KINGSTON SPRINGS BEER BOARD AGENDA

December 17, 2015 7:00 P.M.

1.	The meeting was called to order by at				ţ	p.m.	
2.	Board Members in Attendance:						
	Tony Gross	Bob Stohler	(Gary Corlew _			
	Glenn Remick	Gordon Lamp	ey	-			
3.	In Attendance not voting:						
	Mike McClanahan _	Jennifer N	Noe	_ Debbie Finc	h		
4.	Declaration of Q	uorum by the	e Mayo	r.			
		-					
5.	A Request for O	n Premise Be	<u>er Pern</u>	nit by, Appl	<u>icant S</u>	hawn	
	Courtney for Ba	rleypops, LP	at 132]	Petro Road.	, Kingst	on	
	Springs, Tenness	see.					
-	pplication is on file at tised in The Advocate	•		n fee has been	paid.		
Motio	n to approve permit	S	Second _		Vote		
Discussion							
The m	eeting was adjourned	at P.M.	l. by				

Before any application will be accepted by the town the applicant must provide the following:

A non-refundable Two Hundred Fifty (\$250.00) dollar application fee

A copy of your lease or deed of ownership

A copy of your Sales Tax Registration

A copy of your Cheatham County Business License

A copy of your Drivers License

<u>Proof of US Citizenship</u> - Provide a copy of one of the following: Social Security Card, Birth Certificate, Permanent Resident Card (Green Card) or Naturalization Papers

The applicant is required to be present at the meeting.

Make sure the number where you can be reached is on the application. You will be notified of the date and time that the Kingston Springs Beer Board will meet to review your application.

The town will complete the following once the above items have been submitted:

A background check will be run on all applicants.

All applications require that a public notice be placed in the newspaper (10) days prior to the Beer Board meeting.

If your application is approved by the board your permit will be available the next business day at city hall.

You must pay the pro rata portion of your annual privilege tax at the time you pick up your permit.

If you have any questions please contact: Debbie K. Finch, Assistant City Mgr./Recorder at 952-2110 Extension 12.

THE TOWN CAN NOT PROVIDE YOU WITH LEGAL ADVISE. IF YOU NEED LEGAL ADVISE YOU MUST CONTACT AN ATTORNEY.



TOWN OF KINGSTON SPRINGS

Beer Board Application for Beer Permit Application Fee Non-Refundable

THIS SECTION FOR CITY USE ONLY:

Date Application File: / /	Beer Board Action:	Zoning:
-	Granted: / /	Map No.:
Application for:	Issued:/_/ Denied:/_/	Parcel No.:
 Off Premise Permit On and Off Sale Permit 	Deferred: / / Withdrawn: / /	Building Official
 Manufacturer's or Distributor's Permit 		Approval:
□ Other:		Beer Board Meeting Date:

READ CAREFULLY AND ANSWER ALL QUESTIONS:

APPLICANT IS SEEKING A PERMIT W	HICH WOULD ALLOW THE SALE OF	BEER FOR:
ON-PREMISES CONSUMPTION ONLY	OFF-PREMISES CONSUMPTION ONLY	ON AND OFF PREMISES CONSUMPTION
Catering		
Special Event (Requires supplement	al application information to be provided)	
I hereby make application for a permit to sell stored, manufactured or distributed under th Beer Ordinance and the amendments theret	e provisions of Tennessee Code Annotated	57-5-101, et seq., and the Town's
1. Name of Applicant: ShawA	COURTNEY	
2. Name of the business for which permit is so	ought: Barleypops (<u></u>
3. Address and phone number of the business		etro Rd
Kingston Spri	NGS, TN 37052	
4. Describe the type of business you will open		และกระการสาวการสาวการสาวการสาวการสาวการสาวการสาวการสาวการการสาวการสาวการสาวการสาวการสาวการสาวการสาวการสาวการสาว
5. Will you serve food?: D Yes D		Yes I No
6. Does Applicant hold any other beer permi	ts? 🗆 Yes 🐱 No If yes, where:	anna a shiringaraya ana ana ana ana ana ana ana ana ana

7. Will beer be sold at 2 or more restaurants or other businesses within the same building under the same beer permit? □ Yes V No If yes, identify each restaurant or business (attach separate sheet if necessary):

Business Name	Location	Seating Capacity	Designated Use

8. Do you have a current health permit issued by the local health department posted on the premises? D Yes W No

If yes, when does it expire:_

9. Name(s) of owner of the property: Shawal nieta Property address: 122 Potro Ko Im Deed Book and Page No. ____ Lease Expiration Date: 71

(Attach a copy of the executed lease or recorded deed of ownership hereto; leases must be accompanied by a sketch showing all leased area, within the building and outside area.) SEUF LEASED

10. List persons, firms corporations, joint-stock companies, syndicates, or associations having at least a five (5%) percent ownership interest in the business entity. Complete in detail. Attach a separate sheet if necessary. If corporation, give address of applicant's principal place of business.

Name of Individual Applicant Partners, or Officers and Directors	<u>Title</u> Percen- tage	Home Address and Telephone Number	Date and Place of Birth	SSN:	*U.S. Citizen Y or N
Shawn CourtNEY	49%	SOCI Mass Spring 5	RIVE		
GINA GURTNEY	49%	RACK			
		Drich	<u> </u>		

11. Previous Address of Applicant:___

- 12. If Applicant is an individual, give name and date and place of birth of spouse:
- 13. If Applicant is a corporation, give name and date and place of birth of any spouse of anyone having a 50% or greater interest in the business corporation or partnership:

Name:	Date/Place of Birth:
Name:	Date/Place of Birth:
Name:	Date/Place of Birth:

14. For corporations that are not publicly traded:

		2	~		
Registered Name of Corporation:	Bac	enpops	S CP		
Date and Place of Incorporation:	Oct	2015	Nashull	e, TN	
If foreign corporation, give date of	certificate of a	uthority:			

15. List stockholders having five (5%) percent or more ownership interest in the business: (attach separate sheet if necessary)

Name of Stockholder First Middle Last	%	Home Address and Telephone Number	Date and Place of Birth	SSN:	*U.S. Citizen Y or N
		- Cent			
		- Age			

16. For Corporations Only:

At a regular or special meeting held on the _____ day of _____, 20___, by the Applicant, it was resolved that said application be filed with the Beer Permit Board and that ______ (name or officer and title) or ______ (name of officer and title) is/are hereby authorized to execute said application and any other papers required by the Board.

17. Designate the person or persons who will be in charge of the operations on premises in the absence of the Applicant:

Name Middle	Last	Home Address and Telephone Number	Date and Place of Birth	SSN:	*U.S. Citizen Y or N
			,		
		· · ·			
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 	<u> </u>	<u></u>			

18. Conviction Record: Has any person, firm, joint-stock company, syndicate or association having at least a five (5%) percent ownership interest in the Applicant or any person to be employed in the distribution or sale of beer been convicted of any violation of the laws against possession, sale, manufacture, or transportation of beer, or other alcoholic beverages or any crime involving moral turpitude within the past ten (10) years? (Moral turpitude means a felony conviction, all sex related crimes, selling of class 1 and 2 controlled substances illegally and embezzlement.)

If yes, list below:

Name First Middle Last	Charge(s)	Date of Conviction	Disposition	Location, Court, County and State
		•		

19. Name and address of representative to receive the annual tax notice and other communications from the Beer Board:

21. Has the Applicant ever had a beer permit revoked, suspended or denied in the State of Tennessee? Ves V No

22. Give the name and address of the former permit holder for the subject location, if known::

Fireside Cafe TOPS

23. Are you familiar with the laws of the State of Tennessee and the Beer Board governing the sale and distribution of beer? Yes \square No

24. (a) Have you received or reviewed a copy of the beer laws of the State of Tennessee, and from the municipality, a copy of ordinance/code and a copy of the rules and regulations of the Beer Board? Yes \Box No

(b) Does the applicant and location meet all requirements to hold the requested permit? Yes No

25. Is the application in arrears for remittances to the Tennessee Department of Revenue as to sales tax? U Yes W No

- 27. Does the applicant hold a TABC permit? Ves V No; specify type:

28. Does the applicant agree and understand that beer may only be purchased from a licensed wholesaler and cannot be moved/transported from one retail location to another? ∇ Yes \Box No

29. Applicant expressly agrees that the Town is authorized to conduct a background check by virtue of this application. ✓ Yes □ No

Applicant hereby solemnly swears that each and every statement in the foregoing application is true and correct; that the Beer Board will be notified promptly if there is a change in circumstances that affects the responses provided in this application; that this application is being relied upon to make a determination of good moral character; that (1) no beer will be sold except at places where such sale will not cause congestion of traffic or interference with schools, churches, or other places of public gathering, or otherwise interfere with public health, safety and morals; (2) no sale shall be made to anyone under twenty-one (21) years of age; (3) no person, firm, corporation, joint-stock company, syndicate or association having at least a five (5%) percent ownership interest in the Applicant has been convicted of any violation of the laws against possession, sale, manufacture, or transportation of beer or other alcoholic beverages or any crime involving moral turpitude within the past ten (10) years; (4) no person employed by the Applicant in such distribution or sale has been convicted of any violation of the laws against possession, sale, manufacture, or transportation of beer or other alcoholic beverages or any crime involving moral turpitude within the past ten (10) years; (5) no sale shall be made for on-premises consumption unless the application and the permit so state; (6) the Applicant is not a specially designated national and has legal status to hold a permit as any other U.S. citizen might possess; (7) the Applicant for purposes of compliance for any permit issued, shall make all employees aware of state and local beer laws and rules/regulations and strict adherence thereto; and (8) upon cessation of business, revocation or suspension of a permit, the permit shall immediately be surrendered to the Beer Board.

If any statement herein is false, the Applicant shall forfeit hi	s permit and shall not be eligible to receive any permit
for a period of ten (10) years, in accordance with T.C.A. 57-5-105(
Sworn to and subscribed before me this $\underline{\gamma+h}$ day of	December, 2015.
WITHINK FINCK	≤ 1
Signature of Applicant:	Clan (f
NOTAKIC Z	SLL VL :L
	NOTARY PUBLIC
AROL LAROL	
THEATHAM CONTIN	My Commission Expires: 3-7-2016
Manunun,	

THE APPLICANT HEREBY DESIGNATES THE FOLLOWING PERSON OR PERSONS WHO ARE AUTHORIZED TO RECEIVE THE APPLICANT'S BEER PERMIT, IF GRANTED FROM THE BEER BOARD: 1 Jung .

Name: ShawN COURTNEX	Title: Contral partner
Name: GINA COURTNEY	Title: COARD CORONAL
	General partner

*If not a U.S. Citizen please attach a copy of visa or other legal evidence(s) of the right to be in the United States.

This Instrument Prepared By:

James C. Cotey, Esq. Stites & Harbison, PLLC SunTrust Plaza, Suite 800 401 Commerce Street, Nashville, TN 37219

Name and Address of Property Owners:

 Mail Tax Bills to:

Shawn and Gina Courtney 2001:Maxx:Spring:Drive Nashwille:XTN:87015x

	Patrick	Swith, Resister
•	Cheathan	County Termessee
Rec #:	196146	مدادلاه هده معند م
Rec'd:	20.00	Instrument #1 163146
State: Clerk:	4/1- 22	Recorded
Othor:	1.W	6/26/2015 at 1:02 PM in Record Book
lotal:	494.75	500
• W X X # *	F	as 2432-2435

Property Address: 132 Petro Road Kingston Springs, TN 37032

Tax Parcel ID#: 096M-B-003.00

SPECIAL WARRANTY DEED

THIS INDENTURE, made and entered into as of the 24 day of June, 2015, by and between SUNTRUST BANK, a Georgia banking corporation ("Grantor") and SHAWN and GINA COURTNEY, husband and wife, (together, "Grantee");

WITNESSETH:

That for and in consideration of Ten Dollars (\$10.00) cash in hand paid, and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged. Grantor has bargained and sold and does hereby bargain, sell, convey and confirm unto Grantee the following described real estate (the "Property") situated and being in the County of Sullivan, State of Tennessee:

See Exhibit A attached hereto and made a part hereof.

TO HAVE AND TO HOLD the Property together with all the appurtenances and hereditaments thereunto belonging or in any wise appertaining unto Grantee, its successors and assigns, in fee simple forever.

Grantor conveys the Property, including any after-acquired title of Grantor, free of encumbrances created or suffered by Grantor, except those encumbrances set forth in this Special Warranty Deed, and Grantor does hereby warrant and forever defend the title to the Property to Grantee and its successors and assigns against the lawful claims of all persons claiming by, through or under a conveyance by Grantor, but not further or otherwise.

This conveyance is made subject to (i) the lien of real estate taxes, taxes imposed by special assessment and water, sewer, vault, public space and other public charges which are not yet due

1

and payable, (ii) all applicable laws (including zoning, building ordinances and land use regulations), (iii) all easements, restrictions, covenants, agreements, conditions, and other matters of record, and (iv) all matters that may be revealed by a current and accurate survey or inspection of the property.

WITNESS the execution of this Indenture by Grantor the day and year first above written.

SUNTRUST BANK. a Georgia banking corporation Bv: Tim Laumakis, First Vice President

STATE OF NORTH CAROLINA

COUNTY OF WAKE

Before me, a Notary Public within and for said State and County, duly commissioned and qualified, personally appeared Tim Laumakis, with whom I am personally acquainted, and who upon oath acknowledged himself to be First Vice President of SUNTRUST BANK, the within named bargainor, a Georgia banking corporation and that he as such First Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of SUNTRUST BANK by himself as First Vice President.

WITNESS my hand and official seal at office this $\underline{\partial 4}$ day of June, 2015.

PUBLIC

My Commission Expires:

1212

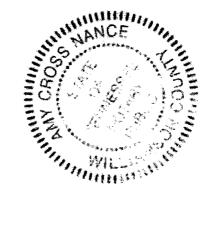
TIFFANY WILSON Notary Public Wake County North Carolina My Commission Expires Dec 2, 2019

I, or we, hereby swear or affirm that, to the best of affiant's knowledge, information and belief, the actual consideration for this transfer or value of the property transferred, whichever is greater, is \$127,500.00, which amount is equal to or greater than the amount which the property transferred would command at a fair and voluntary sale.

fiant

SUBSCRIBED and sworn to before me this A day of June, 2015. Notary Public

My Commission Expires: 22519



96900N 150600 1118068 1.NASHVILLE

EXHIBIT A TO SPECIAL WARRANTY DEED

Legal Description

Being Lot No. 3A on the Plan of Kingston Spring Interstate Center, as shown on plat of record in Plat Book 12, page 182, in the Register's Office for Cheatham County, Tennessee, to which plat reference is made for a more particular description of said property.

Being the same property conveyed to SunTrust Bank by deed from Successor Trustee Evans Harrison Hackett PLLC of record in Book 482, Page 476, Register's Office for Cheatham County, Tennessee.

Date of this notice: 10-23-2015

Form: SS-4

Number of this notice: CP 575 A

For assistance you may call us at: 1-800-829-4933

IF YOU WRITE, ATTACH THE STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 47-5399726. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form	941	01/31/2016
Form	940	01/31/2016
Form	1065	04/15/2016

If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, Accounting Periods and Methods.

We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification, see Form 8832 and its instructions for additional information.

A limited liability company (LLC) may file Form 8832, Entity Classification Election, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, Election by a Small Business Corporation. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8632.

BARLEYPOPS LP SHAWN COURTNEY GEN PTR 132 PETRO RD KINGSTON SPGS, TN 37082

Keep this part for your records.

CP 575 A (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 Å

99999999999

Your Telephone Number Best Time to Call DATE OF THIS NOTICE: 10-23-2015 () - 2

FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE CINCINNATI OH 45999-0023 In bilder bis the second state of the second s

BARLEYPOPS LP SHAWN COURTNEY GEN PTR 132 PETRO RD KINGSTON SPGS, TN 37082

If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

The IRS is committed to helping all taxpayers comply with their tax filing obligations. If you need help completing your returns or meeting your tax obligations, Authorized e-file Providers, such as Reporting Agents (payroll service providers) are available to assist you. Visit the IRS Web site at www.irs.gov for a list of companies that offer IRS e-file for business products and services. The list provides addresses, telephone numbers, and links to their Web sites.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

IMPORTANT REMINDERS:

- * Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- * Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- * Refer to this EIN on your tax-related correspondence and documents.

If you have questions about your EIN, you can call us at the phone number or write to us at the address shown at the top of this notice. If you write, please tear off the stub at the bottom of this notice and send it along with your letter. If you do not need to write us, do not complete and return the stub.

Your name control associated with this EIN is BARL. You will need to provide this information, along with your EIN, if you file your returns electronically.

Thank you for your cooperation.

LICENSE 0039183

STANDARD BUSINESS TAX LICENSE

Total Due: 15.59 Cash: Check No.: Credit Card: 15.59 Auth# 121627 Change: RKNOX wk06 Drawer: 12 Site: 1 Work Date: 12/07/2015 DETACH THIS PORTION FOR CONFIDENTIAL FILE

TERESA GUPTON CHEATHAM COUNTY CLERK

264 SOUTH MAIN STREET SUITE 108 ASHLAND CITY, TN 37015

STANDARD BUSINESS TAX LICENSE

Mailing

22089 BARLEYPOPS LP

132 PETRO ROAD KINGSTON SPRINGS, TN 37082 BARLEYPOPS LP

132 PETRO ROAD KINGSTON SPRINGS, TN 37082

SHAWN M COURTNEY GINA M COURTNEY

LOCAL ACCOUNT NUMBER 22089

STATE ACCOUNT NUMBER

TRANSACTION NUMBER

CLASS

DEPUT

SALES TAX NUMBER

Albon	ch lumer	
Y CLERK SIGNATURE	RKNOX wk06	Drawer:12 Site:1

02

0

ISSUE DATE	12/07/15	
TAX PERIOD	STARTED - 12/07/2015	
PAYMENT DUE BY	4/15/2017	
EXPIRATION DATE	5/15/2017	

TO AVOID PENALTY, INTEREST, AND POTENTIAL ENFORCED COLLECTION ACTION, BUSINESS TAX RETURNS AND PAYMENTS MUST BE REMITTED TO THE TENNESSEE DEPARTMENT OF REVENUE AT LEAST 30 DAYS PRIOR TO THE EXPIRATION DATE OF THIS LICENSE.

IF PAID BY CHECK, THIS LICENSE VALID ONLY AFTER CHECK IS PAID.

THIS LICENSE DOES NOT PERMIT OPERATION UNLESS PROPERLY ZONED, AND/OR IN COMPLIANCE WITH ALL OTHER APPLICABLE LAWS/RULES.

-- POST AT LOCATION OF BUSINESS --IF BUSINESS CLOSES, MOVES, OR CHANGES OWNERS, NOTIFY THIS OFFICE

Location

LICENSE

0039183



Kingston Springs Board of Commissioners Public Hearing Agenda December 17, 2015

1. <u>Call to Order:</u>

The meeting is called to order by ______ at _____ p.m.

2. Ordinance 15-011 – Amending Section 13-150 (4) of the Municipal Code. As advertised in the *South Cheatham Advocate* newspaper December 4, 2015.

3. <u>Adjournment:</u>

_____ adjourned the meeting at _____ p.m.



Kingston Springs Board of Commissioners Regular Business Meeting Agenda December 17, 2015

1. <u>Call to Order:</u>

The meeting was called to order by ______ at _____ p.m.

A. <u>Pledge of Allegiance.</u>

B. <u>Commissioners in Attendance:</u>

Gary Corlew _____ Tony Gross _____ Gordon Lampley ____

Glenn Remick _____ Bob Stohler _____

C. In Attendance not Voting.

Mike McClanahan _____ Jennifer Noe _____ Debbie Finch ____

Clint Biggers _____ Eugene Ivey ____ Brandy Miniat ____

D. <u>Declaration of Quorum by Mayor.</u>

2. Approval of Minutes:

A. Minutes of the November 19, 2015 regular business meeting have been

circulated. Corrections______ Motion to approve Second

B. Minutes of the December 14, 2015 special called meeting have been

circulated. Corrections_____

Motion to approve ______ Second _____

3. <u>Confirmation of the Agenda.</u>

Motion to approve ______ Second _____

- 4. Announcements from Commissioners:
- 5. <u>Community Input and Concerns: (When the Mayor asks, please raise your hand if you wish to speak. When recognized by the Mayor, please stand, state your name and address).</u>
- 6. <u>Consent Agenda:</u>
 - A. <u>City Manager's Report</u>
 - B. Department Reports
 - C. <u>Financial Report</u>

Motion to Approve ______ Second _____

- 7. <u>Updates:</u>
 - A. <u>Legal City Attorney</u>

8. <u>Unfinished Business:</u>

- A. <u>Second Reading of Ordinance #15-011: Amending Section 13-150 (4) of</u> <u>the Municipal Code</u>
- 9. <u>New Business:</u>
 - A. <u>Resolution #15-010: Endorsing application for a 2016 Safe Routes to</u> <u>School Grant</u>
 - B. Discussion of city limits welcome signs
 - C. Discussion of proposed changes to the employee work policy
 - D. Approval of additional secondary meter refunds
- 10. <u>Monthly Discussions:</u>
 - A. Surplus Items: Fire Department Apparatus
- 11. Other (For Discussion Only).
- 12. Adjourn:

_____ adjourned the meeting at _____ p.m.



NOVEMBER 19, 2015

1. CALL TO ORDER:

Mayor Gross called the meeting to order at 7:00 p.m.

A. Pledge of Allegiance

B. Roll Call of Voting Members

Gary Corlew, City Commissioner	Present
Tony Gross, Mayor	Present
Gordon Lampley, City Commissioner	Present
Glenn Remick, City Commissioner	Present
Bob Stohler, Vice Mayor	Present

C. Non-Voting Staff

Mike McClanahan, City Manager	Present
Debbie Finch, Assistant City Mgr. /Recorder	Present
Jennifer Noe, City Attorney	Present

D. Declaration of Quorum by Mayor

2. APPROVAL OF MINUTES:

Commissioner Remick made a motion to approve the minutes for October 15, 2015 regular city commission meeting. Commissioner Lampley seconded the motion and it passed unanimously.

3. CONFIRMATION OF AGENDA:

Commissioner Remick made a motion to approve the agenda as amended. Commissioner Lampley seconded the motion and it passed unanimously.

4. ANNOUNCEMENTS FROM COMMISSIONERS:

Vice Mayor Stohler stated that the ARK had an Angel Tree for those that wanted to help and that they were in need of can goods.

Commissioner Lampley stated that he appreciated the ISO Rating of (4) and all the work by staff and the fire fighters to achieve the rating.



5. COMMUNITY INPUT AND CONCERNS:

Scott Sampson – 1204 CC Road

6. CONSENT AGENDA:

McClanahan gave his report to the board of commissioners.

• City Manager McClanahan asked for a motion to request funding from the JEDB for return postage for the citizen survey. Commissioner Lampley made a motion for the city manager to request funding for the return postage for the citizen survey from the JEDB. The motion was seconded by Vice Mayor Stohler and passed unanimously.

Vice Mayor Stohler made a motion to approve the consent agenda. The motion was seconded by Commissioner Remick and passed unanimously.

7. UPDATES:

A. Legal – City Attorney No Report

8. UNFINISHED BUSINESS:

9. NEW BUSINESS:

- A. Resolution No. 15-009 Endorsing application for a FY15 TDOT Multimodal Access Grant: Engineer Jeff Stevens explained the TDOT Multimodal Access to the board and public. Commissioner Remick made a motion to pass Resolution No. 15-009. The motion was seconded by Commissioner Corlew and passed unanimously.
- B. Resolution No. 15-010 Endorsing application for a 2016 Safe Routes to School Grant:

The resolution was deferred to the December meeting.



C. Resolution No. 15-011 Asking the Tennessee General Assembly to exempt the Town from TCA 67-4-1425:

Vice Mayor Stohler made a motion to pass Resolution No. 15-011. The motion was seconded by Commissioner Remick and passed unanimously.

D. First Reading of Ordinance No. 15-011 – Amending Section 13-150
(4) of the Municipal Code:

Attorney Noe explained the ordinance to the board and public. Commissioner Lampley made a motion to pass Ordinance No. 015-011 on first reading. The motion was seconded by Commissioner Corlew and passed unanimously.

A Public Hearing was set for December 17, 2015 at 7:00 p.m.

E. Reappointing Bridget Wilson to the Board of Zoning Appeals for a new term (2016-2019):

Commissioner Remick made a motion to reappoint Bridget Wilson to the Board of Zoning Appeals. The motion was seconded by Vice Mayor Stohler and passed unanimously.

F. Approval of Secondary Meter Refunds:

Commissioner Corlew made a motion to approve the secondary meter refunds. The motion was seconded by Vice Mayor Stohler and passed unanimously.

G. Sign for building (Anthony J. Campbell):

Mayor Gross made a motion to purchase the sign naming the city hall complex after Anthony J. Campbell. The purchase amount was set at \$600.00. Vice Mayor Stohler seconded the motion and it passed unanimously.



10. MONTHLY DISCUSSIONS:

A. Surplus Items:

Vice Mayor Stohler made a motion to surplus (22) fluorescent light fixtures. Commissioner Lampley seconded the motion and it passed unanimously.

<u>11. OTHER (For Discussion Only)</u>:

The board requested that the "City Limit" signs be added to the December agenda.

12. ADJOURNMENT:

Mayor Gross adjourned the meeting at 7:50 p.m.

Francis A. Gross, III Mayor Debbie Finch Assistant City Mgr. /Recorder



DECEMBER 14, 2015

1.CALL TO ORDER:

Mayor Gross called the meeting to order at 9:00 a.m.

A. Roll Call of Voting Members

Gary Corlew, City Commissioner	Present
Tony Gross, Mayor	Present
Gordon Lampley, City Commissioner	Present
Bob Stohler, Vice Mayor	Present
Glenn Remick, City Commissioner	Present

B. Non-Voting Staff

Mike McClanahan, Assistant City Manager	Present
Debbie Finch, Assistant City Mgr./Recorder	Present

2. NEW BUSINESS:

A. Review of City Manager's Evaluation:

Mayor Gross explained that MTAS Consultant Gary Jaeckel prepared the document given to the board. The document gave a cumulative total of points taken from the individual evaluations.

- Mayor Gross turned the meeting over to Mr. Jaeckel.
- Mr. Jaeckel stated that the document shows strengths and weakness and where performance needs to be improved.
- Mr. Jaeckel stated that there were two sides to being a city manager (1) Public and being transparent and (2) Internal dealing with staff and the board of commissioners.
- Mr. Jaeckel stated that City Manager McClanahan scored as a solid performer with some items needing improvement.

Commissioner Lampley asked City Manager McClanahan to give his opinion of the evaluation. Mr. McClanahan stated that he had never been through a manager's evaluation but that there was a lot



of good stuff to focus on. He stated that his biggest take away from the evaluation was:

- Trying to make sure employees are included in projects
- Making more of a presence at the front counter

Commissioner Lampley stated that he felt the process was good for everyone and that everyone was able to take the politics out of it. He also stated that he felt strongly about the finances of the town and that it was important that the city manager be able to step up should the recorder be unable.

Commissioner Stohler stated that it was a great exercise for the commissioners and that he felt it should be done every six months.

Commissioner Corlew stated that City Manager McClanahan needed to improve on his communication and that he should run things by the commission before doing them. He also stated that he wanted the staff to be able to communicate with the board at any time and not have to go through the city manager to do so. Commissioner Corlew stated that it was not necessary to change everything.

Commissioner Remick stated that he feels they are headed in the right direction.

Assistant City Manager/Recorder Finch stated that she and City Manager McClanahan had their differences but that things were much improved and she hoped that things worked out.

MTAS Consultant Gary Jaeckel stated how important it was to have a team that consisted of the city manager, commissioners and the department heads. He also suggested that during the next commissioner's retreat that the commission consider prioritizing what they wanted the city manager to focus on. He also volunteered to be the narrator at the retreat.



3. ADJOURNMENT:

A motion for adjournment was made by Commissioner Lampley and seconded by Vice Mayor Stohler. The motion passed unanimously and Mayor Gross adjourned the meeting at 9:42 am.

Francis A. Gross, III Mayor Debbie Finch Assistant City Mgr./Recorder

Ga.



MANAGER'S REPORT DECEMBER 2015

FIRE DEPARTMENT – STATION 4

Cheatham County is pushing to build a new fire station in our service area in the Cedar Hill Rd. area. Departmental staff have concerns about control of the site, the location of a potential station near city limits, and its proximity to potential volunteers. The Fire Dept. is requesting a motion to be allowed to advertise for the acquisition of property to build a new fire hall. Chief Ivey and Attorney Noe are present to discuss the issue and answer questions.

FIRE DEPARTMENT - AFG GRANT

Town and Fire Department staff are working on an Assistance to Firefighters Grant to purchase SCBA packs and replacement bottles. The grant is offered through FEMA and has a 5% local match. Additional details are to be made available at the meeting. A motion is requested to pursue the grant. Chief Ivey is present to answer questions.

SOUTH CHEATHAM BUILDING NUMBERS

YTD Revenue Permits Issued	<u>Kingston Springs</u> \$69,535.95 49	<u>Pegram</u> \$25,214.35 35
Commercial	(2) \$37,188.20	(5) \$500.00
New Construction	(7) \$22,368.20	(6) \$8,438.05
Access. Buildings	(6) \$810.40	(6) \$1,733.20
Remodel	(3) \$150.00	(3) \$136.00
Grading	(4) \$200.00	(1) \$50.00
Re-roof	(9) \$225.00	(1) \$25.00
Fireworks Sales	(1) \$1,108.75	(5) \$5,500.00
Pool	(2) \$150.00	(3) \$432.10
Deck	(3) \$150.00	
Fence	(1) \$50.00	
Tent	(1) \$50.00	(1) \$50.00
Sign	(2) \$100.00	

(3) New con. Sewer hookups(1) Driveway permit(1) Blasting permit



MANAGER'S REPORT DECEMBER 2015

CITY HALL SIGNAGE

On the next page, a preview of the 'Tony Campbell' City Hall sign has been included. Unfortunately, the sign was quoted at \$50 above the threshold set by the Commission in November. A motion to spend up to \$650.00 for the sign is requested.

UPCOMING ACTION ITEMS & EVENTS

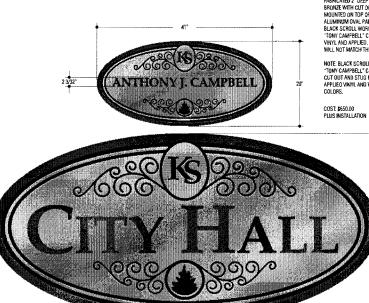
Staff Actions

- Collecting resident survey's (228 paper responses as of 12/14)
- Working on the new website
- Grant writing and submittal
- Following up on 3 codes issues

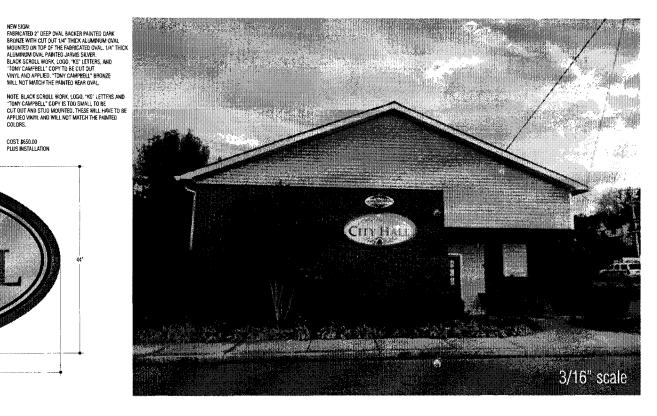
Docket Items for Next Month

- Potential first reading of proposed changes to the work policy
- FY14 audit highlights





EXISTING SIGN





Town of Kingston Springs, Tennessee December 17, 2015

TO: HONORABLE MAYOR GROSS & CITY COMMISSIONERS

FROM: BRANDY MINIAT, DIRECTOR

RE: PARKS DEPARTMENT MONTHLY REPORT

Issues Around the Parks:

The utilities at City Park have been shut down for the winter. We will close Burns Park as weather permits.

Parks & Facility Maintenance Notes:

Disk golf visitors continue to increase. We will have a grand opening event on April 10th. Soccer fields have been fertilized and over seeded with winter rye.

Other Department Notes:

Soccer registration will be in January. Seniors have bingo on December 7th & 21st. Senior Luncheon is at the Activity Center on December 17th at 11:00 and is sponsored by Heritage Bank.

Statistics:

0 # of pavilion rentals 3 # of Activity Center rentals 0 \$ revenue from Parks programs 0 # of hours of field use 1 # of Town-sponsored events

MUNICIPAL COURT

Phillip Maxey, Municipal Court Judge



Town of Kingston Springs, Tennessee DECEMBER 1, 2015

TO: HONORABLE MAYOR GROSS & CITY COMMISSIONERS

FROM: RITA CATHEY, COURT CLERK

RE: MUNICIPAL COURT MONTHLY REPORT

Court Summary November 2015

Adult Citations Written <u>Juvenile Citations Written</u>	13 1
Total Gross Citations	14
Total Gross Revenue for the Month	\$1,893.25
Less Litigation Tax (Paid to State)	-\$215.81
Drug Fines Collected	\$ 58.00
Total Net Revenue	\$1,735.44

Court Summary November 2014

Adult Citations Written	20
Juvenile Citations Written	2
Total Gross Citations	22
Total Gross Revenue for the Month	\$1,751.50
Less Litigation Tax (Paid to State)	-\$209.02
Drug Fines Collected	\$0.0000
Total Net Revenue	\$1,542.48

CODES ENFORCEMENT James Parks, Codes Official



Town of Kingston Springs, Tennessee

Permits Issued	#	Square Feet	Permit Fee	Adeq. Fac. Fee	Sewer Tap
New Residential	-	-	-	-	-
Condo Units	-	-		-	_
Commercial	-	-	ate.	-	÷
Other Permits	6	-	\$3,529.00	-	-
(Garage, Porch)					
Penalties	-	-	-	-	-
Tent	-	-	-	-	
Fireworks	-	-	-	-	-
Demolition	-	-		-	
Signs	-	-	-		-
Driveways	-	-	-	-	-
Total Permits	6	-	\$3,529.00	-	-
Issued					



Town of Kingston Springs, Tennessee DECEMBER 1, 2015

TO: HONORABLE MAYOR GROSS & CITY COMMISSIONERS

FROM: JAMES PARKS, CODES OFFICIAL

RE: CODES ENFORCEMENT MONTHLY REPORT

Properties/Issues Unresolved:

340 Love St has had no movement of equipment. Waiting on reading of new ordinance for letter to go to the lvey property.

Other Notes:

Statistics:

Permits Issued	November 2014	November 2015	
New Construction (Res./Comm.)	-	-	
Demolition	_	-	
Penalties	~	_	
Condo Units	-	-	
Fireworks	-	_	
Tent	_	_	
Signs	_	-	
In-Ground Pools	-	-	
Driveways	_	-	
Additions/ Etc.	1	6	
Total Permits Issued	1	6	



Kingston Springs Fire Department DECEMBER 1, 2015

TO: HONORABLE MAYOR GROSS & CITY COMMISSIONERS

FROM: EUGENE IVEY, FIRE CHIEF

RE: FIRE DEPARTMENT MONTHLY REPORT

Community Relations:

Personnel Training:

Firefighters participated in various training's this month including a medical class on patient airway management and also training on R.I.T. operations (Rapid Intervention Team).

Equipment Maintenance:

The brush truck was given an engine tune up and repairs made to the pump's coolant system. Vehicles are being prepped for winter weather and snow cables are being purchased.

We have begun remodeling the gear room at Station 2. Things are still moving forward with the Station 3 remodel.

Other Departmental Note:



Kingston Springs Fire Department

Statistics:

Type of Call	November 2014	November 2015
MVA	3	9
False Call	2	3
Brush Fire	1	2
Controlled Burn	0	0
FR (First Responder)	5	10
Fire Alarm	0	0
Vehicle Fire	0	2
Trash/Refuse Fire	0	0
Investigation	0	0
Search	0	0
Rescue	0	0
Structure Fire	2	1
Standby	0	0
Hazardous Conditions	0	2
Total Calls for Service	13	29

vinosion Springs

Town of Kingston Springs, Tennessee

December 17, 2015

TO: HONORABLE MAYOR GROSS & CITY COMMISSIONERS

FROM: CLINT BIGGERS, DIRECTOR

RE: PUBLIC WORKS DEPARTMENT MONTHLY REPORT

Projects Completed This Month: 100 Tons of Salt Delivered. Salt Bin dried In. 60 Foot culvert installed on Harpeth View trail.

Projects on the Horizon:

New Pump Station at East Kingston Springs Road station.

Sewer Notes: 14 Sewer Locates

Other Department Notes:

Statistics: Sewer Service Fees Collected: 1 x \$50.00 = \$50.00 # Of Work Orders

Second South Cheatham Utility District

American Water Works Association P.O. Box 309 Kingston Springs, TN 37082 615-952-3094 - Phone / 615-952-2017 - Fax



TOWN OF KINGSTON SPRINGS BILLING REGISTER SUMMARY

REC'D DEC 08 2015

Billing Period Ending: 11/30/2015

Oct. 2015 Ending Balance	37,047.07
Add Penalties:	599.30
Credits for Customers:	-92.94
Less Payments:	
Balance Forward:	4,232.29
Sewer Billing (Sales):	34,524.66
Total Account Receivable:	38,756.95

COLLECTIONS STATEMENT

Collection Dates:	11/01/15 - 11/30/2015
Collection Amount:	33,321.14
Less 6.5%	2,165.87
Secondary Meter refunds	13,706785
Amount Due	17,386.62

	SALES GALLONS	Same Period Last Year 35,795.22 4264.3	<u>Current Period</u> 34,524.66 3992.5	Increase or Decrease -3.5% -6.4%
ADJUSTMENTS	· · · ·			
101-91670-00 Michael Kirby 101-30050-00 Doris Hodges Misc Adjustments for closed accounts	Leak Refun	d penalty	-65.48 -7.50 	
			-92.94	

This institution is an equal opportunity provider and employer

USVRTCLQ 2015/12/07 SECOND SOUTH CHEATHAM UTILITY FlexGen 4(C) Page: 1

BILLING SUMMARY REPORT SERVICE BY RATE BY CLASS

CLASS	BILLS	CHARGES	USAGE	NAME
*****	*********	*****	*****	*****

SERVICE: KS SEWER

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RATE: XAI K.S. SEWER USAGE

01	677	22789.68	26276
02	57	11688.63	13649

TOTALS	734	34478.31	39925

RATE: XBI K.S. NO USAGE

01	2	30.90	0
02	1	15.45	0

TOTALS	3	46.35	0

SERVICE TOTALS:	737	34524.66	39925
GRAND TOTALS:	737	34524.66	
	******	******	

BILLINGS For Reporting Period: 11/2015 TO 11/2015 CLASS = ALL

USVPAYCL 2015/12/07 SECOND SOUTH CHEATHAM UTILITY FlexGen 4(C) Page: 1

PAYMENT SUMMARY REPORT SERVICE BY CLASS

CLASS COUNT PAYMENTS DATE BATCH NAME

SERVICE: KS SEWER

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01	659	21096.40
02	56	12224.74
SERVICE TOTALS:	715	33321.14
GRAND TOTALS:	715	33321.14

PAYMENTS For Reporting Period: 11/2015 TO 11/2015 CLASS = ALL



		Budgeted	Realized	Unrealized	Percentage						
ENERAL FUND REV	/ENUE				Realized						
		1,922,438.00	664,074.62	1,258,363.38	34.50%	PERCENTAGE IS BELOW THE PROJECTED 41.66%					
Notes:											
	ALL LINE ITE	MS THAT EXCEED TH	IE BUDGET AMO	UNT WILL BE AD	JUSTED WITHIN T	HE DEPARTMENTS BUDGET.					
		r	YTD	<u>e</u> nu	Percentage Used	1					
NERAL DEPT.		Budgeted	Expenditures	Balance	rencentage Used						
		162,341.00	57,687.95	104,653.05	35.54%	GOOD -PERCENTAGE IS BELOW 41.66%					
		L			L						
Notes:	41000-186	Mixed Drink to the	BOE is at 109.89%.	This is ok becaus	e the Mixed Drink r	evenue is coming in higher than projected.					
	41000-148	Postage is over due	to the citizen surv	ey. This will be re	funded by the JEDB						
	41000-222	Books, Maps, Software is over the budgeted amount by \$80.95. This id due to purchasing the Fact Book, Gov. Directory and printing									
		Urban Growth and Major Thoroughfare maps.									
	41000-235	Memberships is at	48.69%. This is du	e to most membe	rships being due at	the beginning of the budget year.					
	41000-236	Public Relations is a	t 51.75%. This is d	ue to the \$2,000.0	00 payment made f	or the History Project.					
	41000-248	Online Services is a	t 44.11%. This is du	ue to paying 1/2 tl	he cost of the new	vebsite design.					
	41000-249	Dumpster Service is	i at 45.31%.								
	41000-255	Software/Hardware	is at 98.11%. This	is because the su	pport payments are	e due July 1st.					
	41000-262	R&M Equipment, et	c. is at 69%. This i	s due to paying \$3	45.00 to move pho	ne lines in city managers office and front office.					
	41000-266	R&M Buildings is at	49.66 %. This is du	ue to having to rep	pair the heat and ai	r unit at Beck Meeting Hall.					
	41000-295	Maintenance Contr	acts is at 48.37%.	This is due to mos	t contracts being di	e at the beginning of the budget year.					
	41000-299	Miscellaneous is at	64.13%. This is du	e to \$185.00 payn	nent for budget rev	iew for Distinguished Budget Award and for Larry Craig's reception.					
	41000-310	Office and Cleaning	Supplies is at 40.8	4%.							
	41000-312	Office Equipment is	at 57%. This is du	e to purchasing a	new office phone a	nd vacuum.					
	41000-373	Farmers Market is	at 63.50%. This is o	due to port-a-jons	and advertising.						
	41000-972	Projects/Improvem	ents/Equipment (R	emodel Project at	City Hall) is at 94.9						
	2701C		YTD		Percentage Used						
MINISTRATIVE	EPT.	Budgeted	Expenditures	Balance							
		168,150.00	69,473.88	98,676.12	41.32%	PERCENTAGE IS BELOW THE PROJECTED 41.66%					
					*						
Notes:	41110-148	Employee Education	n and Training is at	69.85%. This is d	ue to \$270.00 MTA	S Classes (Mike) \$1045.00 ICMA Conference (Mike) \$120.00 Seminar					
		(Debbie) and \$175.	00 TGFOA Fall Conf	ference (Debbie)							



FINANCIAL REPORT - NOVEMBER 2015

		YTD		Percentage Used	
CITY COUNCIL	Budgeted	Expenditures	Balance		
	13,319.00	4,306.02	9,012.98	32.33%	GOOD -PERCENTAGE IS BELOW 41.66%
					The rest of the second seco
		YTD		Percentage Used	
JUDICIAL	Budgeted	Expenditures	Balance		
	3,000.00	1,250.00	1,750.00	41.67%	GOOD -PERCENTAGE IS AT 41.66%
				1981 6	
		YTD		Percentage Used	
CITY ATTORNEY	Budgeted	YTD Expenditures	Balance	Percentage Used	
	23,150.00	Expenditures	Balance 16,580.00		GOOD PERCENTAGE IS BELOW 41.66%
		Expenditures			
	23,150.00	Expenditures 6,570.00			GOOD -PERCENTAGE IS BELOW 41.66%
	23,150.00	Expenditures 6,570.00		28.38%	GOOD -PERCENTAGE IS BELOW 41.66%
	23,150.00	Expenditures 6,570.00 YTD Expenditures	16,580.00	28.38% Percentage Used	GOOD -PERCENTAGE IS BELOW 41.66%

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Notes: 41580-516 Notary & Surety Bonds is at 100 %. This is due to the bonds being payable in July.

		YTD		Percentage Used	
PLANNING AND ZONING	Budgeted	Expenditures	Balance		
	22,666.00	824.20	21,841.80	3.64%	GOOD -PERCENTAGE IS BELOW 41.66%

Notes: 41700-293 Recording Documents is at 51%.

			and the second se		370	
			YTD		Percentage Used	
CODES		Budgeted	Expenditures	Balance		
		38,928.00	6,749.76	32,178.24	17.34%	GOOD -PERCENTAGE IS BELOW 41.66%
		No. Confidential and	Contract Half		Harris I. State	
			YTD		Percentage Used	
POLICE		Budgeted	Expenditures	Balance		
		424,175.00	135,890.30	288,284.70	32.04%	GOOD -PERCENTAGE IS BELOW 41.66%
Notes:	42100-236	Public Relations is a	at 85 59%			
notes.	42100-251	Medical is at 54.38		weical and other a	warme for now offic	
				iysical and other e	exams for new onic	
	42100-262	R&M Equipment is	at 156.32%.			
	42100-295	Maintenance Conti	racts is at 101.30%.			
	42100-320	Operating Supplies	is at 90.71%.			



			гт				1
				YTD		Percentage Used	
FIRE			Budgeted	Expenditures	Balance		
			190,179.00	24,432.61	165,746.39	12.85%	GOOD -PERCENTAGE IS BELOW 41.66%
No	otes:	42200-246	Cable is at 93.50%				
		42200-262	R&M Equipment is	at 60.63%.			
		42200-266	R& M Buildings is a	it 46.76%.			
		42200-315	Communication Eq	uipment/Supplies is	at 60.76%.		
		42200-316	Machinery & Equip	ment is at 88.56%.			
				YTD		Percentage Used	
STREETS			Budgeted	Expenditures	Balance		
			373,538.00	273,167.40	100,370.60	73.13%	PERCENTAGE IS OVER THE PROJECTED 41.66%
							The percentage is high due to the payments for the Brush Creek Bridge
No	otes:	43100-266	R&M Buildings is a	t 86.54%.			project, annual paving, purchase of road salt and repairs to Harpeth View Trail.
		43100-268	R&M Roads is at 99	9.82%.			
		43100-269	Annual Paving is at	91.71%.			
		43100-313	Safety Equipment i	s at 93.46%.			
		43100-452	Road Salt is at 88.8				
				YTD		Percentage Used	
STREET AID			Budgeted	Expenditures	Balance		
			72,345.00	43,670.00	28,675.00	60.36%	PERCENTAGE IS OVER THE PROJECTED 41.66%
			·			•	The percentage is high due to the payment for the annual paving project.
No	otes:	43100-269	Annual Paving is at	100.00%.			
		.0100 105	The second second				



		YTD		Percentage Used						
PARK	Budgeted	Expenditures	Balance							
	263,147.00	99,212.66	163,934.34	37.70%	GOOD -PERCENTAGE IS BELOW 41.66%					
		<i>i</i> -								
Notes: 44700-148		on and Training is at								
44700-242 44700-283		Water is at 87.32%. This line item is higher than usual due to water leaks. Out of Town Expense is at 100% Per Diem, Hotel etc. to attend annual Park Conference.								
44700-283 44700-310	Office Supplies is a		iem, Hotel etc. to	attend annual Park	Conference.					
44700-310	Clothing and Unife									
44700-328	Soccer is at 50.149									
44700-365	Art in The Park is a	-								
44700-300	Concessions is at 4									
44700-516	Surety Bonds is at									
44700-532	Land Rental is at 6									
		YTD		Percentage Used						
DEBT	Budgeted	Expenditures	Balance							
	440,895.00	11,478.28	429,416.72	2.60%	GOOD -PERCENTAGE IS BELOW 41.66%					
	and the second									
		Realized	Unrealized	Percentage						
	Budgeted	Realized	Unrealized	Percentage						
DRUG FUND REVENUE	Budgeted			Realized						
			Unrealized	Realized	GOOD -PERCENTAGE IS OVER 41.66%					
	Budgeted 750.00		0.00	Realized						
DRUG FUND REVENUE	Budgeted 750.00	3,819.85	0.00	Realized 509.31% Percentage Used	GOOD -PERCENTAGE IS OVER 41.66%					
	Budgeted 750.00	3,819.85 YTD Expenditures	0.00	Realized 509.31% Percentage Used						
	Budgeted 750.00 Budgeted	3,819.85 YTD Expenditures	0.00 Balance	Realized 509.31% Percentage Used	GOOD -PERCENTAGE IS OVER 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261	Budgeted 750.00 Budgeted	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor	0.00 Balance 29,727.82	Realized 509.31% Percentage Used	GOOD -PERCENTAGE IS OVER 41.66%					
DRUG FUND EXPENDITURES	Budgeted 750.00 Budgeted 34,425.00 42100-326	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor	0.00 Balance 29,727.82 Tms is at 69.64%.	Realized 509.31% Percentage Used 13.64%	GOOD -PERCENTAGE IS OVER 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261	Budgeted 750.00 Budgeted 34,425.00	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor	0.00 Balance 29,727.82	Realized 509.31% Percentage Used 13.64% Percentage	GOOD -PERCENTAGE IS OVER 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261	Budgeted 750.00 Budgeted 34,425.00 42100-326 Budgeted	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor Realized	0.00 Balance 29,727.82 rms is at 69.64%. Unrealized	Realized 509.31% Percentage Used 13.64% Percentage Realized	GOOD -PERCENTAGE IS OVER 41.66% GOOD -PERCENTAGE IS BELOW 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261	Budgeted 750.00 Budgeted 34,425.00 42100-326	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor Realized	0.00 Balance 29,727.82 Tms is at 69.64%.	Realized 509.31% Percentage Used 13.64% Percentage Realized	GOOD -PERCENTAGE IS OVER 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261 ADEQUATE FACILITY TAX REVENUE	Budgeted 750.00 Budgeted 34,425.00 42100-326 Budgeted 1,075.00	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor Realized	0.00 Balance 29,727.82 rms is at 69.64%. Unrealized	Realized 509.31% Percentage Used 13.64% Percentage Realized	GOOD -PERCENTAGE IS OVER 41.66% GOOD -PERCENTAGE IS BELOW 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261 ADEQUATE FACILITY TAX REVENUE	Budgeted 750.00 Budgeted 34,425.00 42100-326 Budgeted 1,075.00	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor Realized 3,761.19	0.00 Balance 29,727.82 rms is at 69.64%. Unrealized	Realized 509.31% Percentage Used 13.64% Percentage Realized 349.88%	GOOD -PERCENTAGE IS OVER 41.66% GOOD -PERCENTAGE IS BELOW 41.66%					
DRUG FUND EXPENDITURES Notes: 42100-261	Budgeted 750.00 Budgeted 34,425.00 42100-326 Budgeted 1,075.00	3,819.85 YTD Expenditures 4,697.18 Clothing and Unifor Realized 3,761.19 YTD	0,00 Balance 29,727.82 rms is at 69.64%. Unrealized 0.00	Realized 509.31% Percentage Used 13.64% Percentage Realized 349.88% Percentage Used	GOOD -PERCENTAGE IS OVER 41.66% GOOD -PERCENTAGE IS BELOW 41.66%					



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		Budgeted	Realized	Unrealized	Percentage	
SEWER REVENUE					Realized	
		399,244.00	206,018.32	193,225.68	51.60%	GOOD -PERCENTAGE IS OVER 41.66%
and the second			- 14 A.	A Fold Pold Table 1		
			YTD		Percentage Used	
SEWER EXPENDITURE	S	Budgeted	Expenditures	Balance		
		463,816.00	217,364.09	246,451.91	46.86%	PERCENTAGE IS OVER THE PROJECTED 41.66%
Notes:	52200-235	Memberships are a	at 64.86%			
	52200-245	Telephone is at 43.	30%.			
	52200-262	R&M Equipment is				
					and the second	

GENERAL FUND		DRUG FUND		AFT FUND		SEWER	
REVENUE	1 1	REVENUE	Contraction of the	REVENUE		REVENUE	
General Checking	241,324.08	Drug Checking	79,636.09	AFT Checking	57,371.93	Sewer Checking	74,275.25
General Money Market	173,464.35	Drug Fund Money Market	229,572.32			Sewer Revenue Mkt.	23,568.53
Public Safety Vehicle Replacement	66,400,53	Police Equitable Sharing Account	9,790.01			Sewer Repair and Extension Mkt.	154,969.54
Additional 1/2 Cent Sales Tax MKT.	289,237.17					Sewer Depreciation Mkt,	843,931.10
Reserve Money Market	203.673.76					Sewer Vehicle Replacement	21,283.65
Future Land and Bidg. Money Market	30,974,52				1		
Blog /Codes Vehicle Replacement	10,778,31						
Street Vehicle Replacement	18,825 71						
Park Vehicle Replacement	5,288.34				1		T
Tax Reappraisal Cost Money Market	9,864.99						
Fire Fighters Association Savings	82,741.31						
Christmas Decoration Savings	5,005,88						
Petty Cash Court	250.00						
Petty Cash General Fund	250.00						
TOTAL BANK ACCOUNTS	1,138,078.95	TOTAL BANK ACCOUNTS	318,998.42	TOTAL BANK ACCOUNTS	57,371,93	TOTAL BANK ACCOUNTS	1,118,028.07
Remaining Projected Revenue	1,258,363.38	Remaining Projected Revenue	0.00	Remaining Projected Revenue	0.00	Remaining Projected Revenue	193,225,68
TOTAL REVENUE	2,395,442.33	TOTAL REVENUE	318,998.42	In TOTAL REVENUE	57,871.93	TOTAL REVENUE	1,311,253.75
Remaining Expenditures	1.515.356.01	Remaining Expenditures	29,727.82	Remaining Expenditures	10,000.00	Remaining Expenditures	246,451,91
Refund Reserve Midt.	200.000 00						
an ing sector sector and							
ENDING BALANCE/AVAILABLE FUNDS		ENDING BALANCE/AVAILABLE FUNDS		ENDING BALANCE/AVAILABLE FUNDS		ENDING BALANCE/AVAILABLE FUNDS	D-PHO-0-
REVENUE	2,396,442.33	REVENUE	318 998 42	REVENUE	57,371.93	REVENUE	1,311,253,75
EXPENDITURES	1.715.356.01	EXPENDITURES	29,727.82	EXPENDITURES	10,000.00	EXPENDITURES	246,451,91
ENDING FUND BALANCE 15-16	681,086,32	ENDING FUND BALANCE 15-16	289,270.60	ENDING FUND BALANCE 15-16	47,371.93	ENDING FUND BALANCE 15-16	1,064,801,84
LESS HOLDING FOR OPERATING	200,000.00	LESS HOLDING FOR OPERATING	0,00	LESS HOLDING FOR OPERATING	0.00	LESS HOLDING FOR OPERATING	0.00
LESS DESIGNATED FUNDS	433,553,35	LESS DESIGNATED FUNDS	9,790.01	LESS DESIGNATED FUNDS	0.00	LESS DESIGNATED FUNDS	1,020,184.29
AVALIABLE FUNDS	47,532.97	AVALIABLE FUNDS	279,480.59	AVALIABLE FUNDS	47,371.93	AVALIABLE FUNDS	44,617.55
INTALIAULE TVITUS	1 -, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	CELEBOORE COTINA			a anna ann an Anna an A	CALLANTIN AFACTOR TANDER AND A CALLAND	

ORDINANCE 15-011

AN ORDINANCE AMENDING SECTION 13-105 (4) in its entirety.

WHEREAS, to effectuate the current law in the state of Tennessee as it relates to special tax assessments; and

WHERAS, to create a more economical and feasible method of collecting for repairs made to real property that is in violation of the City's codes;

NOW THEREFORE, be it ordained by the Board of Commissioners of the Town of Kingston Springs, Tennessee as follows:

13-105 (4). If the property owner of record fails or refuses to remedy the condition within ten (10) days after receiving the notice (twenty (20) days if the owner is a carrier engaged in the transportation of property or is a utility transmitting communications, electricity, gas, liquids, steam, sewage, or other materials) the building inspector shall immediately cause the condition to be remedied or removed at a cost in conformity with reasonable standards, and the cost thereof shall be assessed against the owner of the property. The costs shall be a lien on the property in favor of the town and shall be paid by the property owner as a special assessment or tax which shall be placed on the tax rolls of the town and shall be collected in the same manner as property taxes are collected.

ORDAINED on this the _____ day of October, 2015.

Francis A. Gross III, Mayor

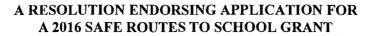
PASSED FIRST READING:

PASSED SECOND READING: _____

ATTEST:

Debbie K. Finch, Assistant City Manager/Recorder

RESOLUTION #15-010



WHEREAS, the Tennessee Department of Transportation has responsibility for the administration of the Tennessee Department of Transportation - Safe Routes To School program (SRTS) which is designed to assist communities in their efforts to improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

WHEREAS, the Town of Kingston Springs, acting by and through its Board of Commissioners proposes to apply for SRTS funds for the purpose of performing eligible school safety improvements that will benefit the majority of the residents of the Town of Kingston Springs.

WHEREAS, the Town of Kingston Springs will provide local financial support in conjunction with the SRTS funds to complete the project, and,

WHEREAS, the Town of Kingston Springs, as a recipient is required to designate and appoint a Financial Officer to perform certain duties in the administration of said grant.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Kingston Springs as follows:

THAT, Mayor Tony Gross is hereby authorized to execute and submit an application with appropriate assurances to the State of Tennessee, Department of Transportation, requesting Fiscal Year 2016 SRTS funds for the 2016 Town of Kingston Springs Safe Routes to School to School Project.

THAT, Mayor Tony Gross be and is hereby designated and appointed as Financial Officer and to perform on behalf of the Town of Kingston Springs, Tennessee, those acts and assume such duties as are consistent with said position.

READ AND ADOPTED this the _____ day of ______, 2015.

Francis A. Gross, Mayor

ATTEST:

Debbie K. Finch, City Recorder

APPROVED AS TO FORM AND LEGALITY:

Jennifer Noe, City Attorney



COMPUTER USE

ADD

Internet Access & Email Usage (Bristol, TN)

The Town shall provide certain employees with a computer, connection to the global internet and to electronic mail ("email") to facilitate their official work. Effective use by these employees should facilitate communications, access to and the sharing of information, and increase productivity. The employee shall act in a responsible, professional and prudent manner when using computer, email and internet. Such use shall not bring discredit to the Town nor be used for personal gain, monetary or otherwise.

Improper use shall include, but is not limited to: violation of copyright or licensing laws; not safeguarding City information; unnecessary or excessive downloading of software, pictures, wallpaper, calendars, etc. for personal use or pleasure; visiting sexually explicit web sites; viewing sexually explicit materials; excessive activity unrelated to job responsibilities; performing political campaign, religious, fund raising, or public relations activities; conduct which is in violation of the law; engaging in any activity for personal gain or benefit; playing games; opening emails from unknown senders.

EXISTING

Computer Use Policy Overview

The Computer Resources are the property of the Town and should be used for legitimate business purposes. While personal use of Town computer resources including Internet and electronic mail is not forbidden, it is discouraged. Personal use shall be minimal and shall not interfere with the performance of job duties and responsibilities. Users are permitted access to the Computer Resources to assist them in performing their jobs. Use of the Computer Resources is a privilege that may be restricted or revoked at any time. All information contained in the Computer Resources and all documents generated there from are for the exclusive use of the Town in connection with the conduct of its business and are sole property of the Town.

Waiver of Privacy Rights

Users expressly waive any right of privacy in anything they create, store, send, or receive using the Computer Resources. Users consent to allowing the City to access and review all materials users create, store, send, or receive using the Computer Resources.

Inappropriate or Unlawful Material

Material that is, or could reasonably be regarded as, derogatory or discriminatory on the basis of race, sex, religion, national origin, age, or disability, or is fraudulent, harassing, embarrassing, sexually explicit, profane, obscene, intimidating, defamatory, or otherwise unlawful, may not be sent, by email or other forms of electronic communication (such as bulletin board systems, news groups and chat groups) or displayed on or stored in the Computer Resources. Any such material received by electronic transmission from a source outside of the Town should be deleted immediately.

Misuse of Software

Without prior authorization and proper licensing, users may not do any of the following: (a) copy software for use of their home computers; (b) provide copies of software to any third person; (c) install software or hardware on any Computer Resources; (d) download any software from the Internet or other online service to any Computer Resource; (e) modify, revise, transform, recast, or adapt any software on any Computer Resources.

Compliance with Laws and Licenses

In their use of Computer Resources, users must comply with all software licenses and copyrights and all state, federal, and international laws governing intellectual property and online activities.



Communication of Trade Secrets

Unless expressly authorized by the Town, sending, transmitting, or otherwise disseminating proprietary data, trade secrets, or other confidential information of the Town is strictly prohibited.

Use of Encryption Software

Users may not install or use encryption software on any computers without first obtaining written permission from the Town.

Monitoring Usage

The Town has the right, but not the duty, to monitor any and all aspects of the Computer Resources, including monitoring sites visited by employees on the Internet, monitoring chat groups and news groups, reviewing material downloaded or uploaded by users to the Internet, and reviewing e-mail sent and received by others.

Public Records

All employee correspondence in the form of electronic mail may be considered a public record and may be subject to public inspection under the Tennessee Public records Law.

WORKPLACE BULLYING

ADD

Anti-Bullying in the Workplace (Jackson, TN)

The Town of Kingston Springs is committed to providing all employees with a healthy and safe work environment. The Town of Kingston Springs will ensure that procedures exist to allow complaints of bullying to be dealt with and resolved within its employ, without limiting any person's entitlement to pursue resolution of their complaint with any other relevant authority. We are firmly committed to the elimination of all forms of bullying.

This policy applies to all employees of the Town of Kingston Springs. This policy applies during normal working hours, at work-related or town-sponsored functions, and while traveling on work-related business. There will be no retaliation for anyone who in good faith alleges bullying.

What is Bullying?

The Town of Kingston Springs defines bullying as persistent, malicious, unwelcomed, severe and pervasive mistreatment that harms, offends, degrades, intimidates, or humiliates people either as individuals or as a group.

Some examples of bullying include:

- Abusive or offensive language. Repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets.
- Personal attacks (angry outbursts, excessive profanity, or name calling)
- Unreasonable criticism
- Deliberate exclusion or isolation people from normal wok interaction
- Work-related harassment (setting impossible deadlines, meaningless tasks)
- Unfairly blaming for mistakes (being held to a different standard that the rest of the work group)
- Setting people up for failure (sabotage of a co-worker's work product or undermining of an employee's work performance)
- Excessive micro-managing
- Stalking
- Unwelcome touching or unconsented-to touching
- Conduct that a reasonable person would find hostile, offensive and unrelated to the Town of Kingston Springs's legitimate business interest.

There is a difference between friendly insults exchanged by long-time work colleagues and comments that are meant to be, or are taken as, demeaning. While care should be exercised, particularly if a person is reporting alleged bullying as a witness, it is better to be genuinely mistaken than to let actual bullying go unreported.

Bullying is unacceptable behavior because it breaches principles of equality and fairness, and it frequently represents an abuse of power and authority. It also has potential consequences for everyone involved.

Responsibilities:

City Manager & Department Heads

- Ensure that all employees are aware of the anti-bullying policy and procedures
- Ensure that any known incidents of bullying are dealt with regardless of whether a complaint of bullying has been received
- Provide leadership and role-modeling in appropriate professional behavior

• Respond promptly, sensitively, and confidentially to all situations where bullying behavior is observed or alleged to have occurred.

Employees

- Be familiar with and behave according to this policy
- If you are a witness to bullying, report incidents to your Manager, Supervisor, Department Head, or the City Manager immediately
- Where appropriate, speak to the alleged bully(ies) to object to the behavior.

If you feel that you have been bullies or are being bullied:

Early reporting and intervention have proven to be that most effective method f resolving actual or perceived incidents of bullying. Therefore, while no fixed reporting period has been established, the Town of Kingston Springs strongly urges the prompt reporting of complaints or concerns so that rapid and constructive action can be taken. The Town of Kingston Springs will make every effort to stop alleged workplace bullying before it becomes severe or pervasive, but can only do so with the cooperation of its employees.

Any employee who feels he or she has been victimized by bullying is encouraged to report the matter verbally or in writing to the City Manager before the conduct becomes severe or pervasive. Employees should not feel obligated to report their complaints to their immediate supervisor first before bringing the matter to the attention of one of the City Manager.

Where appropriate, an investigation will be undertaken and disciplinary measures will be taken as necessary, up to and including termination of employment.

The availability of this complaint procedure does not preclude individuals who feel they are being subjected to bullying conduct from promptly advising the offender that his/her behavior is unwelcomed and requesting that such behavior immediately stop.

EXISTING

No current policies in the work policy address bullying.

USE OF VEHICLES

ADD

Use of Vehicles (Portland, TN)

Due to the need for various departments to have on-call employees available to deploy in an emergency, the following positions will be allowed to take a town vehicle home during nights, holidays, and weekends:

Public Safety Department

- Police Chief
- Fire Chief or Assistant Fire Chief
- Any public safety officer residing within 10 miles of Kingston Springs town limits
- On-call canine officers

Public Works Department

- Public Works Director
- On-call Public Works personnel residing within 10 miles of Kingston Springs town limits

There will be exceptions for other employees whose duties may require that they take a town vehicle home occasionally, and these will require written approval, signed by the City Manager.

No one may ride in town vehicles except for town employees or people who are directly involved in ongoing town projects such as engineers, contractors, and vendors. Absolutely no family members are allowed to ride in a town vehicle except for town related matters or functions, or as approved by the City Manager. Only on-call employees will be allowed to take a town vehicle home overnight unless specifically approved by the City Manager.

All employees are required to keep their assigned vehicle clean with maintenance up to date and documented. No smoking/tobacco use shall be allowed in town vehicles at any time.

EXISTING

All local government vehicles and equipment are for official use only. No other person other than a local government employee may operate a local government vehicle or piece of machinery. Drivers and/or operators must have a valid Tennessee driver's license and be approved by the department head or the City Manager. Non-local government employees may only be a passenger in a city vehicle with permission of the City Manager or as the result of an emergency or police related situation.

ISSUES

Question for City Attorney:How can City Manager enforce no smoking policy in vehicles?Question for City Attorney:If 'park and ride' privileges are permitted, how are sites to be approved? Do they need
to be fenced? Submit a letter to CM? On the same insurance as KS?

SECOND SO UTILITY

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BILLING JOURNAL - S. CHEATHAM

SECOND SOUTH CHEATHAM UTILITY

ACCOUNT NO	NAME	WATER ARK	KS SEWER STATE TX	PEG SWR KS TAX	OFF/ON INDST TX	PFQ-INSP PEG TAX	SERVLINE CTNY TAX	PREV.BAL	P/F Balance	Т
951-99260-02 BRUCS, S 238 WOODLAND READ: 10/25/2009	S DR	0.00 0.00 198	152.37 0.00 198	0.00 0.00 1 5/8	0.00 0.00 00 00 00 20	0.00 0.00 X4 00	0.00 0.00 00 00 00 0	0.00 0 00 00 00	152.37 152.37 30	
* BOOK TOTALS * 198	198	0.00 0.00	1,52,37 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0,00 0.00	0.00	152.37	
** DISTRICT TOTAL® 198	≁• 198	0.00 0. 00	152.37 0.00	0,00 0.00	0,00 0,00	0.00 0.00	0.00	0.00	152,37	
*** GRAND TOTALS * 198 1 Accounts	198	0.00 0.00	152.37 0.00	0.00 0.00	0.00	0.00 0.00	0.00 0.00	0.00	152.37	

SECOND SO UTILITY

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SECOND SOUTH CHEATHAM UTILITY

BILLING JOURNAL - S. CHEATHAM

Page: 1

ACCOUNT NO	NAM55 ********************************	WATER ARX	KS SEWER State TX		FF/ON NDST TX	PEG-INSP PEG TAX	SERVLINE CTNY TAX	PREV. RAL	p/p t Balance
951-91200-00 WATTS, 1 243 HillCress READ: 10/26/2009	r RD	0.00 0.00 171	130.69 0.00 171	0.00 0.00 1.3/4 WE	0.00 0.00	0.00 0.00 XS 00 00	0.00 0.00 00 00 00 00	0.00 00 00 00 00	130.69 130.69 30
* Book Totals * 171	171	0.00	130.69 0.00	0,00 8.00	0.00 0.00	0.00	0.00 0.00	0.00	130.69
** DISTRICT TOTALS 171	3 ** 171	0.00	130,69 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	130.69
*** GRAND TOTALS * 171 1 ACCOUNTS	171	0,00 0.00	130.69 Q.DO	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00	130.69

SECOND SO UTILITY

PAGE 03/04

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SECOND SOUTH CHEATHAM UTILITY

BILLING JOURNAL - S. CHEATHAM

WATER KS SEWER PRO SWR OFF/ON PEC-INSP SERVLINE PREV. BAL P/P т ACCOUNT NO ARK STATE TX RE TAX INDST TX PEG TAX CTNY TAX NAME BALANCE 951-99440-00 SLEIGHTER, CHARLES 0.00 26.30 0.00 0.00 0.00 26.30 0.00 0.00 0.00 0.00 0.00 0.00 326 HARPETH VISW TR 0.00 0.00 26,30 0.00 READ: 10/26/2009 3108 USED: 40 40 1 3/4 WE XS 00 00 00 00 00 00 00 00 00 30 0.00 * BOOK TOTALS * 0.00 26.30 0.00 0.00 0.00 0.00 40 40 0.00 0.00 0.00 0,00 0.00 26.30 0.00 ** DISTRICT TOTALS ** 0.00 26.30 0.00 0.00 0.00 0.00 0.00 40 40 0.00 0.00 0.00 0.00 0.00 0.00 26.30 *** GRAND TOTALS *** 0.00 26.30 0.00 0.00 0.00 0.00 0.00 40 40 0.00 0.00 0.00 π,00 0.00 0.00 26.30

1 ACCOUNTS

* End of Report: Software Solutions *

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SECOND SO UTILITY

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PAGE 04/04

USB37082 2015/12/08 15:13:18 SECOND SOUTH CHEATHAM UTILITY Page: 1

BILLING JOURNAL - S. CHEATHAM

		WATER	ks sever		OFF/ON	PEG-INSP	SERVLINE	PREV. BAL	P/P	Ţ
ACCOUNT NO	NAME	777 ***********	STATE TX		INDST TX	PEG TAX	CTNY TAX	**********	BALANCE	***
951-30690-00 SCHROH	, GRORGE	0.00	27.89	0.00	6.00	0.00	0.00		27.89	
453 HARPETH	MEADOWS DR	0.00	0.00	0.00	0,00	C.00	0.00	6.00	27.89	
READ: 10/25/200	9 1113 USED	: 4 2	42	1 3/4 W	ця,	XS 00-00	00 00 00 0	00 00 00 00	30	
				~ ••		4 5 5				
* BOOK TOTALA *		0.00	27.89	0.90	0.00	0.00	0.00	0.00		
42	42	0.00	0.00	0.00	· 0.00	0.60	0.00		27.89	
** DISTRICT TOTAL	LS **	0.00	27.89	0.00	0.00	0.00	0.00	0,00		
42	42	0.00	0.00	0.00	0.00	00.0	0.00		27,89	
*** GRAND TOTALS		6.01	27.89	0.00	φ.σο	0.00	0.00	0.00		
42	42	0.00	0,00	õ.00	0.00	0.00	0.00		27.89	
1 ACCOUNT	79									

SURPL	US LIST
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Donate

TODAY'S DATE	DESCRIPTION OF ITEM	PROPERTY NO.	REASON FOR SURPLUS	REMOVED FROM EMPLOYEE SIGNATURE
12/10/2015	Quest 42 X 30 Pant	Unreadable	Out of Date, rips & tears	Yes 7375
12/10/2015	Quest 42 X 32 Pant	Unreadable	Out of Date, rips & tears	Yes
12/10/2015	Globe 40 X 28 Pant	2461237	Out of date, old color, some rips	Yes
12/10/2015	Quest 40 X 28 Pant	133702	Out of date, old color, some rips	Yes
12/10/2015	Globe 42 X 30 Pant	2499538	Out of date, old color, some rips	Yes
12/10/2015	Globe 42 X 30 Pant	2461238	Out of date, old color, some rips	Yes
12/10/2015	Quest 42 X 30 Pant	130556	Out of date, old color, some rips	Yes
12/10/2015	Lions Apparel Pant	N/A	Donated from NFD w/ all numbers removed	Yes
12/10/2015	Quest Pant	Unreadable	Out of date, old color, some rips	Yes
12/10/2015	Quest 48 X 32 Jacket	713422	Out of date, old color, some rips & burns	Yes
12/10/2015	Quest 48 X 32 Jacket	113418	Out of date, old color, some rips & burns	Yes
12/10/2015	Quest 48 X 34 Jacket	130734	Out of date, old color, some rips	Yes
12/10/2015	Quest	Unreadable	Out of date, old color, some rips & burns	Yes
12/10/2015	Quest 46 X 31 Jacket	Unreadable	Out of date, old color, some rips & burns	Yes
12/10/2015	Globe 48 X 32 Jacket	2461234	Out of date, old color, some rips & old color	Yes
12/10/2015	Globe 48 X 32 Jacket	2461233	Good, old color	Yes
12/10/2015	Quest 44 X 31 Jacket	133697	Some burns & old color	Yes



Donate

SURPLUS LIST

TODAY'S DATE	DESCRIPTION OF ITEM	PROPERTY NO.	REASON FOR SURPLUS	REMOVED FROM	EMPLOYEE SIGNATURE
12/10/2015	Ranger Fire Walker Boot Size: 11	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 7	N/A	Out of Service/Date	Yes C	# 375
12/10/2015	Ranger Fire Walker Boot Size: 7	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 11	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 11	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 7	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 7	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 7.5	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 9	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 9	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 9	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 9	N/A	Out of Service/Date	Yes	· · ·
12/10/2015	Ranger Fire Walker Boot Size: 15	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 10	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 10	N/A	Out of Service/Date	Yes	
12/10/2015	Ranger Fire Walker Boot Size: 10	N/A	Out of Service/Date	Yes	

SURPLUS LIST

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TODAY'S DATE	DESCRIPTION OF ITEM	PROPERTY NO.	REASON FOR SURPLUS	REMOVED FROM	EMPLOYEE SIGNATURE
12/10/2015	Globe 42W X 32L Parit	1544997	Out of Date, holes & tears	Yes	# 375
12/10/2015	Globe 34W X 30L Pant	3116099	Out of Date, burns, holes & tears	Yes	15/0
12/10/2015	Quest Pants	65F1	Out of Date, burns, holes & tears	Yes	
12/10/2015	Quest Pants	65F1	Out of Date, burns, holes & tears	Yes	
12/10/2015	Quest Pants	65F1	Out of Date, burns, holes & tears	Yes	
12/10/2015	Quest Pants	65F1	Out of Date, burns, holes & tears	Yes	
12/10/2015	Quest Pants	65F1	Out of Date, burns, holes & tears	Yes	
12/10/2015	Globe Jacket 48 X 32	3116098	Out of Date, burns, holes & discolored	Yes	
12/10/2015	Quest Jacket 44 X 31	126005	Out of Date, rips, holes & burns	Yes	
12/10/2015	Quest Jacket 44 X 31	130733	Out of Date, rips, holes & burns	Yes	
12/10/2015	Quest Jacket 44 X 31	1336	Out of Date, rips, holes & burns	Yes	
12/10/2015	Quest Jacket 44 X 31	130731	Out of Date, rips, holes & burns	Yes	
12/10/2015	Quest Jacket	Unreadable	Out of Date, rips, holes & burns	Yes	
12/10/2015	Quest Jacket 44 X 31	124663	Out of Date, rips, holes & burns	Yes	
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