



City Commission

Kingston Springs, Tennessee

April 20, 2023
Meeting Packet



**Kingston Springs Board of Commissioners
April 20, 2023 Public Hearing Agenda**

A. Call to Order:

The meeting was called to order by _____ at _____

B. Open Public Comments on the following:

Ordinance 23-002 – Amending the 2022-2023 Town of Kingston Springs fiscal budget.

C. Adjournment

_____ adjourned the meeting at _____ p.m.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
Regular Business Meeting Agenda
April 20, 2023**

1. Call to Order:

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

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner _____
Tony Gross, Mayor _____
Mike Hargis, Commissioner _____
Glenn Remick, Vice-Mayor _____
Todd Verhoven, Commissioner _____

Staff in Attendance:

John Lawless, City Manager _____
Jamie Dupré, City Recorder _____
Martha Brooke Perry, City Attorney _____
Kellie Reed, Finance Director _____
Eugene Ivey, Police and Fire Chief _____
Brandy Miniati, Parks Director _____
Roger Parker, Public Works Director _____

4. Declaration of Quorum by Mayor

5. Motion to Approve the March 16, 2023, Public Hearing Meeting Minutes:

6. Motion to Approve the March 16, 2023, City Commission Meeting Minutes:

7. Motion to Approve the April 20, 2023, City Commission Meeting Agenda:

8. Announcements from Commissioners:

9. Community Input and Concerns:

10. Department Reports:

11. Legal Updates:

12. Unfinished Business:

- A. Motion to approve on Second Reading Ordinance 23-002 – Amending the 2022-2023 Kingston Springs fiscal budget.

13. New Business:

- A. Motion to approve Resolution 23-004 – Authorizing transfer of monies from one appropriation to another.
- B. Motion to officially reject bid received from Central States Water Resources/Limestone Water Utility Operating Company for sale of the Town of Kingston Springs Wastewater Department.
- C. Motion to approve Resolution 23-005 – Capital Improvement Plan Policy for the Town of Kingston Springs.
- D. Motion to approve Resolution 23-006 – Capital Improvement Plan for fiscal years 2023-2024 through 2027-2028 for the Town of Kingston Springs.
- E. Discussion on creation of Blight Ordinance/Vacancy-Land Value Tax. Sponsored by Commissioner Clark.

F. Discussion on installation of sound system for proceedings. Sponsored by Commissioner Clark.

G. Motion to set TCRS Employer Contribution Rate Certification for the 2023-2024 Fiscal Year.

H. Recess meeting for Attorney-Client Privilege Session.

14. Surplus:

- None

15. Other (For Discussion Only):

16. Reminders:

- City Wide Yard Sale, Saturday, May 13th
- Farmers Market season begins Saturday, May 27th

17. Adjourn the Meeting:

Motion to adjourn the meeting.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
March 16, 2023 Public Hearing Meeting Minutes**

A. Call to Order:

The meeting was called to order by Mayor Gross at 7:02pm.

B. Open Public Comments on the following:

Ordinance 23-001 amending Zoning Ordinance, ARTICLE 5.300 - MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 - Mixed Use District definitions, and 5.300.5 - Development standards, Subpart 2 (b) as recommended by the Kingston Springs Regional Planning Commission.

No comments received.

C. Adjournment

Motion to adjourn made by Commissioner Hargis, seconded by Commissioner Verhoven. Meeting adjourned at 7:10pm.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
March 16, 2023**

1. Call to Order:

The meeting was called to order by Mayor Gross at 7:03 p.m.

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner	Absent
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Glenn Remick, Vice-Mayor	Present
Todd Verhoven, Commissioner	Present

Staff in Attendance:

John Lawless, City Manager	Present
Jamie Dupré, City Recorder	Absent
Jennifer Noe, City Attorney	Present
Kellie Reed, Finance Director	Present
Eugene Ivey, Police and Fire Chief	Present
Brandy Miniati, Parks Director	Absent
Roger Parker, Public Works Director	Present

4. Declaration of Quorum by Mayor

Mayor Gross declares a quorum.

5. Motion to Approve the February 16, 2023, City Commission Meeting Minutes:

Motion to Approve the February 16, 2023, City Commission Meeting Minutes made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed.

6. Motion to Approve the March 6, 2023, Special Called City Commission Meeting Minutes:

Motion to Approve the March 6, 2023, Special Called City Commission Meeting Minutes made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed.

7. **Motion to Approve the March 16, 2023, City Commission Meeting Agenda:**
Motion to Approve the March 16, 2023, City Commission Meeting Agenda made by Commissioner Verhoven, with a second by Commissioner Hargis. Motion passed.

8. **Announcements from Commissioners:**
Vice-Mayor Remick said there will be a Movement Meet-up this Saturday at Burns Park sponsored by Agriculture Extension. It will include yoga, kick boxing & juggling.

9. **Community Input and Concerns:**
None

10. **Department Reports:**

City Manager Lawless wanted to inform board of plans by Codes Official to apply for grants and loan program for residents who need assistance fixing up property. Codes official is following up on several cases. There is an RFP for property clean-up.

Public Works Director Parker reported on the severe weather on March 3rd. Public Works, Parks, and Police Department worked hard to get town back in order, with overall great teamwork.

Chief Ivey informed the Commissioners the Town would be requesting \$30,000 from Cheatham County for part-time fire fighter positions. Kingston springs is the only municipality in the county that does not receive funding for part-time firefighter positions. City Manager indicated he has spoken with the Cheatham County Mayor and for every \$11,000 increase we request, adds \$0.01 to fire tax. If we ask for \$30,000, that pays for all the expenses the Town would incur for initial part-time firefighter hours. Commissioner Hargis asked about our fire tax rate, and was told we are the lowest in the county at approximately \$0.22; Even if the County added this amount to our fire tax, it would keep tax under \$0.25. The Town residents do not pay fire tax. Chief Ivey said we can't raise the fire tax rate. The county must do it. We can ask for additional \$30,000 in our fire contract, but it is up to the county on how they fund it. Commissioner Verhoven asked if one part-time person was enough. Chief Ivey said for now, we need to try it for a year. Mayor Gross asked for clarification on if Chief was asking to raise incentive for current fire fighters or to fill a part-time position. Chief Ivey said it is to fill a part-time position. City Manager Lawless added that instead of hiring one specific person, we would have those 1300 hours available and our fire fighters could sign up for hours. Town employees cannot sign up, because if they signed up, it would be at time-and-a-half.

11. **Legal Updates:**
None

12. Unfinished Business:

A. Motion to approve on Second Reading Ordinance 23-001 amending Zoning Ordinance, ARTICLE 5.300 - MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 - Mixed Use District definitions, and 5.300.5 - Development standards, Subpart 2 (b) as recommended by the Kingston Springs Regional Planning Commission.

Motion to approve on Second Reading Ordinance 23-001 amending Zoning Ordinance, ARTICLE 5.300 – MIXED USE DISTRICT ALLOWED USES AND FORM BASED STANDARDS, Sections 5.300.3 Mixed Use District definitions, and 5.300.5 – Development standards, Subpart 2 (b) as recommended by the Kingston Springs Regional Planning Commission made by Commissioner Hargis, with a second by Vice-Mayor Remick. Mayor Gross abstained. Motion passed.

13. New Business:

A. Bid Selection and Approval – Grass Mowing Services Contract

Lawless stated bid opening was held on Tuesday, March 14 at 4:00 p.m. Town received one full bid and one partial bid. Copper Lining Landscapes, LLC, from Burns, TN, submitted a bid of \$3,520 per mowing. This is considerably higher than expected and not sustainable. Recommendation was to reject all bids. Corey Ramsey asked to speak on behalf of Copper Lining. Austin Paris is co-owner of Copper Lining. He said they based bid on four mowings per month, which was weekly. Another option that would cut the bid in half is to mow bi-monthly. They didn't know how often the Town wanted it mowed. Mayor Gross asked the City Manager if the typical mowing is weekly, and he confirmed that it is.

Vice-Mayor Remick asked why so few bids. Parker said it was because it was a 1-year contract. Most people are interested in a longer contract for 3-5 years. If this is a consistent price across the board, he said we should hire more people. City Manager Lawless said it was a 1-year contract because we are unsure of waste water project. This is a stopgap measure until that issue is dealt with. Mayor said this will be a conversation for retreat on Wednesday.

Vice-Mayor Remick motioned to reject all bids, with a second from Commissioner Verhoven. Motion passed.

B. Discussion/Acceptance of a portion of the property listed as Parcel 091N D 039.00 from Second South Cheatham Utility District.

City Manager Lawless said he mentioned this at the last meeting. He worked with Mr. Zimmerman and SSCUD about obtaining a portion of the property along Valley Drive and Park Street. Board of Directors of SSCUD were gracious to offer to give Town a piece of the property with stipulations on what can and can't be built on that property. There are a lot of utilities and infrastructure underneath that property. The town does not plan to build anything, but we would use it as a lawn for the Farmers Market or festival seating for any

kind of events we might have. This is a donation and would require the Board's acceptance of donation. Commissioner Verhoven motioned to accept the donation of the property listed as Parcel 091N D 039.00 from Second South Cheatham Utility District, with a second by Commissioner Hargis. Motion passed unanimously.

C. First reading on motion to approve Ordinance 23-002 – Amending the 2022-2023 Kingston Springs fiscal budget.

Finance Director Reed said this is to amend the budget to reflect additional \$5,713 revenue we received for Dinner on Main due to increase in ticket price, and to allocate \$4,820 more money to Dinner on Main due to increased cost. We also anticipate receiving a \$82,849 from FEMA to the General Fund. Of that we would like to appropriate \$47,100 to parks for the aerators and flood damage. The Police Department has been awarded THSO Grant of \$4,345 for purchase of an in-car camera system. Commissioner Hargis had questions about how revenue was listed, and Finance Director Reed explained.

Motion to approve first reading on motion to approve Ordinance 23-002 – Amending 2022-2023 Kingston Springs fiscal budget made by Vice-Mayor Remick, with a second by Commissioner Verhoven. Roll call vote was held with Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Verhoven voting yes. Commissioner Clark was absent. Motion passed.

D. Motion to approve Change Order 2 – TDOT PIN 123749.00 – Kingston Springs Safe Routes to School Project.

This is Change Order 2 for Safe Routes to School Project in the amount of \$53,188.98. It deals with such items as saw cutting of pavement, increased quantities of aggregate materials, additional items not listed in initial engineering such as catch basin, culverts and drains. James Collier, representing Collier Engineering, was present to explain why change order is necessary and why these costs were not in original budget. Mr. Collier listed several things that hurt the project: 1) Length of time. Contract was signed in 2017. Local projects usually last 3-5 years. 2) with COVID, TDOT was only in office 1-2 days a week; 3) inflation and cost increases doubled the project; 4) there were items that were not anticipated that they added, such as milling to make a better transition into all the lots. Mr. Collier said his colleague spoke with TDOT about adding the additional items in the change order to the TDOT contract, and looking at reimbursement through the TDOT program. Vice-Mayor Remick said that for both projects (Safe Routes to School and the Multimodal project) that Collier has signed off on, milling was left out, and Town is paying extra. Mr. Collier said it wasn't extra, just items that should have been done. His firm spoke with TDOT about a reimbursement, and moving forward to get project on track. City Manager Lawless said this is the second change order on this project. The first change order was in September for \$169,282.80. This change order is for \$53,188.98. Lawless stated that although TDOT has seemed favorable to supply additional funding to assist Town with both of the change orders, which adds up to \$222,471.78, that funding has not been approved. Even at that, TAP Grant funding is an 80/20 split. If TDOT does provide the additional funding with the 80/20 split, that would take Town's portion of the \$222,471.78 down to approximately \$45,000. Commissioner Verhoven asked if there was

any way to find out before the vote if TDOT is going to do this funding. City Manager Lawless said we have received favorable comment, but nothing for sure. The board had the option to do whatever it wishes but the project is currently stopped. Mayor Gross said the bulk of the money for the change orders has already been made. Commissioner Hargis asked Mr. Collier how the additional culverts were missed in the initial engineering. Mr. Collier said he would have to ask engineer on the project, but apologized and said it was completely unforeseen. Commissioner Hargis said that is \$17,000 that should have been in the initial bid. Mr. Collier said it would have been same cost if they had included it earlier. Commissioner Verhoven pointed out that it would have been fully funded if it had been included initially. Commissioner Hargis said we are talking about nearly a quarter million in changes that Town is now responsible for 20%. Mayor Gross said the bulk of the funding has been done. Voting will be on change order of \$53,188.98. Mayor Gross said there is a favorable comment that we may get 80% back. Commissioner Verhoven asked how much to put it back like it was. City Manager Lawless said he was unsure how much it would cost. Commissioner Verhoven said this project just started and this is the second change order.

Motion to approve Change Order 2 – TDOT PIN 123749.00 – Kingston Springs Safe Routes to School Project in the amount of \$53,188.98, made by Vice-Mayor Remick, with a second by Commissioner Hargis. Roll call vote was held with Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Verhoven voting no. Commissioner Clark was absent. Motion passed.

14. Surplus:

- None

15. Other (For Discussion Only):

16. Reminders:

- Spring Rec Soccer begins in Burns Park on Saturday, March 18th
- Hands Only CPR and AED Training on Tuesday, March 21st at 6:00pm in the Activity Center in Burns Park.
- Board of Commissioners Workshop Session on Wednesday, March 22nd.
- Kingston Springs City Hall will be closed Friday, April 7th for the Good Friday holiday.

17. Adjourn the Meeting:

Motion to adjourn the meeting made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed. Meeting adjourned at 7:50 p.m.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder

ORDINANCE #23-002

**AN ORDINANCE BY THE KINGSTON SPRINGS BOARD OF COMMISSIONERS TO
ACCEPT A BUDGET AMENDMENT FOR THE 2022-2023 FISCAL YEAR**

WHEREAS, the Board of Commissioners hereby appropriates \$56,265 to the General Fund (\$4,345 to the Police Department, \$47,100 to the Parks Department, and \$4,820 to the Tourism Department); and,

WHEREAS, the town collected \$5,713 more than originally anticipated for Dinner on Main Revenues and spent approximately \$4,820 more due to increased costs. As such the Board will appropriate \$4,820 to the Tourism Department to cover these expenditures; and,

WHEREAS, the town will collect \$82,849.00 from FEMA proceeds in the General Fund due to flooding. As such the town wishes to appropriate \$47,100 to the parks department for expenditures related to flooding damage; and,

WHEREAS, the town has been approved for the THSO Grant and wishes to appropriate \$4,345 for the purchase an in-car camera system for police vehicles.

NOW THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Town of Kingston Springs, Tennessee that this ordinance shall become effective 15 days after final passage the public welfare requiring it.

Section 1: *A budget amendment consisting of the available revenues be adopted:*

	<u>Beginning Budget</u> <u>Anticipated Revenues</u>	<u>Ending Budget</u> <u>Anticipated Revenues</u>
General Fund	\$3,600,405.00	\$3,693,312.00

Section 2:

A budget amendment consisting of the following appropriations be adopted:

General Fund	<u>Beginning Departmental</u> <u>Budget</u>	<u>Ending Departmental</u> <u>Budget</u>
Police Department	\$886,713.00	\$891,058.00
Parks Department	\$443,558.00	\$490,658.00
Tourism Department	\$65,700.00	\$70,520.00

First Reading: March 16, 2023
Public Hearing: April 20, 2023
Second Reading: April 20, 2023

Attest:

Mayor Francis A. Gross III.

City Recorder Jamie Dupre'

RESOLUTION #23-004

A RESOLUTION OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE AUTHORIZING THE FINANCIAL DIRECTOR TO TRANSFER MONIES FROM ONE APPROPRIATION TO ANOTHER WITHIN THE SAME

WHEREAS, the Town of Kingston Springs adopted the fiscal year 2022-2023 budget by passage of Ordinance Number 22-006 on June 16, 2022; and,

WHEREAS, pursuant to the Tennessee State Constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and,

WHEREAS, pursuant to the Municipal Budget Law of 1982, as found in the Tennessee Code Annotated section 6-56-209, the governing body has the authority by ordinance or resolution to authorize the Financial Director to transfer monies from one appropriation to another within the same fund; and,

WHEREAS, the governing body desires to grant this authority to transfer monies from one appropriation to another within the same fund.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE that the following:

- Section 1:** The Financial Director is hereby granted the authority to transfer monies within the General Fund budget as follows:
1. Transfer of \$10,000 from the Codes Administration department to the Planning and Zoning department.
 2. Transfers totaling \$55,980 from the City Clerk department as follows: \$4,500 to General Fund Expenditures, \$10,000 to the Public Works Department, \$20,000 to the Administrative Department, \$6,480 to the Fire Department, and \$15,000 to the Legal Services Department.

Section 2: This resolution shall take effect immediately upon its passage.

RESOLVED, this the 20th day of April 2023.

Mayor Francis A. Gross III.

ATTEST:

City Recorder Jamie Dupre'



Central States Water Resources
St. Louis, Missouri

Response to the Request for Proposals

Acquisition of Kingston Springs, Tennessee

Wastewater Department

Deadline: September 23, 2022



LIMESTONE WATER

Utility Operating Company

A CSWR Managed Utility

September 23, 2022

City Manager John Lawless
P.O. Box 256
Kingston Springs, TN 37082

RE: Request for proposal to purchase the wastewater system currently serving the Town of Kingston Springs

Mr. Lawless,

Limestone Water Utility Operating Company, LLC (“Limestone Water”), a subsidiary of Central States Water Resources, Inc., is pleased to provide to the Town of Kingston Springs’ Wastewater Department the attached response to your request for proposals.

Pursuant to the goals and objectives outlined in the RFP, Limestone Water has the managerial and operational expertise along with the financial capabilities to ensure the wastewater system at Kingston Springs continues to provide efficient, safe, and adequate service for the existing and future residents of your community.

The proposed purchase price is One Million Five Hundred Thousand dollars (\$1,500,000). CSWR agrees to complete all necessary improvements and upgrades to bring the system into compliance and in accordance with mutually agreed terms and standards of the parties.

While we have attempted to be complete in responding to the requirements of the RFP, please do not hesitate to contact me if you have any questions or need additional clarification or information at 573-476-4931 or via email at sneal@cswrgroup.com.

Sincerely,

Sandy Neal

Central States Water Resources
Director, Business Development

Background and Scope of Business

- A. Please see the CSWR presentation attached as Attachment A and CSWR's qualifications and scope of business attached as Attachment B.

Summary of Experience in Similar Projects

A. References

a. **Mike Tilley, Terre Du Lac Utilities Corporation**

Bonne Terre, MO

573-747-6803

In March 2021, CSWR acquired the water and sewer assets of Terre Du Lac Utilities Corporation in Bonne Terre, MO, serving 2,761 customers. Since acquiring the facilities, CSWR has completed various repairs, including bringing the oxidation ditch into full operation. CSWR has further plans to bring the lagoon back into compliance and to add capacity to the water system, improving the supply and quality of water.

b. **Dan Williams, Wilco**

Various locations and subdivisions nears Columbus, MS

662-245-0052

In December 2021, CSWR acquired 21 sewer systems and 1 water system from Wilco Properties Inc., serving 2,481 customers. Since then, repairs and equipment replacement have begun at all facilities, and design and permitting are in progress to bring all facilities into a state where they can consistently meet permitted limits. Damaged aeration systems have been repaired at some sites, and deferred maintenance activities have resumed, including vegetation clearing and sludge hauling from some facilities.

c. **Nathan Miller, Flushing Meadows Water Treatment, Inc.**

Vilonia, AR

501-416-9313

CSWR has owned and operated the Flushing Meadows wastewater treatment plant since August 2019, serving 294 customers. Various repairs and replacements have been completed, including pump and distribution piping for the sand filter where appropriate, and a portion of the sand filter system, which had consistently overflowed.

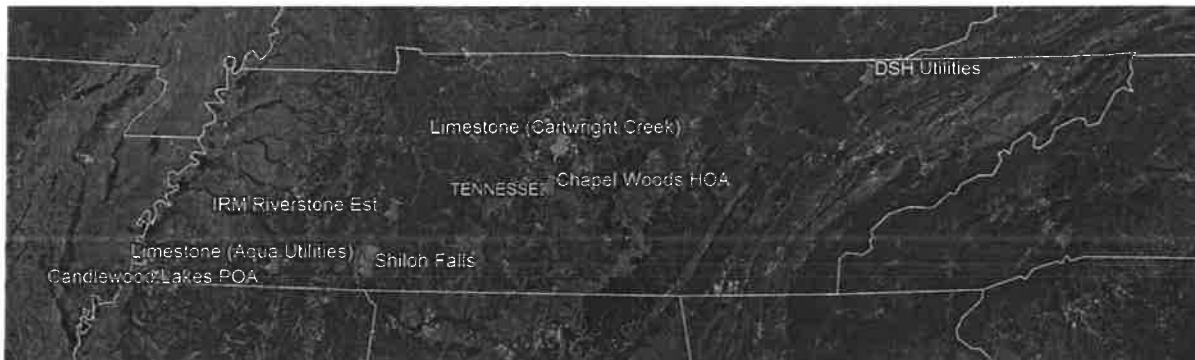
B. Please also see CSWR's organizational chart attached as Attachment C.

Ability and relevant expertise of key staff that will be involved with the project

- A. Jo Anna McMahon, Director of Environmental, Health, and Science** (BA University of Arkansas, Executive MBA Washington University)
- a. Ms. McMahon's experience includes asset management for the city of Topeka, Kansas, utility management for military operations, and oversight of finance/capital projects for the Little Rock Water Reclamation Authority. She is a certified water and wastewater operator in multiple states. She currently oversees all operations and maintenance of CSWR's facilities, ensuring that facilities are under full compliance with state agencies.
- B. Jacob Freeman, Director of Engineering** (BS Engineering University of Missouri)
- a. Mr. Freeman has significant experience with utility project management and oversight as well as a wealth of knowledge derived from his role as Vice President of a well and pump company. He oversees all engineering and construction activities at CSWR's facilities. This includes all preliminary engineering due diligence, design, initial construction, and ongoing upgrades and capital maintenance projects.
- C. Aaron Silas, Regulatory Case Manager** (MBA Southern Illinois University)
- a. Mr. Silas has a background in banking and finance. He uses this experience to work closely with CSWR's legal team to navigate the details of compliance with PSC regulations. This includes all regulatory filings/approvals, PSC conditions associated with acquisition approvals, and responding to all data requests.
- D. Arthur Faiello, Regional Manager**
- a. Mr. Faiello is a certified water and wastewater operator in multiple states with considerable experience managing utility systems and municipal public works. In his current role, he oversees all aspects of operations for the East Coast and Central regions, which include North Carolina, Missouri, Kentucky, and Tennessee.
- E. Brad Thibault, Director of Asset Management**
- a. Mr. Thibault is a certified water and wastewater operator in multiple states, and he has education in water environmental sciences. He has served in various leadership, project management, and technical roles with municipal contract operations firms. Mr. Thibault works closely with the operations team to ensure CSWR's systems and platforms (Utility Cloud, Remote Monitoring, Narrative Wave) enable our operations and customer service teams to work with our O&M partners to operate and maintain our facilities, securing our mission of providing safe and reliable water service to our customers.

Examples of similar acquisitions in Tennessee and surrounding states

- A. CSWR acquired the Cartwright Creek sewer systems in Thompson's Station, TN on 12/21/21. 1,189 sewer connections.
- B. CSWR acquired the Aqua water and sewer systems in Adamsville, TN on 3/18/21. 455 water connections and 369 sewer connections.
- C. CSWR acquired the Delaplain Disposal Co. sewer system in Georgetown, KY on 2/23/21. 824 sewer connections.
- D. See below for a map of Limestone Water Utility Operating Company's systems. Green are the systems owned and operated; blue are the systems currently under contract and pending acquisition. Additionally, please see Attachment D for a map of CSWR's owned and operated systems.



Outline of Intent Regarding Rate Schedule

- A. If CSWR acquires the Kingston Springs wastewater system, CSWR proposes to adopt the current rates that Kingston Springs charges for service. Post-acquisition, if CSWR were to determine there is a need for a rate adjustment in the future, then CSWR is required to undergo a rate case proceeding with the Tennessee Public Utility Commission. This process would allow all customers and stakeholders to have a say in any rate changes and would undergo an extensive audit to ensure the rates are fair and reasonable.

Valuation Fee Proposal and Proposed Payment Terms

- A. CSWR proposes a purchase price of \$1,500,000 (One Million Five Hundred Thousand dollars). This proposed price considers the Town's requirement to pay off its long term debt and additional compensation for sewer utility assets.

The Town of Kingston Springs has long term debt associated with the construction of a third lagoon at the wastewater treatment plant to allow an increase in detention time, the construction of a new chlorine contact basin and building, and associated electrical and piping improvements. This project was completed in July of 2019. The debt was taken as a Capital Outlay Note that must be paid by the Town prior to transfer of the wastewater utility. As of September 1, 2022, in principal payment the Town owes \$716,000. If paid in full by May 1, 2023, total with P&I is expected to be around \$735,994.80. CSWR proposes to purchase the wastewater utility with consideration to pay off the total of this debt at closing.

CSWR acknowledges the Town's desire to maintain a reasonable rate structure for its constituents who are sewer utility customers. The Tennessee Public Utility Commission (TPUC) sets rates once the sewer utility falls under their jurisdiction. TPUC looks at specific utility costs including consideration of the purchase price in determining rates. Additional consideration was given to balance the value of the Town's sewer utility assets and the potential impact to future rates.

In addition, CSWR will compensate the Town for capital expenses incurred to maintain operational and regulatory compliance of the wastewater utility during the period from the date of acceptance of this proposal and closing.

RESOLUTION #23-005

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE, TO ADOPT A CAPITAL IMPROVEMENT PLAN POLICY.

WHEREAS, The Town of Kingston Springs continues to grow and the needs of the community continue to increase; and

WHEREAS, A financial management plan is critical for developing and ensuring sound budget practices that foster responsible capital expenditures to address the needs of a growing community; and

WHEREAS, It is necessary for the Town to establish procedures that define the prioritization of capital project needs and expenses to assure these needs are considered in the Town's fiscal budgets.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Commissioners of the Town of Kingston Springs, Tennessee, officially adopt the proposed Capital Improvement Plan Policy included as Exhibit A of this resolution, and that said policy is hereby adopted as a guideline for the general welfare of the citizens of the Town of Kingston Springs.

RESOLVED, this 20th day of April, 2023.

Mayor Francis A. Gross III.

ATTEST:

Jamie Dupré, City Recorder

EXHIBIT A

Capital Improvement Plan Policy

Town of Kingston Springs, Tennessee

Purpose:

One of the primary responsibilities of the Town of Kingston Springs is the creation, maintenance, and preservation of the community's physical infrastructure. The Capital Improvement Plan Policy has been developed to promote consistency and continuity in decision making related to capital improvement planning. It also assists in the creation, maintenance, and preservation of Town infrastructure, and sets general parameters within which capital spending decisions are made outside of the annual fiscal budgeting process. As a matter of general policy, the goals of the Kingston Springs Capital Improvement Plan is to establish, prioritize, and plan funding for projects to improve existing and develop new infrastructure and facilities.

Definitions:

The Capital Improvement Plan (CIP): Is a five-year plan that identifies the Town's prioritized investments in capital assets and corresponding financial plans. The CIP is the result of an ongoing infrastructure planning process by the Kingston Springs Board of Commissioners and other stakeholders and the CIP is developed through agreement with adopted policies and master plans, as well as feedback from the public and town staff. The CIP is reviewed annually to evaluate the progress of projects and examine the future needs of the Town of Kingston Springs.

Capital Expense: For the purpose of the Capital Improvement Plan a capital expense is defined as major, nonrecurring expenditures on items or projects in excess of twenty thousand dollars (\$20,000.00) that are not seen as routine annual operating and maintenance expenses and that fall outside of the scope of the Town's annual fiscal budget. These items or projects may include:

- Acquisition of property, equipment, or debt financed assets;
- Construction of new public building/facility or an addition to an existing public building/facility
- Non-recurring rehabilitation, reconstruction, renovation or upgrade of an existing asset.

Items and projects that are seen as routine annual operating and maintenance expenses will continue to be accounted for in the town's annual operating budget.

Development Timeline:

The Capital Improvement Plan (CIP) for the Town of Kingston Springs is developed by the Board of Commissioners in tandem with town staff and community input. Once established the CIP will be reviewed by the Board of Commissioners on an annual basis or more frequently if needed. Each year the Capital Improvement Plan will be revised for the next fiscal year. Projects that have been completed are removed from the plan and any additional year's projects are added. Projects can then be adjusted in priority to reflect actual resources available. As the CIP is annually updated, a continuous relationship will be maintained between the CIP and the annual budget.

Document Format:

The City Manager will be responsible for compiling the information contained in the CIP and will submit an updated CIP for review at the Board of Commissioners' annual spring retreat or at least 90 days prior to the end of the fiscal year, whichever is earlier. The CIP will contain a summary list of projects/purchases sorted by fiscal year of implementation that will include project/purchase name, associated department, estimated project/purchase cost, and proposed funding source. The CIP will also include a separate detail page for each project/purchase that will contain all of the above information as well as a project/purchase description, defined need, and any potential future/recurring costs.

Funding Sources:

The Town recognizes that funding strategies for an effective Capital Improvement Plan require a broad mix of funding options. The nature and amount of the expenditure of an item or project generally determines the financing option to be used. The following financial instruments may be used in the consideration of funding the items listed in this Capital Improvement Plan:

- Outside funding including state and federal grants, interlocal agreement funds, and donations.
- General Fund revenues.
- Fund Balance reserves.
- Residential and Commercial Development Fees.
- General obligation debt services.

Review and Approval:

The Board of Commissioners will hold Capital Improvement Plan workshop(s) each year prior to the passage of the Town's annual fiscal budget. During these workshops the updated CIP drafted by the City Manager will be reviewed and any added items will be considered. This review will include organizational need, financial viability, and potential funding sources for any new project/purchase. New items can then be associated with the fiscal year deemed most appropriate for the project need. Once the final CIP version is agreed upon the updated CIP will be approved via Resolution either prior to or in tandem with the Town's annual fiscal budget.

RESOLUTION #23-006

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE, TO ADOPT A CAPITAL IMPROVEMENT PLAN FOR THE FISCAL YEARS OF 2023-2024 THROUGH 2027-2028.

WHEREAS, The Town of Kingston Springs continues to grow and the needs of the community continue to increase; and

WHEREAS, A proposed program for capital improvements has been developed for the next five years to address the needs of a growing community; and

WHEREAS, This program allows for a more effective use of planning, financial, and organizational resources in defining and implementing the capital improvement needs of the Town over the next five fiscal years.

NOW, THEREFORE, BE IT RESOLVED, That the Board of Commissioners of the Town of Kingston Springs, Tennessee, officially adopt the proposed Capital Improvement Plan included as Exhibit A of this resolution, establishing projects and improvements to be accomplished during the fiscal years of 2023-2024 through 2027-2028, and said plan is hereby adopted as a guideline for the general welfare of the citizens of the Town of Kingston Springs.

RESOLVED, this 20th day of April, 2023.

Mayor Francis A. Gross III.

ATTEST:

Jamie Dupré, City Recorder

EXHIBIT A



CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2023-2024 THROUGH 2027-2028

PREPARED APRIL 2023



LEADERSHIP AND REVIEW VISION AND MISSION

This Capital Improvement Plan was designed to invest in the continued maintenance and improvements of the Town's current assets, infrastructure, and facilities as well as plan for the future growth of the Town of Kingston Springs.

Board of Commissioners

Tony Gross – Mayor
Glenn Remick – Vice-Mayor
Carolyn Clark - Commissioner
Mike Hargis – Commissioner
Todd Verhoven - Commissioner

Town Management Team

John Lawless – City Manager
Kellie Reed – Finance Director
Eugene Ivey – Chief Police/Fire
Brandy Miniati – Parks Director
Roger Parker – Public Works Director

VISION AND MISSION STATEMENT

TOWN OF KINGSTON SPRINGS MISSION STATEMENT

To maintain a safe, family friendly, small-town atmosphere through effective and forward-thinking local leadership, and fiscal responsibility.

TOWN OF KINGSTON SPRINGS VISION STATEMENT

Kingston Springs seeks sustainable growth that enhances the community's quality of life as a whole, while protecting our greenspace and natural resources and preserving our small-town feel. We strive to provide convenient, safe, and walkable access to our many parks, the scenic Harpeth River, our historical downtown, and to our vibrant business surroundings. We are a small town of unique character and a community with an indelible spirit of optimism and volunteerism. We are part of a historical tapestry beginning as rail workers, loggers, farmers, and more recently, nature enthusiasts, entrepreneurs, artists, musicians, and professionals from all walks of life – blue collar, white collar, and no collar – all people seeking a quiet and beautiful place to call home. We celebrate our role as the Heart of the Harpeth socially, economically, environmentally, and geographically. We are passionate about fostering an inclusive, healthy and culturally vibrant population thru an unsurpassed quality of life and a town government that epitomizes public service and encourages public participation.



CAPITAL IMPROVEMENT PLAN EXECUTIVE SUMMARY

OVERVIEW

The Kingston Springs Board of Commissioners has developed a Capital Improvement Plan (CIP) for the Town that establishes, prioritizes, and plans funding for projects to improve existing and develop new infrastructure and facilities. This plan promotes efficient use of the Town's financial resources, reduces costs, and assists in the coordination of the Town's development. The CIP includes projects and purchases which exceed \$20,000 and have a useful life of at least five years. The Town's CIP is a five-year roadmap which identifies the major expenditures beyond routine annual operating expenses. While the CIP serves as a long-range plan, it is reviewed and revised annually. Priorities may be changed due to funding opportunities or circumstances that cause a more rapid deterioration of an asset. As a basic tool for documenting anticipated capital projects, it may include "unfunded" projects in which needs have been identified, but specific solutions and funding have not necessarily been determined.

DEFINITIONS

Since capital improvements are spread across many community needs (fire protection, police, sewer, parks and recreation, public works, municipal administration, etc.) the CIP helps to prioritize these projects across the Town over time.

Capital Expense

For the purpose of this document a capital expense will be defined as items or projects in excess of twenty thousand dollars (\$20,000.00) that are not seen as routine annual operating and maintenance expenses. Items and projects that are seen as routine annual operating and maintenance expenses will continue to be accounted for in the town's annual operating budget.

Major Expenditures

The term "major expenditure" is relative – what is major to Kingston Springs may be minor in another community. A capital improvement for the purposes of the Kingston Springs CIP is a major, nonrecurring expenditure if it meets one or more of the following criteria:

- Any acquisition of land for a public purpose which costs \$20,000 or more.
- Any construction of a new facility (City building, parks), or any addition to an existing public facility, the cost of which equals \$20,000 or more and has a useful life of five or more years.
- A non-recurring rehabilitation (not including annual/recurring maintenance) of a building, its grounds, a facility or equipment, the cost of said rehabilitation being \$20,000 or more with a useful life of five or more years.
- Purchase of major equipment which, individually or in total, cost \$20,000 or more with a useful life of five or more years that falls outside of the scope of the Town's annual fiscal budget.
- Planning, feasibility, engineering or design studies related to an individual capital improvement project with a cost of \$20,000 or more.



CAPITAL IMPROVEMENT PLAN EXECUTIVE SUMMARY

BENEFIT

Adoption of a CIP is beneficial to elected officials, administrative staff and the general public. Among the benefits of an adopted and well-maintained Capital Improvement Plan are:

- Prudent use of taxpayer dollars;
- Focusing expenditures on the needs of the community;
- Prioritizing projects across the needs of the community;
- Generating community support by inviting public input;
- Promoting economic development;
- Improving eligibility for State and Federal grants;
- Providing an implementation tool for the goals and objectives of a Master Plan;
- Transparency in identification of high-priority projects;
- Coordination/cost-sharing between projects.

PROCESS

The CIP is the result of an ongoing infrastructure planning process by the Kingston Springs Board of Commissioners and other stakeholders. The FY 2023-2028 CIP is developed through agreement with adopted policies and master plans, as well as feedback from the public and town staff. The CIP will be reviewed annually to evaluate the progress of projects and examine future needs of the Town of Kingston Springs.

POLICIES

Time Period

This working document is designed to forecast capital needs for the next five (5) fiscal years. This plan will be reviewed and adjusted as needed each year prior to the annual budget process. Reviewing the Town's capital project needs over the next five (5) years allows the town to be more strategic in matching capital needs projects with the various funding opportunities at the Town's disposal.

Each year the Capital Improvement Plan will be revised for the next fiscal year. At the end of each fiscal year, the projects completed during that year are removed from the plan and an additional year's projects are added. Projects can then be adjusted in priority to reflect actual resources available. As the CIP is annually updated, a continuous relationship will be maintained between the CIP and the annual budget

Types of Financing

The nature and amount of expenditure of an item or project generally determines the financing option to be used. The following financial instruments may be used in the consideration of funding the items listed in this Capital Improvement Plan:

- Outside funding including state and federal grants, interlocal agreement funds, and donations.
- General Fund revenues.
- Residential and Commercial Development Fees.
- General obligation debt services.



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY

Below is a summary list/snapshot of identified needs and costs over the next five (5) fiscal years. Total anticipated expenditure for each fiscal year will come from various funding sources, not specifically the General Fund. Specific department projects are identified in more detail in the following pages.

PROJECT	FY23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Pond Repair	-	\$50,000	\$50,000	-	-
Playground (Burns Park)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Activity Center Foundation	\$50,000	-	-	-	-
Ballfield Lighting	\$100,000	\$100,000	-	-	-
Activity Center Roof	-	\$50,000	-	-	-
Paving – Merrylog/MtP	\$250,000	-	-	-	-
Paving – Harpeth View Trail	-	-	\$500,000	-	-
Paving – Woodlands Dr	-	-	-	\$200,000	-
Paving – Misc Courts	-	-	-	-	\$150,000
Culvert Replacement	\$50,000	-	\$50,000	-	-
Salt Bin	-	\$50,000	-	-	-
TAP Grant	\$?	-	-	-	-
Fire Station 1 Ceiling	\$25,000	-	-	-	-
Fire Station 1 Bay Doors	-	\$50,000	-	-	-
Fire Engine Refurbish (x2)	-	-	-	\$300,000	\$300,000
TOTAL	\$525,000	\$350,000	\$650,000	\$550,000	\$500,000



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY

Below is a summary list/snapshot of identified needs by fiscal year, department, the anticipated funding needs, and the identified funding source over the next five (5) fiscal years. Specific department projects are identified in more detail in the following pages.

FY 2023-2024			
PROJECT	DEPARTMENT	COST	FUNDING SOURCE
Playground – Burns Park	Parks	\$50,000	General Fund
Activity Center Foundation	Parks	\$50,000	General Fund
Ballpark Lighting	Parks	\$100,000	Grant
Paving – Merrylog / Mt P.	Streets	\$250,000	General Fund - Street Aid
Culvert Replacement	Streets	\$50,000	General Fund
TAP Grant	Streets	?	Bond/Loan
Fire Station 1 Ceiling	Police/Fire	\$25,000	General Fund
	TOTAL	\$525,000	

FY 2024-2025			
PROJECT	DEPARTMENT	COST	FUNDING SOURCE
Pond Repair	Parks	\$50,000	General Fund
Playground – Burns Park	Parks	\$50,000	General Fund
Ballpark Lighting	Parks	\$100,000	General Fund
Activity Center Roof	Parks	\$50,000	Grant
Salt Bin	Public Works	\$50,000	General Fund
Fire Station 1 Bay Doors	Police/Fire	\$50,000	General Fund
	TOTAL	\$350,000	

FY 2025-2026			
PROJECT	DEPARTMENT	COST	FUNDING SOURCE
Playground – Burns Park	Parks	\$50,000	General Fund
Pond Repair	Parks	\$50,000	General Fund
Paving – Harpeth View Trail	Streets	\$500,000	General Fund – Street Aid
Culvert Replacement	Streets	\$50,000	General Fund
	TOTAL	\$650,000	



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY

Below is a summary list/snapshot of identified needs by fiscal year, department, the anticipated funding needs, and the identified funding source over the next five (5) fiscal years. Specific department projects are identified in more detail in the following pages.

FY 2026-2027			
PROJECT	DEPARTMENT	COST	FUNDING SOURCE
Playground – Burns Park	Parks	\$50,000	General Fund
Paving – Woodlands Drive	Streets	\$200,000	General Fund - Street Aid
Fire Engine Refurbish	Police/Fire	\$300,000	Bond/Loan
	TOTAL	\$550,000	

FY 2027-2028			
PROJECT	DEPARTMENT	COST	FUNDING SOURCE
Playground – Burns Park	Parks	\$50,000	General Fund
Paving – Misc Courts	Streets	\$150,000	General Fund - Street Aid
Fire Engine Refurbish	Police/Fire	\$300,000	Bond/Loan
	TOTAL	\$500,000	



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY SHEETS

PARKS DEPARTMENT



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Parks
PROJECT TITLE:	Pond Repair
FISCAL YEAR FUNDED:	2024-2025 and 2025-2026
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$100,000

PROJECT DESCRIPTION

The pond at Burns Park is experiencing issues with draining that may be associated with potential leaks. Repairs have been made to the water inlet and water source but additional repairs involving lining the pond may be needed.

PROJECT NEED

Repairs have been made to the water inlet and water source and the pond will be monitored for another full seasonal cycle. Possibility remains that this expenditure will not need to be made and will depend on the pond's condition over the next 12 months.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Funds over multiple years. Additional funding needed would be determined depending on resolution of the issue.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Parks
PROJECT TITLE:	Playground at Burns Park
FISCAL YEAR FUNDED:	2024-2025 through 2027-2028
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$800,000

PROJECT DESCRIPTION

Replacing the playground equipment at burns Park.

PROJECT NEED

The playground equipment at Burns Park is reaching its lifespan and will need to be replaced soon. Equipment has been and continues to be repaired and sometimes replaced but a new play structure needs to be erected.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund over multiple years. Other than basic maintenance additional funding should not be needed.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Parks
PROJECT TITLE:	Activity Center Roof
FISCAL YEAR FUNDED:	2023-2024
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$50,000

PROJECT DESCRIPTION

Replacing the metal roof on the Activity Center at Burns Park.

PROJECT NEED

While not currently leaking, this roof has exceeded its lifespan and needs to be replaced.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund in the 2023-2024 fiscal year. Additional funding should not be needed for the lifetime of the new roof.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Parks
PROJECT TITLE:	Lighting – Ballfield at City Park
FISCAL YEAR FUNDED:	2023-2024 and 2024-2025
FUNDING SOURCE:	Grants
ESTIMATED TOTAL COST:	\$200,000

PROJECT DESCRIPTION

Replacing the lighting infrastructure (poles and elements) at the ballfield in city Park.

PROJECT NEED

The lighting infrastructure at the ballfield in City Park, while functioning, is in need of major repair. This ballfield is rented regularly from spring through fall and current lighting ability makes it difficult to play on after dusk.

RELATED COSTS / FUTURE FUNDING NEEDED

Grants would be pursued for this project with additional matching funds coming from the General Fund if necessary. Other than routine maintenance no additional funding would be needed.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Parks
PROJECT TITLE:	Burns Park Activity Center Foundation
FISCAL YEAR FUNDED:	2024-2025
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$50,000

PROJECT DESCRIPTION

Repair of the building foundation of the Activity Center at Burns Park.

PROJECT NEED

The foundation of the Activity Center at Burns Park seems to be settling, primarily in the southwest corner. This settling is causing the typical associated repairs – cracks in the drywall, separation of sidewalk, etc.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund in the 2024-2025 fiscal year. While not seen as an emergency situation, actual funding would be determined by condition of foundation at time or repair.



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY SHEETS

PUBLIC WORKS DEPARTMENT



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Paving – Merrylog Lane / Mt Pleasant Road
FISCAL YEAR FUNDED:	2024-2025
FUNDING SOURCE:	General Fund / State Street Aid
ESTIMATED TOTAL COST:	\$250,000

PROJECT DESCRIPTION

Paving of Merrylog Lane in its entirety and Mt Pleasant from the intersection of Merrylog Lane to the intersection of South Main Street.

PROJECT NEED

Roads indicated are in need of resurfacing

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and State Street Aid and listed as the paving project for FY 2025-2026. No additional expenses would be required.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Paving – Harpeth View Trail
FISCAL YEAR FUNDED:	2023-2024
FUNDING SOURCE:	General Fund / State Street Aid
ESTIMATED TOTAL COST:	\$500,000

PROJECT DESCRIPTION

Paving of Harpeth View Trail after sidewalk construction projects are complete..

PROJECT NEED

Road is in need of resurfacing and has been waiting on installation of sidewalks associated with the Safe Routes to School Grant and TAP Grant.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and State Street Aid and listed as the paving project for FY 2023-2024. No additional expenses would be required.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Paving – Woodlands Drive
FISCAL YEAR FUNDED:	2026-2027
FUNDING SOURCE:	General Fund / State Street Aid
ESTIMATED TOTAL COST:	\$200,000

PROJECT DESCRIPTION

Paving of Woodlands Drive from north intersection with Harpeth View Trail to the south intersection with East Kingston Springs Road.

PROJECT NEED

Road resurfacing will align with the completion of sidewalks associated with the Transportation Alternative Program Grant (Woodlands Phase 2).

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and State Street Aid and listed as the paving project for FY 2026-2027. No additional expenses would be required.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Paving – Various Courts
FISCAL YEAR FUNDED:	2027-2028
FUNDING SOURCE:	General Fund / State Street Aid
ESTIMATED TOTAL COST:	\$150,000

PROJECT DESCRIPTION

Paving of various Courts in Kingston Springs including Woodlands, Woody, Martin, etc.

PROJECT NEED

Scheduled road maintenance/resurfacing

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and State Street Aid and listed as the paving project for FY 2027-2028. No additional expenses would be required.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Culvert Replacement
FISCAL YEAR FUNDED:	2023-2024 and 2025--2026
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$100,000

PROJECT DESCRIPTION

Replacement of larger stormwater culverts.

PROJECT NEED

Stormwater infrastructure maintenance needs of larger culverts around Kingston Springs.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and listed as projects for FY 2023-2024 and FY 2025-2026. Additional expenses may be required depending on any failures of current infrastructure.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Works - Roads
PROJECT TITLE:	Salt Bin – Public Works
FISCAL YEAR FUNDED:	2024-2025
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$50,000

PROJECT DESCRIPTION

Replacement of salt bin in the Public Works area.

PROJECT NEED

The current salt bin continues to be repaired as needed but needs to be replaced.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund and listed as a project for FY 2024-2025 No additional expenditures would be required.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Public Infrastructure
PROJECT TITLE:	TAP Grant Sidewalks (Woodlands Phase 2)
FISCAL YEAR FUNDED:	2024-2025
FUNDING SOURCE:	Loan / Bond
ESTIMATED TOTAL COST:	\$?

PROJECT DESCRIPTION

Additional sidewalks on Harpeth View Trail from Cedar Court to Woodlands Drive, then proceeding south on Woodlands Drive to the intersection with East Kingston Springs Road.

PROJECT NEED

Sidewalks are being funded in cooperation with TDOT and a Transportation Alternative Grant.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the TAP Grant funding as well as bonds/loans and listed as a project for FY 2024-2025 No additional expenditures would be required.



CAPITAL IMPROVEMENT PLAN PROJECT SUMMARY SHEETS

POLICE / FIRE DEPARTMENT



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Fire/Police
PROJECT TITLE:	Fire Station 1 Ceiling
FISCAL YEAR FUNDED:	2023-2024
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$25,000

PROJECT DESCRIPTION

Removal of drop ceiling and adding foam insulation to Fire station 1

PROJECT NEED

Recent frozen pipes have shown that the current ceiling insulation at Fire Station 1 is not adequate and needs to be updated. Best solution is removing the drop ceiling to open the space to additional heat and reinsulate with foam insulation.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund in the 2023-2024 fiscal year. No additional funding should be needed.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Fire/Police
PROJECT TITLE:	Fire Station 1 Bay Doors
FISCAL YEAR FUNDED:	2024-2025
FUNDING SOURCE:	General Fund
ESTIMATED TOTAL COST:	\$50,000

PROJECT DESCRIPTION

Replacement of three bay doors at Fire Station 1

PROJECT NEED

Panels, springs and belts on the bay doors at Fire Station 1 continue to be repaired but the doors will eventually need to be replaced

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded as expenditure from the General Fund in the 2024-2025 fiscal year. No additional funding should be needed.



CAPITAL DESCRIPTION AND DETAIL PAGE

DEPARTMENT:	Fire/Police
PROJECT TITLE:	Refurbish Fire Engines 301 and 302
FISCAL YEAR FUNDED:	2026-2027 and 2027-2028
FUNDING SOURCE:	Bond/Loan
ESTIMATED TOTAL COST:	\$300,000 (x2)

PROJECT DESCRIPTION

Update/refurbish Fire Engines 301 and 302. Both engines are 2021/2022 models.

PROJECT NEED

Rather than replacing it's possible to refurbish our existing truck and equipment on Fire Engines 301 and 302. Both Engines are 2001/2002 models.

RELATED COSTS / FUTURE FUNDING NEEDED

This project would be funded through bonds/loans and can be processed as two separate transactions in two fiscal years (\$300,000 for each vehicle) or a combination of the two.

Proposal Title: Establishment of a Blight Ordinance/Land Value Tax

Statement: Our downtown area has been held hostage for decades now by empty and derelict buildings which hinder and effectively prevent our downtown from being a viable neighborhood destination let alone a tourist destination. Multiple properties on Main St. have stood vacant and uninhabitable for decades which has effectively curtailed downtown development all of these years.

Synopsis of Goals: For the Town to have the ability to improve and develop the vibrant downtown that everyone has envisioned for years and find a way to incentivize the owner(s) of these properties to sell and/or encourage development of the vacant property and discourage holding the parcel for speculative purposes.

Project Sponsor: Commissioner Carolyn Clark (Vacancy Tax idea was initially suggested by Commissioner Verhoven and I have provided a bit of research) These ideas are moreso for discussion purposes than a viable proposal at this point and would need legal review by our City Attorney as to whether the Town has standing to implement/adopt these types of measures.

Background: Although we have a section addressing storefront vacancies as part of the Mixed Use Development amendment to Article V of our Zoning Ordinance, Section 5.300.6(D) 2-5 which was adopted in early 2021¹, these provisions have not had the desired effect as the buildings at issue remain as-is.

- D. **Storefront Vacancy.** For the purpose of this Section, a "storefront vacancy" in Downtown Kingston Springs is defined as a vacant commercial ground floor (street-level) space in any otherwise occupied or unoccupied building.
 - 1. Vacant storefronts shall be properly locked and secured to prevent unauthorized trespassing during the period of vacancy.
 - 2. The exterior facade of vacant storefronts shall be maintained by the property owner at the same level of quality as surrounding occupied storefronts and buildings.
 - 3. Property owners of vacant storefronts are encouraged to use creative temporary storefront window areas such as using them as a display area for community information, public art by local artists, and other uses as approved by the Planning Commission.
 - 4. Property owners of vacant storefronts county economic development staff regarding possible available tenants.
 - 5. Vacant storefronts shall not be boarded up or otherwise appear derelict or abandoned.
 - 6. An adequate level of exterior security lighting shall be regularly maintained regardless of storefront occupancy status.

State Law: TCA Title 13 - Public Planning and Housing, Chapter 21 - Slum Clearance and Redevelopment, Part 2 - Acquisition of Vacant Properties, §13-21-20: Findings, Purpose and Policy

a. It is hereby found that:

- 1. There exist in many municipalities and counties blighted and deteriorated properties in neighborhoods which cause the deterioration of those and contiguous neighborhoods and constitute a serious and growing menace which is injurious to the public health, safety, morals and general welfare of the residents of Tennessee, and are beyond remedy and control solely by regulatory process in the exercise of the police power;

¹ No. 4 should have the phrase "will be advised to seek assistance from" between the words storefront and economic development staff.

2. The existence of blighted and deteriorated properties, both residential and commercial, within neighborhoods, and the growth and spread of blight and deterioration or the threatened deterioration of other neighborhoods and properties:
 - A. Contribute substantially and increasingly to the spread of disease and crime, and to losses by fire and accident;
 - B. Necessitate expensive and disproportionate expenditures of public funds for the preservation of the public health and safety, for crime prevention, correction, prosecution, and punishment, for the treatment of juvenile delinquency, for the maintenance of adequate police, fire and accident protection, and for other public services and facilities;
 - C. *Constitute an economic and social liability;*
 - D. *Substantially impair or arrest the sound growth of the community;*
 - E. Retard the provision of decent, safe and sanitary housing and public accommodations;
 - F. *Depreciate assessable values;*
 - G. *Cause an abnormal exodus of families and businesses from these neighborhoods; and*
 - H. *Are detrimental to the health, the well-being and the dignity of many residents of these neighborhoods;*
 3. This menace cannot be effectively dealt with by private enterprise without the aids provided herein; and
 4. The benefits which would result from eliminating the blighted properties that cause the blight and deterioration of neighborhoods will accrue to the inhabitants of the neighborhoods in which these conditions exist and to the inhabitants of this state generally.
- b. It is hereby declared that:
1. It is the policy of this state to protect and promote the health, safety, and welfare of the people of the state by eliminating the blight and deterioration of neighborhoods through the elimination of blighted and deteriorated properties within these neighborhoods;
 2. The elimination of such blight and deterioration and the preparation of the properties for sale or lease, for development or redevelopment, constitute a public use and purpose for which public money may be expended and private property acquired, and are governmental functions in the interest of the health, safety, and welfare of the people of Tennessee; and
 3. The necessity in the public interest for the provisions enacted herein is hereby declared to be a legislative determination.

All of this leads to further ordinance language re: formation of a vacant property review commission, investigation, etc. which, in a nutshell, results in the governing body's acquisition of vacant, deteriorated, or blighted properties thru eminent domain.

LEGAL QUERY – Would our small population size exclude our Town from adopting such an ordinance? The ordinance has a few references to population numbers well over 100,000, but I am not sure if that is a minimum and would look to our City Attorney for clarification. In the alternative, would we be allowed as a municipality to create our own ordinance in this regard?

Vacancy Tax /Land Value Tax

Vacancy taxes have been used to eliminate blight and prevent buildings from sitting empty and becoming dilapidated. Champions of vacancy taxes have touted them as a means of balancing market inequality and discouraging negligent behavior from property owners.

Harvard University economist Ed Glaeser suggested a solution that was originally proposed by the late-19th Century economist, Henry George: "...taxing buildings to some degree discourages new building. Under a land tax, in contrast, a developer pays the same amount if the land is used for a parking lot, a single-family house, or a soaring skyscraper." Glaeser (2014). One implied goal of the Glaeser suggestion is to raise the capital-to-land ratio. When individuals are faced with a real estate tax on something that can be changed, these taxpayers will often modify their behavior to avoid the tax. My understanding is that this is taxation based on market value rather than assessed value.

Some places implement a land value tax to only specific neighborhoods as would be the case here.

Washington, D.C., and Pittsburgh, have experimented with land value tax assessments on property to improve downtrodden areas and in some cases raise revenue. The taxes — higher levies on vacant property, which increases a landowner's costs of holding on to unused, distressed property — are implemented as a way to eliminate blight and drive redevelopment. As added incentive, some land value tax mechanisms would lower property taxes on any new building on the property. In 2011, the District of Columbia created a new class of property tax for vacant commercial and residential property, and still another for "blighted" property.

- **Ordinary** - Property is taxed at 85 cents per \$100 of value, making the new tax on undeveloped property significantly higher.
- **Vacant** - Property is taxed at \$5 per \$100 of assessed value.
- **Blighted** - Property at double the amount, \$10 per \$100 of assessed value.

While the development boom in Washington has resulted in some of the property being redeveloped and put on the market, some property owners have chosen to simply pay the tax. DC collected almost \$9.4 million in new taxes on the vacant property in fiscal 2016.

One drawback is that some owners of vacant property have tried to skirt the law by filing for exemptions, or asking for building permits and then never making improvements. DC increased penalties for not paying the tax and tightened regulations regarding how long a property owner can keep filing for exemptions. "Property owners may keep their properties vacant or fail to maintain them because they expect property values to rise over time," the bill said. But "these properties can become a burden to the surrounding community."

Summary

Our downtown area will never reach its envisioned potential as a thriving commercial district if it has to remain blanketed by derelict vacant buildings which are positioned in prime locations and whose vacancy in and of itself is a blight.

Dated this 10th day of April 2023.



Berry Farms shopping center, Franklin (Stream Valley Homes)



13. G.



STATE OF TENNESSEE, TREASURY DEPARTMENT
TENNESSEE CONSOLIDATED RETIREMENT SYSTEM
15th FLOOR ANDREW JACKSON BUILDING
502 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-0201

DAVID H. LILLARD, JR.
STATE TREASURER

JAMIE WAYMAN
DIRECTOR

March 7, 2023

Dear Tennessee Consolidated Retirement System Employer:

The actuarial valuation at June 30, 2022 is complete. Attached is an actuarial valuation report that reflects your employer contribution rate for July 1, 2023 through June 30, 2024. This report reflects the minimum employer rate that must be paid. **We encourage you to consider electing to pay a higher rate to protect against upward pressure on employer rates in the future.**

The next actuarial valuation report will be performed at June 30, 2023 that will establish the employer rate for July 1, 2024 through June 30, 2025. TCRS follows best practices set by the accounting industry which includes annual actuarial valuations. Please note that conducting annual valuations will result in changes in employer contribution rates each year.

Please return the enclosed rate certification to TCRS no later than May 31, 2023. If you have any questions about your rate, please call RetireReadyTN, at 800-922-7772.

Sincerely,

A handwritten signature in cursive script that reads 'James Wayman'.

James Wayman
Director of TCRS

Enclosed Attachments

**Tennessee Consolidated Retirement System
Employer Actuarially Determined Contribution (ADC) Rate**

Department Code(s): 833.56
KINGSTON SPRINGS TOWN OF

Applicable period for this employer rate	July 1, 2023 through June 30, 2024
Actuarial valuation date	June 30, 2022
Actuarial experience study date	June 30, 2020
Investment rate of return assumption	6.75%

Key Elements of the Pension Plan (Employer Elections)

Base plan formula	1.5% formula times years of service
Employee contribution rate	5% of salary
Vesting period	5 years
Retiree COLAs	Provided, CPI based, capped at 3%

Employer ADC Rate		Actuarial Present Value of Benefits (PVB) Summary	
<i>Rate Components:</i>		Actuarial value of assets	\$ 2,559,986
Normal cost	5.91 %	Expected employee contributions	408,229
Unfunded accrued liability amortization	5.21 %	Expected employer normal cost	461,868
Administrative cost	0.16 %	Unfunded accrued liability	<u>357,522</u>
Total employer ADC rate	11.28 %	Total PVB	\$ 3,787,605

Employees Covered by Benefit Terms

Inactive employees or beneficiaries currently receiving benefits	6
<i>Annualized Retirement Benefit: \$70,143</i>	
Inactive employees entitled to but not yet receiving benefits	19
Active employees	<u>18</u>
<i>Annualized Salary: \$870,920</i>	
Total	43

Amortization of Unfunded Accrued Liability

Actuarial Valuation Date	Unfunded Accrued Liability (Negative Unfunded Accrued Liability)	Annual Amortization Amount	Amortization Period at June 30, 2022 (in years)
June 30, 2013	\$ 0	\$ 0	0.00
June 30, 2015*	(87,564)	(9,676)	13.00
June 30, 2016	(27,456)	(2,897)	14.00
June 30, 2017	157,259	29,552	6.28
June 30, 2018	(27,684)	(2,700)	16.00
June 30, 2019	(78,202)	(7,374)	17.00
June 30, 2020	(17,605)	(1,610)	18.00
June 30, 2021	242,706	21,598	18.98
June 30, 2022	196,068	17,002	20.00
Total	<u>\$ 357,522</u>	<u>\$ 43,895</u>	

*Beginning June 30, 2015, valuations are performed annually.



**Employer Contribution Rate Certification
Tennessee Consolidated Retirement System (TCRS)
Actuarial Valuation at June 30, 2022**



Acknowledgement of employer rate effective July 1, 2023 through June 30, 2024

Department Code: 0083356
Department Name: KINGSTON SPRINGS TOWN OF

- I hereby acknowledge and agree that I have reviewed the background information on rates provided to me and also located on the Treasury Website at: <https://publicreports.treasury.tn.gov>. I further acknowledge the upward trends concerning future employer contribution rates.

Please select one of the options below

- The Minimum Employer rate: 11.28%
- Optional: We choose to pay a higher contribution of: _____

Employer Signature _____ Title _____

Date _____ Phone _____ Email _____

The first department code listed on the Employer Actuarially Determined Contribution (ADC) Rate sheet is your master code. The master code is responsible for determining the rate and submitting the completed employer contribution rate certification to TCRS. The rate selected will be applicable for **all** department codes listed on the Employer Actuarially Determined Contribution (ADC) Rate sheet. It is the master code's responsibility to notify these departments of the new rates.

Please return the completed rate certification no later than May 31, 2023 via one of the following methods:

By email: TCRS.EmployerReporting@tn.gov
By mail: TCRS Employer Reporting
502 Deaderick Street, 15th Fl.
Nashville, TN 37243



JASON E. MUMPOWER
Comptroller

Independent Accountant's Report

Members of the Board of Trustees
The Honorable David H. Lillard, Jr., Treasurer

We have examined management's assertions that:

1. The census data of the Public Employee Retirement Plan provided by the Tennessee Consolidated Retirement System to the plan actuary as of June 30, 2022, is complete and accurate based on the accumulation of census data reported by participating employers and members, and maintained by the Tennessee Consolidated Retirement System for the period from July 1, 2021, to June 30, 2022. Census data includes the following: date of birth, benefit amount, most recent salary, service credits, retirement payment option selected, retirement code, department code, gender, and beneficiary date of birth.
2. The census data provided to the actuary as of June 30, 2022, properly reflects current plan benefit provisions in effect as of June 30, 2022, included in relevant state statutes.
3. The census data provided to the actuary as of June 30, 2022, properly excludes deceased members based on the plan's validation of the existence of retired members by procuring social security number and name matches of retired members against Social Security Administration records (utilizing a third-party service provider), and the plan performs an additional match to exclude deceased members (inactive and retired) by procuring social security number and name matches of persons reported as deceased in Tennessee against the Tennessee Department of Health records.

Management of the Tennessee Consolidated Retirement System is responsible for these assertions. Our responsibility is to express an opinion on the assertions based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. These standards require that we plan and perform the examination to obtain reasonable assurance about whether management's assertions are fairly stated in all material respects. We are required to be independent of the Tennessee Consolidated Retirement System and to meet our other ethical responsibilities, in accordance with relevant ethical requirements related to the examination engagement.

March 15, 2023

Page Two

An examination involves performing procedures to obtain evidence about management's assertions. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of management's assertions, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, management's assertions referred to above are fairly stated, in all material respects, based on census data reported by employers or members, relevant state statutes, and results of social security matches.

This report is intended solely for the information and use of the board of trustees of the Tennessee Consolidated Retirement System; management of the Tennessee Consolidated Retirement System; and Public Employee Retirement Plan employers and their auditors, and is not intended to be and should not be used by anyone other than these specified parties.



Katherine J. Stickel, CPA, CGFM, Director
Division of State Audit
March 15, 2023

Key Terms

Defined Benefit (DB) Plan - A pension plan that is designed to provide participants with a retirement benefit based on a formula that considers an employee's compensation, years of service, and age, or a combination of those factors. TCRS is a defined benefit plan.

401(k) and 457 Plans - Defined contribution plans where an employee can make before or after-tax contributions. The employee selects their own investment options and the amount received in retirement is based on contributions plus any accumulated earnings.

For purposes of this document all other terms will relate only to a defined benefit plan and NOT a defined contribution plan.

Actuarial Accrued Liability - Represents the portion of the present value of fully projected benefits attributable to service credit earned (or accrued) as of the valuation date.

Actuarial Assumptions - Factors used by actuaries for estimating the cost of funding a defined benefit pension plan. Examples include: the rate of return on plan investments; mortality rates; and the rates at which plan participants are expected to leave the system because of retirement, disability, termination, etc.

Actuarial Valuation - The determination, as of a specific date, of the normal cost, actuarial accrued liability, actuarial value of assets, and related actuarial present values for a plan.

Actuarial Value of Assets - The value of pension plan assets used by the actuary for the purpose of an actuarial valuation. TCRS uses an asset valuation method that smooths the effects of short-term volatility in the investment markets on the market value of assets.

Actuarially Determined Contribution (ADC) - The amount actuarially calculated each year that is required to be contributed by an employer in order to ensure there will be enough funds to pay promised pension benefits. The rate changes each year based upon the most recent actuarial valuation.

Amortization - Paying off a liability incrementally through a series of installments, as opposed to paying with a lump sum payment. The unfunded accrued liability is amortized and included in the ADC.

Cost of Living Adjustment (COLA) - Adjustments made to monthly retirement benefits to help offset inflation. The amount is based on the increase in the Federal Consumer Price Index (CPI). For TCRS, the COLA cannot exceed 3%.

Contributory - The employee contributes a portion of salary towards their pension plan (i.e. the employee shares the cost of the plan with the employer).

Experience Study - A periodic review and analysis of the actual experience of a plan compared to the actuarial assumptions which may lead to a revision of some assumptions used in the actuarial valuation. Actual investment performance, mortality, retirement, salary

increases, etc. are compared to the assumed values and modified as appropriate. TCRS conducts an Experience Study every four years.

Hybrid Plan – Combines elements on a defined benefit plan and a defined contribution plan, such as a 401(k) or 457 plan.

Non-Contributory - The employee does not contribute any portion of salary towards their pension plan (i.e. the employee does not share any portion of the cost of the plan with the employer).

Normal Cost - The cost of projected benefits allocated to the current fiscal/plan year. The employer normal cost equals the total normal cost of the plan less employee contributions.

Present Value - The current value of series of amounts payable in the future, after discounting each amount at an assumed rate of interest.

Rate of Return Assumption - The investment rate of return the actuary uses in the actuarial valuation as opposed to the actual rate of return earned by TCRS.

Unfunded Actuarial Accrued Liability (UAAL) - The excess, if any, of the actuarial accrued liability over the actuarial value of assets. In other words, the present value of benefits earned to date that are not covered by current plan assets.

Vesting - A defined number of years of service an employee must work to be eligible to receive a pension benefit.



Department Reports

Kingston Springs, Tennessee

April
2023



Monthly Codes Report - Commission Packet

01/01/2023 - 03/31/2023

Case #	Case Date	Violation Address	Owner Name	Type	Description of Possible Violation	Main Status
200193	3/25/2023	342 West View Dr.	SCHWARTZ KELLY	Town Staff	Constructing a deck without a permit	Open - Yellow Card
200192	3/25/2023	988 Timber Ridge	TYREE JOHN M	Town Staff	Constructing a deck without a permit	Abated/Closed (Green Card)
200191	3/14/2023	560 Cunningham Ct	POND JOHN T JR	Resident/Other Complainant	Trash beside the home and burning trash at night	Open - Yellow Card
200190	2/21/2023	211 Hillcrest Rd	ANCHORED CAPITOL, LLC	Town Staff	Household goods in front of home and in driveway due to eviction of residents. Overgrown vegetation throughout property.	Violation Letter Issued

Case #	Case Date	Violation Address	Owner Name	Type	Description of Possible Violation	Main Status
200189	3/12/2023	219 Redwood Ci	INFINIUM BUILDERS LLC	Town Staff	Overgrown vegetation on entire lot. Vines and plant growth invading structure. Structure in disrepair, appears to be vacant. Trash and debris throughout lot.	Open - Yellow Card
200188	2/27/2023	216 Woodlands Dr	LOAEZA VIRGINIA NICOLE ETVIR URIEL LOAEZA	Resident/Other Complainant	Dumping paint or washing drywall mud into creek	Unfounded
200187	2/15/2023	387 Moores Ci	FRANCIS KARL	Resident/Other Complainant	Trash, Junk and debris in yard	Violation Letter Issued
200186	2/15/2023	1312 Teri Lynn Ct.	GOODMAN ROBBIE LYNN ETVIR DARRELL KIRBY	Resident/Other Complainant	Disabled red Pick up truck parked in road at this address being used as a dumpster.	Abated/Closed (Green Card)
200185	1/17/2023	1311 CC Road	SULLIVAN REEDY A	Resident/Other Complainant	Trash/junk in yard getting onto other property	Open - Yellow Card
200184	1/17/2023	471 Page Rd.	SANDERS DENNIS ETUX ASHLEY R	Anonymous Complainant	Double driveway, Lot Coverage, Running a Business on residential lot, Questionable people	Open - Yellow Card
200183	1/6/2023	356 Love St		Town Staff	Stop Work Order issued 1/6/2023	Open - Yellow Card



Monthly Departmental Update

April 2023

PARKS DEPARTMENT MONTHLY REPORT

Projects/Items in the Works:

- Summer Camp registration is on-going.
- The water leak at Burn Park going to the splashpad, has been repaired.
- IES quoted us \$3990 to install the aerator's in the pond. We have put herbicide in the pond.
- Vortex is coming on April 21st to help us open the splashpad for the season. It will officially open Memorial Day weekend.
- We have started the process of installing a flock camera at the entrance of Burns Park. This will be tied into the existing system.

Other Notes:

- Seniors will have bingo on the 2st & 4th Monday's at 10:00
- April luncheon will be on 4/20/23 at Riverview Marina in Ashland City.
- KS Citywide Yard Sale is on May 13th.
- Soccer ends May 20th.
- Fishing Rodeo is June 10th.



Monthly Departmental Update

April 2023

POLICE/FIRE DEPARTMENT MONTHLY REPORT

Projects/Items Completed this Month:

Fire Department

- Weekly Department Training continues on various topics and procedures.

Police Department

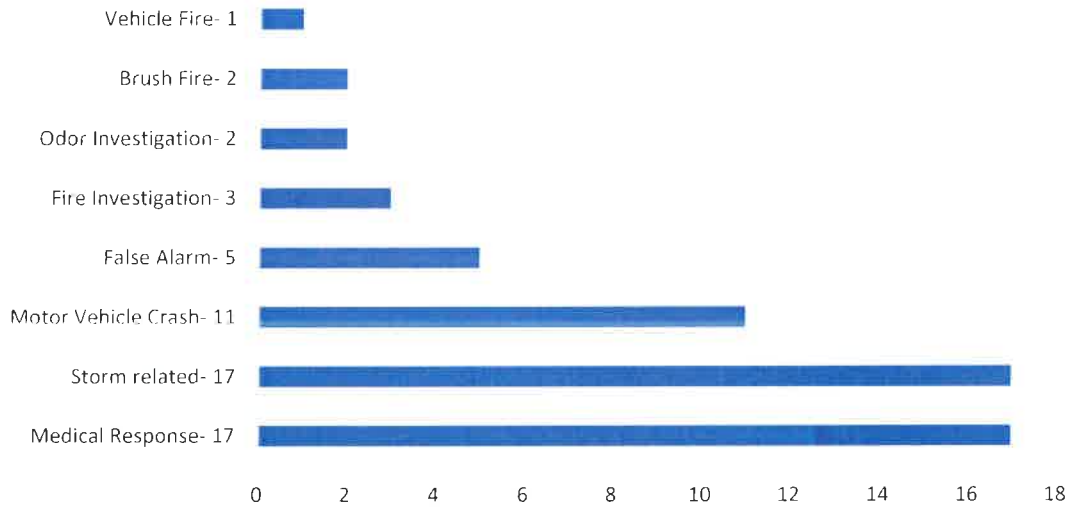
- No additional activities to report.

Other Notes:

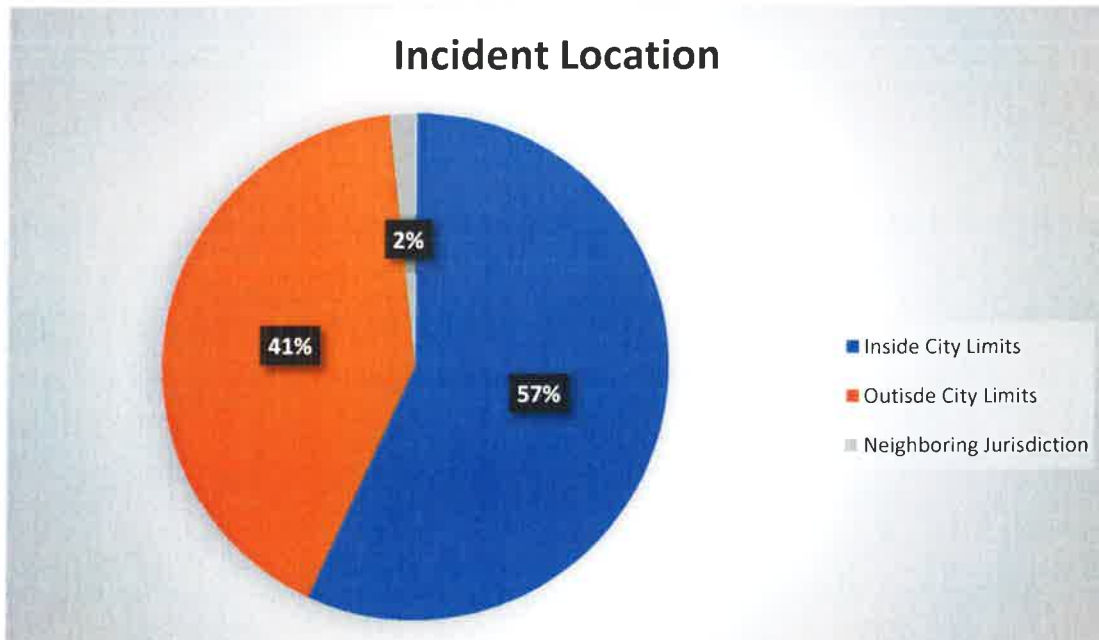
Kingston Springs Volunteer Fire Department Incident Response for March 2023

KSVFD responded to 58 calls in the month of March with an average response time of just under 7 minutes. Below is a breakdown of the incident type

Incident Type



Incident Location



Kingston Springs Police Department
Monthly Report Worksheet

TYPE OF CALL	MONTH'S TOTAL	
TRAFFIC CITATIONS ISSUED	30	
MISDEMEANOR CITATIONS ISSUED	1	
10-14 ESCORT	2	
10-15 ARREST	5	
10-17 SERVE WARRANT	1	
10-27 BURGLARY		
10-42 ALARM	19	
10-43 REQUEST FOR OFFICER / INVESTIGATION	57	
10-43 MOTORIST / CITIZEN ASSIST	9	
10-44 STOLEN VEHICLE		
10-45 VEHICLE CRASH (non-injury)	7	
10-46 VEHICLE CRASH (with injuries)	1	
10-49 DRIVING UNDER THE INFLUENCE	2	
10-52 ROBBERY		
10-58 PUBLIC INTOXICATION	1	
10-59 FIGHT/ASSAULT		
10-62 DECEASED PERSON		
10-71 SCHOOL ZONE TRAFFIC	1	
10-72 FIRE CALL	15	
10-72b FIRE CALL (medical)	8	
10-80 EXTRA PATROL	61	
10-81 TRAFFIC STOP	54	
10-82 MUTUAL AID	11	
10-86 DOMESTIC ASSAULT	2	
10-94 SUICIDE/ATTEMPTED SUICIDE	1	
FOLLOW UP INVESTIGATIONS	7	
Traffic Stop Count	Warning	Citation Issued
Mt. Pleasant Rd.		
W. Kingston Springs Rd	1	4
E. Kingston Springs Rd.	6	10

Officer: Department Total

Month: March 2023



Monthly Departmental Update

April 2023

PUBLIC WORKS DEPARTMENT MONTHLY REPORT

Projects/Items Completed this Month:

- Trimmed trees and bushes
- Cleaned up trash from illegal dumping on South Harpeth Rd
- Hauled scrap off
- Cleaned culverts
- Trimmed roadside trees
- Installed new road signs
- Covered numerous sewer calls
- Had several 811 locates
- Replaced missing road signs
- Changed old faded road signs
- Cleaned up debris at Turnbull Bridge
- Fixed roof on Public Works Building again
- Cleaned storm drains and curbs
- Cleared trees from Roadway after storm
- Cleaned up a tree at Ullrich Landing
- Patched some pot holes
- Located sewer lines
- Cut grass
- Kept baseball ready for practices
- Maintenance on equipment
- Cleaned up trail at Burns Park
- Hauled junk and trash from roadsides to dump



Monthly Departmental Update

Projects/Items in the Works:

- Pressure wash Beck Building
- Tree trimming
- Bush hogging at Burns Park
- Fix leaking pipe at Burns Park
- Finish water fountain at Dog Park
- Patch potholes across town
- Edge sidewalks across town
- Trash pick up by Sheriff's Department

Other Notes:

A new building to hold salt is a much needed item very soon . The current building is falling apart and asphalt under the salt is falling apart .

The roof of Public Works is in bad shape and needs to be replaced .

It is the beginning of peak season for Public Works and Parks Department. Everyday will be full of grass cutting and general maintenance and up keep to keep our town looking great .



R 4/16/2023 D

Second South Cheatham Utility District

TOWN OF KINGSTON SPRINGS BILLING REGISTER SUMMARY

Billing Period
3/31/2023

Feb 23 - Ending Balance	42,283.65	
Add Penalties:	427.22	3/14/2023
Adjustments	-1,886.48	
Less Payments:	-43,843.79	
Unapplied cash payments	-367.16	
Balance Forward:	-3,386.56	
Sewer Billing (Sales):	39,082.15	
Total Account Receivable:	35,695.59	

COLLECTIONS STATEMENT

Collection Dates:	03/01/2023 - 03/31/2023	
Collection Amount:	43,843.79	
Unapplied Cash	367.16	
Less 6.5%	2,873.71	
Amount Due	41,337.24	

	Same Period <u>Last Year</u>	<u>Current Period</u>	<u>Increase or Decrease</u>
SALES	31,774.70	39,082.15	23.0%
GALLONS	3028.4	3062.0	1.1%

ADJUSTMENTS

0101-20480-001	111 W K.S. Bld LLC	-422.06	leak
0101-20850-002	Timothy Royer	-26.33	leak
0102-00050-000	Judith Bateman	-75.53	leak
0101-91240-002	Jonathan McKay	-1362.56	leak
	Total	-1886.48	

Second South Cheatham

Code Summary Report

Cycle(s) 01 Cycle 1

Print Totals Only

Customer Type(s) All

Service Type(s) KS Sewer

Print Code Summary Report For Historical Billing

Account Number Range All

Inactive Services With Arrears Shown In Billing

3/1/2023 To 3/31/2023

Service	Rate	Number		Charges	Usage	Adjustment Amount	Adjusted Total
		Active	Inactive				
KS Sewer	01 KS Sewer Usage	755	11	\$39,035.80	3,062,000		
	06 K.S. Sewer Only	3	0	\$46.35			
			11	\$39,082.15	3,062,000		
Penalty	11 KS Sewer Penalty	89	9	\$427.22			
	Total Penalties		9	\$427.22			
Report Totals				\$39,509.37	3,062,000		

Second South Cheatham

Transaction Rate Summary

Company Division(s)	All	Include Voided Transactions	
Cycle(s)	01 Cycle 1	Batch Range	All
Customer Type(s)	All	Break Out Addons Per Service Type	
Service Type(s)	KS Sewer	Break Out Service Credit	
Account Range	All	Report Breakdown Level	Totals Only
Transaction Type	History		
Transaction Date Range	3/1/2023 To 3/31/2023		

Service Type	Rate Code	Adjustments	Payments	Deposit	Applied	Bad Debt	Applied Credit
				Receipts	Deposits	Writeoffs	
KS KS Sewer Usage	01	-\$1,411.71	-\$43,394.32	\$0.00	\$0.00	\$0.00	-\$483.46
KS K S Sewer Only	06	\$0.00	-\$61.80	\$0.00	\$0.00	\$0.00	\$0.00
Penalty KS Sewer Penalty	11	\$0.00	-\$387.67	\$0.00	\$0.00	\$0.00	-\$5.62
KS - Svc Credit		-\$474.77	\$0.00	\$0.00	\$0.00	\$0.00	\$121.92
All Routes Totals		-\$1,886.48	-\$43,843.79	\$0.00	\$0.00	\$0.00	-\$367.16