



AGENDA

BOARD OF MAYOR AND ALDERMEN WORK SESSION

Monday, April 18, 2016
Council Room, 2nd Floor, City Hall, 4:30 p.m.

Board of Mayor and Aldermen

Mayor John Clark, Presiding
Vice Mayor Mike McIntire
Alderman Darrell Duncan
Alderman Colette George

Alderman Michele Mitchell
Alderman Tommy Olterman
Alderman Tom C. Parham

Leadership Team

Jeff Fleming, City Manager
Chris McCartt, Assistant City Manager for Administration
Ryan McReynolds, Assistant City Manager for Operations
J. Michael Billingsley, City Attorney
Jim Demming, City Recorder/Chief Financial Officer
David Quillin, Police Chief

Craig Dye, Fire Chief
Morris Baker, Community Services Director
Lynn Tully, Development Services Director
George DeCroes, Human Resources Director
Heather Cook, Marketing and Public Relations Director

1. Call to Order
2. Roll Call
3. Project Status – Jeff Fleming
4. Marketing Department Update – Heather Cook and Adrienne Batara
5. ONEKingsport Summit Priority Recommendations – Justin Steinmann
6. Review of Items on April 19, 2016 Business Meeting Agenda
7. Adjourn

Next Work Session, May 2, 2016: Budget – CIP/Revenue; ONEKingsport One Year Recommendations; Quarterly Financials; Sales Tax, Wellness Clinic, Safety and Project Status

Citizens wishing to comment on agenda items please come to the podium and state your name and address. Please limit your comments to five minutes. Thank you.

Status Updates on Active Projects sorted by Cost

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$13,537,873.00	Niki Ensor	Niki Ensor	Raw Water Intake Replacement (1.5 M EDA Grant)	WA1504	5/7/2017	Drillers are 313' into the main tunnel and 60' connector tunnel (20' to complete). The road header is on site so blasting should be at a minimum.
\$7,500,000.00	Ryan McReynolds	Thompson, Michael	SR 347 (Rock Springs Road) [State & MTPO funded]	No City Funds	12/31/2020	Contract between City and TDOT approved 4/5/16. Routed for City signatures.
\$5,600,000.00	Chad Austin	Norman Eichmann	Reedy Creek Sewer Trunk Line	SW1400	6/30/2017	Engineer is finalizing bid documents to be advertised in the next few weeks.
\$3,192,108.00	Chad Austin	Mike Hickman	Colonial Heights Ph II Sewer & Water	SW1501	3/9/2017	Construction on Kendricks Creek Road and Foothills underway.
\$2,609,000.00	Chad Austin	Pamela Gilmer	System Wide Water Upgrades FY15 Phase 1	WA1601	5/4/2016	Working on Trinity Lane, Brookridge Drive, and Orebank Road.
\$2,500,000.00	Chad Austin	Mike Hickman	Colonial Heights Ph IV Sewer & Water	SW1511	9/3/2017	Project is in design phase.
\$2,400,000.00	Justin Steinmann	Mason, David	Centennial Park	GP1533	6/15/2017	Design work is proceeding in consultation with Centennial Commission
\$1,886,220.00	Chad Austin	Pamela Gilmer	System Wide Water Upgrades FY15 Phase 2	TBD	12/31/2016	Bid recommendation to board on 4/20/16.
\$1,700,000.00	Michael Thompson	Thompson, Michael	Main Street Rebuild [City & MTPO Funded]	GP1516	12/31/2018	Contract approved by BMA on 3/15/2016. Routing for signatures.
\$1,600,000.00	Chad Austin	Mike Hickman	Colonial Heights Ph III Sewer & Water	SW1502/ WA1502	4/28/2017	Project open to bid 4/17/16.
\$1,123,727.93	Chad Austin	Pamela Gilmer	Ft. Henry and Moreland Dr. Sewer Rehabilitation	SW1401	10/31/2016	2nd reading to accept Portland Utilities bid at 4/20/16 BMA meeting.
\$1,076,018.00	Ronnie Hammonds	Robbins, Steve	Demolition Landfill Clay Liner	DL 1500	6/1/2016	The contract was put on hold as of January 7, 2016 due to weather conditions. The project was 70% complete as of that date.
\$940,000.00	Kitty Frazier	Clabaugh, Hank	Kingsport Greenbelt - Eastern Extension - Phase 1 [Fed. Grant & City funded]	GP1529	11/1/2017	Ongoing survey and design.
\$900,000.00	Chad Austin	Sam Chase	ARC Kingsport Sewer System Upgrade	SW1504	12/31/2016	Advertise 6/5/16. Pre Bid 6/14/16. Bid 6/28/16.
\$697,475.00	Michael Thompson	Thompson, Michael	Stone Drive (SR 1, US 11W) Sidewalk Improvements from Stonebrook Place Pvt. Dr. to American Way [95% State Funded 5% City]	TBD	12/8/2018	TDOT continues to work on the Environmental document. RFQ for Design services being prepared.
\$683,252.64	Kitty Frazier	Clabaugh, Hank	Greenbelt (Rotherwood/Pedestrian Bridge) [Fed. Grant and City Funded]	GP1013	7/30/2016	Initial contact made with property owner and now appraisal will begin. Designer and contractor will meet to discuss additional scope.
\$631,700.00	Ronnie Hammonds	Elesa, Tim	Wilcox Sidewalk Phase 5 [State & MTPO funded]	MPO15D	12/31/2016	Meeting being scheduled with District Attorney to clarify legal requirements.

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$550,000.00	Michael Thompson	Grieb, Jacob	Enterprise Place Roadway Improvements	GP1611	12/31/2016	Received Geotechnical report, wetland meeting with TDEC and Corp rescheduled to April 7th.
\$500,000.00	Michael Thompson	Clabaugh, Hank	2016 Citywide Sidewalk Extension	GP1403	12/31/2016	The bids for the Clinchfield/Stone Drive/Bloomington portion of the project will be opened on May 5. The Pendragon section is currently under design.
\$500,000.00	Niki Ensor	Niki Ensor	WWTP Blower (175,000 CTEG Grant)	SW1507	6/30/2016	Electricians will be hooking up blower and scheduling start up.
\$450,000.00	Chad Austin	Chad Austin	Border Regions Areas 1, 2 & 3 - Water	TBD	2/17/2017	Currently in FY18 CIP.
\$438,000.00	Hank Clabaugh	Mason, David	130 Shelby St. - Engineering Bldg. Renovation	GP1514	8/31/2016	Sprinkler installation and interior wall framing in progress.
\$400,000.00	Michael Thompson	Thompson, Michael	Signalization of the SR 126 (Memorial Blvd. at Island Road Intersection [State & MTPO Funded])	MPO15A	12/31/2016	Property owners have been delivered the notice of proposed acquisition and appraisals will start soon.
\$221,800.00	Tim Elsea	Elsea, Tim	Lynn Garden Signal System [MTPO & City funded]	MPO15C	1/31/2018	Received fully executed agreement on 3/30/2016. Issued NTP with Environmental on 3/31/2016.
\$131,000.00	Chad Austin	Chad Austin	JB Dennis Annexation - Water	GP1405	7/1/2016	Proposed agreement has been prepared and will be presented to the BMA on April 5, 2016.
\$91,060.00	Niki Ensor	Mason, David	Storage Building at Waste Water Treatment Plant	SW1607	8/31/2016	Awaiting contract for base bid and alternate. Total of \$91,060.
\$90,000.00	Chad Austin	Hank Clabaugh	Kingsport South Annexation - Water	TBD	4/3/2017	Lebanon Road hydrant will be installed with CH I I Sewer Project.
\$90,000.00	Kitty Frazier	Clabaugh, Hank	Reedy Creek Terrace Bridge	ST1503	12/31/2016	The COE have approved the proposed location. Spoden and Wilson will finalize construction documents for bidding purposes.
\$81,116.00	David Quillen	Gilmer, Pamela	Police Seize Car Lot - Landfill	GP1609	6/30/2016	Project on hold pending funding.
\$75,000.00	Chad Austin	Hank Clabaugh	Cliffside Dr Force Main Replacement	TBD	6/30/2016	The Riverbend Road "B" project is complete. We are awaiting the availability of the remaining funds.
\$60,000.00	Kitty Frazier	Mason, David	V.O. Dobbins Field Lighting	GP1214	7/1/2016	1st reading of budget ordinance on 5/3 to transfer funds to cover \$82,287 bid.
\$40,000.00	Chad Austin	Jim Gilreath	Clinchfield Street Waterline Replacement	Operating	6/30/2016	New waterline to be installed on west side of Clinchfield this spring.
\$20,000.00	Chad Austin	Chris Alley	Robindale Subdivison Water Service	Operating	6/30/2016	Working on details of acquiring 21 new customers of private system.
\$18,000.00	Chad Austin	Chris Alley	Sullivan County Agriculture Center Waterline Extension	Operating	6/15/2016	Plans have been approved. Working on ARAP permit and ordering materials.

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$15,000.00	Chad Austin	Harvey Page	Centennial Park sewer line replacement - Main St.	Operations	9/1/2016	Met with Engineering to discuss details. This has been placed on the Surveyor's to-do list.
		Norman Eichman	Large Meter Testing		6/30/2016	Requisition has been applied for. List of meters being developed.
	Chad Austin	Mike Hickman	Colonial Heights Ph V Sewer & Water	SW1512/ WA1404	12/29/2017	Project is in design phase.

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AGENDA

BOARD OF MAYOR AND ALDERMEN

BUSINESS MEETING

Tuesday, April 19, 2016

Large Courtroom – 2nd Floor, City Hall

7:00 p.m.

Board of Mayor and Aldermen

Mayor John Clark, Presiding

Vice Mayor Mike McIntire

Alderman Darrell Duncan

Alderman Colette George

Alderman Michele Mitchell

Alderman Tommy Olterman

Alderman Tom C. Parham

City Administration

Jeff Fleming, City Manager

Chris McCartt, Assistant City Manager for Administration

Ryan McReynolds, Assistant City Manager for Operations

J. Michael Billingsley, City Attorney

James Demming, City Recorder/Chief Financial Officer

David Quillin, Police Chief

Craig Dye, Fire Chief

Morris Baker, Community Services Director

Lynn Tully, Development Services Director

George DeCroes, Human Resources Director

Heather Cook, Marketing and Public Relations Director

I. CALL TO ORDER

II.A. PLEDGE OF ALLEGIANCE TO THE FLAG – Led by New Vision Youth

II.B. INVOCATION – Pastor Adam Love, Kingsley United Methodist Church

III. ROLL CALL

IV. RECOGNITIONS & PRESENTATIONS

1. Friends of the Library, Archives and Library Commission – Vice Mayor McIntire

V. APPROVAL OF MINUTES

1. Work Session – April 5, 2016

2. Business Meeting – April 6, 2016

VI. COMMUNITY INTEREST ITEMS

A. PUBLIC HEARINGS

1. Public Hearing for Annexation Annual Plan of Services Report (AF: 88-2016) (Corey Shepherd)
 - Public Hearing

COMMENT

Citizens may speak on agenda items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non-personal in nature, and they should be limited to five minutes. A total of thirty minutes is allocated for public comment during this part of the agenda.

B. BUSINESS MATTERS REQUIRING FIRST READING

1. Award Contract and Appropriation of Funds for the Water System Improvement – Phase 2 Project (AF: 93-2016) (Ryan McReynolds, Chad Austin)
 - Ordinance – First Reading
 - Resolution
2. Budget Ordinance to Transfer Funds to Provide Security Over Seized or Impounded Vehicles (AF: 97-2016) (David Quillin)
 - Ordinance – First Reading

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Amend Zoning of 1609 West Stone Drive, Located Adjacent to the Intersection of West Stone Drive and Interstate 26 (AF: 34-2016) (Ken Weems)
 - Ordinance – **Second Reading & Final Adoption**
2. Award Contract and Budget Ordinance to Transfer Funds for the Ft. Henry/Moreland Dr./W Center St. Sewer Replacement Project (AF: 79-2016) (Ryan McReynolds)
 - Ordinance – **Second Reading & Final Adoption**

D. OTHER BUSINESS

1. Awarding the Bid for the Purchase of Two (2) Single Axle Dump Trucks (AF: 84-2016) (Chris McCartt, Ryan McReynolds, Steve Hightower)
 - Resolution
2. Awarding the Bid for the Purchase of One (1) Dual Rear Utility Bed Truck (AF: 85-2016) (Chris McCartt, Ryan McReynolds, Steve Hightower)
 - Resolution
3. Awarding the Bid for the Purchase of Three (3) ¾ Ton 4X4 Pickup Trucks (AF: 86-2016) (Chris McCartt, Ryan McReynolds, Steve Hightower)
 - Resolution

4. Awarding the Bid for the Purchase of Eight (8) Police Pursuit Package Sedans (AF: 87-2016) (Chris McCartt, Steve Hightower)
 - Resolution
5. Awarding the Bid for the Purchase and Installation of the Cooling Tower Replacement at Lincoln Elementary School to HVAC, Inc. (AF: 94-2016) (Bill Shedden)
 - Resolution

E. APPOINTMENTS

1. Appointment to the Employee Dependent Scholarship Program (AF: 98-2016) (Mayor Clark)
 - Appointment

VII. CONSENT AGENDA

1. Approve the Area Agency on Aging and Disability Grant for FY16-17 (AF: 91-2016) (Shirley Buchanan)
 - Resolution
2. Signature Authority Form for Grant Reports as Required by the US Department of Justice (AF: 92-2016) (David Quillin)
 - Resolution
3. Apply and Receive a DOJ - Office of Justice Programs' / Bureau of Justice Assistance Bulletproof Vest Partnership (BVP) Reimbursement Grant (AF: 90-2016) (David Quillin)
 - Resolution
4. Property Acquisition for the Kingsport City School System (AF:89-2016) (David Frye)
 - Resolution
5. Rejecting All Bids of the January 13, 2016 Bid Opening for Internet Access and Related Internet Connectivity Management Services and Enter Into Agreement with Metropolitan Nashville Schools (AF: 95-2016) (Scott Pierce)
 - Resolution – Rejecting
 - Resolution – Agreement
6. Approve Issuance of Certificates of Compliance for Retail Food Stores to Sell Wine (AF: 96-2016) (Jim Demming)
 - Certificates of Compliance

VIII. COMMUNICATIONS

- A. City Manager
- B. Mayor and Board Members
- C. Visitors

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non-personal in nature, and they should be limited to five minutes.

IX. ADJOURN

Minutes of the Regular Work Session of the
Board of Mayor and Aldermen, City of Kingsport, Tennessee
Monday, April 4, 2016, 4:30 PM
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark

Vice-Mayor Mike McIntire

Alderman Darrell Duncan

Alderman Colette George

Alderman Michele Mitchell

Alderman Tommy Olterman

Alderman Tom C. Parham

City Administration

Jeff Fleming, City Manager

Joseph E. May, Interim City Attorney

James H. Demming, City Recorder

1. **CALL TO ORDER:** 4:30 p.m. by Mayor Clark.
2. **ROLL CALL:** By Deputy City Recorder Marshall.
3. **SALES TAX, WELLNESS CLINIC, SAFETY, PROJECT STATUS.** City Manager Fleming provided details on these issues. He pointed out that although sales tax numbers are two months delayed, we are up in both budget and actuals. He pointed out the wellness clinic is one of the most used clinics their staff has seen. Mr. Fleming stated staff is gathering trend information on lost time and workers comp to be presented at a future meeting. Lastly, he pointed out that all projects are now in the green.
4. **REVIEW OF AGENDA ITEMS ON THE APRIL 5 2016 REGULAR BUSINESS MEETING AGENDA.** City Manager Fleming and members of staff gave a summary or presentation for each item on the proposed agenda. The following are items the Board discussed at greater length or which received specific questions or concerns.
 - VI.A.1 **Amend Zoning of 1609 West Stone Drive Located Adjacent to the Intersection of West Stone Drive and Interstate 26 (AF: 34-2016).** City Planner Ken Weems gave a presentation on this item, noting there was a little discussion about the entrance.
 - VI.B.1 **Award Contract and Budget Ordinance to Transfer Funds for the Ft. Henry/Moreland Drive/West Center Street Sewer Replacement Project (AF: 79-2016).** Assistant City Manager McReynolds provided details on this item, stating that if left undone it could lead to road failure.
 - VI.D.1 **Execute an Agreement for the Sale of Water to Scott County Public Service Authority (AF: 61-2016).** City Manager Fleming pointed out there is no agreement at this time, but it puts everything in place if they decide to purchase from Kingsport.
 - VI.D.2 **Skyland Drive Property Exchange Between the City and Eastman Chemical Company (AF: 70-2016).** City Manager Fleming stated Eastman did a survey to clean up.

Minutes of the Regular Work Session of the Board of Mayor and Aldermen of Kingsport, Tennessee, Monday, April 4, 2016

VI.D.4 Agreement with Bloomingdale Utility District for the Installation of Waterlines for the John B. Dennis Annexation (AF: 71-2016). City Manager Fleming explained this takes care of maintenance for isolated parts of water not in the city.

VI.D.5 Second Amendment to Funding Agreement with the Industrial Development Board of the City of Kingsport (KEDB), Sullivan County, Tennessee and the Bank of Tennessee (AF: 76-2016). City Manager Fleming and KEDB Attorney Gorman provided details on this item and answered questions.

VI.D.7 Emergency Solutions Grant Application and Allocation Plan (AF: 83-2016). Development Services Director Lynn Tully discussed this item, noting cuts have been made from the state and there will be no administrative money next year. She explained the impact this would have on our programs. Discussion followed.

VII.4 Issuance of Certificates of Compliance for Retail Food Stores to Sell Wine (AF: 73-2016). City Recorder Demming provided information and answered questions on this item.

5. I.T. AND USING TECHNOLOGY FOR EFFICIENCIES. IT Manager Mark Woomeer gave a presentation on the progress and goals of his department. He answered questions from the board and some discussion followed.

6. CITY MANAGER PERFORMANCE EVALUATION. City Manager Fleming left the work session at this time. Vice-Mayor McIntire presented measures designed to evaluate the performance of the city manager. He pointed out that this position is the only one the BMA is responsible for. He pointed out this would be a data driven process looking at key elements such as quality of city services, financial management, and communications. There was considerable discussion. Ms. Mary McNabb asked that the Senior Center services be added as a measure.

7. ADJOURN. Seeing no other matters presented for discussion at this work session, Mayor Clark adjourned the meeting at 6:05 p.m.

ANGELA MARSHALL
Deputy City Recorder

JOHN CLARK
Mayor

Minutes of the Regular Business Meeting of the
Board of Mayor and Aldermen of the City of Kingsport, Tennessee
Tuesday, April 5, 2016, 7:00 PM
Large Court Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark, Presiding

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Alderman Darrell Duncan

Alderman Colette George

Alderman Michele Mitchell

Alderman Tommy Olterman

Alderman Tom C. Parham

City Administration

Jeff Fleming, City Manager

Joseph E. May, Interim City Attorney

James Demming, City Recorder/Chief Financial Officer

- I. **CALL TO ORDER:** 7:00 p.m., by Mayor John Clark.
- II.A. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Caleb Amos.
- II.B. **INVOCATION:** Pastor Ray Amos, Jr. – St. Matthew United Methodist Church.
- III. **ROLL CALL:** By City Recorder Demming. All Present.
- IV. **RECOGNITIONS AND PRESENTATIONS.**
 1. Community Clean Up – Robin Cleary.
 2. Cartegraph Award – Chad Austin and Kristen Steach/Alderman Mitchell
 3. Proclamation – Former Alderman Richard H. Watterson/Vice Mayor McIntire.
 4. ONEKingsport – Stewards: Lafe Cook, Jud Teague, Frank Lett, John & Beverley Perdue, Jeanette Blazier, Dennis Phillips, Keith Wilson, Charlie Glass and Julie Bennett/All BMA.
- V. **APPROVAL OF MINUTES.**

Motion/Second: McIntire/Duncan, to approve minutes for the following meetings:

- A. March 15, 2016 Regular Work Session
- B. March 15, 2016 Regular Business Meeting
- C. March 23, 2016 Called Work Session

Approved: All present voting "aye."

VI. **COMMUNITY INTEREST ITEMS.**

A. **PUBLIC HEARINGS.**

1. **Amend Zoning of 1609 West Stone Drive Located Adjacent to the Intersection of West Stone Drive and Interstate 26 (AF: 34-2016) (Ken Weems).**
PUBLIC COMMENT ON ITEM VI.A.1. None.

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, April 5, 2016**

Motion/Second: McIntire/Parham, to pass:

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY ADJACENT TO WEST STONE DRIVE FROM R-1C, RESIDENTIAL DISTRICT TO B-3, HIGHWAY ORIENTED BUSINESS DISTRICT IN THE 11TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

PUBLIC COMMENT. Mayor Clark invited citizens in attendance to speak about any of the remaining agenda items. There being no one coming forward to speak, the Mayor closed the public comment segment.

B. BUSINESS MATTERS REQUIRING FIRST READING.

1. Award Contract and Budget Ordinance to Transfer Funds for the Ft. Henry/Moreland Drive/West Center Street Sewer Replacement Project (AF: 79-2016) (Ryan McReynolds).

Motion/Second: McIntire/Mitchell, to pass:

AN ORDINANCE TO AMEND THE SEWER PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE MISCELLANEOUS SEWER LINE REHAB PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

Motion/Second: Parham/George, to pass:

Resolution No. 2016-134, A RESOLUTION AWARDING THE BID FOR THE SANITARY SEWER FACILITIES AND WATERLINE UPGRADES-FT. HENRY DRIVE/MORELAND DRIVE/WEST CENTER STREET SEWER REPLACEMENT PROJECT TO PORTLAND UTILITIES CONSTRUCTION COMPANY TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

1. Amend Zoning of 225 Westfield Drive Located in the Rock Springs Area (AF: 49-2016) (Ken Weems).

Motion/Second: McIntire/George, to pass:

ORDINANCE NO. 6557, AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY ADJACENT TO WESTFIELD DRIVE FROM R-1B, RESIDENTIAL DISTRICT TO P-1, PROFESSIONAL OFFICES DISTRICT IN THE 13TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, April 5, 2016**

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

2. Amend the FY16 General Project Fund Budget – Kingsport City Schools (AF: 57-2016) (David Frye).

Motion/Second: Olterman/Duncan, to pass:

ORDINANCE NO. 6558, AN ORDINANCE TO AMEND THE GENERAL PROJECTS FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

3. Amend Section 22-96(e) of the Kingsport City Code to Specifically Include Exemption of Townhouse from Sprinkler Requirements and Provide for a Two Hour Fire Resistant Wall (AF: 65-2016) (Mike Billingsley).

Motion/Second: Duncan/Mitchell, to pass:

ORDINANCE NO. 6559, AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CITY OF KINGSPORT, SECTION 22-96(e) PERTAINING TO THE RESIDENTIAL BUILDING CODE AND FIXING THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

4. Agreement with TDOT for the Main Street Redevelopment Project and Appropriate Funds (AF: 62-2016) (Ryan McReynolds).

Motion/Second: McIntire/Duncan, to pass:

ORDINANCE NO. 6560, AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND BUDGET BY APPROPRIATING FEDERAL FUNDS TO THE MAIN STREET IMPROVEMENTS PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

5. Budget Cleanup Ordinance for FY16 (AF: 60-2016) (Jeff Fleming).

Motion/Second: McIntire/Mitchell, to pass:

ORDINANCE NO. 6561, AN ORDINANCE TO AMEND VARIOUS PROJECTS FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, April 5, 2016

6. Appropriate Available Funds to GP1615 and Enter into an Agreement with Mattern & Craig, Inc. for the Indian Trail Drive Extension Project (AF: 68-2016) (Ryan McReynolds).

Motion/Second: Duncan/George, to pass:

ORDINANCE NO. 6562, AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE INDIAN TRAIL DRIVE EXTENSION PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Duncan, George, McIntire, Mitchell, Olterman and Parham voting "aye."

D. OTHER BUSINESS.

1. Execute an Agreement for the Sale of Water to Scott County Public Service Authority (AF: 61-2016) (Ryan McReynolds).

Motion/Second: McIntire/Mitchell, to pass:

Resolution No. 2016-135, A RESOLUTION APPROVING AN AGREEMENT WITH SCOTT COUNTY PUBLIC SERVICE AUTHORITY, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

2. Skyland Drive Property Exchange Between the City and Eastman Chemical Company (AF: 70-2016) (Ryan McReynolds, Niki Ensor)

Motion/Second: Parham/Duncan, to pass:

Resolution No. 2016-136, A RESOLUTION APPROVING A PROPERTY EXCHANGE WITH EASTMAN CHEMICAL COMPANY, AND AUTHORIZING THE MAYOR TO EXECUTE THE ANY AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE EXCHANGE

Passed: All present voting "aye."

3. Agreement with Perkin + Will, Inc. for Architectural Services for Kingsport City Schools (AF: 77-2016) (Dr. Ailshie, David Frye).

Motion/Second: Duncan/Parham, to pass:

Resolution No. 2016-137, A RESOLUTION APPROVING THE PROPOSAL FROM PERKINS + WILL, INC. FOR ARCHITECTURAL SERVICES FOR KINGSFORT CITY SCHOOLS, APPROVING AN AGREEMENT FOR THE SAME AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

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of the City of Kingsport, Tennessee, Tuesday, April 5, 2016**

4. Agreement with Bloomingdale Utility District for the Installation of Waterlines for the John B. Dennis Annexation (AF: 71-2016) (Ryan McReynolds).

Motion/Second: Parham/McIntire, to pass:

Resolution No. 2016-138, A RESOLUTION APPROVING AN AGREEMENT WITH THE BLOOMINGDALE UTILITY DISTRICT FOR THE INSTALLATION OF WATERLINES FOR THE JOHN B. DENNIS ANNEXATION AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

5. Second Amendment to Funding Agreement with the Industrial Development Board of the City of Kingsport (KEDB), Sullivan County, Tennessee and the Bank of Tennessee (AF: 76-2016) (Jeff Fleming).

Motion/Second: Parham/Duncan, to pass:

Resolution No. 2016-139, A RESOLUTION APPROVING A SECOND AMENDMENT TO THE FUNDING AGREEMENT WITH THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF KINGSFORT AND SULLIVAN COUNTY FOR FUNDING FOR THE MANUFACTURING FACILITY LOCATED AT 10388 AIRPORT PARKWAY, AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENTS

Passed: All present voting "aye."

6. Agreement with TDOT for Widening of SR-347 (Rock Springs Road) from Cox Hollow Road (LM 9.52) to I-26 (US-23) (LM 10.73) (AF: 75-2016) (Ryan McReynolds).

Motion/Second: McIntire/Mitchell, to pass:

Resolution No. 2016-140, A RESOLUTION APPROVING AGREEMENT NO. 160027 WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE WIDENING OF SR-347 (ROCK SPRINGS ROAD), AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

7. Emergency Solutions Grant Application and Allocation Plan (AF: 83-2016) (Lynn Tully).

Motion/Second: Olterman/Mitchell, to pass:

Resolution No. 2016-141, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO RECEIVE

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EMERGENCY SOLUTIONS GRANT FUNDING FOR FISCAL YEAR 2017, FROM THE TENNESSEE HOUSING DEVELOPMENT AGENCY

Passed: All present voting "aye."

E. APPOINTMENTS/REAPPOINTMENTS.

1. Appointment to the Employee Dependent Scholarship Program (AF: 72-2016) (Mayor Clark).

Motion/Second: McIntire/Duncan, to approve:

APPOINTMENT OF MRS. SHERRI MOSLEY TO SERVE A THREE-YEAR TERM ON THE **EMPLOYEE DEPENDENT SCHOLARSHIP PROGRAM**, REPLACING DR. MARVIN CAMERON WHOSE TERM AND ELIGIBILITY OF REAPPOINTMENT HAS EXPIRED. MRS. MOSLEY'S TERM IS EFFECTIVE IMMEDIATELY AND WILL EXPIRE APRIL 30, 2019.

Passed: All present voting "aye."

VII. CONSENT AGENDA. (These items are considered under one motion.)

Motion/Second: McIntire/Parham, to adopt:

1. Bid Award for Commodity Processing of Certain Food Items for the City of Kingsport School Food and Nutrition Program (AF: 78-2016) (Jennifer Walker).

Pass:

Resolution No. 2016-142, A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF COMMODITY PROCESSING CERTAIN FOOD ITEMS FOR THE KINGSFORT CITY SCHOOLS FOOD AND NUTRITION PROGRAM AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting "aye."

2. Agreement with National Cooperative Purchasing Alliance (AF: 80-2016) (Chris McCartt).

Pass:

Resolution No. 2016-143, A RESOLUTION APPROVING A MASTER INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT THROUGH THE NATIONAL COOPERATIVE PURCHASING ALLIANCE, AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

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3. Law Enforcement Agency Traffic Services Safety Grant from the Tennessee Department of Transportation, Governors Highway Safety Office (AF: 69-2016) (David Quillin).

Pass:

Resolution No. 2016-144, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A LAW ENFORCEMENT AGENCY TRAFFIC SERVICES SAFETY GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION THROUGH THE GOVERNOR'S HIGHWAY SAFETY OFFICE

Passed: All present voting "aye."

4. Issuance of Certificates of Compliance for Retail Food Stores to Sell Wine (AF: 73-2016) (Jim Demming).

Pass:

ISSUE CERTIFICATES OF COMPLIANCE FOR RETAIL FOOD STORES TO SELL WNE

Passed: All present voting "aye."

5. Apply and Accept Section 5307 Capital Grant, Federal Transit Administration Grant from the U.S. Department of Transportation (AF: 82-2016) (Chris McCartt).

Pass:

Resolution No. 2016-145, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE FEDERAL TRANSIT ADMINISTRATION SECTION 5307 FUNDS FROM THE U.S. DEPARTMENT OF TRANSPORTATION

Passed: All present voting "aye."

6. Apply and Accept Section 5307 Operations Grant, Federal Transit Administration Grant from the U.S. Department of Transportation (AF: 81-2016) (Chris McCartt).

Pass:

Resolution No. 2016-146, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE FEDERAL TRANSIT ADMINISTRATION SECTION 5307 FUNDS FROM THE U.S. DEPARTMENT OF TRANSPORTATION FOR FISCAL YEAR 2016-2017

Passed: All present voting "aye."

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, April 5, 2016**

VIII. COMMUNICATIONS.

- A. CITY MANAGER.** Mr. Fleming commented on the new water bottle filling stations at city hall and on the greenbelt.
- B. MAYOR AND BOARD MEMBERS.** Alderman Duncan noted his tie was signed by ONEKingsport participants and commented on the recent retirement of three police officers with 99 collective years of service. He also mentioned the junior wrestling tournament brought to town by KCVB. Alderman Mitchell invited citizens for the “Sip and Stroll” event this Thursday night downtown and also the bi-monthly “State of Affairs” event at the State Theatre. Alderman Parham stated he was glad to be back after some recent surgery, pointing out he has missed working with staff and the community. He also noted he goes back about 66 years with former Vice-Mayor Watterson. Alderman Olterman pointed out it was spring season and time for track and softball in area schools. He also stated Mr. Watterson was a friend of the family and he’s glad to see him. Alderman George thanked everyone from 911 dispatch, police and fire for their professionalism and kindness after the last BMA meeting. Vice-Mayor McIntire congratulated Northeast State for offering an aviation maintenance technology program and the opportunity it provided for this area. He also complimented the Kingsport Fire Department’s annual report and thanked the Chief. Mayor Clark again thanked the seven summit group leaders, noting we are on step three of five of the process and looking forward to the next steps. He noted Kingsport continues to make progress and the future looks bright.
- C. VISITORS.** Mr. Ricky Watterson, son of former Vice-Mayor Watterson, thanked the board.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 8:10 p.m.

ANGELA MARSHALL
Deputy City Recorder

JOHN CLARK
Mayor



AGENDA ACTION FORM

Public Hearing for Annexation Annual Plan of Services Report

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager 

Action Form No.: AF-88-2016
 Work Session: April 18, 2016
 First Reading: N/A
 Final Adoption: April 19, 2016
 Staff Work By: C. Shepherd
 Presentation By: C. Shepherd

Recommendation: Conduct a Public Hearing and receive comment concerning the Annual Plan of Services Report for unfulfilled Annexation commitments for April 2016.

- Colonial Heights 1 Part A – Ordinance 6013 – Annual Update
- Colonial Heights 1 Part B – Ordinance 6015 – Annual Update
- Colonial Heights 1 Part C – Ordinance 6017 – Annual Update
- Colonial Heights 1 Part D – Ordinance 6019 – Annual Update
- Colonial Heights 3 Part A – Ordinance 6063 – Annual Update
- Colonial Heights 3 Part B – Ordinance 6065 – Annual Update
- Colonial Heights 3 Part C – Ordinance 6067 – Annual Update
- Montvue Road – Ordinance 6071 – Annual Update
- Colonial Heights 4 – Part A – Ordinance 6107 - Annual Update
- Colonial Heights 4 – Part C – Ordinance 6111 - Annual Update
- Colonial Heights 3 - Piece – Ordinance 6113 - Annual Update
- North Kingsport Part B – Ordinance 6119 - Annual Update
- Ridgecrest Avenue – Ordinance 6437 – Semi Annual Update
- Colonial Heights Area 7 – Part A – Ordinance 6238 – Annual Update
- Colonial Heights Area 7 – Part B – Ordinance 6240 – Annual Update
- Childress Ferry Road 2015 – Resolution 2016-99 – Semi- Annual Update

Executive Summary:

Tennessee Code Annotated 6-51-108 states in part "...upon expiration of six (6) months from the date any annexed territory for which a Plan of Service has been adopted becomes a part of the annexing of the municipality, and annually thereafter until such services have been extended according to such plan, there shall be prepared and published in the newspaper of general circulation in the municipality a report of the progress made in the preceding year... the governing body by municipality shall publish notice of the public hearing on such progress reports and changes, and hold such hearings thereon..." As a result of this statute, and the need to conduct annual public hearings concerning unfulfilled Plan of Service commitments, it is required that the Board of Mayor and Aldermen conduct a public hearing to receive comments concerning the Annual Plan of Service Reports. It should be noted that some annexation plans of service are completed before the deadline. However, these completed plans of service will not be updated until the month in which they are due. The Notice of Public Hearing was published April 4, 2016.

Attachments:

1. Notice of Public Hearing
2. Annual Plan of Services Report
3. Map
4. Plan of Services Spreadsheet

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

NOTICE OF PUBLIC HEARING

The Kingsport Board of Mayor and Aldermen will conduct a public hearing concerning the ANNUAL PLAN OF SERVICE (POS) REPORT—April, on the following annexation area at its April 19, 2016 regular business meeting at 7:00 P.M. in the courtroom of the City Hall Building, 225 W. Center Street, Kingsport Tennessee.

Annexation Area: Colonial Heights 1 Part A, Ord. No. 6013
Effective Date: 11/26/10
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 1 Part B, Ord. No. 6015
Effective Date: 11/26/10
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 1 Part C, Ord. No. 6017
Effective Date: 11/26/10
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 1 Part D, Ord. No. 6019
Effective Date: 11/26/10
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights Area 3 – Part A, Ord. No. 6063
Effective Date: 4/1/11
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights Area 3 – Part B, Ord. No. 6065
Effective Date: 4/1/11
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights Area 3 – Part C, Ord. No. 6067
Effective Date: 4/1/11
POS, deadline: Water Service & Street Lights

Annexation Area: Montvue Road – Ord. No. 6071
Effective Date: 5/6/11
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 4 Part A, Ord. No. 6107
Effective Date: 10/24/2011
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 4 Part B, Ord. No. 6109
Effective Date: 10/24/2011
POS, deadline: Water Service & Street Lights

Annexation Area: Colonial Heights 4 Part C, Ord. No. 6111
Effective Date: 10/24/2011
POS, deadline: Water Service, Street Lights & Sewer Service

Annexation Area: Colonial Heights 3-Piece, Ord. No. 6113
Effective Date: 10/24/2011
POS, deadline: Water Service & Street Lights

Annexation Area: North Kingsport Part B, Ord. No. 6119
Effective Date: 10/24/2011
POS, deadline: Water Service, Street Lights & Sewer Service

Annexation Area: Ridgecrest Avenue, Ord. No. 6347
Effective Date: 11/15/2014
POS, deadline: Water Service, Street Lights, & Sewer Service

Annexation Area: Colonial Heights Area 7 – Part A, Ord. No 6238
Effective Date: 09/21/2012
POS, deadline: Water Service, Street Lights, & Sewer Service

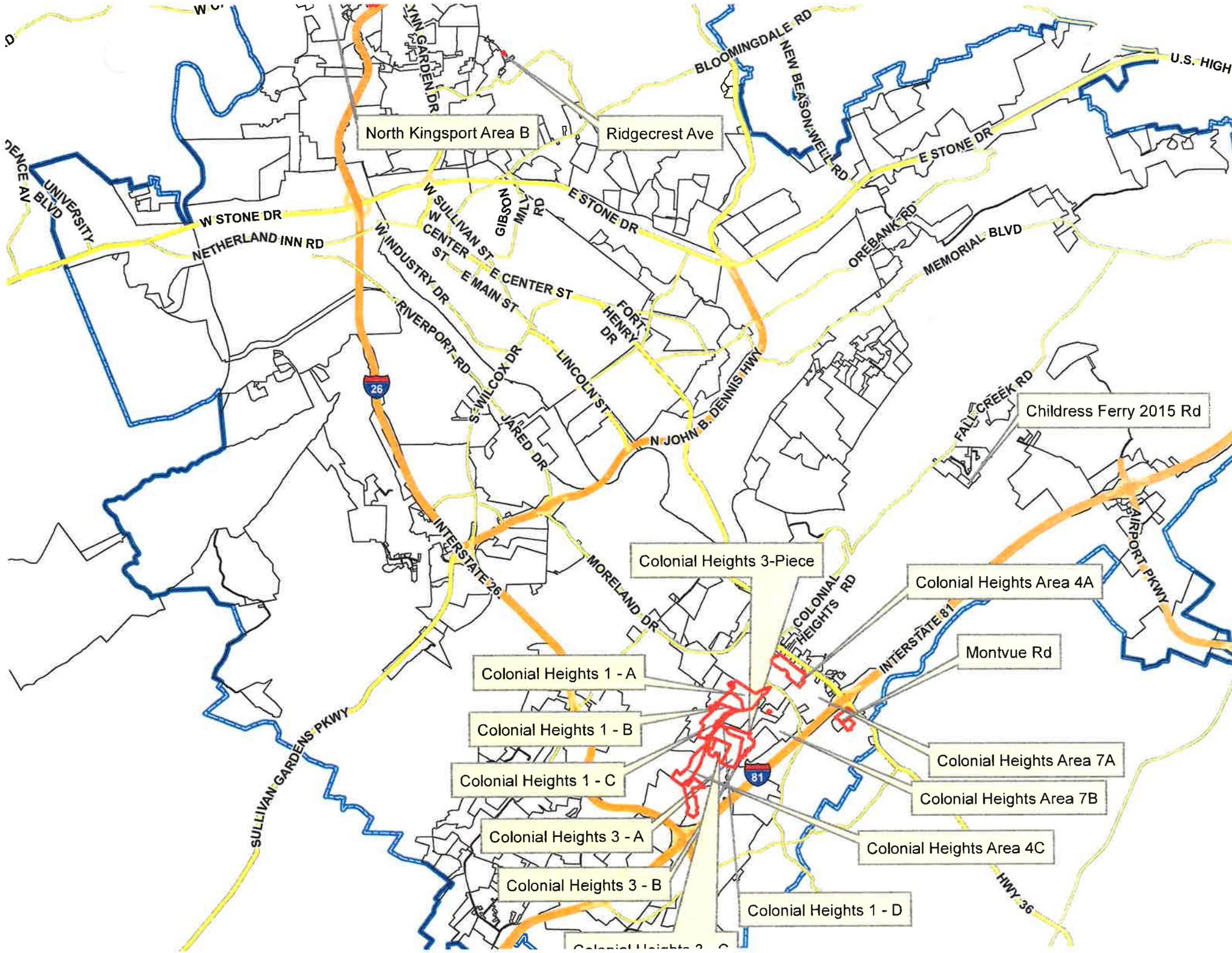
Annexation Area: Colonial Heights Area 7 – Part B, Ord. No 6240
Effective Date: 09/21/2012
POS, deadline: Water Service, Street Lights, & Sewer Service

City of Kingsport
Angie Marshall, Finance Dept.
P1T: 4/4/16

APRIL 2016 ANNUAL PLAN OF SERVICE REPORT
FOR ORDINANCE & RESOLUTION NUMBERS: 6013, 6015, 6017, 6019, 6063, 6065, 6067, 6071, 6107, 6111, 6113, 6119, 6437, 6238, 6240, & 2016-99

<u>Annexation Area</u>	<u>Effective Date</u>	<u>POS Deadline</u>	<u>Est. Completion</u>	<u>Status</u>
Colonial Heights 1 Part A Ordinance No. 6013	11/26/2010	Water Service	Nov. 26, 2015	Completed
Colonial Heights 1 Part B Ordinance No. 6015	11/26/2010	Water Service	Nov. 26, 2015	Completed
Colonial Heights 1 Part C Ordinance No. 6017	11/26/2010	Water Service	Nov. 26, 2015	Completed
Colonial Heights 1 Part D Ordinance No. 6019	11/26/2010	Water Service Sewer Service	Nov. 26, 2015 Nov. 26, 2015	Completed Completed
Colonial Heights Area 3 – Part A Ordinance No. 6063	04/01/2011	Water Service Street Lighting	Apr. 01, 2016 Apr. 01, 2016	Completed Completed
Colonial Heights Area 3 – Part B Ordinance No 6065	04/01/2011	Water Service Street Lighting	Apr. 01, 2016 Apr. 01, 2016	Completed Completed
Colonial Heights Area 3 – Part C Ordinance No. 6067	04/01/2011	Water Service Street Lighting	Apr. 01, 2016 Apr. 01, 2016	Completed Completed
Montvue Road Ordinance No. 6071	05/06/2011	Water Service Street Lighting	May 06, 2016 May 06, 2016	Completed Completed
Colonial Heights 4-Part A Ordinance No. 6107	10/24/2011	Water Service	Oct. 24, 2016	Under Construction
Colonial Heights 4-Part C Ordinance No. 6111	10/24/2011	Water Service Sewer Service Street Lighting	Oct. 24, 2016 Oct. 24, 2016 Oct. 24, 2016	Under Construction Under Construction Completed

Colonial Heights 3-Piece Ordinance No. 6113	10/24/2011	Water Service	Oct. 24, 2016	Under Construction
North Kingsport Part B Ordinance No. 6119	10/24/2011	Water Service	Oct. 24, 2016	Completed
Ridgecrest Avenue Ordinance No. 6437	11/07/2014	Sewer Service	Nov. 7, 2019	Completed
Colonial Heights Area 7 - Part A Ordinance No. 6238	09/21/2012	Water Service Sewer Service Street Lighting	Sept. 21, 2017 Sept. 21, 2017 Sept. 21, 2017	Completed by end FY 2016 Completed by end FY 2016 FY 2017
Colonial Heights Area 7 - Part B Ordinance No. 6240	09/21/2012	Water Service Sewer Service Street Lighting	Sept. 21, 2017 Sept. 21, 2017 Sept. 21, 2017	Completed by end FY 2016 Completed by end FY 2016 FY 2017
Childress Ferry Rd 2015 Resolution No. 2016-099	03/04/2016	Water Service Sewer Service Street Lighting	Mar. 04, 2021 Mar. 04, 2021 Mar. 04, 2021	Completed Completed Completed



North Kingsport Area B

Ridgecrest Ave

W Stone Dr

Netherland Inn Rd

W Center St

E Main St

Fort Henry Dr

Lincoln St

N John B. Dennis Hwy

Colonial Heights 3-Piece

Colonial Heights 1 - A

Colonial Heights 1 - B

Colonial Heights 1 - C

Colonial Heights 3 - A

Colonial Heights 3 - B

Colonial Heights Area 4A

Montvue Rd

Colonial Heights Area 7A

Colonial Heights Area 7B

Colonial Heights Area 4C

Colonial Heights 1 - D

Childress Ferry 2015 Rd

University

Dence Az Blvd

Sullivan Gardens Pkwy

Bloomington Rd

New Beasonwell Rd

U.S. High

Memorial Blvd

Orebank Rd

Fall Creek Rd

Windyport Pkwy

Sullivan Gardens Pkwy

Interstate 81

Interstate 26

Hwy 36

Pursuant to Tenn Code Annotated 6-51-108, the City of Kingsport Tennessee is presenting the following report of p on adopted Plans of Services.

ANNE PROJECT and LOCATION	ORD No.	EFFECTIVE DATE	WATER SERVICE	SEWER SERVICE	FIRE POLICE	CITY SCHOOLS	ELECTRICAL SERVICE	STREET MAINTENANCE	RECREATION FACILITIES	PLANNING & ZONING	SOLID WASTE	STREET LIGHTING
11-301-00005 Kendrick Creek Part B	6166	February 24, 2012	February 24, 2017	February 24, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	February 24, 2017
11-301-00019 Border Regions Area 1	6169	March 9, 2012	March 9, 2017	March 9, 2020	Completed	Completed	Completed	Completed	Completed	Completed	Completed	March 9, 2017
11-301-00020 Border Regions Area 2	6171	March 9, 2012	March 9, 2017	March 9, 2020	Completed	Completed	Completed	Completed	Completed	Completed	Completed	March 9, 2017
11-301-00021 Border Regions Area 3	6173	March 9, 2012	March 9, 2017	March 9, 2020	Completed	Completed	Completed	Completed	Completed	Completed	Completed	March 9, 2017
11-301-00022 Old Mill	6176	March 23, 2012	March 23, 2017	March 23, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	March 23, 2017
11-301-00024 Cleek Road Part 2	6188	Apr 20, 2012	April 20, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	April 20, 2017
12-301-00002 Eastern Star Road Part 2	6190	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	April 20, 2017
12-301-00001 Kingsport South	6192	Apr 20, 2012	April 20, 2017	April 20, 2020	Completed	Completed	Completed	Completed	Completed	Completed	Completed	April 20, 2017
12-301-00004 Emory Church	6202	July 6, 2012	July 6, 2017	July 6, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00003 Grandview	6204	July 6, 2012	July 6, 2017	July 6, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
11-301-00023 JB Dennis	6224	Aug 10, 2012	August 10, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00006 Colonial Heights Area 7 Part A	6238	Sep 21, 2012	September 21, 2017	September 21, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00007 Colonial Heights Area 7 Part B	6240	Sep 21, 2012	September 21, 2017	September 21, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00008 Colonial Heights Area 7 Part C	6254	Dec 7, 2012	December 7, 2017	December 7, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00009 Colonial Heights Area 7 Part D	6256	Dec 7, 2012	December 7, 2017	December 7, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
12-301-00010 Colonial Heights Area 7 Part E	6265	Dec 21, 2012	December 21, 2017	December 21, 2017	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
2013 Annexations												
12-301-00011 North Kingsport Area 1	6272	Jan 18, 2013	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	January 18, 2018
14-301-00009 Ridgecrest 2 Annexation	6470	May 7, 2015	Completed	May 7, 2020	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed
2014 Annexations												
2016 Annexations												
15-301-00007 Chidress Ferry 2015 Annexations	2016-99	March 4, 2016	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed

Note: The above services are mandated by TCA. Secondary services such as traffic control, inspection services, animal control, storm sewers, leaf and litter control, and graffiti control are established immediately upon the effective date of annexation.



AGENDA ACTION FORM

Award Contract and Appropriation of Funds for the Water System Improvement – Phase 2 Project

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-93-2016
Work Session: April 18, 2016
First Reading: April 19, 2016
Final Adoption: May 3, 2016
Staff Work By: Committee
Presentation By: R. McReynolds, C. Austin

Recommendation:

Approve the Budget Ordinance and Resolution.

Executive Summary:

Bids were opened for the Water System Improvements – Phase 2 project on March 31, 2016. This project consists of replacement of approximately 29,000 LF of waterline and all related appurtenances. The allotted time for construction will be 300 calendar days.

City staff reviewed the bids and recommends awarding the contract to the apparent low bidder, Merkel Brothers Construction as follows:

Base Bid	\$2,423,725.00
Engineering Fees 14%.....	374,400.00
Contingency 6%	145,500.00
Total Project Cost.....	\$2,943,625.00

The bids have been adjusted and quantities decreased due to a property owner request. They are placing their property, with a trailer court, on the market and they don't feel the trailer court will stay. The waterlines being replaced require easements and if the trailers are taken out will be no longer necessary. If the property doesn't sell and the trailer court remains, we will revisit it at a later time to replace the waterlines in another project.

A budget ordinance appropriating funds to WA1603 from WA1303, WA1401, and WA1510 is requested.

Attachments:

1. Budget Ordinance
2. Contract Award Resolution
3. Bid Opening Minutes
4. Location Map
5. Bid Tabulation

Funding source appropriate and funds are available:

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE WATER PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE SYSTEM WATER UPGRADES PHASE 2 PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the Water Project Fund budget be amended by transferring funds from the Master Plan Water System Upgrade project (WA1401) in the amount of \$2,706,448, \$115,686 from the Beech Creek/Lady Lane Ext. project (WA1303) and \$121,491 from the Double Springs Water Line project (WA1510) to the Systemwide Water Upgrades Phase 2 project (WA1603) and that the Water project Fund Budget be amended by transferring \$32,738 from the Beech Creek/Lady Lane Ext. project (WA1303) and \$111,081 from the Double Springs Water Line project (WA1510) to the Annexation Fire Hydrants project (WA1404).

Account Number/Description:

Fund 451: Water Fund

Beech Creek/Lady Lane Ext. (WA1303)

Revenues:

451-0000-333-5510 Lady Lane Line Extension
451-0000-391-4500 From Water Fund

Totals:

	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
	\$	\$	\$
	0	120,777	120,777
	175,878	(148,424)	27,454
	175,878	(27,647)	148,231

Expenditures:

451-0000-605-2023 Arch/Eng/Landscaping
451-0000-605-9003 Improvements
451-0000-605-9003 Improvements

Totals:

	878	(546)	332
	0	120,777	120,777
	175,000	(147,878)	27,122
	175,878	(27,647)	148,231

Fund 451: Water Project Fund

Master Plan Water Upgrades (WA1401)

Revenues:

451-0000-391-0529 Series 2013 B GO Pub Imp
451-0000-391-0531 2014 B GO Bond
451-0000-391-0540 2015 A (Oct) GP Pub Imp
451-0000-391-4500 From Water Fund

Totals:

	10,377	0	10,377
	953,703	(942,570)	11,133
	1,730,000	(1,730,000)	0
	40,786	(33,878)	6,908
	2,734,866	(2,706,448)	28,418

Expenditures:

451-0000-605-2023 Arch/Eng/Landscaping
451-0000-605-2097 State Reviews & Permits
451-0000-605-9001 Land
451-0000-605-9003 Improvements

Totals:

	326,000	(326,000)	0
	5,000	196	5,196
	25,000	(12,755)	12,245
	2,378,866	(2,367,889)	10,977
	2,734,866	(2,706,448)	28,418

Fund 451: Water Project Fund

Double Springs Waterline (WA1510)

Revenues:

451-0000-391-0529 Series 2013 B GO Pub Imp
451-0000-391-4500 From Water Fund
451-0000-391-4500 Reserve Outside City Imp.

Totals:

	122,041	(121,491)	550
	54,874	(54,874)	0
	59,529	(56,207)	3,322
	236,444	(232,572)	3,872

Expenditures:

451-0000-605-2023 Arch/Eng/Landscaping	35,222	(35,222)	0
451-0000-605-9003 Improvements	201,222	(197,350)	3,872
Totals:	236,444	(232,572)	3,872

**Fund 451: Water Project Fund
Systemwide Water Upgrades PH 2 (WA1603)**

Revenues:

451-0000-391-0529 Series 2013 B GO Pub Imp	\$ 0	\$ 121,491	\$ 121,491
451-0000-391-0531 2014 B GO Bond	0	942,570	942,570
451-0000-391-0540 2015 A (Oct) GP Pub Imp	0	1,730,000	1,730,000
451-0000-391-4500 From Water Fund	0	149,564	149,564
Totals:	0	2,943,625	2,943,625

Expenditures:

451-0000-605-2023 Arch/Eng/Landscaping	0	374,400	374,400
451-0000-605-9003 Improvements	0	2,569,225	2,569,225
Totals:	0	2,943,625	2,943,625

**Fund 451: Water Project Fund
Annexation Fire Hydrants (WA1404)**

Revenues:

451-0000-391-0529 Series 2013 B GO Pub Imp	\$ 300,000	\$ 0	\$ 300,000
451-0000-391-4500 Reserve Outside City Imp.	0	56,207	56,207
451-0000-391-4500 From Water Fund	0	87,612	87,612
Totals:	300,000	143,819	443,819

Expenditures:

451-0000-605-2023 Arch/Eng/Landscaping	260,000	143,819	403,819
451-0000-605-9003 Improvements	40,000	0	40,000
Totals:	300,000	143,819	443,819

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

APPROVED AS TO FORM:

ANGELA L. MARSHALL
Deputy City Recorder

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR THE WATER SYSTEM IMPROVEMENT-PHASE 2 PROJECT TO MERKEL BROTHERS CONSTRUCTION AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened March 31, 2016 for the water system improvements phase 2 project; and

WHEREAS, upon review of the bids, the board finds Merkel Brothers Construction is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for replacement of approximately 29,000 linear feet of waterline and all related appurtenances from Merkel Brothers Construction at an estimated construction cost of \$2,423,725.00; and

WHEREAS, funding will be identified in project number WA1603 after the second reading of the budget ordinance for same;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the Water System Improvements Phase 2 Project, consisting of replacement of approximately 29,000 linear feet of waterline and all related appurtenances at an estimated cost of \$2,423,725.00 is awarded to Merkel Brothers Construction, and the mayor is authorized to execute an agreement for same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER
APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

**MINUTES
BID OPENING
March 31, 2016
4:00 P.M.**

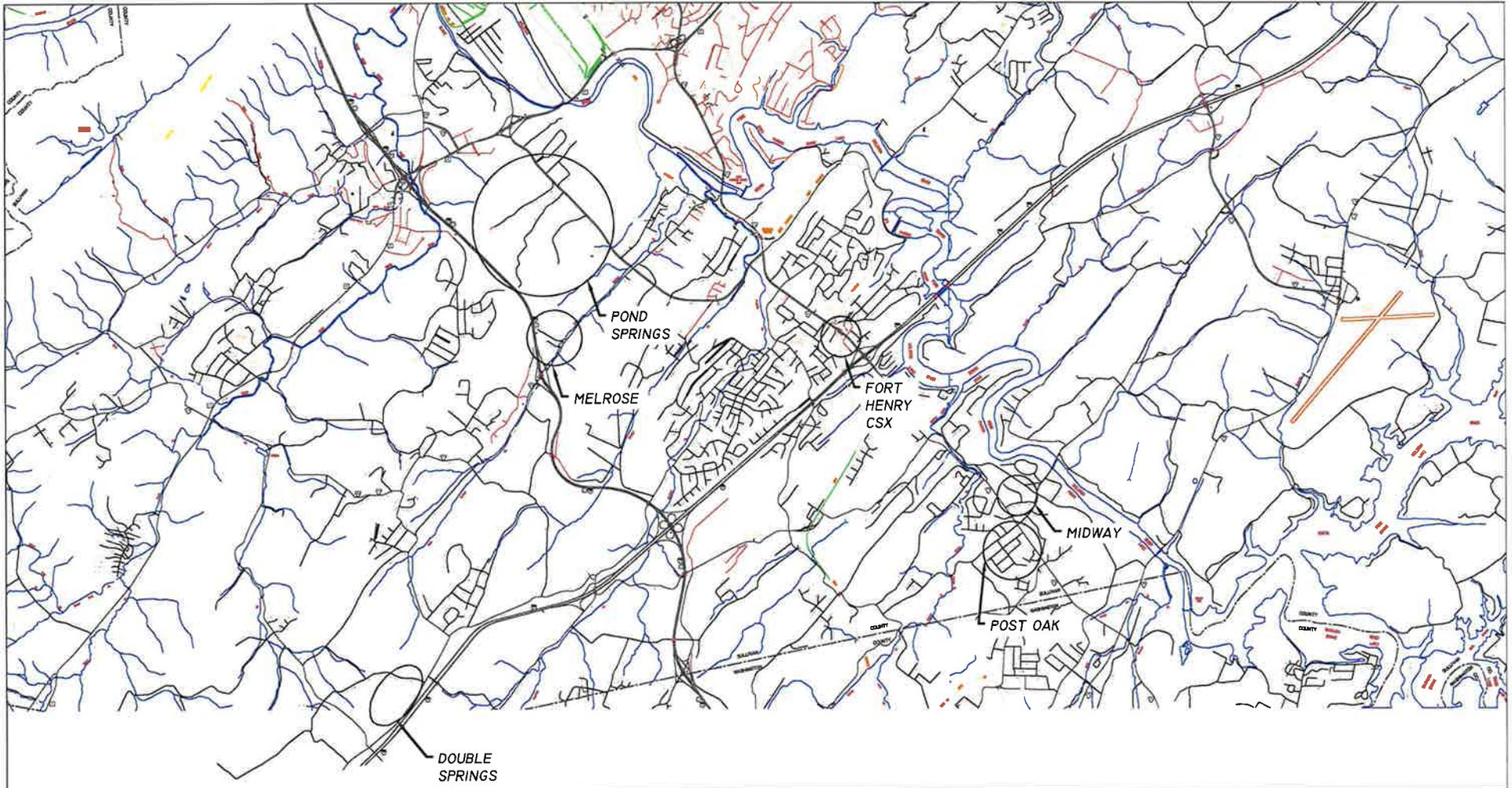
Present: Sandy Crawford, Procurement Manager; Brent Morelock, Assistant Procurement Manager; and Pamela Gilmer, Engineering Department

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

WATERLINE SYSTEM IMPROVEMENTS – PHASE II		
Vendor:	Total Cost:	Comments:
Merkel Brothers Construction	\$2,512,315.00	Changes initialed on bid
Summers Taylor	\$2,596,228.00	N/A
Thomas Construction	\$2,697,525.00	N/A

The submitted bids will be evaluated and a recommendation made at a later date.



LOCATION MAP
PROPOSED WATER FACILITIES
WATERLINE SYSTEM IMPROVEMENTS - PHASE II
N.T.S.

BID TABULATION FOR WATERLINE SYSTEMS IMPROVEMENTS PHASE 2

ITEM NO.	QUAN	UNIT	DESCRIPTION	MERKEL BROS. CONSTRUCTION		SUMMERS TAYLOR INC.		THOMAS CONSTRUCTION CO	
				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	1	LS	MOBILIZATION	\$ 150,000.00	\$ 150,000.00	\$ 198,500.00	\$ 198,500.00	\$ 185,000.00	\$ 185,000.00
2	9,064	CY	SOLID ROCK EXCAVATION IN TRENCH	\$ 35.00	\$ 317,240.00	\$ 35.00	\$ 317,240.00	\$ 35.00	\$ 317,240.00
3	11,550	TONS	BACKFILL STONE - PUG	\$ 10.00	\$ 115,500.00	\$ 18.00	\$ 207,900.00	\$ 23.00	\$ 265,650.00
4	222	TONS	ASPHALT SURFACE REPAIR (BINDER) 6-INCHES	\$ 150.00	\$ 33,300.00	\$ 145.00	\$ 32,190.00	\$ 210.00	\$ 46,620.00
5	103	TONS	ASPHALT DRIVEWAY/PARKING LOT REPAIRS 3-INCHES	\$ 150.00	\$ 15,450.00	\$ 250.00	\$ 25,750.00	\$ 210.00	\$ 21,630.00
6	26	CY	CONCRETE DRIVEWAY/PARKING LOT REPAIRS 6-INCHES	\$ 200.00	\$ 5,200.00	\$ 465.00	\$ 12,090.00	\$ 565.00	\$ 14,690.00
7	4,165	LF	10-INCH CEMENT LINED DUCTILE IRON WATER PIPE CLASS 200 PSI WORKING PRESSURE. INCLUDING FITTINGS	\$ 38.50	\$ 160,352.50	\$ 39.75	\$ 165,558.75	\$ 33.00	\$ 137,445.00
8	5,384	LF	8-INCH DUCTILE IRON PIPE	\$ 40.00	\$ 215,360.00	\$ 39.00	\$ 209,976.00	\$ 45.00	\$ 242,280.00
9	4,411	LF	6-INCH DUCTILE IRON PIPE	\$ 40.00	\$ 176,440.00	\$ 39.00	\$ 172,029.00	\$ 44.00	\$ 194,084.00
10	9,135	LF	4-INCH PVC PIPE INCLUDING FITTINGS	\$ 31.50	\$ 287,752.50	\$ 29.75	\$ 271,766.25	\$ 38.00	\$ 347,130.00
11	7,454	LF	2-INCH PVC PIPE INCLUDING FITTINGS	\$ 30.00	\$ 223,620.00	\$ 27.00	\$ 201,258.00	\$ 34.00	\$ 253,436.00
12	150	LF	18-INCH STEEL CASING PIPE RAILROAD CROSSING	\$ 300.00	\$ 45,000.00	\$ 495.00	\$ 74,250.00	\$ 560.00	\$ 84,000.00
13	30	LF	14-INCH STEEL CASING PIPE ROAD CROSSING	\$ 300.00	\$ 9,000.00	\$ 425.00	\$ 12,750.00	\$ 360.00	\$ 10,800.00
14	6	EA	10-INCH GATE VALVES & BOXES	\$ 2,500.00	\$ 15,000.00	\$ 1,750.00	\$ 10,500.00	\$ 1,700.00	\$ 10,200.00
15	10	EA	8-INCH GATE VALVES & BOXES	\$ 1,750.00	\$ 17,500.00	\$ 1,500.00	\$ 15,000.00	\$ 1,100.00	\$ 11,000.00
16	10	EA	6-INCH GATE VALVES & BOXES	\$ 1,200.00	\$ 12,000.00	\$ 1,100.00	\$ 11,000.00	\$ 750.00	\$ 7,500.00
17	14	EA	4-INCH GATE VALVES & BOXES	\$ 1,000.00	\$ 14,000.00	\$ 787.00	\$ 11,018.00	\$ 600.00	\$ 8,400.00
18	16	EA	2-INCH GATE VALVES & BOXES	\$ 750.00	\$ 12,000.00	\$ 421.00	\$ 6,736.00	\$ 500.00	\$ 8,000.00
19	20	EA	1-INCH AIR RELEASE VALVE AND BOX	\$ 800.00	\$ 16,000.00	\$ 1,000.00	\$ 20,000.00	\$ 800.00	\$ 16,000.00
20	15	EA	2-INCH BLOW OFF ASSEMBLY	\$ 1,500.00	\$ 22,500.00	\$ 1,200.00	\$ 18,000.00	\$ 1,150.00	\$ 17,250.00
21	13	EA	FIRE HYDRANT ASSEMBLY - COMPLETE INCLUDES TEE, VALVE & HYDRANT	\$ 4,200.00	\$ 54,600.00	\$ 3,900.00	\$ 50,700.00	\$ 4,000.00	\$ 52,000.00
22	142	EA	SERVICE CONNECTION TO EXISTING 3/4" - SHORT WITH COPPER WITH NEW METER BOX AND SETTER	\$ 800.00	\$ 113,600.00	\$ 801.00	\$ 113,742.00	\$ 800.00	\$ 113,600.00
23	155	EA	SERVICE CONNECTION TO EXISTING 3/4" - LONG WITH COPPER WITH NEW METER BOX AND SETTER	\$ 1,200.00	\$ 186,000.00	\$ 1,200.00	\$ 186,000.00	\$ 1,250.00	\$ 193,750.00

ITEM NO.	QUAN	UNIT	DESCRIPTION	MERKEL BROS. CONSTRUCTION		SUMMERS TAYLOR INC.		THOMAS CONSTRUCTION CO	
				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
24	1	EA	SERVICE CONNECTION TO EXISTING 1" - SHORT WITH COPPER WITH NEW METER BOX AND SETTER	\$ 1,200.00	\$ 1,200.00	\$ 1,100.00	\$ 1,100.00	\$ 900.00	\$ 900.00
25	1	EA	SERVICE CONNECTION TO EXISTING 1" - LONG WITH COPPER WITH NEW METER BOX AND SETTER	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,360.00	\$ 1,360.00
26	3	EA	8-INCH X 8-INCH WET TAP WITH TAPPING VALVE AND BOX	\$ 4,300.00	\$ 12,900.00	\$ 3,800.00	\$ 11,400.00	\$ 3,400.00	\$ 10,200.00
27	5	EA	6-INCH X 6-INCH WET TAP WITH TAPPING VALVE AND BOX	\$ 3,700.00	\$ 18,500.00	\$ 3,100.00	\$ 15,500.00	\$ 2,800.00	\$ 14,000.00
28	4	EA	4-INCH X 4-INCH WET TAP WITH TAPPING VALVE AND BOX	\$ 2,500.00	\$ 10,000.00	\$ 2,800.00	\$ 11,200.00	\$ 7,300.00	\$ 29,200.00
29	4	EA	2-INCH X 2-INCH WET TAP WITH TAPPING VALVE AND BOX	\$ 2,500.00	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00	\$ 1,100.00	\$ 4,400.00
30	3	EA	16-INCH CONNECTIONS	\$ 4,000.00	\$ 12,000.00	\$ 1,700.00	\$ 5,100.00	\$ 1,400.00	\$ 4,200.00
31	1	EA	12-INCH CONNECTIONS	\$ 5,000.00	\$ 5,000.00	\$ 1,600.00	\$ 1,600.00	\$ 2,000.00	\$ 2,000.00
32	3	EA	10-INCH CONNECTIONS	\$ 4,000.00	\$ 12,000.00	\$ 1,600.00	\$ 4,800.00	\$ 1,800.00	\$ 5,400.00
33	2	EA	8-INCH CONNECTIONS	\$ 3,500.00	\$ 7,000.00	\$ 1,500.00	\$ 3,000.00	\$ 1,450.00	\$ 2,900.00
34	8	EA	6-INCH CONNECTIONS	\$ 3,500.00	\$ 28,000.00	\$ 1,500.00	\$ 12,000.00	\$ 565.00	\$ 4,520.00
35	3	EA	18-INCH JACK AND BORE RAILROAD CROSSING ATTEMPS	\$ 5,000.00	\$ 15,000.00	\$ 9,000.00	\$ 27,000.00	\$ 1.00	\$ 3.00
36	2	EA	6-INCH JACK AND BORE ROAD CROSSING ATTEMPS	\$ 2,000.00	\$ 4,000.00	\$ 6,500.00	\$ 13,000.00	\$ 1.00	\$ 2.00
37	14	EA	CUT-AND-PLUG EXISTING WATERLINE - 6-INCH AND SMALLER	\$ 1,000.00	\$ 14,000.00	\$ 1,000.00	\$ 14,000.00	\$ 850.00	\$ 11,900.00
38	4	EA	CUT-AND-PLUG EXISTING WATERLINE - 8-INCH AND LARGER	\$ 1,500.00	\$ 6,000.00	\$ 1,300.00	\$ 5,200.00	\$ 980.00	\$ 3,920.00
39	4	EA	REMOVE EXISTING VALVE BOXES	\$ 200.00	\$ 800.00	\$ 259.00	\$ 1,036.00	\$ 195.00	\$ 780.00
40	3	EA	REMOVE EXISTING BLOW OFFS	\$ 500.00	\$ 1,500.00	\$ 346.00	\$ 1,038.00	\$ 195.00	\$ 585.00
41	1	LS	WATERLINE STREAM CROSSING	\$ 15,000.00	\$ 15,000.00	\$ 4,200.00	\$ 4,200.00	\$ 5,550.00	\$ 5,550.00
42	1	LS	SEEDING WITH MULCH	\$ 119,000.00	\$ 119,000.00	\$ 110,000.00	\$ 110,000.00	\$ 36,800.00	\$ 36,800.00
43	1	EA	PROJECT SIGN	\$ 1,500.00	\$ 1,500.00	\$ 1,600.00	\$ 1,600.00	\$ 1,200.00	\$ 1,200.00
PROJECT TOTAL :					\$ 2,512,315.00		\$ 2,596,228.00		\$ 2,697,525.00



AGENDA ACTION FORM

Budget Ordinance to Transfer Funds to Provide Security Over Seized or Impounded Vehicles

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-97-2016
Work Session: April 18, 2016
First Reading: April 19, 2016

Final Adoption: May 3, 2016
Staff Work By: D/C Phipps
Presentation By: Chief Quillin

Recommendation:

Approve the Ordinance.

Executive Summary:

The police department is mandated to provide security over seized vehicles of alcohol or drug violations, as well as vehicles impounded for evidentiary purposes. Historically, the police department has been granted access to various lots or buildings throughout the city that have met the needs. Unfortunately, the time has come when those options are no longer available and logistically, not practical.

The police department is currently in the process of constructing a storage lot located adjacent to Idle Hour Rd that clearly meets the current needs while providing enough additional room for future seizures or impounds. This action would provide the needed funding of \$108,665.00 to supplement existing funds to compete the project. The funding would allow the final stages of construction which include engineering costs, fencing, and an outbuilding.

Attachments:

- 1. Ordinance

Funding source appropriate and funds are available: _____

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE POLICE STORAGE LOT IMPROVEMENT PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the General Project Fund budget be amended by transferring \$108,665 from the Police 911 Radios project (GP1418) to the Police Storage Lot Improvement project (GP1609) to provide security over seized or impounded vehicles.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Fund 311: General Project Fund			
Police 911 Radios (GP1418)			
Revenues:	\$	\$	\$
311-0000-368-1040 Series 2011 GO Pub Imp	348,650	0	348,650
311-0000-368-1041 Series 2012C GO Pub Imp	271,660	0	271,660
311-0000-368-1046 Series 2013B GO Pub Imp	1,380,000	(108,665)	1,271,335
Totals:	2,000,310	(108,665)	1,891,645
Expenditures:	\$	\$	\$
311-0000-601-9004 Equipment	2,000,310	(108,665)	1,891,645
Totals:	2,000,310	(108,665)	1,891,645
Fund 311: General Project Fund			
Police Storage Lot Improvements (GP1609)			
Revenues:	\$	\$	\$
311-0000-368-1046 Series 2013B GO Pub Imp	0	108,665	108,665
311-0000-368-1047 Series 2014 A GO Bonds	39,846	0	39,846
311-0000-368-2101 Premium From Bond Sale	9,654	0	9,654
311-0000-391-0100 From General Fund	26,500	0	26,500
Totals:	76,000	108,665	184,665
Expenditures:	\$	\$	\$
311-0000-601-2023 Arch/Eng/Landscaping	0	50,000	50,000
311-0000-601-9003 Improvements	76,000	58,665	134,665
Totals:	76,000	108,665	184,665

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

APPROVED AS TO FORM:

ANGIE MARSHALL
Deputy City Recorder

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____



AGENDA ACTION FORM

Amend Zoning of 1609 West Stone Drive, Located Adjacent to the Intersection of West Stone Drive and Interstate 26

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-34-2016
 Work Session: April 4, 2016
 First Reading: April 5, 2016

Final Adoption: April 19, 2016
 Staff Work By: Ken Weems
 Presentation By: Ken Weems

Recommendation:

- Hold public hearing.
- Approve ordinance amending the zoning ordinance to rezone parcel 1 from R-1C, Residential District to B-3, Highway Oriented Business District.

Executive Summary:

This is an owner-requested rezoning of approximately .1 acres located at 1609 West Stone Drive from R-1C to B-3. The purpose of the rezoning request is to permit redevelopment of the surrounding B-3 zoned property between Plantation Road and Riverside Avenue. Specifically, the applicant wishes to move the A-1 Hitch business, currently located at 1611 West Stone Drive to the rezoning site and surrounding commercial parcels. As of March 28, 2016, the Planning Department has received one neutral information request and one supportive comment about the rezoning proposal. During their March 2016 regular meeting, the Kingsport Regional Planning Commission voted unanimously to send a favorable recommendation for the rezoning to the Board of Mayor and Aldermen. The Notice of Public Hearing was published on March 22, 2016.

Attachments:

1. Notice of Public Hearing
2. Zoning Ordinance
3. Staff Report

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—



AGENDA ACTION FORM

Amend Zoning of 1609 West Stone Drive, Located Adjacent to the Intersection of West Stone Drive and Interstate 26

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-34-2016
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 First Reading: April 5, 2016

Final Adoption: April 19, 2016
 Staff Work By: Ken Weems
 Presentation By: Ken Weems

Recommendation:

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- Approve ordinance amending the zoning ordinance to rezone parcel 1 from R-1C, Residential District to B-3, Highway Oriented Business District.

Executive Summary:

This is an owner-requested rezoning of approximately .1 acres located at 1609 West Stone Drive from R-1C to B-3. The purpose of the rezoning request is to permit redevelopment of the surrounding B-3 zoned property between Plantation Road and Riverside Avenue. Specifically, the applicant wishes to move the A-1 Hitch business, currently located at 1611 West Stone Drive to the rezoning site and surrounding commercial parcels. As of March 28, 2016, the Planning Department has received one neutral information request and one supportive comment about the rezoning proposal. During their March 2016 regular meeting, the Kingsport Regional Planning Commission voted unanimously to send a favorable recommendation for the rezoning to the Board of Mayor and Aldermen. The Notice of Public Hearing was published on March 22, 2016.

Attachments:

1. Notice of Public Hearing
2. Zoning Ordinance
3. Staff Report

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN to all citizens of the City of Kingsport, Tennessee, to all persons interested, and the public at large that the City of Kingsport Board of Mayor and Aldermen will conduct a Public Hearing during its regular business meeting on April 5, 2016 to consider the rezoning for parcel 1 of tax map 45E located along West Stone Drive from R-1C District to B-3 District. The regular business meeting will begin at 7:00 p.m. in the large courtroom located on the second floor of City Hall, at 225 W. Center Street, Kingsport, Tennessee.

The property proposed for rezoning is generally described as follows:

BEGINNING at a point, said point being the western corner of parcel 1, Tax Map 45E; thence in a southwesterly direction, approximately 85 feet to a point, said point lying in the center of Plantation Road right-of-way; thence in a northeasterly direction, crossing into West Stone Drive right-of-way, approximately 120 feet to a point, said point lying inside West Stone Drive right-of-way; thence in a northeasterly direction, approximately 85 feet to a point, said point lying inside West Stone Drive right-of-way; thence in a southeasterly direction, approximately 120 feet to the point of BEGINNING, and being all of parcel 1, Tax Map 45E, as well as a portion of Plantation Road, approximately 80 feet in length, and a portion of West Stone Drive, approximately 85 feet in length as shown on the August 2015 Sullivan County Tax Maps.

All interested persons are invited to attend this meeting and public hearing. A detailed map and description is on file in the offices of the City Manager, Kingsport Library, and Planning Manager for inspection. Additional information concerning this proposal may be obtained by contacting the Kingsport Planning Division of the Development Services Department, telephone 423-229-9485.

CITY OF KINGSPORT
Angie Marshall, Deputy City Clerk
PIT: 3/22/2016

4. **Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?** The proposal will not cause a burdensome use of existing streets, transportation facilities, or schools. The traffic count on West Stone Drive in this vicinity was 27,691 during the last count in 2014.

5. **Whether the proposal is in conformity with the policies and intent of the land use plan?**

Proposed use: Drive isle and landscaping for a commercial redevelopment

The Future Land Use Plan Map recommends Single Family

6. **Whether there are other existing or changed conditions affecting the use and development of the property which gives supporting grounds for either approval or disapproval of the proposal?** The existing conditions support approval of the proposed rezoning.

7. **Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of the City of Kingsport?** There are no adverse uses proposed.

8. **Whether the change will create an isolated district unrelated to similar districts:** The proposed rezoning will be the same as the surrounding parcel zone.

9. **Whether the present district boundaries are illogically drawn in relation to existing conditions?** The present district boundaries are illogically drawn based upon existing commercial development.

10. **Whether the change will constitute a grant of special privilege to an individual as contrasted to the general welfare?** The change will not allow a special privilege to an individual as contrasted to the general welfare.

CONCLUSION

Staff recommends APPROVAL to rezone from R-1C to B-3. The proposal is in keeping with current and trending commercial land use in the vicinity.

ORDINANCE NO. _____

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY ADJACENT TO WEST STONE DRIVE FROM R-1C, RESIDENTIAL DISTRICT TO B-3, HIGHWAY ORIENTED BUSINESS DISTRICT IN THE 11TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, AS FOLLOWS:

SECTION I. That the zoning code, text, and map, be and the same is hereby further amended to rezone property adjacent to West Stone Drive from R-1C, Residential District to B-3, Highway Oriented Business District in the 11th Civil District of Sullivan County; said area to be rezoned being further and more particularly described as follows:

BEGINNING at a point, said point being the western corner of parcel 1, Tax Map 45E; thence in a southwesterly direction, approximately 85 feet to a point, said point lying in the center of Plantation Road right-of-way; thence in a northeasterly direction, crossing into West Stone Drive right-of-way, approximately 120 feet to a point, said point lying inside West Stone Drive right-of-way; thence in a northeasterly direction, approximately 85 feet to a point, said point lying inside West Stone Drive right-of-way; thence in a southeasterly direction, approximately 120 feet to the point of BEGINNING, and being all of parcel 1, Tax Map 45E, as well as a portion of Plantation Road, approximately 80 feet in length, and a portion of West Stone Drive, approximately 85 feet in length as shown on the August 2015 Sullivan County Tax Maps.

SECTION II. Any person violating any provisions of this ordinance shall be guilty of an offense and upon conviction shall pay a penalty of FIFTY DOLLARS (\$50.00) for each offense. Each occurrence shall constitute a separate offense.

SECTION III. That this ordinance shall take effect from and after the date of its passage and publication, as the law directs, the public welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK
Mayor

ATTEST:

JAMES H. DEMMING
City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY
City Attorney

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

PROPERTY INFORMATION

ADDRESS	1609 W. Stone Dr.
DISTRICT	11
OVERLAY DISTRICT	n/a
EXISTING ZONING	R-1C (Residential District)
PROPOSED ZONING	B-3 (Highway Oriented Business District)
ACRES	.1 +/-
EXISTING USE	gravel lot containing carport models
PROPOSED USE	drive isle and landscaping for a new commercial use

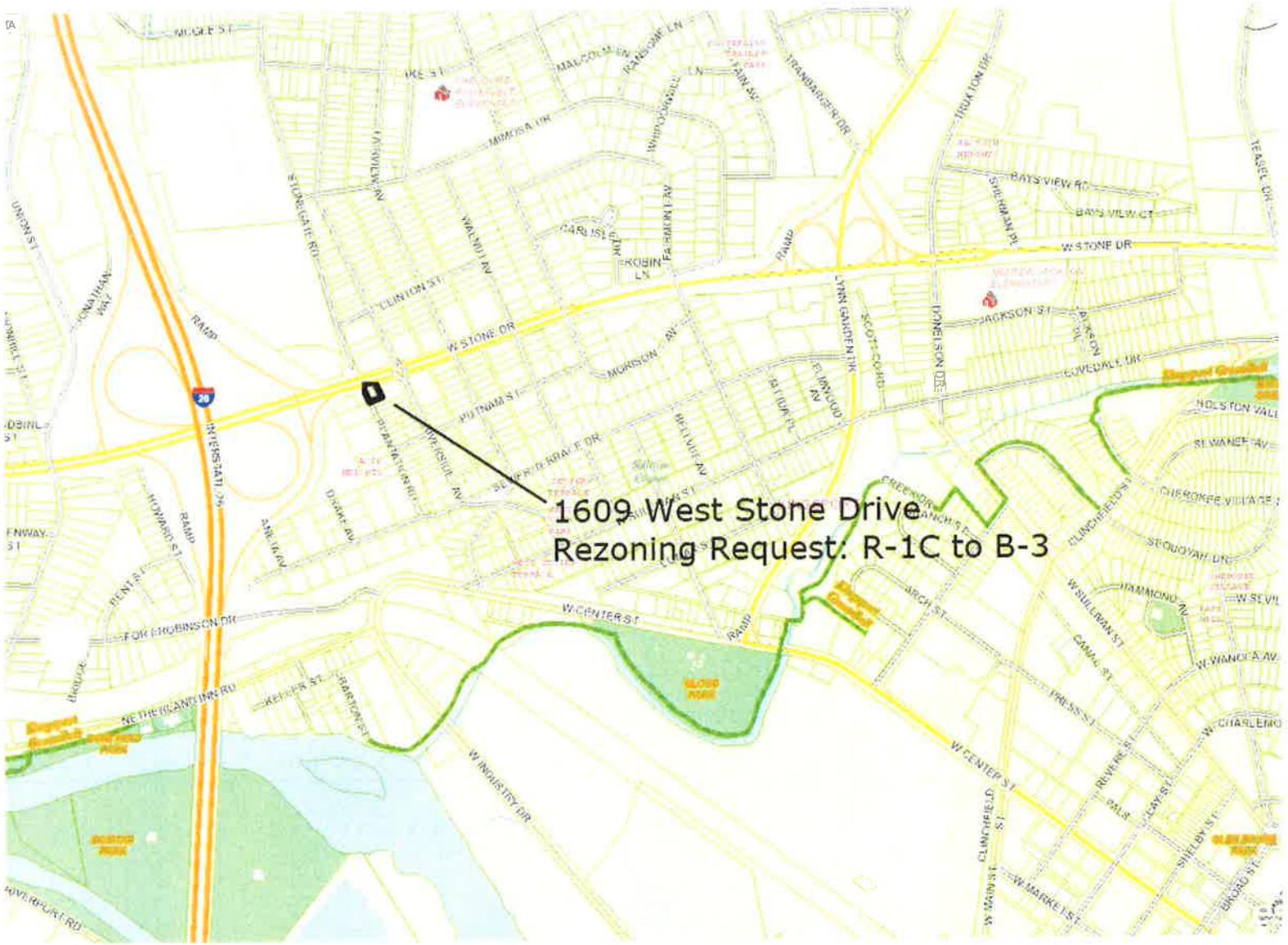
PETITIONER

ADDRESS **255 Alpine Trail, Kingsport, TN 37663**

INTENT

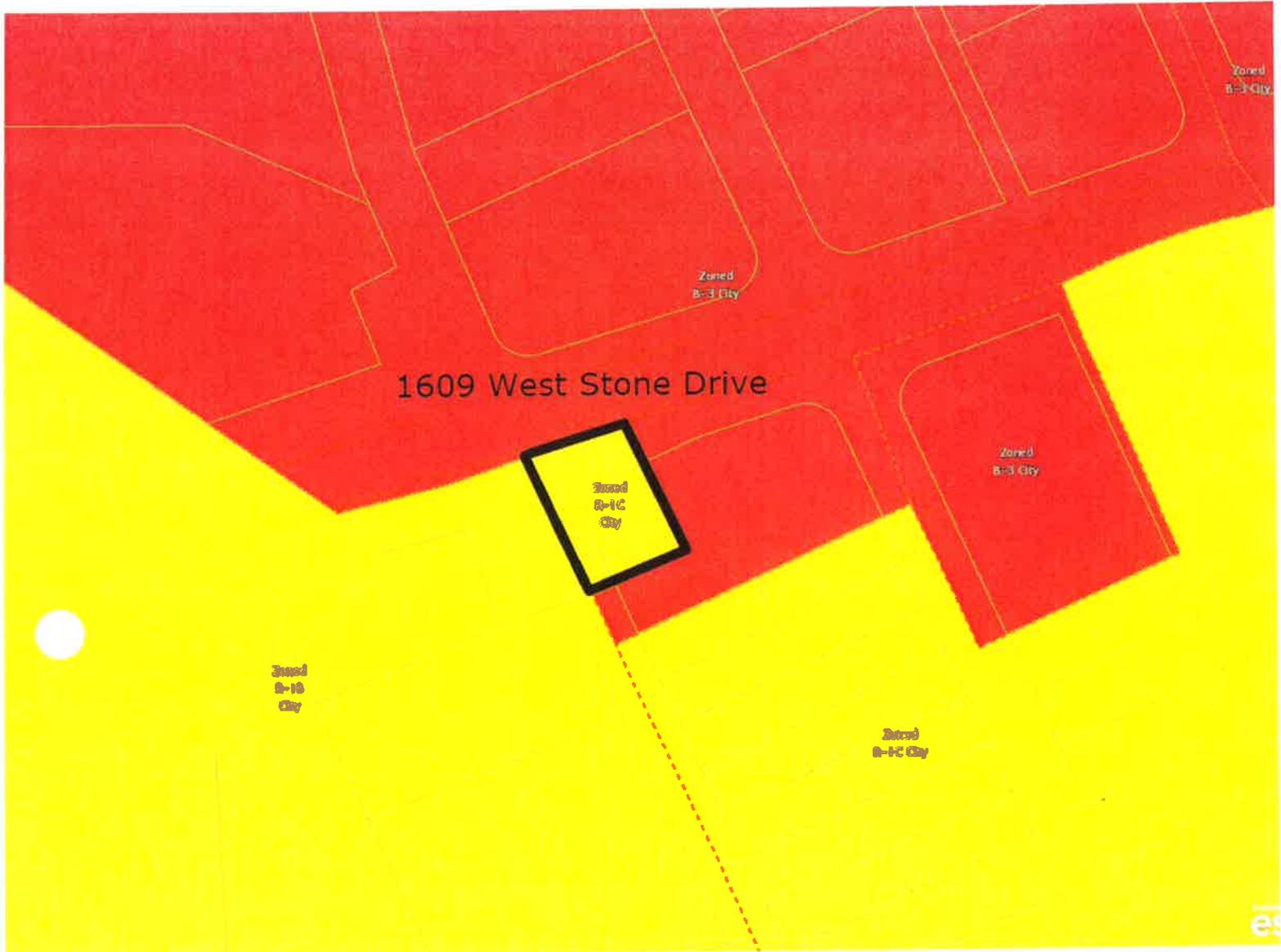
To rezone from R-1C (Residential District) to B-3 (Highway Oriented Business District) to accommodate redevelopment of the surrounding B-3 zoned parcel.

Vicinity Map



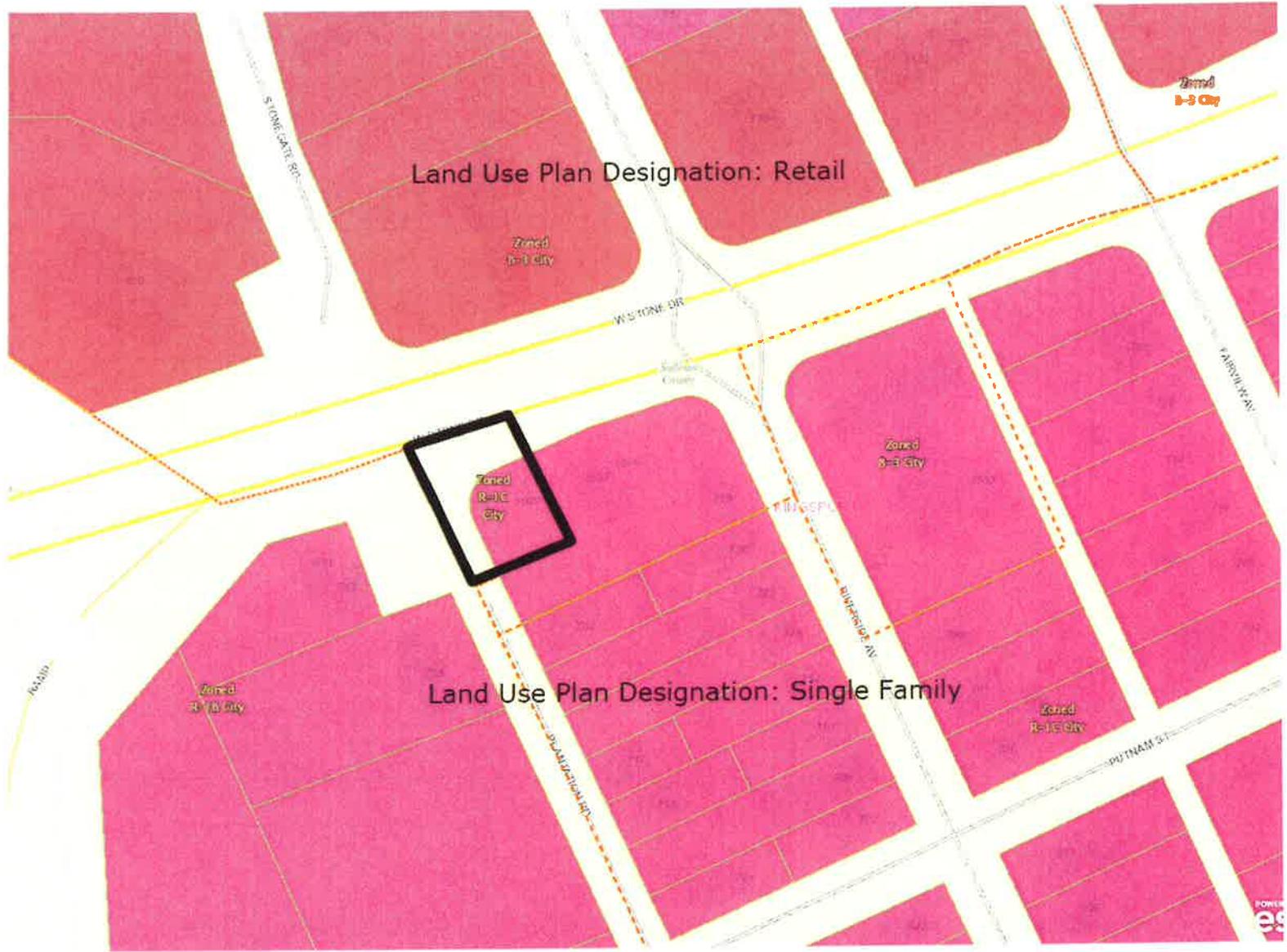
**1609 West Stone Drive
Rezoning Request. R-1C to B-3**

Surrounding Zoning Map



Rezoning Report

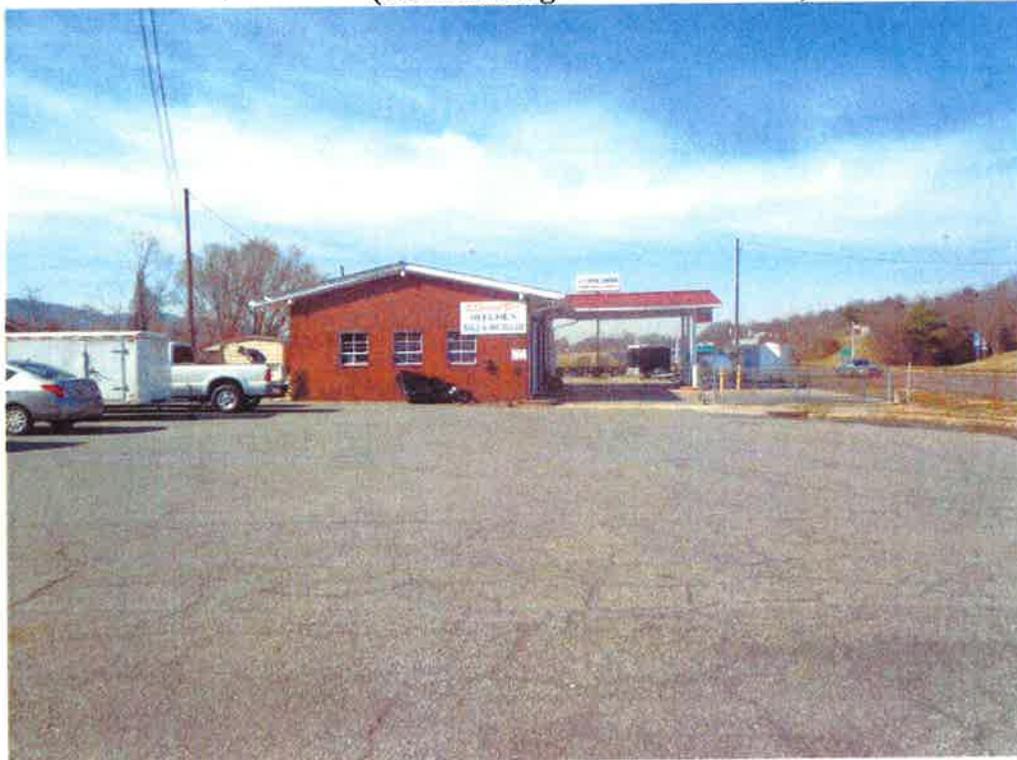
Future Land Use Plan 2030



North View (Across W. Stone Dr.)



West View (The Existing A-1 Hitch Center)



South View



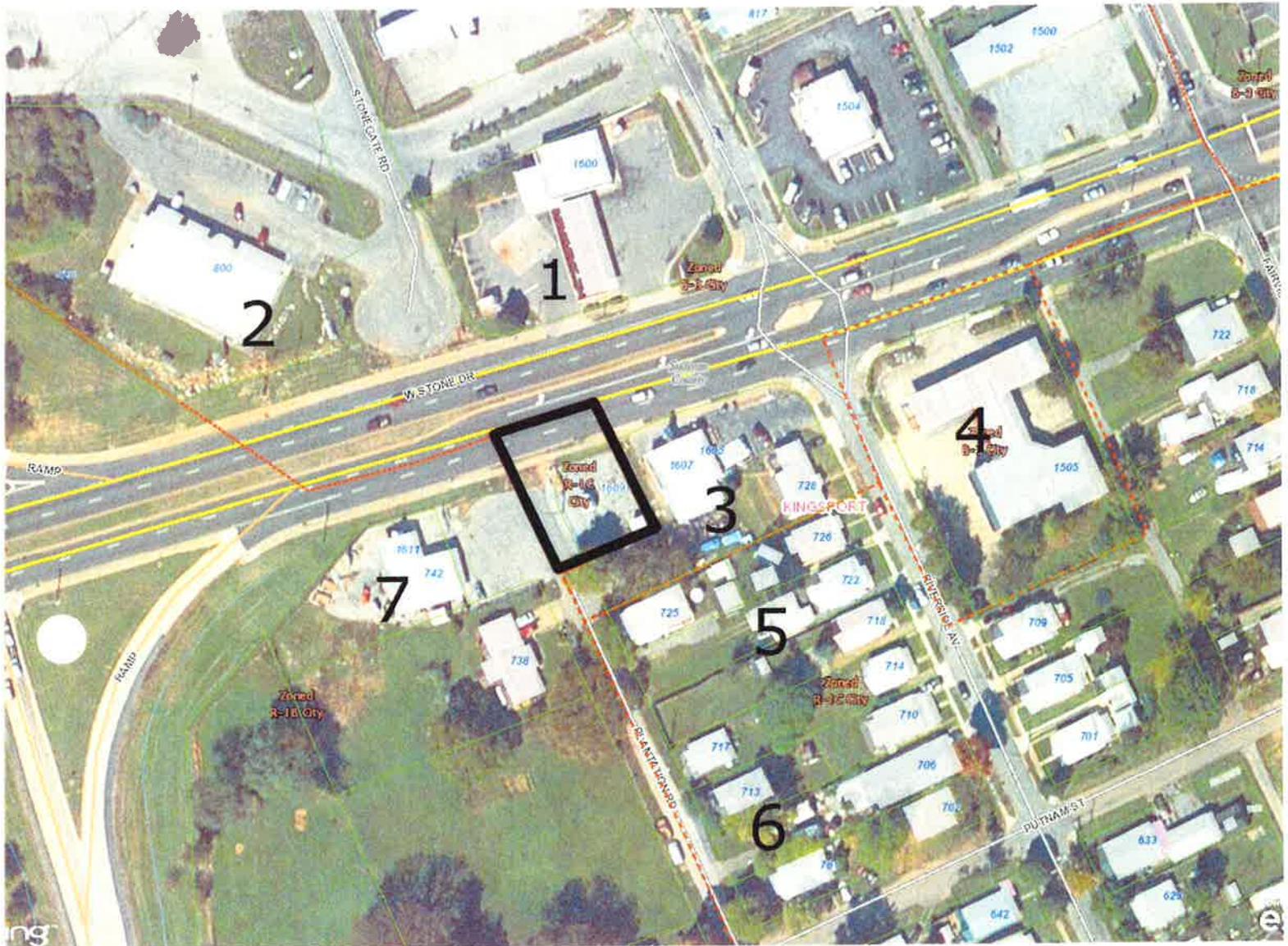
East View (T&T Mower)



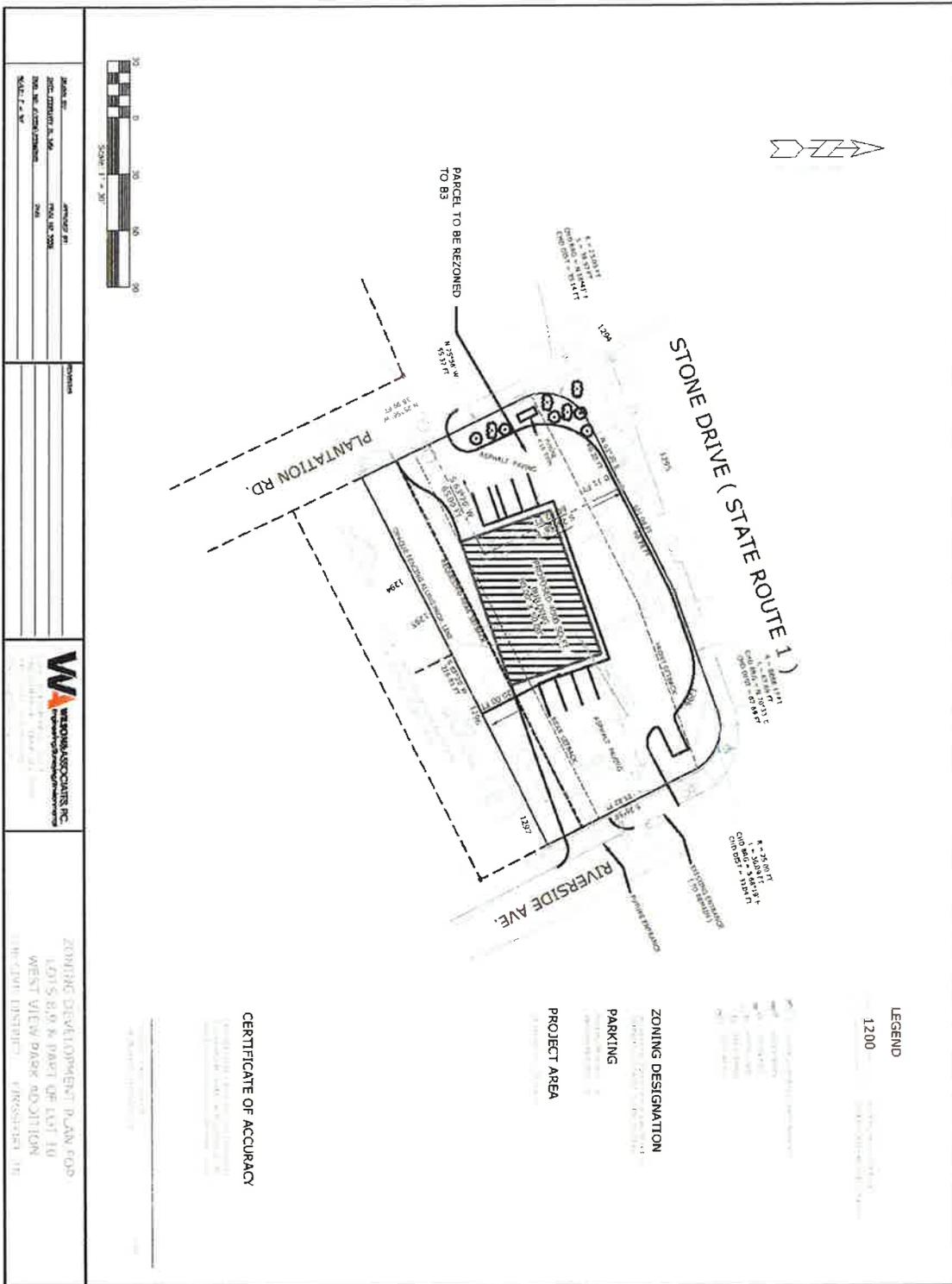
Existing Zoning/ Land Use Table

Location	Parcel / Zoning Petition	Zoning / Name	History Zoning Action Variance Action
North, East, Northwest	1	<u>Zone: City B-3</u> Use: Shell Gas Station	n/a
Further North and Northwest	2	<u>Zone: City B-3</u> Use: multi-tenant commercial building	n/a
East	3	<u>Zone: City B-3</u> Use: lawn mower repair and Catch 22 businesses	n/a
Further East	4	<u>Zone: City B-3</u> Use: Out of business gas station	n/a
Southeast and South	5	<u>Zone: City R-1C</u> Use: Single Family Residential	n/a
Further South	6	<u>Zone: City R-1C</u> Use: Single Family Residential	n/a
West	7	<u>Zone: City R-1B</u> Use: A-1 Hitch Center	2005 BZA approval: commercial parking in a residential zone

EXISTING USES LOCATION MAP



Site Plan



Based on the applicant's site plan submitted to the Planning Department on February 15, 2016, Staff offers the following considerations:

DEVELOPMENT STANDARDS : B-3

District minimum requirements:

- The rezoning site is proposed to be a small portion (approximately 1/10 of an acre) of a redevelopment proposal to move the existing A-1 Hitch Center from the current location of 1611 West Stone Drive.
- The rezoning site is shown as a portion of the overall proposed redevelopment (note that the rest of the redevelopment site is currently zoned B-3).

Property Features

The rezoning site is a small gravel lot that currently contains freestanding carport models. The proposed use will contain landscaping and drive isle features of the proposed redevelopment of the A-1 Hitch Center business (which is currently located approximately 100' away from the rezoning site) along West Stone Drive.

Standards of Review

Planning Staff shall, with respect to each zoning application, investigate and make a recommendation with respect to factors 1 through 10, below, as well as any other factors it may find relevant.

- 1. Whether or not the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby Property?** The proposal will permit a use that is suitable with adjacent and surrounding property as commercial use.
- 2. Whether or not the proposal will adversely affect the existing use or usability of adjacent or nearby property?** The adjacent and nearby property will not be adversely affected by the proposal.
- 3. Whether the property to be affected by the proposal has a reasonable economic use as currently zoned?** It is unreasonable to expect single family home use which the property is currently zoned for. Combination of the property with the existing /surrounding B-3 zoned property is the most reasonable use.



AGENDA ACTION FORM

Award Contract and Budget Ordinance to Transfer Funds for the Ft. Henry/Moreland Dr./W Center St. Sewer Replacement Project

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager 

Action Form No.: AF-79-2016
Work Session: April 4, 2016
First Reading: April 5, 2016

Final Adoption: April 19, 2016
Staff Work By: O. Nickens, J. Smith
Presentation By: Ryan McReynolds

Recommendation:

Approve the Budget Ordinance and Resolution.

Executive Summary:

Bids were opened for the Sanitary Sewer Facilities Upgrades – Ft Henry/Moreland/W Center St project on March 24, 2016. This project consists of replacement of approximately 8,000 LF sanitary sewer infrastructure, including manholes. The allotted time for construction will be 180 calendar days.

Funding has been identified and allocated to various projects in the Sewer Fund. To more accurately track expenses for individual projects, new project accounts need to be opened for each specific project. This ordinance will reallocate existing funds to the project; no new funds are being requested.

City staff reviewed the bids and recommends awarding the contract to the apparent low bidder, Portland Utilities Company as follows:

Base Bid.....	\$1,273,356.20
Engineering Fees 14%.....	196,611.09
Contingency 6%.....	76,401.37
Total Project Cost.....	\$1,546,368.66

A budget ordinance appropriating funds to SW1401 from SW1400 is requested.

Engineering estimate for the base bid of the referenced project was \$1,123,727.93.

Attachments:

1. Budget Ordinance
2. Contract Award Resolution
3. Bid Opening Minutes
4. Location Map
5. Bid Tabulation

Funding source appropriate and funds are available: 

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—



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	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

PRE-FILED CITY RECORDER

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE SEWER PROJECT FUND BUDGET BY TRANSFERRING FUNDS TO THE MISCELLANEOUS SEWER LINE REHAB PROJECT FOR THE YEAR ENDING JUNE 30, 2016; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED BY THE CITY OF KINGSPORT, as follows:

SECTION I. That the Sewer Project Fund budget be amended by transferring funds from the Reedy Creek Trunkline project (SW1400) to the Miscellaneous Sewer Line Rehab project (SW1401) in the amount of \$124,327 for the Fort Henry Drive/Moreland Drive/W. Center Street sewer infrastructure replacement including manholes.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Fund 452: Sewer Fund			
Miscellaneous Sewer Line Rehab (SW1401)			
Revenues:			
	\$	\$	\$
452-0000-391-0529 2013B GO Pub Imp. Bonds	277,279	0	277,279
452-0000-391-0531 2014 B GO Bond	600,000	0	600,000
452-0000-391-4200 From Sewer Fund	556,423	124,327	680,750
Totals:	1,433,702	124,327	1,558,029
Expenditures:			
452-0000-606-2023 Arch/Eng/Landscaping	210,000	0	210,000
452-0000-606-9001 Land	60,000	0	60,000
452-0000-606-9003 Improvements	1,163,702	124,327	1,288,029
Totals:	1,433,702	124,327	1,558,029
Fund 452: Sewer Project Fund			
Reedy Creek Trunklines (SW1400)			
Revenues:			
	\$	\$	\$
452-0000-391-0529 Series 2013 B GO Pub Imp	4,100,000	0	4,100,000
452-0000-391-4200 From Sewer Fund	1,350,086	(124,327)	1,225,759
Totals:	5,450,086	(124,327)	5,325,759
Expenditures:			
452-0000-606-2023 Arch/Eng/Landscaping	600,086	0	600,086
452-0000-606-9001 Land	100,000	0	100,000
452-0000-606-9003 Improvements	4,750,000	(124,327)	4,625,673
Totals:	5,450,086	(124,327)	5,325,759

SECTION II. That this Ordinance shall take effect from and after its date of passage, as the law direct, the welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

APPROVED AS TO FORM:

ANGELA L. MARSHALL
Deputy City Recorder

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____

RESOLUTION NO. _____

A RESOLUTION AWARDED THE BID FOR THE SANITARY SEWER FACILITIES AND WATERLINE UPGRADES-FT. HENRY DRIVE/MORELAND DRIVE/WEST CENTER STREET SEWER REPLACEMENT PROJECT TO PORTLAND UTILITIES CONSTRUCTION COMPANY TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened March 24, 2016, for the Sanitary Sewer Facilities and Waterline Upgrades – Ft. Henry Drive/Moreland Drive/West Center Street project; and

WHEREAS, upon review of the bids, the board finds Portland Utilities Construction Company is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for replacement of approximately 8,000 linear feet sanitary sewer infrastructure, including manholes, from Portland Utilities Construction Company at an estimated construction cost of \$1,273,356.20; and

WHEREAS, funding is identified in project numbers SW1401 and SW1400.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the Sanitary Sewer Facilities and Waterline Upgrades - Ft. Henry Drive/Moreland Drive/West Center Street project, consisting of replacement of approximately 8,000 linear feet sanitary sewer infrastructure, including manholes, at an estimated cost of \$1,273,356.20, is awarded to Portland Utilities Construction Company, and the mayor is authorized to execute an agreement for same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 5th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
BID OPENING
March 24, 2016
4:00 P.M.

Present: Brent Morelock, Assistant Procurement Manager; Michelle Gillenwater, Administrative Assistant, Purchasing Dept.; Chad Austin, Water Distribution Manager; David Mason, Project Manager; Pamela Gilmer, Engineering Dept.; and Jim Wright, Architect

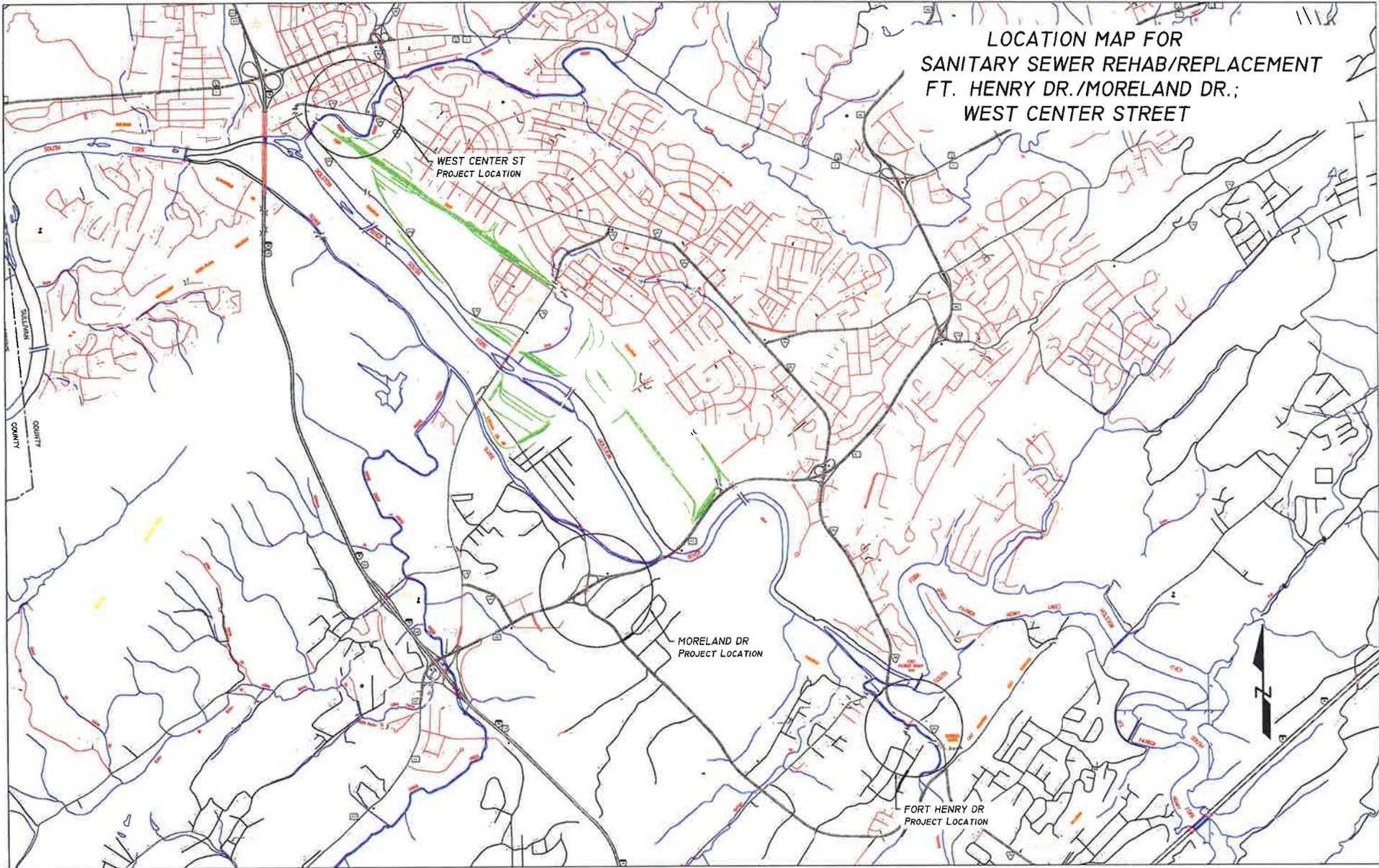
The Bid Opening was held in the Council Room, City Hall.

The Assistant Procurement Manager opened with the following bids:

SANITARY SEWER REHAB/REPLACEMENT FT. HENRY DR./MORELAND DR.; W. CENTER ST.		
Vendor:	Total Cost:	Completion Time:
Portland Utilities Construction Co.	\$1,273,356.20	180 Days

The submitted bids will be evaluated and a recommendation made at a later date.

**LOCATION MAP FOR
SANITARY SEWER REHAB/REPLACEMENT
FT. HENRY DR./MORELAND DR.;
WEST CENTER STREET**



BID TAB SANITARY SEWER REHAB/REPLACEMENT FOR FORT HENRY DRIVE/MORELAND DRIVE, WEST CENTER

ITEM NO.	QUAN	UNIT	DESCRIPTION	PORTLAND UTILITIES CONSTRUCTION COMPANY	
				UNIT COST	TOTAL COST
1	1	LS	MOBILIZATION	\$ 43,009.40	\$ 43,009.40
2	1	LS	TRAFFIC CONTROL	\$ 28,175.97	\$ 28,175.97
3	1	LS	PROJECT SIGN	\$ 1,285.03	\$ 1,285.03
Fort Henry Drive/ Moreland Drive					
4	1	LS	CLEARING AND GRUBBING	\$ 14,550.05	\$ 14,550.05
5	1	LS	DEMOLITION OF EXISTING FACILITIES	\$ 1,455.00	\$ 1,455.00
6	4,850	LF	BYPASS PUMPING	\$ 34.53	\$ 167,470.50
7	630	LF	18" SEWER LINE HEAVY CLEANING	\$ 21.12	\$ 13,306.80
8	1,270	LF	20" SEWER LINE HEAVY CLEANING	\$ 21.12	\$ 26,822.40
9	2,760	LF	21" SEWER LINE HEAVY CLEANING	\$ 5.28	\$ 14,678.40
10	170	LF	16" HDPE GRAVITY SEWER LINE	\$ 155.16	\$ 26,377.20
11	630	LF	18" GRAVITY SEWER LINE, CIPP	\$ 112.81	\$ 71,070.30
12	1,270	LF	20" GRAVITY SEWER LINE, CIPP	\$ 110.42	\$ 140,233.40
13	2,760	LF	21" GRAVITY SEWER LINE, CIPP	\$ 110.42	\$ 306,967.80
14	175	T	CRUSHED STONE FOR BACKFILL	\$ 37.41	\$ 6,684.16
15	227	CY	SOLID ROCK EXCAVATION IN TRENCH	\$ 81.33	\$ 18,461.91
16	30	LF	CREEK CROSSINGS	\$ 772.21	\$ 23,166.30
17	1	LS	SEEDING WITH MULCH	\$ 23,058.13	\$ 23,058.13
18	1	LS	SOIL & EROSION CONTROL	\$ 4,409.09	\$ 4,409.09
19	75	LF	SILT FENCING	\$ 9.70	\$ 727.50
20	1	LS	16" HDPE GRAVITY SEWER LINE INSIDE DROP	\$ 3,479.15	\$ 3,479.15
21	3	EA	STANDARD SEWER MANHOLES	\$ 3,858.78	\$ 11,576.34
22	1	EA	WATERTIGHT LIDS & CASTINGS	\$ 915.09	\$ 915.09
23	1	EA	MANHOLE VENTS (NOT INC. MANHOLES)	\$ 838.49	\$ 838.49
24	21	VF	EXTRA DEPTH MANHOLE	\$ 188.56	\$ 3,959.76
25	234	VF	MANHOLE COATING SYSTEM	\$ 370.92	\$ 86,795.28
Total Fort Henry Dr/Moreland Dr					\$ 1,039,372.05
West Center Street					
1	1,309	LF	8" SEWER LINE, PIPE BURST, DIPS	\$ 48.82	\$ 63,905.38
2	1,814	LF	8" SEWER LINE, CIPP	\$ 46.33	\$ 84,042.82
3	2,728	LF	HEAVY LINE CLEANING	\$ 2.63	\$ 7,174.84
4	11	EA	SEWER SERVICE LATERAL, DIG AND REPLACE	\$ 1,727.99	\$ 19,007.89
5	7	EA	SEWER SERVICE LATERAL, OFF OF CIPP MAINLINE	\$ 1,437.48	\$ 10,062.36
6	1	LS	BANK STABILIZATION AROUND MH 03D247	\$ 5,827.51	\$ 5,827.51
7	2	EA	8" INTERNAL DROP ASSEMBLY (MH 03D246 AND 03D247)	\$ 1,088.55	\$ 2,177.10
8	1	EA	6" INTERNAL DROP ASSEMBLY (MH 03D246)	\$ 1,009.19	\$ 1,009.19
9	1	LS	POINT REPAIR (PROFILE SL-1)	\$ 3,646.97	\$ 3,646.97
10	1	EA	MANHOLE VENT (MH 03D248)	\$ 838.49	\$ 838.49
11	200	SY	EXCESS CONCRETE PAVEMENT REPLACEMENT	\$ 99.06	\$ 19,812.00
12	200	SY	EXCESS ASPHALT PAVEMENT REPLACEMENT	\$ 83.40	\$ 16,680.00
Total West Center Street					\$ 233,984.16
Project Total					\$ 1,273,356.20



AGENDA ACTION FORM

Awarding the Bid for the Purchase of two (2) Single Axle Dump Trucks

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-84-2016
 Work Session: April 18, 2016
 First Reading: N/A

Final Adoption: April 19, 2016
 Staff Work By: Committee
 Presentation By: C. McCartt, R. McReynolds, S. Hightower

Recommendation:
 Approve the Resolution.

Executive Summary:
 Bids were opened on March 23, 2016 for the purchase of two single axle dump trucks for use by the Water & Sewer Departments. The advertisement for the Invitation to Bid was published in the Kingsport Times News on March 9, 2016 and placed on our website for 15 calendar days. It is the recommendation of the committee to accept the apparent low compliant bid from Goodpasture Motor Company for two 2017 International 4400 SBA 4X2 as follows:

	\$93,500.00	Unit Price
Less	\$6,000.00	Trade-In allowance for Equipment # 1285
Less	\$8,000.00	Trade- In allowance for Equipment # 1474
Add	<u>\$7,200.00</u>	Option A (snow plow)
	\$187,400.00	Total Purchase Price

These are Fleet Replacements.

Funding is identified in Account # 51150085019010.

- Attachments:**
1. Resolution
 2. Bid Opening Minutes
 3. Recommendation Memo w/ Photo

Funding source appropriate and funds are available: js

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF TWO SINGLE AXLE DUMP TRUCKS TO GOODPASTURE MOTOR COMPANY AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

WHEREAS, bids were opened March 23, 2016 for the purchase of two (2) single axle dump trucks for the use at the Water and Sewer Departments; and

WHEREAS, the city will receive \$6,000.00 for a trade-in allowance for vehicle #1285 and a trade-in allowance of \$8,000.00 for vehicle #1474; and

WHEREAS, upon review of the bids, the board finds Goodpasture Motor Company is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase two (2) 2017 International 4400 SBA 4x2 with the snow plow option single axle dump trucks from Goodpasture Motor Company at a total purchase cost of \$187,400.00 which includes the deduction of the \$14,000.00 trade-in allowance and includes the snow plow option; and

WHEREAS, funding is identified in account #51150085019010.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the purchase of two (2) 2017 International 4400 SBA 4x2 with the snow plow option single axle dump trucks at a total purchase cost of \$187,400.00 which includes the deduction of the \$14,000.00 trade-in allowance and includes the snow plow option, is awarded to Goodpasture Motor Company, and the city manager is authorized to execute a purchase order for same.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
 BID OPENING
 March 23, 2016
 4:00 P.M.

Present: Brent Morelock, Assistant Procurement Manager; and Michelle Gillenwater, Procurement Administrative Assistant

The Bid Opening was held in the Council Room, City Hall.

The Assistant Procurement Manager opened with the following bids:

DUMP TRUCKS							
Vendor:	Qty.:	Unit Cost:	Option A:	Trade In #1285:	Trade In #1474	Delivery Time:	Model/Make:
Goodpasture Motor Co.	2	\$93,500.00	\$7,200.00	\$6,000.00	\$8,000.00	Mid Nov. 2016	2017 International 4400 SBA (4x2)
Triad Freightliner of TN	2	\$92,414.00	Western Heavy Weight \$7,200.00 Meyer \$7,400.00	\$3,000.00	\$4,000.00	150-175 Days	2017 Freightliner M2106 W/Rogers Dump Body
Worldwide Equipment	2	\$94,793.00	Western Plow \$7,000.00	\$7,000.00	\$6,000.00	185-200 Days	2017 Kenworth T370
Worldwide Equipment	2	\$94,793.00	Meyer Plow \$7,400.00	\$7,000.00	\$6,000.00	175-190 Days	2017 Kenworth T370

The submitted bids will be evaluated and a recommendation made at a later date.



FLEET MAINTENANCE DIVISION

City of Kingsport, Tennessee

To: Brent Morelock, Assistant Procurement Manager
From: Chad Austin, Water/Wastewater Distribution & Collection Manager
 Steve Hightower, Fleet Manager
Date: March 29, 2016
Re: Dump Trucks – Single Axle - Purchase Recommendation

This will confirm our review and recommendation to purchase the compliant bid of the following vendor for use by the Water/Wastewater Department. We are also requesting Option A: Snow Plow for both units be accepted. We further recommend accepting the trade in offering for units 1285 and 1474.

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Award to Vendor</u>	<u>Fuel Economy</u>
1	2	2017 International 4400	Goodpasture Motor Co.	7 City/ 8 Hwy

Low Compliant Bidder

The bidder was compliant in all major aspects of the minimum specification requirements for the Single Axle Dump Truck(s) specified.

These units will be Fleet Replacements.

Delivery and Compliance to Specifications expectations have been added to insure prompt delivery of any vehicle or piece of equipment purchased by the City of Kingsport. Failure of the awarded vendor to deliver on time or correct pre acceptance inspection deficiencies within the allotted time results in a monetary penalty assessed on a daily basis. This process will insure the departments receive their replacement units in a timely manner. Specified time allotted for delivery is Mid November with 15 days to correct inspection deficiencies and a \$50 dollar a day penalty assessed.

The bid offerings were reviewed with the Water/Wastewater Department’s Manager, Chad Austin, who is agreement with this recommendation. A confirming email of agreement is attached.

Fuel Economy Improvement

00%

No fuel economy improvements would be realized since the replacement units are similar to the current units being operated.

Trade In(s)

1. Trade in(s):
 - a. 1285 - 1996 International Dump Truck – Age: 20 Years – 6.5 MPG - Trade Offering: \$6,000
 - b. 1474 - 2001 International Dump Truck – Age: 15 Years – 6.7 MPG - Trade Offering: \$8,000

Origin/ Dealer Information

1. New Unit(s) Chassis Origin of Manufacture:
 - a. Chassis – Springfield, Ohio
 - i. 72.3 % Domestic/ 27.7 % Foreign Materials
2. Dump Body Manufacturer:
 - a. Body – Rogers - Nashville, TN
 - i. 98 % Domestic/ 2 % Foreign Materials
3. New Unit(s) Chassis Dealer:
 - a. Chassis – Goodpasture Motors Co. – Bristol, VA.
4. New Unit(s) Body Dealer:
 - a. Body – Rogers – Nashville, TN

Should you have any questions on this recommendation, please do not hesitate to contact us.

Thank you.



Picture is for demonstration purposes only and does not reflect the actual unit(s) being purchased.

From: Austin, Chad

ent: Tuesday, March 29, 2016 9:10 AM

To: Hightower, Steve <SteveHightower@KingsportTN.gov>

Subject: Dump Truck bids

Steve,

Per our review of the dump truck bids last week, I am in agreement that the bids from Goodpasture are compliant and meet our needs.

Thanks,

Chad Austin

Sent from my Verizon Wireless 4G LTE smartphone



AGENDA ACTION FORM

Awarding the Bid for the Purchase of One (1) Dual Rear Utility Bed Truck

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-85-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Committee
Presentation By: C. McCartt, R. McReynolds,
S. Hightower

Recommendation:
Approve the Resolution.

Executive Summary:

Bids were opened on March 16, 2016 for the purchase of one dual rear utility bed truck for use by the Sewer Plant. The advertisement for the Invitation to Bid was published in the Kingsport Times News on February 24, 2016 and placed on our website for 22 calendar days. It is the recommendation of the committee to accept the apparent low compliant bid from Auto World of Big Stone Gap for one 2016 Ram 4500 Regular Cab 4X4 as follows:

	\$47,216.77	Unit Price
Less	\$1,800.00	Trade-In allowance for Equipment # 1512
Add	<u>\$13,968.00</u>	Option B (electric crane)
	\$59,384.77	Total Purchase Price

This is a Fleet Replacement.

Funding is identified in Account # 51150085019010.

Attachments:

1. Resolution
2. Bid Opening Minutes
3. Recommendation Memo w/ Photo

Funding source appropriate and funds are available:

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF ONE DUAL REAR UTILITY BED TRUCK TO AUTO WORLD OF BIG STONE GAP AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

WHEREAS, bids were opened March 16, 2016 for the purchase of one dual rear utility truck for the use at the sewer plant; and

WHEREAS, the city will receive \$1,800.00 for a trade-in allowance for vehicle #1512; and

WHEREAS, upon review of the bids, the board finds Auto World of Big Stone Gap is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase one 2016 Dodge Ram 4500 Regular Cab 4x4 dual rear utility truck from Auto World of Big Stone Gap at a total purchase cost of \$59,384.77 which includes the deduction of the \$1,800.00 trade-in allowance; and

WHEREAS, funding is identified in account #51150085019010.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the purchase of one 2016 Dodge Ram 4500 Regular Cab 4x4 dual rear utility truck at a total purchase cost of \$59,384.77 which includes the deduction of the \$1,800.00 trade-in allowance, is awarded to Auto World of Big Stone Gap, and the city manager is authorized to execute a purchase order for same.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
 BID OPENING
 March 16, 2016
 4:00 P.M.

Present: Sandy Crawford, Procurement Manager; and Brent Morelock, Assistant Procurement Manager

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

UTILITY BED TRUCK DUAL REAR						
Vendor:	Qty.:	Unit Cost:	Option B:	Trade-In	Delivery Time:	Make/Model:
Auto World of Big Stone Gap	1	\$47,216.77	\$13,968.00	1512 - \$1,800.00	180 Days	2016 Ram 4500 Regular Cab 4X4
Fairway Ford	1	No Bid	N/A	N/A	N/A	N/A

The submitted bids will be evaluated and a recommendation made at a later date.

The following Vendors were notified of this bid and bid documents were posted on our website:

- | | |
|------------------------------------|------------------------------|
| Courtesy Chevrolet | Auto World of Big Stone Gap |
| Fairway Ford | Champion Chevrolet |
| Toyota of Kingsport | Grindstaff Ford |
| Phil Bachman Toyota | Royston of Rogersville |
| Empire Ford | Carl Gregory Dodge |
| Alexander Automotive Family | CDJR of Columbia |
| Ramey Ford | Lance Cunningham Ford |
| Bill Gatton Chevrolet | Tri-Cities Dodge |
| Goodpasture Motor Co. | Gateway Ford |
| Golden Circle Ford Lincoln Mercury | Wallace Nissan Mitsubishi |
| Wilson County Motor Co. | Cardinal Chrysler Jeep Dodge |
| Gossett Motor Cars, Inc. | Honda of Kingsport |



FLEET MAINTENANCE DIVISION

City of Kingsport, Tennessee

To: Brent Morelock, Assistant Procurement Manager
From: Steve Hightower, Fleet Manager
 Niki Ensor, Water/Wastewater Facilities Manager
Date: March 28, 2016
Re: Utility Bed Truck Dual Rear Purchase Recommendation

This will confirm our review and recommendation to purchase the compliant bid of the following vendor for use by the Wastewater Plant and accept the trade in offering of \$1,800. We also request adding Option B: Electrically Operated Crane.

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Award to Vendor</u>	<u>Fuel Economy</u>
1	1	2016 Ram 4500 Regular Cab 4x4	Auto World of Big Stone	8 City/ 12 Hwy

Compliant Bidder

The bidder was compliant in all major aspects of the minimum specification requirements for the Utility Bed Truck Dual Rear specified. To determine if this single bidder price of \$47,216 per unit, plus Option B: Crane \$13,968, totaling \$61,184 was a competitive price, the most recent purchase of a similar vehicle and specification was reviewed. Kingsport’s previous purchase price for #2136, 2014 Ford Utility Body with Crane, was \$66,276. This represents a price decrease of 7.7%, or \$5,092, under the 2014 4x4 unit purchased and reflects an extremely competitive price offering by Auto World.

This unit will be Fleet Replacement.

Delivery and Compliance to Specifications expectations have been added to insure prompt delivery of any vehicle or piece of equipment purchased by the City of Kingsport. Failure of the awarded vendor to deliver on time or correct pre acceptance inspection deficiencies within the allotted time results in a monetary penalty assessed on a daily basis. This process will insure the departments receive their replacement units in a timely manner. Specified time allotted for delivery is 180 Days with 15 days to correct inspection deficiencies and a \$50 dollar a day penalty assessed.

The bid offerings were reviewed with the Water/ Wastewater Facilities Manager, Niki Ensor, who is agreement with this recommendation. Confirming email of agreement is attached.

Fuel Economy Improvement

00%

No fuel economy improvements would be realized since the replacement unit is similar to the current unit being operated.

Trade In(s)

1. Trade in(s):
 - a. 1512 - 2001 GMC 4x4 ½ Ton Pickup Truck – Age: 15 Years – 11.25 MPG Trade Offering: \$1,800

Origin/ Dealer Information

- 2. New Unit(s) Origin of Chassis Manufacture:
 - a. Vehicle – Saltillo, Mexico
 - i. 50 % Domestic/ 50 % Foreign Materials
- 3. New Unit(s) Purchase Dealer:
 - a. Vehicle – Auto World – Big Stone Gap, VA.

Should you have any questions on this recommendation, please do not hesitate to contact us.
Thank you.



Picture is for demonstration purposes only and does not reflect the actual unit(s) being purchased.

Hi Brent,

Steve and I reviewed bids for truck #1512, 1582 and 1496. I am in agreement with his recommendations.

Thank you



*Niki Ensor
City of Kingsport
Water/Wastewater Facilities Manager
423- 224-2487*



AGENDA ACTION FORM

Awarding the Bid for the Purchase of Three (3) ¾ Ton 4X4 Pickup Trucks

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager 

Action Form No.:	AF-86-2016	Final Adoption:	April 19, 2016
Work Session:	April 19, 2016	Staff Work By:	Committee
First Reading:	N/A	Presentation By:	C. McCart, R. McReynolds, S. Hightower

Recommendation:
 Approve the Resolution.

Executive Summary:
 Bids were opened on March 16, 2016 for the purchase of three ¾ ton 4x4 pickup trucks for use by the Water Plant, Sewer Plant & Police Department. The advertisement for the Invitation to Bid was published in the Kingsport Times News on February 24, 2016 and placed on our website for 22 calendar days. It is the recommendation of the committee to accept the apparent low compliant bid from Empire Ford for three 2016 F-250 4X4 Pickup Trucks as follows:

	\$26,191.00	Unit Price
Less	\$1,500.00	Trade-In allowance for Equipment # 1582
Less	<u>\$2,000.00</u>	Trade-In allowance for Equipment # 1496
	\$75,073.00	Total Purchase Price

This is a Fleet Replacement.

Funding is identified in Account # 51150085019010.

- Attachments:**
1. Resolution
 2. Bid Opening Minutes
 3. Recommendation Memo w/ Photo

Funding source appropriate and funds are available: 

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olteman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR THE PURCHASE OF
(3) THREE QUARTER (3/4) TON 4x4 PICKUP TRUCKS TO
EMPIRE FORD, INC., AND AUTHORIZING THE CITY MANAGER
TO EXECUTE A PURCHASE ORDER FOR THE SAME

WHEREAS, bids were opened March 16, 2016 for the purchase of three ¾ ton pickup trucks for the use at the water plant, sewer plant and the police department; and

WHEREAS, the city will receive \$1,500.00 for a trade-in allowance for vehicle #1582 and a trade-in allowance of \$2,000.00 for vehicle #1496; and

WHEREAS, upon review of the bids, the board finds Empire Ford, Inc. is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase three (3) 2016 F-250 4X4 Pickup Trucks ¾ ton pickup trucks from Empire Ford, Inc. at a total purchase cost of \$75,073.00 which includes the deduction of the \$3,500.00 trade-in allowance; and

WHEREAS, funding is identified in account #51150085019010.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the purchase of three (3) 2016 F-250 4X4 Pickup Trucks ¾ ton pickup trucks at a total purchase cost of \$75,073.00 which includes the deduction of the \$3,500.00 trade-in allowance, is awarded to Empire Ford, Inc., and the city manager is authorized to execute a purchase order for same.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MEETING
BID OPENING
March 16, 2016
4:00 P.M.

Present: Sandy Crawford, Procurement Manager; and Brent Morelock, Assistant Procurement Manager

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

¾ TON 4X4 PICKUP TRUCKS					
Vendor:	Qty.:	Unit Cost:	Trade-In	Delivery Time:	Make/Model:
Empire Ford	3	\$26,191.00	#1582 - \$1,500.00 #1496 - \$2,000.00	120 Days	Ford F-250
Auto World of Big Stone Gap	3	\$25,977.77	#1582 - \$1,100.00 #1496 - \$1,500.00	180 Days	2016 Ram 2500 4X4
Fairway Ford	3	\$26,212.00	#1582 - \$1,000.00 #1496 - \$1,000.00	120 Days	2016 Ford F-250

The submitted bids will be evaluated and a recommendation made at a later date.

The following Vendors were notified of this bid and bid documents were posted on our website:

Courtesy Chevrolet	Auto World of Big Stone Gap
Fairway Ford	Champion Chevrolet
Toyota of Kingsport	Grindstaff Ford
Phil Bachman Toyota	Royston of Rogersville
Empire Ford	Carl Gregory Dodge
Alexander Automotive Family	CDJR of Columbia
Ramey Ford	Lance Cunningham Ford
Bill Gatton Chevrolet	Tri-Cities Dodge
Goodpasture Motor Co.	Gateway Ford
Golden Circle Ford Lincoln Mercury	Wallace Nissan Mitsubishi
Wilson County Motor Co.	Cardinal Chrysler Jeep Dodge
Gossett Motor Cars, Inc.	Honda of Kingsport



FLEET MAINTENANCE DIVISION
City of Kingsport, Tennessee

To: Brent Morelock, Assistant Procurement Manager
From: Steve Hightower, Fleet Manager
 John Blessing, Sergeant, Quartermaster
 Niki Ensor, Water/Wastewater Facilities Manager
Date: March 23, 2016
Re: ¾ Ton 4x4 Pickup Truck Purchase Recommendation

This will confirm our review and recommendation to purchase the low compliant bid of the following vendor for use by the Police Department, Water Plant, and Waste Water Plant and to accept the trade in offerings.

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Award to Vendor</u>	<u>Fuel Economy</u>
1	3	2016 Ford F250 Pickup	Empire Ford	13 City/ 19 Hwy

Low Compliant Bidder

The low bid of Empire Ford was compliant in all major aspects of the minimum specification requirements for the pickup trucks specified.

These units will be Fleet Replacements.

Delivery and Compliance to Specifications expectations have been added to insure prompt delivery of any vehicle or piece of equipment purchased by the City of Kingsport. Failure of the awarded vendor to deliver on time or correct pre acceptance inspection deficiencies within the allotted time results in a monetary penalty assessed on a daily basis. This process will insure the departments receive their replacement units in a timely manner. Specified time allotted for delivery is after June 1st with 10 days to correct inspection deficiencies and a \$50 dollar a day penalty assessed.

The bid offerings were reviewed with the Police Department's, John Blessing, and Niki Ensor, Water/Wastewater Facilities Manager, who are agreement with this recommendation. Confirming email of agreement is attached.

Fuel Economy Improvement

00%

No fuel economy improvements would be realized since the replacement units are similar to the current units being operated.

Trade In(s)

1. Trade in(s):
 - a. 1582 - 2003 Ford Ranger Pickup Truck – Age: 13 Years - 19 MPG Trade Offering: \$1,500
 - b. 1496 - 2001 Ford Ranger Pickup Truck – Age: 15 Years - 21 MPG Trade Offering: \$2,000

Origin/ Dealer Information

- 2. New Unit(s) Origin of Manufacture:
 - a. Vehicle – Louisville, Kentucky
 - i. 70 % Domestic/ 30 % Foreign Materials
- 3. New Unit(s) Purchase Dealer:
 - a. Vehicle – Empire Ford – Abingdon, VA.

Should you have any questions on this recommendation, please do not hesitate to contact us.
Thank you.



Picture is for demonstration purposes only and does not reflect the actual unit(s) being purchased.

From: Ensor, Niki
Sent: Wednesday, March 23, 2016 2:00 PM
To: Morelock, Brent <BrentMorelock@KingsportTN.gov>; Hightower, Steve <SteveHightower@KingsportTN.gov>
Subject: Fleet replacement

Hi Brent,

Steve and I reviewed bids for truck #1512, 1582 and 1496. I am in agreement with his recommendations.

Thank you



Niki Ensor
City of Kingsport
Water/Wastewater Facilities Manager



AGENDA ACTION FORM

Awarding the Bid for the Purchase of Eight (8) Police Pursuit Package Sedans

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager 

Action Form No.: AF-87-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Committee
Presentation By: C. McCartt, S. Hightower

Recommendation:

Approve the Resolution.

Executive Summary:

Bids were opened on March 16, 2016 for the purchase of eight police pursuit package sedans for use by the Police Department. The advertisement for the Invitation to Bid was published in the Kingsport Times News on February 24, 2016 and placed on our website for 22 calendar days. It is the recommendation of the committee to accept the apparent low compliant bid from Auto World of Big Stone Gap for eight 2016 Dodge Charger AWD Police Sedans as follows:

\$27,477.77 Unit Price
\$219,822.16 Total Purchase Price

These are Fleet Replacements.

Funding is identified in Account # 51150085019010.

Attachments:

- 1. Resolution
- 2. Bid Opening Minutes
- 3. Recommendation Memo w/ Photo

Funding source appropriate and funds are available: 

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE BID FOR THE PURCHASE OF EIGHT POLICE PURSUIT PACKAGE SEDANS TO AUTO WORLD OF BIG STONE GAP AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

WHEREAS, bids were opened March 16, 2016 for the purchase of eight (8) police pursuit package sedans by use by the police department; and

WHEREAS, upon review of the bids, the board finds Auto World of Big Stone Gap is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase eight (8) 2016 Dodge Charger AWD Police Sedans from Auto World of Big Stone Gap at a total purchase cost of \$219,822.16.00; and

WHEREAS, funding is identified in account number 51150085019010.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the purchase of eight (8) 2016 Dodge Charger AWD Police Sedans, at a total purchase cost of \$121,240.00, is awarded to Auto World of Big Stone Gap and the city manager is authorized to execute a purchase order for same.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
 BID OPENING
 March 16, 2016
 4:00 P.M.

Present: Sandy Crawford, Procurement Manager; and Brent Morelock, Assistant Procurement Manager

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

POLICE PURSUIT PACKAGE SEDANS				
Vendor:	Qty.:	Unit Cost:	Make/Model:	Comments:
Auto World of Big Stone Gap	8	\$27,477.77	2016 Dodge Charger AWD Police Sedan	N/A
Auto World of Big Stone Gap	8	\$27,077.77 Alternate	2016 Dodge Charger AWD Police Sedan	Reversing paint scheme at \$195.00/Unit
Fairway Ford	8	No Bid	N/A	N/A

The submitted bids will be evaluated and a recommendation made at a later date.

The following Vendors were notified of this bid and bid documents were posted on our website:

Courtesy Chevrolet
 Fairway Ford
 Toyota of Kingsport
 Phil Bachman Toyota
 Empire Ford
 Alexander Automotive Family
 Ramey Ford
 Bill Gatton Chevrolet
 Goodpasture Motor Co.
 Golden Circle Ford Lincoln Mercury
 Wilson County Motor Co.
 Gossett Motor Cars, Inc.

Auto World of Big Stone Gap
 Champion Chevrolet
 Grindstaff Ford
 Royston of Rogersville
 Carl Gregory Dodge
 CDJR of Columbia
 Lance Cunningham Ford
 Tri-Cities Dodge
 Gateway Ford
 Wallace Nissan Mitsubishi
 Cardinal Chrysler Jeep Dodge
 Honda of Kingsport



FLEET MAINTENANCE DIVISION

City of Kingsport, Tennessee

To: Brent Morelock, Assistant Procurement Manager
From: Steve Hightower, Fleet Manager
 John Blessing, Sergeant, Quartermaster
Date: March 23, 2016
Re: Marked Police Sedan Purchase Recommendation

This will confirm our review and recommendation to purchase the compliant bid of the following vendor for use by the Police Department.

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Award to Vendor</u>	<u>Fuel Economy</u>
1	8	2016 AWD Dodge Charger	Auto World of Big Stone	16 City/ 24 Hwy

Compliant Bidder

The bidder was compliant in all major aspects of the minimum specification requirements for the All-Wheel Drive Pursuit Package Sedans specified. To determine if this single bidder price of \$27,477.77 per unit was a competitive price, the most recent purchase of a similar vehicle and specification was reviewed. Kingsport’s previous purchase price was \$27,185 per unit for two wheel drive units. The purchase price for these All Wheel Drive Units represents that the price increased 1.1% or \$292.77 over the 2015 two wheel drive model units. This is well within the 2.6% average pricing increase that occurred by Original Equipment Manufacturers over the past year.

These units will be Fleet Replacements.

Delivery and Compliance to Specifications expectations have been added to insure prompt delivery of any vehicle or piece of equipment purchased by the City of Kingsport. Failure of the awarded vendor to deliver on time or correct pre acceptance inspection deficiencies within the allotted time results in a monetary penalty assessed on a daily basis. This process will insure the departments receive their replacement units in a timely manner. Specified time allotted for delivery is after June 1st with 10 days to correct inspection deficiencies and a \$50 dollar a day penalty assessed.

The bid offerings were reviewed with the Police Department’s, John Blessing, who is agreement with this recommendation. Confirming email of agreement is attached.

Fuel Economy Improvement

00%

No fuel economy improvements would be realized since the replacement units are similar to the current units being operated.

Trade In(s)

1. Trade in(s):
 - a. Trade not applicable to this purchase

Origin/ Dealer Information

- 2. New Unit(s) Origin of Manufacture:
 - a. Vehicle – Brampton, Ontario, Canada
 - i. 71 % Domestic/ 29 % Foreign Materials
- 3. New Unit(s) Purchase Dealer:
 - a. Vehicle – Auto World – Big Stone Gap, VA.

Should you have any questions on this recommendation, please do not hesitate to contact us.

Thank you.



Picture is for demonstration purposes only and does not reflect the actual unit(s) being purchased.

From: Blessing, John
Sent: Wednesday, March 23, 2016 6:38 PM
To: Hightower, Steve <SteveHightower@KingsportTN.gov>
Cc: Quillin, David <DavidQuillin@KingsportTN.gov>; Phipps, Dale <DalePhipps@KingsportTN.gov>; Bellamy, Jason <JasonBellamy@KingsportTN.gov>
Subject: New Vehicles

Steve.

I have reviewed the bids on the new vehicles and I agree that we accept the bids from Auto World for the purchase of the following vehicles: 1 street package unmarked vehicle and 8 all-wheel drive marked patrol vehicles.

Thanks
t. John Blessing



AGENDA ACTION FORM

Awarding the Bid for the Purchase and Installation of the Cooling Tower Replacement at Lincoln Elementary School to HVAC, Inc.

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager *JF*

Action Form No.: AF-94-2016
Work Session: April 19, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Committee
Presentation By: Bill Shedden

Recommendation:

Approve the Resolution.

Executive Summary:

A bid opening was held on March 22, 2016 for the Lincoln Elementary School Cooling Tower Replacement Project. Five (5) bids were received. All bids were evaluated by the Schools Maintenance Department and Thompson & Litton. The low bidder, HVAC, Inc., was recommended to the Board of Education and after review and consideration; acceptance of the bid was approved. They met all specifications of the Invitation to Bid. It is recommended to approve the resolution authorizing the award of the bid to HVAC, Inc. and authorizing the Mayor to execute an agreement in the amount of \$103,900.00.

The funding for this project is from the current CIP plan.

Attachments:

- 1. Resolution
- 2. Letter of Recommendation
- 3. Minutes

Funding source appropriate and funds are available: *JF*

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AWARDING THE BID FOR THE LINCOLN ELEMENTARY SCHOOL COOLING TOWER REPLACEMENT PROJECT TO HVAC, INC. AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, bids were opened March 22, 2016 for the Lincoln Elementary School cooling tower replacement project; and

WHEREAS, upon review of the bids, the board finds HVAC, Inc. is the lowest responsible compliant bidder meeting specifications for the particular grade or class of material, work or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to enter into a contract for the replacement of the Lincoln Elementary School cooling tower from HVAC, Inc. at an estimated construction cost of \$103,900.00; and

WHEREAS, funding is identified in the current CIP plan;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for the Lincoln Elementary School cooling tower replacement project at an estimated cost of \$103,900.00 is awarded to HVAC, Inc. and the mayor is authorized to execute an agreement for same and all documents necessary and proper to effectuate the purpose of the agreement.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



David J. Frye
Chief Finance Officer

400 Clinchfield Street, Ste. 200
Kingsport, TN 37660

p: (423) 378.2122
f: (423) 378.2120

dfrye@k12k.com
www.k12k.com

MEMORANDUM

TO: Board of Education
Dr. Lyle Ailshie

FROM: David J. Frye, Chief Finance Officer

DATE: April 7, 2016

SUBJECT: Lincoln Cooling Tower Replacement

Mr. Steven Farris of Thompson & Litton, Architects has recommended that we accept the low bid of HVAC, Inc. for the replacement of the Lincoln Elementary cooling tower. The low bid is \$103,900. Total funding for the project is \$119,034, as shown below:

Construction Costs	\$103,900
Architect fees	8 900
Contingency (6%)	6,234
Total	\$119,034

In the current CIP plan there is \$150,000 set aside for this project.

It is recommended that the Board approve a motion to award the bid for the replacement of the Lincoln Elementary School cooling tower to HVAC, Inc. in the amount of \$103,900 and establish a 6% contingency of \$6,234.



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WWW.K12K.COM





THOMPSON & LITTON
Our fly in the ointment of integrity, insight and innovation.

MEMO

March 28, 2016

Abraham Lincoln Elementary
Cooling Tower Replacement

T&L# 13351

Bid Evaluation

Per the bids opened on 3/22/16 the low bid, per price, was HVAC, Inc. with a total price of \$103,900.00 (one hundred three thousand nine hundred dollars).

Based on HVAC, Inc.'s low bid, their reputation as an established mechanical contracting firm and our previous experience with this firm we recommend acceptance of their bid.

Steven R. Farris, P.E., CEM
Mechanical Engineering Manager

MINUTES BID
OPENING
March 22, 2016
4:00P.M.

Present: Brent Morelock, Assistant Procurement Manager; Lisa Tallman, Assistant Procurement Manager, Schools; and Steven Zimny, Thompson & Litton

The Bid Opening was held in the Council Room, City Hall.

The Assistant Procurement Manager opened with the following bids:

ABRAHAM LINCOLN ELEMENTARY COOLING TOWER REPLACEMENT		
Vendor:	Total Base Bid:	Completion Time:
Comfort Systems USA, Inc. Bristol	\$105,600.00	50 Days
Allied Piping Company, Inc.	\$149,000.00	84 Days
S.B. White Co., Inc.	\$104,270.00	67 Days
HVAC, Inc.	\$103,900.00	90 Days
Nor-well Company, Inc.	\$121,100.00	65 Days

The submitted bids will be evaluated and a recommendation made at a later date.



AGENDA ACTION FORM

Appointment to the Employee Dependent Scholarship Program

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager

Action Form No.: AF-98-2016
 Work Session: April 18, 2016
 First Reading: N/A

Final Adoption: April 19, 2016
 Staff Work By: Committee
 Presentation By: Mayor Clark

Recommendation:

Approve the appointment to the Employee Dependent Scholarship Program.

Executive Summary:

This program provides financial assistance to children of current Kingsport Housing and Redevelopment Authority and City of Kingsport general government employees, helping them to continue their education after high school.

Mrs. Nicole Austin has agreed to serve a three-year term if approved by the Board of Mayor and Aldermen and will replace member Danny Howe whose term and eligibility of reappointment has expired. The term is effective immediately and will expire April 30, 2019.

Attachments:

1. Bio

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

Nicole Austin

Nicole Austin is director of workforce development and government relations at the Kingsport Area Chamber of Commerce in Kingsport, TN. In this role she leads the chamber's workforce development initiatives which include the TN/VA Scholars program, Sullivan Achieves and works in partnerships to host the 8th and 11th Grade Career Expos. She serves on various workforce development initiatives in the community and acts as a liaison between the education and business community. She manages the Kingsport Chamber's government relations department and hosts weekly conference calls with state legislators to discuss the Kingsport Chamber's position on legislation affecting business as well as researches, communicates and distributes the chamber positions weekly to Northeast Tennessee legislators and Kingsport Chamber membership. Austin organizes events with local, state and federal elected officials as well as other state offices and dignitaries.

Austin has been employed by the Kingsport Chamber of Commerce since 2003.

A native of Clintwood, VA., Austin received a Bachelor's Degree in Communications from The University of Virginia's College at Wise.

In 2010, Austin graduated from the U.S. Chamber of Commerce's Institute for Organizational Management, a four-year premier nonprofit professional development program for nonprofit professionals, fostering individual growth through interactive learning and networking opportunities. She is a 2006 graduate of the Tennessee Chamber of Commerce Executives Institute and has been an instructor for the program since 2007.

Austin is a 2003 recipient of The Business Journal of the Tri-Cities TN/VA *40 under Forty Award* given to forty rising business leaders under the age of forty. Austin is a graduate of the 2006 Leadership Kingsport class and the 2003 Lead Bristol class.

Austin recently completed an appointment by Governor Haslam to the State Workforce Development Board. She currently serves on the following local and state councils and boards: Expect More Achieve More State Advisory Council; SCORE (State Collaborative on Reforming Education) Coalition; Tennessee Chamber of Commerce Education & Workforce Development Council; TN Scholars State Board of Directors; Business for TN Prosperity executive team (Kingsport, Knoxville, Nashville, Chattanooga, Memphis and Tennessee Chambers); Dobyns-Bennett Career and Technical Education Advisory Council, Sullivan South High School Advisory Board, Northeast Tennessee Workforce Investment Board, Indian Path Medical Center Government Relations Council; United Way of Greater Kingsport Leadership Development Committee and Mayor Clark's Higher Education & Innovation Focus Group.

She resides in Kingsport with her husband, Ray and proudly declares her greatest accomplishment as being a mom to her six-year old son Brayden and her daughter Reagan who is eighteen months.



AGENDA ACTION FORM

Approve the Area Agency on Aging and Disability Grant for FY16-17

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager 

Action Form No.: AF-91-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: S. Buchanan, M. Baker
Presentation By: Shirley Buchanan

Recommendation:

Approve the Resolution.

Executive Summary:

The First Tennessee Development District's Area Agency on Aging serves as a pass through for funding from the Tennessee Commission on Aging and Disability for Senior Center funding. This funding allows for operational funds for the Kingsport Senior Center. This is federal pass through funding.

The City of Kingsport was approved for FY16-17 in the amount \$32,000. The grant funds are broken down as follows: \$20,000 Senior Center, \$12,000 for Federal Transportation.

Ten percent matching funds are required for each line item. These matching funds are provided in the Kingsport Senior Center operating budget.

Attachments:

1. Resolution
2. AAAD 2016-2017 Application

Funding source appropriate and funds are available: 

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Oiterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE GRANT FUNDING FOR FISCAL YEAR 2016-2017 FROM THE AREA AGENCY ON AGING AND DISABILITY

WHEREAS, the Area Agency on Aging and Disability grant for fiscal year 2016-2017 will defray the costs of ADA transportation and provide wellness, recreational, and educational opportunities for Kingsport Senior Center members; and

WHEREAS, the \$32,000.00 grant will require a ten percent match so that the grant will provide \$20,000.00 for Senior Center operations with a \$2,000.00 in matching funds, and \$12,000.00 for transportation with \$1,200.00 in matching funds; and

WHEREAS, the matching funds are provided in the Kingsport Senior Center operating budget;

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the mayor, or in his absence, incapacity, or failure to act, the vice mayor, is authorized and directed to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, all documents necessary and proper to apply for and receive an Area Agency on Aging and Disability grant for fiscal year 2016-2017 for Senior Center Operations to defray the costs of ADA transportation and provide wellness, recreational, and educational opportunities for Kingsport Senior Center members, in the amount of \$32,000.00 with a required match of ten percent.

SECTION II. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER
APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

APPLICATION FOR PROJECT AWARD
under
TITLE III OLDER AMERICANS ACT AND STATE FUNDS
from
FTDD AREA AGENCY ON AGING and DISABILITY

1. TITLE OF PROJECT: Kingsport Senior Center		
2. TYPE OF APPLICATION: <input type="checkbox"/> NEW <input checked="" type="checkbox"/> CONTINUATION <input type="checkbox"/> REVISION <input type="checkbox"/> SUPPLEMENT		
3. PROJECT DIRECTOR (NAME, TITLE, DEPARTMENT, AND ADDRESS-STREET, CITY, STATE, ZIP CODE):	6. PROJECT PERIOD FROM: 7/1/2016 TO: 6/30/2016	
Morris Baker 225 West Center Street Kingsport, TN 37660	B. AMOUNT AVAILABLE STATE \$20,000 TITLE-III \$12,000	
EMPLOYER I.D. NO. 62-60000323	AREA CODE + TELEPHONE NO. 423-392-8403	7. TYPE OF ORGANIZATION: <input type="checkbox"/> PRIVATE NON-PROFIT AGENCY <input type="checkbox"/> CITY GOVERNMENT <input type="checkbox"/> COUNTY GOVERNMENT
4. APPLICANT AGENCY (NAME AND ADDRESS-STREET, CITY, STATE, ZIP CODE): Kingsport Senior Center 30 East Center Street Kingsport, TN 37660	8. PAYEE (SPECIFY TO WHOM CHECKS SHOULD BE SENT - NAME, TITLE, AND ADDRESS) Rose Byington, Finance Department 225 West Center Street Kingsport, TN 37660	
5. NAME, TITLE, ADDRESS OF OFFICIAL AUTHORIZED TO SIGN FOR APPLICANT AGENCY: Mayor John Clark 225 West Center Street Kingsport, TN 37660		
10. TERMS AND CONDITIONS: It is understood and agreed by the undersigned that: 1) funds awarded as a result of this request are to be expended for the purposes set forth herein and in accordance with all applicable laws, regulations, policies, and procedures of this State and the Administration on Aging, Office of U. S. Department of Health, and Human Services; 2) any proposed changes in the proposal as approved will be submitted in writing by the applicant and upon notification of approval by the State agency shall be deemed incorporated into and become a part of this agreement; 3) the attached Assurance of Compliance (form AoA-441) with the Department of Health and Human Services Regulations issued pursuant to Title VI of the Civil Rights Act of 1964 applies to this proposal as approved; and 4) funds awarded by the State Agency are based on the availability of funds and may be terminated at any time for violations of any terms and requirements of this agreement.		
11. SIGNATURE (PERSON NAMED IN ITEM 5) _____		
SIGNATURE	_____	DATE

Senior Center Checklist

Check all of the following requirements as capable of being met by your Senior Center:

- X Able to participate in an annual evaluation including a scheduled Program and Fiscal Monitoring Visit.
 - X Have a written set of policy and procedures that meet the requirements set forth in section 6-3-.02 of the TCAD Program and Policy manual.
 - X Be able to complete an annual report including a summary of the programs and services being offered, the number of unduplicated participants served, the accomplishments for the fiscal year, a strategic plan, and a copy of the center's 990 form.
 - X Have a set of written emergency procedures that include: emergency plans, training policies for personnel, individuals to contact in case of emergency, instructions for conducting fire drills quarterly, and schedules for inspection and maintenance of fire extinguishers and smoke detectors.
 - X Meet the safety and accessibility requirements as outlined in section 6-3-05.
 - X Meet civil rights requirements as stated in Title VI of the Civil Rights Act of 1964.
 - X Attend Bi-Monthly Senior Center Director's Meeting
- Meet the posting requirements for federal and state including:
- (1) Participant Grievance Procedures
 - (2) Emergency Procedures
 - (3) Evacuation Routes
 - (4) Proof of Quarterly Fire Drill
 - (5) Proof of Annual Fire/Building Inspection
 - (6) Proof of Annual Fire Extinguisher Inspection
 - (7) Title VI Civil Rights Notice
 - (8) Equal Employment Opportunity Poster
 - (9) TOSHA Safety and Health Poster
 - (10) Tennessee Unemployment Poster
 - (11) Fair Labor Standards Act Poster
 - (12) Public Accountability Poster (800# TN Comptroller's Office)
 - (13) Telephone numbers of fire department, police, physicians, ambulance, hospital, ER, and local emergency management office
 - (14) Steps to be taken in each type of emergency
 - (15) Location of First Aid Kits, Fire Extinguishers and other supplies
 - (16) Monthly Calendar of Events

CRITERIA FOR DESIGNATION AS A SENIOR CENTER

I. SENIOR CENTER CRITERIA/TARGETING

- A. The Senior Center should serve persons having greatest economic or social needs. (Please provide projected number of persons 60 years of age and over in the categories to be served in a one-year period.)

STATUS PLAN	Approximate number of age 60+ to be served
- Unduplicated Persons	_____1500_____
- Total Units of Service	_____75,000_____

(This total should match exactly the Total Units of Service in Part II [next page]. Do not count Transportation or Health Promotion in this section.)

TARGETING (Senior Center) (See note below)

- | | |
|------------------------|---------------|
| 1. Low Income | _____150_____ |
| 2. Low Income Minority | _____20_____ |

NOTE: The Low Income and Low Income Minority should be documented from information obtained on the Participant Registration Forms (PRF).

II. THE AGENCY THAT OVERSEES THE SENIOR CENTER

Please give projected numbers for services to be offered at your center. Refer to the Minimum Standards requirements for services that should be offered at the center's level. **Do Not** count any Undup People or Units of Service for FTHRA or Options services on this page. All figures must reflect services offered to persons age 60+. Services marked with an (*) are optional.

Service Goals	Undup People	Units of Service
A. Resource Information (RI) Serving as a location in the community in which one can access information about programs, services, and resources available through the aging network to assist adults age 60 or over and adults with disabilities.	<u> 500 </u>	<u> 500 </u>
B. Health Providing opportunities for participants to learn about healthy aging and to participate in activities that promote healthy living.		
Health Screening	<u> 25 </u>	<u> 125 </u>
Health Education	<u> 325 </u>	<u>1175 </u>
C. Physical Fitness and Exercise Opportunities for participants to engage in physical fitness and exercises activities or classes.	<u>1000 </u>	<u>35,400 </u>
D. Recreation Opportunities for participants to engage in social activities.	<u>1500 </u>	<u>35,000 </u>
E. Education Opportunities for participants to engage in classes.	<u> 250 </u>	<u> 2800 </u>
F. *Telephone Reassurance Provided by volunteers or staff who make daily calls to home bound individuals to provide comfort and companionship.	<u> </u>	<u> </u>
G. Evidence Based Health Activities	<u> </u>	<u> </u>

TOTAL UNITS OF SERVICE

75,000

Add up the column of Units of Service on this page. The total must exactly match the Total Units of Service from Part I on the previous page.

IMPORTANT NOTE: Do not add additional services. Use only the blanks above to capture all services offered except Options and Transportation.

PART III
SCOPE OF WORK FOR SUPPORTIVE SERVICES

A. SUMMARY OF DIRECT SERVICE GOALS

Activity	Undup Persons	Units of Service
1. <u>Transportation</u>	___200___	___5000___

A. TARGETING (Transportation)

It is required that all service providers target the following listed 60+ populations. Fill in all four spaces below.

of Targeted Persons

1. Low Income (All) ___100___
2. Low Income Minority _____

B. SERVICE NARRATIVE (Transportation)

(Outline how the funds will be used and what the benefit the services will be for the participants.)

The funds will be used to secure a contract with KATS for transportation to Senior Members within the city limits. The benefit for participants will be free transportation to and from the Senior Center and throughout the city. The remaining funds will be used to help defray the costs of our 22 passenger, handicapped equipped buses. The buses are used on various out of town trips including Barter, other cultural events, and shopping trips. The benefit for the participants is reduced transportation costs for short out of town trips.

**PART III
SCOPE OF WORK FOR SUPPORTIVE SERVICES**

C. SUMMARY OF DIRECT SERVICE GOALS

Activity	Unduplicated Persons	Units of Service
1 Options Case Management (Service Coordination)		
2 Options I&A		
3 Options Nutrition Screening*		
4 Options Outreach		

***This screening must be done a minimum of once per year and a maximum of twice per year.**

Total number of Unduplicated Persons served: _____

A. PROVISION OF SERVICE

Location/s of Service	Day/Hours of Service	Geographic Area Covered
------------------------------	---------------------------------	------------------------------------

B. TARGETING

It is required that all service providers target the following listed 60+ populations.

#of Targed Persons
Low Income (ALL) _____

Low Income Minority _____



AGENDA ACTION FORM

Signature Authority Form for Grant Reports as Required by the US Department of Justice

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager 

Action Form No.: AF-92-2016
 Work Session: April 18, 2016
 First Reading: N/A

Final Adoption: April 19, 2016
 Staff Work By: Capt. Randall Gore
 Presentation By: Chief David Quillin

Recommendation:
 Approve the Resolution.

Executive Summary:
 The US Department of Justice requires that the signing authority or their formal designee complete annual/semi-annual and/or quarterly documents for grant reporting purposes. Information regarding the formal delegation of such authority must be placed in a file and available on-site for immediate review if requested. While the Department of Justice recognizes that the Mayor as the signing authority may not complete the documents himself, they do require that the individual completing them be "formally" recognized or approved by his office.

Attachments:
 1. Resolution

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE SIGNATURE AUTHORITY CONSENT FORMS AND OTHER DOCUMENTS NECESSARY AND PROPER TO THE UNITED STATES DEPARTMENT OF JUSTICE AND TO DESIGNATE THE CHIEF OF POLICE AS HIS DESIGNEE TO EXECUTE GRANT REPORTS AND OTHER DOCUMENTS REQUIRED BY THE GRANTS FROM THE UNITED STATES DEPARTMENT OF JUSTICE

WHEREAS, the United States Department of Justice grants require a Signature Authority Consent Form for contracts, invoices and other documents involved with the grants; and

WHEREAS, the Signature Authority Consent Form authorizes the mayor to execute formal documents, and to designate an individual as signatory authority "to sign grant documents required for reporting as contracted on behalf" of the city for a specific grant;

Now therefore,

BE IT RESOLVED BY THE, BOARD OF MAYOR AND ALDERMAN AS FOLLOWS:

SECTION I. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, an Signature Authority Consent Form for contracts, invoices and other documents with the United States Department of Justice, said Signatory Authority Consent Form being generally as follows:

Signatory Authority Consent Form

I, _____ as the _____
Name of Person Granting Signature Authority (Printed) Title of Person Granting Authority

of _____ hereby grant the position(s) below or their Name
of Organization Receiving Grant

designee, signatory authority for the grant awarded by the US Department of Justice, Bureau of
Justice Assistance _____
Grant year and number

Individuals or positions listed are entitled to sign only grant documents required for reporting as
contracted on behalf of my organization for the above listed grant.

Title and Name (printed)

Signature

Title and Name (printed)

Signature

The above signatory authority granted to the above individuals may be revoked by me or by my
organization at any time.

[Acknowledgements Deleted for Inclusion in this Resolution]

SECTION II. That the mayor is authorized to designate the chief of police as his designee to complete and execute grant reports and other reporting documents, as required by the grant from the United States Department of Justice.

SECTION III. That the board finds that the actions, authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION IV. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

J. MIKE BILLINGSLEY, CITY ATTORNEY



AGENDA ACTION FORM

Apply and Receive a DOJ - Office of Justice Programs' / Bureau of Justice Assistance Bulletproof Vest Partnership (BVP) Reimbursement Grant

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager *JF*

Action Form No.: AF-90-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Capt. Gore
Presentation By: Chief Quillin

Recommendation:

Approve the Resolution.

Executive Summary:

The Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique U.S. Department of Justice initiative designed to provide a critical resource to state and local law enforcement. The Office of Justice Programs' Bureau of Justice Assistance (BJA) administers the Bulletproof Vest Program.

The Police Department budgets for and purchases vests each year as they are replaced due to expiration, wear and tear, or as new officers are hired. This grant program provides reimbursement to law enforcement agencies at up to 50% of their total vest expenditures. This grant application requests approval of application for \$6,633. The actual amount approved may be slightly more or less.

Attachments:

- 1. Resolution

Funding source appropriate and funds are available: *JF*

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Oltman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AN APPLICATION FOR AND RECEIPT OF A UNITED STATES DEPARTMENT OF JUSTICE BUREAU OF JUSTICE ASSISTANCE BULLET PROOF VEST (BPV) REIMBURSEMENT GRANT AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER FOR SUCH APPLICATION AND RECEIPT OF GRANT FUNDS

WHEREAS, the Bulletproof Vest Partnership (BVP), created by the Bulletproof Vest Partnership Grant Act of 1998 is a unique United States Department of Justice initiative designed to provide a critical resource to state and local law enforcement; and

WHEREAS, the Office of Justice Programs' Bureau of Justice Assistance administers the BVP Program; and

WHEREAS, the grant provides reimbursement to law enforcement agencies at fifty (50%) percent of the total spent to acquire bullet proof vests; and

WHEREAS, the grant will reimburse the police department to a maximum amount \$6,633.00 with no matching funds required; and

WHEREAS, certain documents must be completed and executed to receive the grant funds.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That application for and receipt of a United States Department of Justice Bureau of Justice Assistance Bullet Proof Vest (BPV) grant in the amount of up to \$6,333.00 to provide reimbursement for the cost of purchasing bullet proof vests is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice mayor, is authorized and directed to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, all documents necessary and proper to apply for and receive a United States Department of Justice Bureau of Justice Assistance Bullet Proof Vest (BPV) grant and any and all documents necessary and proper for such application and receipt of funds.

SECTION III. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the public.

SECTION IV. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of May, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



AGENDA ACTION FORM

Property Acquisition for the Kingsport City School System

To: Board of Mayor and Aldermen
 From: Jeff Fleming, City Manager *[Signature]*

Action Form No.: AF-89-2016
 Work Session: April 18, 2016
 First Reading: N/A

Final Adoption: April 19, 2016
 Staff Work By: R. Trent; D. Frye
 Presentation By: D. Frye

Recommendation:

Approve the Resolution.

Executive Summary:

In order to fulfill the Kingsport Board of Education's long range facilities plans, it has requested that the Superintendent of Schools, Dr. Lyle Ailshie, take the steps necessary to purchase the property located at 1625 Park Street. An appraisal of the acquisition was prepared in accordance with the City of Kingsport's Real Property Acquisition Policies & Procedures and the property appraised for \$51,000.00. The heirs of the owner of the property, Phyllis Goins, are willing to sell the property to the city for the amount of \$54,000.00. A copy of the Purchase Agreement is contained in the attached resolution.

This project will be funded under #141-7650-871-0715.

Attachment:

1. Resolution
2. Property Location Map

Funding source appropriate and funds are available: *[Signature]*

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Oltzman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AN OFFER FOR THE PURCHASE OF REAL PROPERTY LOCATED AT 1625 PARK STREET; AUTHORIZING THE MAYOR TO MAKE CERTAIN CHANGES TO THE AGREEMENT, IF NECESSARY; AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

WHEREAS, the city has the opportunity to purchase the real property located at 1625 Park Street to fulfill the Kingsport Board of Education's long range facility plans; and

WHEREAS, such acquisition would be in accordance with the city's acquisition policy.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN as follows:

SECTION I. That pursuant to the appraisal of property indicating the fair market value, an offer of \$54,000.00 is approved for the purchase of the property located at 1625 Park Street, subject to such conditions as set out in the Purchase Agreement below for use by the city school system.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, a Purchase Agreement for 1625 Park Street, and all other documents necessary and proper, and to take such acts as necessary, to effectuate the purpose of the agreement or this resolution, said draft of the agreement being as follows:

AGREEMENT

THIS PURCHASE AGREEMENT (herein "Agreement") made and entered into on the date of the notary acknowledgment of the Sellers' signatures between **MICHAEL L. GOINS, RHONDA M. BOLING, BRENDA G. COLLEY and LARRY H. GOINS**, (hereinafter referred to as the "Sellers"), and **THE CITY OF KINGSFORT, TENNESSEE**, a municipality organized under the laws of the State of Tennessee (hereinafter referred to as the "Buyer").

WITNESSETH:

FOR AND IN CONSIDERATION of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, including specifically, without limitation, the receipt and sufficiency of which are hereby acknowledged, and in consideration of the mutual covenants contained herein, the parties hereby agree as follows:

1. SALE. Sellers agree to sell, convey, assign, transfer and deliver to Buyer, and Buyer agrees to purchase, acquire and take from Sellers, subject to the terms and conditions of this Agreement all that real property situate, lying and located at 1625 Park Street, Kingsport, Sullivan County, Tennessee, known as Tax Map 061D; Group D; Parcel 006.00, more particularly described on Exhibit A attached hereto and hereby made a part hereof, together with all improvements and fixtures situated thereon, if any, and also together with all hereditaments and appurtenances thereunto belonging or in any way appertaining (the "Real Property").

2. PURCHASE PRICE.

(a) Amount. The purchase price to be paid by Buyer to Sellers for the Real Property shall be Fifty Four Thousand and No/100 Dollars (\$54,000.00) (the "Purchase Price").

(b) Terms of Payment. Subject to the adjustment provided for herein the Purchase Price, less the prorated property taxes as of the date of closing, shall be paid by Buyer to Sellers in cash or certified funds payable to Sellers on the Closing Date.

3. CLOSING. The closing shall occur on or before June 30, 2016, (the "Closing Date"), at a time and location mutually agreed upon by the parties or, upon failure of the parties to agree, at a time and place specified by the Buyer (the "Closing"). Buyer and Sellers agree to deliver and execute such other documents as may be reasonable and necessary in the opinion of counsel for Sellers and Buyer to consummate and close the purchase and sale contemplated herein pursuant to the terms and provisions hereof.

4. SURVEY. Immediately upon the execution of this Agreement, Buyer shall, at Buyer's cost, cause a survey and surveyor's certificate, in form sufficient to remove the survey exception from the title insurance binder as more specifically provided in Section 5 hereof, to be prepared on the Real Property by a licensed surveyor acceptable to Buyer. The survey shall be made in accordance with the Minimum Standard Detail Requirements for ALTA/ACSM Land Title surveys for a Class A survey. Such survey shall show the total area of the Real Property in square feet, easements, if any, location of adjoining streets and rights of way, building setback lines, and such other details as may be required by Buyer. Once prepared, the survey description will replace Exhibit A and will become a part of this Agreement identified as Exhibit A-1, and such survey description shall be insurable (and shall be insured) by the title insurance company. If the survey (i) is for good cause not acceptable to Buyer's title insurance company; or (ii) shows the dimensions of the Real Property to be other than as set forth on Exhibit A; or (iii) shows any materially adverse conditions or matters affecting the Real Property which are not approved by Buyer, then Buyer, within twenty (20) days from receipt of such survey, shall notify Sellers in writing of Buyer's objections to the survey and Sellers shall thereupon have twenty (20) days to remove or cure such objections to the satisfaction of the Buyer and the title company. If Sellers fail to satisfy such objections with the time specified, Buyer shall have the right to (i) terminate this Agreement; (ii) extend the time period for removing or curing any objectionable item by written notice to Sellers; or (iii) close this purchase and sale without reduction in the Purchase Price.

5. TITLE INSURANCE. Buyer, at its expense, shall secure an owner's title insurance commitment to issue a title insurance policy insuring Buyer's fee simple interest in the Real Property to the extent of the Purchase Price. The title insurance commitment will be issued by a reputable title insurance company chosen by Buyer and will contain exceptions only for real estate taxes and assessments for the current year which are not yet due and payable, and any other exceptions Buyer may approve in writing. If the commitment contains other exceptions, not acceptable to Buyer, then Buyer shall so notify Sellers of such exceptions within twenty (20) days of Buyer's receipt of the commitment, and Sellers shall have twenty (20) days from receipt of the Buyer's objections, to resolve such exceptions to the satisfaction of the Buyer. If Sellers are unable to cure or resolve such exceptions to Buyer's satisfaction within the time specified, Buyer shall have the right to terminate this Agreement, extend the cure period, or proceed to close this Agreement. In the event Buyer elects to terminate this Agreement pursuant to this Section 5, then this Agreement shall be cancelled and thereafter neither Sellers nor Buyer shall have any continuing obligation to each other under this Agreement.

6. DEED AND TITLE.

(a) Sellers hereby agree to convey to Buyer a good and marketable fee simple title to the Real Property, without exceptions, except as expressly provided herein, by a good and valid general warranty deed, in statutory form, suitable for recordation. Title to the Real Property shall not be subject to any easements, encumbrances or other exceptions which Buyer, in its sole discretion, deems unacceptable.

(b) In the event, as of the Closing Date, Sellers are unable to convey marketable title to the Real Property due to defects in Seller's title, or Sellers are unable to convey title due to exceptions Buyer finds unacceptable, then Closing shall be postponed for a reasonable period of time not to exceed 30 days until Sellers shall remove said title defects or exceptions. If Sellers are unable to cure such title defects or exceptions within said 30 days, this Agreement shall be null and void and there shall be no further obligations between the parties. If Buyer shall waive such title defects or exceptions by so notifying the Sellers in writing, or if Sellers shall have cured such defects or

exceptions, as provided herein, the obligations of the parties hereunder shall not be affected by reason thereof, there shall be no abatement or reduction of the Purchase Price, and this transaction shall be consummated in accordance with the terms and provisions of this Agreement, except that such title defects or exceptions that are waived by Buyer, if any, shall be set forth as exceptions in the deed.

7. CONDITION OF PROPERTY. There has been no storage, disposal, treatment or release of hazardous substances during the period of Sellers' ownership, and to the best of Sellers' knowledge, the Real Property has not been used, and is not presently being used, and will not through the Closing Date, be used for the storage or disposal of hazardous substances. (The term "hazardous substances" shall have the broadest meaning given under applicable state and federal law, including without limitation that given in the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, 42 U.S.C. section 9601 et seq.) Sellers are not aware of any facts, conditions or circumstances indicating any form of environmental contamination affecting any properties which are adjacent to the Real Property. There are no encumbrances, liens, or charges of any kind upon the Real Property that will not be satisfied and discharges in full by Sellers and released at or before Closing in a form satisfactory to Buyer. There are no contracts, agreements, or arrangements relating to the use and operation of the Real Property not disclosed herein. Sellers represent that there is no pending or threatened litigation that does or will materially and adversely affect the Real Property or its value.

8. CONDITIONS PRECEDENT.

Buyer's obligations pursuant to this Agreement are contingent upon and subject to the satisfaction, as of Closing, of each of the following conditions (any of which may be waived in whole or in part in writing by the Buyer at, or prior to Closing):

(1) The results of the title examination report and title insurance commitment described in Section 5 shall be acceptable to Buyer in its sole discretion as of Closing. There shall be no change in the matters reflected in the title insurance commitment described in Section 5 hereof, and there shall not exist any encumbrances or title defects affecting the Real Property not described in such title insurance commitment.

(2) All of the representations, warranties and conditions of Sellers set forth in this Agreement shall be true and correct as of the date hereof, and as of the Closing Date, and Sellers shall not, on or prior to Closing, have failed to meet, comply with or perform any conditions or obligations on Sellers' part required by the terms of this Agreement.

(3) There shall be no change in the matters reflected in the survey described in Section 4 hereof, and there shall not exist any easement, right of way, encroachment, waterway, pond, flood plain, conflict, or a protrusion with respect to the Real Property not shown on the survey.

If any condition specified in this Section 8 is not fully satisfied by Closing, or any extension thereof pursuant to this Agreement, Buyer may, at its option, waive such unsatisfactory condition precedent and consummate this Agreement, or may terminate this Agreement by written notice to Sellers, this Agreement shall be cancelled and thereafter neither Sellers nor Buyer shall have any continuing obligation to each other under this Agreement. It shall be the right of the Buyer at its sole discretion and upon written notice to the Sellers to terminate this Agreement at any time prior to the closing of the property if it shall deem the property not suitable for its needs, and upon such termination, this Agreement shall be cancelled and thereafter neither Sellers nor Buyer shall have any continuing obligation to each other under this Agreement.

9. NOTICE. Any notice or demand on either party hereunder shall be deemed to have been given when mailed to the other party by Certified Mail, Return Receipt Requested, postage prepaid at the addresses set forth below:

SELLERS:	Michael L. Goins, etal 509 Amelia Court Blountville, Tennessee 37617
BUYER:	City of Kingsport, Tennessee 225 West Center Street Kingsport, Tennessee 37660 Attention: J. Michael Billingsley

10. PRORATIONS. All real estate taxes and assessments shall be prorated as of the Closing Date, using for such purpose the rate and valuation shown on the latest available tax notice.

11. EXPENSES OF SELLERS. In closing this transaction, Sellers shall be charged with the following:

- (a) The cost of preparation of the warranty deed;
- (b) The fees and expenses of any attorney or other advisor engaged by Sellers in connection with this transaction;
- (c) The commission or fees charged by any real estate broker or agent retained or used by the Sellers in connection with this transaction; and
- (d) All expenses incurred in connection with the release of any prior existing indebtedness, including without limitation any prepayment penalties; and
- (e) Prorated taxes.

12. EXPENSES OF BUYER. In closing this transaction, Buyer shall be charged with the following:

- (a) The cost of any title search and title insurance policy;
- (b) The cost of recording the deed and any transfer tax associated with such deed;
- (c) Any fees charged in connection with any attorney or other advisor engaged by Buyer in connection with this transaction; and
- (d) The cost of the survey provided pursuant to Section 4.

13. RISK OF LOSS. The risk of loss or damage to any of the Real Property described above by fire, vandalism, or other casualty shall remain with the Sellers until Closing. In the event of such loss before Closing, this Agreement shall be voidable at the option of Buyer. Should Buyer elect to continue with the purchase following such loss or damage before Closing, Buyer shall have the option to (a) negotiate an equitable reduction in the Purchase Price or (b) close this Agreement at the stated Purchase Price and accept all insurance funds and other monies payable to Sellers regarding such loss or damage. If action is necessary to recover under any casualty policy, Sellers shall cooperate with Buyer in bringing such action in Sellers' name and Sellers shall reimburse Buyer for the attorney's fees and other expenses incurred by Buyer to pursue such claim.

14. TIME IS OF THE ESSENCE. Time is of the essence to the performance of this Agreement.

15. MERGER CLAUSE. All understandings and agreements heretofore had between the parties are merged in this Agreement, which alone fully and completely expresses their agreement, and the same is entered into after full investigation, neither party relying upon any statement, representation, express or implied warranties, guarantees, promises, statements, "setups", representation, or information, not embodied in this Agreement, made by the other, or by any agent, employee, servant, or other person representing or purporting to represent the Sellers. This Agreement contains the full agreement between the parties and there are no other contracts, express or implied, which are not stated herein.

16. POSSESSION. Delivery of possession of the Real Property shall occur at Closing.

17. CAPTIONS. The section headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement and are not to be considered in interpreting this Agreement.

18. ENTIRE AGREEMENT; MODIFICATIONS. This written Agreement constitutes the entire and complete agreement between the parties hereto and supersedes any prior oral or written agreements between the parties with respect to the Real Property. It is expressly agreed that there are no verbal understandings or agreements which in any way change the terms, covenants and conditions herein set forth, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless in writing and duly executed by the parties hereto.

19. CONTROLLING LAW; VENUE. This Agreement has been made and entered into under the laws of the State of Tennessee, and said laws shall control the interpretation thereof. Venue for any litigation concerning this Agreement shall be filed in the state or federal courts for Sullivan County, Tennessee.

20. BINDING EFFECT. All covenants, agreements, warranties and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

21. FURTHER ACTS. Each party hereto agrees to do, execute, acknowledge and deliver all such further acts, assignments, transfers, assurances and instruments that may reasonably be required to fully effectuate the transactions contemplated in this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands in duplicate originals the day and year first written above.

[Acknowledgements Deleted for Inclusion in this Resolution]

EXHIBIT A

Description of Real Property

Situate, lying and being in the 11th Civil District of Sullivan County, Tennessee, and more particularly described as follows:

"BEING lot number eight (8) in block number three (3) as shown on the map of the Highland Park Addition to Kingsport, Tennessee; said map is of record in the office of the Register of Deeds for Sullivan County, at Blountville, Tennessee, in Deed Book 113, at page, 427, and reference is hereby made to said map for complete description of said property." This is the same description of previous deed of this property. BEING the same property conveyed to BEULAH L. GOINS, widow of HASTEN R. GOINS, deceased by Deed from MATTIE EARLY, widow of P.T. EARLY, dated November 12, 1942, and recorded in Deed Book 60-A, at page 347 in the Register's Office for Sullivan County, Tennessee, to which reference is hereby made. And further being the same property transferred by QUITCLAIM DEED to PHYLLIS K. GOINS, said QUITCLAIM DEED dated January 26, 1993 and recorded in Deed Book 891C, at page 716 in the Register's Office for Sullivan County at Blountville, Tennessee. Tax Map 061D; Group D; Parcel 006.00

SECTION III. That the Mayor is further authorized to make such changes, approved by the mayor and city attorney, to the agreement set out herein that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION VI. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

SECTION VII. That this resolution shall take effect immediately upon its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



Legend

- Property For Acquisition
- City Owned Property
- Parcels
- Streets

1625 Park Street

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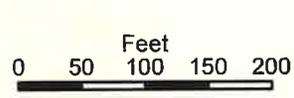
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 Geographic Information System (G.I.S.)
 Date: 03-21-16
 Map File Name: 18235wo10462





AGENDA ACTION FORM

Rejecting All Bids of the January 13, 2016 Bid Opening for Internet Access and Related Internet Connectivity Management Services and Enter Into Agreement with Metropolitan Nashville Schools

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager *JF*

Action Form No.: AF-95-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Committee
Presentation By: Scott Pierce

Recommendation:

Approve the Resolutions.

Executive Summary:

Kingsport City Schools employed three different avenues to receive proposals for Internet Access and Related Internet Connectivity Management Services to utilize E-Rate funding. The first was an RFP published by the City of Kingsport for its Kingsport City Schools. The bid opening was January 13, 2016 with one bidder responding. The second was a contract through the State of TN. The third was from a Letter of Agency that was signed with Metro Nashville Public School for the Tennessee E-Rate Consortium. Please see Letter of Recommendation for more detailed information.

The recommendation is to reject all bids from the bid opening on January 13, 2106 for the City of Kingsport for its Kingsport City Schools and enter into agreement with Metropolitan Nashville Schools so that we may purchase Internet Access and Related Internet Connectivity Management Services from Education Networks of America through the Tennessee E-Rate Consortium. The annual estimated cost is \$102,060.00 before the E-rate discount is applied.

This is funded from 141-7261-781.05-99.

Attachments:

- 1. Resolution - Rejecting
- 2. Resolution - Agreement

Funding source appropriate and funds are available: *JF*

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION REJECTING ALL BIDS RELATED TO INTERNET
ACCESS AND RELATED INTERNET CONNECTIVITY
MANAGEMENT SERVICES

WHEREAS, bids were opened January 13, 2016 for internet access and related internet connectivity management services; and

WHEREAS, the one bid received was more than the two consortium agreements available to the city; and

WHEREAS, the city has determined it is in its best interest to enter into a cooperative contract with the Metropolitan Nashville Public Schools, and therefore the city to reject all bids.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That all bids opened January 13, 2016, relating to the internet access and related internet connectivity management services are rejected.

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 19th day of April, 2016.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH THE METROPOLITAN NASHVILLE PUBLIC SCHOOLS AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, the Metropolitan Nashville Schools entered into an agreement with the Education Networks of America through the Tennessee E-Rate Consortium; and

WHEREAS, the city, through the Kingsport City Schools, would like to enter into an agreement with Metropolitan Nashville Public Schools for the Education Networks of America through the Tennessee E-Rate Consortium

WHEREAS, the Tennessee Code Annotated §12-3-1009 requires a purchasing agreement as set out below; and

WHEREAS, the annual cost of the services with the E-rate discount is \$102,060.00 and is available in account 141-7261-781.05-99.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That an agreement with the Metropolitan Nashville Public Schools for the Education Networks of America, LLC by Metropolitan Nashville Public Schools, is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, the agreement with the Metropolitan Nashville Schools for the Education Networks of America, LLC by Metropolitan Nashville Public Schools and all other documents necessary and proper, and to take such acts as necessary, to effectuate the purpose of the agreement or this resolution, said agreement being as follows:

METROPOLITAN NASHVILLE PUBLIC SCHOOLS' PURCHASING AGREEMENT

The State of Tennessee's "City of Kingsport for its Kingsport City Schools" requests permission from Metropolitan Nashville Public Schools to purchase from contract #2-225071-08 awarded to Education Networks of America, LLC by Metropolitan Nashville Public Schools.

City of Kingsport for its Kingsport City Schools agrees to purchase directly from the vendor named above. City of Kingsport for its Kingsport City Schools agrees to be financially responsible for all orders placed and hold Metropolitan Nashville Public Schools harmless against any claims from orders placed by City of Kingsport for its Kingsport City Schools.

[Acknowledgements Deleted for Inclusion in this Resolution]

Metropolitan Nashville Public Schools grants permission for City of Kingsport for its Kingsport City Schools to purchase from contracts awarded by our school district.

[Acknowledgements Deleted for Inclusion in this Resolution]

This is to comply with T.C.A. 12-3-1009.

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the agreement set out herein that do not substantially alter the

material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

SECTION IV. That the board finds that the actions authorized by this resolution are for a public purpose and will promote the health, comfort and prosperity of the citizens of the city.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



AGENDA ACTION FORM

Approve Issuance of Certificates of Compliance for Retail Food Stores to Sell Wine

To: Board of Mayor and Aldermen
From: Jeff Fleming, City Manager

Action Form No.: AF-96-2016
Work Session: April 18, 2016
First Reading: N/A

Final Adoption: April 19, 2016
Staff Work By: Angie Marshall
Presentation By: Jim Demming

Recommendation:

Approve the issuance of Certificates of Compliance to the following retail food stores to sell wine.

1. Priceless Foods #469, 4320A West Stone Drive
2. Priceless Foods #478, 3006 North John B. Dennis Highway
3. Priceless Foods #487, 1328 South John B. Dennis Highway

Executive Summary:

This is the list of applications for retail food stores who have filed with the City Recorder for their Certificate of Compliance to sell wine. This Certificate, which must be issued and signed by the mayor if the business is within a municipality, is a required attachment to the application these businesses will submit to the Tennessee Alcoholic Beverage Commission to obtain a license to sell wine in a retail food store.

Tennessee Code Annotated, Section 57-3-806 directs municipalities the Certificate must state:

1. The applicant in charge of the business has not been convicted of a felony within the past ten years; and
2. The applicant's business location complies with local zoning laws.

These applications have met the requirements of TCA 57-3-806. Police background checks have been conducted on each of the applicants with nothing found that would prevent any from receiving these certificates. Planning has also verified the businesses are properly zoned.

Attachments:

None

	<u>Y</u>	<u>N</u>	<u>O</u>
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—