleaned/Repaired 5 Culverts



# Fleet Maintenance

## Parks & Recreation

- 2006 Ford F-250 (Cody Brown) = \$28.71

## Police Department

2016 Ford Explorer (Alex French) = \$Warranty

2022 Ford F-150 (Roy Montgomery) = \$25.75

2009 Chevy Tahoe (Michael Arnold) = \$209.72

2014 Ford Taurus (Marie Watson) = \$422.97

2017 Ford F-150 (Keith Kile) = \$132.51

**TOTAL \$819.66**



Date: February 2023

Left Front: 7/32  
Right Front: 7/32  
Left Rear: 5/32  
Right Rear: 6/32

Mileage	Driver Name/Dept.	Job
212101	Cody Brown	2006 Ford F-250

Qty	Item #	Description	Unit Price	Column1	Line Total
7		Oil	2.96		20.72
1		Oil Filter	7.99		7.99
1		Tire Rotation			0.00

Subtotal	28.71
Sales Tax	

28.71



**Tire Replacement Tread Depth:**

Date: February 2023

Mileage	Driver Name/Dept.	Job
108900	Alex French	2016 Ford Explorer

Qty	Item #	Description	Unit Price	Column1	Line Total
1		A/C Compressor (Warranty )			0.00

[illegible]

Total



Left Front: 10/32  
Right Front: 7/32  
Left Rear: 9/32  
Right Rear: 7/32

Department Kingston Police Department

Mileage		Driver Name/Dept.		Job	
12197.5		Roy Montgomery		2022 Ford F-150	
VIN: 1TFTW1P88NKD04263					
Qty	Item #	Description	Unit Price	Column1	Line Total
6		Oil	2.96		17.76
1		Oil Filter	7.99		7.99
1		Tire Rotation			0.00



PUBLIC WORKS

# Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 11/32  
Right Front: 11/32  
Left Rear: 11/32  
Right Rear: 11/32

Date: February 2023

## Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
84074	Michael Arnold	2009 Chevy Tahoe

VIN: 1GNFK13079R269635

Qty	Item #	Description	Unit Price	Column1	Line Total
6		Oil	2.96		17.76
1		Oil Filter	5.59		5.59
1		Front Pads	37.99		37.99
1		Front Rotors	111.00		111.00
1		Set of Wipers	37.38		37.38
1		Tire Rotation			0.00

Total Discount

Subtotal  
Sales Tax

209.72

Total

209.72





Tire Replacement Tread Depth:

Date: February 2023

Mileage	Driver Name/Dept.	Job
132028	Marie Watson	2014 Ford Taurus

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Front Pads	33.24		33.24
1		Rear Pads	33.24		33.24
1		Front Rotors	119.68		119.68
1		Rear Rotors	93.82		93.82
1		Battery	142.99		142.99

Total

422.97



Left Front: 9/32  
Right Front: 7/32  
Left Rear: 7/32  
Right Rear: 9/32

Department Kingston Police Department

[illegible]



# Upcoming Projects

- Finish sidewalk project on South Kentucky
- Install new Veteran Banners and Reinstall ones removed for Christmas.
- Begin Advertisement for Spring Brush Collection in May.



# KINGSTON PARKS & RECREATION

February 2023

We want to welcome our new employee, Joshua Pace, to Kingston Parks & Recreation !! Softball and Volleyball sign-ups continued in February along with planning for Spring Street Fest. Our crew continued with improvements such as fixing the sand pit at the SWP Track; changing the City Park, 58 Landing and Gravel Pit signs; repairing and installing new fixtures at the City Park bathrooms after the most recent vandalism; installing new exhaust fans in the bathrooms at City Park, 58 Landing and SWP. We moved the Pet clean up station to the end of the walking trail on the Ladd Landing Greenway; cleaned debris from around the boat slips; set the new poles for the new scoreboards at SWP. We assisted City Hall in repair of a door lock. We received the new pool cover. We are working on new programming for our community center. Fundraising began for our 2023 Smokin' the Water Event!! We advertised and received bids for the roof replacement at SWP Fort. We are preparing for the College/High School Fishing Tournament on March 24-25<sup>th</sup>.



## Rentals:

Banquet Rm-31  
Room A-1  
Room D-1  
City Park Pavilion-3



**KINGSTON PARKS AND RECREATION  
BOARD MINUTES  
January 5, 2023**

**PRESENT:** Paul Rodgers, Keenon Hethcoat, Denise Headrick, Linda Townsend,  
Phillip Bredwell, JR Best, Debbie Russell  
**ABSENT:** Ruth Thompson, Michael Greenwell, Sue Collins  
**GUESTS:** Tim Neal, Sonny Hunter

The meeting was called to order by Paul Rodgers at 6:05 p.m. and Keenon Hethcoat made a motion to approve the minutes from November and December, Linda Townsend seconded the motion.

**UNFINISHED/OLD BUSINESS:**

1. **Community Center Renovations-** J.R. told the board that the community center renovations were ninety-eight percent finished with just some touch up painting to do and clean up.
2. **Ladd Landing Boat Ramp:** JR informed the board that as of the upcoming Sunday, Jan. 8<sup>th</sup> Ladd Landing boat ramp will be closed. TVA will start on Monday, Jan 9<sup>th</sup> adding the last piece to the ramp, and it is not known how long it will take for them to finish.
3. **Volleyball:** It was discussed about when Volleyball starts which in March and the use of Cherokee Middle School and Roane Co. High School Gyms. Phillip Bredwell mentioned that it might be a good idea to get volleyball referees from the high school team.

**NEW BUSINESS:**

1. **Pool Liner:** The bid for the swimming pool liner submitted by DWR Aquatics is \$64,876 and has been approved by City Council. DWR will start in April and will also replace valves and a new pump control will be added.
2. **Scoreboards for the Baseball & Softball Field:** New scoreboards have been ordered for both fields. The one for the baseball field will be larger and will be positioned more to the center of the field.
3. **Trees taken down at SWP:** J.R. informed the board that the pine trees next to the baseball field at Southwest Point have been cut down because of the mess the pine needles were making on the baseball field and the parking lot.
4. **Portable Restrooms:** The portable restroom arrived on Tuesday and will be ready for use after some wiring is done. The question was asked once the tank on this unit fills up where will it be able to be dumped. J.R. said he has been in discussion with Kevin Hamilton about options on dumping. He also informed the board that the tank was not gravity fed but had a pump on it too make the process of dumping easier.

5. **Pickleball Court update:** JR is still working with the company who resurfaced the running track to try and get an exact date as to when they can resurface and restripe the courts at City Park.
6. **Fireworks Quote for 2023:** Pyroshow's cost for the fireworks show for this July 4<sup>th</sup> is \$38,500 which is a 10% increase from last year.
7. **Fort SWP -Ken Inmon's Resignation:** As of the end of 2022 Ken has resigned from the Fort, so the Fort will be closed until a replacement for Ken is hired. JR said he would like to hopefully hire someone with historical knowledge. Paul suggested we put the position out for bid.
8. **Eric Clark's Resignation:** Eric has moved out of state and has officially resigned from the board. Mayor Neal informed the board that he will be appointing a replacement to serve out the rest of Eric's term.
9. **Dates Set for Street Fests:** The Spring Street Fest will be on March 28<sup>th</sup> and the Fall Street Fest will be on October 29<sup>th</sup>. It was mentioned that July 4<sup>th</sup> will be on a Tuesday this year. It was asked when the Car Show will be this year, if on Saturday this year and JR confirmed that it would be. It was suggested that we might put the Car Show downtown around the old courthouse, along with some food vendors.
10. **Ways to Publicize Events:** It was brought up by a board member that a lot of people were not always aware of when our events were. It was discussed about how we could better get word out about Park & Rec events. It was mentioned about the use of social media, but a lot of older people don't use social media and also using the newspaper but how few people read the newspaper anymore. Paul suggested that the board try to come up with other ideas and that it would be discussed again at February's meeting.

**Dates to Remember:**

Thursday, February 2<sup>nd</sup> - Parks & Rec. Board Meeting

Tuesday, February 7<sup>th</sup> – AARP Tax Prep begins

Saturday, March 4<sup>th</sup> – “Fisher of Men” fishing Tournament

Saturday, March 25<sup>th</sup> - Spring Street Fest

Tuesday, July 4<sup>th</sup> – Smokin' the Water

Saturday, October 28<sup>th</sup> - Fall Street Fest



## **COMMUNITY CENTER MONTHLY REPORT**

**Due to renovations the Kingston Community Center was closed to events and meetings during the month of December.**

Submitted By: Debbie Russell





**KINGSTON PARKS AND RECREATION  
BOARD MINUTES  
February 2, 2023**

**PRESENT:** Paul Rodgers, Keenon Hethcoat, Denise Headrick, Linda Townsend, Ruth Thompson, Michael Greenwell, Sue Collins, Phillip Bredwell, JR Best, Debbie Russell

**ABSENT:** None

**GUESTS:** Allison Ward

The meeting was called to order by Paul Rodgers at 6:00 p.m. and Keenon Hethcoat made a motion to approve the minutes from January and Ruth Thompson seconded the motion.

**UNFINISHED/OLD BUSINESS:**

1. **Ladd Landing Boat Ramp:** JR informed the board that TVA finished the boat ramp but left a four inch lip where they slid the additional concrete pad into the one already in place, making it difficult for boat owners to launch their boat. TVA stated there was nothing they could do about it. The City Manager will take the matter up with TVA to alleviate the problem.
2. **New Scoreboards:** JR told the board that new scoreboards have been ordered for the baseball and softball fields and should arrive Thursday, March 9<sup>th</sup>. Once poles are acquired the scoreboards will go up.
3. **Street Fest:** Debbie informed the board that the vendors for the fest are starting to come in, and volunteers will be needed to help on the day of.
4. **Ways to Publicize Event:** A discussion was held on better ways to promote the Parks & Rec's events. Linda Townsend suggested we might check with City Hall to see if we could put info about our events in the paper city water bills or in with the electronic bills. Other ideas were to use twitter and Instagram.

**NEW BUSINESS:**

1. **Pool Liner:** The new pool liner should be installed in April with new components for the pump and chlorinator. JR told the board it would cost between \$5,000 and \$6,000 to fill the pool with water.
2. **Volleyball and Softball Sign Ups:** Volleyball sign ups continue and softball sign ups have begun. Debbie told the board that volleyball starts on March 21<sup>st</sup>, with practice and games held in the Roane Co. High School gym. Keenon Hethcoat suggested we investigate Blue Sombrero to be able to do the sign ups online. Sports Connect was another one suggested.

A motion was made by Paul Rodgers to end the meeting at 6:30 and Keenon Hethcoat seconded it.



### **Dates to Remember**

Thursday, March 2nd - Parks & Rec. Board Meeting  
Tuesday, February 7<sup>th</sup> – AARP Tax Prep begins  
Thursday, March 2nd - Parks & Rec. Board Meeting  
Saturday, March 4<sup>th</sup> – “Fisher of Men” fishing Tournament  
Saturday, March 25<sup>th</sup> - Spring Street Fest  
Tuesday, July 4<sup>th</sup> – Smokin’ the Water  
Saturday, October 28<sup>th</sup> - Fall Street Fest

### **COMMUNITY CENTER MONTHLY REPORT**

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

Submitted By: Debbie Russell



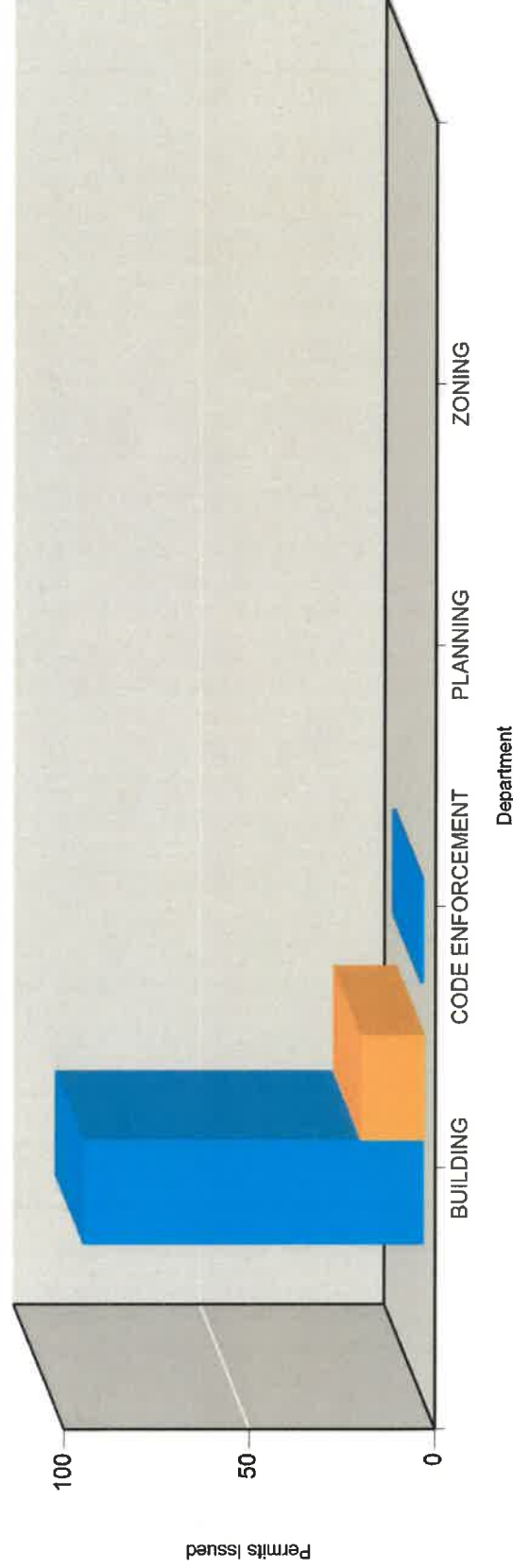
## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
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### Permits Issued by Department

Issued Within Expected Process Time  
Process to Issue Exceeded Expected Time



### Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard Deviation	Average Cycles	Issued Within	Issued Over
BUILDING	BP	Same Day	71	66	3 Days	16.02 Days	1	53	13
	PL	Same Day	20	20	Same Day	1.12 Days	1	19	1
	RM	Same Day	23	23	Same Day	1.75 Days	1	20	3
	EV	Same Day	2	1	Same Day	0 Days	1	1	0
CODE ENFORCEMENT									





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PLANNING	PLT	Same Day	4	0	Same Day	0 Days	1	0	0
ZONING	SUP	Same Day	1	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	BP2022-847 Coady_Solar Panels 153 TANGLEWOOD Lane, KINGSTON, TN 37763	Submitted: 10/20/2022 Technically Complete: Approved: Ready to Issue: Issued: 02/23/2023	In Process: 126 Waiting: 0 Total Days: 126 Total Cycles: 1		
		BP2023-032 Wright_Solar Panel 125 McCormick Ln, Harriman, TN 37748	Submitted: 01/17/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/15/2023	In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1		
		BP2023-048 Valle Verde Group_Remodel 134 Casey Rd., Harriman, TN 37748	Submitted: 01/26/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/09/2023	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1		
		BP2023-055 Rocky Top Coating_ Commercial Building 108 Pawnook Farm Road, Lenoir City, TN 37771	Submitted: 01/31/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/01/2023	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1		
		BP2023-058 H.C. Commercial Remodel 316 Ruritan Rd., Harriman, TN 37748	Submitted: 02/01/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/01/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		
		BP2023-059 Brogan_Garage 1548 River Rd, Kingston, TN 37763	Submitted: 02/01/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/06/2023	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1		



BUILDING	BP		Submitted: 02/01/2023 Technically Complete: Ready to Issue: Issued: 02/01/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-060	Napier_DW	129 McNew Dr., Harriman, TN 37748		
BP2023-061	Bar Prop Trust_Carport 12x25	2920 Buttermilk Rd. W, Lenoir City, TN 37771	Submitted: 02/02/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/02/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-062	Dawrant_Detached Garage	257 Kirkham Dr., Rockwood, TN 37854	Submitted: 02/02/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/02/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-063	Dawrant_Addition/Remodel	257 Kirkham Dr., Rockwood, TN 37854	Submitted: 02/02/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/02/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-064	Evans_Detached Garage	1981 Loudon Highway, Loudon, TN 37774	Submitted: 02/03/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/03/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-065	Verizon_Cell Tower Upgrade	616 Airport Rd., Rockwood, TN 37854	Submitted: 02/03/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/03/2023	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
BP2023-066	Verizon_Cell Tower Upgrade	222 Smith Waller Rd, Lenoir City, TN 37771	Submitted: 02/03/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/22/2023	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
BP2023-067	Johnson_Barn 50x60	225 West Rockwood Ferry Road, Ten Mile, TN 37880	Submitted: 02/06/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/06/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
	BP2023-068	Bachman_Attached Garage 161 VALLEYVIEW DR., LOUDON, TN 37774		Submitted: 02/06/2023 Approved: Ready to Issue: Issued:	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
	BP2023-069	Merriman_DW 103 Overlook Drive, Kingston, TN 37763		Submitted: 02/07/2023 Approved: Ready to Issue: Issued:	In Process: 16 Waiting: 0 Total Days: 16 Total Cycles: 1
	BP2023-070	Viney_Metal Garage 167 Duke LN, Loudon, TN 37774		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-071	Pena_New Residential Home 1960 River Rd., Kingston, TN 37763		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-072	Pena_Carport 1960 River Rd., Kingston, TN 37763		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-073	H.C._Hilliard_Remodel 117 Love Dr, Harriman, TN 37748		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-074	KC_Stubbs_Deck 502 Highland St., Kingston, TN 37763		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-075	McGauphin_New Residential Home 257 W. Shore Dr., Rockwood, TN 37854		Submitted: 02/09/2023 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		BP2023-076	BP2023-077	BP2023-078	BP2023-079	BP2023-080	BP2023-081	BP2023-082	BP2023-083
			Windrock Park Ln_Tent Platforms	SBA Communications_cell tower upgrades	HC_McDonald's_Remodel	Reynolds_Barndominium	Templeton_Addition	KC_Brashears_Storage Building	Hafner_New Residential Home	Hafner_Barn
			555 Windrock Park Lane, Oliver Springs, TN 37840	222 PHILLIPS HOLLOW Rd., HARRIMAN, TN 37748	1705 Roane St., Harriman, tn 37748	121 Holderford Rd., Kingston, TN 37763	1716 RIVER Rd., Kingston, TN 37763	155 Lakeside Drive, Kignston, TN 37763	557 Dickey Valley Rd, Harriman, TN 37748	557 Dickey Valley Rd, Harriman, TN 37748
			Submitted: 02/09/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/10/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/10/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/10/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/13/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/14/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/14/2023 Technically Complete: Approved: Ready to Issue: Issued:	Submitted: 02/17/2023 Technically Complete: Approved: Ready to Issue: Issued:
			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1



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BUILDING	BP		Submitted: 02/14/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-084		Stohon_Swim Platform on Dock 266 Marble View Drive, Kingston, TN 37763		
BP2023-085		Lawson_Inground Pool 4099 Decatur Hwy., Kingston, TN 37763		
BP2023-086		Brummitt_Metal Carport 615 Skyline Dr., Harriman, TN 37748		
BP2023-087		Kavanaugh_DW 282 Lawhon Farm Rd, Loudon, TN 37774		
BP2023-088		Slauenwhite_Metal Storage Building 198 CRABTREE HOLLOW Rd., Ten Mile, TN 37880		
BP2023-089		Rose_Greenhouse 1205 Loudon Hwy, Kingston, TN 37763		
BP2023-090		Rose_8Ft Fence 1205 Loudon Hwy, Kingston, TN 37763		
BP2023-091		Ferguson_DW 637 Old Hwy 70, Harriman, TN 37854		



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BUILDING	BP		Submitted: 02/16/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-092		Waskom_New Residential Home		
		321 Edgelake Dr., Kingston, TN 37763		
BP2023-093		Bar Prop Trust_Carport	Submitted: 02/16/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		2920 Buttermilk Rd. W, Lenoir City, TN 37771		
BP2023-094		KC_Wilson_Enclosing Pavilion	Submitted: 02/17/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		110 Gallaher View Drive, Kingston, TN 37763		
BP2023-095		Adams_DW	Submitted: 02/17/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		3977 Kingston Hwy., Kingston, TN 37763		
BP2023-096		Blank_New Residential Home	Submitted: 02/21/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		204 Massengill Springs Rd., Harriman, TN 37748		
BP2023-097		Blank_New Residential Home	Submitted: 02/21/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		204 Massengill Springs Rd., Harriman, TN 37748		
BP2023-098		Richardson_Deck with Ramp	Submitted: 02/21/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		107 Fiske Rd, Harriman, TN 37748		
BP2023-099		Groff_Shed Addition	Submitted: 02/21/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		350 Willow Dr, Kingston, TN 37763		





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BUILDING	BP		Submitted: 02/21/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
BP2023-100		Turner_Garage Addition		
234 Black Hawk Dr., Ten Mile, TN 37880				
BP2023-101		Light of Life Publishing_Warehouse		
123 Bell Rd, Harriman, TN 37748				
BP2023-102		Skidmore_Deck Replacement		
410 Delozier Ln., Rockwood, TN 37854				
BP2023-103		H.C_Barnes_DW		
329 Byrd Ave., Harriman, TN 37748				
BP2023-104		Savage_Addition For Den with full bath		
411 Foremast Rd, Kingston, TN 37763				
BP2023-105		Roane County_Midtown Elmentary_Window Change Out		
2830 Roane State Highway, Harriman, TN 37748				
BP2023-106		Roane County Schools_Midway High School_Window Change Out		
530 Loudon Hwy., KINGSTON, TN 37763				
BP2023-107		Roane County Board Of Education_Window Change Out		
105 Bluff Rd., Kingston, TN 37763				



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/23/2023	In Process: Waiting: Total Days: Total Cycles:
	BP2023-108	Campbell_Barndominium 181 Hamilton Rd., Kingston, TN 37763			6 0 6 1
	BP2023-109	Early_Carport 20x20 197 Eagle Point Road, Rockwood, TN 37854			0 0 0 1
	BP2023-110	KC_Hamilton_Addition 420 High St., Kingston, TN 37763			0 0 0 1
	BP2023-111	Munsey_Duplex 100 Woodmont Ln, Kingston, TN 37763			1 0 1 1
	BP2023-112	Miller_Addition 137 Poplar Creek Rd, Harriman, TN 37748			0 0 0 1
	BP2023-113	Shopp_New Residential Home 1352 Bowman Bend Rd., Harriman, TN 37748			0 0 0 1
	BP2023-114	Shackelford_Deck 242 Arrowhead Trail, Kingston, TN 37763			0 0 0 1
	BP2023-115	Campbell_Detached Garage 181 Hamilton Rd., Kingston, TN 37763			5 0 5 1





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BUILDING	BP		Submitted: 02/24/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2023-116		Locke_Inground pool		
		101 Harbour View Ln, Harriman, TN 37748		
BP2023-117		KGP Services_ Cell Tower Upgrades	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		200 Dug Ridge Rd., KINGSTON, TN 37763		
BP2023-118		New Springs Church_ Remodel	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		828 W. Tri County Blvd., Oliver Springs, TN 37840		
BP2023-119		New Springs Church_ Remodel	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		828 W. Tri County Blvd., Oliver Springs, TN 37840		
BP2023-120		KC_Clowers_Metal Storage Building	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		903 Lakewood Rd., Kingston, TN 37763		
BP2023-121		Clowers_Addition	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		903 Lakewood Rd., Kingston, TN 37763		
BP2023-122		Denney_Inground Pool	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		253 Channel Dr., Loudon, TN 37774		
BP2023-123		Aycock_Deck	Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		110 College Grove Rd., Rockwood, TN 37854		



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BUILDING	BP		Submitted: 02/27/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/27/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2023-124	Satterfield_Metal Garage		
	5109 ESTES Rd., Loudon, TN 37774			
	BP2023-125	Tuttle_DW		
	16809 Blue Springs Rd, Philadelphia, TN 37846			
	BP2023-126	Price_Deck Repair		
	218 Clear Springs Road, Harriman, TN 37748			
	BP2023-127	Powers_Commercial Remodel		
	1100 Ladd Landing Blvd., Kingston, TN 37763			
	BP2023-128	Basham_New Residential Home		
	115 Vista Pointe Dr., Kingston, TN 37763			
PL	PL2023-025	Jenkins_PL for BP2022-568		
	162 Hannah Rd, Harriman, TN 37748			
	PL2023-026	Hamilton_PL for BP2022-242		
	106 Hamilton Road, Kingston, TN 37763			
	PL2023-027	Johnson_PL for BP2023-067		
	225 West Rockwood Ferry Road, Ten Mile, TN 37880			



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BUILDING	PL	PL2023-028	Submitted: 02/09/2023	In Process: 0
		Pena_PL for BP2023-071	Technically Complete:	Waiting: 0
		1960 River Rd., Kingston, TN 37763	Approved:	Total Days: 0
		PL2023-029	Ready to Issue:	Total Cycles: 1
		1960 River Rd., Kingston, TN 37763	Issued: 02/09/2023	
		HC_Hilliard_PL for BP2023-073	Submitted: 02/09/2023	In Process: 0
		117 Love Dr, Harriman, TN 37748	Technically Complete:	Waiting: 0
		PL2023-030	Approved:	Total Days: 0
		Meyer_PL for BP2022-601	Ready to Issue:	Total Cycles: 1
		128 White Heron Ln, Rockwood, TN 37854	Issued: 02/09/2023	
		PL2023-031	Submitted: 02/10/2023	In Process: 0
		Billings_PL for BP2023-017	Technically Complete:	Waiting: 0
		725 Babbs Rd., Lenoir City, TN 37771	Approved:	Total Days: 0
		PL2023-032	Ready to Issue:	Total Cycles: 1
		PL for BP2022-747	Issued: 02/10/2023	
		216 Willow Dr., Kingston, Tn 37763	Submitted: 02/14/2023	In Process: 0
		PL2023-033	Technically Complete:	Waiting: 0
		Mays_PL for BP2023-047	Approved:	Total Days: 0
		125 Oak Dr, Kingston, TN 37763	Ready to Issue:	Total Cycles: 1
		PL2023-034	Issued: 02/14/2023	
		Light of Life Publishing_PL for BP2023-101	Submitted: 02/21/2023	In Process: 0
		123 Bell Rd, Harriman, TN 37748	Technically Complete:	Waiting: 0
		PL2023-035	Approved:	Total Days: 0
		PL for BP 2023-104	Ready to Issue:	Total Cycles: 1
		411 Foremast Rd, Kingston, TN 37763	Issued: 02/21/2023	
			Submitted: 02/22/2023	In Process: 0
			Technically Complete:	Waiting: 0
			Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 02/22/2023	



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Report run on: 03/01/2023 12:28 PM

BUILDING	PL	PL2023-036	Submitted: 02/23/2023	In Process: 0
		PL for BP2022-238	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		110 Hannah Rd., Harriman, TN 37748	Submitted: 02/23/2023	In Process: 0
		PL2023-037	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		Smith_ Plumbing	Submitted: 02/23/2023	In Process: 0
		166 Rebel Rd, HARRIMAN, TN 37748	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2023-038	Submitted: 02/23/2023	In Process: 0
		Blank_PL for BP2023-096	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		204 Massengill Springs Rd., Harriman, TN 37748	Submitted: 02/23/2023	In Process: 0
		PL2023-039	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		Maners_PL for BP2022-822	Submitted: 02/24/2023	In Process: 0
		230 Dogtown Rd, Ten Mile, TN 37780	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2023-040	Submitted: 02/24/2023	In Process: 0
		Kellogg_PL for BP2022-715	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		149 Kelsay Rd, Ten Mile, TN 37880	Submitted: 02/24/2023	In Process: 0
		PL2023-041	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		Geozos_PL for BP2022-065	Submitted: 02/27/2023	In Process: 0
		1271 Paint Rock Valley Rd., Philadelphia, TN 37846	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2023-042	Submitted: 02/27/2023	In Process: 0
		Brown_PL for BP2022-706	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		266 Serenity Dr., Rockwood, TN 37854	Submitted: 02/27/2023	In Process: 0
		PL2023-043	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1
		Cress_PL for BP2022-523	Submitted: 02/27/2023	In Process: 0
		438 Water View Dr., Rockwood, TN 37854	Technically Complete: Approved: Ready to Issue:	Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2023 AND 02/28/2023

Report run on: 03/01/2023 12:28 PM

BUILDING	PL	PL2023-044	Technically Complete: Ready to Issue: Issued:	Submitted: 02/27/2023 Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		Wallace_PL for BP2022-737			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		111 Lakewood Landing, Kingston, TN 37763			
	RM	RM2023-018			
		Garcia_RM for BP2022-747			In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		216 Willow Dr., Kingston, Tn 37763			
		RM2023-019			
		Caney Creek_RM for BP2022-891			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		3745 Roane State Highway, Harriman, TN 37748			
		RM2023-020			
		RM for BP2022-444			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		193 East Shore Dr, Rockwood, TN 37854			
		RM2023-021			
		Trew_RM for BP2022-523			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		438 Water View Dr., Rockwood, TN 37854			
		RM2023-022			
		RM for BP 2022-524			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		209 Majestic View, Rockwood, Tn 37854			
		RM2023-023			
		Sommers_RM for BP2022-280			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		215 East Shore Dr, Rockwood, TN 37854			
		RM2023-024			
		Valle Verde Group_RM for BP2023-048			In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		134 Casey Rd., Harriman, TN 37748			



BUILDING	RM		Submitted: 02/06/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/06/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-025	RM for BP2022-838	1036 E Tri County Blvd., Oliver Springs, TN 37840		
RM2023-026	RM for BP2023-037 Apartment #1	542 Sweetwater Rd., Philadelphia, TN 37846	Submitted: 02/08/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/08/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-027	RM for BP2023-037 Apartment #2	542 Sweetwater Rd., Philadelphia, TN 37846	Submitted: 02/08/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/08/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-028	RM for BP2023-037 Apartment #3	542 Sweetwater Rd., Philadelphia, TN 37846	Submitted: 02/08/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/08/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-029	RM for BP2023-037 Apartment #4	542 Sweetwater Rd., Philadelphia, TN 37846	Submitted: 02/08/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/08/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-030	Benny_Adding Furnace	200 Old Ridge Rd., Kingston, TN 37763	Submitted: 02/08/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/08/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-031	Ollis_RM for BP2022-611	120 FOREST GROVE Dr., HARRIMAN, TN 37748	Submitted: 02/13/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/13/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2023-032	Keeton_RM for BP2022-603	870 Cedar Grove Rd, Loudon, TN 37774	Submitted: 02/14/2023 Technically Complete: Approved: Ready to Issue: Issued: 02/14/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2023 AND 02/28/2023

Report run on: 03/01/2023 12:28 PM

BUILDING	RM		Technically Complete: Ready to Issue:	Submitted: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
RM2023-033					
Lloyd_RM for BP2022-570					
3465 Sugar Grove Valley Rd, Harriman, TN 37748					
RM2023-034					
Blank_RM for BP2023-096					
204 Massengill Springs Rd., Harriman, TN 37748					
RM2023-035					
Fuller_RM for BP2022-579					
290 Farr's Rd, Kingston, TN 37763					
RM2023-036					
Smith/Ollis_RM for BP2022-688					
408 Kingston Ave, Oliver Springs, TN 37840					
RM2023-037					
Smith/Ollis_RM for BP2022-690					
105 Burney Rd, Oliver Springs, TN 37840					
RM2023-038					
Luchess_RM for BP2022-922					
210 Black Oak Rd, Harriman, TN 37748					
RM2023-039					
Risden_RM for BP2022-166					
406 Sunset Dr, Harriman, TN 37748					
RM2023-040					
Brogan_RM for BP2022-772					
1548 River Rd, Kingston, TN 37763					



## Issued Permits By Department

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ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2023 AND 02/28/2023

Report run on: 03/01/2023 12:28 PM

CODE ENFORCEMENT	EV	EV2023-005	Electrical Variance	Submitted: 02/17/2023	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		1226 James Ferry Rd, Kingston, tn 37763	Technically Complete: Ready to Issue: Issued: 02/17/2023		
		EV2023-006	Davidson_EV	Submitted: 02/23/2023	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		111 Blue Springs Circle, KINGSTON, TN 37763	Technically Complete: Approved: Ready to Issue: Issued:		
PLANNING	PLT	PLT2023-016		Submitted: 02/08/2023	In Process: 21 Waiting: 0 Total Days: 21 Total Cycles: 1
		Pettitt	Technically Complete: Approved: Ready to Issue: Issued:		
		260 Long Road, Kingston, TN 37763			
		PLT2023-017		Submitted: 02/09/2023	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
		Nation	Technically Complete: Approved: Ready to Issue: Issued:		
		146 Sugar Road, Oliver Springs, TN 37840			
		PLT2023-018		Submitted: 02/16/2023	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Narramore	Technically Complete: Approved: Ready to Issue: Issued:		
		169 Laurel Bluff Road, Kingston, TN 37763			
		PLT2023-019		Submitted: 02/21/2023	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		Mcleroy	Technically Complete: Approved: Ready to Issue: Issued:		
		198 Browns Peninsula, Kingston, TN 37763			
ZONING	SUP	SUP2023-002		Submitted: 02/07/2023	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1
		DeLouis	Technically Complete: Approved: Ready to Issue: Issued:		
		162 Piney Point Drive, Kingston, TN 37763			



# KINGSTON WATER TREATMENT PLANT



## FEBRUARY OPERATIONS REPORT

2023

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	13,680,000	18,130,000	-32.53%	489,000	723,000	282,000
	Effluent (Finish)	12,716,000	16,913,000	-33.01%	454,000	718,000	281,000
	Spring Supply	12,875,000	14,311,000	-11.15%	460,000	506,000	381,000
	Total Finish Prod.	25,591,000	31,224,000	-22.01%	Distribution & WTP Report: 776,760		
Plant Efficiency		99.96%	99.96%	0.00%	gals. usage flushing and Tank refilling, etc.		
Distribution					Public Works: No Report		
G A L L O N S	Consumption	20,821,800	26,308,800	-26.35%	Fire Dept: 10,300		
	Reported Usage	776,760	725,140	6.65%	Park & Rec: No Report		
	Water Loss	3,982,140	4,190,060	-5.22%	WWTP: No Report		
	%	23.87%	19.36%	4.51%			

Note: The Water Production, Consumption and Loss data is for the November 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.
- \* Been doing some major clean up around the plant discarding and sorting old mld materials
- \* Still working with vendors on contact information for transitioning into to the new leader role.
- \* Replaced VFD at spring pump station had a few issues but most were fixed and pump is operating now.
- \* Field crew has helped with the clean up around the plant, thanks goes to the guys.

Kingston Water Dept.  
Schedule of Unaccounted For Water  
February

(All amounts in gallons)

<b>A</b>	<b>Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	25,591,000	
<b>C</b>	Water Purchased	0	
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)		25,591,000
<b>E</b>	<b>Accounted for Water:</b>		
<b>F</b>	Water Sold	20,821,800	
<b>G</b>	Metered for Consumption (in house usage)	0	
<b>H</b>	Fire Department(s) Usage	10,300	
<b>I</b>	Flushing	395,000	
<b>J</b>	Tank Cleaning/Filling	381,760	
<b>K</b>	Street Cleaning	0	
<b>L</b>	Bulk Sales	0	
<b>M</b>	Water Bill Adjustments (+/-)	0	
<b>N</b>	<b>Total Accounted for Water</b> (Sum Lines F thru M)		21,608,860
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)		3,982,140
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)		15.561%

**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.



3/9/2023

Kingston Water & Sewer  
Billing Consumption Totals Report

User:  
Date/Time:

Crystal Collier  
2/23/2023 10:54  
Page 1 of 1

Billing Batch: February Billing

Service Number	Service Name	Number of Accounts	Total Billed Consumption
1	Water	3,993	452,218 <del>308,218</del>
3	Sewer	2,607	104,486
Total Services:	2	6,600	556,704 <del>312,704</del>

Watts Bar -

Billed for - 29.8 million

actual used - 5.5 million

difference - 24.3 million

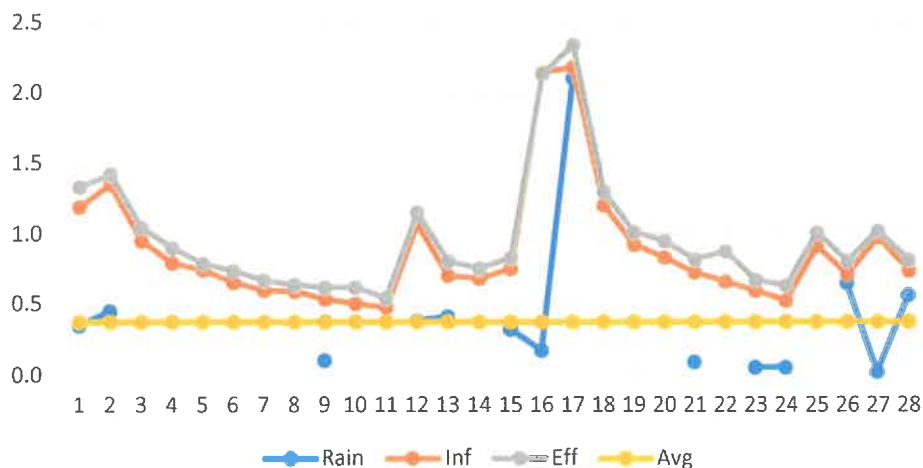
# KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: February 2023 Monthly Report  
DATE: March 6, 2023

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.8794	2.1760	.4770	24,623,000
EFFLUENT	.9689	2.3320	.5420	27,130,000

2607 Sewer customers 10,448,600 gallons billed. Daily average .3731 mgd.

February 2023



There were no reported overflows.

We had 5.70 inches of rain.

The dewatering press had the grinder motor fail. Wascon was unable to make the repairs to the grinder. They were also having trouble finding a replacement for

the grinder. Kazmier and Associates came out and looked at the set-up of the dewatering system and will be sending a quote.

Still waiting for status on the WAS pumps.

### **Safety Meetings:**

**February 27, 2023**

**Basic Electrical Safety- Understand and Avoid the Hazards of Reverse Polarity**

OSHA Training Toolbox Talk



# Water Distribution/Collection

## February 2023

Services	Total
After Hours-Sewer	0
After Hours-Water	1
Door Hanger	15
Profile	4
Road Cut	0
Service Line Leak/Line Break	0
Sewer-Miscellaneous	2
Disconnect for Non-Payment	38
Water/Sewer Service Estimate	8
Water-Check for Leak	14
Water-Miscellaneous	74
Water-Hydrant	0
Water-Re-Read/Manual Read	8
Yard Work	0
Line Locate	0
Connect Order	31
Disconnect Order	37
Water Tap-New Account Number	2
Meter Change Order	0
811 Locates	67

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

1 February 2023

**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 February 2023

**Summary**

I have been working on the summer program agenda. This is our busiest program of the year.

We usually host 60-80 children weekly during summer months at the Library.

We received our 3<sup>rd</sup> quarterly check in the amount of \$1250.00 from the County.

We have also received the grant money from the state in the amount of \$3777.00 which will be added back to our donation line.

As of April 2023, no one using the old version of the READS program /overdrive will no longer be able to download books. All users will have to change over to the LIBBY app.

We have all the information available at the Library and are more than happy to help patrons with their devices to change over to the new program.

The library has a chess club that meets Fridays 2-5pm. All are welcome to join.

The Library is be busy with tax season upon us. We offer free tax forms for the community and have 12 computers for people needing to file their taxes.

We have a very good group of individuals on our board who are very interested in our library. I think this will be a great year for us going ahead.

The new outdoor light poles have been installed in the Library parking lot and look great. A big thanks to the Street department crew.

Our new display idea for February was called "A blind date with a book" It consists of books from different genres that are covered, with just a hint of what the book is. You do not know what it is until you check out the book. This is a way of trying new authors and types of books. Check out our display on Facebook. The idea has really taken off. Patrons are enjoying the idea and trying different authors.

We will continue this idea in March, which we are calling "The Luck of the Draw" in celebration of St. Patrick's Day.

Our physical circulation for January was 2637 items checked out.

The reads program had 2,643 for the month of February.

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

We issued 31 new Library cards for the month of January. People are still relying on the library for books, movies, internet, and other resources we offer.

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

Respectfully submitted

Barbara T.



## Kingston Library Board

### February 9, 2023 Meeting Minutes

**Attendees:** Savannah Washam, Jinx Watson, Doug Wilson, Kelli Smith, Barbara Thorbjornsen, Lucy Johnson – City Council representative, and Liz Schreck – Regional Library representative.

Savannah Washam called the meeting to order in the absence of Chairwoman Kerry Willett. Jinx Watson made a motion to approve the minutes from the previous meeting; Doug Wilson seconded and the minutes were approved.

#### **Treasurer's Report:**

- Savannah received an update from Michelle Kelley, Kingston City Finance Department, stating that Kingston Public Library (KPL) currently has \$40,459.77 in donation funds.
- Barbara turned in donations of \$33.00 to the City for the month of January.

#### **Regional Library Report:**

- Liz Schreck reported on upcoming classes and training, including the online Trustee Certification Program. The Regional Library has issued a challenge for all Trustees to complete the Trustee Certification Program this year. Participation in this training is a requirement of the State of Tennessee Public Library Service Agreement. In addition, completion of the training by all board members can help KPL with eligibility for Technology Grant funds.

### **Director's Report:**

- Barbara expects to receive reimbursement from the state soon (~\$3,500) for the computers which were purchased through the 2022 Technology Grant.
- Repairs were made recently to one of KPL's three CHA units. Total Comfort Heat & Air serviced the unit; and the \$450 expense was paid by the City out of KPL Maintenance funds. KPL has a maintenance plan with Total Comfort CH&A. All units are currently working properly, but the board should be aware that at least one of the units is original to the building, and therefore is approximately 30 years old. A second unit is approximately 12 years old. Lucy advised that the board should update City Council on major upcoming repairs and expenses *before* they are needed.
- Barbara has begun preparations for the Summer Reading Program and is working with the KO Stables to have a pony brought to the KPL lawn for children to participate in "Read to a Pony" activities.

### **Old Business:**

- Barbara reports that two new (replacement) lights for the KPL parking area have been ordered and will be installed; the parking lot will be resurfaced and striped; and trees surrounding the building will be trimmed as needed by the City, per Mayor Neal.
- Reminder to board members that the Kingston City Council **Planning Meetings** are held on the first Tuesday of each month and the City Council Meeting is held on the second Tuesday of each month. Any business KPL board members would like to discuss with the Council can be addressed at the Planning Meeting, which allows time for discussion prior to final voting at the Council Meeting.

**New Business:**

Barbara received an estimate of approximately \$1,200 for the construction of new bookshelves. The board voted unanimously to spend up to \$1,500 of KPL donation money for the purchase of the new bookshelves.

**Recommendations for Improvement:**

Barbara will schedule a meeting with Michelle Kelly for clarification on purchasing procedures and timely access to appropriate funds. This meeting will cover a wide variety of purchases, from office supplies up to major expenses. Following that meeting, Michelle may also be invited to speak on this topic at an upcoming KPL board meeting.

Liz mentioned that new budget line items might be useful to cover future “Budget Amendments.” For example, adding a line item for “Technology” could specifically designate funds for computers, etc. and provide easier and faster access to money for items to be purchased (and later reimbursed) through the state technology grants.

**Next Meeting Date:** March 9, 2023

The meeting adjourned at 6 pm.



**KINGSTON BEAUTIFICATION COMMITTEE**  
**Monday Jan. 9<sup>th</sup> 2023**  
**5:00 pm**  
**Meeting Minutes**

- Members and guest present – Tara Stockton, Harriet Walker, Judy Yeager, Sue Collins, Chief Washam
- Minutes – Dec. 2022 Approved

- Meeting Discussion-

Ongoing business –Gateway signage update.

Discuss with Code enforcement updates

Ideas for Planter boxes this spring-

2023 Veteran Banners and brackets ordered and will arrive late March

City Request to add stone in areas to help with less maintenance and less weeding on North Kentucky Street in Ladd Landing center islands and Ladd Blvd. center islands closest to greenway we will provide example layout.

ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
FEBRUARY 28, 2023  
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM  
4:30 PM – 5:30 PM

ROLL CALL — CHILDS, DAVIS, LAYNE, McCULLOUGH, and REED

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from Board Meeting on January 17, 2023	Approval
December 2022 Financial Statements	Approval
December 2022 Budget Report	Acceptance
February 2023 Accounts Payable	Acceptance
Manager's Report	Acceptance
Visitor Comments	

**Old:**

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

**New:**

- |  |          |
|--|----------|
| 1. New Purchases                             | Approval |
| 2. New Projects                              | Approval |
| 3. Professional Services Engagement with CSA | Approval |
| 4. Professional Services Engagement with PCS | Approval |
| 5. Pole Attachment Agreement                 | Approval |
| 6. Job Position Announcement(s)              | Approval |
| 7. Bad Debts                                 | Approval |

Announcements

March 21, 2023 – Tentative Board workshop with legal counsel at 3:30 pm

March 21, 2023 - Board Meeting at 4:30 pm

May 18, 2023 - Board Meeting at 4:30 pm (Chris Mitchell Management Consultants)

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on January 17, 2023. Following a prayer and the Pledge of Allegiance, Chairman McCullough called the meeting to order. Board members present were Davis, Layne, McCullough, and Reed. As of January 17, 2023 the City of Rockwood had not appointed anyone from Kingston to serve on the Board. Chairman McCullough recognized a quorum.

A motion was made by Davis, seconded by Layne to approve the minutes as recorded for the meeting on December 20, 2022. All voted yes.

A motion was made by Reed, seconded by Layne to approve the November 2022 Financial Statements. Manager Bear noted net income was lower for the month of November and cumulative to date net income was lower than last year. Marsha O'Keefe noted that the Financial Statements for December 2022 were still being reconciled but net income for December will continue to be lower than last year. Due to the increase in sales, cash will show higher than the month of November 2022. All voted yes.

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

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

Information from the 4<sup>th</sup> Quarter 2022 Overtime Report was given to the Board. Manager Bear noted that the overtime for this particular quarter was up compared to one or more of the prior year's mostly due to the storms in December and the rolling blackouts TVA required during the holidays.

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

- Manager Bear spoke about how he appreciated the good work our employees did over the Christmas holiday working to restore power and manage the TVA-mandated rolling blackouts.
- It is required by TCA Title 7, Chapter 51 for municipal owned utility's to have a cyber-security plan prepared and implemented by July 1, 2023. Manager Bear suggested REU have a plan that follows closely with the City of Rockwood's cyber-security plan. Plans are to also solicit help from CSA since they just recently completed a network security audit.
- Manager Bear presented a couple of design options for a canopy to be constructed at the back entrance of the main building. The approximate size of Option 1 would be 24'-4" by 9'-10" to cover only the existing concrete slab. Option 2 would be 24'-4" by 15'-9" and cover more area. Option 2 would not require cutting into the existing concrete slab.

A motion was made by Davis, seconded by Layne to approve the recommendation from Manager Bear for Option #2 and instruct the architects, McCarty Holsaple McCarty to continue with developing specifications for bidding. The approximate cost for the canopy material is \$100 per square foot. All voted yes.

- Due to supply chain issues and long lead times for transformers, Manager Bear reminded the Board that there is a moratorium on new services requiring an overhead transformer.

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

There were no Visitor Comments.

There was no Old Business.

A motion was made by Davis, seconded by Layne to ratify two purchases:

- Replacement of Truck #14 which was totaled by the insurance adjuster after a tree fell over the top of vehicle. It was replaced by a 2023 Chevrolet, 4WD, crew cab, including a work bed. The cost was \$61,484.00.
- Purchase of three (3) different types and sizes of wire for inventory. They are #1/0 AWG, 15 kV URD aluminum primary, #4/0 AWG aluminum URD triplex, and #2 AWG overhead triplex. The total cost is \$57,250.00. The purchase is from Power Supply Company.

All voted yes.

A motion was made by Reed, seconded by Layne to approve the recommendation of Manager Bear to purchase battery replacements for Rockwood Primary, Burke Mill, and Buck Creek Substations. The totals per substation, along with the grand total, are as follows: \$24,969.42 + \$24,704.42 + \$18,629.00 = \$68,302.84. Delivery is 10-12 weeks ARO. Swift Industrial Power is the vendor and will do the removal, installation, and disposal. The vendor will honor this price pending board action. Prices have already been increased for future orders. All voted yes.

A motion was made by Davis, seconded by Reed to approve two additional purchases:

- FR rain suits for outside workers. The Board previously approved the purchase of FR rain suits of various sizes from Scientific Sales, Inc. for evaluation. The total cost for 14 additional suits and bags to carry the gear in is \$19,295.00.
- A quote from WESCO for two (2) pallets of Form 2S, Class 200, single-phase meters; 240 total. The cost is \$62,400.00. We are waiting on the configuration worksheet to be updated for Form 16S, Classes 200 & 320; Form 4S Class 20; and Form 9S Class 20 meters.

All voted yes

There were no new projects.

Assistant Manager Marsha O'Keefe presented a report to the Board on the status of our banking activities with US Bank and investment opportunities for some of our surplus cash. US Bank has increased our earning credit rate from 0.20% to 0.50% which will generate an estimated savings of \$16,000 per year. Several financial institutions/banks were solicited asking for maturity dates and rates for Certificates of Deposit (CD's). The recommendation was to invest a total of

\$2,000,000 in three (3) different CD's with Simply Bank of Rockwood at 4% interest. One investment is to be \$1,000,000 and two (2) additional investments at \$500,000 each with one of them being labeled as an Emergency/Storm Fund Account. Quotes were as follows:

**Guaranteed Investment Rates  
Effective January 17, 2023**

<b>Bank</b>	<b>Maturity Date</b>	<b>Interest Rate</b>
Simply Bank	12 Months	4.00%
US Bank	52 Weeks	3.90%
One Bank of Tennessee	12 Months	2.00%
United Community Bank	12 Months	0.05%
Pinnacle Financial Partners	52 Weeks	4.00%
Regions Bank	US Treasury Bonds	Quote Changes Daily (Estimated ~4%)

The transfer of \$2 million from our checking account into Certificates of Deposit will also decrease our Earning Service Fees with US Bank. A motion was made by Davis, seconded by Layne to approve Ms. O'Keefe's recommendation to accept the quote from Simply Bank. All voted yes.

A motion was made by Reed, seconded by Layne to approve an updated Compensation Plan. The original Plan was designed by Intandem, LLC and approved by the Board on June 18, 2019. Winston Tan, who is the managing principal partner and who has been a presenter over the years at many of TVPPA's conferences, did the work. No job descriptions were changed by this revision; no salary grades were changed; and no positions were deleted. Only one new position was added. The budget/goal was not to perform a major overhaul of the plan but to simply reflect changes in the economics of labor supply over the past few years. Manager Bear's recommendation was to approve the updated plan and to make adjustments in the pay of employees that are below the minimum for their grade/position. All voted yes.

A motion was made by Layne, seconded by Reed to approve the write-off of uncollectible debts for the period of October 2022 in the amount of \$2,929.34 and noted that bad debts collected for December 2022 were \$3,948.98. All voted yes.

A motion was made by Davis, seconded by Layne to approve the purchase of two (2) Ford Explorers, Mr. Davis had spoken with Larry Brackett and he informed him that vehicles were available. All voted yes.

Chairman McCullough announced the next Board meeting will be Tuesday, February 28, 2023 at 4:30 pm.



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

Chairman  
Wade McCullough

Secretary/Treasurer  
Don Layne

Recorded by M. O'Keefe

### UTILITY PLANT

Description	Item	December 2022	December 2021
Electric Plant	1	\$68,238,962.76	\$66,827,627.37
Less Depreciation	2	\$20,752,774.40	\$19,618,506.02
<b>TOTAL</b>	<b>3</b>	<b>\$47,486,188.36</b>	<b>\$47,209,121.35</b>
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
<b>TOTAL PLANT - NET</b>	<b>6</b>	<b>\$47,486,188.36</b>	<b>\$47,209,121.35</b>

### OTHER PROPERTY AND INVESTMENTS

Description	Item	December 2022	December 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
<b>TOTAL</b>	<b>13</b>	<b>\$6,186,726.23</b>	<b>\$6,139,729.17</b>

### CURRENT AND ACCRUED ASSETS

Description	Item	December 2022	December 2021
General Cash and Temporary Cash Investments	14	\$9,201,416.77	\$7,828,443.36
Accounts Receivable	15	\$2,143,831.94	\$2,326,360.20
Materials and Supplies	16	\$648,653.59	\$477,737.46
Prepayments	17	\$25,936.32	
Other Current Assets	18	\$1,382,481.15	\$1,290,595.45
<b>TOTAL</b>	<b>19</b>	<b>\$13,402,319.77</b>	<b>\$11,923,136.47</b>

### DEFERRED DEBITS

Description	Item	December 2022	December 2021
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	\$1,405.22
Energy Service Loans Receivables	24	\$46,615.50	\$76,603.63
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
<b>TOTAL</b>	<b>27</b>	<b>\$46,615.50</b>	<b>\$78,008.85</b>

### TOTAL ASSETS AND OTHER DEBITS

Description	Item	December 2022	December 2021
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>28</b>	<b>\$67,121,849.86</b>	<b>\$65,349,995.84</b>

### 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	\$521,570.05
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	December 2022	December 2021
Membership Certificates	30	\$0.00	

### UNAPPROPRIATED EARNINGS

Description	Item	December 2022	December 2021
End of Previous Year	--	\$49,907,296.39	\$47,398,087.44
Retained Earnings Adjustment	--	\$0.00	
Beginning of Year	33A	\$49,907,296.39	\$47,398,087.44
Current Year	34A	\$758,383.59	\$1,510,454.19
<b>TOTAL</b>	<b>35A</b>	<b>\$50,665,679.98</b>	<b>\$48,908,541.63</b>

### UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	December 2022	December 2021
End of Previous Year	--		
Retained Earnings Adjustment	--	\$0.00	
Beginning of Year	33B		
Current Year	34B		
<b>TOTAL</b>	<b>35B</b>		

### TOTAL UNAPPROPRIATED EARNINGS AND UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	December 2022	December 2021
<b>Total</b>	--	<b>\$50,665,679.98</b>	<b>\$48,908,541.63</b>

### LONG-TERM DEBT

Description	Item	December 2022	December 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	\$24,014.56	\$28,738.72
<b>TOTAL</b>	<b>41</b>	<b>\$2,524,014.56</b>	<b>\$3,028,738.72</b>

### OTHER NON-CURRENT LIABILITIES

Description	Item	December 2022	December 2021
Postretirement Benefits	39.2	\$6,464,979.79	\$6,604,107.28
Energy Service Loans - Advances	42	\$43,772.24	\$73,760.37
Energy Service Loans - Other	43	\$0.00	
<b>TOTAL</b>	<b>44</b>	<b>\$6,508,752.03</b>	<b>\$6,677,867.65</b>

**CURRENT AND ACCRUED LIABILITIES**

Description	Item	December 2022	December 2021
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$5,159,779.90	\$4,523,139.06
Customer Deposits	47	\$1,558,024.47	\$1,435,458.45
Taxes and Equivalents Accrued	48	\$115.14	(\$6,054.52)
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	\$0.00	
Other Current Liabilities	53	\$671,056.36	\$792,816.10
<b>TOTAL</b>	<b>54</b>	<b>\$7,388,975.87</b>	<b>\$6,745,359.09</b>

**DEFERRED CREDITS**

Description	Item	December 2022	December 2021
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	\$34,427.42	(\$10,511.25)
<b>TOTAL</b>	<b>57</b>	<b>\$34,427.42</b>	<b>(\$10,511.25)</b>

**TOTAL LIABILITIES AND OTHER CREDITS**

Description	Item	December 2022	December 2021
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>58</b>	<b>\$67,121,849.86</b>	<b>\$65,349,995.84</b>

### OPERATING REVENUE

Description	Item	December 2022	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$3,236,133.28	\$20,139,956.21
Revenue From Late Payments	60	\$11,450.41	\$81,253.26
Miscellaneous Service Revenue	61	\$2,930.00	\$22,505.00
Rent From Electric Property	62	\$54,936.06	\$329,616.36
Other Electric Revenue	63	\$5.00	\$30.00
<b>TOTAL OPERATING REVENUE</b>	<b>64</b>	<b>\$3,305,454.75</b>	<b>\$20,573,360.83</b>

### PURCHASED POWER

Description	Item	December 2022	Year to Date
<b>TOTAL POWER COST (PAGE 7, ITEM 342)</b>	<b>65</b>	<b>\$2,704,194.22</b>	<b>\$14,991,344.35</b>

### OPERATING EXPENSE

Description	Item	December 2022	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$138,679.26	\$723,129.44
Customer Accounts Expense	68	\$81,008.73	\$358,985.57
Customer Service and Informational Expense	69	\$900.00	\$5,400.00
Sales Expense	70	\$15.00	\$1,598.65
Administrative and General Expense	71	\$286,545.76	\$1,464,266.74
<b>OPERATING EXPENSE</b>	<b>72</b>	<b>\$507,148.75</b>	<b>\$2,553,380.40</b>

### MAINTENANCE EXPENSE

Description	Item	December 2022	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$136,727.80	\$682,292.91
Administrative and General Expense	75	\$0.00	\$12,463.24
<b>MAINTENANCE EXPENSE</b>	<b>76</b>	<b>\$136,727.80</b>	<b>\$694,756.15</b>

### OTHER OPERATING EXPENSE

Description	Item	December 2022	Year to Date
Depreciation Expense	77	\$139,714.68	\$834,579.04
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$106,771.82	\$691,949.81
<b>OTHER OPERATING EXPENSE</b>	<b>80</b>	<b>\$246,486.50</b>	<b>\$1,526,528.85</b>

### TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	December 2022	Year to Date
<b>TOTAL OPERATING EXPENSE AND PURCHASED POWER</b>	<b>81</b>	<b>\$3,594,557.27</b>	<b>\$19,766,009.75</b>

### INCOME

Description	Item	December 2022	Year to Date
<b>Operating Income (Item 64, Less Item 81)</b>	<b>82</b>	<b>(\$289,102.52)</b>	<b>\$807,351.08</b>
Other Income	83	\$0.00	\$15,812.87
<b>TOTAL INCOME</b>	<b>84</b>	<b>(\$289,102.52)</b>	<b>\$823,163.95</b>
Miscellaneous Income Deductions	85	\$2,354.72	\$9,639.19
<b>NET INCOME BEFORE DEBT EXPENSE</b>	<b>86</b>	<b>(\$291,457.24)</b>	<b>\$813,524.76</b>

**DEBT EXPENSE**

Description	Item	December 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	\$4,848.07	\$57,503.25
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)	(\$2,362.08)
<b>TOTAL DEBT EXPENSE</b>	<b>95</b>	<b>\$4,454.39</b>	<b>\$55,141.17</b>

**NET INCOME**

Description	Item	December 2022	Year to Date
Net Income Before Extraordinary Items and Subsidiary Earnings (Item 86, Less Item 95)	96	(\$295,911.63)	\$758,383.59
Extraordinary Items	97	\$0.00	
Subsidiary Earnings	97.1	\$0.00	
<b>NET INCOME</b>	<b>98</b>	<b>(\$295,911.63)</b>	<b>\$758,383.59</b>

**CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES**

Description	December 2022	December 2021
Net Income	\$758,383.59	\$1,510,454.19
<b>Adjustments to Reconcile Net Income to Net Cash:</b>		
Depreciation	\$834,579.04	\$824,357.49
<b>Amortization of:</b>		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$2,362.08)	(\$2,362.08)
<b>Changes in Current and Deferred Items:</b>		
Accounts Receivable	\$172,986.30	(\$179,422.47)
Materials and Supplies	(\$61,373.70)	(\$21,835.79)
Prepayments and Other Current Assets	(\$158,133.42)	(\$167,852.80)
Deferred Debits		(\$1,405.22)
Accounts Payable	\$108,220.78	\$228,325.98
Customer Deposits	\$50,300.00	\$72,790.74
Taxes and Interest Accrued	\$115.14	(\$6,054.52)
Other Current Liabilities	(\$276,724.42)	(\$348,448.89)
Deferred Credits	\$28,419.12	(\$7,239.68)
Retained Earnings Adjustments		
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>\$1,454,410.35</b>	<b>\$1,901,306.95</b>

**CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES**

Description	December 2022	December 2021
Change in Net Plant	(\$1,037,729.25)	(\$800,202.38)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$17,915.48	\$16,754.15
<b>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>	<b>(\$1,019,813.77)</b>	<b>(\$783,448.23)</b>

**CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES**

Description	December 2022	December 2021
Change in Long-Term Debt	(\$378,411.14)	(\$506,693.34)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$17,915.48)	(\$16,754.15)
Post Retirement Benefit Adjustments	\$353,131.79	\$511,723.28
<b>NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>	<b>(\$43,194.83)</b>	<b>(\$11,724.21)</b>

**NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS**

Description	December 2022	December 2021
<b>NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS</b>	<b>\$391,401.75</b>	<b>\$1,106,134.51</b>
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$8,810,015.02	\$6,722,308.85
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$9,201,416.77	\$7,828,443.36



## STATISTICAL DATA - REVENUE

Class of Service	Item	December 2022	Year to Date
Residential	100	\$1,978,828.55	\$11,772,120.72
Gen. Power - 50 kW & Under	101	\$427,213.75	\$2,693,300.80
Gen. Power - Over 50 kW	102	\$775,637.20	\$5,332,788.24
Street and Athletic - Codes 72, 73 & 74	103	\$18,170.49	\$114,273.72
Outdoor Lighting - Codes 75, 77 & 78	104	\$36,283.29	\$227,472.73
<b>SUBTOTAL</b>	<b>330</b>	<b>\$3,236,133.28</b>	<b>\$20,139,956.21</b>
Unbilled Revenue	331	\$0.00	
<b>TOTAL (PAGE 3, ITEM 59)</b>	<b>332</b>	<b>\$3,236,133.28</b>	<b>\$20,139,956.21</b>

## STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	December 2022	Year to Date
Residential	107	15,703,428	85,534,315
Gen. Power - 50 kW & Under	108	2,773,398	16,491,695
Gen. Power - Over 50 kW	109	7,225,110	48,213,435
Street and Athletic - Codes 72, 73 & 74	110	117,795	699,883
Outdoor Lighting - Codes 75, 77 & 78	111	187,361	1,137,172
<b>TOTAL</b>	<b>335</b>	<b>26,007,092</b>	<b>152,076,500</b>
Kilowatt-hours for Own Use	113	42,186	217,394
<b>TOTAL KILOWATT-HOURS SOLD AND USED</b>	<b>114</b>	<b>26,049,278</b>	<b>152,293,894</b>
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

## STATE &amp; LOCAL SALES TAX ON ABOVE REVENUE (OPTIONAL)

	State	Sales Tax
<b>Total</b>		

## 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	\$321.99	
Gen Partners-GP < 50kW	801	\$417.34	
Gen Partners-GP > 50kW	802	\$789.35	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

## PURCHASED POWER - AMOUNT

Description	Item	December 2022	Year to Date
Purchased Power (TVA)	115	\$2,704,194.22	\$14,991,344.35
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
<b>TOTAL FROM TVA</b>	<b>118</b>	<b>\$2,704,194.22</b>	<b>\$14,991,344.35</b>
Other Purchased Power	218	\$0.00	
<b>SUBTOTAL</b>	<b>340</b>	<b>\$2,704,194.22</b>	<b>\$14,991,344.35</b>
Unbilled Purchases	341	\$0.00	
<b>TOTAL (PAGE 3, ITEM 65)</b>	<b>342</b>	<b>\$2,704,194.22</b>	<b>\$14,991,344.35</b>



**PURCHASED POWER - KILOWATT-HOURS PURCHASED**

Description	Item	December 2022	Year to Date
Purchased Power (TVA)	119	31,343,672	163,006,980
<b>TOTAL FROM TVA</b>	<b>122</b>	<b>31,343,672</b>	<b>163,006,980</b>
Other Purchased Power	222	0	
<b>TOTAL</b>	<b>345</b>	<b>31,343,672</b>	<b>163,006,980</b>
Less Kilowatt-hours Sold and Used (Item 114)	123	26,049,278	152,293,894
Line Losses and Kilowatt-hours Unaccounted for	124	5,294,394	10,713,086
Percent of Losses to Purchases (2 Decimal Places)	125	16.89%	6.57%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	8.63	9.20
Kilowatt-hours in Unbilled Purchases (Item 341) Above	346	0	

**OTHER PURCHASED POWER**

Purchased Power From	Contract No.	Dates

**NUMBER OF CUSTOMERS**

Class of Service	Item	December 2022	December 2021
Residential	675	11,929	11,793
Gen. Power - 50 kW & Under	680	2,934	2,868
Gen. Power - Over 50 kW	685	129	127
Street and Athletic - Codes 72, 73 & 74	690	37	39
Outdoor Lighting - Code 78	693	133	134
<b>TOTAL</b>	<b>694</b>	<b>15,162</b>	<b>14,961</b>
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,149	2,157



Manager of Accounting

1/30/23

	A	B	C	D	E	F	G	H
1		Jan 2023 - May 2023	Jan-23	Feb-23	Mar-23	Apr-23	May-23	2023 YTD
2	Calls for service entered into CAD system		3,762	3,764				7,526
3	Average call for service duration (minutes)		83.3	60.0				71.7
4								
5		TELEPHONE						
6	911 calls received		1,797	1,847				3,644
7	Administrative calls inbound		4,182	4,074				8,256
8	Administrative calls outbound		2,431	2,293				4,724
9	Total	0	8,410	8,214	0	0	0	16,624
10								
11	Total phone duration (minutes)		8,605	6,506				15,111
12								
13		TEXT-TO-911						
14	Text-To-911 Sessions		1	2				3
15	Text-to-911 Messages		3	8				11
16	Text-to-911 Average Session Duration (seconds)		222.0	1,896.5				1,059.3
17								
18		RADIO AIRTIME (MINUTES)						
19	MAIN D		4,553	4,747				9,300
20	HR DSP		1,588	1,530				3,118
21	FD DSP		791	756				1,547
22	EMS		1,207	1,059				2,266
23	HWY OP		80	90				170
24	Ro NET		0	2				2
25	PSAP NET 2		30	58				88
26	TOTAL	0	8,249	8,242	0	0	0	16,491
27								
28	Fire Ground 2		17	18				35
29	SO TAC		63	85				148
30	ADDITIONAL CHANNEL TOTAL:		80	103	0	0	0	183

MINUTES  
KINGSTON MUNICIPAL PLANNING COMMISSION  
FEBRUARY 21, 2023

The regular meeting of the Kingston Municipal Planning Commission was held at 6:00 p.m. on February 21, 2023 at the Kingston city hall.

Members Present

Stephanie Wright, Chair  
Wade Lovin, V. Chmn.  
Bo Pickel, Sec.  
Tim Neal, Mayor  
Sammy Frogg

Members Absent

Gary Botkin  
Jim Owens  
Mike Farmer

Others Present

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 Mayor Neal and a second by Vice Chairman Lovin, the January 17, 2022 minutes were unanimously approved on a roll call vote.

REPORTS AND PUBLIC COMMENTS

Kelly Jackson updated the commission on the proposed swimming pool to be located at a residence in the historic district.

There were no public comments.

FINAL REVIEW OF THE SUBDIVISION REGULATIONS

Chairwoman Wright opened the discussion for the review of the subdivision regulations. Vice Chairman Lovin agreed with the change to Article IV., stating that monuments and iron pins were to be to the requirements set forth in the *Standards of Practice for Surveyors*. It was noted that there were some typographic and minor housekeeping that should be corrected. Such correction would not change the content or context of the regulations. Staff stated that he would make the corrections to the regulations.

Also, Chair Wright stated that the city attorney believed that there was an essential nexus when the city is requiring right-of-way to be dedicated when subdivision occurs along an existing road.

Action Taken

On a motion by Mr. Frogg and a second by Secretary Pickel, the commission, on a roll call vote, unanimously voted to pursue adoption of the revised subdivision regulations.

On a motion by Secretary Pickel and a second by Vice Chairman Lovin, on a roll call vote, the commission unanimously voted to call for a public hearing at the March or April planning commission meeting, depending on the required public notice.

ADJOURNMENT

The meeting adjourned at 6:10 p.m.