

Minutes of the Regular Work Session of the  
Board of Mayor and Aldermen, City of Kingsport, Tennessee  
Monday, December 18, 2017, 4:30 PM  
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark

Vice-Mayor Mike McIntire

Alderman Jennifer Adler

Alderman Joe Begley

Alderman Betsy Cooper

Alderman Colette George

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James H. Demming, City Recorder/Chief Financial Officer

1. **CALL TO ORDER:** 4:30 p.m. by Mayor Clark.
2. **ROLL CALL:** By Deputy City Recorder Marshall.
3. **KINGSPORT ART GUILD UPDATE.** Carol Dixon, Board President, gave a presentation on this item and answered questions for the board regarding the organization's use of city funding..
4. **PROJECTS STATUS REPORT.** Before giving a brief overview of this item, City Manager Fleming asked the board for feedback and direction on the possibility of streamlining the agenda in the future, essentially moving more items that do not warrant discussion to the consent agenda. Alderman Adler asked staff to write up a descriptive guideline as to what criteria would be met.
5. **REVIEW OF AGENDA ITEMS ON THE DECEMBER 19, 2017 REGULAR BUSINESS MEETING AGENDA.** City Manager Fleming stated all of the agenda items had been covered in one on one meetings and unless there was something specific that needed to be addressed the board could move on for the sake of time.

**IV.A.2 Amend 2015 Consolidated Plan for Housing and Community Development** (AF: 323-2017). Development Services Director Lynn Tully provided details on this item, noting it was necessary for the KHRA project of rebuilding Lee Apartments at the request of HUD to change their funding structure. She also stated there was an amendment for redevelopment in the Martin Luther King Boulevard area.

**IV.D.8 Approve a Reciprocal Easement Agreement for the Private Road to the Communication Towers on Bays Mountain** (AF: 319-2017). The lawyer representing the new property owners provided details on this item, noting the new agreement was more formal than the previous one.


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**VI.D.10 One Source Hosting Contract for Superior, LLC Hosting Services** (AF: 317-2017). Assistant City Manager for Administration Chris McCartt stated this involved the primary software for the credit card paying interface. He pointed out it is currently managed by Barbara Lane who has been with the city over 40 years. In light of her inevitable retirement, this would allow the IT department to have some flexibility and save \$100,000 over the course of three years.

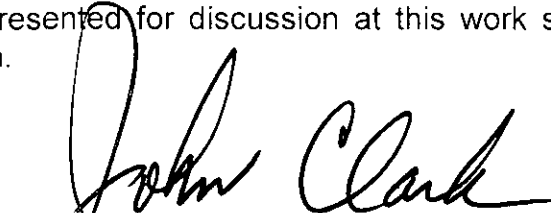
**IV.D.12 Ratify the Mayor's Signature** (AF: 325-2017). City Attorney Billingsley stated the board has already approved the purchase agreement, however this particular signature was not specifically addressed. He noted it was concerning a right of way at Brickyard Park.

**IV.D.14 Change the Meeting Date for Business Meetings of the Board of Mayor and Aldermen from the First and Third Tuesdays to the Second and Fourth Tuesdays in January, 2018** (AF: 318-2017). City Manager Fleming explained the way holidays usually fall in January conflicts with the BMA meetings set by the charter. He noted in the past, they have simply cancelled one of the meetings, but that makes a long time in between. This will still allow for the normal break between business meetings.

**6. ADJOURN.** Seeing no other matters presented for discussion at this work session, Mayor Clark adjourned the meeting at 5:40 p.m.

  
ANGELA MARSHALL  
Deputy City Recorder



  
JOHN CLARK  
Mayor