



## **KINGSTON CITY COUNCIL**

### **Public Hearing**

**Tuesday November 14, 2023**

**5:45 P.M.**

**Proposed Plan of Services and Annexation Resolution**

**1190 Gallaher Road**

### **Regular Meeting**

**6:00 P.M.**

## **A G E N D A**

- 1. Call to Order**
- 2. Invocation and Pledge**
- 3. Roll Call**
- 4. Approval of Previous Minutes**
- 5. Citizens Comments/Persons to Appear/Proclamations**
  - A. A proclamation declaring November, 2023 as “National American Indian Heritage Month”
  - B. A proclamation declaring November 14, 2023 as “Kingston Golf Team Day”
- 6. Reports**
  - A. Mayor and Council
  - B. City Manager's Report
- 7. Addition of items to the meeting agenda received after close of agenda deadline (By unanimous consent of all members present)**
- 8. Unfinished Business**
  - A. None
- 9. New Business**
  - A. Consideration of Resolution 23-11-14-01, a resolution to annex certain territory upon written consent of the owners and to incorporate the same within the boundaries of the City of Kingston (1190 Gallaher Road, Roane County tax map 049G, group A, parcel 001.06)
  - B. Consideration of the first reading of Ordinance 23-11-14-01, an ordinance amending the zoning map of Kingston, Tennessee by zoning certain territory annexed by Resolution 23-11-14-01 as C-2, Highway Business District
  - C. Consideration of the first reading of Ordinance 23-11-14-02, an ordinance adopting and enacting a comprehensive codification and revision of the personnel rules and regulations of the City of Kingston
  - D. Consideration of the first reading of Ordinance 23-11-14-03, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2023-2024
  - E. Consideration to recommend approval of proposed changes to the City of Kingston subdivision regulations to the Kingston Planning Commission
  - F. Consideration to approve an appropriation from the undesignated fund balance in an amount not to exceed \$7,000 for the purchase of VHF pagers for the Fire Department

**ALL CITY OF KINGSTON MEETINGS ARE OPEN TO THE PUBLIC. THIS MEETING WILL ALSO BE LIVESTREAMED ON OUR WEBSITE, [WWW.KINGSTONTN.GOV](http://WWW.KINGSTONTN.GOV) AND POSTED TO YOUTUBE AND OUR FACEBOOK PAGE.**



**WORK SESSION KINGSTON CITY COUNCIL**  
**TUESDAY OCTOBER 3, 2023 – 6:00 P.M.**  
**KINGSTON CITY HALL**

The Kingston City Council met in a regular work session on Tuesday, October 3, 2023. Mayor Tim Neal called the work session to order. The following members were present: Vice-Mayor Tony Brown, Council Member Randy Childs, Council Member Tommy Guinn, Council Member Stephanie Wright, and Mayor Tim Neal. Staff present: City Manager David Bolling, City Clerk Kelly Jackson, City Attorney Andrew Thompson, Finance Director Michelle Kelley, and Utility Director Kevin Hamilton. The Invocation was given by Vice-Mayor Tony Brown and Council Member Randy Childs led the pledge. Council Member Philip Bredwell was absent.

**Citizen Comments:** NONE

**Discussion to appropriate an amount not to exceed \$15,000 from the fund balance for the purchase of new firearms for the Police Department.**

City Manager David Bolling explained that additional funds generated from traffic citations can be used for this purchase. This would allow the police department to issue firearms to part-time and reserve officers. This will be added to the regular agenda on October 10, 2023

**Discussion of Resolution 23-10-10-01, a resolution calling for a public hearing on the proposed annexation of territory into the City of Kingston by owner consent and approving a plan of services for 1190 Gallaher Road (Roane County Tax Map 049G, Group A, Parcel 001.06).**

City Manager Bolling explained this is the next step of the annexation process. The Kingston Municipal Planning Commission already reviewed and unanimously recommended that Council approve. This will be added to the regular agenda on October 10, 2023.

**Discussion of Ordinance 23-09-12-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2023-2024.**

Finance Director Michelle Kelly explained the changes from the first reading and stated that she could include the \$15,000 as discussed for the purchase of firearms for the police department. This will be added to the regular agenda on October 10, 2023.

**Discussion of purchasing two Ford F-150 trucks for water distribution.**

Utility Director Kevin Hamilton explained that he wants to replace two older high mileage vehicles in his fleet. This will be added to the regular agenda on October 10, 2023



**Discussion of appropriating \$5,000 from the fund balance for a donation or sponsorship to the Roane County Heritage Commission.**

Mayor Tim Neal explained that he received a request from Jim Henry for the sponsorship of the Roane Heritage Gala which will be held on Saturday, October 7th. Discussion ensued about the timing of the request in relation to our donation policy and application process. Mayor Neal advised that we would not have to provide the money prior to the event. City Manager David Bolling explained that if Council decided to approve that the funds could be taken from the Public Relations line instead of the fund balance which would require two readings for approval. Vice Mayor Brown suggested that Council approve a donation line each year with a set amount and once the applications are received, they can vote to approve amounts within that line each year. He would like to see the city give to different sporting groups as well. City Manager explained that the donation policy is set by state law. Member Wright and City Manager Bolling advised that the fundraising firm for the Heritage Commission have been given the donation application numerous times in the past. Mayor Neal advised he would make a few more phone calls and report back to Council. This will be added to the regular agenda on October 10, 2023.

*(On 10/4/2023 Mayor Neal advised to remove this from next week's agenda. This will be proposed in next year's budget)*

**Discussion of absorbing the cost of road bores.**

Council Member Randy Childs suggested that when we install new services that the utility be responsible for getting it to the property and that we adjust the tap fees to accommodate the road bores if needed. Discussion ensued about the possible costs associated with different road bores; the infrastructure required with a road bore and how it relates to water and sewer lines; how many services could be affected by each bore; feasibility of the utility bearing the costs depending on future growth; TDOT regulations associated with road bores versus city street regulations associated with road bores. City Manager David Bolling reminded Council that tap fees must be uniform. Council agreed that this should be addressed on a case-by-case basis and can be presented to the board for determination.

**Council/Staff Comments:**

- **Member Bredwell-** Absent
- **Vice-Mayor Brown-** Discussed the following:
  - Raised concern about the parking at the new Dollar Tree lot and the parking going up the hill to the old jail on Cumberland Street. Proposed adding some signage regulating the parking on to deter blocking the roadway.
  - Requested an update from Glen Cofer on the property located at 500 N. Kentucky Street. Requested that this be placed on next week's agenda to proceed with the lawsuit.
  - Announced that Marilyn Calfee resigned from the Roane County E-911 Board
  - Asked the City Attorney if the work session meetings fell under the new laws. *(City Clerk Kelly Jackson stated that minutes were taken for work sessions and they are treated the same as the other open meetings.)*
- **Member Childs-** No additional comments
- **Member Guinn-**No additional comments
- **Member Johnson-**No additional comments
- **Mayor Neal-**
  - Appointed an ad-hoc committee to plan the 225<sup>th</sup> Anniversary of Kingston. He appointed the following members: Tony Brown, Glenda Johnson, Sharon Templeton, Jack Sims, Sonny Hunter, Sandy McPherson, Robert Bailey, and Karly Page. He invites anyone else to interested to help as well.
  - Mayor also announced the Vice-Mayor Brown will chair next week's meeting because he will be out of town.
- **Member Wright-**No additional comments



- **City Manager David Bolling**-Asked the City Attorney for an update on the Pineywood property litigation. City Attorney Andrew Thompson stated that Chancery Court has a docket sounding in a few weeks and will have a trial date set at that time. He will advise when he gets that date.
- **City Clerk Kelly Jackson**-No additional comments.
- **City Attorney Andrew Thompson**-No additional comments.
- **Utility Director Kevin Hamilton**-The tank rehab project is underway
- **Finance Director Michelle Kelley**-No additional comments.

Meeting was adjourned at 6:52 PM

APPROVED \_\_\_\_\_

\_\_\_\_\_  
Tim Neal, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**REGULAR MEETING KINGSTON CITY COUNCIL**  
**TUESDAY, OCTOBER 10, 2023 – 6:00 P.M.**  
**KINGSTON CITY HALL**

The Kingston City Council met in regular session on Tuesday, October 10, 2023 at 6:00 P.M. Vice-Mayor Tony Brown called the meeting to order. Council Member Tommy Guinn gave the Invocation and Council Member Stephanie Wright led the pledge. Upon roll call the following members were present: Council Member Philip Bredwell, Vice Mayor Tony Brown, Council Member Randy Childs, Council Member Tommy Guinn, Council Member Lucy Johnson, and Council Member Stephanie Wright. Staff present: City Manager David Bolling, City Clerk Kelly Jackson, Finance Director Michelle Kelley, City Attorney Andrew Thompson, and Utility Director Kevin Hamilton. Mayor Tim Neal was absent.

**APPROVAL OF PREVIOUS MINUTES**

A motion was made by Member Wright, second by Member Guinn to waive the reading and approve as written the minutes of the Work Session on September 5, 2023 and the Regular Meeting on September 12, 2023.

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

**CITIZEN COMMENTS/PERSONS TO APPEAR/PROCLAMATIONS**

- Carolyn Bush Roddy addressed Council to report on the successful event held at Southwest Point Track on September 22<sup>nd</sup>. She thanked everyone involved and hopes to hold other events in the future.
- Felicia Jester (Roane Alliance) updated council on recent events (two ribbon cuttings, food truck rallies, Bassmaster Event) and upcoming events.
- On behalf of Mayor Neal and Council the following proclamations were presented by Vice-Mayor Brown:
  - A proclamation declaring October 21, 2023 as “Night Without a Bed Day”
  - A proclamation declaring November 1, 2023 as “National Family Literacy Day”

**REPORTS-MAYOR AND COUNCIL-**

- Member Bredwell-No additional comments
- Member Brown-Thanked Council Member Wright on her work to bring Bassmaster to Kingston.
- Member Childs-No additional comments
- Member Guinn-No additional comments.
- Member Johnson-No additional comments
- Member Wright-Thanked all employees for their work to make the Bassmaster event successful. Mentioned the national coverage for this event and the reoccurring coverage on FS1. The YouTube videos have around 30,000 views to date.
- Mayor Neal- Absent



## **REPORTS-CITY MANAGER'S REPORT**

- Regarding the upcoming Alliance softball charity game-He has volunteered to play but needs some team-mates.
- The replacement lights for I-40 are expected to arrive next week and will be installed soon. The lights for the City Hall parking lot have been delivered and will be installed soon.
- The final revisions are being made on the personnel policy in hopes to bring them to council in November.
- ARC project-A topographical survey has been ordered and hopefully will be completed by the end of the month

## **ADDITION OF ITEMS TO THE MEETING AGENDA RECEIVED AFTER CLOSE OF AGENDA DEADLINE (BY UNANIMOUS CONSENT OF ALL MEMBERS PRESENT. - NONE**

### **UNFINISHED BUSINESS:**

- A. Consideration of the second and final reading of Ordinance 23-09-12-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2023-2024.**

A motion was made by Member Wright, second by Member Guinn to approve the second and final reading of Ordinance 23-09-12-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2023-2024.

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

### **NEW BUSINESS:**

- A. Consideration to approve a purchase in an amount not to exceed \$15,000 for the purchase of new firearms for the Police Department**

A motion was made by Member Childs, second by Member Guinn to approve a purchase in an amount not to exceed \$15,000 for the purchase of new firearms for the Police Department

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



**B. Consideration of Resolution 23-10-10-01, a resolution calling for a public hearing on the proposed annexation of territory into the City of Kingston by owner consent and approving a plan of services for 1190 Gallaher Road (Roane County Tax Map 049G, Group A, Parcel 001.06)**

A motion was made by Member Wright, second by Member Childs to adopt Resolution 23-10-10-01, a resolution calling for a public hearing on the proposed annexation of territory into the City of Kingston by owner consent and approving a plan of services for 1190 Gallaher Road (Roane County Tax Map 049G, Group A, Parcel 001.06)

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

**C. Consideration to authorize the City Attorney to pursue legal action against the owner of 500 N. Kentucky Street for multiple codes violations.**

A motion was made by Member Wright, second by Member Johnson to authorize the City Attorney to pursue legal action against the owner of 500 N. Kentucky Street for multiple codes violations.

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

Vice-Mayor Brown adjourned the meeting at 6:18 pm

APPROVED \_\_\_\_\_

\_\_\_\_\_  
Tim Neal, Mayor

ATTEST:

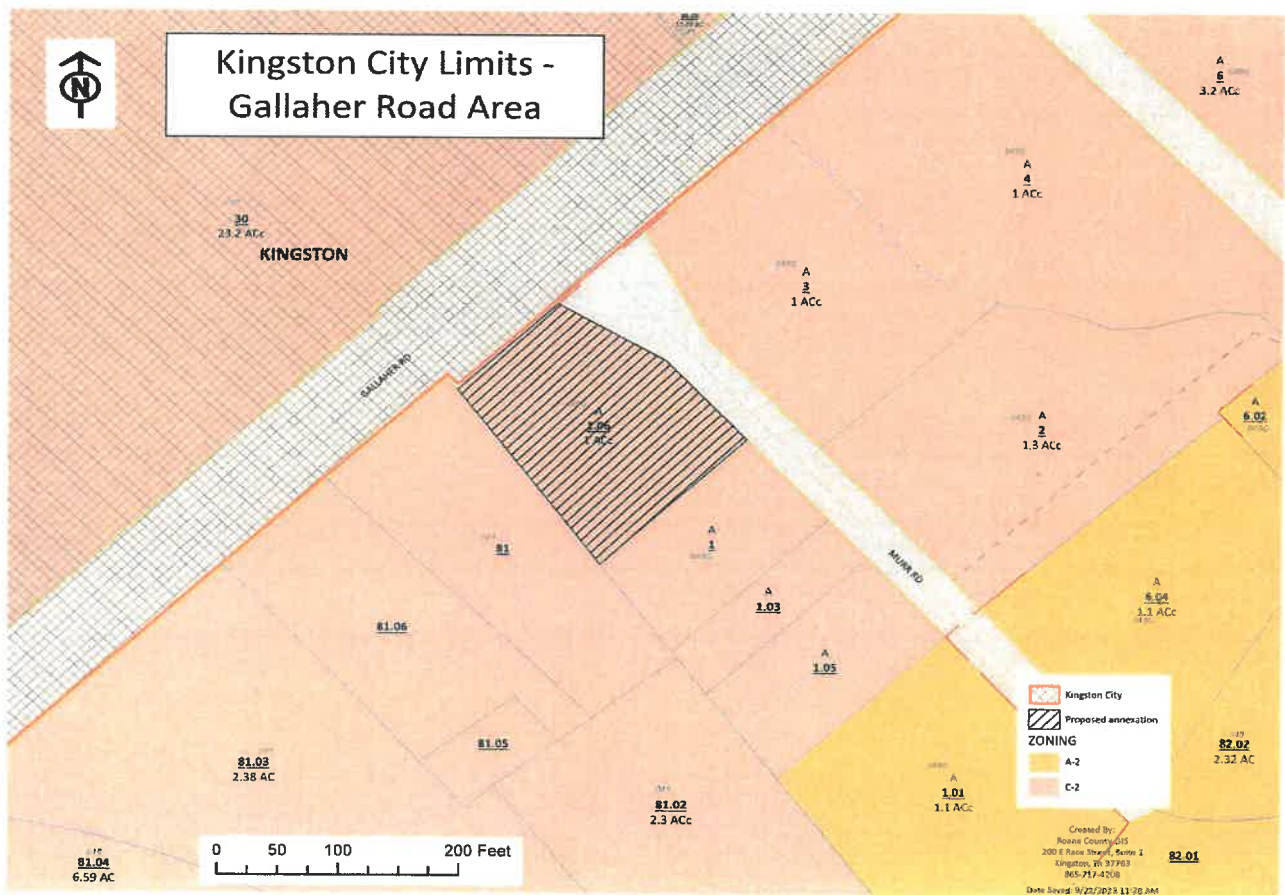
\_\_\_\_\_  
City Clerk



## PUBLIC NOTICE

Take notice that a public hearing will be held on November 14, 2023 at 5:45 PM EDT in the City Council Chambers at the Kingston City Hall, 900 Waterford Place, Kingston, TN 37763 to review and comment upon a proposed plan of services and annexation resolution which the City Council of the City of Kingston proposes to adopt to aid in the annexation of certain property owned by Guadalupe Calderon Borja and Jose Juan Zarate as shown on Roane County Tax Map 049G, Group A, Parcel 001.06.

Notice is further given that on November 14, 2023 at the regular City Council meeting of the City of Kingston held in the City Council Chambers at Kingston City Hall, 900 Waterford Place, Kingston, Tn 37763 beginning at 6:00 PM EDT, the City Council will consider a resolution to adopt the plan of services and annex into the City of Kingston that certain property owned by Guadalupe Calderon Borja and Jose Juan Zarate, described as parcel 001.06 on Roane County Tax Map 049G, Group A, a copy of which tax map is attached hereto. The property which the City Council proposes to annex by resolution and shown on the attached tax map is located at 1190 Gallaher Road, Kingston, TN 37763. A copy of the plan of services, the resolution adopting the plan of services and annexing the above-described property together with a copy of the tax map showing the location of the property to be annexed can be viewed at the office of the City Manager at the Kingston City Hall at 900 Waterford Place, Kingston, TN







**WHEREAS**, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

**WHEREAS**, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today; and

**WHEREAS**, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

**WHEREAS**, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November, as National American Indian Heritage Month; and

**WHEREAS**, in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational, and historical activities have been planned;

**NOW, THEREFORE, I, Timothy F. Neal, by virtue of the authority vested in me as Mayor of the City of Kingston, Tennessee do hereby proclaim November, 2023 as**

**“National American Indian Heritage Month”**

**and encourages its citizens to observe this month with appropriate programs, ceremonies and activities.**

**IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal to be affixed on November 14, 2023.**

---

Timothy F. Neal, Mayor  
City of Kingston, Tennessee





## PROCLAMATION

**WHEREAS**, the City of Kingston is the County seat of Roane County, Tennessee; and,

**WHEREAS**, the City of Kingston wishes to honor the Kingston Boys and Girls Golf Teams; and,

**WHEREAS**, the Kingston Boys and Girls Golf Team and Mayor Tim Neal representing the City of Kingston hereby set aside November 14, 2023, in honor of these teams and in recognition of their accomplishments as follows:

- The Boys Finished with a season record of 47-21 and the Girls with 39-7
- Both Won the District 3 championship
- Both Won the Region 2 championship
- Brylee Crouse and Kailey Lane all finished top 10 in the state tournament and received all state honors.
- The Boys Finished the season as the Tennessee division 1-A state champions for the third year in a row and 5th overall becoming the school with the most championships in Division 1-A of all time.
- The Girls Finished Runner-Up for the second time in school history.
- Will Bacon became the first boy in Roane County to win an individual championship.

Members of the team include: Boys- Ethan Arneson, Eli Backus, Nate Backus, Will Bacon, Alex Chandler, Kaiden Gurney, John Howell, Parker Jones, Myles Nellans, and Hayden Weaver. Girls-Lauren Balenstine, Brylee Crouse, Kailey Lane, and Capri Musick. Head Coach Mike Neal and Assistant Landon Hardin.

**WHEREAS**, the City of Kingston wishes to thank the Kingston Boys and Girls Golf Team for their contribution to the city and for setting an example of excellence for the citizens of Kingston; and

**THEREFORE**, I, Timothy F. Neal, Honorable Mayor of the City of Kingston, Tennessee, do hereby proclaim the 14th day of the month of November 2023,

**"Kingston Golf Team Day"**

and I urge all citizens to acknowledge their contribution to our city.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused this seal to be affixed on November 14, 2023.

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Timothy F. Neal, Mayor  
City of Kingston, Tennessee



## **RESOLUTION 23-11-14-01**

### **A RESOLUTION TO ANNEX CERTAIN TERRITORY UUPON WRITTEN CONSENT OF THE OWNERS AND TO INCORPORATE THE SAME WITHIN THE BOUNDARIES OF THE CITY OF KINGSTON**

#### **1190 GALLAHER ROAD (ROANE COUNTY TAX MAP 049G, GROUP A, PARCEL 001.06)**

**WHEREAS**, the City of Kingston, having been petitioned by interested persons, proposes the extension of its corporate limits by the annexation of certain territory into the city limits; and

**WHEREAS**, 2/3 of the property owners in the territory consent to the annexation in writing, the total area of the property owned by the owners who consent is more than ½ of the territory proposed for annexation, and the annexation consists of 9 or fewer parcels; and

**WHEREAS**, a copy of this resolution, describing the territory proposed for annexation, was promptly sent by the City of Kingston to the last known address listed in the office of the Roane County Property Assessor for each property owner of record within the territory proposed for annexation, with such being sent by first class mail and mailed no later than fourteen (14) calendar days prior to the scheduled date of the hearing on the proposed annexation by owner consent; and

**WHEREAS**, this resolution was also published by posting copies of it in at least three (3) public places in the territory proposed for annexation and in a like number of public places in the City of Kingston, and by publishing notice of the resolution at or about the same time in the Roane County News, a newspaper of general circulation in such territory and the City of Kingston; and

**WHEREAS**, a plan of services for the area proposed for annexation is attached as Exhibit A hereto, which plan of services addresses the same services and timing of services as required in Tennessee Code Annotated 6-51-102; and

**WHEREAS**, the proposed annexation and plan of services were submitted to the Kingston Municipal Planning Commission for study, and it has recommended the same; and

**WHEREAS**, notice of the time, place, and purpose of a public hearing on the proposed annexation and the plan of services was published in a newspaper of general circulation in the City of Kingston not less than fifteen (15) days before the hearing, which notice included the locations of a minimum of three (3) copies of the plan of services for public inspection during all business hours from the date of notice until the public hearing; and

**WHEREAS**, a public hearing on the proposed annexation and plan of services was held by the City Council of the City of Kingston on November 14, 2023.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Kingston, Tennessee as follows:



- A. That the following territory is hereby annexed and incorporated into boundaries of the City of Kingston, to be effective as of \_\_\_\_\_, 2023, to wit:  
1190 Gallaher Road (Roane County Tax Map 049G, Group A, Parcel 001.06)
- B. That the plan of services for this territory which is attached as Exhibit A hereto is approved and the same is hereby adopted.
- C. That this territory is not included in any particular Ward/District.
- D. That the Mayor/City Manager/City Clerk shall cause a copy of this resolution, as well as the adopted plan of services, to be forwarded to the Mayor/County Executive of Roane County.
- E. That a signed copy of this resolution shall be recorded with the Roane County Register of Deeds, and a copy shall also be sent to the Tennessee Comptroller of the Treasury and the Roane County Assessor of Property.
- F. That a signed copy of this resolution, as well as the portion of the plan of services related to emergency services and a detailed map of the annexed area, shall be sent to any affected emergency communication district.
- G. That a revised map of the voting precincts shall be sent to the office of local government and to the office of management information services for the Tennessee General Assembly, following adoption of this resolution.
- H. That the Tennessee Department of Revenue shall be notified, for the purpose of tax administration, that the annexation took place.

**WHEREUPON**, the Mayor of the City of Kingston declared the Resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

Approved as to Form and Legality this \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
City Attorney



## **Exhibit A**

### **PLAN-OF-SERVICES**

The annexation area is parcel 001.06, Roane County Tax Map 049G, Group A and that portion of the Gallaher Road right-of-way from the existing corporate limits to the easternmost point of Parcel 001.06, Roane County Tax Map 049G, Group A.

**Police Protection:** Police protection services will be provided to the annexation area beginning on the effective date of annexation using existing equipment and personnel.

**Fire Protection:** Fire protection services will be provided to the annexation area beginning on the effective date of annexation using existing equipment and personnel.

**Water Service:** Public water service will continue to be available to the area from the Kingston Water Department.

**Electrical Service:** Electric service will continue to be available from the Rockwood Electric Utility.

**Sanitary Sewer Service:** Sanitary sewer service will continue to be available to the area from the Kingston Water Department.

**Solid Waste Collection:** Solid waste collection service will be available from the City of Kingston on the effective date of annexation, in accordance with existing city policies.

**Brush Removal:** Brush removal services will be available to the annexed property on the effective date of annexation provided in accordance with the existing city policies.

**Street Construction, Maintenance, and Repair:** No street construction, maintenance, nor repair are proposed for the annexation area since the only public street is State Highway 58/Gallaher Road.

**Recreation Facilities and Programs:** Existing recreation facilities and programs will be available on the effective date of annexation.

**Street Lighting:** Street lighting will continue to be available through Rockwood Electric Utility

**Planning Services:** Planning services will be provided by the Kingston Municipal Planning Commission.

**Zoning Services:** The property will be appropriately zoned as C-2, Highway Business District, on the effective date of annexation.

**Codes Enforcement:** Codes enforcement will continue to be available by the City of Kingston/Roane County Codes on the effective date of annexation.



**ORDINANCE: 23-11-14-01**

**AN ORDINANCE AMENDING “THE ZONING MAP OF KINGSTON, TENNESSEE” BY ZONING CERTAIN TERRITORY ANNEXED BY RESOLUTION 23-11-14-01, AS C-2, HIGHWAY BUSINESS DISTRICT.**

**WHEREAS**, The Kingston City Council, in accordance with Section 13-7-204 of the Tennessee Code Annotated, may amend the zoning ordinance and the “Zoning Map of Kingston, Tennessee”; and

**WHEREAS**, The Kingston Municipal Planning Commission has forwarded its recommendation to the Kingston City Council regarding the amendment to the “Zoning Map of Kingston, Tennessee”;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Kingston, Tennessee;

Section 1. As shown on the attached map, parcel 001.06, Roane County Tax Map 049G, Group A, and the right-of-way of Highway 58/Gallaher Road, from the existing corporate limits to the easternmost point of parcel 001.06, Roane County Tax Map 049G, Group A, is hereby zoned as C-2, Highway Business District.

Section 2. This ordinance shall be effective from and after its passage, the public welfare requiring it.

Passed on first reading: \_\_\_\_\_, 2023

Public Hearing Held: \_\_\_\_\_, 2023

Passed on second reading: \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



**ORDINANCE 23-11-14-02**

**AN ORDINANCE ADOPTING AND ENACTING A COMPREHENSIVE  
CODIFICATION AND REVISION OF THE PERSONNEL RULES AND REGULATIONS  
OF THE CITY OF KINGSTON.**

WHEREAS, the City Council of the City of Kingston has heretofore adopted a personnel system pursuant to Article 6, Section 6.02 of the Kingston City Charter; and,

WHEREAS, the Personnel Rules and Regulations of the City of Kingston are in need of revision; and,

WHEREAS, the City Council of the City of Kingston deems it to be in the best interest of the City to adopt new Personnel Rules and Regulations,

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KINGSTON THAT:

Section 1. Personnel Rules and Regulations Adopted. Personnel Rules and Regulations attached hereto as Exhibit A are hereby adopted in their entirety.

Section 2. Ordinances Repealed. All ordinances inconsistent with this ordinance and the rules and regulations hereby adopted are repealed to the extent of any such conflict.

Section 3. Severability Clause. The invalidity of any section, subsection, paragraph, sentence or clause in the Personnel Rules and Regulations of the City of Kingston shall not affect the validity of any other portion of said Rules and Regulations sand only any portion declared to be invalid by a court of competent jurisdiction shall be deleted therefrom.

Section 4. Date of Effect. This ordinance shall take effect from and after its final passage, the public welfare requiring it.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Passed First Reading: \_\_\_\_\_

Passed Second Reading: \_\_\_\_\_



**ORDINANCE NO. 23-11-14-03**  
**AN ORDINANCE AMENDING THE ANNUAL BUDGET FOR THE CITY OF KINGSTON, TENNESSEE FOR**  
**FISCAL YEAR 2023-2024**

**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 for Lighting projects and a HVAC unit replacement;

**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 to Capital Improvements and Repair and Maintenance of City Hall Buildings:

General Fund:

Revenues:

110-38000	Donation from Roane County	\$25,000.00
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Fund Balance:

110-27100	Fund Balance	\$156,625.00
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110-26435	Assigned Fund Balance Library	\$1,750.00
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Expenditures:

110-43750-933	Capital Improvements I40 Lighting Project	\$150,000.00
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110-41810-260	City Hall Buildings Repair & Maintenance	\$6,625.00
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110-41810-260	City Hall Buildings Library Heat and Air Replacement	\$16,750.00
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110-43750-932	Outdoor Fitness Court	\$10,000.00
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**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.

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Tim Neal  
Mayor

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Kelly Jackson  
City Clerk

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_



# PROPOSED CHANGES TO THE CITY OF KINGSTON SUBDIVISION REGULATIONS

Article II (D)(7) is hereby deleted in its entirety, to be replaced with the following language:

“Unless a time extension has been requested by the developer and granted by the Kingston Municipal Planning Commission, the Final Plat of the first unit shall be submitted within three (3) years of the approval date of the Preliminary Plan; otherwise, the plat cannot receive Final Plat consideration, but shall be considered as, the resubmitted as, a new Preliminary Plan. Final Plat approval of each unit of the subdivision will be subject to the vesting requirements as established in Article II (G) of the Kingston Municipal Subdivision Regulations”

Article II (G)(1)(2)(3) VESTING OF PROJECTS is hereby added with the following language:

1. INITIAL VESTING-The vesting period applicable to a development plan shall be a period of three (3) years, beginning on the date of the planning commission’s approval of the preliminary development plan; provided, that the applicant obtains planning commission’s approval of a final plat, secures any necessary permits, and commences site preparation within the vesting period. If the applicant obtains planning commission’s approval of a final plat, secures any necessary permits, and commences site preparation within the vesting period, then the vesting period shall be extended an additional two (2) years to commence construction from the date of the expiration of the three-year period. During the two-year period, the applicant shall commence construction and maintain any necessary permits to remain vested.
2. ADDITIONAL VESTING-If construction commences during the vesting period, the development standards applicable during the vesting period shall remain in effect until the planning commission has certified final completion of the development or project; provided, that the total vesting period for the project shall not exceed ten (10) years from the date of the approval of the preliminary development plan unless the planning commission grants an extension pursuant to an ordinance or resolution; provided further, that the applicant maintains any necessary permits during the ten-year period.
3. PHASED VESTING-In the case of developments which proceed in two (2) or more sections or phases as described in the development plan, there shall be a separate vesting period applicable to each section or phase. The development standards which are in effect on the date of approval of the preliminary development plan for the first section or phase of the development shall remain the development standards applicable to all subsequent sections or phases of the development; provided, that the total vesting period for all phases shall not exceed fifteen (15) years from the date of the approval of the preliminary development plan for the first section or phase unless the planning commission grants an extension pursuant to an ordinance or resolution; provided further, that the applicant maintains any necessary permits during the fifteen-year period.





## KINGSTON FIRE DEPT

qty 14 Minitor VI VHF pagers 5ch

08/28/2023





08/28/2023

KINGSTON FIRE DEPT  
KINGSTON FIRE DEPT  
125 W CUMBERLAND ST  
KINGSTON, TN 37763

RE: Motorola Quote for qty 14 Minitor VI VHF pagers 5ch  
Dear Chief Willie Gordon,

Motorola Solutions is pleased to present KINGSTON FIRE DEPT with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide KINGSTON FIRE DEPT with the best products and services available in the communications industry. Please direct any questions to Jimmy Hayes, Jr. at [jimmy.hayes@metrocomm2way.com](mailto:jimmy.hayes@metrocomm2way.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Jimmy Hayes, Jr.

Motorola Solutions Manufacturer's Representative



Billing Address:  
KINGSTON FIRE DEPT  
KINGSTON FIRE DEPT  
125 W CUMBERLAND ST  
KINGSTON, TN 37763  
US

Quote Date:08/28/2023  
Expiration Date:10/27/2023  
Quote Created By:  
Jimmy Hayes, Jr.  
jimmy.hayes@metrocomm2way.com

End Customer:  
KINGSTON FIRE DEPT  
Chief Willie Gordon  
Willie.Gordon@kingstontn.gov

Qty 14 Minitor VI VHF 5ch pagers with 4 year warranty. This quote assumes customer to program the pagers.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
MINITOR VI						
1	A03JAC9JA2AN	143-174MHZ FIVE CH NON-UL M6 PAGER	14	\$583.00	\$452.25	\$6,331.50
1a	STDBAT0136AA	STANDARD BATTERY	14			
1b	RA00641AA	ENH: 3 YEAR SFS	14			
1c	STDCHG0136AG	STANDARD CHARGER	14			
Subtotal						\$8,162.00
Total Discount Amount						\$1,830.50
Grand Total						<b>\$6,331.50(USD)</b>

### Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.





## Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead  
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)





**KINGSTON BEER BOARD  
REGULAR MEETING  
Tuesday, November 14, 2023**

**A G E N D A**

**A. Call to Order**

**B. Roll Call**

**C. Previous Minutes**

**D. New Business**

1. Consideration to approve an application for a beer permit for 1190 Gallaher Road



REGULAR MEETING – KINGSTON BEER BOARD  
TUESDAY, OCTOBER 10, 2023  
KINGSTON CITY HALL

The Regular Meeting of the Kingston Beer Board was held on Tuesday, October 10, 2023. Vice-Chairman Tony Brown called the meeting to order with the following members present upon roll call: Member Philip Bredwell, Vice-Chair Tony Brown, Member Randy Childs, Member Tommy Guinn, Member Lucy Johnson, and Member Stephanie Wright. Chairman Tim Neal was absent.

**PREVIOUS MINUTES**

A motion made by Member Wright, second by Member Childs to waive the reading and approve as written the minutes of the regular meeting on September 12, 2023.

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

**Citizens Comments: None**

**New Business: NONE**

Vice-Chairman Brown adjourned the meeting at 6:19 pm

APPROVED \_\_\_\_\_

\_\_\_\_\_  
Timothy Neal, Chairman

ATTEST:

\_\_\_\_\_  
City Clerk





# CITY OF KINGSTON

900 Waterford Place

Kingston, TN 37763

865-376-6584

## Application for Beer Permit

### CLASSIFICATION:

- ☒ Restaurant ☐ Caterer  
☐ Grocery Store ☐ Convenience Store ☐ Package Beer Store (off premise) ☐ Golf Course  
☐ Tavern ☐ Wholesale/Distribution (off premise)

### TYPE OF PERMIT:

On-Premises: ☒  
Off-Premises: ☐

The Kingston Beer Board meets monthly on the second Tuesday following the regular City Council Meeting. Applicant will be required to attend this meeting for consideration. Meeting Date: \_\_\_\_\_

I HEREBY MAKE APPLICATION FOR A PERMIT TO SELL, STORE, MANUFACTURE, OR DISTRIBUTE BEER OR OTHER BEVERAGES AUTHORIZED TO BE SOLD, STORED, MANUFACTURED OR DISTRIBUTED UNDER THE PROVISIONS OF TENNESSEE CODE ANNOTATED 57-5-101 ET SEQ., AND BASE MY APPLICATION UPON THE ANSWERS TO THE FOLLOWING QUESTIONS:

1. Full name of applicant: (owner of business) Guadalupe Calderon Borja
2. Type of applicant: (check one)  
☒ Person ☐ Firm ☐ Corporation  
☐ Syndicate ☐ Association ☐ Joint-Stock Company
3. Give the name and address of all persons, firms, corporations, joint-stock companies, syndicates, or associations who own 5% or more of the business (attach additional sheet, if needed)  
\_\_\_\_\_  
\_\_\_\_\_

*If the owner is an individual, answer Questions 4-8, Otherwise, proceed to Question 9*

4. What is your present home address?  
6249 Rexburg Drive, Knoxville, TN 37921
5. Previous address(es) within the last ten years Same address
6. Date of Birth: [REDACTED]
7. Applicant's home telephone: 865-306-7113



8. Applicant's business telephone 8 6 5 - 2 7 0 - 2 2 1 1
9. Under what name will the business operate: Cazadores Mexican Restaurant
10. Give business address and geographical location: 1190 Gallher Rd, Kingston, TN 37763
11. Describe the nature of the business you will operate: Mexican Restaurant
12. Name and address of the person to receive annual tax notices and any other communication:  
Guadalupe Calderon Borja
13. Name and address of property owner (if other than business owner):  
Same as business owner
14. Will this permit be used to operate two or more restaurants or other businesses within the same building (yes or no) No. If yes, specify number \_\_\_\_\_, and list the names of all restaurants or other businesses and describe all locations.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. Give the name, date of birth, and address of any manager other than the applicant.  
Guadalupe Calderon Borja, [REDACTED] 249 Rexburg Dr, Knoxville, TN 37921
16. Has any person who owns five percent (5%) or more of the business, any manager listed in response to Question 15 above, or any other employee of the business, been convicted of any violation of the beer or alcoholic beverage laws or any crime (other than minor traffic violations) within the past ten (10) years No. If yes, give the particulars of each charge, the court, and the date convicted.  
\_\_\_\_\_  
\_\_\_\_\_
17. Have you, your business, or any person who owns five percent (5%) or more of the business, ever had a beer permit revoked, suspended, or denied in the State of Tennessee? (Yes or no) No. If yes, specify where, when and why.  
\_\_\_\_\_
18. Give the name, relationship to the applicant (if applicable) and address of the former beer permittee at this location. N/A
- The City of Kingston has adopted a rule forbidding the sale, storage, or manufacture of beer within \_\_\_\_\_ feet of a church, school, or other place of public gathering.
19. Give the name and address of the church or other place of worship nearest to your business.  
Gallaher Road Church, 104 Oberly Rd, Kingston, TN 37763



2) Give the name and address of the school nearest to your business.

Kingston Elementary, 2000 Kingston Hwy, Kingston, TN 37763

2) Give the name of the owner and address of the nearest residential dwelling to your business.

108 Nurr Rd. Kingston, TN 37736


### NOTICE

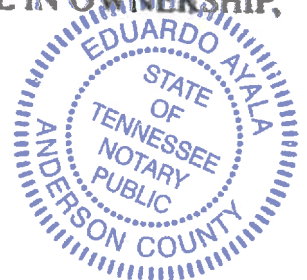
A non-refundable \$250 fee must accompany this application. If the application is approved, you are required to provide documentation of sales tax registration to the City within ten (10) days of approval. An annual privilege tax of \$100 is imposed on the business of selling, distributing, storing, or manufacturing beer in the state. This tax is due each January 1<sup>st</sup> and is payable to the City of Kingston. This tax is prorated for new permits issued after January 1<sup>st</sup>, and must be paid when the permit is issued.

*Per TC 4-5-5-104(a) No portion of the fee shall be refunded to the applicant, notwithstanding whether an application is approved or denied.*

ANY APPLICANT MAKING A FALSE STATEMENT IN THIS APPLICATION SHALL FORFEIT HIS/HER PERMIT AND SHALL NOT BE ELIGIBLE TO RECEIVE ANY PERMIT FOR TEN (10) YEARS.

I CERTIFY THAT THIS APPLICATION CONTAINS TRUE INFORMATION TO THE BEST OF MY KNOWLEDGE AND BELIEF. I CERTIFY THAT I HAVE BEEN A CITIZEN OR LAWFUL RESIDENT OF THE UNITED STATES FOR AT LEAST ONE (1) YEAR IMMEDIATELY PRECEDING THE DATE THIS APPLICATION IS MADE TO THE CITY. I AM AWARE OF MY CONTINUING OBLIGATION TO AMEND OR SUPPLEMENT THIS APPLICATION PROMPTLY IF A CHANGE IN CIRCUMSTANCES AFFECTS THE RESPONSES PROVIDED IN THIS APPLICATION, EITHER BEFORE OR AFTER A PERMIT HAS BEEN ISSUED. I CERTIFY THAT I AM KNOWLEDGEABLE OF THE LAWS PROHIBITING THE SALE OF BEER TO MINORS. I AM AWARE THAT I WILL NOT BE ISSUED A BEER PERMIT OR MY PERMIT WILL BE REVOKED IF MY BUSINESS LOCATION CAUSES TRAFFIC CONGESTION OR INTERFERES WITH SCHOOLS, CHURCHES, OR OTHER PLACES OF PUBLIC GATHERING, OR OTHERWISE INTERFERES WITH PUBLIC HEALTH, SAFETY AND MORALS. I WILL SURRENDER TO THE BEER BOARD ANY PERMIT ISSUED UNDER THIS APPLICATION WITHIN FIFTEEN (15) DAYS OF TERMINATION OF THE BUSINESS, CHANGE IN OWNERSHIP, RELOCATION OF THE BUSINESS, OR CHANGE OF THE BUSINESS NAME.

  
Signature of Applicant/Owner



Sworn to and subscribed before me this 17 day of October, 2023.

  
Notary Public

My Commission Expires: February 23, 2025



# BACKGROUND CHECK

Under TCA 57-5-103(e), a city or county is authorized to seek criminal history background or fingerprint checks on applicants. Criminal background checks may include fingerprint checks against state and federal criminal records maintained by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation. The Tennessee Bureau of Investigation is authorized to assess fees for the searches in accordance with the fee schedule established by the bureaus.



An online background has been completed through the Tennessee Bureau of Investigation and the results are attached for review.



The Kingston Chief of Police or designee has reviewed the application and has completed an investigation.

           No Records Found



           Records Found

ARREST on 6-16-2015 Alcohol violation / selling to  
A minor (Knox County)

Kingston Chief of Police or authorized personnel





Bill Lee  
Governor

**TENNESSEE BUREAU OF INVESTIGATION**

**ATTN: TORIS**

901 R.S. Gass Boulevard  
Nashville, Tennessee 37216-2639  
(615) 744-4057  
Facsimile (615) 744-4289



David B. Rausch  
Director

10/31/2023

TIFFANY A MOORE  
900 WATERFORD PLACE  
KINGSTON TN 37763

**Tennessee Criminal History Records Request**

Attached is the response to your request for a criminal history record check on the following individual in which Tennessee information was found. NOTE: All aliases submitted have been searched.

**GAUDALUPE CALDERON BORJA**

**Please be aware that, unless a fingerprint comparison is performed, it is impossible for the Tennessee Bureau of Investigation to be sure the record belongs to the individual you requested. A fingerprint comparison will only be performed in the event of a written appeal of criminal history results. The information you receive will be based on only those arrests which occurred within the state of Tennessee.**

The Tennessee Bureau of Investigation found Tennessee criminal history based on the information provided. No criminal record check was conducted for other states or for the Federal Bureau of Investigation.

Tennessee Open Records Information Services  
Tennessee Bureau of Investigation  
901 R.S. Gass Blvd.  
Nashville, TN 37216



INTERNATIONALLY ACCREDITED SINCE 1994



THE INFORMATION IN THIS RAP SHEET IS SUBJECT TO THE FOLLOWING CAVEATS:

THIS RECORD IS BASED ONLY ON THE SID OR FBI NUMBER IN YOUR REQUEST ( 4025435 ) BECAUSE ADDITIONS OR DELETIONS MAY BE MADE AT ANY TIME, A NEW COPY SHOULD BE REQUESTED WHEN NEEDED FOR SUBSEQUENT USE. USE OF THE FOLLOWING RECORD IS REGULATED BY LAW. IT IS FURNISHED FOR OFFICIAL USE ONLY AND SHOULD ONLY BE USED FOR THE PURPOSE REQUESTED. WHEN EXPLANATION OF A CHARGE OR DISPOSITION IS NEEDED, COMMUNICATE DIRECTLY WITH THE AGENCY THAT CONTRIBUTED THE FINGERPRINTS. (TBI; 2005-06-28)

\*\*\*\*\* IDENTIFICATION \*\*\*\*\*

SUBJECT NAME(S)

CALDERON, GUADALUPE BORJA

CALDERON BORJA, GUADALUPE (AKA)

SUBJECT DESCRIPTION

STATE ID NUMBER  
4025435 (TN)

SOCIAL SECURITY NUMBER  
MATCH

SEX  
MALE

RACE  
WHITE

SKIN TONE  
UNKNOWN

HEIGHT  
5'06"

WEIGHT  
150

DATE OF BIRTH  
[REDACTED]

HAIR COLOR  
BLACK

EYE COLOR  
BROWN

PLACE OF BIRTH  
MM

\*\*\*\*\* CRIMINAL HISTORY \*\*\*\*\*

===== CYCLE 001 =====  
TRACKING NUMBER 470003033459  
EARLIEST EVENT DATE 2015-06-16 INCIDENT DATE 2015-06-02

-----  
ARREST DATE 2015-06-16  
ARREST CASE NUMBER 1040201  
ARRESTING AGENCY TN0470000 KNOX COUNTY SO  
SUBJECT'S NAME GUADALUPE BORJA CALDERON  
OFFENDER ID NUMBER 4025435  
CHARGE NUMBER 108855699  
CHARGE TRACKING NUMBER 470003033459  
CHARGE LITERAL ALCOHOL SALE TO MINOR  
COUNTS 1  
SEVERITY UNKNOWN

\*\*\*\*\* INDEX OF AGENCIES \*\*\*\*\*

AGENCY KNOX COUNTY SO; TN0470000;

\* \* \* END OF RECORD \* \* \*





**KINGSTON WATER BOARD  
REGULAR MEETING  
Tuesday, November 14, 2023**

**A G E N D A**

- 1. Call to Order**
- 2. Roll Call**
- 3. Previous Minutes**
- 4. Citizens' Comments**
- 5. Utility Director's Report**
- 6. New Business**
  - A. Consider to authorize the City Manager and Utility Director to approve connection and accept ownership of water service for a proposed development on Old James Ferry Road contingent on the satisfaction of all applicable state and local requirements
  - B. Consideration to authorize the City Attorney to pursue legal action on any delinquent water accounts with balances of \$1,000 or greater
  - C. Consideration to authorize the City Attorney take any and all measures to secure the judgement received against the former owners of 519 E. Race Street
  - D. Consideration to extend the moratorium on sewer charges for water customers who are not connected to sewer until July 1<sup>st</sup>, 2024

**ALL CITY OF KINGSTON MEETINGS ARE OPEN TO THE PUBLIC. THIS MEETING WILL ALSO BE LIVESTREAMED ON OUR WEBSITE, [WWW.KINGSTONTN.GOV](http://WWW.KINGSTONTN.GOV) AND POSTED TO YOUTUBE AND OUR FACEBOOK PAGE.**



**REGULAR MEETING – KINGSTON WATER BOARD  
TUESDAY, OCTOBER 10, 2023  
KINGSTON CITY HALL**

The Regular Meeting of the Kingston Water Board was held on Tuesday, October 10, 2023. Vice-Chairman Tony Brown called the meeting to order with the following members present upon roll call: Member Philip Bredwell, Vice-Chair Tony Brown, Member Randy Childs, Member Tommy Guinn, Member Lucy Johnson, and Member Stephanie Wright. Chairman Tim Neal was absent.

**PREVIOUS MINUTES**

A motion made by Member Childs, second by Member Bredwell to waive the reading and approve the minutes as written the minutes of the regular meeting on September 12, 2023.

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

**Citizen Comments –**

- Dickey Maddox (155 Old Johnson Valley Road) requested a status update on the moratorium placed on sewer charges. City Manager Bolling advised his plans to recommend to Council next month to extend the moratorium based upon information received about possible upcoming legislation.

**UTILITY DIRECTOR'S REPORT**

- Director Kevin Hamilton advised that the Ladd Landing Tank Rehab is now complete and anticipates the Morrison Hill Tank Rehab project will be completed soon.

**CITY MANAGER'S REPORT**

- Nothing additional reported

**New Business:**

**1. Consideration to authorize the purchase of two Ford F-150 trucks at state bid price.**

A motion made by Member Wright, second by Member Guinn to authorize the purchase of two Ford F-150 trucks at state bid price.

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

Vice-Chairman Brown adjourned the meeting. 6:24 pm

APPROVED \_\_\_\_\_

\_\_\_\_\_  
Timothy Neal, Chairman

ATTEST:

\_\_\_\_\_  
City Clerk



October 17, 2023

Kevin Hamilton  
Kingston Water Department  
900 Waterford Pl, Kingston, TN 37763

Dear Mr. Hamilton,

We are writing to you to formally express our desire to connect to the City of Kingston's water supply. For the benefit of those not familiar, our property is on Old James Ferry Rd (between 137 and 143). It is approximately 21 acres that we intend to subdivide into four approximately 5-acre parcels. We plan to live on one of the parcels and will have deed restrictions that prevent subdividing these parcels any further.

The water line will run along an approximately 600 ft. shared driveway from Old James Ferry Rd. to the lots, where each would then have their own water meter. A 15 ft utility easement will be provided. The existing residence at the end of our shared driveway, currently on a well, has expressed the desire to also connect to this water line should their well become unusable in the future.

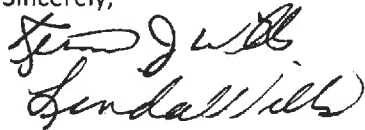
We have informally discussed our plans with you since we purchased the property about 2 years ago and have previously appeared before the Kingston City Counsel to discuss our project. The engineering firm, Lemay and Associates has prepared a package for submittal to the State of Tennessee Department of Environment and Conservation (TDEC) for approval that you have commented on and received a copy.

This letter is to formally state our intentions and to request approval from the Water Board prior to submittal of this package to the State. It is our understanding that the Kingston Water Department will extend the water line under the road from the existing line and that we are responsible for installation of the remainder of the line. Once installed and inspected, our expectation is to turn the ownership of the water line over to the City of Kingston to maintain.

At this time, it is our intent to have septic fields and not to be served by sewer.

Thank you for your assistance on this project. Let us know if there is any further information that we need to provide.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken and Linda Wills". The signature is written in a cursive, flowing style.

Ken and Linda Wills  
375 Conkinnon Dr.  
Lenoir City, TN 37772  
865-621-4297

Cc  
Richard LeMay, LeMay and Associates

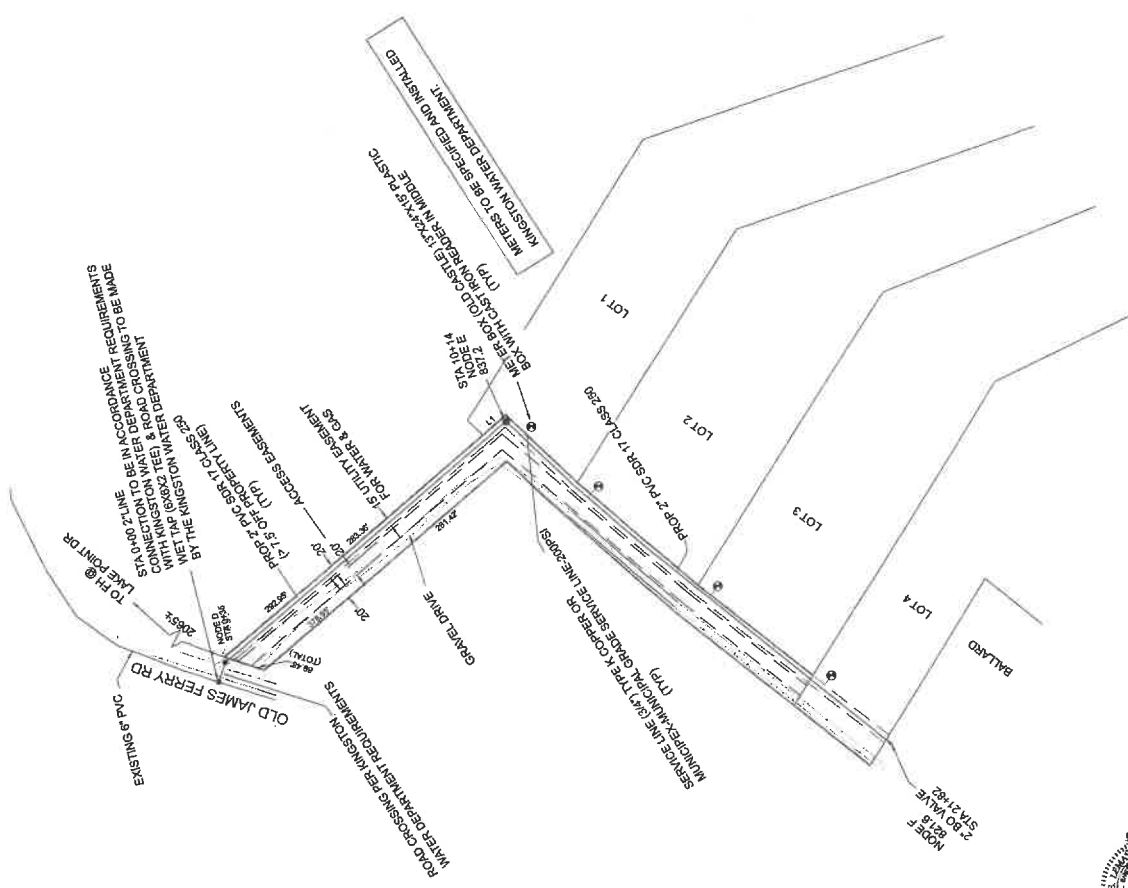




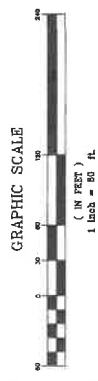
LOCATION MAP

LEGEND

- PRE HYDRAUNT
- DATE VALVE
- TEE
- WATER METER WITH LATERAL
- WATER MAIN



NOTE:  
-INSTALL 2\"/>



LEMAI AND ASSOCIATES CONSULTING ENGINEERS		TEL: 865-571-0183 FAX: 865-544-8033 10816 KINGSTON PIKE KNOXVILLE, TENNESSEE 37934		DESIGNED BY: REL DRAWN BY: REL CHECKED BY: REL	APPROVED BY: ENGINEER WATER	NO. DATE 1 10-15-2023 2 10-16-2023	REVISION	APPL	SCALE HORIZONTAL: 1"=40'	KINGSTON WATER DEPARTMENT 900 WATERFORD PL KINGSTON, TENNESSEE 37763		OWNER / DEVELOPER WILLIS KENNETH & LINDA B 375 CONKERN DRIVE LENDOR CITY TN 37732 (865) 681-4297		
PROJECT PLAN - (P):										KINGSTON WATER DEPARTMENT 900 WATERFORD PL KINGSTON, TENNESSEE 37763			DRAWING NO. 633	
SHEETS 1										SHEETS 1			OF	
SHEETS 1										SHEETS 1			OF	