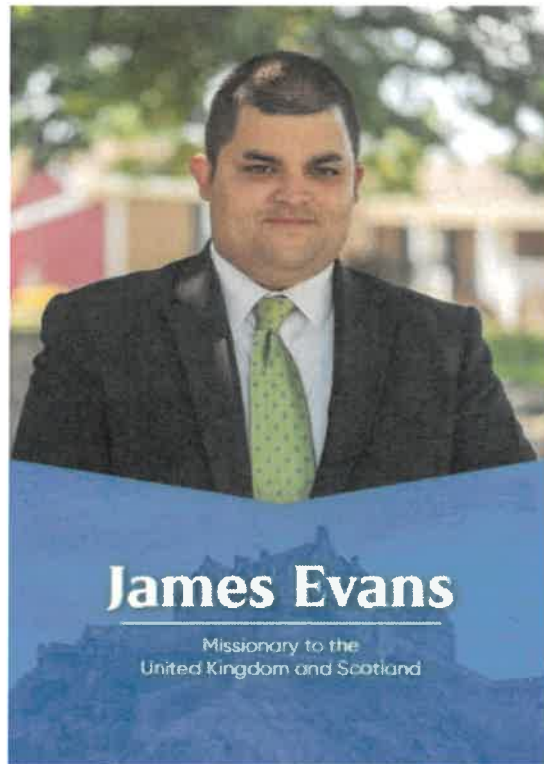




# City Manager's Report

February 2024



This report is dedicated in recognition of former Water Department employee James Evans, who recently resigned his position to pursue missionary work.

## **Contents:**

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

## **Reporting Schedule:**

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

# Table of Contents

## **Management**

- ☐ City Manager

## **Finance**

- ☐ Finance/HR
- ☐ Human Resources
- ☐ City Clerk

## **Public Safety**

- ☐ Police
- ☐ Codes Enforcement
- ☐ Municipal Court
- ☐ Fire

## **Public Services**

- ☐ Public Works
- ☐ Parks & Recreation
- ☐ Building Permits

## **Water Department**

- ☐ Kingston Water Plant
- ☐ Kingston Wastewater Treatment Plant
- ☐ Kingston Water Distribution/Collection

## **Library**

- ☐ Director's Report/Minutes

## **Planning Commission**

- ☐ Meeting Minutes

## **REU – Electric Power Board Meeting**

- ☐ Agenda and Minutes
- ☐ Report to TVA

## **E-911 Quarterly Report**

- ☐ Director's Report



To: Kingston City Council  
City Staff  
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website ([www.kingstontn.gov](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 2024**

### **Legislative Accomplishments**

- A. Approval of the second and final reading of Ordinance 24-01-09-01, an ordinance to abolish the Beautification Committee
- B. Approval to formally accept the Annual Comprehensive Financial Report for the year ended June 30, 2023
- C. Approval to authorize the City Attorney to execute a settlement agreement and consent decree regarding 1100, 1101, 1103, 1104 and 1105 Pinewood Road
- D. Approval of an allocation of \$5,000 to the Quasquibicentennial Celebration Ad Hoc Committee
- E. Approval to authorize the Quasquibicentennial Celebration Ad Hoc Committee to solicit and accept donations and sponsorships relating to the 225th anniversary celebrations and events
- F. Approval of “Celebrating the past while forging the future” as the official theme of the City of Kingston’s Quasquibicentennial Anniversary.

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

- 1. None

- **External Meetings**

- ARC grant meeting
- TVA meeting
- MTAS Utility Update
- Other miscellaneous meetings

- **Internal Meetings**

- Department Head meeting
- Miscellaneous staff meetings



**City of Kingston**  
Project Status Update  
February 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

Major City Revenue Streams	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Property Taxes	\$59.00	\$1,325.00	\$67,396.00	\$216,674.00	\$127,185.20	\$347,053.20	\$684,674.70	\$523,694.86				
State Tax Revenues	\$87,093.94	\$86,902.70	\$73,359.52	\$83,164.42	\$133,928.37	\$83,079.13	\$103,623.63	\$115,735.55				
County Trustee	\$202,965.77	\$153,530.15	\$216,466.55	\$166,090.60	\$93,185.31	\$165,079.37	\$166,034.85	\$160,671.75				

## Utility Billing Detail Summary

Accounts Billed	3971	3983	3988	3988	3986	3992	3981	3976				
Billing Total	\$433,491.05	\$397,901.72	\$434,623.50	\$376,541.75	\$383,185.03	\$402,437.58	\$377,288.56	\$425,188.48				
New Service	31	40	42	43	33	40	25	23				
Failed Accounts	31	37	45	36	34	36	27	25				
Past Due Accounts	55	76	73	84	57	62	97	250				
ACH Bank Drafts	1032	1042	1041	1041	1040	580	583	1055				
E-bill Accounts	536	542	552	560	573	1040	583	584				
Online Payments	1080	1162	1127	1167	1145	1153	1267	1253				
Trash Pickup	2551	2556	2550	2559	2637	2563	2554	2548				
Phone Tree Calls	191	216	190	175	107	107	201	169				
NHN per month	\$0.00	\$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	\$17,294.85				
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Wtr/Swr Protection	2268	2273	2275	2281	2286	2289	2278	2277				
Water Loss Protection	1212	1214	1217	1219	1214	1217	1217	1214				
Water Line Protection	263	274	279	284	283	284	287	289				
Sewer Line Protection	95	98	99	103	100	101	101	103				
Commercial Single Protection	284	286	286	283	278	278	278	277				
Commercial Multi Protection	3	3	0	0	3	3	3	3				
Commercial Line Protection	9	9	9	9	9	9	9	9				
Master Meter Protection	59	59	7	7	7	7	7	7				
Combined Master Meter Multi	332	336	20	17	17	17	17	17				
Combined Water Sewer 4 inch	1	1	1	1	1	1	1	1				
Residential w/ Irrigation	42	42	42	42	43	43	43	43				
Residential Combined w/ Irrigati	5	6	6	6	6	6	6	6				

## Business License

None

# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY 2023-2024

	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
Cash in Bank												
General Fund	\$3,923,267	\$3,521,427	\$3,533,147	\$3,455,542	\$3,378,020	\$3,665,747	\$4,271,062	\$4,953,194				
ARPA	\$1,103,391	\$1,103,860	\$1,104,313	\$1,104,782	\$1,105,236	\$1,105,706	\$1,292,151	\$1,292,664				
CAPITAL RESERVE GF	\$70,595	\$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	\$148,247				
Water/Sewer	\$2,299,574	\$2,404,578	\$2,492,360	\$2,531,348	\$2,565,224	\$2,707,644	\$2,803,931	\$2,553,785				
2021 Series Bond	\$226,200	\$261,307	\$296,423	\$331,556	\$366,700	\$401,864	\$437,038	\$472,219				
RDA Reserve Fund	\$518,663	\$518,883	\$519,096	\$519,317	\$519,530	\$519,751	\$519,972	\$520,178				
Drug Fund	\$12,779	\$12,812	\$11,143	\$10,625	\$10,642	\$10,762	\$10,785	\$10,970				
Total BALANCES	\$8,302,284	\$8,041,340	\$8,175,016	\$8,171,766	\$8,164,009	\$8,630,193	\$9,553,721	\$10,021,852	\$0	\$0	\$0	\$0

110	General Fund	Monthly Comparative:				Month-To-Date			
		Year-To-Date		Estimate		Actual		Actual	
	Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg	
Revenues									
31110	Property Taxes (Current)		2,060,000.00	(2,002,468.00)	97.21%	171,666.67	(521,298.90)	303.67%	
31120	Public Utilities Property Tax (Current)		31,500.00	(29,125.00)	92.46%	2,625.00	(22,667.00)	863.50%	
31211	Property Tax Delinquent - 1st Prior		70,000.00	(43,828.00)	62.61%	5,833.33	(5,162.00)	88.49%	
31212	Property Tax Delinquent - 2nd Prior		7,000.00	(1,854.00)	26.49%	583.33	(931.00)	159.60%	
31219	Property Tax Delinquent - Other Prior		8,000.00	(3,226.00)	40.33%	666.67	(1,215.00)	182.25%	
31300	Interest And Court Cost On Prop Tax		25,000.00	(7,452.46)	29.81%	2,083.33	(1,963.06)	94.23%	
31511	In Lieu Tax, Rockwood Electric Utility		76,500.00	(55,250.90)	72.22%	6,375.00	0.00	0.00%	
31610	Local Sales Tax - Co. Trustee		1,795,000.00	(1,324,024.35)	73.76%	149,583.33	(160,671.75)	107.41%	
31710	Wholesale Beer Tax		225,000.00	(132,755.20)	59.00%	18,750.00	(3,345.68)	17.84%	
31720	Wholesale Liquor Tax		40,000.00	(45,657.74)	114.14%	3,333.33	(14,230.96)	426.93%	
31800	Business Taxes		100,000.00	(26,785.98)	26.79%	8,333.33	(12,625.65)	151.51%	
31912	Comcast Cable Tv Fees		80,000.00	(59,827.87)	74.78%	6,666.67	0.00	0.00%	
31913	Bellsouth Cable Fees		7,500.00	(3,281.70)	43.76%	625.00	(1,109.77)	177.56%	
31920	Hotel, Motel Tax		47,000.00	(24,676.72)	52.50%	3,916.67	(1,718.29)	43.87%	
32210	Beer Permits		1,500.00	(1,450.00)	96.67%	125.00	0.00	0.00%	
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%	
33292	Library Grant Proceeds Rda		0.00	(1,156.00)	0.00%	0.00	(1,156.00)	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	0.00	0.00%	
33500	Telecom Interstate Sales		5,000.00	(3,519.47)	70.39%	416.67	(385.84)	92.60%	
33510	State Sales Tax		685,000.00	(492,350.44)	71.88%	57,083.33	(80,142.20)	140.40%	

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:			% of Avg
				Budget Estimate	Actual	% of Budget	Estimate Avg /Mth	Actual	Month-To-Date	
33520		State Income Tax		0.00	(907.81)	0.00%	0.00	0.00	0.00	0.00%
33530		State Beer Tax		2,800.00	(1,434.01)	51.21%	233.33	0.00	0.00	0.00%
33540		State Liquor Tax		10,000.00	(6,457.25)	64.57%	833.33	0.00	0.00	0.00%
33551		State Gasoline Fuel Tax		195,000.00	(140,571.11)	72.09%	16,250.00	(17,750.00)		109.23%
33552		State-City Streets And Transportation		11,000.00	(7,270.53)	66.10%	916.67	(908.81)		99.14%
33555		State Street Contract Maintenance		40,000.00	(20,251.09)	50.63%	3,333.33	0.00	0.00	0.00%
33580		Sportsbetin Revenue		7,000.00	(7,913.44)	113.05%	583.33	(3,463.90)		593.81%
33590		Tva Solar Energy James Ferry		3,700.00	(2,350.93)	63.54%	308.33	(101.20)		32.82%
33591		Gross Receipts - Tva		75,000.00	(37,886.90)	50.52%	6,250.00	0.00	0.00	0.00%
33592		Special Impact Area Funds		0.00	(32,225.86)	0.00%	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	0.00%
33730		Tml Full Pkg Bonus		4,000.00	0.00	0.00%	333.33	0.00	0.00	0.00%
34100		General Government - Charges For		2,500.00	(4,509.45)	180.38%	208.33	(38.11)		18.29%
34210		Police Service Supplements		9,500.00	(9,600.00)	101.05%	791.67	(9,600.00)		1,212.63%
34220		Special Fire Protection Fees		10,000.00	0.00	0.00%	833.33	0.00	0.00	0.00%
34230		Sex Offender Registry		300.00	(150.00)	50.00%	25.00	0.00	0.00	0.00%
34290		Public Safety Donations		0.00	(655.00)	0.00%	0.00	(555.00)		0.00%
34420		Garbage Tip Fees		344,000.00	(233,999.02)	68.02%	28,666.67	(29,151.43)		101.69%
34710		Roane EDU ballfield donation		5,000.00	(5,000.00)	100.00%	416.67	0.00	0.00	0.00%
34720		Swimming Pool Charges		5,000.00	(4,356.00)	87.12%	416.67	0.00	0.00	0.00%
34730		Fort Charges & Donations		500.00	(1,377.10)	275.42%	41.67	(26.00)		62.40%
34740		Park & Recreation Charges		14,000.00	(16,862.00)	120.44%	1,166.67	(2,500.00)		214.29%
34741		Boat Slip Rental		25,000.00	(16,695.00)	66.78%	2,083.33	(4,500.00)		216.00%
34742		Fireworks Donations		45,000.00	(765.00)	1.70%	3,750.00	(150.00)		4.00%

1110	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	
34745	Softball Program	4,000.00	(2,040.00)	51.00%	333.33	(2,000.00)	600.00%	
34746	Fire Dept Donations	1,060.00	(1,560.00)	147.17%	88.33	0.00	0.00%	
34751	Volleyball Program	4,200.00	(9,280.00)	220.95%	350.00	(7,380.00)	2,108.57%	
34760	Library- Fines and Penalties	500.00	(1,819.97)	363.99%	41.67	(224.16)	537.98%	
34761	Roane County Library MOE	5,000.00	(2,500.00)	50.00%	416.67	0.00	0.00%	
34762	Library - Donations	0.00	(1,381.62)	0.00%	0.00	(163.13)	0.00%	
35110	City Court Fines	55,000.00	(57,417.40)	104.40%	4,583.33	(4,868.54)	106.22%	
35140	Drug Related Fines	2,000.00	(1,466.03)	73.30%	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	(16,704.24)	238.63%	583.33	(2,356.43)	403.96%	
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	(735.00)	0.00%	0.00	(150.00)	0.00%	
36967	Contract Natural Gas	21,500.00	(14,333.36)	66.67%	1,791.67	(3,583.34)	200.00%	
36971	Contract Billing From Water Dept	499,275.00	(332,850.00)	66.67%	41,606.25	(332,850.00)	800.00%	
38000	Donations	35,000.00	(43,020.00)	122.91%	2,916.67	0.00	0.00%	
Total Revenues		6,877,781.06	(5,396,552.18)	78.46%	573,148.42	(1,250,966.90)	218.26%	
Expenditures								
41100	City Council	(93,699.00)	60,035.37	64.07%	(7,808.25)	3,255.30	41.69%	
41210	City Court	(26,638.00)	16,760.28	62.92%	(2,219.83)	1,786.31	80.47%	
41320	City Manager	(118,150.00)	70,980.41	60.08%	(9,845.83)	7,981.61	81.07%	
41500	Financial Administration	(473,342.00)	301,870.00	63.77%	(39,445.17)	32,295.53	81.87%	
41700	Planning And Zoning	(14,866.00)	0.00	0.00%	(1,238.83)	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
41810	City Hall Buildings	(119,375.00)	83,673.99	70.09%	(9,947.92)	11,200.16	112.59%
41990	General Government	(268,700.00)	245,886.30	91.51%	(22,391.67)	28,060.00	125.31%
42100	Police	(1,259,821.71)	907,717.42	72.05%	(104,985.14)	96,586.96	92.00%
42152	Automotive Services	(90,000.00)	49,656.30	55.17%	(7,500.00)	5,761.52	76.82%
42200	Fire Protection	(1,239,339.58)	776,530.95	62.66%	(103,278.30)	84,629.44	81.94%
43100	Public Works	(967,758.00)	579,770.66	59.91%	(80,646.50)	77,101.91	95.60%
43190	State Street Aid	(178,000.00)	108,440.01	60.92%	(14,833.33)	26,528.01	178.84%
43240	Waste Disposal	(350,000.00)	241,897.32	69.11%	(29,166.67)	31,977.80	109.64%
43750	Capital Improvements	(332,060.00)	436,168.95	131.35%	(27,671.67)	62,001.23	224.06%
44143	Animal Control/Codes Enforcement	(26,315.00)	12,354.45	46.95%	(2,192.92)	1,670.82	76.19%
44400	Parks & Recreation	(980,333.77)	630,152.04	64.28%	(81,694.48)	73,413.82	89.86%
44440	Swimming Pool	0.00	0.00	0.00%	0.00	0.00	0.00%
44800	Library	(219,000.00)	148,550.95	67.83%	(18,250.00)	21,515.64	117.89%
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)	0.00	0.00%
Total Expenditures		(7,196,866.06)	4,816,318.73	66.92%	(599,738.84)	565,766.06	94.34%
Total 110	General Fund	(319,085.00)	(580,233.45)	-181.84%	(26,590.42)	(685,200.84)	-

122	Drug Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
35140			Drug Fines	5,000.00	(1,627.03)	32.54%	416.67	(184.75)	44.34%
Total				5,000.00	(1,627.03)	32.54%	416.67	(184.75)	44.34%
Expenditures									
42122			Drug Fund	(5,000.00)	2,247.77	44.96%	(416.67)	0.00	0.00%
Total				(5,000.00)	2,247.77	44.96%	(416.67)	0.00	0.00%
Total	122		Drug Fund	0.00	620.74	100.00%	0.00	(184.75)	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	
36100	Interest Earnings	0.00	(494.57)	0.00%	0.00	0.00%
Total Revenues		0.00	(494.57)	100.00%	0.00	0.00%
Total 300	Capital Fund	0.00	(494.57)	100.00%	0.00	0.00%

413	Water And Sewer	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues									
33193		Grant American Rescue Plan Act		0.00	0.00	0.00%	0.00	0.00	0.00%
33194		TDEC Reimbursement Grant		0.00	(23,249.52)	0.00%	0.00	(23,249.52)	0.00%
36100		Interest Earnings		5,000.00	(11,461.62)	229.23%	416.67	(1,449.14)	347.79%
37110		Metered Water Sales		1,586,000.00	(1,072,506.93)	67.62%	132,166.67	(136,351.90)	103.17%
37114		Water Leak Relief Protection		0.00	(236.26)	0.00%	0.00	(35.76)	0.00%
37117		Outside Water Sales		690,000.00	(487,261.02)	70.62%	57,500.00	(65,733.03)	114.32%
37191		Penalties		30,000.00	(19,366.59)	64.56%	2,500.00	(2,690.41)	107.62%
37194		Sales Of Materials		25,000.00	(27,562.50)	110.25%	2,083.33	(4,721.50)	226.63%
37195		Installation Charges		65,000.00	(51,903.00)	79.85%	5,416.67	(6,869.00)	126.81%
37196		Water User Fees		38,000.00	(16,257.00)	42.78%	3,166.67	(4,114.00)	129.92%
37199		Miscellaneous		5,000.00	(9,300.00)	186.00%	416.67	0.00	0.00%
37210		Sewer Service Charges		1,825,000.00	(1,225,083.20)	67.13%	152,083.33	(152,876.45)	100.52%
37296		Sewer User Fees		35,000.00	(18,754.00)	53.58%	2,916.67	(5,775.00)	198.00%
37299		Return Check Fees		1,000.00	(7,359.42)	735.94%	83.33	(240.00)	288.00%
Total Revenues				4,305,000.00	(2,970,301.06)	69.00%	358,750.00	(404,105.71)	112.64%
Expenditures									
41500		Financial Administration		(499,275.00)	332,850.00	66.67%	(41,606.25)	332,850.00	800.00%
41990		General Government		(2,012,310.00)	1,293,921.03	64.30%	(167,692.50)	137,749.49	82.14%
49000		Debt Service		(808,500.00)	517,068.59	63.95%	(67,375.00)	60,465.00	89.74%
52130		American Rescue Plan Act		0.00	55,953.86	0.00%	0.00	38,653.86	0.00%
52213		Sewer Treatment And Disposal		0.00	0.00	0.00%	0.00	(33.99)	0.00%
52310		Water & Sewer Operating Expenses		(984,915.00)	644,380.24	65.42%	(82,076.25)	76,336.82	93.01%
52330		TDEC Funding		0.00	23,249.52	0.00%	0.00	19,692.37	0.00%

		Monthly Comparative:				66.67%	
		Year-To-Date		Month-To-Date			
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
413	Water And Sewer	(4,305,000.00)	2,867,423.24	66.61%	(358,750.00)	665,713.55	185.56%
Total	413 Water And Sewer	0.00	(102,877.82)	100.00%	0.00	261,607.84	0.00%



## **Human Resources Report February 2024**

**Interviews:**

**New Hires:**

**Orientations:**

**Trainings & Certifications:**

**Miscellaneous:**

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



## **Grants Administrator Report February 2024**

- ***AMENDMENT approved on 2/28/2024 for a thirty (30) day extension to the FY 23-24 Capital Maintenance Grant Contract through the Tennessee State Museum. The new completion date is 07/31/2024.***

**Trainings & Certifications:**

**Report for the citations issued, the disposition date for which was on  
February 2024**

Money outstanding from July 1, 2022 – February 29, 2024 **\$ 6,615.50**  
Money collected from July 1, 2022 – February 29, 2024 **\$ 117,262.11**

---

JUDGEMENTS


COLLECTED

Total fines and costs billed in court	\$ 2,998.75	
Collected in court on fines and costs		\$1,825.00
Amount collected after Feb. 27, 2024, Court		\$ 0.00
Total collected for citations on Feb. 27, 2024, Court		\$ 1,825.00
Amount outstanding for Feb. 27, 2024.	\$ 1,173.75	
<u>43</u> Cash bond forfeitures		\$ 5,966.25
Total amount collected for Seatbelt Citations in Feb. 2024		\$ 30.00
Total amount collected for Feb. 2024 court Citations		\$ 7,821.25
Amount collected from previous months/FTA etc.		\$ 4,815.32
Total collected for February 2024 citations		<b>\$12,636.57</b>

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 6th day of March 2024.

  
Tiffany Moore  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

**City of Kingston**  
**Codes Enforcement and Animal Control Report**

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	Pending
February 2024 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
2/20/2024	899 Tyler Place	13-501 Declaration of Nuisances, 13-502 Duty of Maintenance of Private Property,	Citation Issued	Court Date 3/26/24
		1 Dog Collected		
		2 Raccoons Collected		

# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2024 - 02/29/2024)

## Incident/Investigations

13A - Aggravated Assault	1
13B - Simple Assault	1
240 - Motor Vehicle Theft	1
250 - Counterfeiting/Forgery	1
290 - Destruction/Damage/Vandalism of Property	4
35A - Drug/Narcotic Violations	4
90C - Disorderly Conduct	1
90D - Driving Under the Influence	2
90E - Drunkenness	2
39-13-526 - Violation of probation/ Community Supervision	1
39-16-609 - Failure to Appear	1
90Z - All Other Offenses	11
Information Only - Information Only	6
Other Agency Warrant - Other Agency Warrant	1
Overdose - Suspected Overdose	2
PPC - Private Property Crash	3
SUICIDE - SUICIDE/ ATTEMPTED SUICIDE	1
Unatt/ Death - Unattended Death	2
Total Offenses	45
Total Incidents	35

## Arrests

13B - Simple Assault	1
35A - Drug/Narcotic Violations	2
90C - Disorderly Conduct	1
90D - Driving Under the Influence	2
90E - Drunkenness	2
39-16-609 - Failure to Appear	1
90Z - All Other Offenses	9
Other Agency Warrant - Other Agency Warrant	2

# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2024 - 02/29/2024)

---

## Arrests

Total Charges 20

Total Arrests 11

---

## Accidents

Total Accidents 11

---

## Citations

Total Violations 65

Total Citations 56

---

## Warning Tickets

Motor Vehicle Equipment 1

Other 5

Registration Law 2

Speeding 26

Traffic Control Device 1

---

Total Charges 35

Total Warning Tickets 35

---

## Ordinance Tickets

Declaration of Nuisances 1

Duty of private property 1

---

Total Ordinance Tickets 2

---

## Criminal Papers

Total Criminal Papers Served 0

Total Criminal Papers 0

# Activity Detail Summary (by Category)

Kingston Police Department

(02/01/2024 - 02/29/2024)

---

Civil Papers	
Total Civil Papers Served	0
Total Civil Papers	0

---



# Kingston Police Department

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



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

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

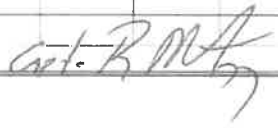
**To: Mayor, City Council, City Manager & Chief of Police**  
**From: Captain Roy Montgomery GDI/TO**

The Kingston Police Department received training for the month of February and all personnel did attend. This month's training was over mental health issues when dealing with the public.

This class was taught by Captain Roy Montgomery of our department and was P.O.S.T. Commission approved.

**Captain Roy Montgomery GDI/TO**  
**February 29, 2024**

# KINGSTON POLICE MONTHLY RESERVE REPORT TO CITY COUNCIL

		TRAINING	RIDE TIME	EVENT	TOTAL
JAN	Hours				
	Number of Officers				
	Notes:				
FEB	Hours	2 hours	126 hrs	0	128 hours
	Number of Officers	10 officers	11 officers	0	22 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					

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

CFS By Department - Select Department By Date  
For KINGSTON POLICE DEPARTMENT 02/01/2024 00:00 - 02/29/2024 23:59

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	1	0.27%
ABANDONED VEHICLE	1	0.27%
ALARM	17	4.62%
ANIMAL PROBLEM	14	3.80%
AUTO ACCIDENT NO INJURY	9	2.45%
AUTO ACCIDENT WITH INJURY	5	1.36%
AUTO VS PEDESTRIAN	1	0.27%
B&E	7	1.90%
BOLO	4	1.09%
BREATHING PROBLEMS	1	0.27%
BUSY	9	2.45%
CALL THIS STATION	26	7.07%
CARDIAC ARREST	3	0.82%
CHECK WANTED	4	1.09%
CHEST PAIN	2	0.54%
COMPLAINT FILED	1	0.27%
COUNTERFIET MONEY	1	0.27%
DISPUTE/NEIGHBOR/LAND	4	1.09%
DISTURBING THE PEACE	1	0.27%
DOMESTIC	3	0.82%
DRUNK DRIVER	2	0.54%
DRUNK PERSON	3	0.82%
ESCORT	17	4.62%
EXPOSURE OF PERSON	1	0.27%
FOLLOW UP	6	1.63%
FOR OTHER AGENCIES	1	0.27%
GUN SHOT WOUND	1	0.27%
HARASSMENT/THREATS MADE	6	1.63%
HIT AND RUN	1	0.27%
INFORMATION	1	0.27%
JUVENILE PROBLEM	4	1.09%
LOST/MISPLACED TAGS/PROPERTY	1	0.27%
MOTORIST ASSIST	7	1.90%
OVERDOSE	2	0.54%
POSSIBILITY OF DRUGS PRESENT	1	0.27%
PROPERTY/VEHICLE DÁMAGE	2	0.54%
PSYCHIATRIC	1	0.27%
RECKLESS DRIVER OR 4 WHEELER CALL	5	1.36%
REQUEST BACK UP	1	0.27%
ROAD/TRAFFIC HAZARD	1	0.27%
SEIZURES	1	0.27%
SHOPLIFTER	1	0.27%

KINGSTON POLICE DEPARTMENT	Count	Percent
SHOTS HEARD	2	0.54%
STOLEN VEHICLE	2	0.54%
SUSPICIOUS ACTIVITY	15	4.08%
SUSPICIOUS PERSON	13	3.53%
SUSPICIOUS VEHICLE	9	2.45%
THEFT OF PROPERTY	1	0.27%
THREATENING SUICIDE	2	0.54%
TRAFFIC STOP	96	26.09%
TREE HAZARD	2	0.54%
TRESPASSING	1	0.27%
UNCONSCIOUS	3	0.82%
UNWELCOME PERSON	6	1.63%
VANDELISM	4	1.09%
VEHICLE LOCK OUT	5	1.36%
WALK IN	9	2.45%
WANT OFFICER	2	0.54%
WELFARE CHECK	14	3.80%
X PATROL	2	0.54%
Total Records For KINGSTON POLICE DEPARTMENT	368	Group/Total 100.00%
Total Records		368

Kingston Fire Department October 2023  
Summary of Month's Activities Fire Operations

The Department responded to 80 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

Fire Inspections

This Month-0 YTD-204

Public Fire Education

This Month-0

Participants-0

Education Hours-0 Number of Occurrences-0 YTD

Participants-9

Education hours-3 Occurrences- 1

Firefighter Training

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

### Implemented Performance Standards Plan

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

### Fleet Maintenance

#### Special Projects

#### Outstanding Issues

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

#### Reading Smoke

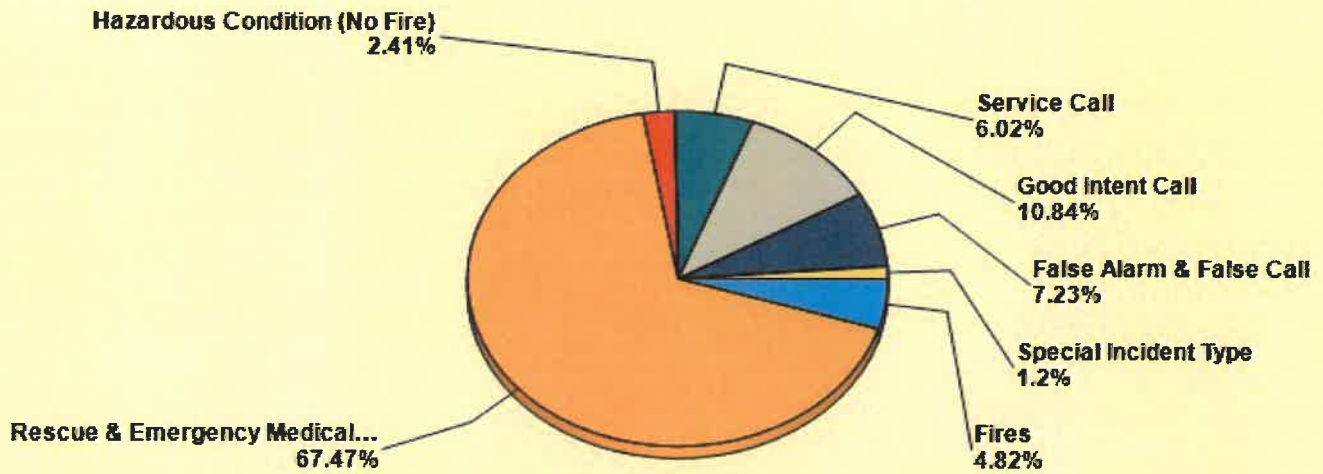
# Kinaston Fire Department

Kingston, TN

This report was generated on 3/4/2024 10:21:52 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2024 | End Date: 02/29/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	4.82%
Rescue & Emergency Medical Service	56	67.47%
Hazardous Condition (No Fire)	2	2.41%
Service Call	5	6.02%
Good Intent Call	9	10.84%
False Alarm & False Call	6	7.23%
Special Incident Type	1	1.2%
<b>TOTAL</b>	<b>83</b>	<b>100%</b>

# Kinaston Fire Department

Kingston, TN

This report was generated on 3/4/2024 10:23:38 AM

## Minor Incident Types by Month for Year Year: 2024

INCIDENT TYPE	Jan	Feb	Mar	M	SU
Accident, potential accident		1			1
Combustible/flammable spills & leaks	2	1			3
Controlled burning	1				1
Cover assignment, standby at fire station, move-up			1		1
Dispatched and canceled en route	2	7			9
Emergency medical service (EMS) Incident	43	39	3		85
False alarm and false call, other	3	2	1		6
Medical assist	17	16			33
Mobile property (vehicle) fire	1				1
Natural vegetation fire		4			4
Public service assistance	1	5	2		8
Rescue or EMS standby		1			1
Special type of incident, other	2	1			3
Steam, other gas mistaken for smoke	1	1			2
Structure Fire	1				1
System or detector malfunction	1	1			2
Unintentional system/detector operation (no fire)	1	3			4
Wrong location, no emergency found		1			1
<b>Total</b>	76	83	7		166

# City of Kingston

## Public Works

**“When thou passest through the waters, I will be with thee; and through the rivers, they shall not overflow thee: when thou walkest through the fire, thou shalt not be burned; neither shall the flame kindle upon thee.” (Isaiah 43:2 KJV)**

February 2024

Director Tim Clark

### Employees

Greg Leach	Randy Collins
Logan Bell	Kim Rue
David Harrison	Jonathan Bodanza
Daniel Fine	Buddy Moore

# Street Maintenance/Drainage

- 1.5 ton of Patch
- Completed 1 yard work order
- Installed/Repaired 3 Street Name signs
- Collected 3 loads from sweeper truck
- Completed 2-811 locates
- Removed 4 dead animals
- Cleaned/Repaired 10 culverts



# Fleet Maintenance

## Police Department

- 2016 Interceptor (Reserve) \$ 145.00
- 2021 Chevy 1500 (Choate) \$42.50

## Fire Department

- 2015 Ford F550 (Unit 4) \$250.00



**TOTAL \$ 437.50**



**Date:** February 2024

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

Mileage	Driver Name/Dept.	Job
107499	Reserve Car	2016 Police Interceptor

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Rear Brake Pads	35.00		35.00
1		Rear Rotors	110.00		110.00

[illegible]

Subtotal	145.00
Sales Tax	

Total	145.00
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### Tire Replacement Tread Depth:

**Date:** February 2024

Mileage	Driver Name/Dept.	Job
41624	David Choate	2021 Chew 1500

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Oil Filter	7.50		7.50
1		Oil	35.00		35.00
1		Tire Rotation			0.00

[illegible]

Subtotal	42.50
Sales Tax	

Total	42.50
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PUBLIC WORKS

# Fleet Maintenance

Tire Replacement Tread Depth:

Left Front: 14/32  
Right Front: 14/32  
Left Rear: 17/32  
Right Rear: 17/32

Date: February 2024

## Department Kingston Police Department

Mileage	Driver Name/Dept.	Job
58924	KFD-Unit 4	2015 Ford F550

VIN: 1FDUF5HT1EEA26432

Qty	Item #	Description	Unit Price	Column1	Line Total
1		Alternator	250.00		250.00

Total Discount

Subtotal	250.00
Sales Tax	
Total	250.00

# Upcoming Projects

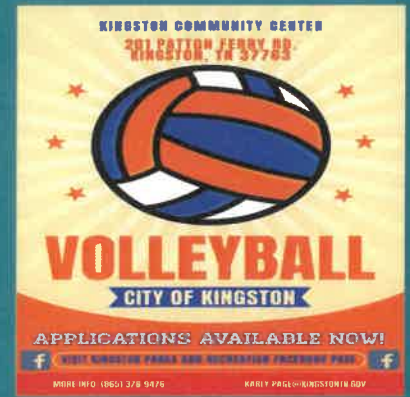
- **Install concrete pad for exercise equipment at Kingston City Park.**
- **Spring Brush Collection in May**
- **Paving**
- **Decorate hand-rails**
- **Assist P&R with Fort Wall Project**



# KINGSTON PARKS & RECREATION

## February 2024

We hosted our second Veterans Breakfast on February 6<sup>th</sup> and had a great turnout. Construction began on the new workout facility at the City Park-Many thanks to Public Works for their help. We were glad to sponsor the RCHS Alumni Career Fair on February 23<sup>rd</sup>. Our crews have been busy completing the new docks at the City Park and working on the new Fort Wall. Volleyball sign-ups finished in February. Planning is underway for Spring Street Fest and Smokin' the Water. We had a few incidents of vandalism at the City Park and Gravel Pit bathrooms but luckily the camera systems helped identify the vandals !! We installed new speakers on the baseball field PA system and are awaiting arrival for the speakers at the softball field



### Facility Use

#### Community Center:

Banquet Rm-27  
Room A-24  
Room B-14  
Room C-9  
Room D-12  
Room E-3  
City Park Pavilion-1



**KINGSTON PARKS AND RECREATION BOARD MINUTES**  
**February 1, 2024**

**PRESENT:** Denise Headrick, Michael Greenwell, Ruth Thompson, Sue Collins, Paul Rodgers, Linda Townsend, Keenan Hethcoat, Karly Page, JR Best

**ABSENT:** Phillip Bredwell

**GUESTS:** Jack Sims

The meeting was called to order by Michael Greenwell at 6:03 p.m. Minutes from the January 2024 meeting were approved.

**UNFINISHED/OLD BUSINESS:**

- 1. Volleyball Sign-Ups:** Volleyball sign ups are continuing, and there are many players signing up. We are having a coach meeting to pick teams and set up schedules. There will also be a referee meeting with four high school students that will be helping out this season.
- 2. Veterans Breakfast:** Veterans breakfast is coming up on the 6<sup>th</sup>. We are hoping for a bigger crowd than the previous breakfast. We have purchased a new Blackstone grill to make things more efficient when cooking. We have reached out to multiple people over American Legion Halls, posted flyers at Food City, The Fort, City Hall, the community center, and Facebook to help spread the word.
- 3. Spring Fest Prep:** Spring Fest preparation is going well. We are starting to book bands and finish up with food trucks. Vendors are still rolling in to set-up.

**NEW BUSINESS:**

- 1. Starting Softball Sign-ups:** We have softball applications that have been sent in for a few players. We are now working with the organization Diamond Youth Softball. This will give players an opportunity to be apart of an All-Star team at the end of the season to compete at different levels: district, region, state, or national. We have upcoming meetings with DYS to gather more information.
- 2. AARP Tax-Aide:** There will be a voluntary group of people to come in and help people with their taxes. These appointments can be scheduled through the Kingston Community Center. Appointments are only available on Tuesdays at select times.

**Dates to Remember**

Veterans Breakfast – February 6, 2024

Spring Street Fest – March 23, 2024

**COMMUNITY CENTER MONTHLY REPORT**

AARP Tax-Aide

Anybody Can Exercise (ABC)

Early Voting

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

## Kelly Jackson

---

**From:** Jack Sims  
**Sent:** Tuesday, March 5, 2024 11:50 AM  
**To:** JR Best; David Bolling; Tim Neal; Kelly Jackson; Stacey Wilson  
**Subject:** Fort Southwest Point & Museum Visitation Report for February 2024

Good Morning All;

Here are the visitation and donation numbers for the Fort & Museum for the month of February 2024.

Total number of visitors:	51 (accurate count)
Total number of Tennessee counties:	10 counties (including Roane), Anderson & Roane 5 visitors each
Total number of States:	6 states, 19 visitors (not including Tennessee), with 9 from California
Total number of foreign visitors:	0
Total donation monies:	\$36.00 (\$168.00 YTD)

Visitation has started to rebound as evidenced by the numbers in February vs January. I am continuing to see increased levels of visitors from out of state and in particular from California.

The following comments were noted by the visitors at the Fort:

- "very interesting"
- "Wonderful, we'll be back with friends"
- "Happy for the preservation"
- "outstanding site, outstanding staff"
- "Love It! Mr. Sims was very informed"

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

Sincerely,  
Jack Sims, Curator  
Fort Southwest Point & Museum



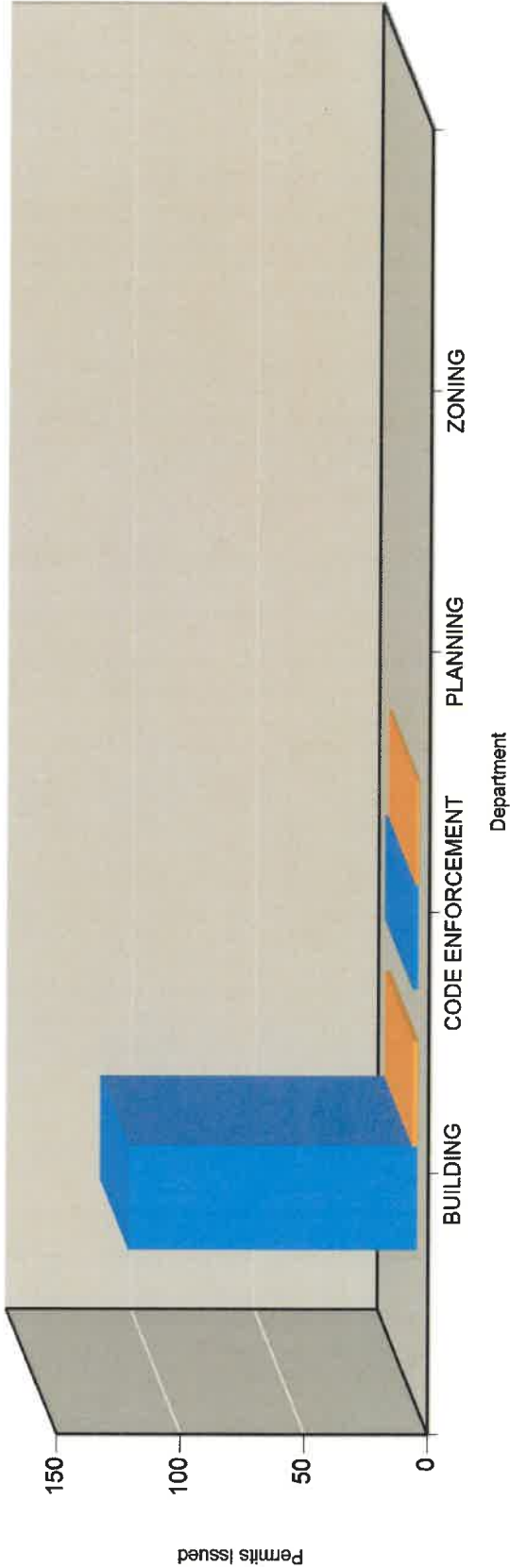
Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

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	115	79	Same Day	0.86 Days	1	78	1
	PL	Same Day	33	23	Same Day	0 Days	1	23	0
	RM	Same Day	25	17	Same Day	0.96 Days	1	16	1
	EV	Same Day	3	3	1 Day	1.73 Days	1	2	1
CODE ENFORCEMENT									



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

PLANNING	PLT	Same Day	10	0	Same Day	0 Days	1	0	0	0
ZONING	VAR	Same Day	1	0	Same Day	0 Days	1	0	0	0

### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2023-786 Brisolara_REmodel 360 Pawnook Farm Rd, Lenior City, TN 37771	Submitted: 11/07/2023 Technically Complete: 02/26/2024 Approved: 02/26/2024 Ready to Issue: 02/26/2024 Issued: 02/26/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-035 HC_Frost_DW 123 Jasper Rd, Harriman, Tn 37748	Submitted: 01/24/2024 Technically Complete: 01/24/2024 Approved: 02/01/2024 Ready to Issue: 02/01/2024 Issued: 02/02/2024	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		BP2024-049 Powers_New Residential Home 153 Lancer Road, Harriman, TN 37748	Submitted: 01/30/2024 Technically Complete: 01/30/2024 Approved: 01/30/2024 Ready to Issue: 01/30/2024 Issued: 02/09/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-054 OS_Nguyen_Remodel 720 Sleepy Hollow Rd, Oliver Springs, TN 37840	Submitted: 02/01/2024 Technically Complete: 02/01/2024 Approved: 02/01/2024 Ready to Issue: 02/01/2024 Issued: 02/01/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-055 Bolin_Inground Pool 511 Haven Pointe, Kingston, TN 37763	Submitted: 02/02/2024 Technically Complete: 02/02/2024 Approved: 02/02/2024 Ready to Issue: 02/02/2024 Issued: 02/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-056 OS_Miller_Porch and Ramp 733 DAUGHERTY RD, OLIVER SPRINGS, TN 37840	Submitted: 02/02/2024 Technically Complete: 02/02/2024 Approved: 02/02/2024 Ready to Issue: 02/02/2024 Issued: 02/02/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

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02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/02/2024 02/02/2024 02/02/2024 02/02/2024 02/02/2024	In Process: Waiting: Total Days: Total Cycles:
	BP2024-057	VOW Management, LLC_Remodel			0 0 0 1
	3024 Roane State Hwy, Harriman, TN 37748				
	BP2024-058	New Residential Home_Oran	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/02/2024 02/02/2024 02/02/2024 02/02/2024 02/02/2024	0 0 0 1
	351 BLACKBURN LN, LENOIR CITY, TN 37771				
	BP2024-059	Roane Vet Hopsital_ Commercial Remodel	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/02/2024 02/02/2024 02/02/2024 02/02/2024 02/02/2024	0 0 0 1
	3000 Roane State Hwy, Harriman, TN 37748				
	BP2024-060	McKinney- Katelyn	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/02/2024 02/02/2024 02/02/2024 02/02/2024 02/02/2024	31 0 31 1
	4199 HUFFINE RD, LOUDON, TN 37774				
	BP2024-061		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/02/2024 02/02/2024 02/02/2024 02/02/2024 02/02/2024	31 0 31 1
	1113 Lookout Ave, Oliver Springs, TN 37840				
	BP2024-062	Schutz Airport Hanger	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/05/2024 02/05/2024 02/05/2024 02/05/2024 02/05/2024	0 0 0 1
	259 Meadowlake Drive, Kingston, TN 37763				
	BP2024-063	KC_Pioneer_Remodel	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/05/2024 02/05/2024 02/05/2024 02/05/2024 02/05/2024	0 0 0 1
	200 MARKET ST, KINGSTON, TN 37763				
	BP2024-064	McKinney- SW	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/05/2024 02/05/2024 02/05/2024 02/05/2024 02/05/2024	0 0 0 1
	4199 Huffine Rd, Loudon, TN 37774				



BUILDING	BP				
BP2024-065	Thomas_Detached Garage	121 SETTLERS RD, HARRIMAN, TN 37748	Submitted: 02/05/2024 Technically Complete: 02/05/2024 Approved: 02/05/2024 Ready to Issue: 02/05/2024 Issued: 02/05/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-066	Giltane_Carport	108 LAKESIDE DR, HARRIMAN, TN 37748	Submitted: 02/06/2024 Technically Complete: 02/06/2024 Approved: 02/06/2024 Ready to Issue: 02/06/2024 Issued: 02/06/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-067	Valle Verde Group LLC_Remodel	141 EMORY HEIGHTS RD, HARRIMAN, TN 37748	Submitted: 02/06/2024 Technically Complete: 02/07/2024 Approved: 02/07/2024 Ready to Issue: 02/07/2024 Issued: 02/07/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-068	Avertrani_New Residential Home	190 OLD RIDGE RD, KINGSTON, TN 37763	Submitted: 02/06/2024 Technically Complete: 02/06/2024 Approved: 02/06/2024 Ready to Issue: 02/06/2024 Issued: 02/06/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-069	Payne_Detached Garage	169 Cave Creek Rd., Loudon, TN 37774	Submitted: 02/06/2024 Technically Complete: 02/06/2024 Approved: 02/06/2024 Ready to Issue: 02/06/2024 Issued: 02/06/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-070	Marvin_Deck Replacement	112 Stormin Norman Drive, Harriman, TN 37748	Submitted: 02/07/2024 Technically Complete: 02/07/2024 Approved: 02/07/2024 Ready to Issue: 02/07/2024 Issued: 02/07/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-071	Payne_DW	169 Cave Creek Rd., Loudon, TN 37774	Submitted: 02/07/2024 Technically Complete: 02/07/2024 Approved: 02/07/2024 Ready to Issue: 02/07/2024 Issued: 02/07/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	
BP2024-072	Freels_Dock	120 Bream Lane, Kingston, TN 37763	Submitted: 02/08/2024 Technically Complete: 02/08/2024 Approved: 02/08/2024 Ready to Issue: 02/08/2024 Issued: 02/08/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	





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02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP		Submitted: 02/09/2024 Technically Complete: Approved: 02/09/2024 Ready to Issue: 02/09/2024 Issued: 02/09/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-081	HC_DMC Solutions LLC_Remodel 413 Carlock Ave., Harriman, TN 37748		
	BP2024-082	Wilk_New Residential Home 1341 Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 02/09/2024 Technically Complete: Approved: 02/09/2024 Ready to Issue: 02/09/2024 Issued: 02/09/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-083	Wilk Fairly Trust_Pole Barn 1341 Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 02/09/2024 Technically Complete: Approved: 02/09/2024 Ready to Issue: 02/09/2024 Issued: 02/09/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-084	Roane County Govt_Health Dept. 1362 N. Gateway Ave., Rockwood, TN 37854	Submitted: 02/12/2024 Technically Complete: Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-085	Young_Tube Steel Garage 190 DOGTOWN RD, Kingston, TN 37880	Submitted: 02/12/2024 Technically Complete: Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-086	Lancaster_Porch with Ramp 202 HONEYSUCKLE LN, OLIVER SPRINGS, TN 37840	Submitted: 02/12/2024 Technically Complete: Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-087	Conatser_New Residential Home 333 Hughes Hollow Rd, Philadelphia, TN 37846	Submitted: 02/12/2024 Technically Complete: Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2024-088	Conatser_Carport 333 Hughes Hollow Rd, Philadelphia, TN 37846	Submitted: 02/12/2024 Technically Complete: Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1

## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024  
Report run on: 03/04/2024 10:20 AM

BUILDING	BP	BP2024-089	Velliquette_Tax Exempt Horse Barn 835 SKYLINE DR, HARRIMAN, TN 37748	Submitted: 02/12/2024 Technically Complete: 02/12/2024 Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-090	Fowler_Pole Barn 120 New Hope Cove Rd., Rockwood, TN 37854	Submitted: 02/12/2024 Technically Complete: 02/12/2024 Approved: 02/12/2024 Ready to Issue: 02/12/2024 Issued: 02/12/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-091	HC_Munsey_Triplex Units A,B&C 195 Highland Drive, HARRIMAN, TN 37748	Submitted: 02/13/2024 Technically Complete: 02/15/2024 Approved: 02/15/2024 Ready to Issue: 02/15/2024 Issued: 02/15/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-092	OS_Lawson_DW 1113 Lookout Ave., Oliver Springs, TN 37840	Submitted: 02/13/2024 Technically Complete: 02/13/2024 Approved: 02/13/2024 Ready to Issue: 02/13/2024 Issued: 03/01/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-093	Rizo_Addition 1007 Lawnville Rd, Kingston, TN 37763	Submitted: 02/13/2024 Technically Complete: 02/13/2024 Approved: 02/13/2024 Ready to Issue: 02/13/2024 Issued: 02/13/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-094	Goldner_New Residential Home 203 HICKORY MEADOW LN, PHILADELPHIA, TN 37846	Submitted: 02/13/2024 Technically Complete: 02/21/2024 Approved: 02/21/2024 Ready to Issue: 02/21/2024 Issued: 02/21/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-095	OS_Green_SW(SWX) 305 JP Lane, Oliver Springs, TN 37840	Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-096	Wood_Pole Barn 338 PAINT ROCK VALLEY RD, PHILADELPHIA, TN 37846	Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1

## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	BP2024-097	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024	In Process: Waiting: Total Days: Total Cycles:
		430 Holt Lane, Kingston, TN 37763				19 0 19 1
		BP2024-098				
		Burneel_Addition	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024 02/14/2024 02/14/2024 02/14/2024	0 0 0 1
		142 EAGLE FURNACE RD, ROCKWOOD, TN 37854				
		BP2024-099				
		Clinton_Handicap Ramp	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024 02/14/2024 02/14/2024 02/14/2024	0 0 0 1
		194 WOODY LN, KINGSTON, TN 37763				
		BP2024-100				
		Leonard_Barn	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024 02/14/2024 02/14/2024 02/14/2024	0 0 0 1
		970 CAVE CREEK RD, LOUDON, TN 37774				
		BP2024-101				
		Storage Shed	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024 02/14/2024 02/14/2024 02/14/2024	19 0 19 1
		319 N RIDGE AVE, ROCKWOOD, TN 37854				
		BP2024-102				
		Burns_New Residential Home	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/14/2024 02/21/2024 02/21/2024 02/21/2024	0 0 0 1
		430 Holt Lane, Kingston, TN 37763				
		BP2024-103				
		Burns_New Residential Home	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/15/2024 02/15/2024 02/15/2024 02/15/2024	18 0 18 1
		430 Holt Lane, Kingston, TN 37763				
		BP2024-104				
		HC_Michael Denn Center_Structural Repair	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	02/15/2024 02/15/2024 02/15/2024 02/15/2024	0 0 0 1
		1238 S ROANE ST, HARRIMAN, TN 37748				



## Issued Permits By Department

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02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	BP2024-105 Barnes_SW 115 MONGER RD, ROCKWOOD, TN 37854 BP2024-106 Umphrey_DW 16755 Blue Springs Road, Philadelphia, TN 37846 BP2024-107 Green_New Residential Home 877 River Rd., Kingston, TN 37763 BP2024-108 Green_Detached Garage 877 River Rd., Kingston, TN 37763 BP2024-109 Shed 221 ELM GROVE ST, LOUDON, TN 37774 BP2024-110 Lewis_Shed 1718 Loudon Hwy, Philadelphia, TN 37846 BP2024-111 Holloway Holdings LLC_Pole Barn 1060 Paint Rock Ferry Road, Kingston, TN 37763 BP2024-112 Hutchens_Storage Building 1043 Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/22/2024  Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024  Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024  Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024  Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024  Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024  Submitted: 02/20/2024 Technically Complete: 02/20/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024  Submitted: 02/20/2024 Technically Complete: 02/20/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024  Submitted: 02/20/2024 Technically Complete: 02/20/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024	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: 0 Waiting: 0 Total Days: 0 Total Cycles: 1  In Process: 17 Waiting: 0 Total Days: 17 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
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## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	BP2024-113	Submitted: 02/20/2024 Technically Complete: Approved: Ready to Issue:	In Process: Waiting: Total Days: Total Cycles:
		Brunson_SW 140 Hill View Rd, Ten Mile, TN 37880	Submitted: 02/20/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-114 Cyman_New Residential Home 339 Enclave Way, Kingston, TN 37763	Submitted: 02/20/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-115 Stooksbury_DW 206 LAKESHORE VISTA DR, KINGSTON, TN 37763	Submitted: 02/21/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-116 Scott_Storage Building 221 ELM GROVE ST, LOUDON, TN 37774	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-117 Johann_New Residential Home 113 KELSAY RD, TEN MILE, TN 37880	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-118 HC_Kilby_Carport 530 CLIFTY ST, HARRIMAN, TN 37748	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2024-119 PL for BP2023-027 215 PIN OAK DR, ROCKWOOD, TN 37854	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		BP2024-120 HC_Habitat for Humanity_New Residential Home 713 CLINCH ST, HARRIMAN, TN 37748	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/22/2024 02/22/2024 02/22/2024 02/22/2024 02/22/2024	In Process: Waiting: Total Days: Total Cycles:
		BP2024-121 Colyer_Porch Addition 111 Bradley Lane, Harriman, TN 37763			0 0 0 1
		BP2024-122 Adams_DW 715 Dogwood Valley Road, Kingston, TN 37763			0 0 0 1
		BP2024-123 Balmer Phillips_Retaining Wall 225 West Shore Drive, Rockwood, TN 37854			0 0 0 1
		BP2024-124 HC_Robinson_Porch 111 TUB SPRINGS RD, HARRIMAN, TN 37748			0 0 0 1
		BP2024-125 Buck_Carport 459 New Hope Rd, Rockwood, TN 37854			0 0 0 1
		BP2024-126 HC_McGimsey_Remodel 559 HENDERSON ST, HARRIMAN, TN 37748			0 0 0 1
		BP2024-127 HC_McGinsey_Storage Building 559 HENDERSON ST, HARRIMAN, TN 37748			0 0 0 1
		BP2024-128 Jenkins_DW 220 HILLSIDE DR, HARRIMAN, TN 37748			0 0 0 1



## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/26/2024 02/26/2024 02/26/2024 02/26/2024 02/26/2024	In Process: Waiting: Total Days: Total Cycles:
		BP2024-129			
		Puska_New Residential Home			
		340 Orr Dr, Rockwood, TN 37854			
		BP2024-130			
		KC_Remodel_JJ Nail Salon LLC			
		196 Market St Unit 4, Kingston, TN 37763			
		BP2024-131			
		KC_Don Eduardos_Repair			
		1202 N KENTUCKY ST, KINGSTON, TN 37763			
		BP2024-132			
		Woody_DW			
		2596 River Rd, Kingston, TN 37763			
		BP2024-133			
		Munsey_New Residential Home			
		550 Old Poplar Springs, Kingston, TN 37763			
		BP2024-134			
		Wentland_New Residential Home			
		642 CANEY CREEK RD, HARRIMAN, TN 37748			
		BP2024-135			
		Wentland_Detached Garage			
		642 Caney creek, Harriman, TN 37748			
		BP2024-136			
		HC_Nicholson_Storage Building			
		150 TURNER DR, HARRIMAN, TN 37748			



## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP		Technically Complete: Ready to Issue:	Submitted: Approved: Ready to Issue: Issued:	02/28/2024	In Process: Waiting: Total Days: Total Cycles:
		BP2024-137				5
		243 Southlake Dr - job 11276719				0
		243 SOUTHLAKE DR, KINGSTON, TN 37763				5
		BP2024-138				1
		HC_McGill_DW				0
		875 Bazel Road, Harriman, TN 37748				0
		BP2024-139				0
		Ingram_SW				0
		265 Elm Grove St, Loudon, TN 37774				0
		BP2024-140				1
		Frontier Firearms_Sign Replacement				0
		1218 Gallaher Rd., Kingston, TN 37763				0
		BP2024-141				0
		TPA_Commercial Building				0
		128 Pawnook Farm Rd, Lenoir City, TN 37771				0
		BP2024-142				1
		Stookbury_Carport				0
		1306 EUREKA RD, ROCKWOOD, TN 37854				0
		BP2024-143				1
		Slaven_Dock				0
		141 Hensley Road, Kingston, TN 37763				0
		BP2024-144				0
		Smith_Deck Replacement				0
		812 Brown Ave, Kingston, TN 37763				0



## Issued Permits By Department

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02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	BP2024-145	Submitted: 02/29/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		KC_Harrison_Remodel		
		501 1/2 Dyer Street, Kingston, TN 37763		
		REFERENCE-24-0031	Submitted: 02/05/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1
		221 ELM GROVE ST, LOUDON, TN 37774		
		REFERENCE-24-0033	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		108 Lakeside Dr		
		108 LAKESIDE DR, HARRIMAN, TN 37748		
		REFERENCE-24-0035	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		Country Aire		
		1247 Laurel Bluff Rd, Kingston, TN 37763		
		REFERENCE-24-0036	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		Bedroom		
		107 LAKESHORE VIEW DR, KINGSTON, TN 37763		
		REFERENCE-24-0038	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		61 PAINT ROCK FERRY DR, KINGSTON, TN 37763		
		REFERENCE-24-0042	Submitted: 02/08/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		country aire		
		1247 Laurel Bluff Rd, Kingston, TN 37763		
		REFERENCE-24-0044	Submitted: 02/10/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 23 Waiting: 0 Total Days: 23 Total Cycles: 1
		country aire		
		1247 Laurel Bluff Rd, Kingston, TN 37763		

## Issued Permits By Department

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ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	REFERENCE-24-0047	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/10/2024	In Process: Waiting: Total Days: Total Cycles:
		Test			23 0 23 1
		150 MARBLE VIEW DR, KINGSTON, TN 37763			
		REFERENCE-24-0049	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/12/2024	21 0 21 1
		New Double			
		220 HILLSIDE DR, HARRIMAN, TN 37748			
		REFERENCE-24-0051	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/13/2024	20 0 20 1
		Evans Farm			
		615 CANEY CREEK RD, HARRIMAN, TN 37748			
		REFERENCE-24-0052	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/14/2024	19 0 19 1
		Skyline			
		249 SKYLINE DR, HARRIMAN, TN 37748			
		REFERENCE-24-0057	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/15/2024	18 0 18 1
		383 FROST HOLLOW RD, HARRIMAN, TN 37748			
		REFERENCE-24-0058	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/16/2024	17 0 17 1
		Lewis			
		0 NO SITUS ADDRESS, UNKNOWN, TN 00000			
		REFERENCE-24-0059	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/17/2024	16 0 16 1
		Evans Farm			
		615 CANEY CREEK RD, HARRIMAN, TN 37748			
		REFERENCE-24-0061	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/18/2024	15 0 15 1
		Front porch			
		111 TUB SPRINGS RD, HARRIMAN, TN 37748			



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	BP	REFERENCE-24-0062	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/18/2024	In Process: Waiting: Total Days: Total Cycles:
		383 FROST HOLLOW RD, HARRIMAN, TN 37748			15 0 15 1
		REFERENCE-24-0063			
		Toland 601 Paint Rock			
		601 PAINT ROCK VALLEY RD, PHILADELPHIA, TN 37846			14 0 14 1
		REFERENCE-24-0064			
		275 HIGHLAND WAY, HARRIMAN, TN 37748			13 0 13 1
		REFERENCE-24-0065			
		1150 MAYFLOWER RD, KINGSTON, TN 37763			13 0 13 1
		REFERENCE-24-0066			
		268 WILLOW DR, KINGSTON, TN 37763			12 0 12 1
		REFERENCE-24-0067			
		111 TUB SPRINGS RD, HARRIMAN, TN 37748			11 0 11 1
		REFERENCE-24-0070			
		1645 Blair Road, Oliver Springs, TN 37840			10 0 10 1
		REFERENCE-24-0071			
		333 TENNESSEE CHAPEL CIR, KINGSTON, TN 37763			7 0 7 1



**Report run on: 03/04/2024 10:20 AM**

BUILDING	PL		
PL2024-021	PL		
PL for BP2022-941			Submitted: 02/09/2024 Technically Complete: 02/09/2024 Approved: 02/09/2024 Ready to Issue: 02/09/2024 Issued: 02/09/2024
411 Blackburn Ln, Lenoir City, TN 37771			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-022			
PL for BP2023-183			Submitted: 02/12/2024 Technically Complete: 02/13/2024 Approved: 02/13/2024 Ready to Issue: 02/13/2024 Issued: 02/13/2024
130 MALLARD DUCK LN, ROCKWOOD, TN 37854			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-023			
PL for BP2024-093			Submitted: 02/13/2024 Technically Complete: 02/13/2024 Approved: 02/13/2024 Ready to Issue: 02/13/2024 Issued: 02/13/2024
1007 Lawnville Rd, Kingston, TN 37763			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-024			
PL for BP2023-883			Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024
5777 Harriman Hwy., Oliver Springs, TN 37840			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-025			
PL for BP2024-096			Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024
338 PAINT ROCK VALLEY RD, PHILADELPHIA, TN 37846			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-026			
PL for BP2023-771			Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024
130 BRABSON CT, KINGSTON, TN 37763			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-027			
PL for BP2023-161			Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024
212 Emmett Way, Philadelphia, TN 37846			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PL2024-028			
Pearo_PL for BP2023-855			Submitted: 02/14/2024 Technically Complete: 02/14/2024 Approved: 02/14/2024 Ready to Issue: 02/14/2024 Issued: 02/14/2024
130 SCOTT RD, HARRIMAN, TN 37748			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	PL	PL2024-029	Submitted: 02/15/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
		Stewart_PL only	02/15/2024 02/15/2024 02/15/2024 02/15/2024	0 0 0 1
		323 W RIDGECREST DR, KINGSTON, TN 37763		
		PL2024-030	Submitted: 02/15/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Kyle_PL for BP2023-718	02/15/2024 02/15/2024 02/15/2024 02/15/2024	0 0 0 1
		1540 Sweetwater Road, Philadelphia, TN 37846		
		PL2024-031	Submitted: 02/20/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2022-888	02/20/2024 02/20/2024 02/20/2024 02/20/2024	0 0 0 1
		276 Serenity Drive, Harriman, TN 37748		
		PL2024-032	Submitted: 02/21/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2023-610	02/21/2024 02/21/2024 02/21/2024 02/21/2024	0 0 0 1
		3655 BUTTERMILK RD W, KINGSTON, TN 37763		
		PL2024-033	Submitted: 02/22/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		PL for BP2023-027	02/22/2024 02/22/2024 02/22/2024 02/22/2024	0 0 0 1
		215 PIN OAK DR, ROCKWOOD, TN 37854		
		PL2024-034	Submitted: 02/23/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2023-759	02/23/2024 02/23/2024 02/23/2024 02/23/2024	0 0 0 1
		119 Emory Pointe Ln., Harriman, TN 37748		
		PL2024-035	Submitted: 02/27/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2024-130	02/27/2024 02/27/2024 02/27/2024 02/27/2024	0 0 0 1
		196 Market St Unit 4, Kingston, TN 37763		
		PL2024-036	Submitted: 02/27/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL for BP2024-069	02/27/2024 02/27/2024 02/27/2024 02/27/2024	0 0 0 1
		169 Cave Creek Rd., Loudon, TN 37774		



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	PL	PL2024-037	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/27/2024 02/27/2024 02/27/2024 02/27/2024 02/28/2024	In Process: Waiting: Total Days: Total Cycles:
		PL for BP2023-662			0 0 0 1
		105 ROSE RD, KINGSTON, TN 37763			
		PL2024-038	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/29/2024	In Process: Waiting: Total Days: Total Cycles:
		Smith Plumbing Permit			4 0 4 1
		243 EAST SHORE DR, ROCKWOOD, TN 37854			
		REFERENCE-24-0034	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/06/2024	In Process: Waiting: Total Days: Total Cycles:
		108 Lakeside Dr			27 0 27 1
		108 LAKESIDE DR, HARRIMAN, TN 37748			
		REFERENCE-24-0043	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/08/2024	In Process: Waiting: Total Days: Total Cycles:
		country aire			25 0 25 1
		1247 Laurel Bluff Rd, Kingston, TN 37763			
		REFERENCE-24-0045	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/10/2024	In Process: Waiting: Total Days: Total Cycles:
		country aire			23 0 23 1
		1247 Laurel Bluff Rd, Kingston, TN 37763			
		REFERENCE-24-0050	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/12/2024	In Process: Waiting: Total Days: Total Cycles:
		New Double			21 0 21 1
		220 HILLSIDE DR, HARRIMAN, TN 37748			
		REFERENCE-24-0053	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/14/2024	In Process: Waiting: Total Days: Total Cycles:
					19 0 19 1
		130 BRABSON CT, KINGSTON, TN 37763			
		REFERENCE-24-0060	Submitted: Technically Complete: Approved: Ready to Issue: Issued:	02/17/2024	In Process: Waiting: Total Days: Total Cycles:
		Evans Farm			16 0 16 1
		615 CANEY CREEK RD, HARRIMAN, TN 37748			

## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	PL	REFERENCE-24-0068 Brisolara_ Addition 360 Pawnook Farm Rd, Lenior City, TN 37771	Submitted: 02/23/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 10 Waiting: 0 Total Days: 10 Total Cycles: 1
	RM	REFERENCE-24-0025 Grease Lightning 121 FRANKLIN ST, HARRIMAN, TN 37748	Submitted: 02/01/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 32 Waiting: 0 Total Days: 32 Total Cycles: 1
		REFERENCE-24-0032 108 Lakeside Dr 108 LAKESIDE DR, HARRIMAN, TN 37748	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		REFERENCE-24-0039 109 Brookberry RD, OAK RIDGE, TN 37830	Submitted: 02/07/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
		REFERENCE-24-0046 county aire 1247 Laurel Bluff Rd, Kingston, TN 37763	Submitted: 02/10/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 23 Waiting: 0 Total Days: 23 Total Cycles: 1
		REFERENCE-24-0069 Brisolara_ Addition 360 Pawnook Farm Rd, Lenior City, TN 37771	Submitted: 02/23/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 10 Waiting: 0 Total Days: 10 Total Cycles: 1
		RM2024-013 141 Emory Heights Rd 141 EMORY HEIGHTS RD, HARRIMAN, TN 37748	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		RM2024-014 RM for BP2022-804 938 Eagle Nest Dr., Loudon, TN 37774	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	RM	RM2024-015 Sabia 813 DOGTOWN RD, TEN MILE, TN 37880	RM2024-016 RM for BP2023-683 204 Bay Shore Dr, Rockwood, TN 37854	RM2024-017 RM for BP2024-067 141 EMORY HEIGHTS RD, HARRIMAN, TN 37748	RM2024-018 RM for BP2023-149 813 Dogtown Road, Ten Mile, TN 37880	RM2024-019 RM for BP2023-384 366 ROGERS RIDGE RD, KINGSTON, TN 37763	RM2024-020 RM for BP2023-602 252 Melea Ln, Kingston, TN 37763	RM2024-021 RM for BP2022-888 276 Serenity Drive, Harriman, TN 37748	RM2024-022 RM for BP2023-273 1259 Loudon Hwy., Kingston, TN 37763	Submitted: 02/06/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
										Submitted: 02/07/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 26 Waiting: 0 Total Days: 26 Total Cycles: 1
										Submitted: 02/07/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
										Submitted: 02/08/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
										Submitted: 02/12/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
										Submitted: 02/14/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
										Submitted: 02/15/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
										Submitted: 02/16/2024 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	RM		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
RM2024-023	RM for BP2023-662	105 Rose Rd, Kingston, TN 37763	Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/16/2024 Ready to Issue: 02/16/2024 Issued: 02/16/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-024	RM for BP2023-773	225 Majestic View Dr, Rockwood, TN 37854	Submitted: 02/16/2024 Technically Complete: 02/16/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
RM2024-025	RM for BP2023-790	311 East Shore Dr., Rockwood, TN 37854	Submitted: 02/20/2024 Technically Complete: 02/20/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-026	RM for BP2022-888	276 Serenity Drive, Harriman, TN 37748	Submitted: 02/21/2024 Technically Complete: 02/21/2024 Approved: 02/21/2024 Ready to Issue: 02/21/2024 Issued: 02/21/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-027	RM for BP2023-027	215 PIN OAK DR, ROCKWOOD, TN 37854	Submitted: 02/22/2024 Technically Complete: 02/22/2024 Approved: 02/22/2024 Ready to Issue: 02/22/2024 Issued: 02/22/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-028	RM for BP2023-524	359 River Rd., Kingston, TN 37763	Submitted: 02/22/2024 Technically Complete: 02/22/2024 Approved: 02/22/2024 Ready to Issue: 02/22/2024 Issued: 02/22/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-029	RM for BP2023-610	3655 Buttermilk Rd W, Kingaton, TN 37763	Submitted: 02/23/2024 Technically Complete: 02/23/2024 Approved: 02/23/2024 Ready to Issue: 02/23/2024 Issued: 02/23/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
RM2024-030	RM for BP2023-526	500 Lakewood Rd., Kingsdon, TN 37763	Submitted: 02/23/2024 Technically Complete: 02/23/2024 Approved: 02/23/2024 Ready to Issue: 02/23/2024 Issued: 02/23/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

BUILDING	RM	RM2024-031		Submitted: 02/23/2024 Technically Complete: 02/23/2024 Approved: 02/23/2024 Ready to Issue: 02/23/2024 Issued: 02/23/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM for BP2023-179			
		135 Blue Green Way, Rockwood, TN 37854			
		RM2024-032		Submitted: 02/28/2024 Technically Complete: 02/28/2024 Approved: 02/28/2024 Ready to Issue: 02/28/2024 Issued: 02/28/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM for BP2023-883			
CODE ENFORCEMENT	EV	5777 Harriman Hwy., Oliver Springs, TN 37840			
		EV2024-004		Submitted: 02/08/2024 Technically Complete: 02/08/2024 Approved: 02/08/2024 Ready to Issue: 02/08/2024 Issued: 02/08/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		QuickTrip_Electrical Variance			
		370 Pine Ridge Road, Kingston, TN 37763			
		EV2024-005		Submitted: 02/13/2024 Technically Complete: 02/13/2024 Approved: 02/13/2024 Ready to Issue: 02/13/2024 Issued: 02/13/2024	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Electrical Variance			
		300 Frost Hollow Rd, Harriman, TN 37748			
		EV2024-006		Submitted: 02/26/2024 Technically Complete: 02/26/2024 Approved: 02/26/2024 Ready to Issue: 02/26/2024 Issued: 02/26/2024	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
		Hankins_Electrical Variance			
		104 Ross Estates Rd, Kingston, TN 37763			
PLANNING	PLT	PLT2024-010		Submitted: 02/08/2024 Technically Complete: 02/08/2024 Approved: 02/08/2024 Ready to Issue: 02/08/2024 Issued: 02/08/2024	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		Moore_Exempt Plat			
		477 Laurel Bluff Rd., Kingston, TN 37763			
		PLT2024-011		Submitted: 02/20/2024 Technically Complete: 02/20/2024 Approved: 02/20/2024 Ready to Issue: 02/20/2024 Issued: 02/20/2024	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Dailey			
		2579 Kingston Highway, Lenoir City, TN 37771			
		PLT2024-012		Submitted: 02/21/2024 Technically Complete: 02/21/2024 Approved: 02/21/2024 Ready to Issue: 02/21/2024 Issued: 02/21/2024	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		Hill			
		113 & 123 Whalen Lane, Harriman, TN 37748			



## Issued Permits By Department

ALL DEPARTMENTS  
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02/01/2024 AND 02/29/2024

Report run on: 03/04/2024 10:20 AM

PLANNING	PLT	PLT2024-013	Technically Complete: Ready to Issue: Issued:	Submitted: Complete: Approved: Ready to Issue: Issued:	02/22/2024	In Process: Waiting: Total Days: Total Cycles:
		Williams/Monk HC				11 0 11 1
		233 Highland Drive, Harriman, TN 37748				
		PLT2024-014				
		Claudio/Guetterman				11 0 11 1
		307 & 319 Howard Road, Loudon, TN 37774				
		PLT2024-015				
		Kinser				10 0 10 1
		4692 Decatur Highway, Ten Mile, TN 37880				
		PLT2024-016				
		Colyer/Mackenzie				10 0 10 1
		225 Man's Hollow, Kingston, TN 37763				
		PLT2024-017				
		Moyer				10 0 10 1
		390 Blackburn Lane, Lenoir City, TN 37771				
		PLT2024-018				
		Herling				10 0 10 1
		613 Eagle Furnace, Rockwood, TN 37854				
		PLT2024-019				
		Glynn				4 0 4 1
		454 Laurel Bluff Road, Kingston, TN 37763				
ZONING	VAR	VAR2024-003				
		Bailey				5 0 5 1
		112 Storming Norman, Harriman, TN 37748				



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
02/01/2024 AND 02/29/2024

# KINGSTON WATER TREATMENT PLANT



## FEBRUARY OPERATIONS REPORT

2024

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
GALLONS	Influent (Raw)	16,526,000	21,376,000	-29.35%	570,000	1,007,000	407,000
	Effluent (Finish)	14,959,000	19,864,000	-32.79%	516,000	906,000	203,000
	Spring Supply	13,131,000	14,007,000	-6.67%	453,000	497,000	329,000
	Total Finish Prod.	28,090,000	33,871,000	-20.58%	Distribution & WTP Report:  gals. usage flushing and Tank refilling, etc.  Public Works: No Report  Fire Dept: 2,700  Park & Rec: No Report  WWTP: No Report		
Plant Efficiency		99.96%	99.96%	0.00%			
Distribution							
GALLONS	Consumption	23,168,400	21,480,600	7.28%			
	Reported Usage	891,682	1,858,216	-108.39%			
	Water Loss	4,027,218	10,525,184	-161.35%			
		%	14.34%	31.07%			

Note: The Water Production, Consumption and Loss data is for the February 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.
- \* Rolled over to new satellite and modems, got satellite dishes relocated at Ladd Tank and Station.
- \* Still working to get SCADA fixed to new satellite site and upgrading Wonderware program.

Kingston Water Dept.  
Schedule of Unaccounted For Water  
February

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	28,090,000
<b>C</b>	Water Purchased	0
<b>D</b>	<b>Total Water Treated and Purchased</b> (Sum Lines B and C)	28,090,000
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	23,168,400
<b>G</b>	Metered for Consumption (in house usage)	0
<b>H</b>	Fire Department(s) Usage	2,700
<b>I</b>	Flushing	891,682
<b>J</b>	Tank Cleaning/Filling	0
<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)	24,062,782
<b>O</b>	<b>Unaccounted for Water</b> (Line D minus Line N)	4,027,218
<b>P</b>	<b>Percent Unaccounted for Water</b> (Line O divided by Line D times 100)	14.337%

**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.



3/5/2024

**Kingston Water & Sewer**  
**Billing Consumption Totals Report**

**User:** Alexandria Moss  
**Date/Time:** 2/22/2024 1:09  
Page 1 of 1

**Billing Batch:** February Billing

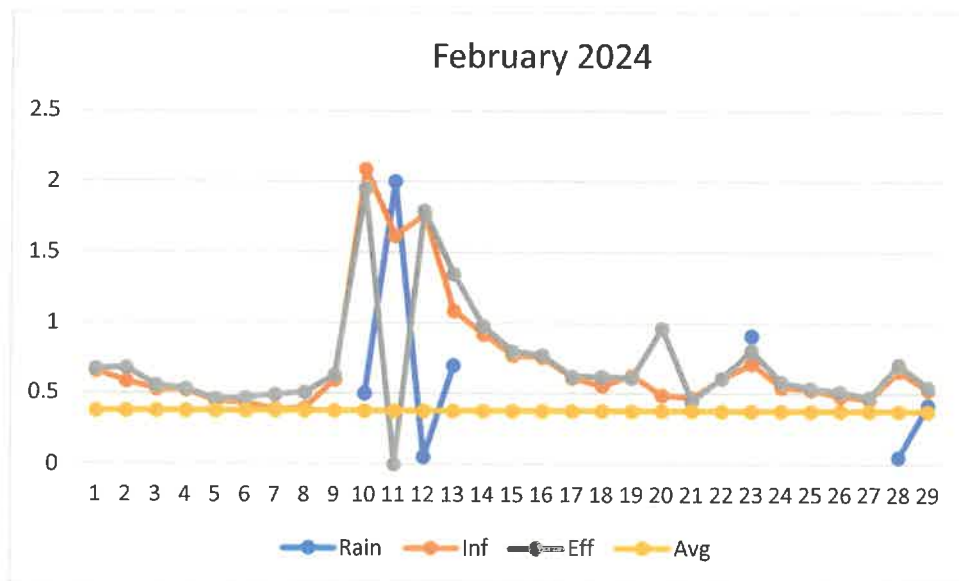
<b>Service Number</b>	<b>Service Name</b>	<b>Number of Accounts</b>	<b>Total Billed Consumption</b>
1	Water	4,022	<del>242,434</del> 231,684
3	Sewer	2,627	<del>119,889</del> 109,119
<b>Total Services: 2</b>		<b>6,649</b>	<b>362,303</b>

# KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: February 2024 Monthly Report  
DATE: March 6, 2024

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.7174	2.0870	.3870	20,805,000
EFFLUENT	.7385	1.9470	.4470	20,677,000

2627 Sewer customers 10,911,900 gallons billed. Daily average .3763 mgd.



There were no reported overflows this month. There was 4.63 inches of rain.

A group from Athens, TN came to look at the Dewatering Press.

Still waiting for the WAS pumps.

## Safety Meetings:

February 16, 2024

**Snow Removal**-Harvard Campus Services Toolbox Talk #21



# Water Distribution/Collection

## February 2024

Services	Total
After Hours-Sewer	1
After Hours-Water	4
Door Hanger	10
Profile	2
Road Cut	0
Service Line Leak/Line Break	1
Sewer-Miscellaneous	3
Disconnect for Non-Payment	57
Water/Sewer Service Estimate	6
Water-Check for Leak	21
Water-Miscellaneous	75
Water-Hydrant	2
Water-Re-Read/Manual Read	40
Yard Work	0
Line Locate	0
Connect Order	34
Disconnect Order	29
Water Tap-New Account Number	4
Meter Change Order	0
811 Locates	78

**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 March 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 February 2024

**Summary**

We hosted a program February 27<sup>th</sup>. Called "TAKE A HIKE"

Our guest speaker was Melanie Harmon. She has traveled the world hiking. She share her adventures with us that evening. We had a very good turnout! I have received many emails raving about the program.

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

We have a representative from TN Voices come to the Library once a month to offer parenting classes in person and online. This program is funded under a grant with the state of Tennessee for the department of Children's services.

We also have weekly meeting here with another representative for vocational rehabilitation. Helping people for career planning and getting into the work force.

Roane State join us for a FAFSA completion night for students.

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 physical circulation was **1641 items** checked out for the month of February. Our digital total was **2915**. We had **137** computer users and **1,053** visitors for the month of February. Our meeting room had **144** visitors for various meetings and programs

We issued **32 new patron cards** for the month of February. Since July 2022, we have added **839** 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 busy helping patrons 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 February money turned into City funds **\$224.16** Library donations **\$171.28**. The total for February was **\$402.44**.

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. 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. I have also include data I send to the State monthly and a chart the state send out about yearly budgets for Roane county libraries.

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

Respectfully submitted

Barbara T.



## **Kingston Library Board**

1004 Bradford Way  
Kingston, Tennessee 37763

### **Public Notice**

**The Kingston Library Board will be holding its regularly called meeting on Thursday March 14th, at 5:00 pm. The public is encouraged to attend.**

#### **Agenda for Thursday March 14th, 2024**

- 1) Meeting Called to Order
- 2) Approval of the Minutes (Feb.)
- 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 (April 11th.)
- 12) Adjournment

## **Kingston Library Board**

### **Meeting Minutes from February 8, 2024**

Attendees: Kerry Donahue, Doug Wilson, Savannah Washam, Beverly Zeilman, Jinx Watson, Kelli Smith, Barbara Thorbjornsen, Jamie McGhee, Mary Ann Wesolowski

Lucy Johnson – City Council Representative

Liz Schreck – Regional Library Director

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

- Reimbursement was received from the State Technology Grant in the amount of \$ 1,156.00. This money was used to purchase two new staff computers.
- Donations received totaled \$35.50
- Amount turned in to the City of Kingston Finance Office totaled 1,317.50

#### **Regional Library Report**

- Upcoming training opportunities include *Space Planning: Reinvent Your Library Space* to be held at Art Circle Public Library in Crossville on March 12. Registration is now open, and several board members plan to attend in effort to maximize the effectiveness of current KPL space.
- Boards are being reminded to review member lists for any upcoming vacancies. Recruitment information is available through the Regional Library, if needed.
- Trustee Certification is available online for individuals, or a "Certification Day" can be scheduled through the Regional Library if multiple members from the same board wish to attend.
- Results from the Tennessee Standards for Public Libraries can be useful in preparing upcoming city and county budget requests.
- R.E.A.D.S results for the month were distributed and may also show justification for increased budget requests.

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

- Melony Harmon's special interest presentation, "Take a Hike," will be presented on February 27, at 5 pm, in the KPL Meeting Room.
- Cross-training has begun for the KPL Cataloging Position in order to maintain consistent coverage for that role.
- Technology needs should be considered in preparation of next year's budget. Updates to the website and increased tech services were brought out in the recent Broadband survey.
- Several issues have arisen recently with library cameras. KAPE Solutions, LLC is the current provider and has been unable to visit the library to resolve the problem as of 2/8/24. Barbara can check with the City Manager's office to see who provides the city's services. Bids may need

to be taken as well, to ensure the most efficient and effective service is received from library funds.

**New Business**

- The KPL Budget Committee will meet on Monday, February 12 at 4 pm at KPL.
- Mary Ann Wesolowski was present to lead discussion on the formation of a KPL Friends of the Library group. Mrs. Wesolowski will begin work on a tax ID number for the group. A sign-up sheet for individuals interested in joining has been prepared and will be posted as soon as the tax ID is in place.

**Next meeting date: March 14, 2024**

## Overview

Caring for young children can be overwhelming. You don't have to walk the parenting journey alone.

The Positive Solutions for Families training series is for parents and caregivers of children ages 0-6 in Tennessee! This no-cost support can help with understanding behaviors and setting children up for success.

Trainings are available virtually and in-person.



**Positive  
Solutions**  
for Families

## Contact Us



Phone Number  
615.269.7751



E-mail Address  
[early.childhood@tnvoices.org](mailto:early.childhood@tnvoices.org)



Website  
[www.tnvoices.org](http://www.tnvoices.org)



**TN VOICES**

Support Services From  
Firsthand Experiences



Department of  
**Children's Services**

This project is funded under a Grant Contract with  
the State of Tennessee.

# Vocational Rehabilitation Community Services Unit

*Community-based vocational rehabilitation services prepare and support individuals on their employment path.*

## Services offered by the Community Services Unit:

### Pre-Plan Services

Virtual Job Shadowing

Interest Inventory

### Career Readiness Services

Applications

Attitude and Work Ethic

Communication Skills

Community Based Work

Conflict Resolution

Discovery Activities

Understanding Your Paycheck

Workplace Safety

Job Shadowing

Job Shadowing Class

Mock Interviews

Job Interview Class

On-Boarding

Organizational Skills

Personal Life Skills

Personal Care

### Post-Secondary Services

Post-Secondary Preparation

### Pre-Employment Services

Tours

Community Access and Inclusion Activities

Setting up Jobs 4 TN Account

Written Driver's License Test Prep

### Pre-Vocational Services

Pre-Vocational Training

Digital Literacy Skills

### Job Supports

Short-term Job Coaching

Job Retention

Job Retention Visits

### Job Search Services

Job Searching

### Pre Employment Transition Services (Pre ETS)

Post-secondary counseling

Work based learning.

Job readiness

Self advocacy

Job exploration

Contact Us: 833-772-8347



September 2023

***Roane State***

# JOIN US FOR **FAFSA** COMPLETION NIGHT



**KINGSTON PUBLIC LIBRARY**

1004 Bradford Way  
Kingston, TN 37763

**FEB**

**2<sup>nd</sup>**

**2024**

**2pm-5:30pm**

## Monthly Report

February 2024

PHYSICAL COLLECTION										LOCAL ELECTRONIC COLLECTION (Advantage, etc.)			Current Balance
Material Type	Beginning	Added	Deleted	Balance		Beginning	Added	Deleted	Balance				
Print Materials	18,778	31	0	18,809		7,728	301	0	8,029		E-books	0	
Audio Materials	1,103	0	0	1,103	Regionally Owned	263	0	0	263		Locally Owned	0	
Video Materials	2,178	11	0	2,189		981	0	0	981		Video Downloadable	0	
Other Materials	646	0	0	646		521	0	0	521		Total	0	
Total	22,705	42	0	22,747	Total	9,493	301	0	9,784		TOTAL PHYSICAL COLLECTION	32,541	

		Programs Offered				Totals
		Children Ages 0-5	Children Ages 6-11	Young Adults Ages 12-18	Adults Age 19 or Older	General Interest
On-site		4	0	0	1	2
Off-site		0	0	0	0	0
Live Virtual		0	0	0	0	0
<b>Total</b>		<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

Program Attendance					Totals
	Children Ages 0-5	Children Ages 6-11	Young Adults Ages 12-18	Adults Ages 19 or Older	General Interest
On-site	64	0	0	29	6
Off-site	0	0	0	0	0
Live Virtual	0	0	0	0	0
<b>Total</b>	<b>64</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>6</b>
					<b>99</b>

Library Services		Meeting Room Use	
Library Visits	1,053	Number of Events Not Sponsored by the Library	5
Reference Transactions	342	Attendance at these Events	21
Computer Users	137		
Wireless Sessions	38		
Website Visits	47	Borrowers	Current Balance
Databases Owned	0	Adult Borrowers >14 yrs old	24
Local Database Usage	0	Children Borrowers <14 yrs old	8
TEL Usage (June only)	16	Total Borrowers	32
ILL -Borrowed	5		
ILL - Loaned	29		
Recorded Programming		Programs	Attendance
Recorded Programs	0	5	31
		Self-directed/Passive Activities (activity that does not meet program definition)	

Electronic Circulation includes READS Advantage & other local e-collections	Physical Circulation Book & Non-Book (Audio, Video, Serials)		Other Physical Items Circulation Hotspots, sewing machines, tools, cake pans, telescopes, board games, video games, etc.	TOTAL FOR ALL CIRCULATED ITEMS-Auto Fill (Electronic, Physical & Other Physical)		TOTAL PHYSICAL ITEM
	Adult **	Children		Adult Total	Children's Total	
Adult **	2,751		Adult	2		
Children **	164		Children	12		
Total	2,915		Total	14		1,855
				Total for All Circulation		4,570
				4,084	486	

**\*\*** <http://tsla.lib.vides.com/datacollection>

**NOTE: Other Materials in "Physical Collection"**  
should include any materials not counted  
elsewhere i.e: subscriptions, microforms,  
reference books, genealogy books, etc.  
(regardless whether the item is circulated or not  
circulated)

Title VI Survey Information	White	Black or African American	Hispanic Origin (of any race)	American Indian or Alaskan Native	Asian	Other	Did not respond	Total
New Cards Issued	32	0	0	0	0	0	0	32

Chart Title



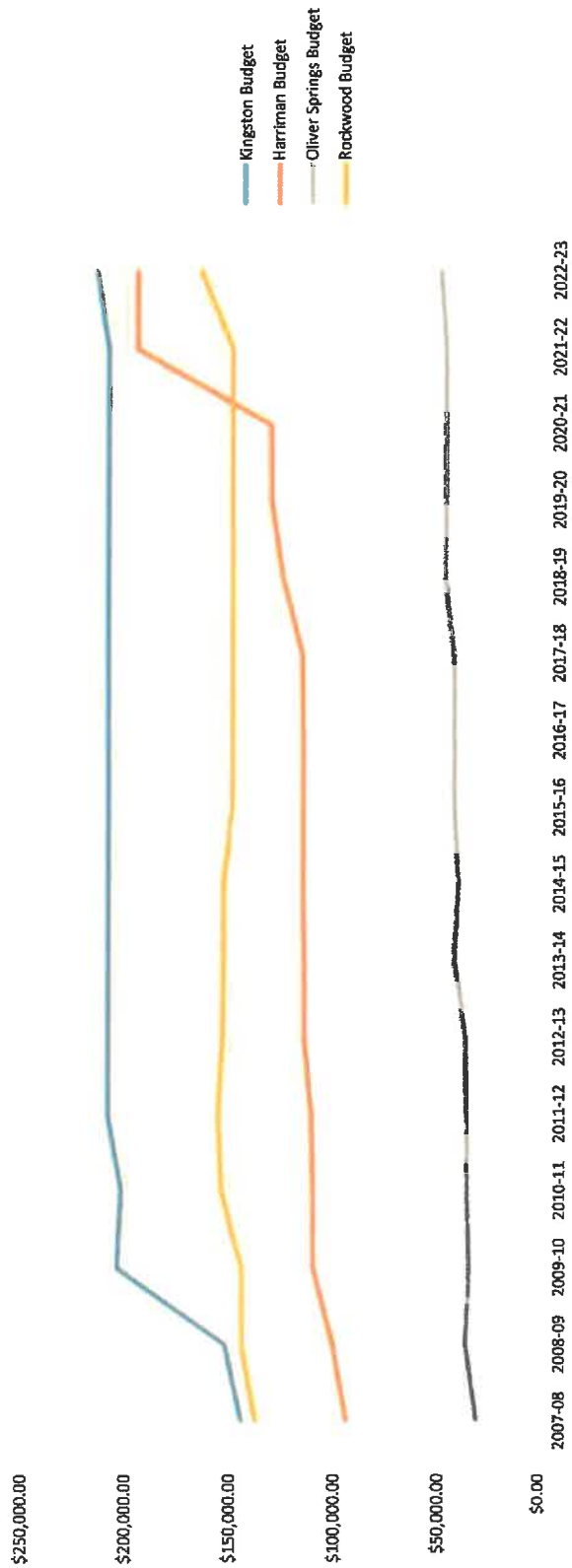
NEW Patrons

Year	Kingston Budget
2007-08	\$144,395.00
2008-09	\$152,307.00
2009-10	\$203,864.00
2010-11	\$202,027.00
2011-12	\$208,294.00
2012-13	\$208,294.00
2013-14	\$208,294.00
2014-15	\$208,294.00
2015-16	\$208,294.00
2016-17	\$208,294.00
2017-18	\$208,294.00
2018-19	\$208,294.00
2019-20	\$208,294.00
2020-21	\$208,294.00
2021-22	\$208,294.00
2022-23	\$214,000.00

Year	Harriman Budget
2007-08	\$94,643.00
2008-09	\$101,014.00
2009-10	\$110,491.00
2010-11	\$110,584.00
2011-12	\$111,283.00
2012-13	\$114,809.00
2013-14	\$114,809.00
2014-15	\$115,407.00
2015-16	\$115,407.00
2016-17	\$115,407.00
2017-18	\$115,806.00
2018-19	\$125,191.00
2019-20	\$130,575.00
2020-21	\$130,859.00
2021-22	\$194,960.00
2022-23	\$194,960.00

Year	Oliver Springs Budget
2007-08	\$30,945.00
2008-09	\$36,431.00
2009-10	\$34,614.00
2010-11	\$35,882.00
2011-12	\$35,882.00
2012-13	\$36,513.00
2013-14	\$41,915.00
2014-15	\$39,915.00
2015-16	\$42,219.00
2016-17	\$42,219.00
2017-18	\$42,231.00
2018-19	\$46,210.00
2019-20	\$46,210.00
2020-21	\$46,210.00
2021-22	\$46,210.00
2022-23	\$48,648.00

Year	Rockwood Budget
2007-08	\$137,965.00
2008-09	\$144,450.00
2009-10	\$144,450.00
2010-11	\$154,337.00
2011-12	\$155,888.00
2012-13	\$153,757.00
2013-14	\$153,400.00
2014-15	\$153,400.00
2015-16	\$149,150.00
2016-17	\$149,150.00
2017-18	\$149,150.00
2018-19	\$149,150.00
2019-20	\$149,150.00
2020-21	\$149,150.00
2021-22	\$149,150.00
2022-23	\$164,350.00



	2007-08		2008-09	
	Appropriated	Expended	Appropriated	Expended
Roane County	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Harriman	\$ 94,643.00	\$ 127,280.00	\$ 101,014.00	\$ 134,995.00
Kingston	\$ 144,395.00	\$ 197,795.00	\$ 152,307.00	\$ 207,615.00
Oliver Springs	\$ 30,945.00	\$ 30,945.00	\$ 36,431.00	\$ 45,373.00
Rockwood	\$ 137,965.00	\$ 137,965.00	\$ 144,450.00	\$ 133,366.00
TOTALS	\$ 417,948.00	\$ 503,985.00	\$ 444,202.00	\$ 531,349.00

County funding increased from \$9,000.00 per year to \$10,000.00 per year in FY 2002-2003.

**Percent Increase**

County: 0.00%

**Cities:**

Harriman 6.73%

Kingston 5.48%

Oliver Springs 17.73%

Rockwood 4.70%

**2007-2008 to 2022-2023**

Total Percent Increase: 53.60%

County Percent Increase: 100.00%

**City Percent Increase:**

Harriman 106.00%

Kingston 48.20%

Oliver Springs 57.21%

Rockwood 19.12%

# Roane County MOE Analysis

2009-10		2010-11		2011-12		2012-13	
Appropriated	Expended	Appropriated	Expended	Appropriated	Expended	Appropriated	
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
\$ 110,491.00	\$ 108,554.00	\$ 110,584.00	\$ 106,667.00	\$ 111,283.00	\$ 105,913.01	\$ 114,809.00	
\$ 203,864.00	\$ 200,784.00	\$ 202,027.00	\$ 200,410.00	\$ 208,294.00	\$ 208,294.00	\$ 208,294.00	
\$ 34,614.00	\$ 33,706.00	\$ 35,882.00	\$ 33,768.33	\$ 35,882.00	\$ 33,909.00	\$ 36,513.00	
\$ 144,450.00	\$ 154,300.00	\$ 154,337.00	\$ 152,571.00	\$ 155,888.00	\$ 150,256.00	\$ 153,757.00	
\$ 503,419.00	\$ 507,344.00	\$ 512,830.00	\$ 503,416.33	\$ 521,347.00	\$ 508,372.01	\$ 523,373.00	
0.00%		0.00%		0.00%		0.00%	
9.38%		0.08%		0.63%		3.17%	
33.85%		-0.90%		3.10%		0.00%	
-4.99%		3.66%		0.00%		1.76%	
0.00%		6.84%		1.00%		-1.37%	

2013-14		2014-15		2015-16	
Expended	Appropriated	Expended	Appropriated	Expended	Appropriated
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
\$ 113,741.64	\$ 114,809.00	\$ 113,763.70	\$ 115,407.00	\$ 94,000.75	\$ 115,407.00
\$ 208,291.10	\$ 208,294.00	\$ 208,294.00	\$ 208,294.00	\$ 184,464.75	\$ 208,294.00
\$ 38,194.00	\$ 41,915.00	\$ 33,821.00	\$ 39,915.00	\$ 37,501.00	\$ 42,219.00
\$ 149,350.00	\$ 153,400.00	\$ 134,406.00	\$ 153,400.00	\$ 136,250.01	\$ 149,150.00
\$ 519,576.74	\$ 528,418.00	\$ 500,284.70	\$ 527,016.00	\$ 462,216.51	\$ 525,070.00

0.00%

0.00%

0.00%

0.00%

0.52%

0.00%

0.00%

0.00%

0.00%

14.79%

-4.77%

5.77%

-0.23%

0.00%

-2.77%

2016-17		2017-18		2018-19		2019-20
Appropriated	Expended	Appropriated	Expended	Appropriated	Expended	Appropriated
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
\$ 115,407.00	\$ 113,505.00	\$ 115,806.00	\$ 115,986.00	\$ 125,191.00	\$ 123,698.58	\$ 130,575.00
\$ 208,294.00	\$ 207,594.00	\$ 208,294.00	\$ 208,294.00	\$ 208,294.00	\$ 208,294.00	\$ 208,294.00
\$ 42,219.00	\$ 39,380.74	\$ 42,231.00	\$ 43,735.40	\$ 46,210.00	\$ 42,821.57	\$ 46,210.00
\$ 149,150.00	\$ 128,110.00	\$ 149,150.00	\$ 137,701.21	\$ 149,150.00	\$ 137,131.13	\$ 149,150.00
\$ 525,070.00	\$ 498,589.74	\$ 525,481.00	\$ 515,716.61	\$ 538,845.00	\$ 521,945.28	\$ 544,229.00

0.00%	0.00%	0.00%	0.00%
0.00%	0.35%	8.10%	4.30%
0.00%	0.00%	0.00%	0.00%
0.00%	0.03%	9.42%	0.00%
0.00%	0.00%	0.00%	0.00%

2020-21		2021-22		2022-23	
Expended	Appropriated	Expended	Appropriated	Expended	Appropriated
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
\$ 118,645.00	\$ 130,859.00	\$ 188,506.25	\$ 194,960.00	\$ 194,960.00	\$ 194,960.00
\$ 174,484.83	\$ 208,294.00	\$ 200,350.10	\$ 208,294.00	\$ 209,143.89	\$ 214,000.00
\$ 43,278.16	\$ 46,210.00	\$ 46,210.00	\$ 46,210.00	\$ 45,581.14	\$ 48,648.00
\$ 128,106.23	\$ 149,150.00	\$ 118,223.82	\$ 149,150.00	\$ 131,507.15	\$ 164,350.00
\$ 474,514.22	\$ 544,513.00	\$ 563,290.17	\$ 608,614.00	\$ 591,192.18	\$ 641,958.00

0.00% 0.00% 100.00%

0.22% 48.98% 0.00%

0.00% 0.00% 2.74%

0.00% 0.00% 5.28%

0.00% 0.00% 10.19%

	2022-23		2023-24	
	Appropriated	Expended	Appropriated	Expended
Roane County	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
Harriman	\$ 194,960.00	\$ 194,960.00	\$ 194,960.00	
Kingston	\$ 214,000.00	\$ 214,000.00	\$ 214,000.00	
Oliver Springs	\$ 48,648.00	\$ 48,850.00	\$ 48,850.00	
Rockwood	\$ 164,350.00	\$ 164,350.00	\$ 164,350.00	
TOTALS	\$ 641,958.00	\$ 642,160.00	\$ 642,160.00	\$ -

County funding increased from \$9,000.00 per year to \$10,000.00 per year in FY 2002-2003.

**Percent Increase**

<b>County:</b>	0.00%
<b>Cities:</b>	
Harriman	0.00%
Kingston	0.00%
Oliver Springs	0.42%
Rockwood	0.00%

ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
FEBRUARY 20, 2024  
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM  
4:00 PM BOARD WORKSHOP  
4:30 PM – 5:30 PM BOARD MEETING

Presentation of Distribution System Studies – Keith Mullen, P.E.; Senior Principal; Power Centric Solutions

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

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from Board Meeting on January 16, 2024	Approval
December 2023 Financial Statements	Approval
January 2024 Accounts Payable	Acceptance
Budget Report	Information
Manager’s Report	Acceptance
Public Comments	

*“This period of time has been reserved for the public to provide comments to the Board on matters that are relevant to items on the agenda. Visit [www.rockwoodelectric.com](http://www.rockwoodelectric.com) for more information and to view the Board’s policy.”*

**Old:**

1. None

**New:**

- |   |             |
|---|-------------|
| 1. New Purchases                                    | Approval    |
| 2. New Projects                                     | Approval    |
| 3. System Study and 5-Year Capital Improvement Plan | Information |
| 4. Distribution System Coordination Study           | Information |
| 5. Distribution System Arc Flash Study              | Information |
| 6. Bad Debts  | Approval    |

Announcements

March 2024 Board Meeting

Adjourn

ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
JANUARY 16, 2024  
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM  
4:30 PM – 5:30 PM

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

<u>ACTIVITY</u>	<u>ACTION</u>
Minutes from Board Meeting on December 19, 2023	Approval
November 2023 Financial Statements	Approval
December 2023 Accounts Payable	Acceptance
4 <sup>TH</sup> Qtr 2023 Overtime Report	Information
Budget Report	Information
Manager's Report	Acceptance
Public Comments	

*"This period of time has been reserved for the public to provide comments to the Board on matters that are relevant to items on the agenda. Visit [www.rockwoodelectric.com](http://www.rockwoodelectric.com) for more information and to view the Board's policy."*

**Old:**

1. None

**New:**

- |                              |             |
|------------------------------|-------------|
| 1. New Purchases             | Approval    |
| 2. New Projects              | Approval    |
| 3. FEMA Update               | Information |
| 4. Joint One-Ownership Study | Approval    |
| 5. Bad Debts                 | Approval    |

Announcements

February 2024 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on January 23, 2024. This meeting was rescheduled from the normal date of January 16, 2024 due to inclement weather. Following a prayer and the Pledge of Allegiance, Chairman McCullough called the meeting to order. Board members present were Childs, Layne, McCullough, Nichols, and Reed. Chairman McCullough recognized a quorum.

A motion was made by Reed, seconded by Layne to approve the minutes as recorded for the December 19, 2023 board meeting. All voted yes.

A motion was made by Layne, seconded by Childs to approve the November 2023 Financial Reports. All voted yes.

A motion was made by Layne, seconded by Childs to approve the December 2023 Accounts Payable. All voted yes.

The 4<sup>th</sup> quarter 2023 overtime report was provided to the Board for information. There were no questions.

The budget report was provided to the Board for information. There were no questions.

As part of his report, Manager Bear gave a detailed update to the Board on the inclement weather which had occurred during the month of January. This included high winds and heavy rains on January 9-10, 2024 along with the the snow, ice, and bitter cold temperatures on January 17, 2024. TVA set an all-time peak demand of 34,526 MW at an average system temperature of 4 degrees across the valley on January 17, 2024. The previous record was in August 2007. Preliminary indications are that Rockwood Electric set a peak of slightly less than 82 MW around 8:30 am which is right at the same peak demand from December 2022 during winter storm Elliott. The electrical system held up nicely. We had one large outage east of Kingston on January 17<sup>th</sup> due to a relay failure on one of our breakers. We had only a few other outages with much less impact, including a few transformers that we had to replace. Our employees, especially the outside crews, did a marvelous job being ready to start with and then responding during very difficult conditions. There are a few things which we'll need to give some attention to, such as unbalanced loading, voltage drop, etc. Other items included in the Managers report included:

1. The failure of the video display in our Dispatch Room.
2. With Darrell Payne and Greg Eaton's retirement, we will be posting job openings for Apprentice Linemen.
3. The utility received a sponsorship request from the Roane Alliance for their annual Gala. The board took no action on this item.

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

There were no Public Comments.

There was no Old Business.

A motion was made by Layne, seconded by Nichols to ratify the purchase of 3-phase, pad mount transformers for inventory. These are some larger sizes and voltage levels to be available as spares and for potentially new customers. Lead times are over a year out. The purchase from GRESCO is for \$133,551.00 and the purchase from Border States is \$83,880.00. All voted yes.

A motion was made by Layne, seconded by Nichols to purchase software from Central Service Association to provide utility-wide access to information about the utility's network infrastructure to field and office personnel. The product, called "UtiliGo" interfaces with our GIS system. The one-time cost for set-up is \$10,000. The monthly fee is \$968.31 based on our meter count. All voted yes.

A motion was made by Nichols, seconded by Childs to budget \$20,000.00 to replace the defective video display in the Dispatch room with an interactive monitor and to purchase additional roll-around monitors for use in training. A proposal has been received through Cumberland Copier Service. All voted yes.

Under the "New Purchases" item, Manager Bear said that the System Coordination and Arc Flash Studies identified some pieces of equipment that are operating outside their design limits in terms of ability to withstand available fault current. In addition, there are other pieces of automation equipment needing to be replaced. The Board should expect a request to purchase equipment in the near future which is expensive and has long lead times.

A motion was made by Childs, seconded by Nichols to approve the aid-to-construction cost of \$18,981.13 for a new residential customer on Bowman Bend Road. The customer has already paid. All voted yes.

Manager Bear gave an update to the Board on its FEMA application for recovery of expenses due to inclement weather on August 7, 2023.

A motion was made by Layne, seconded by Nichols to approve and fund a joint one-ownership study to compare two location and determine the least cost option for a new delivery point (i.e., substation) in the Cumberland County area to serve ultimate load and other growth as a result of Flatrock Motorsports Park. Power Centric Solutions will do the work at a not-to-exceed cost of \$20,000. Cost estimations will be coordinated with both TVA and Flatrock. All voted yes. time, Service Electric is only used "as-needed" for storm response and for specialty equipment which we do not have. They were used significantly in 2023 due to the multiple instances of inclement weather. We need to maintain a continuous service agreement. All voted yes.

A motion was made by Layne, seconded by Childs to approve the write-off of uncollectible debts for October 2023, noting also the bad debts collected for December 2023. All voted yes.

Chairman McCullough congratulated Greg Eaton and Darrell Payne on their retirement from the Utility. Larry Brackett added that we were losing nearly 50 years of experience. The Board expressed their appreciation to all employees that worked during the inclement weather to keep the power on and restore power during outages.

Chairman McCullough announced the next Board meeting will be held on February 20, 2024 at 4:30 p.m.

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

Chairman  
Wade McCullough

Secretary/Treasurer  
Don Layne

Recorded by S.D. Garrett

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on December 19, 2023. Following a prayer and the Pledge of Allegiance, Chairman McCullough called the meeting to order. Board members present were Layne, McCullough, Nichols, and Reed. Childs was absent. Chairman McCullough recognized a quorum.

A motion was made by Layne, seconded by Nichols to approve the minutes as recorded for the November 21, 2023 Board meeting. All voted yes.

Manager Bear updated the Board on the Financial meeting with Chris Mitchell held earlier in the day.

- We expect volatility in the next few years with the monthly fuel cost adjustment which is passed through each month to our customers.
- Load factor continues to decrease which means we are not recovering our demand cost.
- Because our energy sales volume is below our prior 5-year average, we have a negative variance in the Grid Access Charge (GAC) which hurts us financially.
- Net income is expected to decrease over the next few years.
- O&M Expenses continue to increase. They are currently surpassing prior years and we have exposure to high levels of inflation.
- Sales remain flat. Fiscal year-to-date average residential and small commercial sales are among the lowest in the past 10 years.
- The long term financial forecast will have to include rate action to maintain cash reserves, invest in capital improvements, and cover rising O&M costs.
- The next meeting is on March 7, 2024 at 8:30 a.m. It is probable we will have some options to consider for rate action later in the year.

Marsha O'Keefe updated the Board on one of our investments which is maturing. \$1,000,000 was invested earlier in the year in a Certificate of Deposit with Simply Bank. They have quoted a renewal rate of 5% for a six (6) month CD. If we want to re-invest, the total amount would be \$1,025,243 which includes the interest earned. A motion was made by Reed, seconded by Nichols to approve the Certificate of Deposit rollover at the quoted rate and term. All voted yes.

A motion was made by Layne, seconded by Nichols to approve the October 2023 Financial Reports. All voted yes.

A motion was made by Layne, seconded by Reed to approve the November 2023 Accounts Payable. All voted yes.

The Budget Report was included in the Board's packet of material for information. There were no questions.

Mr. Layne informed the Board he rode with Larry Brackett to view tree trimming done by Kendall Vegetation Services in the New Hope Road and surrounding areas. He was impressed and said it was as good, if not better than, what the State of Tennessee did when he was working. He asked what our budget was for right-of-way maintenance and Ms. O'Keefe said it was \$580,000 for FY 2024.

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

- Sharon Deane of 3655 Buttermilk Road, Kingston, TN addressed the Board last month during the Visitor Comment period stating she was having trouble getting an easement form signed from her neighbors for a power line extension. Manager Bear said she now has power at her property.
- The most recent complaint from an amateur radio operator has been resolved and TVA is assisting us with the other customer who has issues.
- The new canopy at the Rockwood Office is in place. They will be finishing the concrete slab soon.
- There were no problems with any of the breakers at the Rockwood Primary and Kingston Substation following testing this past week.
- The lighting change-out at the Kingston I-40 exit may be finished by the end of the week.
- The cost to repair/recondition the 1,500 kVA pad mount, 3-phase transformer that we replaced at Victorian Square is \$14,575. We need to approve this repair.

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

There were no Public Comments.

There was no Old Business.

A motion was made by Reed, seconded by Nichols to ratify the purchase of a replacement components for our Automated Metering Infrastructure (AMI) equipment at the substations. The cost is \$11,671 each and we need to order two (2) of them to replenish our spare parts in inventory. The total cost is \$23,342. All voted yes.

A motion was made by Layne, seconded by Nichols to approve the repair of the pad mount transformer that was replaced at Victorian Square. Solomon Corporation gave a quote of \$14,575 to recondition the transformer. All voted yes.

There were no new projects to report.

A motion was made by Reed, seconded by Layne to renew Rockwood Electric Utility's 1/1/24-2025 Property & Casualty Insurance Renewals with Distributor's Insurance (DIC). The proposal includes renewal premiums for workers' compensation, general liability, vehicle & property, electronic data processing equipment, cyber & privacy protection, and fiduciary liability. The renewal is \$291,710.00 for CY2024 compared to \$270,837 for CY 2023. The net increase from CY 2023 is \$20,873.00 which is an effective increase of nearly 8% adjusted for exposure changes. The utility's experience modification factor increased from 1.16 to 1.67 (1.34 for 2022; 1.17 for 2021; 0.99 for 2020). The components used to calculate this factor are incurred losses and payroll by classification. A three-year rolling average is used. This years' experience modification factor is based on calendar years 2020-2022. We received a 5% discount for our drug free workplace program and a 2.5% SP2 credit on our workers' compensation renewal. Safety incentive award payments by DIC to REU employees since 2009 equals \$62,210. Rockwood Electric Utility is eligible to receive a \$28,000.00 return of surplus if we renew our

P&C insurance with Distributors Insurance. An executive summary of the proposal along with an itemized list of coverages and corresponding premiums is attached. A copy of last year's proposal and corresponding premiums is included in the board's packet of material for comparison. Manager Bear recommended we accept the proposal. All voted yes.

A motion was made by Layne, seconded by Nichols to accept the recommendation from Manager Bear to renew the rates with Service Electric effective through 11/30/2024. The new rate increases for labor are approximately 3.25%. Equipment increased less than 1%. At this time, Service Electric is only used "as-needed" for storm response and for specialty equipment which we do not have. They were used significantly in 2023 due to the multiple instances of inclement weather. We need to maintain a continuous service agreement. All voted yes.

A motion was made by Layne, seconded by Reed to approve the write-off of uncollectible debts for the period of September 2023 in the amount of \$2,818.81, and noted that bad debts collected of November 2023 were \$1,474.52. All voted yes.

Chairman McCullough announced the next Board meeting will be held on January 16, 2024 at 4:30 p.m. He also recognized Ralph Brown, who passed away recently, for his years of service on REU's Board. On behalf of the Board and employees he expressed our condolences to the Brown family.

Chairman McCullough and the Board wishes everyone a Merry Christmas and a Happy New Year.

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

Chairman  
Wade McCullough

Secretary/Treasurer  
Don Layne

Recorded by M. O'Keefe

## UTILITY PLANT

Description	Item	November 2023	November 2022
Electric Plant	1	\$70,333,495.78	\$68,165,456.76
Less Depreciation	2	\$21,746,336.13	\$20,621,728.84
<b>TOTAL</b>	<b>3</b>	<b>\$48,587,159.65</b>	<b>\$47,543,727.92</b>
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
<b>TOTAL PLANT - NET</b>	<b>6</b>	<b>\$48,587,159.65</b>	<b>\$47,543,727.92</b>

## OTHER PROPERTY AND INVESTMENTS

Description	Item	November 2023	November 2022
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$101,503.54	\$74,878.23
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$6,295,670.64	\$6,111,848.00
<b>TOTAL</b>	<b>13</b>	<b>\$6,397,174.18</b>	<b>\$6,186,726.23</b>

## CURRENT AND ACCRUED ASSETS

Description	Item	November 2023	November 2022
General Cash and Temporary Cash Investments	14	\$7,765,159.13	\$8,856,821.52
Accounts Receivable	15	\$1,468,932.30	\$1,970,907.68
Materials and Supplies	16	\$909,330.33	\$576,748.01
Prepayments	17	\$36,618.70	\$48,941.73
Other Current Assets	18	\$1,475,225.38	\$1,333,120.17
<b>TOTAL</b>	<b>19</b>	<b>\$11,655,265.84</b>	<b>\$12,786,539.11</b>

## DEFERRED DEBITS

Description	Item	November 2023	November 2022
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	
Energy Service Loans Receivables	24	\$29,058.26	\$48,247.52
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
<b>TOTAL</b>	<b>27</b>	<b>\$29,058.26</b>	<b>\$48,247.52</b>

## TOTAL ASSETS AND OTHER DEBITS

Description	Item	November 2023	November 2022
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>28</b>	<b>\$66,668,657.93</b>	<b>\$66,565,240.78</b>

## ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	\$101,503.54
Construction Work In-Progress Included in Item No. 1	\$584,474.29
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	November 2023	November 2022
Membership Certificates	30	\$0.00	

## UNAPPROPRIATED EARNINGS

Description	Item	November 2023	November 2022
End of Previous Year	--	\$51,388,497.17	\$49,907,296.39
Retained Earnings Adjustment	--	\$0.00	
Beginning of Year	33A	\$51,388,497.17	\$49,907,296.39
Current Year	34A	\$620,235.57	\$1,054,295.22
<b>TOTAL</b>	<b>35A</b>	<b>\$52,008,732.74</b>	<b>\$50,961,591.61</b>

## UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	November 2023	November 2022
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	November 2023	November 2022
<b>Total</b>	<b>--</b>	<b>\$52,008,732.74</b>	<b>\$50,961,591.61</b>

## LONG-TERM DEBT

Description	Item	November 2023	November 2022
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$2,000,000.00	\$2,500,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$19,684.08	\$24,408.24
<b>TOTAL</b>	<b>41</b>	<b>\$2,019,684.08</b>	<b>\$2,524,408.24</b>

## OTHER NON-CURRENT LIABILITIES

Description	Item	November 2023	November 2022
Postretirement Benefits	39.2	\$6,295,822.11	\$6,473,928.82
Energy Service Loans - Advances	42	\$26,215.00	\$45,404.26
Energy Service Loans - Other	43	\$0.00	
<b>TOTAL</b>	<b>44</b>	<b>\$6,322,037.11</b>	<b>\$6,519,333.08</b>

**CURRENT AND ACCRUED LIABILITIES**

Description		Item	November 2023	November 2022
TVA Notes Payable		45.1	\$0.00	
Other Notes Payable		45.2	\$0.00	
Accounts Payable		46	\$3,995,192.16	\$4,215,149.71
Customer Deposits		47	\$1,657,663.10	\$1,555,024.47
Taxes and Equivalents Accrued		48	\$39,007.40	\$34,164.01
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	(\$3,385.37)	(\$4,218.75)
Other Current Liabilities		53	\$693,627.57	\$724,191.75
<b>TOTAL</b>		<b>54</b>	<b>\$6,382,104.86</b>	<b>\$6,524,311.19</b>

**DEFERRED CREDITS**

Description		Item	November 2023	November 2022
Advances for Construction - Refundable		55	\$0.00	
Other Deferred Credits		56	(\$63,900.86)	\$35,596.66
<b>TOTAL</b>		<b>57</b>	<b>(\$63,900.86)</b>	<b>\$35,596.66</b>

**TOTAL LIABILITIES AND OTHER CREDITS**

Description		Item	November 2023	November 2022
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>		<b>58</b>	<b>\$66,668,657.93</b>	<b>\$66,565,240.78</b>

### OPERATING REVENUE

Description	Item	November 2023	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$2,480,497.01	\$14,787,897.87
Revenue From Late Payments	60	\$10,528.51	\$57,350.23
Miscellaneous Service Revenue	61	\$3,400.00	\$18,210.00
Rent From Electric Property	62	\$60,007.57	\$301,837.85
Other Electric Revenue	63	\$5.00	\$25.00
<b>TOTAL OPERATING REVENUE</b>	<b>64</b>	<b>\$2,554,438.09</b>	<b>\$15,165,320.95</b>

### PURCHASED POWER

Description	Item	November 2023	Year to Date
<b>TOTAL POWER COST (PAGE 7, ITEM 342)</b>	<b>65</b>	<b>\$1,944,602.97</b>	<b>\$10,462,304.60</b>

### OPERATING EXPENSE

Description	Item	November 2023	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$150,674.47	\$618,199.18
Customer Accounts Expense	68	\$79,550.01	\$311,808.05
Customer Service and Informational Expense	69	\$958.33	\$4,791.65
Sales Expense	70	\$0.00	\$12,488.00
Administrative and General Expense	71	\$314,248.26	\$1,266,501.40
<b>OPERATING EXPENSE</b>	<b>72</b>	<b>\$545,431.07</b>	<b>\$2,213,788.28</b>

### MAINTENANCE EXPENSE

Description	Item	November 2023	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$146,144.23	\$625,001.85
Administrative and General Expense	75	\$80.00	\$17,210.01
<b>MAINTENANCE EXPENSE</b>	<b>76</b>	<b>\$146,224.23</b>	<b>\$642,211.86</b>

### OTHER OPERATING EXPENSE

Description	Item	November 2023	Year to Date
Depreciation Expense	77	\$143,430.16	\$713,698.91
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$127,572.64	\$515,596.87
<b>OTHER OPERATING EXPENSE</b>	<b>80</b>	<b>\$271,002.80</b>	<b>\$1,229,295.78</b>

### TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	November 2023	Year to Date
<b>TOTAL OPERATING EXPENSE AND PURCHASED POWER</b>	<b>81</b>	<b>\$2,907,261.07</b>	<b>\$14,547,600.52</b>

### INCOME

Description	Item	November 2023	Year to Date
<b>Operating Income (Item 64, Less Item 81)</b>	<b>82</b>	<b>(\$352,822.98)</b>	<b>\$617,720.43</b>
Other Income	83	\$0.00	\$31,145.00
<b>TOTAL INCOME</b>	<b>84</b>	<b>(\$352,822.98)</b>	<b>\$648,865.43</b>
Miscellaneous Income Deductions	85	\$1,761.46	\$4,129.51
<b>NET INCOME BEFORE DEBT EXPENSE</b>	<b>86</b>	<b>(\$354,584.44)</b>	<b>\$644,735.92</b>

**DEBT EXPENSE**

Description	Item	November 2023	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	\$3,385.41	\$26,468.75
Interest - TVA	90.2	\$0.00	
Other Interest Expense	92	\$0.00	
Amortization of Debt Discount and Expense	93	\$0.00	
Amortization of Premium on Debt - Credit	94	(\$393.68)	(\$1,968.40)
<b>TOTAL DEBT EXPENSE</b>	<b>95</b>	<b>\$2,991.73</b>	<b>\$24,500.35</b>

**NET INCOME**

Description	Item	November 2023	Year to Date
Net Income Before Extraordinary Items and Subsidiary Earnings (Item 86, Less Item 95)	96	(\$357,576.17)	\$620,235.57
Extraordinary Items	97	\$0.00	
Subsidiary Earnings	97.1	\$0.00	
<b>NET INCOME</b>	<b>98</b>	<b>(\$357,576.17)</b>	<b>\$620,235.57</b>

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

Description	November 2023	November 2022
Net Income	\$620,235.57	\$1,054,295.22
<b>Adjustments to Reconcile Net Income to Net Cash:</b>		
Depreciation	\$713,698.91	\$694,864.36
<b>Amortization of:</b>		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$1,968.40)	(\$1,968.40)
<b>Changes in Current and Deferred Items:</b>		
Accounts Receivable	\$504,869.95	\$345,910.56
Materials and Supplies	(\$40,983.66)	\$10,531.88
Prepayments and Other Current Assets	(\$155,160.35)	(\$131,777.85)
Deferred Debits		
Accounts Payable	(\$307,277.50)	(\$836,409.41)
Customer Deposits	\$32,754.63	\$47,300.00
Taxes and Interest Accrued	\$35,622.03	\$29,945.26
Other Current Liabilities	(\$249,569.88)	(\$223,589.03)
Deferred Credits	(\$49,333.06)	\$29,588.36
Retained Earnings Adjustments		
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>\$1,102,888.24</b>	<b>\$1,018,690.95</b>

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

Description	November 2023	November 2022
Change in Net Plant	(\$1,980,933.37)	(\$955,554.13)
<b>Net Change in Other Property and Investment</b>		
Energy Service Loans Receivable	\$6,673.74	\$16,283.46
<b>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>	<b>(\$1,974,259.63)</b>	<b>(\$939,270.67)</b>

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

Description	November 2023	November 2022
Change in Long-Term Debt	(\$299,113.80)	(\$378,411.14)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$6,673.74)	(\$16,283.46)
Post Retirement Benefit Adjustments	\$151.47	\$362,080.82
<b>NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>	<b>(\$305,636.07)</b>	<b>(\$32,613.78)</b>

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

Description	November 2023	November 2022
<b>NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS</b>	<b>(\$1,177,007.46)</b>	<b>\$46,806.50</b>
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$8,942,166.59	\$8,810,015.02
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$7,765,159.13	\$8,856,821.52

**STATISTICAL DATA - REVENUE**

Class of Service	Item	November 2023	Year to Date
Residential	100	\$1,434,947.30	\$8,719,114.96
Gen. Power - 50 kW & Under	101	\$350,957.78	\$2,118,295.56
Gen. Power - Over 50 kW	102	\$638,836.66	\$3,666,325.08
Electric Vehicles	102.1	\$0.00	
Street and Athletic - Codes 72, 73 & 74	103	\$17,230.11	\$87,968.47
Outdoor Lighting - Codes 75, 77 & 78	104	\$38,525.16	\$196,193.80
<b>SUBTOTAL</b>	<b>330</b>	<b>\$2,480,497.01</b>	<b>\$14,787,897.87</b>
Unbilled Revenue	331	\$0.00	
<b>TOTAL (PAGE 3, ITEM 59)</b>	<b>332</b>	<b>\$2,480,497.01</b>	<b>\$14,787,897.87</b>

**STATISTICAL DATA - KILOWATT-HOURS SOLD**

Class of Service	Item	November 2023	Year to Date
Residential	107	11,127,184	68,302,412
Gen. Power - 50 kW & Under	108	2,228,138	13,812,620
Gen. Power - Over 50 kW	109	5,863,318	34,186,256
Electric Vehicles	109.1	0	
Street and Athletic - Codes 72, 73 & 74	110	114,367	564,489
Outdoor Lighting - Codes 75, 77 & 78	111	178,512	899,389
<b>TOTAL</b>	<b>335</b>	<b>19,511,519</b>	<b>117,765,166</b>
Kilowatt-hours for Own Use	113	35,107	176,066
<b>TOTAL KILOWATT-HOURS SOLD AND USED</b>	<b>114</b>	<b>19,546,626</b>	<b>117,941,232</b>
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

**STATE & 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	\$501.26	
Gen Partners-GP < 50kW	801	\$543.57	
Gen Partners-GP > 50kW	802	\$357.51	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

**PURCHASED POWER - AMOUNT**

Description	Item	November 2023	Year to Date
Purchased Power (TVA)	115	\$1,944,602.97	\$10,462,304.60
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
<b>TOTAL FROM TVA</b>	<b>118</b>	<b>\$1,944,602.97</b>	<b>\$10,462,304.60</b>
Other Purchased Power	218	\$0.00	
<b>SUBTOTAL</b>	<b>340</b>	<b>\$1,944,602.97</b>	<b>\$10,462,304.60</b>
Unbilled Purchases	341	\$0.00	
<b>TOTAL (PAGE 3, ITEM 65)</b>	<b>342</b>	<b>\$1,944,602.97</b>	<b>\$10,462,304.60</b>

**PURCHASED POWER - KILOWATT-HOURS PURCHASED**

Description	Item	November 2023	Year to Date
Purchased Power (TVA)	119	22,216,752	124,117,740
<b>TOTAL FROM TVA</b>	<b>122</b>	<b>22,216,752</b>	<b>124,117,740</b>
Other Purchased Power	222	0	
<b>TOTAL</b>	<b>345</b>	<b>22,216,752</b>	<b>124,117,740</b>
Less Kilowatt-hours Sold and Used (Item 114)	123	19,546,626	117,941,232
Line Losses and Kilowatt-hours Unaccounted for	124	2,670,126	6,176,508
Percent of Losses to Purchases (2 Decimal Places)	125	12.02%	4.98%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	8.75	8.43
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	November 2023	November 2022
Residential	675	11,959	11,913
Gen. Power - 50 kW & Under	680	3,022	2,912
Gen. Power - Over 50 kW	685	133	126
Electric Vehicles	685.1	0	
Street and Athletic - Codes 72, 73 & 74	690	37	37
Outdoor Lighting - Code 78	693	116	132
<b>TOTAL</b>	<b>694</b>	<b>15,267</b>	<b>15,120</b>
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,130	2,151

*Michelle Adcock*  
1/5/24

## UTILITY PLANT

Description	Item	December 2023	December 2022
Electric Plant	1	\$70,514,973.30	\$68,238,962.76
Less Depreciation	2	\$21,890,081.05	\$20,752,774.40
<b>TOTAL</b>	<b>3</b>	<b>\$48,624,892.25</b>	<b>\$47,486,188.36</b>
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
<b>TOTAL PLANT - NET</b>	<b>6</b>	<b>\$48,624,892.25</b>	<b>\$47,486,188.36</b>

## OTHER PROPERTY AND INVESTMENTS

Description	Item	December 2023	December 2022
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$101,503.54	\$74,878.23
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$6,295,670.64	\$6,111,848.00
<b>TOTAL</b>	<b>13</b>	<b>\$6,397,174.18</b>	<b>\$6,186,726.23</b>

## CURRENT AND ACCRUED ASSETS

Description	Item	December 2023	December 2022
General Cash and Temporary Cash Investments	14	\$7,822,019.31	\$9,201,416.77
Accounts Receivable	15	\$1,844,308.83	\$2,143,831.94
Materials and Supplies	16	\$908,117.84	\$648,653.59
Prepayments	17	\$12,968.16	\$25,936.32
Other Current Assets	18	\$1,529,907.87	\$1,382,481.15
<b>TOTAL</b>	<b>19</b>	<b>\$12,117,322.01</b>	<b>\$13,402,319.77</b>

## DEFERRED DEBITS

Description	Item	December 2023	December 2022
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	
Energy Service Loans Receivables	24	\$27,810.69	\$46,615.50
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
<b>TOTAL</b>	<b>27</b>	<b>\$27,810.69</b>	<b>\$46,615.50</b>

## TOTAL ASSETS AND OTHER DEBITS

Description	Item	December 2023	December 2022
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>28</b>	<b>\$67,167,199.13</b>	<b>\$67,121,849.86</b>

## ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	\$101,503.54
Construction Work In-Progress Included in Item No. 1	\$677,634.18
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 2023	December 2022
Membership Certificates	30	\$0.00	

## UNAPPROPRIATED EARNINGS

Description	Item	December 2023	December 2022
End of Previous Year	--	\$51,388,497.17	\$49,907,296.39
Retained Earnings Adjustment	--	\$0.00	
Beginning of Year	33A	\$51,388,497.17	\$49,907,296.39
Current Year	34A	\$621,048.44	\$758,383.59
<b>TOTAL</b>	<b>35A</b>	<b>\$52,009,545.61</b>	<b>\$50,665,679.98</b>

## UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description	Item	December 2023	December 2022
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 2023	December 2022
<b>Total</b>	--	<b>\$52,009,545.61</b>	<b>\$50,665,679.98</b>

## LONG-TERM DEBT

Description	Item	December 2023	December 2022
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$2,000,000.00	\$2,500,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$19,290.40	\$24,014.56
<b>TOTAL</b>	<b>41</b>	<b>\$2,019,290.40</b>	<b>\$2,524,014.56</b>

## OTHER NON-CURRENT LIABILITIES

Description	Item	December 2023	December 2022
Postretirement Benefits	39.2	\$6,295,822.11	\$6,464,979.79
Energy Service Loans - Advances	42	\$24,967.43	\$43,772.24
Energy Service Loans - Other	43	\$0.00	
<b>TOTAL</b>	<b>44</b>	<b>\$6,320,789.54</b>	<b>\$6,508,752.03</b>

**CURRENT AND ACCRUED LIABILITIES**

Description	Item	December 2023	December 2022
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$4,592,096.95	\$5,159,779.90
Customer Deposits	47	\$1,664,763.10	\$1,558,024.47
Taxes and Equivalents Accrued	48	\$4,217.41	\$115.14
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	\$633,131.87	\$671,056.36
<b>TOTAL</b>	<b>54</b>	<b>\$6,894,209.33</b>	<b>\$7,388,975.87</b>

**DEFERRED CREDITS**

Description	Item	December 2023	December 2022
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	(\$76,635.75)	\$34,427.42
<b>TOTAL</b>	<b>57</b>	<b>(\$76,635.75)</b>	<b>\$34,427.42</b>

**TOTAL LIABILITIES AND OTHER CREDITS**

Description	Item	December 2023	December 2022
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>58</b>	<b>\$67,167,199.13</b>	<b>\$67,121,849.86</b>

### OPERATING REVENUE

Description	Item	December 2023	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$2,958,563.26	\$17,746,461.13
Revenue From Late Payments	60	\$9,679.59	\$67,029.82
Miscellaneous Service Revenue	61	\$3,110.00	\$21,320.00
Rent From Electric Property	62	\$60,401.99	\$362,239.84
Other Electric Revenue	63	\$5.00	\$30.00
<b>TOTAL OPERATING REVENUE</b>	<b>64</b>	<b>\$3,031,759.84</b>	<b>\$18,197,080.79</b>

### PURCHASED POWER

Description	Item	December 2023	Year to Date
<b>TOTAL POWER COST (PAGE 7, ITEM 342)</b>	<b>65</b>	<b>\$2,187,747.52</b>	<b>\$12,650,052.12</b>

### OPERATING EXPENSE

Description	Item	December 2023	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$154,784.35	\$772,983.53
Customer Accounts Expense	68	\$76,058.17	\$387,866.22
Customer Service and Informational Expense	69	\$958.33	\$5,749.98
Sales Expense	70	\$0.00	\$12,488.00
Administrative and General Expense	71	\$241,231.34	\$1,507,732.74
<b>OPERATING EXPENSE</b>	<b>72</b>	<b>\$473,032.19</b>	<b>\$2,686,820.47</b>

### MAINTENANCE EXPENSE

Description	Item	December 2023	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$108,109.18	\$733,111.03
Administrative and General Expense	75	\$684.16	\$17,894.17
<b>MAINTENANCE EXPENSE</b>	<b>76</b>	<b>\$108,793.34</b>	<b>\$751,005.20</b>

### OTHER OPERATING EXPENSE

Description	Item	December 2023	Year to Date
Depreciation Expense	77	\$143,599.73	\$857,298.64
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$113,925.47	\$629,522.34
<b>OTHER OPERATING EXPENSE</b>	<b>80</b>	<b>\$257,525.20</b>	<b>\$1,486,820.98</b>

### TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	December 2023	Year to Date
<b>TOTAL OPERATING EXPENSE AND PURCHASED POWER</b>	<b>81</b>	<b>\$3,027,098.25</b>	<b>\$17,574,698.77</b>

### INCOME

Description	Item	December 2023	Year to Date
<b>Operating Income (Item 64, Less Item 81)</b>	<b>82</b>	<b>\$4,661.59</b>	<b>\$622,382.02</b>
Other Income	83	\$0.00	\$31,145.00
<b>TOTAL INCOME</b>	<b>84</b>	<b>\$4,661.59</b>	<b>\$653,527.02</b>
Miscellaneous Income Deductions	85	\$857.03	\$4,986.54
<b>NET INCOME BEFORE DEBT EXPENSE</b>	<b>86</b>	<b>\$3,804.56</b>	<b>\$648,540.48</b>

**DEBT EXPENSE**

Description	Item	December 2023	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	\$3,385.37	\$29,854.12
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>\$2,991.69</b>	<b>\$27,492.04</b>

**NET INCOME**

Description	Item	December 2023	Year to Date
Net Income Before Extraordinary Items and Subsidiary Earnings (Item 86, Less Item 95)	96	\$812.87	\$621,048.44
Extraordinary Items	97	\$0.00	
Subsidiary Earnings	97.1	\$0.00	
<b>NET INCOME</b>	<b>98</b>	<b>\$812.87</b>	<b>\$621,048.44</b>

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

Description	December 2023	December 2022
Net Income	\$621,048.44	\$758,383.59
<b>Adjustments to Reconcile Net Income to Net Cash:</b>		
Depreciation	\$857,298.64	\$834,579.04
<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	\$129,493.42	\$172,986.30
Materials and Supplies	(\$39,771.17)	(\$61,373.70)
Prepayments and Other Current Assets	(\$186,192.30)	(\$158,133.42)
Deferred Debits		
Accounts Payable	\$289,627.29	\$108,220.78
Customer Deposits	\$39,854.63	\$50,300.00
Taxes and Interest Accrued	\$4,217.41	\$115.14
Other Current Liabilities	(\$310,065.58)	(\$276,724.42)
Deferred Credits	(\$62,067.95)	\$28,419.12
Retained Earnings Adjustments		
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>\$1,341,080.75</b>	<b>\$1,454,410.35</b>

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

Description	December 2023	December 2022
Change in Net Plant	(\$2,162,265.70)	(\$1,037,729.25)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$7,921.31	\$17,915.48
<b>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>	<b>(\$2,154,344.39)</b>	<b>(\$1,019,813.77)</b>

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

Description	December 2023	December 2022
Change in Long-Term Debt	(\$299,113.80)	(\$378,411.14)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$7,921.31)	(\$17,915.48)
Post Retirement Benefit Adjustments	\$151.47	\$353,131.79
<b>NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>	<b>(\$306,883.64)</b>	<b>(\$43,194.83)</b>

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

Description	December 2023	December 2022
<b>NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS</b>	<b>(\$1,120,147.28)</b>	<b>\$391,401.75</b>
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$8,942,166.59	\$8,810,015.02
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$7,822,019.31	\$9,201,416.77

**STATISTICAL DATA - REVENUE**

Class of Service	Item	December 2023	Year to Date
Residential	100	\$1,821,157.96	\$10,540,272.92
Gen. Power - 50 kW & Under	101	\$420,670.25	\$2,538,965.81
Gen. Power - Over 50 kW	102	\$660,078.91	\$4,326,403.99
Electric Vehicles	102.1	\$0.00	
Street and Athletic - Codes 72, 73 & 74	103	\$17,271.06	\$105,239.53
Outdoor Lighting - Codes 75, 77 & 78	104	\$39,385.08	\$235,578.88
<b>SUBTOTAL</b>	<b>330</b>	<b>\$2,958,563.26</b>	<b>\$17,746,461.13</b>
Unbilled Revenue	331	\$0.00	
<b>TOTAL (PAGE 3, ITEM 59)</b>	<b>332</b>	<b>\$2,958,563.26</b>	<b>\$17,746,461.13</b>

**STATISTICAL DATA - KILOWATT-HOURS SOLD**

Class of Service	Item	December 2023	Year to Date
Residential	107	14,695,953	82,998,365
Gen. Power - 50 kW & Under	108	2,764,277	16,576,897
Gen. Power - Over 50 kW	109	5,943,355	40,129,611
Electric Vehicles	109.1	0	
Street and Athletic - Codes 72, 73 & 74	110	112,980	677,469
Outdoor Lighting - Codes 75, 77 & 78	111	181,139	1,080,528
<b>TOTAL</b>	<b>335</b>	<b>23,697,704</b>	<b>141,462,870</b>
Kilowatt-hours for Own Use	113	43,804	219,870
<b>TOTAL KILOWATT-HOURS SOLD AND USED</b>	<b>114</b>	<b>23,741,508</b>	<b>141,682,740</b>
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

**STATE & 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	\$369.56	
Gen Partners-GP < 50kW	801	\$350.75	
Gen Partners-GP > 50kW	802	\$1,442.03	
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 2023	Year to Date
Purchased Power (TVA)	115	\$2,187,747.52	\$12,650,052.12
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
<b>TOTAL FROM TVA</b>	<b>118</b>	<b>\$2,187,747.52</b>	<b>\$12,650,052.12</b>
Other Purchased Power	218	\$0.00	
<b>SUBTOTAL</b>	<b>340</b>	<b>\$2,187,747.52</b>	<b>\$12,650,052.12</b>
Unbilled Purchases	341	\$0.00	
<b>TOTAL (PAGE 3, ITEM 65)</b>	<b>342</b>	<b>\$2,187,747.52</b>	<b>\$12,650,052.12</b>

**PURCHASED POWER - KILOWATT-HOURS PURCHASED**

Description	Item	December 2023	Year to Date
Purchased Power (TVA)	119	27,216,560	151,334,300
<b>TOTAL FROM TVA</b>	<b>122</b>	<b>27,216,560</b>	<b>151,334,300</b>
Other Purchased Power	222	0	
<b>TOTAL</b>	<b>345</b>	<b>27,216,560</b>	<b>151,334,300</b>
Less Kilowatt-hours Sold and Used (Item 114)	123	23,741,508	141,682,740
Line Losses and Kilowatt-hours Unaccounted for	124	3,475,052	9,651,560
Percent of Losses to Purchases (2 Decimal Places)	125	12.77%	6.38%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	8.04	8.36
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 2023	December 2022
Residential	675	11,964	11,929
Gen. Power - 50 kW & Under	680	3,053	2,934
Gen. Power - Over 50 kW	685	132	129
Electric Vehicles	685.1	0	
Street and Athletic - Codes 72, 73 & 74	690	37	37
Outdoor Lighting - Code 78	693	117	133
<b>TOTAL</b>	<b>694</b>	<b>15,303</b>	<b>15,162</b>
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,133	2,149

*Michele Adcock 2/1/24*

*Manager of Accounting*

Minutes of November 30, 2023  
ROANE COUNTY E-911 QUARTERLY BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, November 30, 2023 at 9:00 am. at the E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room for a regular quarterly meeting.

**MEMBERS PRESENT:** Tim Suter, Bobby Anderson, Tony Brown, Jack Stockton, Keith Farmer, Baron Tapp (Remote), Ben Wilson (Remote)

**MEMBERS ABSENT:** Cecil Crowe

**EMPLOYEES PRESENT:** Bryan Walker, Lou Goldblatt

**EMPLOYEES ABSENT:** Kim Tharp

**OTHERS PRESENT** none

**CALL TO ORDER:**

Chairman Tim Suter called the meeting to order promptly at 9:04 am. There was a quorum of five declared in person, two on remote access.

**APPROVAL OF MINUTES:**

Mr. Farmer made a motion to approve the minutes of Regular Quarterly Meeting on September 28, 2023, Mr. Stockton second the motion. No discussion. All present and remote voted Aye, motion carried.

**FINANCIAL REPORTS:**

Mr. Anderson made a motion to approve the September and October Variance reports, Mr. Stockton second the motion. All present voted Aye. Mr. Wilson and Mr. Tapp remote voted aye.

**PUBLIC COMMENT:** NONE

**FUND BALANCES:**

Chairman Suter presented the October 31, 2023 fund balance report.

**PERSONNEL COMMITTEE:**

Mr. Brown let the board know that there wasn't enough at the scheduled meeting on November 7 to take any action so it was cancelled. Regarding the 401k & 457b deferred compensation plans, Director Walker has spoken to all but two of the employees and most have expressed an interest in the plans and speaking with the representative regarding them and their retirement with TCRS. These plans will not create an expense to the RCECD for the current budget year. Mr. Brown made a motion to proceed with these plans if there is a minimum of Six employees expressing interest. Mr. Anderson second the motion. All members in person and remote voted Aye.

Another item that was to be discussed at the meeting was the Open Meeting Law that would allow board members to call in and would be counted to make a quorum for the meeting. If adopted this would require the 911 Center to post all minutes/agenda online and keep minutes available online for three years. This will also set limits to the length of public comments and every vote will have to be a roll call vote. This will create an added expense for the center and will need to be researched. Director Walker has talked with Morgan County and Rhea County 911 centers and they are small centers like we are and aren't adopting this for their meetings. The board asked Director Walker to send this law to Attorney Leffew to get an opinion and a recommendation from him. Mr. Anderson made a motion to table this to the next meeting. Mr. Wilson second the motion. All members in person and remote voted Aye.

Another item that was to be discussed was the Director's evaluation form. The current form needs to be updated or re-worked and re-formatted. Chairman Suter recommended to use Survey Monkey for the evaluation form. Mr. Brown said Kingston City uses MTAS to submit their evaluations to and they score it and return the results. Mr. Tapp and Mr. Wilson recommended to move the meeting time to 2 pm to make it easier for them to attend. Director Walker's employment contract is also expired and up for renewal. This will be addressed at the next personnel committee meeting. This committee is made up of Mr. Brown (Chair), Mr. Wilson, Mr. Tapp and Mr. Stockton currently.

**BUDGET/FINANCE COMMITTEE:**

This committee is made up of Mr. Crowe (Chair temp.), Mr. Wilson, Mr. Anderson currently. The center is in need of upgrading its backup server. Mr. Goldblatt has reached out to DELL who is under state contract for a quote of approximately

\$12,000 which will be managed in house by our I.T. The board recommended that Director Walker reach out to Lynn Farnham with the County Purchasing department to see if we need to get bids on this and if so, what the process is.

Regarding the State Pool Investment Fund, the board recommended that Director Walker reach out to Mr. Chris Mason with the county trustee's office to get some guidance and direction as to what the county has done. Director Walker as asked to reach out to Region's bank and find out what the process is and bring this to the committee. When this information is together along with the server information, the board will call a special meeting and get these two items in the works.

**BUILDING/ EQUIPMENT:** Hasn't met. The information for this committee was the Server and it was covered in the previous budget & finance report.

**CHAIRMAN REPORT:**

Chairman appreciated Director Walker communicating when the phones and Cad mapping system went down. The board needs to set spending limits for the director which will be deferred to the budget/finance committee for recommendation.

Chairman held election of officers; the Nominating committee will remain the same. Secretary/Treasurer position was opened for nominations and Mr. Wilson made a nomination of Mr. Brown for that position, Mr. Stockton second the nomination all members present and Mr. Wilson remote and Mr. Tapp remote all voted Aye. Vice Chairman/check signer position was opened for nominations and Mr. Stockton nominated Mr. Anderson for that position, Mr. Farmer second the nomination, all members present and Mr. Wilson remote and Mr. Tapp remote all voted Aye. Chairman position was opened for nominations and Mr. Wilson nominated Mr. Suter for that position, Mr. Anderson second the nomination, all members present and Mr. Wilson remote and Mr. Tapp remote all voted Aye.

**DIRECTORS REPORT:**

Director Walker reported that AT&T phones are working to set up redundancy back-up. There had been a billing mess up from our move in to the new center and this has now been cleared up. We are needing to upgrade our internet service to better serve our center and constituents. (Mr. Wilson remote left the meeting at 9:58 am.) Director has been participating in the local Christmas parades with the Command Truck. We have a new hire that is doing very well in her training and there are others interested in the remaining open positions and he will be touching base with them.

**NEW BUSINESS:**

There was no new business.

**OLD BUSINESS:**

Director Walker will be gathering the policies he has found and getting together with the personnel committee. Text to 911 has been being used for a while now, the last company T-Mobile is now online with it this week. Chairman Suter would like to do an official public "roll out" of the availability of this with the Roane County News, BBB Communications and on our Website. Director Walker will complete the press release that is provided by the state to get this organized. The employee gun carry issue has been handled in-house. Chairman Suter asked the Director to get a policy written regarding this and present it to the personnel committee. Chairman Suter read off the committee members: Budget/Finance – Chair Mr. Crowe, Mr. Wilson, Mr. Farmer, Mr. Anderson; Personnel – Chair Mr. Brown, Mr. Wilson, Mr. Tapp, Mr. Stockton, New member; Building/Equipment – Chair Mr. Brown, Mr. Suter, Mr. Stockton, Mr. Farmer; Nominating – Mr. Wilson, Mr. Tapp, Mr. Anderson, New member. Mr. Farmer made a motion to extend the Director's employment contract until the personnel committee has reviewed it and made any adjustments. Mr. Stockton second the motion. All members present and Mr. Tapp remote voted Aye. Mr. Brown asked about getting bids out to have the trees removed from the outlying area of the property (we already have some that have fallen). This will need to go to the building/ equipment committee. Mr. Suter said he will talk to the highway department also.

**ADJOURNMENT:**

Mr. Tapp remote made a motion to adjourn at 10:15 a.m., Mr. Anderson second the motion. Next regular quarterly meeting was scheduled for February 22, 2024 at 2:00 p.m. There will be a personnel committee meeting December 11, 2023 at 2:00 p.m. at the Roane County Sheriff's Office.

Regular Meeting September 28, 2023 minutes were approved on November 30, 2023 regular meeting.

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Tim Suter/Chairman

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Tony Brown/Secretary-Treasurer

MINUTES OF JANUARY 22, 2024  
ROANE COUNTY E-911 SPECIAL CALLED BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Monday, January 22, 2024 at 12:00 p.m. at 220 N. Third Street, Kingston to discuss purchasing a new Server for the 911 center.

**MEMBERS PRESENT:** Tim Suter, Thomas Boduch, Tony Brown, Baron Tapp, Bobby Anderson, Jack Stockton, Keith Farmer (Remote), Ben Wilson (Remote)

**MEMBERS ABSENT:** Oliver Springs Representative seat is vacant

**EMPLOYEES PRESENT:** Bryan Walker, Lou Goldblatt

**OTHERS PRESENT:** Justin Brown

**CALL TO ORDER:**

Chairman Suter called the meeting to order at 12:03 p.m. with a total of 6 in person and 2 on Remote access. This meeting was called to discuss the purchase of a new Server and Back-up server for the 911 Center. Director Walker presented the bids he has received from Dell Technologies, which is a state contract supplier. The cost for the PowerEdge R650xs – [AMER\_R650XS\_15108] Server is \$11,442.09. This upgrade will give us ample space for future growth and alleviate the inability of the current server to be updated in a timely manner and not have down time in dispatching calls. The cost of a PowerEdgeR550 – [AMER\_R550\_15128] back-up server is \$6,740.79. The money for both of these will come out as a Capital Expense. (This will be charged to account #1308 Communications Equipment and be put on our depreciation schedule per our Accountants.) Mr. Brown made a motion to move the money from our Revenue Fund (Capital) to Operating to pay for these two items totaling \$18,182.88. Mr. Boduch second the motion. A roll call vote was taken: All present voted Yes, Mr. Farmer (Remote) yes, Mr. Wilson (Remote) yes. Motion carried unanimously.

**ADJOURNMENT:**

Mr. Anderson made a motion to adjourn the meeting at 12:15 p.m. meeting was adjourned.

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Tony Brown / Secretary-Treasurer

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Tim Suter/Chairman

AGENDA  
RCECD 911 QUARTERLY BOARD MEETING  
FEBRUARY 29, 2024 2:00 PM

CALL TO ORDER

Approval of minutes of November 30, 2023, Special Called January 22, 2024  
Approval of November, December, January variance reports  
Third Quarter Budget Amendments

PUBLIC COMMENT

COMPTROLLER

January 2024 Fund Balances

PERSONNEL COMMITTEE

Chairman's report  
Open Meeting Law

BUDGET AND FINANCE COMMITTEE

State Pool Investment

BUILDING/ EQUIPMENT COMMITTEE

Hasn't met

CHAIRMAN

General report  
Annual Audit  
Spending Limit Policy for Director

DIRECTOR'S REPORT

General report

OLD BUSINESS

RCECD Policies  
Text to 911  
Tree Removal  
Director Employment Contract

NEW BUSINESS

	2023-2024	Amended	Quarter 3	
<b>REVENUES</b>	<b>APPROVED</b>			
3010 TCA Section 7-86-303 Receipts	640,518			
3020 TCA Section 7-86-130 Receipts	305,122			
3060 Local Government Contracts	754,548			
3070 Contracted Services	53,021			
3080 Sales & Fees	250			
5002 Interest Income	240			
5099 Other Non-Operating Revenue	47,722			
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b>1,801,421</b>			
<b>SALARIES AND WAGES</b>				
4001 Director	75,755			
4002 Administrative Personnel (3)	139,997			
4004 Telecommunicators (11+OT)	555,070			
4005 Dispatch Supervisor Personnel (2+OT)	55,195			
4006 Mapping/Addressing Personnel (1.5)	55,458			
4007 Janitor	5,895			
4012 IT Personnel	50,685			
4013.12 Compensated Absences	20,576			
4099.11 Other Payroll Costs	11,928			
4101 Social Security	60,714			
4102 Medicare	14,086			
4104 Medical Insurance	175,570	174,570	(1,000)	*
4106.21 Life Insurance	1,296			
4107 Unemployment Compensation	1,176			
4108 Pension Expense	53,107			
<b>ADMINISTRATION</b>				
4203 Audit Services	12,213			
4204 Accounting/Bookkeeping Services	4,560			
4208 Contracts with Vendors	500			
4217 Legal Services	1,000			
4229 Lease/Rental-Admin Equip/furniture/fixt.	3,074			
4232 Advertising	250			
4233 Awards to Employees and Others	500			
4237 Dues and Memberships - Administrative	5,654			
4238 Employee Test/Exams - Administrative	420			
4239 Equipment- General (non-capitalized)	1,000	3,500	2,500	X
4240 Insurance - Liability	8,905			
4241 Insurance - Worker's Compensation	2,186			
4242 Maintenance and Repairs - Administrative	500			
4243 Prem. On Surety/Fidelity Bonds	409			
4244 Public Education		1,000	1,000	*new
4245 Software & Licensing - Administration	2,137			
4246 Supplies & Materials-Administration	3,500			
4247 Training Costs - Administrative	755			
4248 Travel -Administrative	3,300			
4249 Uniforms - Administrative	500			

4250 Telephone Costs - Administrative	2,580	3280	700	XX
4251 Telecomm cell phones/pagers- Admin.	1,600			
4253 Vehicle Expenses - Administrative	3,100			
4254 Vehicle Fuel - Administrative	3,000			
<b>BUILDING AND FACILITIES</b>				
4305 Equipment -Facilities (non capitalized)	4,000			
4307 Utilities	28,216			
4333 Maint. and Repairs-Buildings and Facilities	17,300			
4337 Building and Facilities Costs	150			
4338 Insurance - Buildings and Contents	18,797			
4339 Maintenance & Warranty Contracts	3,285			
4340 Supplies and Materials-Build. and Facilities	2,500			
<b>COMMUNICATIONS - OPERATIONS</b>				
4406 Employee Testing and Exams - Operations	2,460			
4410 Insurance - Equipment (non-administrative)	350			
4413 Communications License and Fees	46,000			
4418 Training Expenses - Communicat. Operat.	2,000			
4419 Travel Expenses - Communicat. Operat.	4,100	3400	(700)	XX
4423 Addressing/mapping/database supplies	500			
4424 Cable/Internet Charges - Communications	20,713			
4427 Equipment - Communications (not capital)	4,433			
4430 Language Interpreting	550			
4431 Maintenance & Warranty Contracts	49,542			
4432 Maintenance and Repairs - Communications	1,500			
4433 NCIC/TBI/TIES Expenses	6,690			
4435 Supplies, Materials, & Services - Comm.	500			
4436 Uniforms - Communications	800			
4437 Telephone Costs (Call Center Lines)	10,917	8,417	(2,500)	X
4438 Telecom. Cell Phones & Pagers- Comm/OPS	1,705			
4439 Vehicle Expenses - Operations	3,117			
4440 Vehicle Fuel - Operations	700			
<b>NONOPERATING EXPENSE</b>				
4501 DEPRECIATION	162,446			
5010 Interest Expense	70,000			
<b><u>TOTAL ESTIMATED EXPENSE</u></b>	<b>1,801,421</b>			
ESTIMATED RECEIPTS	1,801,421			
ESTIMATED EXPENDITURE	1,801,421			
OVER (UNDER)	(0)		(0)	
<b>CAPITAL EXPENSE</b>				
2203 Notes Payable-Long Term	36,000	69,000	33,000	**
* New line item added				
**Due to Loan lump payment - adjustment				
X Items that shouldn't have been capitalized accountant moved to this line				
XX Admin phones cost adjustment				

	2023-2024	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				<b>November</b>		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	0.00	(106,753.00)	213,646.00	(426,872.00)
3020 TCA Section 7-86-130 Receipts	305,122	50,853.67	149,920.00	99,066.33	233,294.00	(71,828.00)
3060 Local Government Contracts	754,548	62,879.00	62,879.09	0.09	314,395.45	(440,152.55)
3070 Contracted Services	53,021	4,418.42	8,836.84	4,418.42	22,092.10	(30,928.90)
3080 Sales & Fees	250	20.83	50.96	30.13	315.76	65.76
5002 Interest Income	240	20.00	21.01	1.01	107.00	(133.00)
5099 Other Non-Operating Revenue	47,722	3,976.83	0.00	(3,976.83)	47,722.29	0.29
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,801,421</b>	<b>228,921.75</b>	<b>221,707.90</b>	<b>(7,213.85)</b>	<b>831,572.60</b>	<b>(969,848.40)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	75,755	6,312.92	5,827.30	(485.62)	31,929.87	(43,825.13)
4002 Administrative Personnel (3)	139,997	11,666.45	10,747.98	(918.47)	51,676.90	(88,320.52)
4004 Telecommunicators (11)	555,070	46,255.80	34,280.20	(11,975.60)	177,532.62	(377,536.94)
4005 Dispatch Supervisor Personnel (1)	55,195	4,599.55	0.00	(4,599.55)	7,871.13	(47,323.49)
4006 Mapping/Addressing Personel (1.5)	55,458	4,621.47	4,536.48	(84.99)	23,739.15	(31,718.53)
4007.4 Janitor	5,895	491.23	210.10	(281.13)	1,629.22	(4,265.50)
4012 I.T. Personel	50,685	4,223.75	3,898.84	(324.91)	21,363.14	(29,321.86)
4013.12 Compensated Absences (Holiday)	20,576	1,714.65	1,938.80	224.15	3,277.20	(17,298.56)
4099.11 Other Payroll Costs (Christmas)	11,928	994.00	9,885.68	8,891.68	9,885.68	(2,042.32)
4101 Social Security	60,714	5,059.54	4,366.16	(693.38)	20,131.50	(40,582.92)
4102 Medicare	14,086	1,173.81	1,021.12	(152.69)	4,708.19	(9,377.56)
4104 Medical Insurance	175,570	14,630.85	11,846.50	(2,784.35)	59,294.25	(116,275.95)
4106.21 Other Insurance-Life	1,296	108.00	71.50	(36.50)	383.50	(912.50)
4107 Unemployment Compensation	1,176	98.00	0.00	(98.00)	97.07	(1,078.93)
4108 Pension Expense	53,107	4,425.60	3,733.61	(691.99)	17,207.86	(35,899.34)
<b>ADMINISTRATION</b>						
4203 Audit Services	12,213	1,017.75	0.00	(1,017.75)	0.00	(12,213.00)
4204 Accounting/Bookkeeping Services	4,560	380.00	380.00	0.00	1,900.00	(2,660.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	1,000	83.33	58.51	(24.82)	97.32	(902.68)
4229 Lease/Rental-Admin. Equip/furn/fixt	3,074	256.17	266.20	10.03	1,234.20	(1,839.80)
4232 Advertising	250	20.83	0.00	(20.83)	0.00	(250.00)
4233 Awards to Employees and Others	500	41.67	0.00	(41.67)	70.00	(430.00)
4237 Dues and Memberships - Admin.	5,654	471.17	0.00	(471.17)	5,154.00	(500.00)
4238 Employee Test/Exams - Admin	420	35.00	0.00	(35.00)	0.00	(420.00)
4239 Equipment - General (non-capitalized)	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4240 Insurance - Liability	8,905	742.08	0.00	(742.08)	7,983.00	(922.00)
4241 Insurance - Worker's Compensation	2,186	182.17	0.00	(182.17)	0.00	(2,186.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	409	34.08	0.00	(34.08)	371.00	(38.00)
4245 Software & Licensing - Admin.	2,137	178.08	108.00	(70.08)	478.00	(1,659.00)
4246 Supplies & Materials - Admin.	3,500	291.67	240.27	(51.40)	868.49	(2,631.51)
4247 Training Costs - Administrative	755	62.92	0.00	(62.92)	550.00	(205.00)
4248 Travel - Administrative	3,300	275.00	0.00	(275.00)	1,143.95	(2,156.05)
4249 Uniforms - Administrative	500	41.67	0.00	(41.67)	0.00	(500.00)
4250 Telephone Costs - Administrative	2,580	215.00	212.71	(2.29)	1,727.60	(852.40)
4251 Telecomm cell phones/pagers-Admin	1,600	133.33	37.98	(95.35)	189.16	(1,410.84)
4253 Vehicle Expenses - Administrative	3,100	258.33	20.00	(238.33)	2,267.84	(832.16)
4254 Vehicle Fuel - Administrative	3,000	250.00	182.40	(67.60)	1,162.90	(1,837.10)
<b>BUILDING AND FACILITIES</b>						
4305 Equipment-Facilities (non capitalized)	4,000	333.33	0.00	(333.33)	292.07	(3,707.93)
4307 Utilities	28,216	2,351.33	1,135.28	(1,216.05)	7,641.82	(20,574.18)

4333 Maint. And Repairs - Build/Facilities	17,300	1,441.67	257.98	(1,183.69)	4,070.36	(13,229.64)
4337 Building and Facilities Costs	150	12.50	0.00	(12.50)	150.00	0.00
4338 Insurance - Buildings and Contents	18,797	1,566.42	0.00	(1,566.42)	18,135.00	(662.00)
4339 Maintenance & Warranty Contracts	3,285	273.75	0.00	(273.75)	989.00	(2,296.00)
4340 Supplies and Materials-Build/Facilit.	2,500	208.33	0.00	(208.33)	727.91	(1,772.09)
<b>COMMUNICATIONS - OPERATIONS</b>						
4406 Employee Testing/ Exams- Operations	2,460	205.00	130.00	(75.00)	410.00	(2,050.00)
4410 Insurance - Equipment (non admin)	350	29.17	0.00	(29.17)	318.00	(32.00)
4413 Communications License and Fees	46,000	3,833.33	0.00	(3,833.33)	22,177.40	(23,822.60)
4418 Training Expenses - Commun. Oper.	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4419 Travel Expenses - Commun. Operation	4,100	341.67	0.00	(341.67)	728.87	(3,371.13)
4423 Addressing/mapping/data supplies	500	41.67	0.00	(41.67)	445.00	(55.00)
4424 Cable/Internet Charges - Commun.	20,713	1,726.08	696.57	(1,029.51)	6,870.45	(13,842.55)
4427 Equipment - Commun.(not capitalized)	4,433	369.42	0.00	(369.42)	351.00	(4,082.00)
4430 Language Interpreting	550	45.83	0.00	(45.83)	177.00	(373.00)
4431 Maintenance & Warranty Contracts	49,542	4,128.50	0.00	(4,128.50)	3,906.00	(45,636.00)
4432 Maint. And Repairs - Communication	1,500	125.00	0.00	(125.00)	247.50	(1,252.50)
4433 NCIC/TBI/TIES Expenses	6,690	557.50	560.00	2.50	5,570.00	(1,120.00)
4435 Supplies, Materials & Serv. - Comm.	500	41.67	0.00	(41.67)	85.98	(414.02)
4436 Uniforms-Commun./ Operations	800	66.67	0.00	(66.67)	0.00	(800.00)
4437 Telephone Costs (Call Center Lines)	10,917	909.75	0.00	(909.75)	14.40	(10,902.60)
4438 Telecom. Cell Phones/Pagers-Com/Op	1,705	142.08	94.92	(47.16)	475.66	(1,229.34)
4439 Vehicle Expenses - Operations	3,117	259.75	0.00	(259.75)	2,672.48	(444.52)
4440 Vehicle Fuel - Operations	700	58.33	0.00	(58.33)	97.41	(602.59)
<b>NONOPERATING EXPENSES</b>						
4501 DEPRECIATION	162,446	13,537.17	13,537.17	0.00	67,685.85	(94,760.15)
5010 INTEREST EXPENSE	70,000	5,833.33	3,170.44	(2,662.89)	13,326.88	(56,673.12)
<b>TOTAL ESTIMATED EXPENSE</b>	<b>1,801,421</b>	<b>150,118.44</b>	<b>113,452.70</b>	<b>(36,665.74)</b>	<b>613,490.78</b>	<b>(1,187,930.55)</b>
<b>ESTIMATED RECEIPTS</b>	<b>1,801,421</b>		<b>221,707.90</b>			
<b>ESTIMATED EXPENDITURE</b>	<b>1,801,421</b>		<b>113,452.70</b>			
<b>OVER (UNDER)</b>	<b>0</b>		<b>108,255.20</b>			
<b>Capital Expense</b>						
2203 Building Payment Principal	36,000	3,000.00	5,376.56	2,376.56	29,408.12	(6,591.88)
<b>FOOTNOTE:</b>						
<b>** \$48,752 in Overtime was added to line 4004 to cover the 12-hour shifts **</b>						
<b>** \$7,969 in Overtime was added to line 4005 to cover the 12-hour shifts **</b>						

	2023-2024	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				<b>December</b>		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	106,893.00	140.00	320,539.00	(319,979.00)
3020 TCA Section 7-86-130 Receipts	305,122	50,853.67	41,687.00	(9,166.67)	274,981.00	(30,141.00)
3060 Local Government Contracts	754,548	62,879.00	62,879.09	0.09	377,274.54	(377,273.46)
3070 Contracted Services	53,021	4,418.42	4,418.42	0.00	26,510.52	(26,510.48)
3080 Sales & Fees	250	20.83	46.78	25.95	362.54	112.54
5002 Interest Income	240	20.00	20.32	0.32	127.32	(112.68)
5099 Other Non-Operating Revenue	47,722	3,976.83	164.01	(3,812.82)	47,886.30	164.30
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,801,421</b>	<b>228,921.75</b>	<b>216,108.62</b>	<b>(12,813.13)</b>	<b>1,047,681.22</b>	<b>(753,739.78)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	75,755	6,312.92	6,545.80	232.88	38,475.67	(37,279.33)
4002 Administrative Personnnel (3)	139,997	11,666.45	10,747.98	(918.47)	62,424.88	(77,572.54)
4004 Telecommunicators (11)	555,070	46,255.80	34,551.63	(11,704.17)	212,084.25	(342,985.31)
4005 Dispatch Supervisor Personnel (1)	55,195	4,599.55	0.00	(4,599.55)	7,871.13	(47,323.49)
4006 Mapping/Addressing Personel (1.5)	55,458	4,621.47	4,198.98	(422.49)	27,938.13	(27,519.55)
4007.4 Janitor	5,895	491.23	345.79	(145.44)	1,975.01	(3,919.71)
4012 I.T. Personel	50,685	4,223.75	3,898.84	(324.91)	25,261.98	(25,423.02)
4013.12 Compensated Absences (Holiday)	20,576	1,714.65	0.00	(1,714.65)	3,277.20	(17,298.56)
4099.11 Other Payroll Costs (Christmas)	11,928	994.00	0.00	(994.00)	9,885.68	(2,042.32)
4101 Social Security	60,714	5,059.54	3,630.67	(1,428.87)	23,762.17	(36,952.25)
4102 Medicare	14,086	1,173.81	849.13	(324.68)	5,557.32	(8,528.43)
4104 Medical Insurance	175,570	14,630.85	11,060.85	(3,570.00)	70,355.10	(105,215.10)
4106.21 Other Insurance-Life	1,296	108.00	110.00	2.00	493.50	(802.50)
4107 Unemployment Compensation	1,176	98.00	0.00	(98.00)	97.07	(1,078.93)
4108 Pension Expense	53,107	4,425.60	3,127.73	(1,297.87)	20,335.59	(32,771.61)
<b>ADMINISTRATION</b>						
4203 Audit Services	12,213	1,017.75	0.00	(1,017.75)	0.00	(12,213.00)
4204 Accounting/Bookkeeping Services	4,560	380.00	380.00	0.00	2,280.00	(2,280.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	1,000	83.33	76.15	(7.18)	173.47	(826.53)
4229 Lease/Rental-Admin. Equip/furn/fixt	3,074	256.17	266.20	10.03	1,500.40	(1,573.60)
4232 Advertising	250	20.83	0.00	(20.83)	0.00	(250.00)
4233 Awards to Employees and Others	500	41.67	0.00	(41.67)	70.00	(430.00)
4237 Dues and Memberships - Admin.	5,654	471.17	0.00	(471.17)	5,154.00	(500.00)
4238 Employee Test/Exams - Admin	420	35.00	0.00	(35.00)	0.00	(420.00)
4239 Equipment - General (non-capitalized)	1,000	83.33	246.95	163.62	2,737.22	1,737.22
4240 Insurance - Liability	8,905	742.08	0.00	(742.08)	7,983.00	(922.00)
4241 Insurance - Worker's Compensation	2,186	182.17	1,199.00	1,016.83	1,199.00	(987.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	409	34.08	0.00	(34.08)	371.00	(38.00)
4245 Software & Licensing - Admin.	2,137	178.08	108.00	(70.08)	586.00	(1,551.00)
4246 Supplies & Materials - Admin.	3,500	291.67	245.52	(46.15)	1,114.01	(2,385.99)
4247 Training Costs - Administrative	755	62.92	0.00	(62.92)	550.00	(205.00)
4248 Travel - Administrative	3,300	275.00	0.00	(275.00)	1,143.95	(2,156.05)
4249 Uniforms - Administrative	500	41.67	0.00	(41.67)	0.00	(500.00)
4250 Telephone Costs - Administrative	2,580	215.00	212.71	(2.29)	1,940.31	(639.69)
4251 Telecomm cell phones/pagers-Admin	1,600	133.33	37.98	(95.35)	227.14	(1,372.86)
4253 Vehicle Expenses - Administrative	3,100	258.33	20.00	(238.33)	2,287.84	(812.16)
4254 Vehicle Fuel - Administrative	3,000	250.00	185.83	(64.17)	1,348.73	(1,651.27)
<b>BUILDING AND FACILITIES</b>						
4305 Equipment-Facilities (non capitalized)	4,000	333.33	347.00	13.67	639.07	(3,360.93)
4307 Utilities	28,216	2,351.33	1,179.98	(1,171.35)	8,821.80	(19,394.20)

4333 Maint. And Repairs - Build/Facilities	17,300	1,441.67	12.00	(1,429.67)	4,082.36	(13,217.64)
4337 Building and Facilities Costs	150	12.50	0.00	(12.50)	150.00	0.00
4338 Insurance - Buildings and Contents	18,797	1,566.42	0.00	(1,566.42)	18,135.00	(662.00)
4339 Maintenance & Warranty Contracts	3,285	273.75	400.00	126.25	1,389.00	(1,896.00)
4340 Supplies and Materials-Build/Facilit.	2,500	208.33	35.61	(172.72)	763.52	(1,736.48)
<b>COMMUNICATIONS - OPERATIONS</b>						
4406 Employee Testing/ Exams- Operations	2,460	205.00	0.00	(205.00)	410.00	(2,050.00)
4410 Insurance - Equipment (non admin)	350	29.17	0.00	(29.17)	318.00	(32.00)
4413 Communications License and Fees	46,000	3,833.33	0.00	(3,833.33)	22,177.40	(23,822.60)
4418 Training Expenses - Commun. Oper.	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4419 Travel Expenses - Commun. Operation	4,100	341.67	0.00	(341.67)	728.87	(3,371.13)
4423 Addressing/mapping/data supplies	500	41.67	0.00	(41.67)	445.00	(55.00)
4424 Cable/Internet Charges - Commun.	20,713	1,726.08	684.96	(1,041.12)	7,555.41	(13,157.59)
4427 Equipment - Commun.(not capitalized)	4,433	369.42	107.87	(261.55)	458.87	(3,974.13)
4430 Language Interpreting	550	45.83	22.50	(23.33)	199.50	(350.50)
4431 Maintenance & Warranty Contracts	49,542	4,128.50	0.00	(4,128.50)	3,906.00	(45,636.00)
4432 Maint. And Repairs - Communication	1,500	125.00	0.00	(125.00)	247.50	(1,252.50)
4433 NCIC/TBI/TIES Expenses	6,690	557.50	0.00	(557.50)	5,570.00	(1,120.00)
4435 Supplies, Materials & Serv. - Comm.	500	41.67	0.00	(41.67)	85.98	(414.02)
4436 Uniforms-Commun./ Operations	800	66.67	0.00	(66.67)	0.00	(800.00)
4437 Telephone Costs (Call Center Lines)	10,917	909.75	29.00	(880.75)	43.40	(10,873.60)
4438 Telecom. Cell Phones/Pagers-Com/Op	1,705	142.08	96.51	(45.57)	572.17	(1,132.83)
4439 Vehicle Expenses - Operations	3,117	259.75	0.00	(259.75)	2,672.48	(444.52)
4440 Vehicle Fuel - Operations	700	58.33	0.00	(58.33)	97.41	(602.59)
<b>NONOPERATING EXPENSES</b>						
4501 DEPRECIATION	162,446	13,537.17	13,537.17	0.00	81,223.02	(81,222.98)
5010 INTEREST EXPENSE	70,000	5,833.33	3,054.90	(2,778.43)	16,381.78	(53,618.22)
<b>TOTAL ESTIMATED EXPENSE</b>	<b>1,801,421</b>	<b>150,118.44</b>	<b>101,553.24</b>	<b>(48,565.20)</b>	<b>717,534.29</b>	<b>(1,083,887.04)</b>
<b>ESTIMATED RECEIPTS</b>	<b>1,801,421</b>		<b>216,108.62</b>			
<b>ESTIMATED EXPENDITURE</b>	<b>1,801,421</b>		<b>101,553.24</b>			
<b>OVER (UNDER)</b>	<b>0</b>		<b>114,555.38</b>			
<b>Capital Expense</b>						
2203 Building Payment Principal	36,000	3,000.00	5,492.10	2,492.10	34,900.22	(1,099.78)
<b>FOOTNOTE:</b>						
** \$48,752 in Overtime was added to line 4004 to cover the 12-hour shifts **						
** \$7,969 in Overtime was added to line 4005 to cover the 12-hour shifts **						

	2023-2024	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				January		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	0.00	(106,753.00)	320,539.00	(319,979.00)
3020 TCA Section 7-86-130 Receipts	305,122	50,853.67	0.00	(50,853.67)	274,981.00	(30,141.00)
3060 Local Government Contracts	754,548	62,879.00	62,879.09	0.09	440,153.63	(314,394.37)
3070 Contracted Services	53,021	4,418.42	4,418.42	0.00	30,928.94	(22,092.06)
3080 Sales & Fees	250	20.83	36.64	15.81	399.18	149.18
5002 Interest Income	240	20.00	23.94	3.94	151.26	(88.74)
5099 Other Non-Operating Revenue	47,722	3,976.83	98.41	(3,878.42)	47,984.71	262.71
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,801,421</b>	<b>228,921.75</b>	<b>67,456.50</b>	<b>(161,465.25)</b>	<b>1,115,137.72</b>	<b>(686,283.28)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	75,755	6,312.92	5,827.30	(485.62)	44,302.97	(31,452.03)
4002 Administrative Personnnel (3)	139,997	11,666.45	10,747.98	(918.47)	73,172.86	(66,824.56)
4004 Telecommunicators (11)	555,070	46,255.80	35,781.87	(10,473.93)	247,866.12	(307,203.44)
4005 Dispatch Supervisor Personnel (1)	55,195	4,599.55	0.00	(4,599.55)	7,871.13	(47,323.49)
4006 Mapping/Addressing Personel (1.5)	55,458	4,621.47	3,877.23	(744.24)	31,815.36	(23,642.32)
4007.4 Janitor	5,895	491.23	199.70	(291.53)	2,174.71	(3,720.01)
4012 I.T. Personel	50,685	4,223.75	3,898.84	(324.91)	29,160.82	(21,524.18)
4013.12 Compensated Absences (Holiday)	20,576	1,714.65	2,976.48	1,261.83	6,253.68	(14,322.08)
4099.11 Other Payroll Costs (Christmas)	11,928	994.00	0.00	(994.00)	9,885.68	(2,042.32)
4101 Social Security	60,714	5,059.54	3,862.49	(1,197.05)	27,624.66	(33,089.76)
4102 Medicare	14,086	1,173.81	903.31	(270.50)	6,460.63	(7,625.12)
4104 Medical Insurance	175,570	14,630.85	12,626.61	(2,004.24)	82,981.71	(92,588.49)
4106.21 Other Insurance-Life	1,296	108.00	0.00	(108.00)	493.50	(802.50)
4107 Unemployment Compensation	1,176	98.00	49.48	(48.52)	146.55	(1,029.45)
4108 Pension Expense	53,107	4,425.60	3,333.83	(1,091.77)	23,669.42	(29,437.78)
<b>ADMINISTRATION</b>						
4203 Audit Services	12,213	1,017.75	12,100.00	11,082.25	12,100.00	(113.00)
4204 Accounting/Bookkeeping Services	4,560	380.00	380.00	0.00	2,660.00	(1,900.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	1,000	83.33	0.00	(83.33)	173.47	(826.53)
4229 Lease/Rental-Admin. Equip/furn/fixt	3,074	256.17	266.20	10.03	1,766.60	(1,307.40)
4232 Advertising	250	20.83	0.00	(20.83)	0.00	(250.00)
4233 Awards to Employees and Others	500	41.67	0.00	(41.67)	70.00	(430.00)
4237 Dues and Memberships - Admin.	5,654	471.17	0.00	(471.17)	5,154.00	(500.00)
4238 Employee Test/Exams - Admin	420	35.00	0.00	(35.00)	0.00	(420.00)
4239 Equipment - General (non-capitalized)	1,000	83.33	0.00	(83.33)	2,737.22	1,737.22
4240 Insurance - Liability	8,905	742.08	0.00	(742.08)	7,983.00	(922.00)
4241 Insurance - Worker's Compensation	2,186	182.17	0.00	(182.17)	1,199.00	(987.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	0.00	(500.00)
4243 Prem. On Surety/Fidelity Bonds	409	34.08	0.00	(34.08)	371.00	(38.00)
4245 Software & Licensing - Admin.	2,137	178.08	508.00	329.92	1,094.00	(1,043.00)
4246 Supplies & Materials - Admin.	3,500	291.67	132.64	(159.03)	1,246.65	(2,253.35)
4247 Training Costs - Administrative	755	62.92	0.00	(62.92)	550.00	(205.00)
4248 Travel - Administrative	3,300	275.00	0.00	(275.00)	1,143.95	(2,156.05)
4249 Uniforms - Administrative	500	41.67	0.00	(41.67)	0.00	(500.00)
4250 Telephone Costs - Administrative	2,580	215.00	212.71	(2.29)	2,153.02	(426.98)
4251 Telecomm cell phones/pagers-Admin	1,600	133.33	38.00	(95.33)	265.14	(1,334.86)
4253 Vehicle Expenses - Administrative	3,100	258.33	20.00	(238.33)	2,307.84	(792.16)
4254 Vehicle Fuel - Administrative	3,000	250.00	205.29	(44.71)	1,554.02	(1,445.98)
<b>BUILDING AND FACILITIES</b>						
4305 Equipment-Facilities (non capitalized)	4,000	333.33	0.00	(333.33)	639.07	(3,360.93)
4307 Utilities	28,216	2,351.33	1,377.33	(974.00)	10,199.13	(18,016.87)

4333 Maint. And Repairs - Build/Facilities	17,300	1,441.67	334.00	(1,107.67)	4,416.36	(12,883.64)
4337 Building and Facilities Costs	150	12.50	0.00	(12.50)	150.00	0.00
4338 Insurance - Buildings and Contents	18,797	1,566.42	0.00	(1,566.42)	18,135.00	(662.00)
4339 Maintenance & Warranty Contracts	3,285	273.75	165.00	(108.75)	1,554.00	(1,731.00)
4340 Supplies and Materials-Build/Facilit.	2,500	208.33	26.41	(181.92)	789.93	(1,710.07)
<b>COMMUNICATIONS - OPERATIONS</b>						
4406 Employee Testing/ Exams- Operations	2,460	205.00	0.00	(205.00)	410.00	(2,050.00)
4410 Insurance - Equipment (non admin)	350	29.17	0.00	(29.17)	318.00	(32.00)
4413 Communications License and Fees	46,000	3,833.33	11,139.80	7,306.47	33,317.20	(12,682.80)
4418 Training Expenses - Commun. Oper.	2,000	166.67	0.00	(166.67)	0.00	(2,000.00)
4419 Travel Expenses - Commun. Operation	4,100	341.67	0.00	(341.67)	728.87	(3,371.13)
4423 Addressing/mapping/data supplies	500	41.67	0.00	(41.67)	445.00	(55.00)
4424 Cable/Internet Charges - Commun.	20,713	1,726.08	1,460.41	(265.67)	9,015.82	(11,697.18)
4427 Equipment - Commun.(not capitalized)	4,433	369.42	0.00	(369.42)	458.87	(3,974.13)
4430 Language Interpreting	550	45.83	48.00	2.17	247.50	(302.50)
4431 Maintenance & Warranty Contracts	49,542	4,128.50	0.00	(4,128.50)	3,906.00	(45,636.00)
4432 Maint. And Repairs - Communication	1,500	125.00	0.00	(125.00)	247.50	(1,252.50)
4433 NCIC/TBI/TIES Expenses	6,690	557.50	0.00	(557.50)	5,570.00	(1,120.00)
4435 Supplies, Materials & Serv. - Comm.	500	41.67	0.00	(41.67)	85.98	(414.02)
4436 Uniforms-Commun./ Operations	800	66.67	0.00	(66.67)	0.00	(800.00)
4437 Telephone Costs (Call Center Lines)	10,917	909.75	29.00	(880.75)	72.40	(10,844.60)
4438 Telecom. Cell Phones/Pagers-Com/Op	1,705	142.08	94.92	(47.16)	667.09	(1,037.91)
4439 Vehicle Expenses - Operations	3,117	259.75	0.00	(259.75)	2,672.48	(444.52)
4440 Vehicle Fuel - Operations	700	58.33	0.00	(58.33)	97.41	(602.59)
<b>NONOPERATING EXPENSES</b>						
4501 DEPRECIATION	162,446	13,537.17	13,537.17	0.00	94,760.19	(67,685.81)
5010 INTEREST EXPENSE	70,000	5,833.33	3,142.74	(2,690.59)	19,524.52	(50,475.48)
<b>TOTAL ESTIMATED EXPENSE</b>	<b>1,801,421</b>	<b>150,118.44</b>	<b>129,302.74</b>	<b>(20,815.70)</b>	<b>846,837.03</b>	<b>(954,584.30)</b>
<b>ESTIMATED RECEIPTS</b>	<b>1,801,421</b>		<b>67,456.50</b>			
<b>ESTIMATED EXPENDITURE</b>	<b>1,801,421</b>		<b>129,302.74</b>			
<b>OVER (UNDER)</b>	<b>0</b>		<b>-61,846.24</b>			
<b>Capital Expense</b>						
2203 Building Payment Principal	36,000	3,000.00	5,404.26	2,404.26	40,304.48	4,304.48
<b>FOOTNOTE:</b>						
** \$48,752 in Overtime was added to line 4004 to cover the 12-hour shifts **						
** \$7,969 in Overtime was added to line 4005 to cover the 12-hour shifts **						

<b>FUND BALANCES 1/31/24</b>	
As of January 31, 2024 the following are the funds we have on hand	
REVENUE FUND	\$ 2,493,621.18
OPERATING ACCOUNT	\$ 145,864.44
<b>TOTAL CASH FUNDS</b>	<b>\$ 2,639,485.62</b>
<b>DESIGNATED FUNDS:</b>	
New Capital (Adjusted 6/27/23) Adjusted 1/10/24	\$ 4,611.98
800 MHZ SYSTEM MAINTENANCE (IN/OUT MONEY)	\$ 48,421.28
*USDA Reserve Account ({12 mo}10 year ) hold for loan duration*	\$ 10,256.40
ESTIMATED 3 MONTHS RESERVE (gen. op. exp./loan interest/resrv)	\$ 500,000.00
<b>TOTAL DESIGNATED FUNDS</b>	<b>\$ 563,289.66</b>
<b>TOTAL UN-DESIGNATED FUNDS</b>	<b>\$ 2,076,195.96</b>
We are receiving ECB payments of \$106,893 every two months We are receiving ECB subsidy of \$41,687 every two months	
*USDA Reserve Funds are currently being deposited/held in the Operating Acct.	
As of 1/31/24 USDA Loan Balance is \$1,228,036.27	



JASON E. MUMPOWER  
*Comptroller*

January 11, 2024

Board of Directors  
Roane County Emergency Communications District  
4390 Roane State Highway  
Rockwood, TN 37854

Board of Directors:

We have reviewed the annual financial report on the Roane County Emergency Communications District for the fiscal year ended June 30, 2023, as audited by Mitchell Emert and Hill, Certified Public Accountants. As a result, this report has been filed as part of the public records of the State of Tennessee.

If you need to contact our office, please call 615.401.7889 or email [Matt.Piland@cot.tn.gov](mailto:Matt.Piland@cot.tn.gov). You may also send a response to this letter to the Tennessee Comptroller of the Treasury Division of Local Government Audit, Cordell Hull Building, 4<sup>th</sup> Floor, 425 Rep. John Lewis Way N., Nashville, TN 37243.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Piland".

Matt Piland  
Contract Audit Review Specialist

9155

cc: Mitchell Emert and Hill  
Certified Public Accountants  
416 Erin Drive  
Knoxville, TN 37919

**Roane County E-911**

**4390 Roane State Hwy / Rockwood, TN 37854**

**865-354-0704**

**Address Assignment – February 2024**

**Jeff Kile**

**1428 Indian Shadows DR, Ten Mile 37880**

**865-466-4950**

**110C A 007.00**

**Patrick Till**

**159 Tremont Way, Harriman 37748**

**813-506-0956**

**056 048.03 Dividing parcel (lot 1)**

**Sandford and Debbie Wong**

**249 East Shore DR, Rockwood 37854**

**916-996-0816**

**087P B 001.00**

**Katelyn Mckinney**

**4175 Huffine RD, Loudon 37774**

**865-585-5948**

**108 034.10**

**Curt Schutze**

**259 Meadowlake DR, Kingston 37763**

**805-701-2184**

**078E A 008.00**

**\*\*Address Change\*\***

**Curt Schutze**

**Old: 259 Meadowlake DR, Kingston 37763**

**New: 263 Meadowlake DR, Kingston 37763**

**805-701-2184**

**078E A 008.04**

**Knoxville Logistics Center 2 LLC**

**425 Sam Rayburn PKWY, Lenoir City 37771**

**050 024.00 Dividing Parcel**

**Wesley Callaway 770-668-4316**

**Knoxville Logistics Center 2 LLC**

**128 Pawnook Farm RD, Lenoir City 37771**

**050 024.00 Dividing Parcel**

**Wesley Callaway 770-668-4316**

**Michael Lekeler**

**413 Carlock AVE, Harriman 37748 (Unit A)**

**413 Carlock AVE, Harriman 37748 (Unit B)**

**865-566-8584**

**036G A 029.01**

**410 S Kingston AVE, Rockwood 37854**

**054N C 004.00**

**113 Whalen LN, Harriman 37748**

**123 Whalen LN, Harriman 37748**

**028 047.06 Dividing Parcel**

**Amy and Travis Harmon**  
**1150 Hartford RD, Kingston 37763**  
**865-253-5604**  
**047N K 002.04**

**Susan Owens**  
**330 Chamberlain Cove RD, Kingston 37763**  
**317-364-5028**  
**079 018.06**

**Rick and Kimberly Bridges**  
**717 Twin Lakes DR, Loudon 37774**  
**865-719-1049**  
**099M B 013.00**

**Sarah Tilley**  
**304 Frost Hollow RD, Harriman 37748**  
**865-466-4144**  
**036 083.02**

**Leann Hurst**  
**384 Shenandoah DR, Rockwood 37854**  
**865-466-4116**  
**055 095.04**

**Blake Hardin**  
**1187 Maple Grove RD, Ten Mile 37780**  
**865-719-9603**  
**117O A 008.00**

**Troy Monk**  
**233 Highland DR, Harriman 37748**  
**865-306-4724**  
**036K A 001.02**

**James Munsey**  
**105 Highland DR, Harriman 37748 (Unit A)**  
**105 Highland DR, Harriman 37748 (Unit B)**  
**105 Highland DR, Harriman 37748 (Unit C)**  
**865-566-1909**  
**036K A 027.00**

**Helmut Furtner**  
**339 Westwood DR, Harriman 37748**  
**754-217-8056**  
**057C H 019.00**

**John David Marr**  
**1530 Post Oak Valley RD, Rockwood 37854**  
**615-739-4733**  
**065 033.00**

**Dustin Koppel**  
**180 Cates RD, Rockwood 37854**  
**865-335-6169**  
**065 011.00 Dividing Parcel**

**Elizabeth Toland**  
**601 Paint Rock Valley RD, Philadelphia 37846**  
**865-591-2231**  
**119 024.01**

**Town Of Oliver Springs**  
**290 Joel RD, Oliver Springs 37840**  
**865-435-7722**  
**005 021.03**

**Karen Boles**  
**190 Hall ST, Rockwood 37854**  
**865-243-0492**  
**064C C 012.00**

**Hanah Ingram**  
**265 Elm Grove ST, Loudon 37774**  
**865-740-6405**  
**100D B 015.00**

**Amy Russell**  
**230 Cox DR, Harriman 37748**  
**910-431-4560**  
**017L D 006.00**

**Tom Lewis**  
**315 Molyneux ST, Rockwood 37854**  
**865-740-7684**  
**055H F 007.02**

**Cierra Wilson**  
**5279 Kingston Hwy, Lenoir City 37771**  
**865-208-7042**  
**072 023.00 Dividing Parcel**

**\*\*Address Change\*\***

**Daniel McNew**

**Old: 1176 Little Dogwood RD, Kingston 37763**

**New: 1178 Little Dogwood RD, Kingston 37763**

**865-806-2710**

**109H A 014.00**

**\*\*Address Change\*\***

**Gerald Austin**

**Old: 1174 Little Dogwood RD, Kingston 37763**

**New: 1176 Little Dogwood RD, Kingston 37763**

**865-661-2084**

**109H A 013.00**

**Shera Bertram McGill**

**875 Bazel RD, Harriman 37748**

**865-719-4290**

**017 071.00**

**Austin Gibbons**

**225 Belle AVE, Rockwood 37854**

**865-440-0798**

**055H G 018.00**

**Phillip and Janet Reber**

**209 Ollis RD, Oliver Springs 37840**

**009 002.00**

**Stan and Lisa Pearcy**

**306 Tremont Way, Harriman 37748**

**661-331-9962**

**056 048.03 Dividing Parcel**

**Gary and Candance Kachin**  
**268 Willow DR, Kingston 37763**  
**248-808-2342**  
**109I D 015.00**

**Tyler Overstreet**  
**107 Paint Rock Ferry RD, Kingston 37763 (APT 1)**  
**107 Paint Rock Ferry RD, Kingston 37763 (APT 2)**  
**107 Paint Rock Ferry RD, Kingston 37763 (APT 3)**  
**107 Paint Rock Ferry RD, Kingston 37763 (APT 4)**  
**865-368-9879**  
**058K G 005.00**

**Tyler Overstreet**  
**1776 Roane State Hwy, Harriman 37748**  
**865-368-9879**  
**046D B 010.00**

**Rebecca and William Schaffer**  
**980 Hamilton LN, Kingston 37763**  
**865-466-1133**  
**069 026.01 Dividing Parcel**

**Dustin Koppel**  
**305 Willow DR, Kingston 37763**  
**865-335-6169**  
**109G C 012.00**

**Todd and Wendy Wicks**  
**2391 Bluff RD, Harriman 37748**  
**865-300-8576**  
**057 044.00**

**Dylan and Shelbi Fisher**  
**327 Smokey Run ESTS, Rockwood 37854**  
**423-618-4612**  
**084 099.01**

**Rita and Scott Glynn**  
**454 Laurel Bluff RD, Kingston 37763**  
**865-617-8063**  
**089 006.14 Dividing Parcel**

**KINGSTON MUNICIPAL PLANNING COMMISSION  
PUBLIC HEARING  
TUESDAY, FEBRUARY 20, 2024 – 6:00 P.M.  
KINGSTON CITY HALL**

**PUBLIC HEARING**

Chair Stephanie Wright opened the public hearing at 6:00 p.m. to hear public comments on the adoption of amendments to the Kingston Subdivision Regulations. With no public comments, the public hearing was closed at 6:10 p.m. The Kingston Municipal Planning Commission met immediately following the public hearing.

**KINGSTON MUNICIPAL PLANNING COMMISSION  
REGULAR MEETING  
TUESDAY, FEBRUARY 20, 2024 – 6:10 P.M.  
KINGSTON CITY HALL**

The Kingston Municipal Planning Commission met in regular session on Tuesday, February 20, 2024 at 6:10 P.M. Chair Stephanie Wright called the Regular Meeting to order. Upon roll call the following members were present: Member Sammy Frogg, Vice-Chair Wade Lovin, Mayor Tim Neal, Member Jim Owens, Secretary Robert Pickel, and Chair Stephanie Wright. Staff present: City Clerk Kelly Jackson, City Manager David Bolling, and Roane County Planning/Building Official Brooke Eubanks. Member Gary Botkin was absent.

**APPROVAL OF PREVIOUS MINUTES**

A motion was made by Mayor Neal, second by Secretary Pickel to waive the reading and approve as written the minutes of the regular meeting on December 19, 2023 (January 2024 meeting was cancelled)

The motion passed with a unanimous roll call vote. 6 Ayes.

**REPORTS-**

- Chair/Vice-Chair-None
- Mayor/City Manager-None
- Building Official- None
- Bonding Committee-None
- Historic Zoning Commission-None
- Board of Zoning Appeals- None

**PUBLIC COMMENTS: NONE**

**UNFINISHED BUSINESS: NONE**

**NEW BUSINESS:**

**A. Consideration for adoption of amendments to the Kingston Subdivision Regulations**

A motion was made by Member Lovin, second by Member Frogg to approve the adoption of amendments to the Kingston Subdivision Regulations

The motion passed with a unanimous roll call vote. 6 Ayes

**B. Brief discussion of Zoning Ordinance**

Discussion ensued about the ongoing work to update the current Zoning Ordinance of the City of Kingston. Work will continue to prepare a proposed amended Zoning Ordinance later.

**Chair Wright adjourned the meeting at 6:47 pm**

KINGSTON QUASQUIBICENTENNIAL CELEBRATION AD HOC COMMITTEE  
MONDAY, FEBRUARY 5, 2024  
KINGSTON CITY HALL

The Regular Meeting of the Kingston Quasquibicentennial Celebration Ad Hoc Committee was held on Monday, February 5, 2024. Chairman Tony Brown called the meeting to order with the following members present: Member Robert Bailey, Member Sonny Hunter, Member Glenda Johnson (5:02PM), Member Sandy McPherson, Member Karly Page, Secretary Jack Sims, Vice-Chair Sharon Templeton, and Chair Tony Brown

Others in attendance: Kelly Jackson (City Clerk), Mayor Tim Neal, Nancy Hamilton (Roane County Commissioner), Verilyn Smith, Nancy Marsh and Members of the Southwest Point Chapter of DAR.

**1. Approval of Minutes from January 4, 2024**

Motion by Secretary Sims, second by Vice-Chair Templeton to approve the minutes as written of the meeting held on January 4, 2024

The motion passed with a unanimous voice vote.

**2. Public Comment-None**

Chair Brown recognized Verilyn Smith and Nancy Marsh (Kingston Lakeview Quilters) in attendance and discussion ensued about the quilt they agreed to make for the celebration. The committee agreed that the quilt will be unveiled on a certain date with a tentative deadline of July 4<sup>th</sup>. Sonny Hunter will get the vector design for the logo sent to Verilyn Smith.

**3. Finalize the "theme".**

Discussion ensued about four potential "themes." The board agreed that they preferred "Celebrating the Past While Forging the Future".

Motion by Member Johnson, second by Secretary Sims to recommend that Council approve the proposed theme "Celebrating the Past While Forging the Future"

The motion passed with a unanimous voice vote.

**4. Continued discussion on Tennessee Old Timers Baseball Association.**

Chairman Brown explained that he has been unable to reach the local contact but plans to reach out again tomorrow. He will keep the committee posted.

**5. Continued discussion of Re-enactment at the Old Courthouse and finalize date(s).**

Member Bailey discussed the plans of having actors portray significant individuals. He can print out scripts for the actors but will need individuals willing to participate. Secretary Sims stated that he has the Oak Ridge Sons of the Revolution assisting on organizing the Fort Re-enactment. He also mentioned that the Master Gardner's will possibly attend the March meeting to discuss their involvement.

## **6. To-Do List**

Vice-Chair Templeton wanted to review the list to date:

- Logo-Finalized
- Theme-send to council for approval
- Quilt-Approved to proceed
- Re-enactment-in planning
- Cake-Reach out to Angie Hendrickson (Kelly Jackson)
- Advertising-RSCC video, social media, website, Live at 5, Roane Alliance (Stacey Wilson will attend next month)
- Sponsorship-ask council permission to receive money for donations/sponsorship for this event
- Food Trucks-Levi Lankford willing to help organize for event.
- Pictures of employees, elected officials
- Mentioned the possibility of placing a time capsule somewhere on city property
- Invitation to Governor Lee to attend on October 23<sup>rd</sup>-request has been sent-waiting on confirmation
- Invitation to other elected officials-pending-waiting on response from the Governor's office
- Date for Fort Re-enactment-Finalized-set for October 25-27<sup>th</sup>
- Date for Fall Street Fest-Finalized-set for October 26<sup>th</sup>
- Old Timers Baseball Association-pending
- Room reserved at the Community Center for displays-Sonny has the old council room reserved for October 2024-will move early voting to another room
- 4<sup>th</sup> of July Parade-agreed that we need to have one
- Games-Sonny will make a list for discussion (tug-of-war, etc)
- Budget-get quotes on any/everything so it can be presented to council.
- Roane Choral Society-Member McPherson will reach out to them
- Spring Street Fest-Karly will reserve a spot to advertise for this event
- Promotional Items
  - Lapel Pins
  - Wooden Nickels/Coins
  - Magnets

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

Motion by Vice-Chair Templeton, second by Member Johnson to have a 4<sup>th</sup> of July Parade/Quasquibicentennial Parade.

The motion passed with a unanimous voice vote.

### **Nancy Hamilton (Roane County Commissioner)**

- Stated that David Doonan works for WBIR now so we have a contact for advertising
- KES agreed to a poster contest (K-2 will be researching the City of Kingston / 3-5 grade will have a field trip to SWP/Courthouse to research.
- KES Music Teacher will be going on maternity leave and once her replacement has been named then they can proceed with planning to possibly sing during Fall Street Fest or maybe an ensemble on October 23<sup>rd</sup>.
- CMS agreed to the essay contest
- Both CMS/RCHS bands have a band competition on October 23<sup>rd</sup> but could participate if it was in the morning (They usually leave around noon for their competitions)
- Ellen Dailey (RCHS) plans to interview "Kingston Treasures"
- Ms. Hudson wants to discuss displaying art at the community center
- Keith McDaniel agreed to help with promotional video

- Suggested honoring the winners at a city council meeting
- She has a list of people that are willing to sponsor/donor if the city allows.

**Chairman Tony Brown**-No additional comments

**Member Jack "Sandy" McPherson**-No additional comments

**Member Karly Page**- No additional comments

**Vice-Chair Sharon Templeton**-No additional comments

**Member Glenda Johnson**-No additional comments

**Secretary Jack Sims**-

- Suggested asking Russell Jenkins to allow the schools to be dismissed early for the festivities
- Stated that the RCN agreed to allow us to put a weekly/bi-weekly article on the history of Kingston leading up to the celebration date for free.

**Member Sonny Hunter**-

- Suggested making certificates for the winners of the contests to go along with any other prizes

**Member Robert Bailey**-No additional comments

**Mayor Neal**-No additional comments

**Meeting Adjourned 6:01pm**