



City Manager's Report

January 2024



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

Reporting Schedule:

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

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To: Kingston City Council
City Staff
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website (www.kingstontn.gov). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency in our local government. Information compiled by each department is analyzed and organized for presentation in this report.

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

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

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

Sincerely,

David L. Bolling, City Manager
City of Kingston

City Manager

Management Report: January 2024

Legislative Accomplishments

- A. Approval of the first reading of Ordinance 24-01-09-01, an ordinance to abolish the Beautification Committee
- B. Approval of a request by the Tennessee Municipal League to re-affirm support for the restoration of the historical state shared sales tax relationship and the increased single-article cap revenue-sharing relationship between the State of Tennessee and local governments
- C. Approval of the proposed logo for Kingston's 225th anniversary
- D. Approval to award a contract to East Tennessee GIS and Design for GIS services funded through the American Rescue Plan Act

Other Items Considered by the Council

1. Executive session with the City Attorney regarding ongoing legal action against the owner of properties on Pineywood Road
- **External Meetings**
 - BUILD grant meeting
 - TWRA meeting
 - MTAS utility update
 - Other miscellaneous meetings
 - **Internal Meetings**
 - Department Head meeting
 - Miscellaneous staff meetings



City of Kingston
Project Status Update
January 2024

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:	Stakeholder meeting	

Notes:

1. Stakeholder Committee being put together, meeting date pending.

U.S. Fish and Wildlife Boating Infrastructure Grant

Project Cost:	\$400,000 (Estimate)	
Engineer/Architect/Consultant:	Community Development Partners	
Contractor:	TBD	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Application pending	

Notes:

1. Application submitted.

ARC Grant – Ladd Park Improvements

Project Cost:	\$1,300,000 (Estimate)	
Engineer/Architect/Consultant:	Ardurra Group / Community Development Partners	
Contractor:	TBD	
Status (Percent complete)	15%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Design phase	

Notes:

1. Design phase underway.

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)	25%	
Estimated Completion Date	Summer 2024	
Notable outstanding issues:	NTP to construction	

Notes:

1. Utility coordination phase concluded, awaiting notice to proceed to construction phase.
2. Delays due to change in TDOT staffing have delayed estimated completion date until 2024

FINANCE AND ADMINISTRATION REPORT 2023- 2024

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Major City Revenue Streams												
Property Taxes	\$59.00	\$1,325.00	\$67,396.00	\$216,674.00	\$127,185.20	\$347,053.20	\$684,674.70					
State Tax Revenues	\$87,093.94	\$86,902.70	\$73,359.52	\$83,164.42	\$133,928.37	\$83,079.13	\$103,633.63					
County Trustee	\$202,965.77	\$153,530.15	\$216,466.55	\$166,090.60	\$93,185.31	\$165,079.37	\$166,034.85					
Utility Billing Detail Summary												
Accounts Billed	3971	3983	3988	3988	3986	3992	3981					
Billing Total	\$433,491.05	\$397,901.72	\$434,623.50	\$376,541.75	\$383,185.03	\$402,437.58	\$377,288.56					
New Service	31	40	42	43	33	40	25					
Finalled Accounts	31	37	45	36	34	36	27					
Past Due Accounts	55	76	73	84	57	62	97					
ACH Bank Drafts	1032	1042	1041	1041	1040	580	583					
E-bill Accounts	536	542	552	560	573	1040	583					
Online Payments	1080	1162	1127	1167	1145	1153	1267					
Trash Pickup	2551	2556	2550	2559	2637	2563	2554					
Phone Tree Calls	191	216	190	175	107	107	201					
NHN per month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
NHN Balance	\$17,294.85	\$17,294.85	\$17,294.85	\$17,294.85	\$17,294.85	\$17,294.85	\$17,294.85					
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Wtr/Swr Protection	2268	2273	2275	2281	2286	2289	2278					
Water Loss Protection	1212	1214	1217	1219	1214	1217	1217					
Water Line Protection	263	274	279	284	283	284	287					
Sewer Line Protection	95	98	99	103	100	101	101					
Commercial Single Protection	284	286	286	283	278	278	278					
Commercial Multi Protection	3	3	0	0	3	3	3					
Commercial Line Protection	9	9	9	9	9	9	9					
Master Meter Protection	59	59	7	7	7	7	7					
Combined Master Meter Multi	332	336	20	17	17	17	17					
Combined Water Sewer 4 inch	1	1	1	1	1	1	1					
Residential w/ Irrigation	42	42	42	42	43	43	43					
Residential Combined w/ Irrigati	5	6	6	6	6	6	6					

Business License
JJ Nail Salon, LLC 196 Market Street #4 Kingston, TN 37763

CITY OF KINGSTON FUNDS

FINANCIAL SUMMARY 2023-2024

Cash in Bank	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
General Fund	\$3,923,267	\$3,521,427	\$3,533,147	\$3,455,542	\$3,378,020	\$3,665,747	\$4,271,062					
ARPA	\$1,103,391	\$1,103,860	\$1,104,313	\$1,104,782	\$1,105,236	\$1,105,706	\$1,292,151					
CAPITAL RESERVE GF	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595					
CAPITAL FUND LL	\$147,815	\$147,877	\$147,938	\$148,001	\$148,062	\$148,125	\$148,188					
Water/Sewer	\$2,299,574	\$2,404,578	\$2,492,360	\$2,531,348	\$2,565,224	\$2,707,644	\$2,803,931					
2021 Series Bond	\$226,200	\$261,307	\$296,423	\$331,556	\$366,700	\$401,864	\$437,038					
RDA Reserve Fund	\$518,663	\$518,883	\$519,096	\$519,317	\$519,530	\$519,751	\$519,972					
Drug Fund	\$12,779	\$12,812	\$11,143	\$10,625	\$10,642	\$10,762	\$10,785					
Total BALANCES	\$8,302,284	\$8,041,340	\$8,175,016	\$8,171,766	\$8,164,009	\$8,630,193	\$9,553,721	\$0	\$0	\$0	\$0	\$0

110	General Fund	Monthly Comparative:				58.33%	
		Year-To-Date		Month-To-Date			
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
31110	Property Taxes (Current)	2,060,000.00	(1,481,169.10)	71.90%	171,666.67	(684,674.70)	398.84%
31120	Public Utilities Property Tax (Current)	31,500.00	(6,458.00)	20.50%	2,625.00	(4,542.00)	173.03%
31211	Property Tax Delinquent - 1st Prior	70,000.00	(38,666.00)	55.24%	5,833.33	(626.00)	10.73%
31212	Property Tax Delinquent - 2nd Prior	7,000.00	(923.00)	13.19%	583.33	0.00	0.00%
31219	Property Tax Delinquent - Other Prior	8,000.00	(2,011.00)	25.14%	666.67	0.00	0.00%
31300	Interest And Court Cost On Prop Tax	25,000.00	(5,489.40)	21.96%	2,083.33	(103.00)	4.94%
31511	In Lieu Tax, Rockwood Electric Utility	76,500.00	(55,250.90)	72.22%	6,375.00	(27,530.77)	431.86%
31610	Local Sales Tax - Co. Trustee	1,795,000.00	(1,163,352.60)	64.81%	149,583.33	(166,034.85)	111.00%
31710	Wholesale Beer Tax	225,000.00	(129,409.52)	57.52%	18,750.00	(14,173.49)	75.59%
31720	Wholesale Liquor Tax	40,000.00	(31,426.78)	78.57%	3,333.33	(6,408.28)	192.25%
31800	Business Taxes	100,000.00	(14,160.33)	14.16%	8,333.33	(3,984.53)	47.81%
31912	Comcast Cable Tv Fees	80,000.00	(59,827.87)	74.78%	6,666.67	(19,639.54)	294.59%
31913	Bellsouth Cable Fees	7,500.00	(2,171.93)	28.96%	625.00	0.00	0.00%
31920	Hotel, Motel Tax	47,000.00	(22,958.43)	48.85%	3,916.67	(2,632.90)	67.22%
32210	Beer Permits	1,500.00	(1,450.00)	96.67%	125.00	(100.00)	80.00%
32220	Liquor Licenses	600.00	(400.00)	66.67%	50.00	0.00	0.00%
32600	Bza Hearing Fee	100.00	(150.00)	150.00%	8.33	0.00	0.00%
33193	Grant American Rescue Plan Act	88,468.00	0.00	0.00%	7,372.33	0.00	0.00%
33430	Public Entity Partners Grant Proceeds	2,000.00	(8,229.00)	411.45%	166.67	0.00	0.00%
33479	State Grant	47,016.71	(56,516.71)	120.21%	3,918.06	(8,000.00)	204.18%
33500	Telecom Interstate Sales	5,000.00	(3,133.63)	62.67%	416.67	(410.61)	98.55%
33510	State Sales Tax	685,000.00	(412,208.24)	60.18%	57,083.33	(60,385.60)	105.78%
33520	State Income Tax	0.00	(907.81)	0.00%	0.00	0.00	0.00%

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
33530		State Beer Tax	2,800.00	(1,434.01)	51.21%	233.33	0.00	0.00%	
33540		State Liquor Tax	10,000.00	(6,457.25)	64.57%	833.33	(903.75)	108.45%	
33551		State Gasoline Fuel Tax	195,000.00	(122,821.11)	62.99%	16,250.00	(15,554.99)	95.72%	
33552		State-City Streets And Transportation	11,000.00	(6,361.72)	57.83%	916.67	(908.81)	99.14%	
33555		State Street Contract Maintenance	40,000.00	(20,251.09)	50.63%	3,333.33	(1,353.93)	40.62%	
33580		Sportsbettin Revenue	7,000.00	(4,449.54)	63.56%	583.33	0.00	0.00%	
33590		Tva Solar Energy James Ferry	3,700.00	(2,249.73)	60.80%	308.33	(166.19)	53.90%	
33591		Gross Receipts - Tva	75,000.00	(37,886.90)	50.52%	6,250.00	(18,943.45)	303.10%	
33592		Special Impact Area Funds	0.00	(32,225.86)	0.00%	0.00	0.00	0.00%	
33593		Corporate Excise Tax	18,000.00	0.00	0.00%	1,500.00	0.00	0.00%	
33730		Tml Full Pkg Bonus	4,000.00	0.00	0.00%	333.33	0.00	0.00%	
34100		General Government - Charges For	2,500.00	(4,471.34)	178.85%	208.33	0.00	0.00%	
34210		Police Service Supplements	9,500.00	0.00	0.00%	791.67	0.00	0.00%	
34220		Special Fire Protection Fees	10,000.00	0.00	0.00%	833.33	0.00	0.00%	
34230		Sex Offender Registry	300.00	(150.00)	50.00%	25.00	0.00	0.00%	
34290		Public Safety Donations	0.00	(100.00)	0.00%	0.00	0.00	0.00%	
34420		Garbage Tip Fees	344,000.00	(204,847.59)	59.55%	28,666.67	(29,223.43)	101.94%	
34710		Roane EDU ballfield donation	5,000.00	(5,000.00)	100.00%	416.67	0.00	0.00%	
34720		Swimming Pool Charges	5,000.00	(4,356.00)	87.12%	416.67	0.00	0.00%	
34730		Fort Charges & Donations	500.00	(1,351.10)	270.22%	41.67	(165.00)	396.00%	
34740		Park & Recreation Charges	14,000.00	(14,362.00)	102.59%	1,166.67	4,325.00	-370.71%	
34741		Boat Slip Rental	25,000.00	(12,195.00)	48.78%	2,083.33	(450.00)	21.60%	
34742		Fireworks Donations	45,000.00	(615.00)	1.37%	3,750.00	0.00	0.00%	
34745		Softball Program	4,000.00	(40.00)	1.00%	333.33	(40.00)	12.00%	

110 General Fund		Monthly Comparative:				58.33%	
Account	Description	Year-To-Date		Month-To-Date			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
34746	Fire Dept Donations	1,060.00	(1,560.00)	147.17%	88.33	0.00	0.00%
34751	Volleyball Program	4,200.00	(1,900.00)	45.24%	350.00	(1,900.00)	542.86%
34760	Library- Fines and Penalties	500.00	(1,595.81)	319.16%	41.67	(163.20)	391.68%
34761	Roane County Library MOE	5,000.00	(2,500.00)	50.00%	416.67	0.00	0.00%
34762	Library - Donations	0.00	(1,218.49)	0.00%	0.00	(35.15)	0.00%
35110	City Court Fines	55,000.00	(52,548.86)	95.54%	4,583.33	(5,380.85)	117.40%
35140	Drug Related Fines	2,000.00	(1,442.28)	72.11%	166.67	(23.75)	14.25%
35150	Traffic School Charges	3,000.00	(1,927.50)	64.25%	250.00	0.00	0.00%
36100	Interest Earnings	7,000.00	(14,347.81)	204.97%	583.33	(2,297.01)	393.77%
36350	Insurance Recoveries	10,761.35	(15,761.35)	146.46%	896.78	0.00	0.00%
36430	Sale of Surplus P&R	0.00	(7,980.67)	0.00%	0.00	0.00	0.00%
36539	Sale Of Other Public Works Supps &	0.00	(10,552.00)	0.00%	0.00	0.00	0.00%
36543	Sale of City T shirts	0.00	(585.00)	0.00%	0.00	(70.00)	0.00%
36967	Contract Natural Gas	21,500.00	(10,750.02)	50.00%	1,791.67	0.00	0.00%
36971	Contract Billing From Water Dept	499,275.00	0.00	0.00%	41,606.25	0.00	0.00%
38000	Donations	35,000.00	(43,020.00)	122.91%	2,916.67	(6,020.00)	206.40%
Total Revenues		6,877,781.06	(4,145,585.28)	60.28%	573,148.42	(1,078,520.78)	188.17%
Expenditures							
41100	City Council	(93,699.00)	56,780.07	60.60%	(7,808.25)	5,093.74	65.24%
41210	City Court	(26,638.00)	14,973.97	56.21%	(2,219.83)	1,417.78	63.87%
41320	City Manager	(118,150.00)	62,998.80	53.32%	(9,845.83)	8,987.76	91.28%
41500	Financial Administration	(473,342.00)	269,574.47	56.95%	(39,445.17)	37,000.92	93.80%
41700	Planning And Zoning	(14,866.00)	0.00	0.00%	(1,238.83)	0.00	0.00%
41810	City Hall Buildings	(119,375.00)	72,473.83	60.71%	(9,947.92)	6,095.94	61.28%

110 General Fund		Monthly Comparative:				58.33%	
Account	Description	Year-To-Date		Month-To-Date			
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
41990	General Government	(268,700.00)	217,826.30	81.07%	(22,391.67)	10,868.00	48.54%
42100	Police	(1,259,821.71)	811,130.46	64.38%	(104,985.14)	93,933.68	89.47%
42152	Automotive Services	(90,000.00)	43,894.78	48.77%	(7,500.00)	2,597.71	34.64%
42200	Fire Protection	(1,239,339.58)	691,901.51	55.83%	(103,278.30)	94,910.77	91.90%
43100	Public Works	(967,758.00)	502,668.75	51.94%	(80,646.50)	63,400.01	78.61%
43190	State Street Aid	(178,000.00)	81,912.00	46.02%	(14,833.33)	14,116.49	95.17%
43240	Waste Disposal	(350,000.00)	209,919.52	59.98%	(29,166.67)	30,674.12	105.17%
43750	Capital Improvements	(332,060.00)	374,167.72	112.68%	(27,671.67)	5,000.00	18.07%
44143	Animal Control/Codes Enforcement	(26,315.00)	10,683.63	40.60%	(2,192.92)	1,335.32	60.89%
44400	Parks & Recreation	(980,333.77)	556,738.22	56.79%	(81,694.48)	67,164.79	82.21%
44440	Swimming Pool	0.00	0.00	0.00%	0.00	0.00	0.00%
44800	Library	(219,000.00)	127,035.31	58.01%	(18,250.00)	15,998.13	87.66%
49000	Debt Service	(351,000.00)	53,750.00	15.31%	(29,250.00)	0.00	0.00%
52130	American Rescue Plan Act	(88,468.00)	92,123.33	104.13%	(7,372.33)	1,155.33	15.67%
Total Expenditures		(7,196,866.06)	4,250,552.67	59.06%	(599,738.84)	459,750.49	76.66%
Total 110	General Fund	(319,085.00)	104,967.39	32.90%	(26,590.42)	(618,770.29)	-

122	Drug Fund	Account	Description	Monthly Comparative:					
				Year-To-Date		Month-To-Date			
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
35140			Drug Fines	5,000.00	(1,442.28)	28.85%	416.67	(23.75)	5.70%
Total Revenues				5,000.00	(1,442.28)	28.85%	416.67	(23.75)	5.70%
Expenditures									
42122			Drug Fund	(5,000.00)	2,247.77	44.96%	(416.67)	0.00	0.00%
Total Expenditures				(5,000.00)	2,247.77	44.96%	(416.67)	0.00	0.00%
Total	122		Drug Fund	0.00	805.49	100.00%	0.00	(23.75)	0.00%

		Monthly Comparative:			58.33%		
		Year-To-Date		Month-To-Date			
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
36100	Interest Earnings	0.00	(435.70)	0.00%	0.00	(62.90)	0.00%
Total Revenues		0.00	(435.70)	100.00%	0.00	(62.90)	0.00%
Total 300 Capital Fund		0.00	(435.70)	100.00%	0.00	(62.90)	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								
36100	Interest Earnings	5,000.00	(10,012.48)	200.25%	416.67	(1,592.23)	382.14%	
37110	Metered Water Sales	1,586,000.00	(936,155.03)	59.03%	132,166.67	(125,331.46)	94.83%	
37114	Water Leak Relief Protection	0.00	(200.50)	0.00%	0.00	20,255.89	0.00%	
37117	Outside Water Sales	690,000.00	(421,527.99)	61.09%	57,500.00	(57,688.28)	100.33%	
37191	Penalties	30,000.00	(16,676.18)	55.59%	2,500.00	(941.34)	37.65%	
37194	Sales Of Materials	25,000.00	(22,841.00)	91.36%	2,083.33	0.00	0.00%	
37195	Installation Charges	65,000.00	(45,034.00)	69.28%	5,416.67	(3,160.00)	58.34%	
37196	Water User Fees	38,000.00	(12,143.00)	31.96%	3,166.67	0.00	0.00%	
37199	Miscellaneous	5,000.00	(9,300.00)	186.00%	416.67	0.00	0.00%	
37210	Sewer Service Charges	1,825,000.00	(1,072,206.75)	58.75%	152,083.33	(143,667.71)	94.47%	
37296	Sewer User Fees	35,000.00	(12,979.00)	37.08%	2,916.67	0.00	0.00%	
37299	Miscellaneous	1,000.00	(7,119.42)	711.94%	83.33	(240.00)	288.00%	
Total Revenues		4,305,000.00	(2,566,195.35)	59.61%	358,750.00	(312,365.13)	87.07%	
Expenditures								
41500	Financial Administration	(499,275.00)	0.00	0.00%	(41,606.25)	0.00	0.00%	
41990	General Government	(2,012,310.00)	1,156,171.54	57.45%	(167,692.50)	141,234.49	84.22%	
49000	Debt Service	(808,500.00)	456,603.59	56.48%	(67,375.00)	59,518.59	88.34%	
52130	American Rescue Plan Act	0.00	17,300.00	0.00%	0.00	0.00	0.00%	
52213	Sewer Treatment And Disposal	0.00	33.99	0.00%	0.00	33.99	0.00%	
52310	Water & Sewer Operating Expenses	(984,915.00)	568,043.42	57.67%	(82,076.25)	51,384.69	62.61%	
52330	TDEC Funding	0.00	3,557.15	0.00%	0.00	0.00	0.00%	
Total Expenditures		(4,305,000.00)	2,201,709.69	51.14%	(358,750.00)	252,171.76	70.29%	
Total 413	Water And Sewer	0.00	(364,485.66)	100.00%	0.00	(60,193.37)	0.00%	



Human Resources Report January 2024

Interviews:

- Fire (2)

New Hires:

- Water (1)
- Fire (2)

Orientations:

- Water (1)
- Fire (2)

Trainings & Certifications:

Miscellaneous:

FULL TIME EMPLOYEES: 68
PART TIME EMPLOYEES: 14
SEASONAL EMPLOYEES: 0



Kingston Police Department

Office of the Chief of Police
Codes Enforcement and Animal Control



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

Jim Washam, Chief
Proverbs 22:6

Fax: 865/376-8798
E-Mail: jim.washam@kingstontn.gov

February 1, 2024

Due to hazardous weather conditions on 1/23/2024, we did not have city court for the month of January. Any funds collected in December and January will be reflected in the February end of the month reports.

Thank you,

Tiffany Moore
Court Clerk

900 Waterford Place
Kingston, TN 37763

2024 PENDING CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
11/15/2023	899 Tyler Place	13-501 Declaration of Nuisances, 13-502 Duty of Maintenance of Private Property, 13-401 Definitions(Paragraph 1, Section VI), and 13-402 Violations a civil offense (Paragraph 3)	Letter Sent	In Progress
January 2024 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
1/3/2024	708 W. Ridgecrest Dr.	10-101 Running at large prohibited, 10-102 Keeping near a residence or business restricted, 10-103 pen or enclosure to be kept clean, 10-104 storage of food, and 10-105 Keeping in such manner as to become a nuisance prohibited	Letter Sent	Resolved
		7 Dogs Collected		
		1 Bat Collected		

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

CFS By Department - Select Department By Date
For KINGSTON POLICE DEPARTMENT 01/01/2024 00:00 - 01/31/2024 23:59

KINGSTON POLICE DEPARTMENT	Count	Percent
ALARM	10	3.52%
ALARM - MEDICAL	1	0.35%
ANIMAL BITE	1	0.35%
ANIMAL PROBLEM	8	2.82%
ARMED ROBBERY	1	0.35%
AUTO ACCIDENT NO INJURY	8	2.82%
AUTO ACCIDENT WITH INJURY	3	1.06%
B&E	1	0.35%
BOLO	2	0.70%
BREATHING PROBLEMS	2	0.70%
BUSY	5	1.76%
CALL THIS STATION	27	9.51%
CARDIAC ARREST	2	0.70%
CHECK WANTED	3	1.06%
CHEST PAIN	1	0.35%
DELIVER MESSAGE	1	0.35%
DISORDERLY PERSON	3	1.06%
DISPUTE/NEIGHBOR/LAND	3	1.06%
DISTURBING THE PEACE	1	0.35%
DOMESTIC	6	1.76%
DRUNK DRIVER	1	0.35%
ESCORT	7	2.46%
FALL	2	0.70%
FIGHT	1	0.35%
FIRE- SMOKE / UNKNOWN	1	0.35%
FIRE-STRUCTURE	1	0.35%
FOLLOW UP	8	2.82%
FOR OTHER AGENCIES	1	0.35%
HARASSMENT/THREATS MADE	3	1.06%
HEAT/COLD EXPOSURE	1	0.35%
HOSTILE SITUATION	1	0.35%
IDENTITY THEFT	1	0.35%
INFORMATION	13	4.58%
JUVENILE PROBLEM	2	0.70%
MENTAL STATUS CHANGE	1	0.35%
MOTORIST ASSIST	8	2.82%
OVERDOSE	1	0.35%
POSSIBILITY OF DRUGS PRESENT	1	0.35%
PROPERTY/VEHICLE DAMAGE	2	0.70%
PROWLER	1	0.35%
PUBLIC ASSISTANCE	7	2.46%
RECKLESS DRIVER OR 4 WHEELER CALL	3	1.06%

KINGSTON POLICE DEPARTMENT	Count	Percent
REQUEST BACK UP	1	0.35%
ROAD/TRAFFIC HAZARD	5	1.76%
SEIZURES	1	0.35%
SERVING PAPER	2	0.70%
SHOPLIFTER	2	0.70%
SHOTS HEARD	1	0.35%
STROKE	1	0.35%
SUSPICIOUS ACTIVITY	11	3.87%
SUSPICIOUS PERSON	7	2.46%
SUSPICIOUS VEHICLE	10	3.52%
THEFT OF PROPERTY	2	0.70%
THREATENING SUICIDE	2	0.70%
TRAFFIC STOP	48	16.90%
TRAUMA	1	0.35%
TREE HAZARD	1	0.35%
UNCONSCIOUS	2	0.70%
UNKNOWN MEDICAL	2	0.70%
UNWELCOME PERSON	7	2.46%
UTILITY PROBLEMS	1	0.35%
VEHICLE LOCK OUT	5	1.76%
WALK IN	5	1.76%
WANT OFFICER	4	1.41%
WELFARE CHECK	8	2.82%
Total Records For KINGSTON POLICE DEPARTMENT	284	Group/Total 100.00%
Total Records		284

Activity Detail Summary (by Category)

Kingston Police Department

(01/01/2024 - 01/31/2024)

Incident\Investigations

100 - Kidnapping/Abduction	1
13A - Aggravated Assault	1
13B - Simple Assault	1
23H - All Other Larceny	2
35A - Drug/Narcotic Violations	2
90D - Driving Under the Influence	3
90E - Drunkenness	2
39-13-526 - Violation of probation/ Community Supervision	1
39-16-609 - Failure to Appear	3
90Z - All Other Offenses	5
Animal Control - Animal Control Incident	2
Information Only - Information Only	5
JUV OFFENSE - JUVENILE OFFENSES	1
Other Agency Warrant - Other Agency Warrant	2
PPC - Private Property Crash	2
Unatt/ Death - Unattended Death	2
Total Offenses	35
Total Incidents	26

Arrests

13A - Aggravated Assault	1
23H - All Other Larceny	3
35A - Drug/Narcotic Violations	1
90D - Driving Under the Influence	3
90E - Drunkenness	2
39-13-526 - Violation of probation/ Community Supervision	1
39-16-609 - Failure to Appear	2
90Z - All Other Offenses	3
Other Agency Warrant - Other Agency Warrant	2
Total Charges	18

Activity Detail Summary (by Category)

Kingston Police Department

(01/01/2024 - 01/31/2024)

Arrests

Total Arrests	12
---------------	----

Accidents

Total Accidents	5
-----------------	---

Citations

Total Violations	27
------------------	----

Total Citations	26
-----------------	----

Warning Tickets

Light Law	3
-----------	---

Registration Law	3
------------------	---

Speeding	10
----------	----

Traffic Control Device	1
------------------------	---

Total Charges	17
---------------	----

Total Warning Tickets	15
-----------------------	----

Ordinance Tickets

Animal Tags Required	1
----------------------	---

Rabies Vaccination/ tags required	1
-----------------------------------	---

Total Ordinance Tickets	2
-------------------------	---

Criminal Papers

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

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

Civil Papers

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

Activity Detail Summary (by Category)

Kingston Police Department
(01/01/2024 - 01/31/2024)

Civil Papers

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

Citation Totals by Charge

Kingston Police Department

(01/01/2024 - 01/31/2024)

Charge / Statute:	Number of Charges:
Financial Responsibility	2
Registration Expired	2
Speeding / 55-8-152	20
Traffic Control Device/Signal / 55-8-	3
Total:	27



Kingston Police Department

Jim Washam, Chief
Proverbs 20:7



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

Fax: 865/376-8798
E-Mail: jim.washam@kingstontn.gov

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

The Kingston Police Department did not have any training for the month of January 2024. This was due to the weather-related issues across the county. We will resume training in February 2024.

Captain Roy Montgomery GDI/TO
January 31, 2024

KINGSTON POLICE MONTHLY RESERVE REPORT

TO CITY COUNCIL

		TRAINING	RIDE TIME	EVENT	TOTAL
JAN	Hours	0	144 HRS	0	144 HOURS
	Number of Officers	0	8 OFFICERS	0	8 OFFICERS
	Notes:				
FEB	Hours				
	Number of Officers				
	Notes:				
MAR	Hours				
	Number of Officers				
	Notes:				
APR	Hours				
	Number of Officers				
	Notes:				
MAY	Hours				
	Number of Officers				
	Notes:				
JUNE	Hours				
	Number of Officers				
	Notes:				
JULY	Hours				
	Number of Officers				
	Notes:				
AUG	Hours				
	Number of Officers				
	Notes:				
SEPT	Hours				
	Number of Officers				
	Notes:				
OCT	Hours				
	Number of Officers				
	Notes:				
NOV	Hours				
	Number of Officers				
	Notes:				
DEC	Hours				
	Number of Officers				
	Notes:				
APPROVED BY <i>Capt. R. McIntosh</i>					

Kingston Fire Department January 2024

Summary of Month's Activities

Fire Operations

The Department responded to 88 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
- Inservice

	This Month	YTD
Fire Inspections	65	65

Public Fire Education

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

Firefighter Training

- KFD is continuing shift training
- Driver Training continuing
- Automatic Aid Training with Harriman Fire Department
- State Inservice
- Started Monthly training with Harriman fire for the first three days of month.

Implemented Performance Standards Plan

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

Fleet Maintenance

- Replaced emergency light on u3
- Repaired exhaust on E3

Special Projects

- Finished baby box at station 1
- Remodel chiefs office
- Finish remodel at city hall
- Prepared for baby box grand opening

Outstanding Issues

- Aging Fire Apparatus
- Medical, gas powered, and firefighting equipment affected by weather from units sitting outside in the elements
- U4 needs constant repairs due to age

Cost Savings

- Safety meeting

Safety

- Hazmat

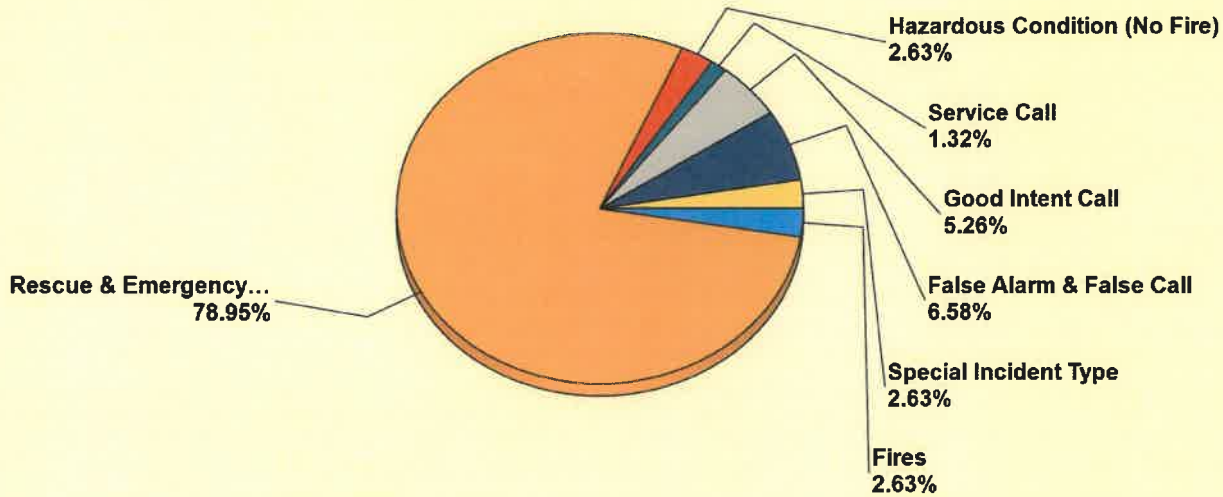
Kingston Fire Department

Kingston, TN

This report was generated on 2/6/2024 6:25:19 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 01/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.63%
Rescue & Emergency Medical Service	60	78.95%
Hazardous Condition (No Fire)	2	2.63%
Service Call	1	1.32%
Good Intent Call	4	5.26%
False Alarm & False Call	5	6.58%
Special Incident Type	2	2.63%
TOTAL	76	100%

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



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.32%
131 - Passenger vehicle fire	1	1.32%
311 - Medical assist, assist EMS crew	17	22.37%
321 - EMS call, excluding vehicle accident with injury	36	47.37%
322 - Motor vehicle accident with injuries	3	3.95%
324 - Motor vehicle accident with no injuries.	4	5.26%
411 - Gasoline or other flammable liquid spill	1	1.32%
412 - Gas leak (natural gas or LPG)	1	1.32%
550 - Public service assistance, other	1	1.32%
611 - Dispatched & cancelled en route	2	2.63%
631 - Authorized controlled burning	1	1.32%
651 - Smoke scare, odor of smoke	1	1.32%
700 - False alarm or false call, other	3	3.95%
735 - Alarm system sounded due to malfunction	1	1.32%
745 - Alarm system activation, no fire - unintentional	1	1.32%
900 - Special type of incident, other	2	2.63%
TOTAL INCIDENTS:	76	100%

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



Kingston Fire Department



Kingston, TN

This report was generated on 2/6/2024 6:27:15 AM

Minor Incident Types by Month for Year

Year: 2024

INCIDENT TYPE	Jan	Feb	SUM
Combustible/flammable spills & leaks	2		2
Controlled burning	1		1
Dispatched and canceled en route	2		2
Emergency medical service (EMS) Incident	43	4	47
False alarm and false call, other	3		3
Medical assist	17		17
Mobile property (vehicle) fire	1		1
Natural vegetation fire		2	2
Public service assistance	1		1
Special type of incident, other	2	1	3
Steam, other gas mistaken for smoke	1		1
Structure Fire	1		1
System or detector malfunction	1		1
Unintentional system/detector operation (no fire)	1		1
Total	76	7	83

Only REVIEWED incidents included

City of Kingston

Public Works

"If my people, which are called by my name, shall humble themselves, and pray, and seek my face, and turn from their wicked ways; then will I hear from heaven, and will forgive their sin, and will heal their land" (2 Chronicles 7:14 KJV)

January 2024

Director Tim Clark

Employees

Greg Leach

Randy Collins

Logan Bell

Kim Rue

David Harrison

Jonathan Bodanza

Daniel Fine

Buddy Moore

Street Maintenance/Drainage

- 1 ton of Patch
- Installed/Repaired 4 street name signs
- Removed 3 dead animals
- Replaced 6 mailboxes
- **CREWS WERE BUSY PLOWING SNOW DURING THE WINTER WEATHER EVENT**



Fleet Maintenance

Police Department

- 2016 Interceptor (Reserve) \$ 236.00
- 2016 Ford Explorer (French) \$36.00
- 2013 Ford Taurus (Watson) \$36.00
- 2022 Ford F-150 (Montgomery) \$605.36
- 2016 Interceptor (Reserve) \$237.59



TOTAL \$ 1150.95



PUBLIC WORKS

Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 8/32
Right Front: 8/32
Left Rear: 8/32
Right Rear: 8/32

Date: January 2024

Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
97057	Reserve Car	2016 Police Interceptor

VIN:

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Battery	200.00		200.00
1		Oil Filter	6.00		6.00
1		Oil	30.00		30.00

Total Discount

Subtotal	236.00
Sales Tax	
Total	236.00



PUBLIC WORKS

Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 7/32
Right Front: 8/32
Left Rear: 8/32
Right Rear: 8/32

Date: January 2024

Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
118338	Alex French	2016 Ford Explorer

VIN: 1FM5K8AR0GGA77623

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Oil Filter	6.00		6.00
1		Oil	30.00		30.00

Total Discount

Subtotal	36.00
Sales Tax	
Total	36.00



PUBLIC WORKS

Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 12/32
Right Front: 12/32
Left Rear: 12/32
Right Rear: 12/32

Date: January 2024

Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
156258	Marie Watson	2013 Ford Taurus

VIN: 1FAHP2MK3EG118134

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Oil Filter	6.00		6.00
1		Oil	30.00		30.00

Total Discount

Subtotal	36.00
Sales Tax	
Total	36.00



Tire Replacement Tread Depth:

Date: January 2024

Mileage	Driver Name/Dept.	Job
24843	Roy Montgomery	2022 Ford F-150

[illegible]

Total



Tire Replacement Tread Depth:

Date: January 2024

Mileage	Driver Name/Dept.	Job
106766	Reserve Car	2016 Police Interceptor

[illegible]

Subtotal	237.59
Sales Tax	
Total	237.59



KINGSTON PARKS & RECREATION

January 2024

We began the new year with lots of Planning !!! We have several events and programs that are starting up such as the Volleyball & Softball Programs; our second Veterans Breakfast scheduled for February 6th; Spring Street Fest and of course Smokin' the Water. We are pleased that Fort Southwest Point and Museum is now a registered Tennessee Promise Scholarship Community Service Site. We were able to replace the drainage and repair the sidewalk at the Softball Field at SWP. The Mens Restroom at the Community Center Pool has been remodeled !!

VOLLEYBALL
CITY OF KINGSTON

APPLICATIONS AVAILABLE NOW!

f VISIT KINGSTON PARKS AND RECREATION FACEBOOK PAGE f

MORE INFO: (865) 376-3641 | KARIY PAGE@KINGSTONTN.GOV

CITY OF KINGSTON
201 PATTON FERRY RD., KINGSTON, TN 37763

SOFTBALL 13U APPLICATIONS

VISIT KINGSTON PARKS AND REC FACEBOOK PAGE

For more information, please call (865) 376-9476, or e-mail kariy.page@kingstontn.gov

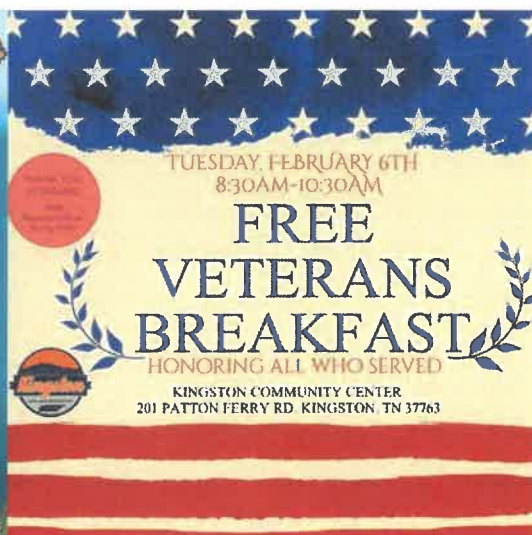
CITY OF KINGSTON

T-SHIRTS

Short Sleeve-\$15
Long Sleeve-\$20

Shirts can be purchased at Kingston City Hall

Proceeds go to 2024 Smokin' the Water



Facility Use
Community Center:
Banquet Rm-31
Room A-9
Room B-13
Room C-5
Room D-10
Room E-3



KINGSTON PARKS AND RECREATION BOARD MINUTES
January 4, 2024

PRESENT: Denise Headrick, Michael Greenwell, Ruth Thompson, Philip Bredwell, Sue Collins, Paul Rodgers, Karly Page, JR Best

ABSENT: Keenan Hethcoat, Linda Townsend

GUESTS: Sonny Hunter, Jack Sims

The meeting was called to order by Michael Greenwell at 6:07 p.m. Minutes from the December 2023 meeting were approved.

UNFINISHED/OLD BUSINESS:

1. **Candlelight Tour at the Fort:** This event went very well. Even with rainy conditions, there were still a couple hundred people who visited FSWP. DAR coordinated the snacks and drinks well, Jack Sims professionally gave insight on many important details from the time period, and the blacksmith presented himself with a high respect. Everyone who attended was very glad this event is being brought back.

NEW BUSINESS:

1. **Starting Volleyball Sign-ups:** The application is made but has yet to be posted. We will be proofing the draft of the application and will be posting it next week. Parents/Guardians can pick those up at the Kingston Community Center, but the application will also be online in Google Docs. Payments are to be made at the Kingston Community Center. Volleyball has a regular season as well as tournaments. The season lasts from March-May.
2. **Veterans Breakfast Coming Up:** Monty Fritts is sponsoring this event. It will be on February 6, from 8:30am-10:30am. We plan to do these quarterly. Advertisement for this event has already started. Flyers have been taken to City Hall, FSWP, Kingston Library, and Food City to be posted.
3. **Spring Street Fest Preparation:** Applications for this event have already been posted. Five food trucks have committed to being at this event, and we are waiting on two more to confirm their attendance. At this time, there are 11 vendors signed up. We have 81 vendor spaces, and we look for that to fill up closer to spring time.
4. **Beautification Committee:** In the work session that took place Tuesday, January 2, 2024, there was mentioning of the Beautification Committee to be turned over to

Parks and Rec. We are waiting on confirmation from city council about the future of the Beautification Committee.

5. **225th Anniversary of Kingston:** Mayor Tim Neal has configured an Ad-Hoc Committee to begin preparing for the celebration of the 225th Anniversary of Kingston. The Ad-Hoc committee consists of Chair Tony Brown, Vice-Chair Sharon Templeton, Secretary Jack Sims, Sonny Hunter, Glenda Johnson, Sandy McPherson, Robert Bailey, and Karly Page. We will have a reenactment at FSWP October 25th, 26th, and 27th. The day of the birthday, October 23rd, we will be having a celebration at the old courthouse with birthday cake. Mayor Neal has reached out to senators, state representatives, etc. to attend this event on the 23rd. The Fall Street Festival will also be incorporated in this event, as it falls on October 26th.
6. **Diamond Youth Softball:** Diamond Youth Softball, previously known as, Dixie Youth Softball, will be beginning in May. This is the first year City of Kingston Softball has worked with DYS. Being involved with DYS allows our softball players the opportunity to work towards being on the All-Star team at the end of the regular season. The All-Star team will, potentially, travel around and compete at district, region, state, and national levels. A form was submitted to DYS on Thursday, January 4, to request out franchise number. We will follow the guidelines and rules of DYS, and we are responsible for getting umpires, jerseys, and coordinating schedules and rosters.
7. **FSWP:** We will be replacing the palisade walls at FSWP. This project is hoping to be started by the end of January. In addition to replacing what we have already at FSWP, we will be adding extra walls in order to make the area of the fort complete. Jack Sims has worked endlessly in order to make this project possible. The City of Kingston qualified for a grant that will fund the replacement and addition of the palisade walls.
8. **Roane Master Gardeners:** Starting in February, the Roane Master Gardeners will create an area at FSWP near the museum for butterflies and hummingbirds. This project was coordinated by Jack Sims.

Dates to Remember

Veterans Breakfast – February 6, 2024
Spring Street Fest – March 23, 2024

COMMUNITY CENTER MONTHLY REPORT

Anybody Can Exercise (ABC)
Strong/Zumba Mash Up Classes
Line Dancing
Take Off Pounds Sensibly (T.O.P.S.)
Adult Table Tennis
Outdoor Kingston
FCE
Pinochle
Rook
Roane Co. Retired Teachers
Senior Bingo

Submitted By: Karly Page

Kelly Jackson

From: Jack Sims
Sent: Tuesday, February 6, 2024 12:29 PM
To: JR Best; David Bolling; Tim Neal; Kelly Jackson; Stacey Wilson
Subject: Fort Southwest Point & Museum Visitation Report for January 2024

Good Afternoon All;

Here are the visitation and donation numbers for the Fort & Museum for the month of January.

Total number of visitors:	23 (accurate count)
Total number of Tennessee counties:	4 counties (including Roane), the most from Blount
Total number of States:	2 states, 9 visitors (not including Tennessee), with five from South Carolina
Total number of foreign visitors:	0
Donation monies received:	\$132.00 (\$132.00 YTD)

Visitation was dramatically down as evidenced by the numbers shown above. Much of this was due to the snow/ice event that effectively paralyzed the city. At the time of this report, visitation at the Fort has already rebounded.

The following comment was noted by the visitors from Blount County:

“Wonderful tour, Learned so much!”

If you have any comments or questions, please do not hesitate to reach out to me.

Sincerely,
Jack Sims, Curator
Fort Southwest Point & Museum

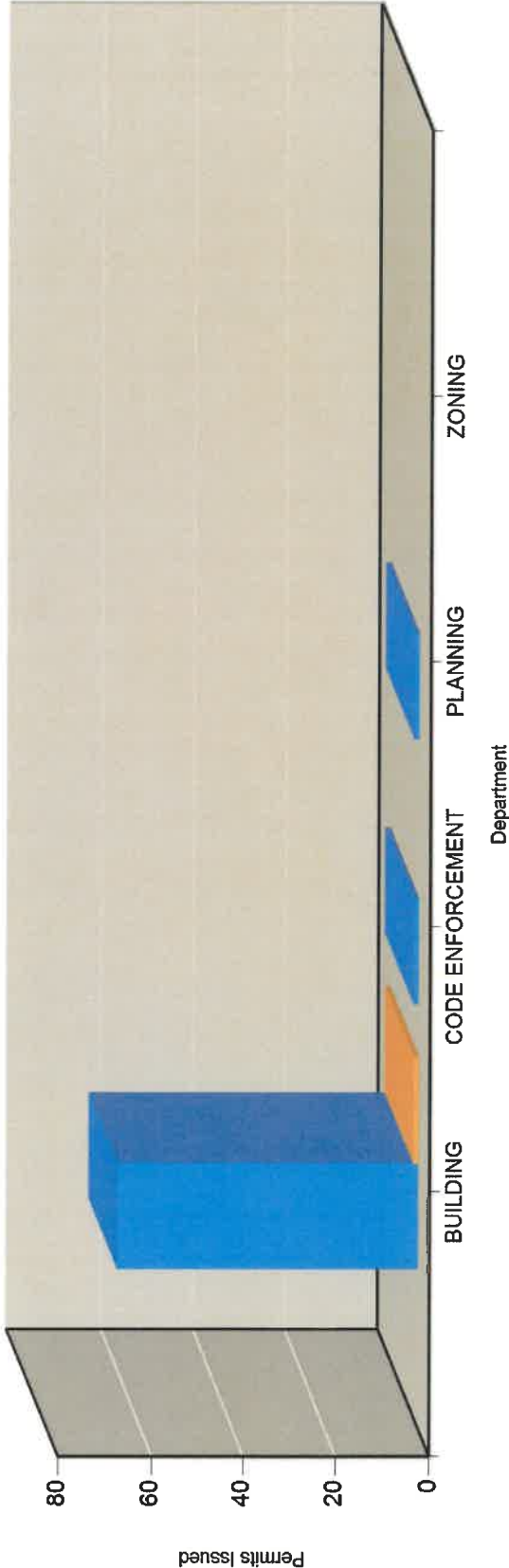
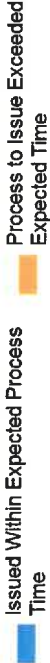


Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
01/01/2024 AND 01/31/2024

Report run on: 02/01/2024 10:12 AM

Permits Issued by Department



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	65	44	Same Day	0.73 Days	1	43	1
	CM	Same Day	3	2	Same Day	0 Days	1	2	0
	PL	Same Day	14	11	Same Day	0 Days	1	11	0
	RM	Same Day	13	9	Same Day	0 Days	1	9	0



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
01/01/2024 AND 01/31/2024

Report run on: 02/01/2024 10:12 AM

CODE ENFORCEMENT	EV	Same Day	3	0	Same Day	0 Days	1	0	0
	JNK	Same Day	1	1	Same Day	0 Days	1	1	0
	PLT	Same Day	9	1	Same Day	0 Days	1	1	0
	REZ	Same Day	1	0	Same Day	0 Days	1	0	0
	VAR	Same Day	2	0	Same Day	0 Days	1	0	0

Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates			Number of Days		
BUILDING	BP	BP2023-191	Submitted: 03/27/2023	Technically Complete: 11/01/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		Humphreys_New Residential Home	Approved: 11/01/2023	Ready to Issue: 11/01/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		1440 Indian Shadows Dr., Ten Mile, TN 37880	Issued: 01/08/2024		In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		BP2023-436	Submitted: 07/06/2023	Technically Complete: 07/06/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		OS_Level Up Properties_Sign	Approved: 07/06/2023	Ready to Issue: 07/06/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		1071 E Tri County Blvd, Oliver Springs, TN 37840	Issued: 01/05/2024		In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		BP2023-493	Submitted: 07/27/2023	Technically Complete: 07/27/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		Hopkins_Remodel	Approved: 07/27/2023	Ready to Issue: 07/27/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		640 Bowman Bend Rd, Harriman, TN 37748	Issued: 01/05/2024		In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		BP2023-900	Submitted: 12/26/2023	Technically Complete: 12/27/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		Hudson_Window Change Out	Approved: 12/27/2023	Ready to Issue: 12/27/2023	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		604 Lakeshore Dr, Kingston, TN 37763	Issued: 01/05/2024		In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		BP2024-001	Submitted: 01/02/2024	Technically Complete: 01/02/2024	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		Goodman_New Residential Home	Approved: 01/02/2024	Ready to Issue: 01/02/2024	In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1
		115 Chamberlain Cove Rd, Kingston, TN 37763	Issued: 01/02/2024		In Process: 0	Waiting: 0	Total Days: 0	Total Cycles: 1



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BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
	BP2024-002	124 Roberts Street			
		124 Roberts Street, Harriman, TN 37748			
	BP2024-003				
		276 Pond View Dr, Kingston, TN 37763			
	BP2024-004	Hayes_Patio			
		276 Pond View Dr, Kingston, TN 37763			
	BP2024-005				
		517 Honeybee Ln., Kingston, TN 37763			
	BP2024-006				
		Olivieri_Enclosing Carport			
		511 E. Winchester St, Rockwood, TN 37854			
	BP2024-007				
		Okoth_New Residential Home			
		517 Honeybee Ln., Kingston, TN 37763			
	BP2024-008				
		Citgo_Outlook Properties LLC_Sign Reface			
		3549 DECATUR Hwy., Kingston, TN 37763			
	BP2024-009				
		1438 River Rd, Kingston, TN 37763			



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BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Complete: Approved: Ready to Issue: Issued:	01/04/2024 01/04/2024 01/04/2024 01/04/2024 01/04/2024	In Process: Waiting: Total Days: Total Cycles:
		BP2024-010 Gilliam_DW 1630 Poplar Creek Rd, Oliver Springs, TN 37840				0 0 0 1
		BP2024-011 Workman_Deck Replacement 3413 Buttermilk Road West, Lenoir City, TN 37771				0 0 0 1
		BP2024-012 Howard_DW 184 Grove Road, Loudon, TN 37774				0 0 0 1
		BP2024-013 Cummings_Garage 223 Woodlawn Dr, Kingston, TN 37763				0 0 0 1
		BP2024-014 Durham_Remodel 151 East Shore Drive, Rockwood, TN 37854				0 0 0 1
		BP2024-015 16755 Blue Springs Road, Philadelphia, TN 37846				27 0 27 1
		BP2024-016 Humphreys_New Residential Home 1440 Indian Shadows Dr., Ten Mile, TN 37880				0 0 0 1
		BP2024-017 Humphreys_Dock 1440 Indian Shadows Dr., Ten Mile, TN 37880				0 0 0 1

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BUILDING	BP		Submitted: 01/08/2024 Technically Complete: Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/08/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-018 HC_KF LLC_Sprinkler System 1827 Griffith Dr., Harriman, TN 37748		
		BP2024-019 1440 Indian Shadows Dr., Ten Mile, TN 37880	Submitted: 01/08/2024 Technically Complete: Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/08/2024	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		BP2024-020 AT&T_Cell Tower Addition 1716 Loudon Hwy, Philadelphia, TN 37846	Submitted: 01/08/2024 Technically Complete: Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/22/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-021 KC_65 Vestors LLC_Remodel 208 Meadowview Dr, Kingston, TN 37763	Submitted: 01/09/2024 Technically Complete: Approved: 01/10/2024 Ready to Issue: 01/10/2024 Issued: 01/11/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-022 Silvey_Carport 918 Sewanee St, Harriman, Tn 37748	Submitted: 01/09/2024 Technically Complete: Approved: 01/09/2024 Ready to Issue: 01/09/2024 Issued: 01/10/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-023 KC_Action Heating& Cooling_Sign 718 N. Kentucky St., Kingston, TN 37763	Submitted: 01/10/2024 Technically Complete: Approved: 01/10/2024 Ready to Issue: 01/10/2024 Issued: 01/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-024 KC_Tartan Investments_Deck 905 Patton Ferry Rd, Kingston, TN 37763	Submitted: 01/10/2024 Technically Complete: Approved: 01/10/2024 Ready to Issue: 01/10/2024 Issued: 01/10/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-025 Century Fire Protection_Commercial Sprinkler System 450 Hamilton Industrial Way, Lenoir City, TN 37771	Submitted: 01/10/2024 Technically Complete: Approved: 01/10/2024 Ready to Issue: 01/10/2024 Issued: 01/11/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Submitted: 01/11/2024 Technically Complete: Approved: 01/11/2024 Ready to Issue: 01/11/2024 Issued: 01/11/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-026 Gunderson_New Residential Home 481 Loop Rd, Rockwood, TN 37854	Submitted: 01/12/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
		BP2024-027 517 Honeybee Ln., Kingston, TN 37763	Submitted: 01/12/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-028 HC_Davis_DW 124 Roberts Street, Harriman, TN 37748	Submitted: 01/12/2024 Technically Complete: Approved: 01/12/2024 Ready to Issue: 01/12/2024 Issued: 01/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-029 Foster_Porch 232 West Shore Dr, Harriman, TN 37748	Submitted: 01/12/2024 Technically Complete: Approved: 01/12/2024 Ready to Issue: 01/12/2024 Issued: 01/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-030 Cracken McCracken 212 Melea Ln., Kingston, TN 37763	Submitted: 01/17/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 15 Waiting: 0 Total Days: 15 Total Cycles: 1
		BP2024-031 Nelson_Deck (2) 3741 Buttermilk Road West, Kingston, TN 37763	Submitted: 01/22/2024 Technically Complete: Approved: 01/22/2024 Ready to Issue: 01/22/2024 Issued: 01/22/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-032 Gibson_Foundation Repair 206 MONTGOMERY VIEW Dr., HARRIMAN, TN 37748	Submitted: 01/23/2024 Technically Complete: Approved: 01/23/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-033 Boling_DW 1276 Dry Fork Valley Rd., Ten Mile, TN 37880	Submitted: 01/24/2024 Technically Complete: Approved: 01/24/2024 Ready to Issue: 01/24/2024 Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1

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	BP2024-034	Boling_Storage Building 1276 Dry Fork Valley Rd., Ten Mile, TN 37880		
	BP2024-035	HC_Frost_DW 123 Jasper Rd, Harriman, Tn 37748	Submitted: 01/24/2024 Technically Complete: Approved: 01/24/2024 Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
	BP2024-036	HC_Clayton Homes_DW 114 Spain Circle, Harriman, TN 37748	Submitted: 01/24/2024 Technically Complete: Approved: 01/29/2024 Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2024-037	HC_Channing_Addition 580 W. Hills Dr, Harriman, TN 37748	Submitted: 01/24/2024 Technically Complete: Approved: 01/24/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-038	Taylor_New Residential Home 147 Snow Lane, Harriman, TN 37748	Submitted: 01/24/2024 Technically Complete: Approved: 01/24/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-039	Kosier_Deck 3307 Kingston Hwy, Kingston, TN 37763	Submitted: 01/26/2024 Technically Complete: Approved: 01/26/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-040	Cross_Pole Barn 455 Myrtle Ward Road, Philadelphia, TN 37846	Submitted: 01/26/2024 Technically Complete: Approved: 01/26/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-041	Duff_Open Pole Barn 3681 Buttermilk Rd W, Kingston, TN 37763	Submitted: 01/26/2024 Technically Complete: Approved: 01/26/2024 Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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	BP2024-042	Kennedy_DW		0 0 0 1
		132 CLEAR SPRINGS RD, HARRIMAN, TN 37748		
	BP2024-043	HC_Griewahn_DW	Submitted: 01/26/2024 Technically Complete: Approved: 01/26/2024 Ready to Issue: 01/29/2024 Issued: 01/29/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		445 Bazel Rd, Harriman, TN 37748		
	BP2024-044	Levesque_Detached Garage	Submitted: 01/29/2024 Technically Complete: Approved: 01/29/2024 Ready to Issue: 01/29/2024 Issued: 01/29/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		500 OLD POPLAR SPRINGS RD, KINGSTON, TN 37763		
	BP2024-045	Levesque_New Residential Home	Submitted: 01/29/2024 Technically Complete: Approved: 01/29/2024 Ready to Issue: 01/29/2024 Issued: 01/29/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		500 OLD POPLAR SPRINGS RD, KINGSTON, TN 37763		
	BP2024-046	Rager_Carport	Submitted: 01/29/2024 Technically Complete: Approved: 01/29/2024 Ready to Issue: 01/29/2024 Issued: 01/29/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		128 HILL DR, HARRIMAN, TN 37748		
	BP2024-047	Cusenz_Shed	Submitted: 01/30/2024 Technically Complete: Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 01/30/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		184 DUG RIDGE RD, KINGSTON, TN 37763		
	BP2024-048		Submitted: 01/30/2024 Technically Complete: Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 01/30/2024	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		153 LANCER RD, HARRIMAN, TN 37748		
	BP2024-049	Powers_New Residential Home	Submitted: 01/30/2024 Technically Complete: Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 01/30/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		153 Lancer Road, Harriman, TN 37748		



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	BP2024-050	OS_Baz LLC_Deck Repair 428 E Spring St., Oliver Springs, TN 37840		
	BP2024-051	West_Shed 125 BILL WEST DR, TEN MILE, TN 37880	Submitted: 01/31/2024 Technically Complete: Approved: 01/31/2024 Ready to Issue: 01/31/2024 Issued: 01/31/2024	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-052	West_Shed 12x28 125 BILL WEST DR, TEN MILE, TN 37880	Submitted: 01/31/2024 Technically Complete: Approved: 01/31/2024 Ready to Issue: 01/31/2024 Issued: 01/31/2024	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-053	Ramirez_Porch Roof 497 Old Poplar Springs Rd, Kingston, TN 37763	Submitted: 01/31/2024 Technically Complete: Approved: 01/31/2024 Ready to Issue: 01/31/2024 Issued: 01/31/2024	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
	REFERENCE-24-0005	3413 Buttermilk Road West, Lenoir City, TN 37771	Submitted: 01/04/2024 Technically Complete: Approved: 01/04/2024 Ready to Issue: 01/04/2024 Issued: 01/04/2024	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
	REFERENCE-24-0006	Workman Deck 3413 Buttermilk Road West, Lenoir City, TN 37771	Submitted: 01/04/2024 Technically Complete: Approved: 01/04/2024 Ready to Issue: 01/04/2024 Issued: 01/04/2024	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
	REFERENCE-24-0007	Randy Ray 1438 River Rd, Kingston, TN 37763	Submitted: 01/04/2024 Technically Complete: Approved: 01/04/2024 Ready to Issue: 01/04/2024 Issued: 01/04/2024	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
	REFERENCE-24-0009	UMPHREY 16755 Blue Springs Road, Philadelphia, TN 37846	Submitted: 01/05/2024 Technically Complete: Approved: 01/05/2024 Ready to Issue: 01/05/2024 Issued: 01/05/2024	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1



BUILDING	BP	REFERENCE-24-0010	Submitted: 01/07/2024	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		USDA Service Center	Technically Complete: Approved: Ready to Issue: Issued:	
		61 Paint Rock Ferry Road, Kingston, TN 37763		
		REFERENCE-24-0011	Submitted: 01/08/2024	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		Cobalt Boats	Technically Complete: Approved: Ready to Issue: Issued:	
		450 Hamilton Industrial Way, Lenoir City, TN 37771		
		REFERENCE-24-0019	Submitted: 01/25/2024	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		Farm shed	Technically Complete: Approved: Ready to Issue: Issued:	
		3681 Buttermilk Road West, Kingston, TN 37763		
		REFERENCE-24-0020	Submitted: 01/26/2024	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		308 N. 3rd St., Kingston, TN 37763		
		REFERENCE-24-0021	Submitted: 01/26/2024	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		308 N. 3rd St., Kingston, TN 37763		
		REFERENCE-24-0022	Submitted: 01/26/2024	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		308 N. 3rd St., Kingston, TN 37763		
		REFERENCE-24-0023	Submitted: 01/29/2024	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
		Kachin Cottage	Technically Complete: Approved: Ready to Issue: Issued:	
		268 WILLOW DR, KINGSTON, TN 37763		
		REFERENCE-24-0024	Submitted: 01/30/2024	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		Pole barn	Technically Complete: Approved: Ready to Issue: Issued:	
		120 New Hope Cove Rd., Rockwood, TN 37854		



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BUILDING	CM	CM2024-001 CM for BP2023-620 103 Ladd Wright Rd., Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue:	01/03/2024	In Process: Waiting: Total Days: Total Cycles:
PL	CM	CM2024-002 718 N. Kentucky St., Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue:	01/10/2024	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1
		CM2024-003 CM for BP2023-712 450 Hamilton Industrial Way, Lenoir City, TN 37771	Submitted: Technically Complete: Approved: Ready to Issue:	01/22/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-001 PL for BP2023-756 218 Montgomery View, Harriman, TN 37748	Submitted: Technically Complete: Approved: Ready to Issue:	01/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-002 PL for BP2023-291 217 West Shore, Rockwood, TN 37854	Submitted: Technically Complete: Approved: Ready to Issue:	01/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-003 PL for BP2023-750 481 Massengill Springs, Oliver Springs, TN 37840	Submitted: Technically Complete: Approved: Ready to Issue:	01/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-004 PL for BP2023-526 500 Lakewood Rd., Kingston, TN 37763	Submitted: Technically Complete: Approved: Ready to Issue:	01/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-005 PL for BP2023-557 679 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: Technically Complete: Approved: Ready to Issue:	01/04/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	PL	PL2024-006 PL for BP2023-907 700 S Kentucky St, Kingston, TN 37763	Submitted: 01/05/2024 Technically Complete: 01/05/2024 Approved: 01/05/2024 Ready to Issue: 01/05/2024 Issued: 01/05/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-007 PL for BP2023-827 345 Lynn Street, Kingston, TN 37763	Submitted: 01/08/2024 Technically Complete: 01/08/2024 Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/08/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-009 PL for BP2023-551 200 Easter St, Harriman, TN 37748	Submitted: 01/10/2024 Technically Complete: 01/10/2024 Approved: 01/10/2024 Ready to Issue: 01/10/2024 Issued: 01/10/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-010 West_PL for BP2023-260 1251 POPLAR CREEK RD, OLIVER SPRINGS, TN 37840	Submitted: 01/29/2024 Technically Complete: 01/29/2024 Approved: 01/29/2024 Ready to Issue: 01/29/2024 Issued: 01/29/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-011 PL for BP2023-480 904 Eagle Nest Dr, Loudon, TN 37774	Submitted: 01/31/2024 Technically Complete: 01/31/2024 Approved: 01/31/2024 Ready to Issue: 01/31/2024 Issued: 01/31/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2024-012 PL for BP2023-343 519 Highland St., Kingston, TN 37763	Submitted: 01/31/2024 Technically Complete: 01/31/2024 Approved: 01/31/2024 Ready to Issue: 01/31/2024 Issued: 01/31/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		REFERENCE-24-0012 Cobalt Boats 450 Hamilton Industrial Way, Lenoir City, TN 37771	Submitted: 01/08/2024 Technically Complete: 01/08/2024 Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/08/2024	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		REFERENCE-24-0013 Cobalt Boats 450 Hamilton Industrial Way, Lenoir City, TN 37771	Submitted: 01/08/2024 Technically Complete: 01/08/2024 Approved: 01/08/2024 Ready to Issue: 01/08/2024 Issued: 01/08/2024	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1



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BUILDING	PL	REFERENCE-24-0014	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	01/09/2024	In Process: Waiting: Total Days: Total Cycles:
RM	RM	450 Hamilton Industrial Way, Lenoir City, TN 37771			23 0 23 1
		PL2024-008			
		RM for BP2023-551			
		200 Easter St, Harriman, TN 37748			22 0 22 1
		RM2023-215			
		Watts_RM for BP2023-566			
		136 Walker Way, Kingston, TN 37763			
		RM2024-001			
		RM for BP2023-724			
		818 Race Street, Kingston, TN 37763			
		RM2024-002			
		RM for BP2023-304			
		319 East Shore Drive, Rockwood, TN 37854			
		RM2024-003			
		RM for BP2022-933			
		108 Thief Neck View Pointe, Rockwood, TN 37854			
		RM2024-004			
		RM for BP2023-551			
		200 Easter St, Harriman, TN 37748			22 0 22 1
		RM2024-005			
		RM for BP2023-480			
		904 Eagle Nest Dr, Loudon, TN 37774			



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01/01/2024 AND 01/31/2024

Report run on: 02/01/2024 10:12 AM

BUILDING	RM	RM2024-006 RM for BP2023-551 200 Easter St, Harriman, TN 37748 RM2024-007 RM for BP2023-557 679 Paint Rock Valley Rd, Philadelphia, TN 37846 RM2024-008 RM for BP2023-622 309 Pond View Dr, Kingston, TN 37763 RM2024-009 Cionfoto_Mechanical Change Out Only 146 Sylvan Way, Kingston, TN 37763 RM2024-010 RM for BP2023-521 112 Bennett Rd, Oliver Springs, TN 37840 RM2024-011 RM for BP2023-266 104 Midtown Park Circle, Harriman, TN 37748 RM2024-012 RM for BP2023-265 106 Midtown Park Circle, Harriman, TN 37748	Submitted: 01/22/2024 Technically Complete: 01/22/2024 Approved: 01/22/2024 Ready to Issue: 01/22/2024 Issued: 01/22/2024 Submitted: 01/22/2024 Technically Complete: 01/22/2024 Approved: 01/22/2024 Ready to Issue: 01/22/2024 Issued: 01/22/2024 Submitted: 01/24/2024 Technically Complete: 01/24/2024 Approved: 01/24/2024 Ready to Issue: 01/24/2024 Issued: 01/24/2024 Submitted: 01/25/2024 Technically Complete: 01/25/2024 Approved: 01/25/2024 Ready to Issue: 01/25/2024 Issued: 01/25/2024 Submitted: 01/29/2024 Technically Complete: 01/29/2024 Approved: 01/29/2024 Ready to Issue: 01/29/2024 Issued: 01/30/2024 Technically Complete: 01/30/2024 Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 01/30/2024 Submitted: 01/30/2024 Technically Complete: 01/30/2024 Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 01/30/2024 Submitted: 01/03/2024 Technically Complete: 01/03/2024 Approved: 01/03/2024 Ready to Issue: 01/03/2024 Issued: 01/03/2024	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: 0 Waiting: 0 Total Days: 0 Total Cycles: 1 In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1 In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1 In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1 In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1
CODE ENFORCEMENT	EV	EV2024-001 Fugate_Electrical Variance 690 Cedar Grove Rd, Loudon, TN 37774	Submitted: 01/03/2024 Technically Complete: 01/03/2024 Approved: 01/03/2024 Ready to Issue: 01/03/2024 Issued: 01/03/2024	In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
01/01/2024 AND 01/31/2024

Report run on: 02/01/2024 10:12 AM

CODE ENFORCEMENT	EV	EV2024-002 EV_Rhodes 400 Ashe Cabin Hollow Rd., Harriman, TN 37748	Submitted: 01/08/2024 Technically Complete: Ready to Issue: Issued:	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		EV2024-003 Gibson_EV	Submitted: 01/29/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
	JNK	JNK2024-001 Davis_Junk Yard 132 Hearon Rd, Kingston, TN 37763	Submitted: 01/23/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PLANNING	PLT	PLT2024-001 Bates/Miller 2642 Lawnville Road, Kingston, TN 37763	Submitted: 01/08/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 24 Waiting: 0 Total Days: 24 Total Cycles: 1
		PLT2024-002 Cave Creek Dev. Hunter Alley Dogwood Valley Road, Kingston, TN 37763	Submitted: 01/10/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1
		PLT2024-003 Keeling 141 Highland Drive, Kingston, TN 37763	Submitted: 01/24/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		PLT2024-004 Goldner Sweetwater Road, Philadelphia, TN 37846	Submitted: 01/24/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		PLT2024-005 Roark/Adams Dogwood Valley Road, Lenoir City, TN 37771	Submitted: 01/24/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1



Issued Permits By Department

ALL DEPARTMENTS
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN
01/01/2024 AND 01/31/2024

Report run on: 02/01/2024 10:12 AM

PLANNING	PLT	PLT2024-006	Owings 1764 & 1768 James Ferry Road, Kingston, TN 37763	Submitted: 01/26/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		PLT2024-007			
		DeAlmeida			
		233 Sunset View Lane, Kingston, TN 37763			
		PLT2024-008			
ZONING	REZ	Kopf	147 Lake View Drive, Harriman, TN 37748	Submitted: 01/26/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		PLT2024-009			
		The Diocese of East Tennessee Property			
		121 Beaver Trail, Kingston, TN 37763			
		REZ2024-001			
ZONING	VAR	Brandon	222 Jaybird Drive, Kingston, TN 37763	Submitted: 01/03/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1
		VAR2024-001			
		DeAlmedia			
		233 Sunset View Drive, Kingston, TN 37763			
		VAR2024-002			
ZONING	VAR	JMB Investment Co, LLC	1645 Blair Road, Oliver Springs, TN 37840	Submitted: 01/29/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1

KINGSTON WATER TREATMENT PLANT



JANUARY OPERATIONS REPORT

2024

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	21,376,000	15,798,000	26.09%	690,000	1,419,000	413,000
	Effluent (Finish)	19,864,000	15,047,000	24.25%	641,000	1,279,000	410,000
	Spring Supply	14,007,000	13,057,000	6.78%	452,000	483,000	374,000
	Total Finish Prod.	33,871,000	28,104,000	17.03%	Distribution & WTP Report: gals. usage flushing and Tank refilling, etc. Public Works: No Report Fire Dept: 7,000 Park & Rec: No Report WWTP: No Report		
Plant Efficiency		99.96%	99.96%	0.00%			
Distribution							
GALLONS	Consumption	21,480,600	22,983,200	-7.00%			
	Reported Usage	1,858,216	829,550	55.36%			
	Water Loss	10,525,184	4,289,250	59.25%			
		%	31.07%	15.62%			

Note: The Water Production, Consumption and Loss data is for the January 2024 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.
- * Started regular weekly meetings to discuss any issues at plant, tanks, and stations
- * Started rotating shifts where everyone gets to work with each other, it's helping with communication.
- * In house maintenance on pumps and pipes in the chemical room.
- * Lost several transducers during the freeze and winter weather event, all have been replaced.
- * Still training new operator and he is working with different operators and been valuable in assisting in the electrical issues we've experienced.

Kingston Water Dept.
Schedule of Unaccounted For Water
January

(All amounts in gallons)

A Water Treated and Purchased		
B	Water Pumped (potable)	33,871,000
C	Water Purchased	<u>0</u>
D	Total Water Treated and Purchased (Sum Lines B and C)	<u>33,871,000</u>
E Accounted for Water:		
F	Water Sold	21,480,600
G	Metered for Consumption (in house usage)	<u>0</u>
H	Fire Department(s) Usage	<u>7,000</u>
I	Flushing	<u>1,858,216</u>
J	Tank Cleaning/Filling	<u>0</u>
K	Street Cleaning	<u>0</u>
L	Bulk Sales	<u>0</u>
M	Water Bill Adjustments (+/-)	<u>0</u>
N	Total Accounted for Water (Sum Lines F thru M)	<u>23,345,816</u>
O	Unaccounted for Water (Line D minus Line N)	<u>10,525,184</u>
P	Percent Unaccounted for Water (Line O divided by Line D times 100)	<u>31.074%</u>

Q Other (explain)

See Below

Explain Other:

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



2/6/2024

Kingston Water & Sewer
Billing Consumption Totals Report

User: Alexandria Moss
Date/Time: 1/25/2024 12:57
Page 1 of 1

Billing Batch: January Billing

Service Number	Service Name	Number of Accounts	Total Billed Consumption
1	Water	4,027	214,806
3	Sewer	2,629	102,226
Total Services: 2		6,656	317,032

KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager

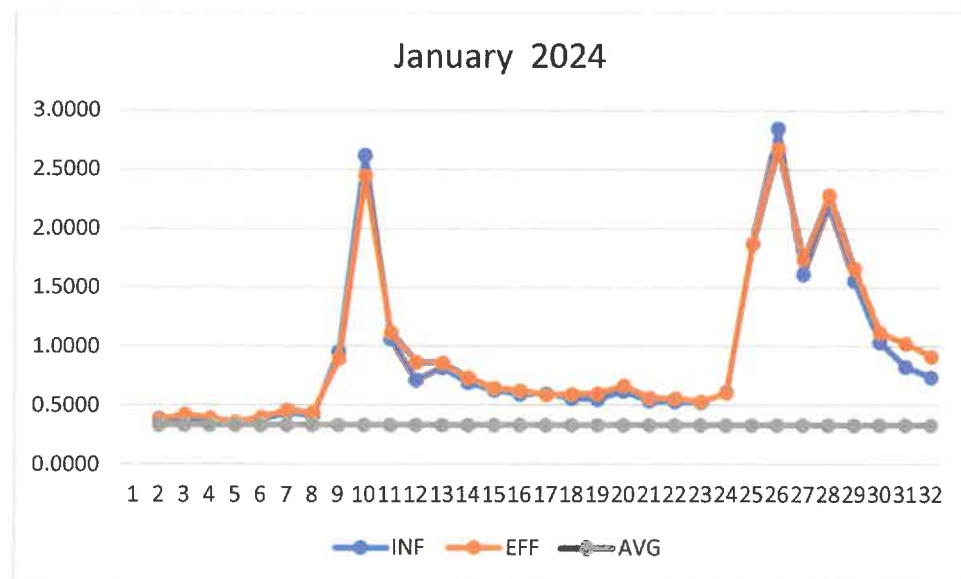
FROM: Tony Workman, WWTP Plant Manager

RE: January 2024 Monthly Report

DATE: February 8, 2024

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.9019	2.8490	.3550	27,958,000
EFFLUENT	.9343	2.6780	.3560	28,963,000

2629 Sewer customers 10,222,600 gallons billed. Daily average .3298 mgd.



There were no reported overflows this month. Rainfall totals were not available.

The minnow portion of the Biomonitoring passed the retest in January.

The sewer plant was able to make it through the snowstorm without major problems. After the heavy rainfall, we have had issues with the headworks. Wascon came in and was able to determine the PLC was bad, along with the

transducer. Steve Bennett was able to wire the headworks to run on floats until the repairs are completed.

Still waiting for the WAS pumps.

Safety Meetings:

January 18, 2024

Fall Prevention- General Statistics Related to Slips, Trips & Falls

Oshatraining.com



Water Distribution/Collection

January 2024

Services	Total
After Hours-Sewer	0
After Hours-Water	1
Door Hanger	7
Profile	2
Road Cut	0
Service Line Leak/Line Break	1
Sewer-Miscellaneous	5
Disconnect for Non-Payment	0
Water/Sewer Service Estimate	2
Water-Check for Leak	15
Water-Miscellaneous	44
Water-Hydrant	0
Water-Re-Read/Manual Read	15
Yard Work	0
Line Locate	0
Connect Order	24
Disconnect Order	29
Water Tap-New Account Number	0
Meter Change Order	0
811 Locates	50

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

1 February 2024

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

FR: Barbara Thorbjornsen
Library Director

RE: Monthly Director's Report

The following sums up library activities for the month of January 2024

Summary

The Library board updated the management agreement to present to city council to review at their February workshop. If approved to be voted on the next February meeting.

A copy of the agreement is enclosed.

We will be hosting a program February 27th. Called **"TAKE A HIKE"**

Our guest speaker is Melody Harmon. She has traveled the world hiking. She will share her adventures with us that evening. All are welcome and refreshments will be served.

We have had more homeschooling family's using our facilities and training classes for job interviews and meetings.

The story times has picked up in attendance. Please let your family and friends know about the children's programs all are welcome. Story time is on Wednesday's at 10:30am. The children listen to stories and then make a craft pertaining to the stories.

Our book sale is still going on of gently used books.

Our physical circulation was **1393 items** checked out for the month of January. Our digital total was **3175**. We had **105** computer users and **769** visitors for the month of January. Our meeting room had **41** visitors for various meetings.

We issued **38 new patron cards** for the month of January. Since July 2022, we have added **807** new patrons to our database.

We also proctor The **TWRA Boater's safety test**. With the beautiful lake right across the street this is a great service we provide for our community. The nearest facilities for this test any time of the year is in Knoxville or Crossville. We have administer **179** tests so far this year.

We are gearing up for tax season. We print tax forms and help patrons navigate online tax websites for them to do their taxes on line.

Treasurer's report for the month of January money turned into City funds \$ **1,317.20**, Library donations **\$35.15**. The total for January was **\$1,347.35**. The state reimbursed us for the tech grant in the amount of **\$1,156.00**

Our new heat and air units was installed January 2nd and 3rd. A Big Thank you to the county.

The Library is still issuing Library cards to new patrons moving to the area, it is still going strong. Our patron base is growing steadily. We were closed for a week due to the snow and our numbers were still high. Our area is still growing at a fast pace, and we will need to look at a future budgets to serve our community. All this data is collected monthly, which I send to the State quarterly and yearly. A monthly chart of the growth for the Library of new patrons joining our facility is enclosed.



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

Respectfully submitted

Barbara T.

Kingston Library Board

Meeting Minutes from January 11, 2024

Attendees: Kerry Willett, Doug Wilson, Jinx Watson, Savannah Washam, Beverly Zeilmann, Kelli Smith, Barbara Thorbjornsen

Lucy Johnson – City Council Representative

Liz Schreck – Regional Library Director

Chairwoman Kerry Willett called the meeting to order. Jinx Watson made a motion to approve the minutes from the previous meeting. Kerry seconded the motion, and the minutes were approved as written.

Treasurer's Report

No report or balance statement was received from the City Finance Office. Savannah Washam, KPL Treasurer, will contact the City Finance Director to request that a report of KPL finances be provided prior to each monthly meeting of the KPL Board.

Regional Library Report

- Jinx received a certificate of completion of the recent Long Range Planning course, provided by the Regional Library.
- Tech Grant has been completed and reimbursement is expected.
- A nationwide cybersecurity review is available to state, county, educational organizations, and municipal governments through CybersafeTN. KPL's computer services are provided through the state.
- A special session called "Reinvent Your Library Space" will be presented at the Art Circle Public Library in Crossville, TN (and virtually via Microsoft Teams) on March 12, 2024. This training is available to library directors, staff, and board members as a tool to make the most effective use of library space, with both current and future needs in mind.

Director's Report

- Barbara will attend the upcoming meeting of the city's department leads.
- One of KPL's two full time employees has been out temporarily. In her absence, several part time personnel have filled in to maintain staffing. The Board agreed that Barbara will contact the City Finance Director to request a Budget Amendment of \$900.00 to compensate those employees for extra hours worked.
- When KPL's new CHA unit was installed in January, it was discovered that necessary air returns were not installed when the building was originally built. It was highly recommended by the Heat and Air contractor that returns be added to the building to

extend the life of the new unit, as well as prolong the life of the other two existing units. The cost was estimated at \$1,600.00 and would be a one-time expenditure. The Board will include this in upcoming budget considerations.

- KPL will host a special presentation called “Take a Hike with Melony Harmon” on February 27, 2024 from 5-6 pm. Melony will share stories from her adventures hiking around the world and offer some valuable hiking tips, as well.
- Parenting class –
- RSCC offering FAFSA help
- Barbara will conduct employee evaluations during January and February.

New Business:

The Board plans a work session at the Kingston Community Center on January 25, 2024,

4 -6 pm. The public is invited to attend. The meeting will focus on duties and responsibilities of the Board, budget planning, and long range planning for the library.

Next meeting date: February 8, 2024

Month	Cards
January	36
February	2
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
TOTAL NEW CARDS:	38

Chart Title



MANAGEMENT AGREEMENT

This Management Agreement ("Agreement") is made as of the 1st day of January, 2024 between the CITY OF KINGSTON ("City"), and the KINGSTON LIBRARY BOARD ("Board").

WITNESSETH

WHEREAS, the parties have heretofore found that it is in the best interest of the Board, and the public that it serves, for the City to provide management services including, but not limited to, the management of the personnel, payroll, insurance, benefits, limited building and ground maintenance as outlined below,

NOW, THEREFORE, the parties do hereby agree as follows:

1. Management of Personnel, Personnel Pay, Insurance and Benefits

- a) The Board will be responsible for appointment, promotion, demotion, management and discharge of the Library Director, within the budgetary constraints of the Board. The Library Director will be responsible for and will supervise the performance of all Library Personnel in accordance with TCA 10-3-104. The Library Director will report directly to the Board.
- b) The City will provide payroll services including maintaining payroll records and paying library personnel.
- c) During the term of this Agreement, the City will carry and maintain insurance coverage for library personnel to the same extent as the City provides such coverage for all personnel of the City of Kingston. This insurance coverage will include worker's compensation insurance, as required by the laws of the state of Tennessee covering all persons employed at the library.
- d) Accounting – The City will provide the Board with accounting services which will include compilation of periodic and annual financial statements for the library.
- e) Bookkeeping and Payroll Services – The City will provide the library with bookkeeping and payroll services which include payment of all bills, invoices, and other liabilities owed by the library, within the budgetary constraints of the Board.
- f) The Library Director/Board will be responsible to ensure all invoices are received by the City for processing within three (3) working days of receipt.
- g) The Library Board/Director will be responsible for establishing the budget, monitoring budget flow, and making adjustments to ensure the budget is met month to month and particularly year end.

- i) Accountants – the City will engage, discharge, and/or direct the accountants who may be retained for the purpose of preparing financial audits and other documents required in connection with the business management services to be rendered by the City to the Board.
- 2. **Maintenance** – the City will provide maintenance and upkeep of the library facilities and grounds within the budgetary constraints of the Board. Housekeeping will be the responsibility of the Library Board/Director within the budgetary constraints of the Board.
 - a) The City will cut the grass according to the schedule established during the season by Public Works.
 - b) The City will sweep the parking lot according to the schedule established by Public Works.
 - c) Housekeeping will be completed by the Board/Director including, but not limited to, daily picking up of debris from the parking lot and grounds, routine sweeping of sidewalks and patios, routine maintenance of gardens, cleaning of windows, doors, signs, and book drop on the exterior of the building as needed. Interior cleaning of restrooms, floors, and fixtures throughout the library weekly, or more often, as needed.
 - d) Building maintenance issues including, plumbing, electrical, and heat/air, will be reported immediately to the City Manager by e-mail, and also by telephone if the issue requires immediate attention.
 - e) After notification, the Library Director shall have authorization to schedule repairs up to \$500.00 within the budgetary constraints of the Board. All other building maintenance shall be scheduled in cooperation with the City Manager.
 - f) The Library Director will complete the "Maintenance Checklist" quarterly, signing and filing for reference. File to be maintained for a full previous year.
- 3. **Term** – The term of this Management Agreement will be for a period of one (1) year following the date of its execution, and will renew automatically for additional one (1) year terms unless terminated as provided below. This Management Agreement will remain in full force and effect unless either party hereto gives notice, in writing, of its termination at least thirty (30) days prior to the anniversary of renewal date hereof.
- 4. **Notices** – All notices required hereunder will be effective when sent by certified U.S. Mail, or return receipt requested, with all postage or other charges pre-paid and addressed as follows:

If to the City: _____

If to the Board: _____

5. Modification - None of the terms and conditions contained herein may be added to, modified, superseded, or otherwise altered except by the prior written agreement of the parties.
6. Entire Agreement – This Agreement is intended to be the final expression of the agreement between the parties and is a complete and exclusive statement of the terms thereof, notwithstanding any prior contemporaneous representations made to the contrary. Nothing contained herein shall obligate the City to expend monies in excess of the funds budgeted for the Kingston Library in the annual budget of the City of Kingston.
7. Governing Law – this Agreement will be interpreted, construed, and enforced in accordance with the laws of the State of Tennessee.
8. Captions – Captions contained in this Agreement are to be used only as a matter of convenience and in of way define, limit, extend, or describe the scope of this Agreement or the intent of any provision hereof.
9. Severability – Any term or provision of this Agreement that is invalid or unenforceable in any situation in any jurisdiction shall not affect the validity or enforceability of the remaining terms and provisions hereof, or the validity or enforceability of the offending term or provision in any other situation or in any other jurisdiction.

IN WITNESS WHEREOF, the parties have executed this Management Agreement as of this ____ day of _____, 2024.

CITY OF KINGSTON, TENNESSEE


BY: _____

KINGSTON LIBRARY BOARD

by: _____

KPL NEWS

FEBRUARY 2024

HOURS: Monday, Wednesday, Thursday, Friday 9:00a.m.-5:30p.m. / Tuesday 9:00a.m.-6:00p.m. / Saturday 9:00a.m.-1:00p.m. / Sunday CLOSED
1004 Bradford Way, Kingston TN 37763/ (865) 376-9905/WWW.KINGSTONPUBLICLIBRARYTN.ORG 



Hours

Monday 9:00a.m. - 5:30p.m.

Tuesday 9:00a.m. - 6:00p.m.

Wednesday 9:00a.m. - 5:30p.m.

Thursday 9:00a.m. - 5:30p.m.

Friday 9:00a.m. - 5:30p.m.

Saturday 9:00a.m. - 1:00p.m.

Sunday CLOSED

**INCLEMENT
WEATHER
INFORMATION**



**When there is inclement weather,
please call ahead to make sure we
are open.**

**We may be closed or have to close
early for the safety of our staff.**

TWRA BOAT CERTIFICATION TESTING SITE



**TWRA BOAT
CERTIFICATIONS WILL BE BY
APPOINTMENT ONLY.**



Take a Hike with Melanie Harmon



**Join us Tuesday, February 27th
from 5:00pm-6:00pm**

**Come listen to Melanie's adventures from around the
world and get tips about hiking too.**

Refreshments will be provided.



BOOK RETURN

IF YOU ARE RETURNING YOUR ITEM(S) THAT YOU HAVE CHECKED OUT. PLEASE PUT THEM IN THE BOOK DROP PRIOR TO COMING INSIDE THE LIBRARY.



OUR WIFI IS ON 24 HOURS FOR OUR PATRONS TO USE.

Use your Kroger Plus Card & help us grow!



Do you shop at Kroger? Please consider choosing Kingston Public Library as the recipient to receive Community Rewards, based on the money you spend at Kroger. Nothing is charged to your account. Be sure to update your account each year, because your choice will expire. Help us out...it's for a good cause!

To Sign Up:

- 1.) Visit Kroger.com/communityrewards
- 2.) Use your Kroger Plus card # and KPL's organization: #13409
- 3.) After that, Every time you use your card, Kingston Public Library gets a donation from Kroger!



If you are a virtual learner or homeschooler, the link on our website, www.kingstonpubliclibrarytn.org, is a very useful tool option to help children of ALL ages and adults to access homework help, test prep, career tools and so much more!



Story time is held each Wednesday at 10:30 a.m. Bring the children and listen as our children's librarian reads a new book each week. Stay afterwards and make a theme related craft that your child can take home with them. Children of all ages are welcome.

No registration is required and the event is free.

Staying home, but still want to get books and other items from the library?

All you need is your library card to download eBooks, eMagazines, eAudiobooks, and stream videos on your computer, phone or tablet.





Kingston Library Board

1004 Bradford Way
Kingston, Tennessee 37763

Public Notice

The Kingston Library Board will be holding its regularly called meeting on Thursday January 11th, at 5:00 pm. The public is encouraged to attend.

Agenda for Thursday February 8th, 2024

- 1) Meeting Called to Order
- 2) Approval of the Minutes (Jan.)
- 3) Treasurer's Report
- 4) Regional Library (if present)
- 5) Director's Report
- 6) Old Business:
- 7 New Business
 - Up- coming budget
- 8) Public comments
- 9) Recommendations for Improvement
- 10)Chairman's comment
- 11)Next meeting date (March 14th.)
- 12)Adjournment

KINGSTON QUASQUIBICENTENNIAL CELEBRATION AD HOC COMMITTEE
TUESDAY, JANUARY 2, 2024
KINGSTON CITY HALL

The Regular Meeting of the Kingston Quasquibicentennial Celebration Ad Hoc Committee was held on Tuesday, January 2, 2024. Chairman Tony Brown called the meeting to order with the following members present: Chair Tony Brown, Member Sonny Hunter, Member Jack McPherson, Member Karly Page, Secretary Jack Sims, and Vice-Chair Sharon Templeton. Member Robert Bailey and Member Glenda Johnson were absent
Others in attendance: Kelly Jackson (City Clerk), Mayor Tim Neal, Nancy Hamilton (School Board)

1. Approval of Minutes from December 4, 2023

Motion by Member Hunter, second by Secretary Sims to approve the minutes as written of the meeting held on December 4, 2023

The motion passed with a unanimous voice vote.

2. Public Comment-None

3. Discussion on final logo proof / Recommendation to Council for approval.

Discussion ensued about the two proofs presented. The board agreed that they preferred "Est." added to the logo.

Motion by Secretary Sims, second by Vice-Chair Templeton to recommend that Council approve the proposed logo with the established date to be used for the advertisements and promotional items for the celebration.

The motion passed with a unanimous voice vote.

4. Discussion on Fort Re-enactment and finalize date(s)

Discussion ensued about which weekend to schedule the re-enactment. It was determined that the weekend of October 25-27th would be best to work around football season and it would be the same weekend as Fall Street Fest.

Motion by Member McPherson, second by Vice-Chair Templeton to finalize the dates of October 25-27th to schedule the Fort Re-enactment

The motion passed with a unanimous voice vote.

5. Discussion on Tennessee Old Timers Baseball Association.

Chairman Brown advised the Association has not met to discuss their schedule but he should be able to update at the February meeting. He advised their initial thought was the 20th

6. Discussion of Re-enactment at the Old Courthouse and finalize date(s)

Member Bailey was absent and can update at the next meeting.

7. Continued discussion of the Celebration and updates from members regarding ideas presented during the previous meeting.

Chairman Tony Brown-

- The quilters have not met yet but he should be able to report further next month. Possibly be able to use the logo if it is approved by council.
- Tasked the committee to come up with ideas of how to make the fall street fest different to acknowledge the Celebration. (car show trophy with our logo)
- Make sure that those that contribute to planning or involved gets recognition and invitation.
- Birthday Cake

Member Jack "Sandy" McPherson-

- Have Roane Choral Society or church choirs sing during the street fest

Member Karly Page-

- Wants guidance on what things does she need to change in planning for Fall Fest. She has 81 vendor spots available during the event

Vice-Chair Sharon Templeton-

- Wants to develop a "to-do" list after each meeting to lock in the dates of events such as the parade
- Notify elected officials
- Decide if we will solicit or accept donations/sponsorships
- Will call the Museum of Appalachia to see what is available.

Member Glenda Johnson-Absent

Secretary Jack Sims-

- Distributed the art for the wooden tokens used for the sesquicentennial celebration
- Distributed info on prior "Gas Light Tour"
- Distributed info on the Peach history
- Mentioned having a "walking tour" with signage for historical places.
- Mentioned the possibility of having different "concerts" of the Roane Choral Society or church choirs sing at either the Old Courthouse or the Amphitheater during the week
- Political speeches on the balcony of the Old Courthouse
- DAR will be involved including the Avery Trace chapter of DAR-will report back next month
- Master Gardeners are willing to participate.

Member Sonny Hunter-

- Scheduling a room at the Community Center around early voting.
- Old-Time games for kids

Member Robert Bailey-Absent

Mayor Neal

- Plans to send letters out to elected officials by the end of the week regarding October 23rd.
- Possibly move the council meeting to October 22nd to have it in the old courthouse.

Nancy Hamilton (School Board Member)

- Needs a logo
- What is the theme? to create based on the theme
- KES-poster contest for K-5 (They will create guidelines) to have approved by the committee
- KES-has a choir and maybe have them sing on Saturday during the fall fest
- Will prizes and/or awards be given? What?
- CMS-Essay contest for 6-8 grade (They will create guidelines) to have approved by the committee.
- CMS-Band could perform on Saturday
- RCHS-Keith McDaniel may be able to do a promotional or info videos on Kingston
- RCHS-Research project (Ms. Dailey) to interview different citizens about history (add Gerald Lay, Sherry Oran, Ronnie Muecke, Gerald Largen, Gene Eblen to that list)
- RCHS-Maybe an art exhibit
- RCHS-Band play on Saturday event.

Meeting Adjourned 5:51pm