

REGULAR MEETING KINGSTON CITY COUNCIL
TUESDAY, APRIL 11, 2023 – 6:00 P.M.
KINGSTON CITY HALL

The Kingston City Council met in regular session on Tuesday, April 11, 2023 at 6:00 P.M. Mayor Tim Neal called the meeting to order. Council Member Tony Brown gave the Invocation and Council Member Stephanie Wright led the pledge. Upon roll call the following members were present: Council Member Tony Brown, Council Member Randy Childs, Council Member Lucy Johnson, Council Member Stephanie Wright, and Mayor Tim Neal. Staff present: City Manager David Bolling, City Clerk Kelly Jackson, Finance Director Michelle Kelley, City Attorney Andrew Thompson and Utility Director Kevin Hamilton. Council Member Philip Bredwell was absent. (Tara Stockton had resigned from her position at approximately 3:38PM on this date)

APPROVAL OF PREVIOUS MINUTES

A motion was made by Member Wright, second by Member Childs to waive the reading and approve as written the minutes of the regular work session meeting on March 7, 2023 and the regular meeting on March 14, 2023

The motion passed with a unanimous roll call vote. 5 Ayes.

CITIZEN COMMENTS/PERSONS TO APPEAR/PROCLAMATIONS-

- A proclamation declaring April 26, 2023 as “Drug Endangered Children Awareness Day”

REPORTS-MAYOR AND COUNCIL-

- Member Bredwell-Absent
- Member Brown-Solid Waste Advisory Board meeting information and the E-911 report are in the City Manager’s report.
- Member Childs-Nothing additional to report
- Member Johnson-Library Board reported a continued influx of new patrons and computer use. Advised that our Library is a testing site for TWRA boating safety. Reported on the cost savings by changing to LED lighting.
- Member Wright-Thanked city employees for the hard work to prepare for the recent successful fishing tournament where we hosted approximately 250 boats.
- Mayor Neal- Reported on another successful Spring Street Fest.

REPORTS-CITY MANAGER’S REPORT

- Reported that ETDD will provide an interim planner, Laura Smith, to assist us due to the sudden death of David Williams.
- ORNL Concert Series will be on May 13th. Advertisement for this event will be forthcoming from ORNL. The bands scheduled is Larry Keel and the Hackinsaw Boys.
- STP Project-Waiting on final approval of the utility coordination plans submitted and the notice to proceed to construction from TDOT. The construction documents are ready to

submit once we receive the notice to proceed. We will then schedule a field construction review.

- BUILD Grant-Waiting on the HWA review submitted.
- Budget Workshop-Wanted to confirm with council to hold it after the regular workshop meeting on May 2nd. Our goal is to have the first reading on May 9th and the second reading on June 13th. (Member Wright advised she would not be able to attend on May 2nd)

ADDITION OF ITEMS TO THE MEETING AGENDA RECEIVED AFTER CLOSE OF AGENDA DEADLINE (BY UNANIMOUS CONSENT OF ALL MEMBERS PRESENT.

A motion was made by Member Brown, second by Member Childs to add three separate items to the agenda as follows:

- Item "E" under New Business
 - To accept the resignation of Vice-Mayor Stockton
- Item "F" under New Business
 - To appoint a Vice-Mayor
- Item "G" under New Business
 - To discuss the procedure for fill the vacancy on the Kingston city council due to the resignation of Mrs. Stockton.

The motion passed with a unanimous roll call vote. 5 Ayes.

UNFINISHED BUSINESS:

- A. **Consideration of the second and final reading of Ordinance 23-03-14-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2022-2023.**

A motion was made by Member Wright, second by Member Johnson to approve the second and final reading of Ordinance 23-03-14-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2022-2023.

The motion passed with a unanimous roll call vote. 5 Ayes.

NEW BUSINESS:

- A. **Consideration to approve a request from Coldwell Banker to close a portion of Spring Street on May 20th for a concert at the Jim Henry Event Center.**

A motion was made by Member Childs, second by Member Wright to approve a request from Coldwell Banker to close a portion of Spring Street on May 20th for a concert at the Jim Henry Event Center.

The motion passed with a unanimous roll call vote. 5 Ayes.

B. Consideration to authorize the Mayor to enter in to an agreement with Roane County for Planning Services.

A motion was made by Member Wright, second by Member Johnson to authorize the Mayor to enter in to an agreement with Roane County for Planning Services

The motion passed with a unanimous roll call vote. 5 Ayes

C. Consideration to recommend to the Planning Commission the adoption of amendments to the subdivision regulations of the City of Kingston.

A motion was made by Member Wright, second by Member Johnson to recommend to the Planning Commission the adoption of amendments to the subdivision regulations of the City of Kingston.

The motion passed with a unanimous roll call vote. 5 Ayes

D. Consideration to authorize the Mayor to formally accept the 2023 Healthy Cities Campaign Matching Grant.

A motion was made by Member Childs, second by Member Johnson to authorize the Mayor to formally accept the 2023 Healthy Cities Campaign Matching Grant.

The motion passed with a unanimous roll call vote. 5 Ayes

E. Accept the letter of resignation from Vice-Mayor Stockton.

A motion was made by Member Brown, second by Member Wright to accept the letter of resignation from Vice-Mayor Stockton and include the letter as record in the minutes.

The motion passed with a unanimous roll call vote. 5 Ayes

F. Elect a Vice-Mayor to replace Mrs. Stockton.

A motion was made by Member Wright, second by Member Childs to elect Member Tony Brown as Vice-Mayor.

The motion passed with a unanimous roll call vote. 5 Ayes

G. Discussion of the procedure to fill the vacancy on the Kingston city council due to the resignation of Mrs. Stockton

Discussion ensued about the time line to fill the vacancy and the procedure.

A motion was made by Vice Mayor Brown, second by Member Childs to approve the procedure to fill the vacancy on the Kingston city council due to the resignation of Mrs. Stockton. The procedure will be to advertise beginning on April 14th with a deadline date of May 1st at 4:30PM. A special called work session will be called on May 5th to conduct

interviews of the applicants. The May 9th agenda will include the appointment of a new council member.

The motion passed with a unanimous roll call vote. 5 Ayes

Mayor Neal adjourned the meeting at 6:27 pm

APPROVED 5-9-2023

A handwritten signature in blue ink, appearing to read "Tim Neal", written over a horizontal line.

Tim Neal, Mayor

ATTEST

A handwritten signature in blue ink, appearing to read "Kelly", written over a horizontal line.

City Clerk

ORDINANCE NO. 23-03-14-01

AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE CITY OF KINGSTON, TENNESSEE FOR
FISCAL YEAR 2022-2023

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires funds first be appropriated before being expended and that no appropriations may exceed available funds;

WHEREAS, *Tennessee Code Annotated* Title 6 Chapter 56 Section 208 allows amendment of the budget ordinance in the same manner as any other ordinance may be amended;

WHEREAS, Allocations are made to cover American Rescue Plan purchase of new door locking system for City Hall and for the purchase of lawn mowers for Parks and Rec; Allocations are being made with various departments sales of surplus in order to appropriate to new updated equipment;

NOW, THEREFORE BE IT ORDAINED by the City Council for the City of Kingston, Tennessee, that:

SECTION 1: Appropriations. The governing body appropriates the following increases:

General Fund:

Revenues:

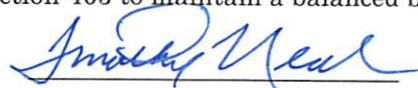
110-33193	ARPA Revenue	\$36,022.79
110-34290	Public Safety Donations	\$126.68
110-38000	Donations	\$2,000.00
110-34750	Police Department Auction Sales	\$2,380.44
110-34100	General Government	\$1,392.00
110-36430	Sale of Surplus Park & Rec	\$1,268.66
110-36539	Sale of Public Works Supps & Mat	\$6,836.00

Expenditures:

110-52130-937	Park & Rec Mowers	\$25,198.00
110-52130-948	Access Control System- City Hall	\$10,824.79
110-44400-937	P&R Scoreboard Capital Equipment	\$2,000.00
110-42100-236	Police Public Relations	\$126.68
110-42100-320	Police Operating Supplies	\$2,380.44
110-41500-320	Finance Operating Supplies	\$1,392.00
110-44400-320	Park & Rec Sale of Surplus	\$1,268.66
110-43100-940	Public Works Capital Equipment	\$6,836.07

Section 2 : Submission to the Director of Local Finance. This amendment will be submitted to the Director of the Office of State and Local Finance as required by state statute to show continued compliance with the requirements of Tennessee Code Annotated Title 9 Chapter 21 Section 403 to maintain a balanced budget.


Kelly Jackson, City Clerk


Tim Neal, Mayor

Passed 1st Reading March 14, 2023
Passed 2nd Reading April 11, 2023



Office of the County Executive Roane County Courthouse

March 1, 2023

City of Kingston
Attn: David Bolling, City Manager
900 Waterford Place
Kingston, TN 37763

Dear David,

As we have discussed in our county-wide City Managers and Mayors meetings, there is mutual interest among our cities and county government to pursue the creation of a Planner position within County Government that would be dedicated to provided planning services to our cities and the county exclusively.

Therefore, I ask that you include \$15,000 in your FY2024 budgets as a contribution to Roane County Government to help fund a dedicated Planner position. This amount is intended to replace our contributions to the East Tennessee Development District for planning services. I will include \$20,000 in the county's FY2024 budget proposal for this position. This will create a fully burdened position funded with \$80,000 for wages and benefits if we all choose to participate. The new position would be supervised in the Building Inspection and Codes Enforcement Office.

Please let me know as soon as possible if you intend to include this in your budget proposals and provide written approval to my office by April 30. I'm hopeful this is a way that we can work together to provide greater service to our people. Please don't hesitate to reach out to me if you have any questions or concerns regarding this or any other topic.

Respectfully,

Wade Creswell
Roane County Executive



February 23, 2023

Honorable Tim Neal, Mayor
City of Kingston
900 Waterford Place
Kingston, TN 37763

Dear Mayor Neal,

The East Tennessee Development District (ETDD) has been pleased to provide local planning services at the same annual fee for the past eight years. Due to the increase in the cost of living and inflation, our costs have increased to the point that we cannot maintain our services at the current annual fee. The Executive Committee of ETDD has reviewed our situation, reviewed some other annual fee structures, and have adopted a new annual fee schedule based on population. If the community has zoning an additional \$750 will be added, and a 10% increase on the fee for your current population. This rate will be set for the next two years and there will be a two-year contract for our services at that rate.

Therefore, the next contract period will be for FY 2024 – FY 2025 and will begin on July 1, 2023, and continue through June 30, 2025. For budgetary purposes, the FY 2024 annual planning contract amount will be \$11,942.50 for the City of Kingston and the FY 2025 annual planning contract amount will be \$11,942.50 for the City of Kingston. Please find attached the contract that needs to be signed and sent back to the attention of Christie Burt, cburt@etdd.org or mail ETDD, P.O. Box 249, Alcoa, TN 37701-0249. An invoice for the first installment of the total annual contract amount will be mailed to you on July 1, 2023.

Thank you for the opportunity to serve your community in this regard. Please do not hesitate to contact me at ryakubic@etdd.org or (865) 273-6003x116 should you have any questions or concerns.

Sincerely,

Richard Yakubic
Executive Director

Enclosures



Congratulations!

City of Kingston, TN has been selected as a 2023 Healthy Cities Campaign Grant Recipient!

Dear Mayor Neal,

On behalf of the National Fitness Campaign Grant Committee, we are pleased to share that the City of Kingston, TN has been selected as a grant eligible partner in the 2023 Healthy Cities Campaign! This notification letter confirms eligibility for one (1) 2023 NFC Grant of \$30,000. The next step is to schedule your official Grant Eligibility Award Call within the next 10 days, where the qualifications submitted in your Grant Application will be confirmed by the NFC team, and your Grant Program Requirements (GPR) will be aligned for eligibility and participation in this year's campaign. A copy of your GPR Document is attached to this formal award letter for your review, and is based on dates submitted in your Grant Application.

The \$30,000 Grant Award will be confirmed pending 1) the submission of a Resolution of Adoption, endorsed by your local governing body or appropriate council, and a countersigned copy of the attached formal GPR document within 60 days of the Award Call, 2) authorization to proceed, documented by formal funding confirmation (commonly a purchase order) and 3) confirmation of a scheduled shipping date for the Fitness Court and appropriate storage plans. Once set, GPR milestones must be met in order to maintain funding eligibility in the campaign.

To support this partnership and align your GPR milestones with your community's local adoption and funding processes, we have assigned a Partnership Manager – Rudy Pottorff – as your dedicated partner and champion in support of this partnership. Over the coming months, Rudy will work with your team to support the path outlined in the GPR Document, assisting in the confirmation of required remaining funding, installation, and launch of your program.

The 2023 Healthy Cities Campaign is part of a national movement to make world-class fitness free and accessible in public spaces across the country, which is more important today than ever before – thank you for your commitment to supporting this goal.

Here is a sneak peak at what's ahead:

- Fitness Court® Launch – Cut the ribbon on your beautiful new outdoor gym & announce free fitness to the community!
- Classes & Challenges – Get residents moving & keep them engaged with ongoing group classes, individual training, and competitive events.
- Press & Promotions – Shine a spotlight on your community and local partners for joining this exciting and innovative wellness movement!

Once again, we are thrilled to invite you to join us as a partner in the 2023 Healthy Cities Campaign, and we look forward to making world-class fitness free in the City of Kingston, TN!!

Best in Fitness,

Mitch Menaged, Founder

nationalfitnesscampaign.com | info@nfcha.com | PO Box 2367 San Francisco, CA 94126



City of Kingston, TN - National Fitness Campaign 2023 Funding Cycle Grant Program Requirements (G.P.R.)

MILESTONE 1: ADOPTION

- **Summary:** Commit to project adoption and confirm matching funding
 - **Requirement A:** Countersigned Grant Program Requirements Document
 - **Deadline:** 4/14/2023
 - **Requirement B:** Resolution of Adoption or Letter of Support
 - **Deadline:** 5/11/2023
- *Purchase Order Will Satisfy Adoption Requirement if Submitted Within 60 Days of Grant Award

MILESTONE 2: AUTHORIZATION TO PROCEED - FUNDING CONFIRMED

- **Summary:** Execute budgeting and fundraising plan (as needed) and confirm total required funding
 - **Requirement:** Funding confirmation document submitted to NFC for remaining program funding (typically P.O)*
- *Refer to Official Quote and Funding Requirements Summary for details
- **Deadline:** 7/7/2023

MILESTONE 3: SHIPMENT FOR STORAGE

- **Summary:** Identify Fitness Court® storage location and schedule Fitness Court® delivery
- **Requirement:** Accept Fitness Court® delivery and store at a secure location, prepare to be invoiced for program funds
- **Deadline:** 7/10/2023 to 7/31/2023

MILESTONE 4: INSTALL CONCRETE SLAB & ART APPROVAL

- **Summary:** Review slab drawings & schedule concrete installer, confirm Fitness Court orientation, Approve art print preview
- **Requirement:** Install concrete slab (*cure time of 28 days before Fitness Court® installation*)
- **Deadline:** June-July 2023 - pending weather

MILESTONE 5: FITNESS COURT® ASSEMBLY

- **Summary:** Select Fitness Court® Assembly Team - NFC'S Installation Network is recommended, (includes art install)
- **Requirement:** Confirm installation timeline with NFC, provide completed installation photos for NFC inspection
- **Deadline:** July-August 2023 - pending weather

MILESTONE 6: PRESS LAUNCH CEREMONY

- **Summary:** hold Fitness Court® press launch event & ribbon cutting
- **Requirement:** Promote press release, hold launch event within campaign year (weather permitting)
- **Deadline:** August-September 2023 - pending weather

Trent Matthias, Director
National Fitness Campaign

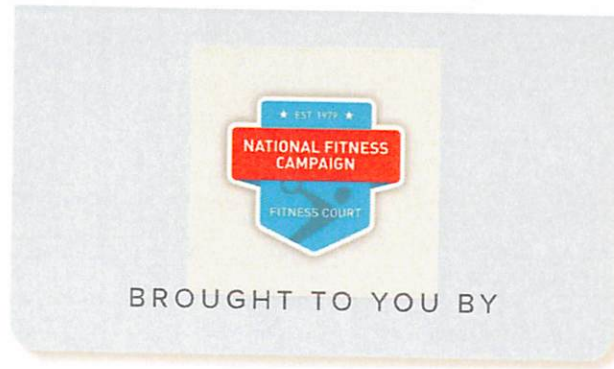
Tim Neal, Mayor
City of Kingston, TN

It is noted by the National Fitness Campaign and the municipality, school or organization listed above that this document in no way constitutes a binding agreement, or requirement to proceed with the NFC Program at any time. Formal commitment occurs upon receipt of complete local match funding by the program awardee, with submission of Funding Confirmation Documentation to National Fitness Campaign.



NATIONAL FITNESS CAMPAIGN
**CAMPAIGN
BRIEFING**







WHO WE ARE

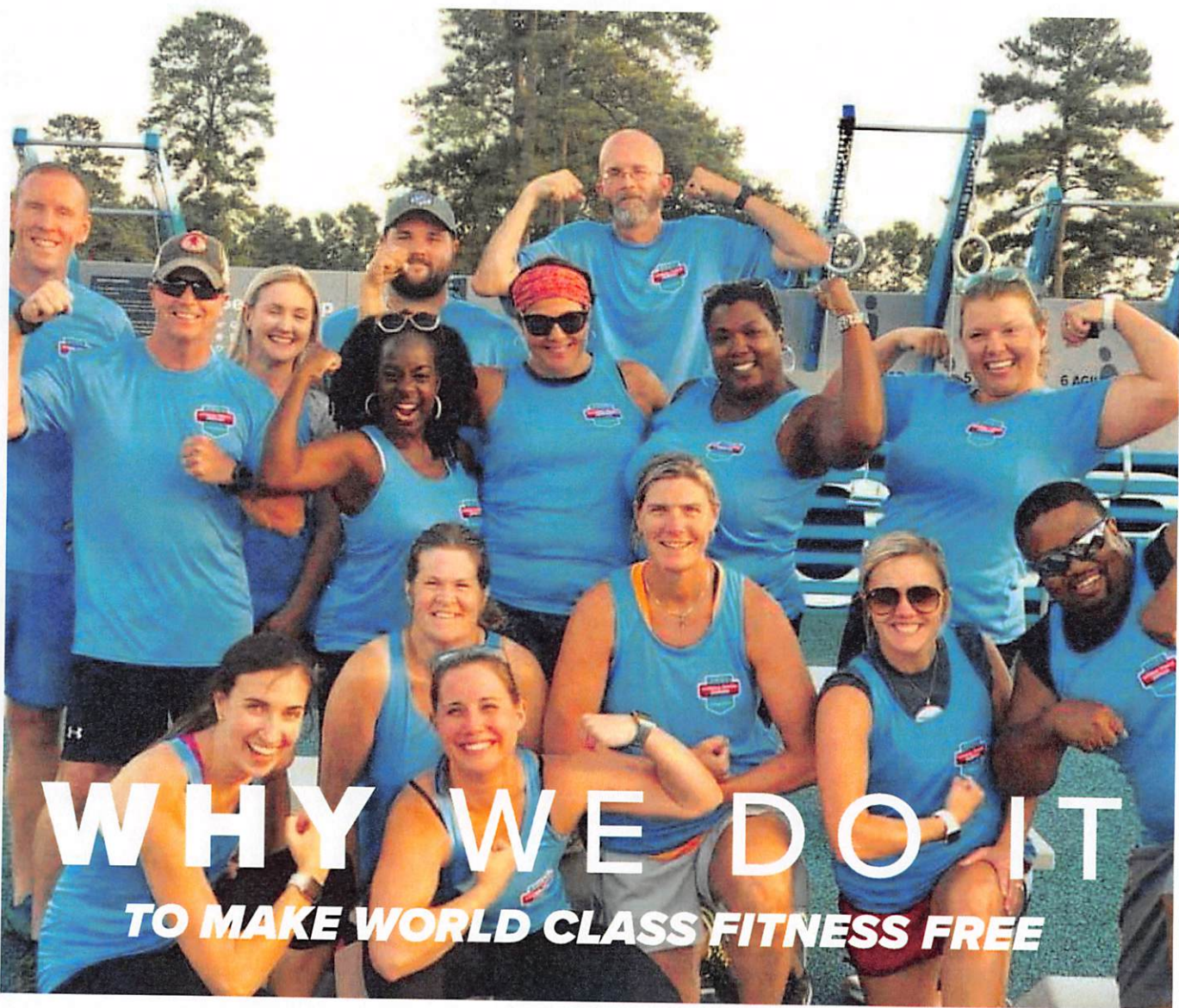
National Fitness Campaign is a wellness consulting firm. Our mission is to build healthy communities.



WHAT WE DO

NFC develops partnerships with cities, schools and sponsors to fund, build, and activate outdoor Fitness Courts, making world class fitness free.

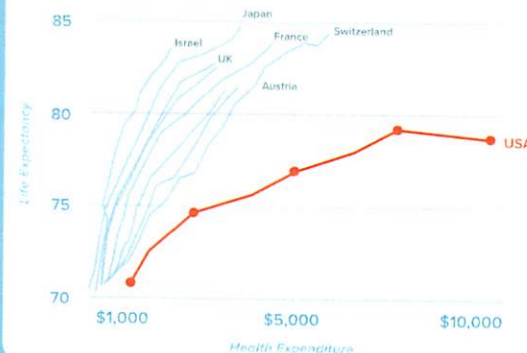




WHY WE DO IT
TO MAKE WORLD CLASS FITNESS FREE

THE PROBLEM

Life Expectancy vs Health Expenditure



America is facing a health crisis caused by sedentary lifestyles and cities designed for cars. USA spends more money than any other on healthcare with poor results.

THE SOLUTION

When communities are designed to support wellbeing, health outcomes change!

40+ YEARS IN THE MAKING CAMPAIGN HISTORY



Campaign Overview

National Fitness Campaign



A COMPREHENSIVE
COMMUNITY WELLNESS
PROGRAM



FITNESS COURT

WORLDS BEST OUTDOOR GYM



7 MOVEMENT FULL BODY WORKOUT
FUNCTIONAL TRAINING SYSTEM
DIGITALLY ACTIVATED | COACH IN YOUR POCKET



CORE



SQUAT



PUSH



LUNGE



PULL



AGILITY



BEND

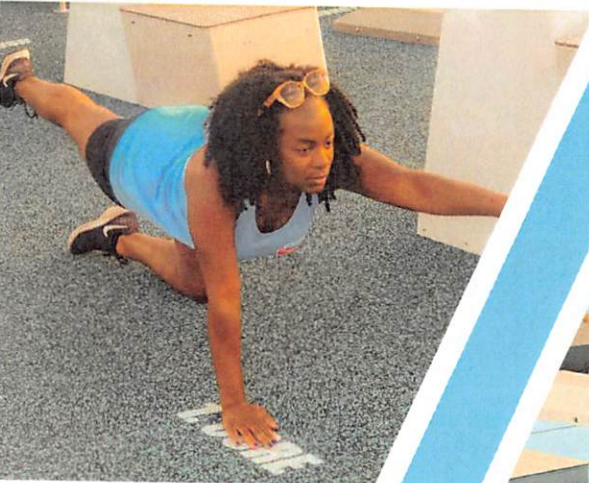


 **FITNESS COURT®**

ADULTS OF ALL AGES AND ABILITY

I am glad to see movements to improve balance.

- Carol Claybaker, Senior Resident of Janesville, WI



Campaign Services

National Fitness Campaign



Planning & Funding Support





Pre Launch Support





Ambassador Training





Media & Press





Launch & Ribbon Cutting





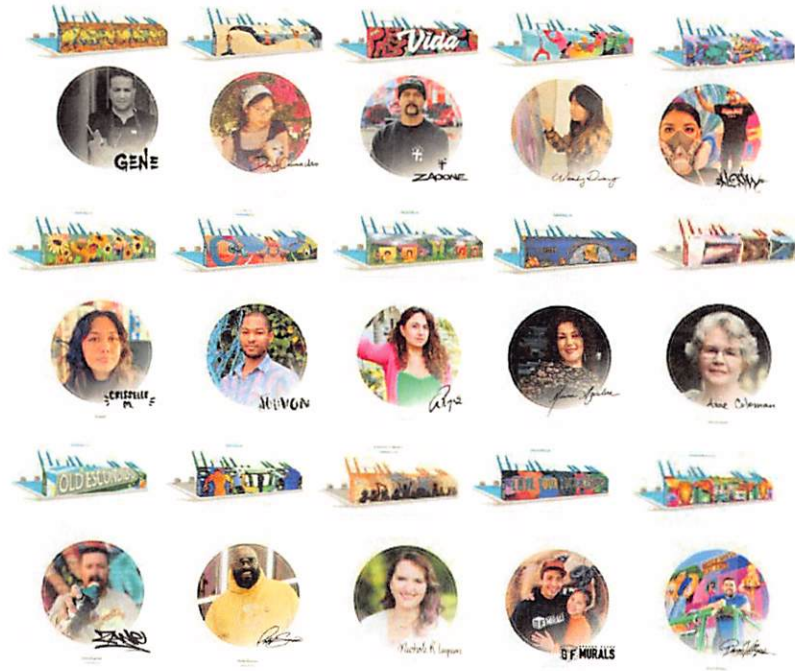
Fitness Court® App



WE BUILD HEALTHY COMMUNITIES!

Fitness Court® Public Art

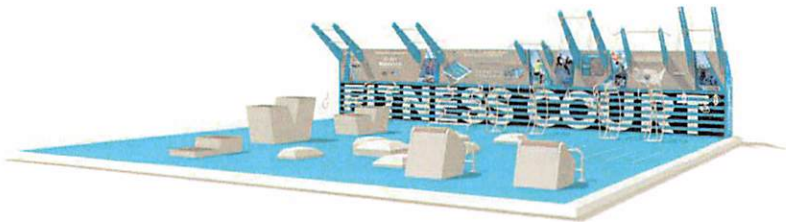
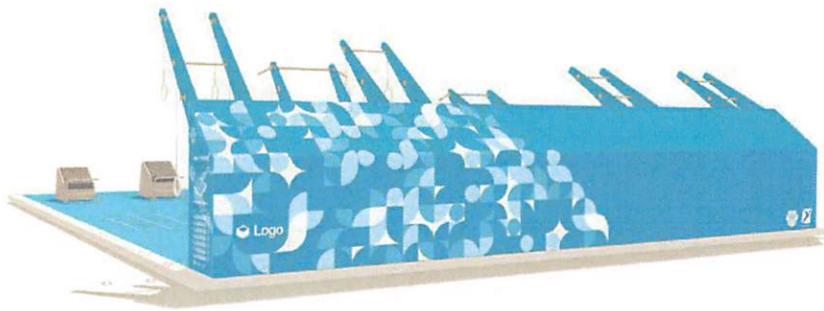
Inspiration Meets Wellness



ARTISTS FROM ACROSS THE
COUNTRY



Fitness Court® Public Art



2023 NFC Public Art Collection

No Additional Funding Required

EACH FITNESS COURT® IS A ONE-OF-A-KIND WORK OF ART.

NFC DESIGN STUDIO

Additional Funding Required:
\$10,000



LOCAL ARTIST

Additional Funding Required:
\$25,000



FEATURED ARTIST

Additional Funding Required
\$50,000

(limited licenses available)



2023 JEAN-MICHEL BASQUIAT

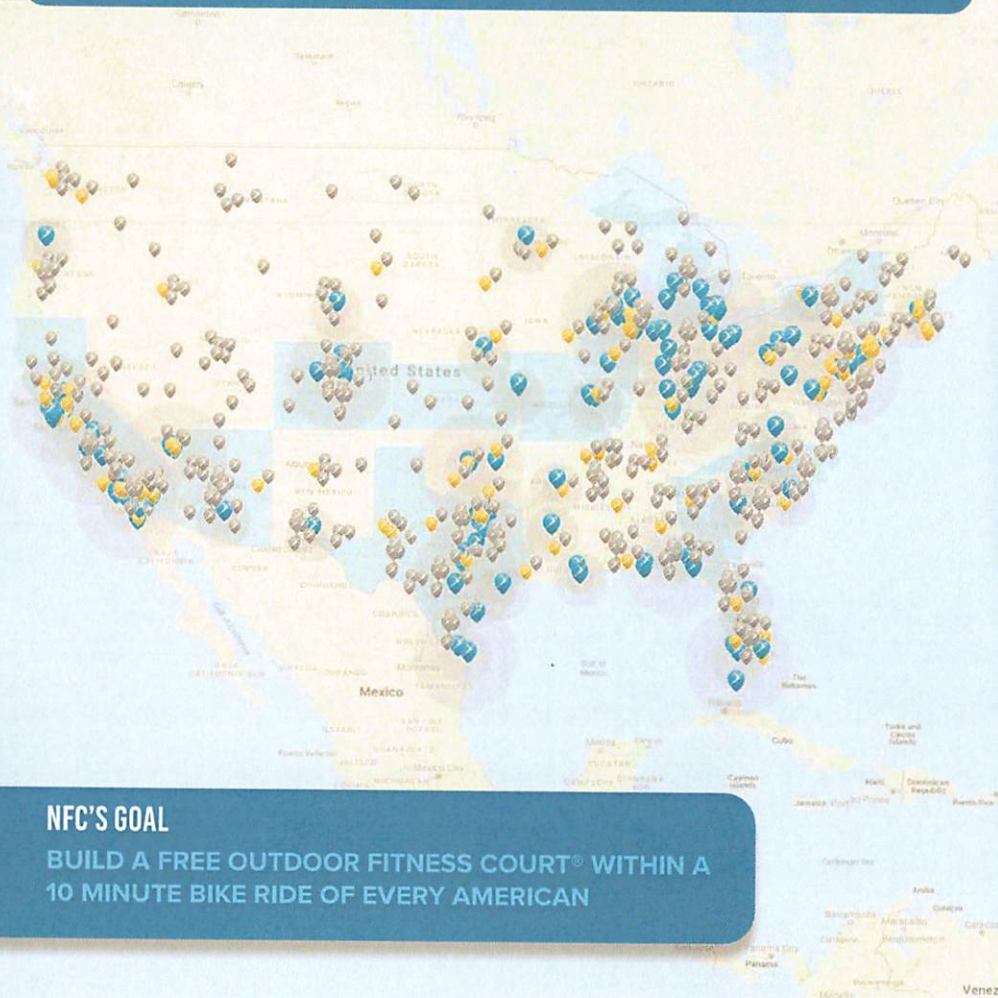
Campaign Overview

National Fitness Campaign



A COMPREHENSIVE
COMMUNITY WELLNESS
PROGRAM

National Fitness Campaign Grows to 5000 Cities & Schools by 2030



AMERICA'S LARGEST PUBLIC-PRIVATE WELLNESS PARTNERSHIP

MAJOR HEALTHCARE PROVIDERS
MUNICIPALITIES • SCHOOLS
INDUSTRY AFFILIATES • CORPORATIONS & LOCAL SPONSORS





NATIONAL FITNESS CAMPAIGN

2023

200 PARTNERS

WE'RE PLEASED TO ANNOUNCE OUR 2023 CAMPAIGN

NFC Grant Requirements

Program Qualification



**MAKING WELLNESS
A PRIORITY?**

STEP 1



**SITE
WITH IMPACT**

STEP 2



**FUNDING
MATCH**

STEP 3



**CAMPAIGN
TIMING**

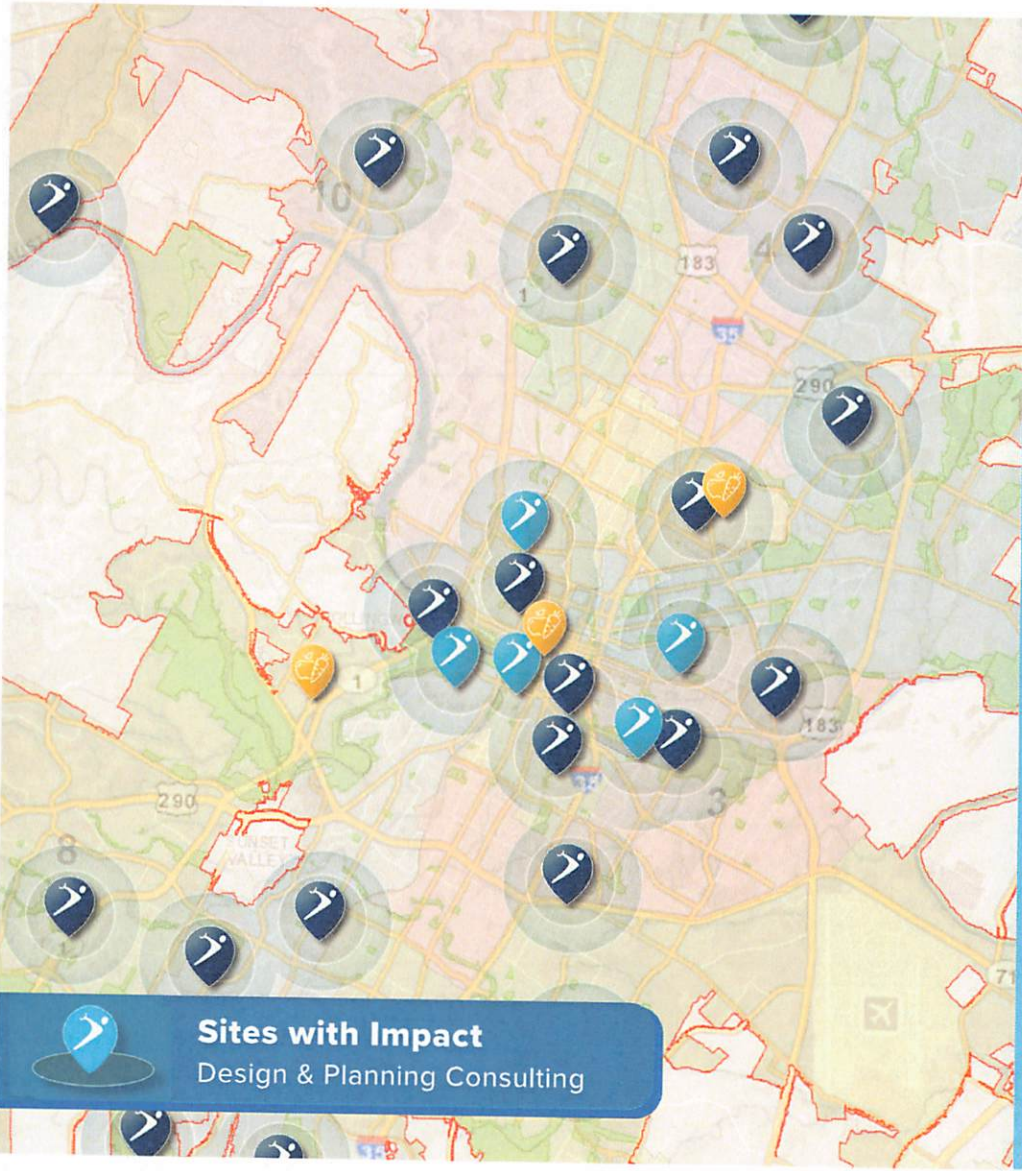
STEP 4

NFC GRANT PROGRAM QUALIFICATION REQUIREMENTS

Making Wellness a Priority

STEP 1





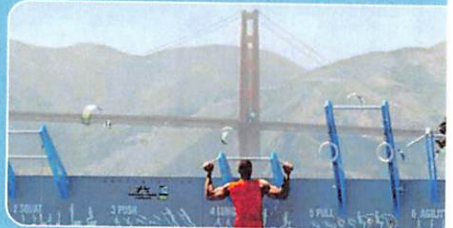
STEP 2

Qualify site locations for Funding

1

VISIBLE

Site locations must be recognizable with high visibility.



2

ACTIVE

Site locations must be heavily trafficked and centrally located.



3

CONNECTED

Site locations must be integrated with pedestrian infrastructure.



2023 CAMPAIGN FUNDING REQUIREMENT

NFC PROGRAM FUNDING

The Fitness Court® and National Campaign Services

\$ 155,000

NFC Grant Funding Award



(\$30,000)

Art & Custom Color Options



NFC Standard
Included



NFC Design Studio
\$10,000



Local Artist
\$25,000



Featured Artist
\$50,000

OPTIONAL

NFC PROGRAM TOTAL

\$ 125,000

CONCRETE SLAB

Can be performed in-house or in-kind

est. \$ 0-20,000

NFC APPROVED INSTALLER NETWORK - INSTALLATION TEAM

Turn Key Fitness Court Assembly

\$ 25,000

Art & Graphic Installation

Installation Partner (separate agreement)

With Prevailing Wage Rates: \$27,000

Fitness Court installation is a specialized installation that requires expertise, proper certifications, and proven field experience

INSTALLATION & CONCRETE TOTAL ESTIMATE

\$ 25,000-47,000

STEP 3



AWARDEE TOTAL
REMAINING
FUNDING
REQUIREMENT

PROGRAM + INSTALLATION

\$130,000-
\$170,000

Includes standard art collection

Alternate Funding Pathways

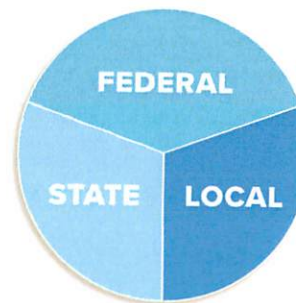
Federal | State | Local | Regional



ALTERNATE FUNDING PATHWAYS
NFC CONSULTATIVE SUPPORT

STEP 4

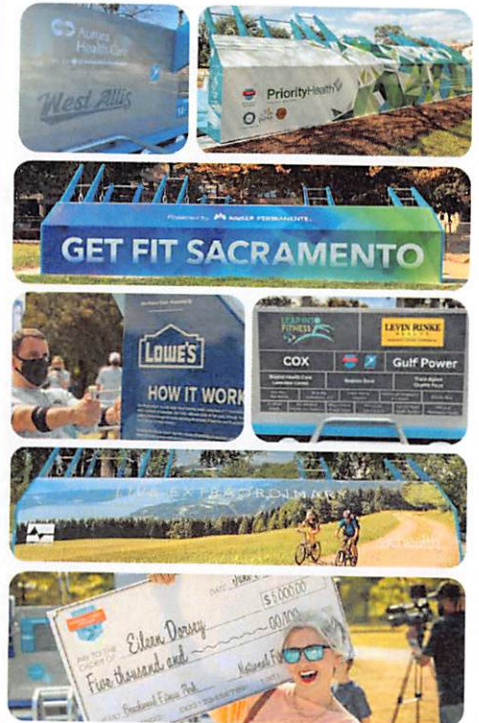
FEDERAL AND STATE FUNDING



Expert funding consulting
for eligible partners



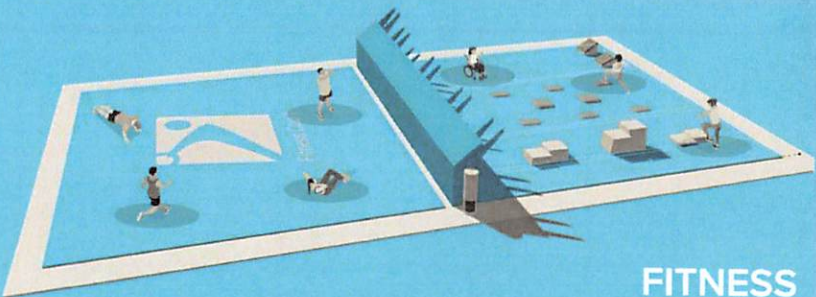
LOCAL AND REGIONAL SPONSORS





Fitness Court® Studio

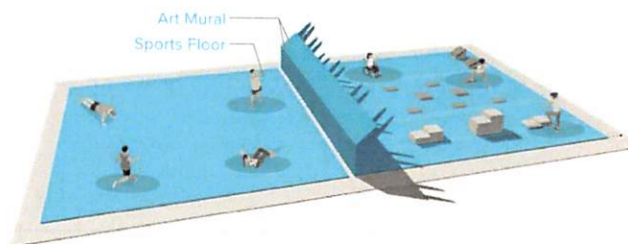
Launching Nationwide 2023



- FITNESS
- ART
- DANCE
- YOGA
- ZUMBA
- PILATES
- STRETCH



FITNESS COURT | STUDIO



- World's first integrated outdoor gym experience with two programmable class rooms
- Over **2,000 square feet** of wellness infrastructure
- Includes **edge to edge art mural** as studio classroom backdrop
- Compatible with existing Fitness Courts® and your Fitness Court® network

ADDITIONAL FUNDING REQUIRED

\$35,000

***Limited Fitness Court Studio® programs available in each state in 2023*

INSTALLATION

Typically coordinated with Fitness Court Installation Partner (separate agreement)

est. \$7,500

CONCRETE SLAB ADDITION

Can be performed in-house or in-kind

est. \$0-20,000

ESTIMATE TOTAL WITH INSTALL

\$42,500-62,500



2023 GRANT APPLICATION PERIOD NOW OPEN



Campaign seeking qualified applicants able to meet the 2023 time frame for adoption and local funding match.



Partnership Qualification Process

Campaign Overview

PRE APPLICATION PHASE

- 1 Feasibility Review
- 2 Evaluation Call
- 3 Non-Binding Grant Application

AWARD PHASE

- 4 Award of Grant Eligibility *(First Come, First Served for Qualified Applicants)*
- 5 Local Adoption by Governing Body
- 6 Develop and Confirm Funding Match

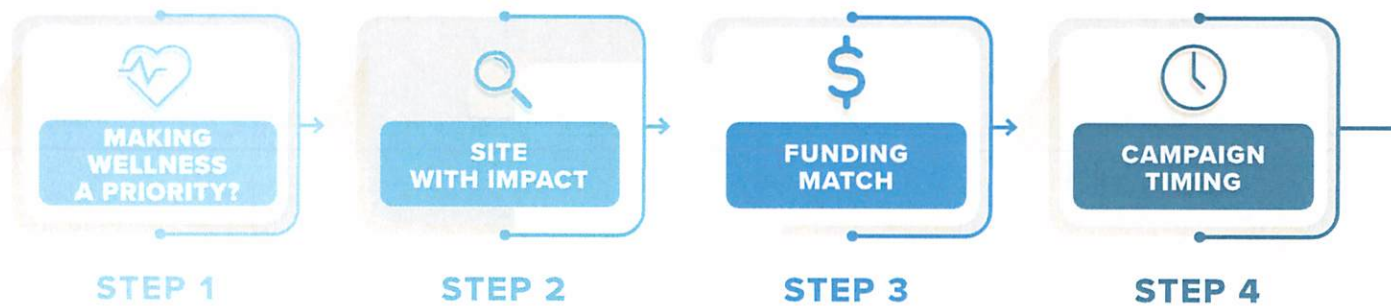
LAUNCH PHASE

- 7 Shipment for Storage
- 8 Install Concrete Slab and Art Approval
- 9 Fitness Court Assembly
- 10 Press Launch Ceremony

FITNESS COURT OPEN!

Discussion - Q&A

National Fitness Campaign



NEXT STEP



Tara Stockton
1133 Brentwood Point
Kingston, TN 37763
April 10, 2023

Dear Mayor Tim Neal, Council Phillip Bredwell, Council Tony Brown, Council Randy Childs, Council Lucy Johnson, Council Stephanie Wright, City Manager David Bolling, Kingston City Employees and Kingston Citizens,

It is with my regret that I am writing to inform you of my decision to resign my position(s) as Vice Mayor of Kingston(City Council/Beautification Committee Chair), effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the council, and I feel it is best for me to allow someone with time and energy to devote to the job.

It has been a pleasure being part of the council. I am proud of all we have accomplished in the past six years, and have no doubt the council will continue these successes in the future.

Sincerely,

A handwritten signature in brown ink that reads "Tara Stockton". The signature is written in a cursive, flowing style.

Tara Stockton

Kingston Vice Mayor