Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
August 20, 2026

1. **Call to Order**
   Mayor Verhoven called the meeting to order at 7:04 p.m.

2. **Pledge of Allegiance:**
   Mayor Verhoven asked everyone to please stand and recite the pledge of allegiance.

3. **Roll Call:**
   Board Members:

Keith Allgood, Commissioner	Present
Michael Coldwell, Commissioner	Present
Mike Hargis, Vice-Mayor	Present
Bob Stohler, Commissioner	Present
Todd Verhoven, Commissioner	Present
Non-Voting Staff:	
John Lawless, City Manager	Present
Tim Potter, City Attorney	Present
Kellie Reed, Finance Director	Present
Eugene Ivey, Public Safety Director	Absent
Brandy Miniat, Parks Director	Present
Roger Parker, Public Works Director	Present
Jeremy Vaughan, Fire Chief	Present

4. **Declaration of Quorum by City Manager**
   Mayor Verhoven declared a quorum.

5. **Motion to Approve July 16, 2026 City Commission Meeting Minutes:**
   A motion was made by Commissioner Allgood, seconded by Commissioner Stohler, to approve the July 16, 2026, meeting minutes. All approved by voice vote. Motion passed.

6. **Motion to Approve August 20, 2026 Board of Commissioners Meeting Agenda**
   Mayor Verhoven requested to amend the agenda by adding under Other Tax Relief Discussion. A motion was made by Commissioner Allgood, seconded by Vice Mayor Hargis, to approve the August 20, 2026, meeting agenda as amended. All approved by voice vote. Motion passed.

7. **Community Input and Concerns:**
   Bob Sanders, 225 Woodlands Drive, commented on tornado sirens stating he would like to see them installed and stated he liked the idea of tax freeze for seniors.

8. **Commissioner Comments and Announcements:**
   None.

9. **City Manager Comments and Department Reports:**
   Chief Jeremy Vaughan reported three volunteers have completed the initial 92- hour training and the current count is 26 volunteer firefighters. He further stated the engine 2 refurbishment is moving along quite fast and gave a quick update on the progress. Last week the Fire department

received new F250 which will be in service sometime in November for medical calls. Radios have been ordered for the swap over in January. He reported things are going well for the police department. He further reported Chief Ivey is currently at a conference on LPR cameras and may have information when he returns. Parks Director Brandy Miniat reported soccer is starting next weekend. She stated everyone is gearing up for Dinner on Main which is September 20th and Art in the Park on October 3rd. She further stated the splash pad will be shutting down for the season after Labor Day weekend. Public Works Director Roger Parker stated they are working on cutting grass, roadside mowing, and culvert cleanouts. He stated they do have some culverts to replace in the coming weeks and some street sign replacements as well. Finance Director Kellie Reed reported they are extremely busy in the front office, being an employee down right now, and are still working on year-end things for the auditor. In addition to business-as-usual work there are several projects they are working on including the TDEC Non-competitive grant that has some deadlines coming due soon. She apologized she didn't get June financial reports out prior to tonight but stated she will get those out tomorrow as the month end has been completed there were just some software issues that have held up some of the fiscal year end. City Manager John Lawless stated he does have some information on tornado sirens that he can provide and will share that with the Board. He reported the manhole project is primarily complete and they will continue working to collect data to measure impacts of the project with I&I. He gave an update on the lagoon liner project and reported he is working with CEC to get a cost analysis on a detailed road plan. He discussed the paving and culvert replacement project. He reported the Friends of Kingston Springs group has been officially established. Commission Stohler questioned if the Town could abandon the lagoon project. City Manager Lawless stated that question was raised to TDEC before and the Town was required to have the lagoon, but he would be happy to address it again with TDEC. City Attorney Tim Potter discussed the Town may need to ask for an extension with the TDEC for the Director's Order. Mr. Lawless stated he has kept in touch with TDEC through the process in the monthly reports, but they will need to work on that.

10. **Legal Updates:**
    None.

11. **Public Hearing:**
    A. **Second Reading of Ordinance 26-006 - Imposing a Temporary Moratorium on the Acceptance, Processing, and Approval of Applications for Land Use, Zoning, Building, Site Plan, or Conditional Use Permits for High Resource Usage Facilities; Requiring a Study of Infrastructure, Environmental, Acoustic, and Utility Impacts; Providing for Exemptions; Providing for Severability.** Mayor Verhoven opened the public hearing and having no one step forward he closed the public hearing.

12. **Old Business:**
    A. **Second Reading of Ordinance 26-006 - Imposing a Temporary Moratorium on the Acceptance, Processing, and Approval of Applications for Land Use, Zoning, Building, Site Plan, or Conditional Use Permits for High Resource Usage Facilities; Requiring a Study of Infrastructure, Environmental, Acoustic, and Utility Impacts; Providing for Exemptions; Providing for Severability. AN ORDINANCE OF THE TOWN OF KINGSTON SPRINGs, TENNESSEE, IMPOSING A TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF APPLICATIONS FOR LAND USE, ZONING, BUILDING, SITE PLAN, OR CONDITIONAL USE PERMITS FOR HIGH RESOURCE USAGE FACILITIES; REQUIRING A STUDY OF INFRASTRUCTURE, ENVIRONMENTAL, ACOUSTIC, AND UTILITY**

IMPACTS; PROVIDING FOR EXEMPTIONS; PROVIDING FOR SEVERABILITY. City Manager Lawless stated per the Board's request at first reading of this ordinance the timeframe was changed from eighteen (18) months to twelve (12) months. A motion was made by Commissioner Allgood, seconded by Commissioner Stohler, to approve Ordinance 26-006. A roll call was held with all voting yes. Motion passed.

13. <u>New Business</u>
    A. **Resolution 26-009: Update to the Kingston Springs Personnel Policy. A RESOLUTION TO AMEND THE PERSONNEL POLICY FOR THE TOWN OF KINGSTON SPRINGS.** City Manager Lawless stated this is being updated to align with other policies the town has in place, primarily in this resolution the accrual amount of compensatory time and a section on a probationary period is being added for new hires. A motion was made by Vice Mayor Hargis, seconded by Commissioner Allgood, to approve Resolution 26-009. A roll call was held with all voting yes. Motion passed.
    B. **Ordinance 26-007: Amending Kingston Springs Zoning Ordinance – 5.400 Transitional Mixed Use Planned Unit Resort Development. AN ORDINANCE AMENDING ARTICLE V, ADDING SECTION 5.400 TRANSITIONAL MIXED-USE PLANNED UNIT RESORT DEVELOPMENT (TMU-PURD) DISTRICT TO THE TOWN OF KINGSTON SPRINGS ZONING ORDINANCE.** City Manager Lawless stated that this was discussed at last week's Planning Commission meeting and the Planning Commission voted to recommend forwarding to this body for approval. He stated the City Planner is here if there are any questions. Discussion covered the 100-foot building face limit, the 25% residential allocation, 25% commercial allocation, 50% open space requirement, treatment of short-term visitor accommodations, and how underlying zoning and density rules would control the number and type of units. The planner also explained that open space could include passive recreational uses such as trails, tennis courts, and similar amenities, and described parking as ancillary to the primary use. After discussion a motion was made by Vice Mayor Hargis, seconded by Commissioner Allgood, to approve Ordinance 26-007. A roll call was held with four Commissioners voting yes, and Commissioner Coldwell voting no. Motion passed.
    C. **Recommendation from the Kingston Springs Regional Planning Commission to Adopt a Letter of Map Revision (LOMR) that Revises Floodplain Mapping for the Town of Kingston Springs.** City Manager Lawless stated that this was discussed at last week's Planning Commission meeting and the Planning Commission voted to recommend forwarding to this body for approval. He stated the City Planner is here if there are any questions. The City Planner explained that the revised Letter of Map Revision had been reviewed after FEMA initially returned an error about how the change was described. She said the first version incorrectly tied the map change to fill, which the city does not allow, and that FEMA later corrected the letter. The explanation noted that the mapping update changed areas from A zones to AE zones, providing base flood elevation information, and that the floodplain administrator recommended the Board of Commissioners approve the updated LOMR. A question was raised about whether the revision would affect insurance, and the response was that it would not change insurance or similar matters. A motion was made by Commissioner Allgood, seconded by Commissioner Stohler, to approve the Letter of Map Revision. A roll call was held with all voting yes. Motion passed.

14. **Surplus**
    A. **Police Department: 2018 Chevrolet Tahoe - sell.**
    B. **Fire Department: 2000 Ford F-250 - sell.**
    A motion was made by Commissioner Allgood, seconded by Vice Mayor Hargis, to surplus these items. All approved by voice vote. Motion passed.

15. **Other (Discussion Only Items):**
    A. **Property Tax Relief.** Board members discussed a possible property tax relief program for senior citizens on fixed income, indicating the cities of Burns and Dickson had similar programs. The conversation covered possible eligibility standards such as age, income limits, and whether veterans might be included, along with questions about how the program would affect town revenues. Participants noted the difficulty of forecasting the fiscal impact, discussed rough property-tax revenue figures, and agreed to gather more information and revisit the topic.

16. **Reminders:**
    None.

17. **Adjourn the Meeting:**
    A motion was made by Commissioner Allgood, seconded by Vice Mayor Hargis, to adjourn the meeting. All approved by voice vote. Motion passed and the meeting adjourned at 7:55 p.m.

Mayor Todd Verhoven **Kellie Reed CMC, CMFO**