



# City Commission

Kingston Springs, Tennessee

May 18, 2023  
Meeting Packet



**Kingston Springs Board of Commissioners  
Regular Business Meeting Agenda  
May 18, 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 April 20, 2023, Public Hearing Meeting Minutes:**

**6. Motion to Approve the April 20, 2023, City Commission Meeting Minutes:**

**7. Motion to Approve the May 18, 2023, City Commission Meeting Agenda:**

8. Announcements from Commissioners:

9. Community Input and Concerns:

10. Department Reports:

11. Legal Updates:

12. Unfinished Business:

A. Discussion on status updates of the following items. Sponsored by Commissioner Clark:

- Wastewater - Status of SCDA system, Mapping by Austin Peay students - Comprehensive Planning.
- Placement of 20 mph speed limit signs on residential streets (Ordinance passed Feb. 2022).
- Purchase and placement of Feedback signs on EKSR and Mt. Pleasant. (Nov. 2021/June 2022). Speed enforcement on Mt. Pleasant
- Status of Litter sign placement (August 2022).
- Website: Prominent page placement to make people aware that CCE is paper of record, FB, social media (June 2022 BOC meeting), up to date Agenda and packet items made available for public access, update of out-of-date ordinances on Website (Maxey).
- On-line availability of Resolutions for public access (2015).
- Fire Hydrant inspections and flushing status.
- TDOT response re: possible midblock crosswalk on Luyben Hills Road.
- Status of TVP issues in Burns Parking Lot (Staff sign off/inspection e.g. road striping).
- Videotaping BZA meetings.
- PW ROW trimming and mowing (service decrease).
- Planning Commission updates as part of regular agenda (City Manager or Mayor).
- PAD resolution/Ordinance per TCA.
- Street light outages.

**13. New Business:**

- A. First Reading of Ordinance 23-003 – Adopting the Town of Kingston Springs annual budget and tax rate for the 2023-2024 fiscal year.
- B. Bid selection and approval – SCADA system for the Kingston Springs Wastewater Department.
- C. Bid selection and approval – Enclosed Metal Building.
- D. Bid selection and approval – 2-year Contract – General Excavation and Construction.
- E. First Reading of Ordinance 23-004 – amending Title 5, Section 5-506 of the Kingston Springs Municipal Code, amending the tax rate schedule for New Residential and New Non-Residential Development.
- F. Discussion on updated State of Tennessee Public Forum guidance and impacts to the Town of Kingston Springs.
- G. Discussion on stone planter area at the intersection of Mt. Pleasant Road and Old Barn Trace. Sponsored by Commissioner Clark.
- H. Discussion on interstate ramps and commercial motor vehicle parking. Sponsored by Commissioner Clark.

**14. Surplus:**

- City Hall - Office Chairs (x2) – Discard
- City Hall – Dymo Label Maker 450 – Discard
- City Hall – 13” Sylvania TV – Discard
- Parks – APC Battery Backup – Discard
- Parks – Instant Hot Water Heater - Discard

**15. Other (For Discussion Only):**

**16. Reminders:**

- Kingston Springs Farmers and Artisans Market season begins Saturday, May 27<sup>th</sup> at 9:00am.
- Kingston Springs City Hall will be closed Monday, May 29<sup>th</sup> in honor of Memorial Day.
- Fishing Rodeo will be Saturday, June 10<sup>th</sup>.

**17. Adjourn the Meeting:**

Motion to adjourn the meeting.

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Francis A. Gross, III  
Mayor

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Jamie Dupré  
City Recorder



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

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**A. Call to Order:**

The meeting was called to order by Mayor Gross at 7:00pm

**B. Open Public Comments on the following:**

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

*No Comments Received.*

**C. Adjournment**

Mayor Gross adjourned the meeting at 7:01p.m.

\_\_\_\_\_  
Francis A. Gross, III  
Mayor

\_\_\_\_\_  
Jamie Dupré  
City Recorder



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

**1. Call to Order:**

The meeting was called to order by Mayor Gross at 7:01p.m.

**2. Pledge of Allegiance:**

**3. Roll Call:**

**Board Members in Attendance:**

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

**Staff in Attendance:**

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

**1. Declaration of Quorum by Mayor**

Mayor Gross declares a quorum.

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

Motion to Approve the March 16, 2023, Public Hearing Meeting Minutes made by Commissioner Hargis, Second by Vice-Mayor Remick, and approved unanimously.

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

Motion to Approve the March 16, 2023, City Commission Meeting Minutes made by Vice-Mayor Remick, second by Commissioner Hargis, and approved unanimously.

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

Motion to Approve the April 20, 2023, City Commission Meeting Agenda made by Commissioner Clark, second by Vice-Mayor Remick, and approved unanimously.

5. **Announcements from Commissioners:**

Commissioner Clark – Made notification of the Tennessee Highway Safety Slowdown Tennessee campaign that had just been launched.

6. **Community Input and Concerns:**

Bob Sanders – 225 Woodlands Drive. Discussed dog park, mast lights, and food trucks.

7. **Department Reports:**

No additional information discussed.

8. **Legal Updates:**

City Attorney Perry spoke on the town's Public Safety Chief and whether the Fire Chief and Chief of Police positions could be held by either the same person or separate people. Perry stated it was her opinion, based on the initial Ordinance outlining the structure of these position, as well as the town's Municipal Code, that the structure of who holds the title of Public Safety Chief, Fire Chief, and Chief of Police, could all be one person, two people, or three separate people. Commissioner Clark asked if having separate people hold the titles of Fire Chief and Chief of Police would require adding an additional salary and it was explained that the Fire Chief is a volunteer role and does not receive a salary from the Town.

City Attorney Perry then notified the Board that her firm was tendering their resignation to the Town of Kingston Springs for legal services effective July 1, 2023. Perry stated she will assist the City Manager with the interview process toward the town hiring a new attorney as well as assist with the transition.

Commissioner Clark asked Attorney Perry to give a refresher to Commissioners on replying to all in an email with all Board members as recipients. Attorney Perry stated that replying all to such emails opens the possibility of Sunshine Law violations. Perry reminded the Commissioners that if they needed to reply then reply to the sender only.



9. **Unfinished Business:**

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

City Manager Lawless stated there were no changes since first reading. Motion to approve second reading Ordinance 23-002 – Amending the 2022-2023 Kingston Springs fiscal budget made by Vice-Mayor Remick, second by Commissioner Hargis. Roll call vote held with Commissioners Clark, Mayor Gross, Commissioner Hargis, and Vice-Mayor Remick all voting yes. Commissioner Verhoven was absent. Motion passed.

10. **New Business:**

A. **Motion to approve Resolution 23-004 – Authorizing transfer of monies from one appropriation to another.**

Finance Director Reed explained the fund movement outlined in the Resolution. Motion to approve Resolution 23-004 – Authorizing transfer of monies from one appropriation to another made by Vice-Mayor Remick, second by Commissioner Hargis. Roll call vote held with Commissioners Clark, Mayor Gross, Commissioner Hargis, and Vice-Mayor Remick all voting yes. Commissioner Verhoven was absent. Motion passed.

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.**

City Manager Lawless stated that in the fall of 2022 an RFP for the purchase of the Town's wastewater operation was issued and one proposal was received. This proposal was from Central States Water Resources/Limestone Water. While there have been several meetings to discuss the future of the Town's wastewater operation a decision by the Board on the proposal received has not been made. Motion to reject the proposal received from Central States Water Resources/Limestone Water Utility Operating Company for sale of the Town of Kingston Springs Wastewater Department made by Commissioner Hargis, seconded by Commissioner Clark, and passed unanimously.

C. **Motion to approve Resolution 23-005 – Capital Improvement Plan Policy for the Town of Kingston Springs.**

Lawless stated the Board had recently completed work on a 5-year Capital Improvement Plan and prior to the passage of that plan a Capital Improvement Plan Policy needed to be established. Commissioner Hargis clarified that the Capital Improvement Plan was not a budget but a guideline to prioritize anticipated future projects. Lawless said that was correct, the Capital Improvement Plan did not allocate specific spending but would be used to guide future budget discussions. Motion to approve the Capital Improvement Plan Policy for the Town of Kingston Springs made by Commissioner Clark, seconded by Commissioner Hargis, and passed unanimously.

**D. Motion to approve Resolution 23-006 – Capital Improvement Plan for fiscal years 2023-2024 through 2027-2028 for the Town of Kingston Springs.**

Lawless indicated final changes requested at the last Capital Improvement Plan workshop had been included and reflected in the final document submitted. Commissioner Clark asked if this was a Resolution to approve the plan or will there be additional public comment? Lawless stated this is a Resolution to approve the Capital Improvement Plan. Commissioner Hargis stated the plan was advisory and not a specific allocation of funding. Mayor Gross added that it was a living document and would be periodically reviewed and changed as necessary. Commissioner Clark then mentioned changes to be made to the document – paving of Merrylog and Mt. Pleasant should reflect an estimated cost of \$350,000.00, capitalization should be checked in the document, and the reference to sewer be removed from the definitions. Lawless confirmed those changes would be made to the document. Motion to approve Resolution 23-006 – Capital Improvement Plan for fiscal years 2023-2024 through 2027-2028 for the Town of Kingston Springs as amended made by Vice-Mayor Remick, seconded by Commissioner Hargis, and passed unanimously.

**E. Discussion on creation of Blight Ordinance/Vacancy-Land Value Tax. Sponsored by Commissioner Clark.**

Commissioner Clark explained some research she had done on the topic and wanted to bring it to the board for discussion. City Attorney Perry stated she had reviewed state guidelines and did not see where the town would be authorized to impose a vacancy tax on properties. Perry also mentioned the town had a section in the Municipal Code related to slum clearance, but that section did not speak specifically to acquisition of property. Perry also said she had pulled MTAS guidance on this subject and would forward it to the Board for their review. No other action taken.

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

City Manager Lawless stated the town had used a local audio engineer for recent upgrades to the sound system in the Town's Activity Center and would reach out to them to determine costs for upgraded audio in the Beck Building.

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

Lawless indicated the TCRS Employer Contribution Rate is set by the state organization and presented to the Town each year for review. The proposed rate for this fiscal year is the same as last year at 11.28%. This amount is distributed in the budget under retirement items in each department. Motion to set TCRS Employer Contribution Rate Certification for the 2023-2024 Fiscal Year at 11.28% made by Vice-Mayor Remick, seconded by Commissioner Clark. Roll call vote held with Commissioners Clark, Mayor Gross, Commissioner Hargis, and Vice-Mayor Remick all voting yes. Commissioner Verhoven was absent. Motion passed.

**H. Recess meeting for Attorney-Client Privilege Session.**

Commissioner Hargis made a motion to recess into attorney-client privilege, with a second by Commissioner Remick. Motion passed and the meeting was recessed at 7:36pm.

Motion to reconvene made by Commissioner Clark with second by Vice-Mayor Remick. Meeting was reconvened at 7:40pm.

Motion to not appeal recent court ruling in the Sullivan case made by Vice-Mayor Remick, seconded by Commissioner Hargis, and passed unanimously.

**11. Surplus:**

- None

**12. Other (For Discussion Only):****13. Reminders:**

- City Wide Yard Sale, Saturday, May 13<sup>th</sup>
- Farmers Market season begins Saturday, May 27<sup>th</sup>

**14. Adjourn the Meeting:**

Motion to adjourn the meeting made by Vice-Mayor Remick, seconded by Commissioner Hargis. Meeting was adjourned at 7:43pm.

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Francis A. Gross, III  
Mayor

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Jamie Dupré  
City Recorder

**ORDINANCE NO. 23-003**

**AN ORDINANCE OF THE TOWN OF KINGSTON SPRINGS,  
TENNESSEE ADOPTING THE ANNUAL BUDGET AND TAX RATE  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING  
JUNE 30, 2024**

WHEREAS, Tennessee, Code Ann. § 9-1-116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the Governing Body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

**NOW THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE AS FOLLOWS:**

SECTION 1: That the governing body projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2024, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

<b>GENERAL FUND</b>	<b>Actual FY 2022</b>	<b>Estimated Actual FY 2023</b>	<b>Budget FY 2024</b>
<b>Revenues</b>			
Local Taxes	\$ 1,981,137	\$ 2,009,222	\$ 2,080,723
Intergovernmental	735,902	1,160,391	1,327,650
Licenses And Permits	45,527	69,217	73,694
Fines And Forfeitures	37,624	21,119	20,500
Other	117,367	91,913	71,921
<b>Other Financing Sources</b>			
Issuance of Debt / Debt Proceeds	1,617,000	-	-
Transfers In - from other funds (PILOT)	9,802	10,400	9,903
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 4,544,359</b>	<b>\$ 3,362,262</b>	<b>\$ 3,584,391</b>
<b>Appropriations</b>			
<b>Expenditures</b>			
General Government	\$ 841,438	\$ 1,343,886	\$ 1,474,433
Codes	12,295	12,357	22,000
Police Department	664,062	844,512	852,080
Fire Department	190,270	303,129	369,033
Parks and Recreation	707,993	416,836	431,693
Highways and Streets	533,841	400,654	851,644
Tourism	15,174	69,998	65,700
Debt Service - Principal and Interest	62,097	556,891	664,264
<b>Total Appropriations</b>	<b>\$ 3,027,170</b>	<b>\$ 3,948,263</b>	<b>\$ 4,730,847</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>1,517,189</b>	<b>(586,001)</b>	<b>(1,146,456)</b>
<b>Beginning Fund Balance July 1</b>	<b>3,219,624</b>	<b>4,736,813</b>	<b>4,150,812</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 4,736,813</b>	<b>\$ 4,150,812</b>	<b>\$ 3,004,356</b>
<b>Ending Fund Balance as a % of Total Appropriations</b>	<b>156.5%</b>	<b>105.1%</b>	<b>63.5%</b>

<b>DRUG FUND</b>	<b>Actual FY 2022</b>	<b>Estimated Actual FY 2023</b>	<b>Budget FY 2024</b>
<b>Revenues</b>			
Fines And Forfeitures	\$ 1,615	\$ 389	\$ 350
Other	24,202	140	140
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 25,817</b>	<b>\$ 529</b>	<b>\$ 490</b>
<b>Appropriations</b>			
Drug Enforcement	\$ 48,899	\$ 10,654	\$ 22,546
<b>Total Appropriations</b>	<b>\$ 48,899</b>	<b>\$ 10,654</b>	<b>\$ 22,546</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>(23,082)</b>	<b>(10,125)</b>	<b>(22,056)</b>
<b>Beginning Fund Balance July 1</b>	<b>143,082</b>	<b>120,000</b>	<b>109,875</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 120,000</b>	<b>\$ 109,875</b>	<b>\$ 87,819</b>
<b>Ending Fund Balance as a % of Appropriations</b>	<b>245.4%</b>	<b>1031.3%</b>	<b>389.5%</b>

<b>Adequate Facilities Tax Fund</b>	<b>Actual FY 2022</b>	<b>Estimated Actual FY 2023</b>	<b>Budget FY 2024</b>
<b>Revenues</b>			
Adequate Facilities Tax	\$ 10,919	\$ 11,437	\$ 11,240
Interest	47	101	145
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 10,966</b>	<b>\$ 11,538</b>	<b>\$ 11,385</b>
<b>Appropriations</b>			
Expenditures	\$ -	\$ -	\$ -
<b>Total Appropriations</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Change in Fund Balance (Revenues - Appropriations)</b>	<b>10,966</b>	<b>11,538</b>	<b>11,385</b>
<b>Beginning Fund Balance July 1</b>	<b>93,661</b>	<b>104,627</b>	<b>116,165</b>
<b>Ending Fund Balance June 30</b>	<b>\$ 104,627</b>	<b>\$ 116,165</b>	<b>\$ 127,550</b>

<b>SEWER FUND</b>	<b>Actual FY 2022</b>	<b>Estimated Actual FY 2023</b>	<b>Budget FY 2024</b>
<b>Operating Revenues</b>			
Sewer Charges	\$ 529,852	\$ 485,053	\$ 633,500
Tap Fees	6,200	4,400	4,000
Miscellaneous Other Fees	-	-	-
<b>Total Operating Revenues</b>	<b>\$ 536,052</b>	<b>\$ 489,453</b>	<b>\$ 637,500</b>
<b>Operating Expenses</b>			
Administrative	\$ 99,920	\$ 101,848	\$ 222,176
Sewer Department	328,836	202,861	191,279
Depreciation	149,713	142,407	149,713
<b>Total Operating Expenses</b>	<b>\$ 578,469</b>	<b>\$ 447,116</b>	<b>\$ 563,168</b>
<b>Operating Income (Loss)</b>	<b>\$ (42,417)</b>	<b>\$ 42,337</b>	<b>\$ 74,332</b>
<b>Nonoperating Revenues (Expenses)</b>			
Revenue: Investment Income	\$ -	\$ -	\$ -
Grants - Operating	-	-	-
Other Income	600	2,012	2,000
Expense: Debt Service - Interest Expense	(22,348)	(19,995)	(17,568)
Other Expense	-	-	-
<b>Total Nonoperating Revenue (Expenses)</b>	<b>\$ (21,748)</b>	<b>\$ (17,983)</b>	<b>\$ (15,568)</b>
<b>Income (Loss) Before Capital Contributions and Transfers</b>	<b>\$ (64,165)</b>	<b>\$ 24,354</b>	<b>\$ 58,764</b>
<b>Capital Contributions and Transfers</b>			
Capital Contributions - Tap Fees in Excess of Cost	\$ -	\$ -	\$ -
Capital Contributions - Grants	-	-	-
Capital Contributions - Other	-	-	-
Transfers In - from Other Funds	-	-	-
Transfers Out - to Other Funds (PILOT)	(9,802)	(10,400)	(9,903)
<b>Total Capital Contributions and Transfers</b>	<b>\$ (9,802)</b>	<b>\$ (10,400)</b>	<b>\$ (9,903)</b>
<b>Change in Net Position</b>	<b>\$ (73,967)</b>	<b>\$ 13,954</b>	<b>\$ 48,861</b>
<b>Beginning Net Position July 1</b>	<b>3,075,918</b>	<b>3,001,951</b>	<b>3,015,905</b>
<b>Ending Net Position June 30</b>	<b>\$ 3,001,951</b>	<b>\$ 3,015,905</b>	<b>\$ 3,064,766</b>

SECTION 2: At the end of the fiscal year 2023, the governing body estimates fund balances or deficits as follows:

Fund	Estimated Fund Balance/Net Position at June 30, 2023
General Fund	\$ 4,150,812
Drug Fund	109,875
Adequate Facilities Tax Fund	116,165
Sewer Fund	3,015,905

SECTION 3: That the governing body herein certifies that the condition of its sinking funds, if applicable, are compliant pursuant to its bond covenants, and recognizes that the municipality has outstanding bonded and other indebtedness as follows:

Town of Kingston Springs

**Schedule of Outstanding Debt and Budgeted Debt Service  
Fiscal Year 2024**

Fund	Type of Debt	Loan Name and Description	Original Issuance Amount	Authorized & Unissued	Total Principal Outstanding at June 30	Budgeted Annual Debt Service			Detailed Budget Page Number
						Principal	Interest	Total	
General Notes		\$250,000 GO CON- 12 Years (Depot Property Purchase)	250,000		232,200	18,300	6,616	24,916	8
		\$370,000 CON- 12 Years (Town Portion of Sidewalk Grant)	370,000		342,800	27,800	7,401	35,201	8
		\$997,000 CON- 3 Years (State Portion of Sidewalk Grant)	997,000		542,500	542,500	9,242	551,742	8
		\$498,704 CON- 12 Years (2018 Fire Engine)	498,704		358,000	39,000	13,405	52,405	8
<b>Total</b>			<b>\$ 2,115,704</b>	<b>\$ -</b>	<b>\$ 1,475,500</b>	<b>\$ 627,600</b>	<b>\$ 36,664</b>	<b>\$ 664,264</b>	
Sewer Notes		\$1,014,796 CON- 12 Years (Sewer Lagoon)	1,014,796		635,000	83,000	17,568	100,568	11
<b>Total</b>			<b>\$ 1,014,796</b>	<b>\$ -</b>	<b>\$ 635,000</b>	<b>\$ 83,000</b>	<b>\$ 17,568</b>	<b>\$ 100,568</b>	
<b>Total Outstanding Debt</b>			<b>\$ 3,130,500</b>	<b>\$ -</b>	<b>\$ 2,110,500</b>	<b>\$ 710,600</b>	<b>\$ 54,232</b>	<b>\$ 764,832</b>	

SECTION 4: During the coming fiscal year (2024) the governing body has pending and planned capital projects with proposed funding as follows:

Proposed Future Capital Projects	Proposed Future Capital Projects - Total Expense	Proposed Future Capital Projects Expense Financed by Estimated Revenues and/or Reserves	Proposed Future Capital Projects Expense Financed by Debt Proceeds
Playground Replacement at Burns Park	250,000	250,000	
Pond Repairs	100,000	100,000	
Activity Center Foundation Repair	50,000	50,000	
Ballfield Lighting at City Park	200,000	200,000	
Activity Center Roof Replacement	50,000	50,000	
Paving Projects ( Harpeth View Trail, Woodlands Drive, Courts)	850,000	850,000	
Culvert Replacement	100,000	100,000	
Salt Bin	50,000	50,000	
Fire Station 1 Bay Doors	50,000	50,000	
Fire Engine Refurbish	600,000	600,000	
<b>Total</b>	<b>\$ 2,300,000.00</b>	<b>\$ 2,300,000.00</b>	<b>\$ -</b>

Pending Capital Projects/Purchases	Pending Capital Projects/Purchases - Total Expense	Pending Capital Projects/Purchases Expense Financed by Estimated Revenues and/or Reserves	Pending Capital Projects/Purchases Expense Financed by Debt Proceeds
Tram Depot Property - Architectue Master Plan & Structural Engineer Suggested Repairs	20,000	20,000	0
Sidewalk Grants	700,000	700,000	0
LPR Cameras, 8 @ \$3,000 each	24,000	24,000	0
SCBA Airpacks & Turnout Gear Replacement	50,000	50,000	0
Fire Support Vehicle Replacement of 332	55,000	55,000	0
Ceiling Replacement for Fire Station I	25,000	25,000	0
Lucas Device	17,000	17,000	0
Concrete for Metal Storage Building	13,000	13,000	0
Masonry Projects for buildings	10,000	10,000	0
Merrylog Lane Culvert Replacement	35,000	35,000	0
Attachment for Skid Steer(Grabble Bucket) \$5,000, Sidewalk Edger, Weedeater, & Blower	16,000	16,000	0
Plow and Wiring Harness for Work Truck	12,000	12,000	0
Paving Project	350,646	350,646	0
Ceiling Repair at Activity Center	10,000	10,000	0
Flooring at Activity Center	15,000	15,000	0
Burns Park- Activity Center Roof Replacement	40,000	40,000	0
HVAC City Park	6,600	6,600	0
HVAC Burns Park	8,900	8,900	0
LPR Camera at Burns Park	3,000	3,000	0
Electrical Upgrades at Burns Park	13,000	13,000	0
Rock Wall at Playground	12,500	12,500	0
<b>Total</b>	<b>\$ 1,436,646.00</b>	<b>\$ 1,436,646.00</b>	<b>\$ -</b>

SECTION 5: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (Tenn. Code Ann. § 6-56-208). In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Tenn. Code Ann. § 6-56-205.

SECTION 6: The Financial Director is hereby granted the authority to transfer monies from one appropriation to another in the same fund, subject to such limitations and procedures set by the Board of Commissioners pursuant to Tennessee Code Annotated § 6-56-209. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 7: A detailed financial plan will be attached to this budget and become part of this budget ordinance.

SECTION 8: There is hereby levied a property tax of \$0.82 per \$100 of assessed value on all real and personal property.

SECTION 9: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee.

SECTION 10: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.



SECTION 11: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 12: This ordinance shall take effect July 1, 2023, the public welfare requiring it.

Passed 1<sup>st</sup> Reading: Thursday, May 18, 2023

Passed 2<sup>nd</sup> Reading: Thursday, June 15, 2023

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Mayor Francis A. Gross III.

ATTESTED:

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Financial Director Kellie Reed CMFO, CMC



May 11, 2023

Town of Kingston Springs  
Tony Gross, Mayor  
PO Box 256  
Kingston Springs, TN 37082

Dear Mayor Gross:

Subject: Kingston Springs SCADA  
Recommendation of Award  
CEC Project 314-002 0004

On Tuesday, March 28, 2023 at 4:00 pm, local time, four (4) separate proposals to furnish and install Supervisory Control and Data Acquisition(SCADA) for the Town's Wastewater system were received. Proposal Prices are summarized below:

Southeastern Tank, Inc  
**Proposal Fee: \$124,850.00**  
**Annual Service Agreement: \$6,075.00**  
**Annual Escalation Percentage: 0%**  
**Bid Security: Bid Bond**

Trans Electric Company, Inc  
**Proposal Fee: \$127,600.00\***  
**Annual Service Agreement: \$6,900.00**  
**Annual Escalation Percentage: 0%**  
**Bid Security: Bod Bond**

Kazmier & Associates/JCEC Inc.  
**Proposal Fee: \$132,227.28**  
**Annual Service Agreement: \$8,727.60**  
**Annual Escalation Percentage: 0%**  
**Bid Security: None Submitted**

Revere Control Systems, Inc.  
**Proposal Fee: \$334,127.00\***  
**Annual Service Agreement: \$19,048.00**  
**Annual Escalation Percentage: 5%**  
**Bid Security: Bid Bond**

\*-Proposal Fees exclude items 17-19, because it was determined that these items did not provide substantial value.

Based on the submitted proposals, Town Staff and I selected two proposal teams to interview for further information/demonstrations. Civil & Environmental Consultants, Inc. (CEC) has determined both of these proposals to be fair and reasonable. Upon further meetings and demonstrations provided by the suppliers, CEC recommends award to Trans Electric Company, Inc. for \$127,600.00, and an annual service agreement of \$6,075.00, pending attorney review/approval.

It should be noted that CEC has not reviewed the Terms and Conditions presented in each proposal, and recommends board action made "pending attorney approval", board action should also specify a course of action if the selected proposal is rejected by the Attorney. If the proposal submitted by Trans Electric Company, Inc. is rejected by the Attorney, CEC recommends Southeastern Tank as an Alternate, again pending Attorney review/ approval.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

Peter Chimera, P.E.  
Project Manager

## Enclosed Metal Building – Bid Request

The Town of Kingston Springs accepted sealed bids for the construction of an enclosed metal building to be constructed at the Town's Public Works lot. Bid were for all materials and construction of building. Concrete, electrical, plumbing, insulation & gutters were not part of the bid.

Bid deadline was May 5, 2023, at 4:00 PM and bid opening was May 8, 2023, at 2:00 PM. Bids opened by City Manager John Lawless and witnessed by Finance Director Kellie Reed and KS Volunteer Fire Department members Jeremy Vaughn and Kurt Snyder. Three bids were received.

BIDDER	COST	BUILD START	OTHER
Tri-Star Carports	\$40,029.50	May 23, 2023	Lift Rental \$1,800.00
Ross Services Inc	\$87,865.70	July 27, 2023	none
Grace Contracting LLC	\$163,770.00	October 19, 2023	none

Staff recommends **ACCEPTING** the **Tri-Star Carports** bid of \$40,029.50

# Excavation and General Construction with Equipment 2-Year Contract Bid Request

The Town of Kingston Springs accepted sealed bids for a 2-Year contract for the services of Excavation and construction with Equipment.

Bid deadline was May 5, 2023, at 4:00 PM and bid opening was May 8, 2023, at 1:00 PM. Bids opened by City Manager John Lawless and witnessed by Finance Director Kellie Reed. One bid was received.

BIDDER	2023 Bid			
	Minimum	2+ Equip	3+Equip	Carpentry
Grace Contracting, LLC	\$675.00	\$475.00 hr	\$710.00 hr	\$185.00 hr

Staff recommends **ACCEPTING** the **Grace Contracting, LLC** bid.

**ORDINANCE NO. 23-004**

**AN ORDINANCE AMENDING TITLE 5, CHAPTER 5, SECTION 5-506, AMENDING THE TAX RATE SCHEDULE FOR NEW RESIDENTIAL AND NEW NON-RESIDENTIAL DEVELOPMENT AS ORIGINALLY ADDED BY ORDINANCE #97-007 AND AS AMENDED BY ORDINANCE # 04-008**

**WHEREAS**, the Town of Kingston Springs, Tennessee, pursuant to Ordinance #97-007 codified ordinances in Title 5, Chapter 5 of the Town of Kingston Springs Municipal Code, known and cited as Kingston Springs Adequate Facilities Tax; and

**WHEREAS**, by Ordinance 04-008, the Town of Kingston Springs amended the adequate facilities tax rate for new residential development and new non-residential development; and

**WHEREAS**, on April 20, 2023, the Town of Kingston Springs Board of Commissioners adopted a revised capital improvements plan as required by Title 5, Chapter 5, Section 5-511; and

**WHEREAS**, the Board of Commissioners for the Town of Kingston Springs, Tennessee desires to amend the Kingston Springs Adequate Facilities Tax rate for new residential development to \$.50 per gross square foot of floor area and new non-residential development to \$.75 per gross square foot of floor area.

**NOW, THEREFORE**, BE IT ORDAINED BY THE CITY OF THE TOWN OF KINGSTON SPRINGS AS FOLLOWS:

Title 5, Chapter 5, Section 5-506 of the Town of Kingston Springs Municipal Code is amended such that the Tax Rate Schedule set forth in said section shall reflect that the tax rate for New residential development shall be set at the rate of \$.50 per gross square foot of floor area and the tax rate for New non-residential development shall be set at the rate of \$.75 per gross square foot of floor area.

**BE IT FURTHER ORDAINED**, that this Ordinance shall take effect the later of fifteen days after its final passage or the publication of the Ordinance or its caption, the public welfare requiring it.

First Reading:

Second Reading:

ATTEST:

\_\_\_\_\_  
Mayor Francis A. Gross III

\_\_\_\_\_  
City Recorder Jamie Dupre'

The caption of this Ordinance was published in the Cheatham County Exchange, a newspaper of general circulation with the Town of Kingston Springs, Tennessee on \_\_\_\_\_.



State of Tennessee

PUBLIC CHAPTER NO. 300

HOUSE BILL NO. 448

By Representatives Davls, Fritts, Cepicky, Hardaway, Lynn, Slater

Substituted for: Senate Bill No. 551

By Senators Lowe, Jackson

AN ACT to amend Tennessee Code Annotated, Title 8, Chapter 44, Part 1, relative to public meetings.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 8, Chapter 44, Part 1, is amended by adding the following as a new section:

(a) A governing body shall, for each public meeting, reserve a period for public comment to provide the public with the opportunity to comment on matters that are germane to the items on the agenda for the meeting.

(b) The governing body may put reasonable restrictions on the period for public comment, such as the length of the period, the number of speakers, and the length of time that each speaker will be allowed to provide comment. The governing body may require a person to give notice in advance of the desire to offer comments at a meeting. The governing body shall take all practicable steps to ensure that opposing viewpoints are represented fairly, if any.

(c) A notice for a public meeting shall indicate the manner in which a person may indicate the person's desire to provide public comment at the meeting.

(d) This section does not apply to:

(1) A meeting of a governing body, or a portion thereof, where the governing body is conducting a disciplinary hearing for a member of the governing body or a person whose profession or activities fall within the jurisdiction of the governing body; or

(2) A meeting for which there are no actionable items on the agenda.

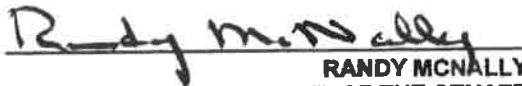
SECTION 2. This act takes effect July 1, 2023, the public welfare requiring it.

HOUSE BILL NO. 448

PASSED: April 5, 2023



CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES



RANDY MCNALLY  
SPEAKER OF THE SENATE

APPROVED this 28<sup>th</sup> day of April 2023



BILL LEE, GOVERNOR



# State of Tennessee

## PUBLIC CHAPTER NO. 213

### SENATE BILL NO. 27

By Gardenhire, Haile, Yager

Substituted for: House Bill No. 23

By Moon, Todd, Helton-Haynes, Jemigan, Rudder, Farmer, Faison, Greg Martin, Lamberth, Grills, Bricken, Vital, Eldridge, Wright, Clemmons, Howell, Ragan

AN ACT to amend Tennessee Code Annotated, Title 8, Chapter 44, relative to public meetings.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 8, Chapter 44, Part 1, is amended by adding the following as a new section:

(a)(1) At least forty-eight (48) hours prior to a meeting, a local government legislative body shall make available to the public, at no charge, the agenda for the upcoming meeting in a place accessible to the public. The agenda must reasonably describe the matters to be deliberated or acted upon during the public meeting.

(2) A local government legislative body may deliberate or act upon matters not listed on the agenda if the local government legislative body follows its bylaws or properly adopted rules and procedures and complies with all other applicable state laws.

(b) A local government legislative body shall not circumvent the spirit or requirements of this section by withholding items from an agenda for the purpose of avoiding public disclosure of business to be considered by the legislative body.

(c) A local government legislative body that maintains a website may make an agenda available to the public through the website. The local government legislative body's website is considered a place that is accessible to the public for purposes of compliance with subsection (a).

(d) As used in this section, "local government" means an incorporated city or town, metropolitan government, or county.

SECTION 2. This act takes effect upon becoming a law, the public welfare requiring it.



SENATE BILL NO. 27

PASSED: April 10, 2023

  
RANDY McNALLY  
SPEAKER OF THE SENATE

  
CAMERON SEXTON, SPEAKER  
HOUSE OF REPRESENTATIVES

APPROVED this 26<sup>th</sup> day of April 2023

  
BILL LEE, GOVERNOR

**Resolution 22-003**

**A RESOLUTION BY THE TOWN OF KINGSTON SPRINGS,  
TENNESSEE TO ESTABLISH A PUBLIC SPEAKING PROCEDURE**

**WHEREAS**, the Town of Kingston Springs wishes to establish a procedure to speak for public forum; and


**WHEREAS**, the Kingston Springs Board of Commissioners have authorized the attached exhibit as the official procedure for speaking before the Board.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF KINGSTON SPRINGS, TENNESSEE**, that the Procedure for Speaking Before the Board of Commissioners, attached hereto, is hereby approved and adopted and shall become effective immediately following the passage of this resolution.

Resolved this 20<sup>th</sup> day of January in the year of 2022.

  
\_\_\_\_\_  
Mayor Francis A. Gross III

ATTEST:

  
\_\_\_\_\_  
City Recorder Jamie Dupre

## PROCEDURE FOR SPEAKING DURING PUBLIC FORUM

Welcome, your attendance, participation, and comments are appreciated! Please complete the information at the bottom of this form if you would like to address the Commission/Committee. After completing this form, please hand it in to the City Recorder. Your name will be called by the Mayor, Chairman, or presiding officer at the appropriate time. The purpose of this form is to clearly document the speaker's information and to offer an avenue in which the Commission/Committee can hear as many speakers as possible during the allotted timeframe. As such, they may not address the issue or concern you have at this time, but may instead inform you of when the issue will be addressed or direct you what department will be forwarded the issue for follow-up. Please read the following Procedure for Speaking during Public Forum:

- Speakers must complete the information form and submit to the City Recorder prior to the public forum. Be prepared to speak when the chairman calls your name.
- Each speaker will be allowed up to five (5) minutes to speak before the Town Commission, with the time per speaker being determined by the Mayor, Chairperson, or other presiding officer depending on the number of speakers.
- Speakers may comment on issues scheduled for consideration at Town Commission, Planning Commission, or other such meeting or other appropriate concerns pertinent to the operation of the Town or relevant to the meeting.
- After the speaker's name is called by the presiding officer the speaker should step forward to the podium and state the following information for the record:
  - His/her name
  - Whether they are a Kingston Springs resident and/or property owner
  - Subject to be addressed
- No person shall be allowed to make obscene, derogatory, or slanderous remarks while addressing the Committee. Persons doing so will be asked to stop speaking and will forfeit the remainder of their time.
- All remarks shall be directed to the Commission/Committee only. Remarks shall be made to the Commission/Committee as a body and not a particular member.
- No person shall be allowed to disrupt or interfere with the procedures.
- Remarks shall end when the speaker's allotted time has expired.
- Questions from the Commission/Committee may be asked for clarification; however, no person shall be permitted to enter into any discussion or debate either directly with or through any member of the Committee or anyone present at the meeting.

Name:	Date:
Address:	
Email Address and/or Telephone Number (optional)	
Subject to be addressed:	

**John Lawless**

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**From:** Carolyn Clark  
**Sent:** Thursday, May 11, 2023 8:27 AM  
**To:** John Lawless  
**Subject:** Re: Old Barn Trace/Mt. Pleasant Planter Area - Agenda May 2023  
**Attachments:** 4440\_001.pdf

Hi, John,

Can this be added to the agenda as well? The town has paved and maintained the road(s) around this traffic circle structure for all of these years (and since it sits in the middle of a public not a private road), and if you are viewing it as a "private" structure, shouldn't it be accepted as part of the public road via formal dedication/implied acceptance or even prescription since there is no documentation to the contrary?

Thank you.

Sincerely,

Carolyn M. Clark  
 City Commissioner Town of Kingston Springs, TN



(615) 952-9560 (land-line)

cclark@kingstonsprings-tn.gov

*"There's no greater challenge and there is no greater honor than to be in public service." - Condoleezza Rice*

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**From:** John Lawless <jlawless@kingstonsprings-tn.gov>  
**Sent:** Monday, April 3, 2023 5:12 PM  
**To:** Carolyn Clark <cclark@kingstonsprings-tn.gov>  
**Subject:** RE: Old Barn Trace/Mt. Pleasant Planter Area

Let me do some initial investigation in our archives and see what I can find. That would be 40+ years ago and prior to the establishment of a local Planning Commission so it might be something the Register of Deeds will need to look for. I'll take a look at what we might have this week and let you know.

John Lawless  
 City Manager Town of Kingston Springs, TN.  
 615-952-2110 ext.8  
[www.kingstonsprings.net](http://www.kingstonsprings.net)

**From:** Carolyn Clark <cclark@kingstonsprings-tn.gov>  
**Sent:** Monday, April 3, 2023 8:28 AM  
**To:** John Lawless <jlawless@kingstonsprings-tn.gov>  
**Subject:** Re: Old Barn Trace/Mt. Pleasant Planter Area

Thanks, John.

I would think that if a structure was placed in the middle of a town roadway, there must have been a design plan submitted by the builder and some sort of approval by the city? I can see where the landscaping could be left up to the citizenry (Seattle has this provision), but the maintenance of a structure in the middle of a public roadway seems like it would be a public safety concern/issue? Are there any archived building plans in this regard that I can research?

Thank you.

Sincerely,

Carolyn M. Clark  
City Commissioner Town of Kingston Springs, TN



(615) 952-9560 (land-line)  
[cclark@kingstonsprings-tn.gov](mailto:cclark@kingstonsprings-tn.gov)

*"There's no greater challenge and there is no greater honor than to be in public service." - Condoleezza Rice*

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**From:** John Lawless <[jlawless@kingstonsprings-tn.gov](mailto:jlawless@kingstonsprings-tn.gov)>  
**Sent:** Friday, March 10, 2023 4:46 PM  
**To:** Carolyn Clark <[cclark@kingstonsprings-tn.gov](mailto:cclark@kingstonsprings-tn.gov)>  
**Subject:** Old Barn Trace/Mt. Pleasant Planter Area

Good afternoon Carolyn,

I received your letter regarding the planter area at the intersection of Old Barn Trace and Mt Pleasant (attached) and have done a little research. It seems that structure was built by the developer (Wiley) when that area was subdivided and homes built in the late 1970s and early 1980s. It's my understanding the town has never taken ownership of that structure and has not maintained the structure or the plantings since it was built. With that said I don't believe the Town would be the one to make any repairs to the structure. However, if there's a volunteer effort to make any needed repairs to the planter I'll be happy to help.

Thanks,

John Lawless  
City Manager Town of Kingston Springs, TN.  
615-952-2110 ext.8  
[www.kingstonsprings.net](http://www.kingstonsprings.net)



**CAROLYN M. CLARK, COMMISSIONER**

cclark@kingstonsprings-tn.gov

(615) 952-9560

1 March 2022

John Lawless  
Kingston Spring City Manager  
396 Spring St.  
Kingston Springs, TN 37082

**Re: Old Barn Trace/Mt. Pleasant Traffic Circle**

Dear John:

I met a very nice gentleman named Tom Steger at my sidewalk Town Hall back in November at Lawrence Foods. I am embarrassed to say that I let his inquiry get buried and I outright failed to follow-up with you!

In an admirable display of civic generosity, Mr. Steger takes it upon himself to landscape the foliage on the small stone traffic circle at Mt. Pleasant Rd. and Old Barn Trace and to also mow the surrounding grass along Mt. Pleasant. The stones on one side of the traffic circle have begun to come loose and deteriorate. What is exposed looks to be smaller concrete blocks which have a stone façade placed over them. (See attached photo I took in January of this year along with Google Earth pics.)

Since this structure is placed at the intersection of two city streets, is this a repair for which the Town should assume responsibility and needs to address? The fix does not seem like it would involve much in manpower or in dollars.

Thanks for your attention to this matter

Sincerely,

Carolyn M. Clark

Enclosure

cc: Mr. Tom Steger



Damage is on the back side as you travel from OBT to Mt. Pleasant



January 2023





# Department Reports

Kingston Springs, Tennessee

May  
2023





## Monthly Codes Report - Commission Packet

01/01/2023 - 04/30/2023

Case #	Case Date	Violation Address	Owner Name	Type	Description of Possible Violation	Main Status
200196	4/17/2023		COURTNEY SHAWN ETUX			
200195	4/17/2023		COURTNEY SHAWN ETUX			
200194	4/7/2023	584 Mt. Pleasant Rd	MOORE HOMES LLC	Town Staff	Dumpster overflowing and trash being blown onto other properties.	Open - Yellow Card
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



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# Monthly Departmental Update

May 2023

## PARKS DEPARTMENT MONTHLY REPORT

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### Projects/Items in the Works:

- Summer Camp registration is on-going and almost full.
- The aerators have been installed in the pond and are working great.
- Vortex opened the splashpad for the season. It will officially open Memorial Day weekend.
- The LPR Flock camera has been installed in Burns Park.
- The bottle filler dog fountain has been installed at the dog park.

### Other Notes:

Seniors will have bingo on the 2<sup>st</sup> & 4<sup>th</sup> Monday's at 10:00

May luncheon will be on 5/18/23 at the Activity Center.

KS Citywide Yard Sale is on May 13<sup>th</sup>.

Soccer ends May 20<sup>th</sup>.

Fishing Rodeo is June 10<sup>th</sup>.

Summer camp is the weeks of July 17<sup>th</sup> – 21<sup>st</sup> and July 24<sup>th</sup> – 27<sup>th</sup>.



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# Monthly Departmental Update

May 2023

## **POLICE/FIRE DEPARTMENT MONTHLY REPORT**

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### **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 Police Department  
Monthly Report Worksheet

TYPE OF CALL	MONTH'S TOTAL	
TRAFFIC CITATIONS ISSUED	39	
MISDEMEANOR CITATIONS ISSUED		
10-14 ESCORT	2	
10-15 ARREST	11	
10-17 SERVE WARRANT		
10-27 BURGLARY		
10-42 ALARM	8	
10-43 REQUEST FOR OFFICER / INVESTIGATION	82	
10-43 MOTORIST / CITIZEN ASSIST	12	
10-44 STOLEN VEHICLE		
10-45 VEHICLE CRASH (non-injury)	6	
10-46 VEHICLE CRASH (with injuries)		
10-49 DRIVING UNDER THE INFLUENCE		
10-52 ROBBERY	1	
10-58 PUBLIC INTOXICATION		
10-59 FIGHT/ASSAULT		
10-62 DECEASED PERSON	1	
10-71 SCHOOL ZONE TRAFFIC		
10-72 FIRE CALL	11	
10-72b FIRE CALL (medical)	16	
10-80 EXTRA PATROL	4	
10-81 TRAFFIC STOP	64	
10-82 MUTUAL AID	36	
10-86 DOMESTIC ASSAULT	3	
10-94 SUICIDE/ATTEMPTED SUICIDE		
FOLLOW UP INVESTIGATIONS	6	
<b>Traffic Stop Count</b>	<b>Warning</b>	<b>Citation Issued</b>
Mt. Pleasant Rd.	3	
W. Kingston Springs Rd	8	5
E. Kingston Springs Rd.	5	15

Officer: Department Total

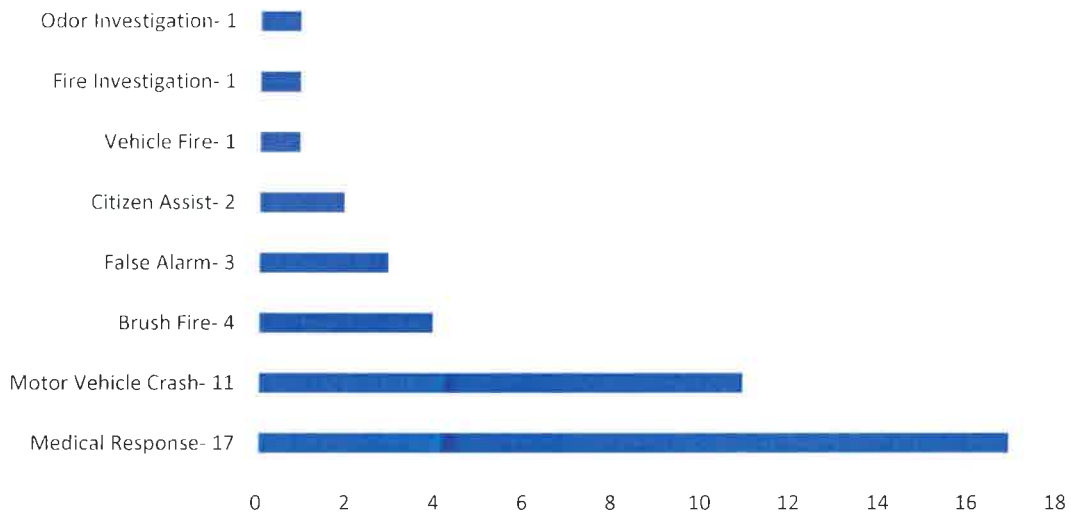
Month: April 2023

# Kingston Springs Volunteer Fire Department

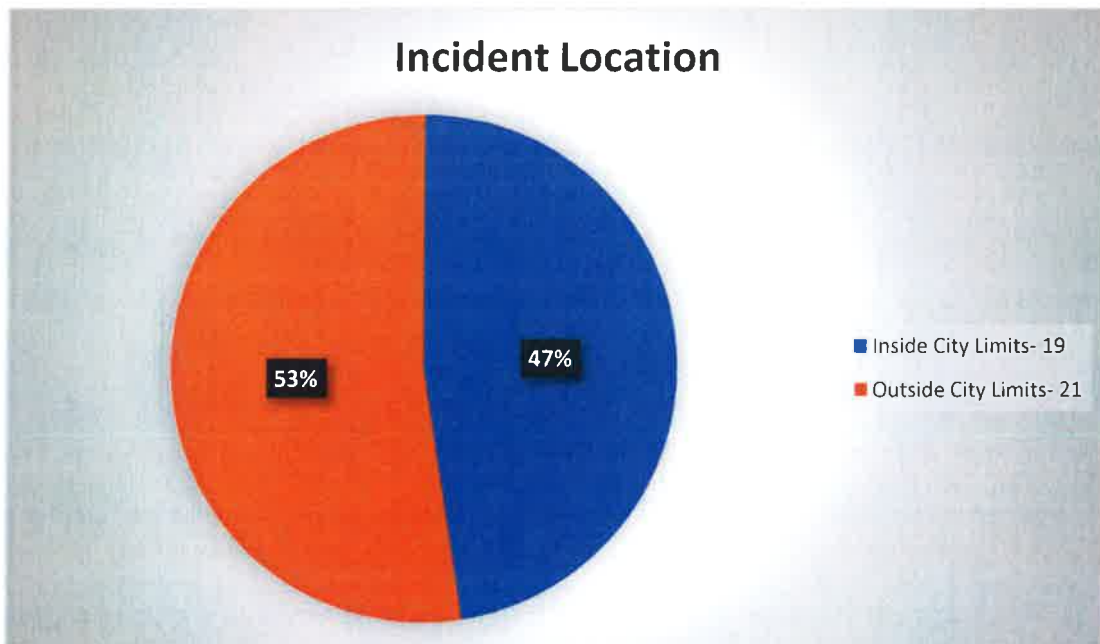
## Incident Response for April 2023

KSVFD responded to 40 calls in the month of April with an average response time of just over 7 minutes. Below is a breakdown of incident type and location.

### Incident Type



### Incident Location





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# Monthly Departmental Update

May 2023

## **PUBLIC WORKS DEPARTMENT MONTHLY REPORT**

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### **Projects/Items Completed this Month:**

- Trimmed trees and bushes
- Cleaned culverts
- Trimmed roadside trees
- Covered numerous sewer calls
- Had several 811 locates
- Cleaned up debris at Turnbull Bridge
- Cleaned storm drains and curbs
- Patched pot holes
- Located sewer lines
- Cut grass
- Maintenance on equipment
- Cleaned up trail at Burns Park
- Hauled junk and trash from roadsides to dump

### **Projects/Items in the Works:**

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



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## Monthly Departmental Update

### **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 .





R5/5/2023

## Second South Cheatham Utility District

### TOWN OF KINGSTON SPRINGS BILLING REGISTER SUMMARY

Billing Period  
4/30/2023

Mar 23 - Ending Balance	35,695.59
Add Penalties:	560.29
Adjustments	0.00
Less Payments:	-34,329.03
Unapplied cash payments	-420.82
Balance Forward:	1,506.03
Sewer Billing (Sales):	42,907.03
Total Account Receivable:	44,413.06

#### COLLECTIONS STATEMENT

Collection Dates:	04/01/2023 - 04/30/2023
Collection Amount:	34,329.03
Unapplied Cash	420.82
Less 6.5%	2,258.74
Amount Due	32,491.11

	Same Period Last Year	Current Period	Increase or Decrease
SALES	34,386.14	42,907.03	24.8%
GALLONS	3294.1	3401.4	3.3%

#### ADJUSTMENTS

Total		0.00	

**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*

*4/1/2023 To 4/30/2023*

Service	Rate	Number		Charges	Usage	Adjustment Amount	Adjusted Total
		Active	Inactive				
KS Sewer	01 KS Sewer Usage	755	15	\$42,860.68	3,401,400		
	06 K.S. Sewer Only	3	0	\$46.35			
			<b>15</b>	<b>\$42,907.03</b>	<b>3,401,400</b>		
Penalty	11 KS Sewer Penalty	108	13	\$560.29			
	<b>Total Penalties</b>		<b>13</b>	<b>\$560.29</b>			
<b>Report Totals</b>				<b>\$43,467.32</b>	<b>3,401,400</b>		

**Second South Cheatham**

**Transaction Rate Summary**

Company *All* Include Voided Transactions  
 Cycle(s) *01 Cycle 1* Batch Range *All*  
 Customer *All* Break Out Addons Per Service Type  
 Service Ty *KS Sewer* Break Out Service Credit  
 Account R *All* Report Breakdown Level *Totals Only*  
 Transactio *History*  
 Transactio *4/1/2023 To 4/30/2023*

Service Type	Rate Code	Adjustments	Payments	Deposit Receipts	Applied Deposit Deposits	Bad Debt Writeoffs	Applied Credit
KS KS Sewer Us.	01	\$0.00	-\$33,883.53	\$0.00	\$0.00 \$0.00	\$0.00	-\$488.29
KS K.S. Sewer O	06	\$0.00	-\$30.90	\$0.00	\$0.00 \$0.00	\$0.00	\$0.00
<b>KS Sewer Totals</b>		<b>\$0.00</b>	<b>-\$33,914.43</b>	<b>\$0.00</b>	<b>\$0.00 \$0.00</b>	<b>\$0.00</b>	<b>-\$488.29</b>
Penalty KS Sewe	11	\$0.00	-\$414.60	\$0.00	\$0.00 \$0.00	\$0.00	\$0.00
<b>Penalty Totals</b>		<b>\$0.00</b>	<b>-\$414.60</b>	<b>\$0.00</b>	<b>\$0.00 \$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
KS - Svc Credit		\$0.00	\$0.00	\$0.00	\$0.00 \$0.00	\$0.00	\$67.47
<b>All Routes Totals</b>		<b>\$0.00</b>	<b>-\$34,329.03</b>	<b>\$0.00</b>	<b>\$0.00 \$0.00</b>	<b>\$0.00</b>	<b>-\$420.82</b>

# PROPERTY DISPOSAL

(ONCE COMPLETED PLEASE GIVE TO THE CITY RECORDER)


DATE OF REQUEST 5/11/23

DEPARTMENT City Hall

ITEM Broken Office Chair x 2

HOW DISPOSED \_\_\_\_\_

DISPOSAL DATE \_\_\_\_\_

SIGNATURE 

# PROPERTY DISPOSAL

(ONCE COMPLETED PLEASE GIVE TO THE CITY RECORDER)

DATE OF REQUEST 2/3/2023

DEPARTMENT Recorder

ITEM Dymo Label Maker 450

HOW DISPOSED Discard

DISPOSAL DATE \_\_\_\_\_

SIGNATURE Jamie Dupré

# PROPERTY DISPOSAL

(ONCE COMPLETED PLEASE GIVE TO THE CITY RECORDER)

DATE OF REQUEST 5/12/23

DEPARTMENT City Rec. Office

ITEM Sylvania TV

HOW DISPOSED \_\_\_\_\_

DISPOSAL DATE \_\_\_\_\_

SIGNATURE 

# PROPERTY DISPOSAL

(ONCE COMPLETED PLEASE GIVE TO THE CITY RECORDER)

DATE OF REQUEST 4/24/23

DEPARTMENT Parks

ITEM Battery Backup APC

HOW DISPOSED dispose

DISPOSAL DATE \_\_\_\_\_

SIGNATURE 

# PROPERTY DISPOSAL

(ONCE COMPLETED PLEASE GIVE TO THE CITY RECORDER)

DATE OF REQUEST 4/28/23

DEPARTMENT Parks

ITEM 1 Instant hot water heater (Burns Park)

HOW DISPOSED throw away broken

DISPOSAL DATE \_\_\_\_\_

SIGNATURE B...