



AGENDA

BOARD OF MAYOR AND ALDERMEN WORK SESSION

**Monday, November 2, 2020, 4:30 p.m.
City Hall, 225 W. Center St., Council Room**

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Jennifer Adler
Alderman Betsy Cooper

Alderman Darrell Duncan
Alderman Tommy Olterman
Alderman James Phillips

Leadership Team

Chris McCartt, City Manager
Ryan McReynolds, Deputy City Manager
J. Michael Billingsley, City Attorney
Sid Cox, City Recorder/Chief Financial Officer
Scott Boyd, Fire Chief
David Quillin, Police Chief
George DeCroes, Human Resources Director
Ken Weems, Planning Manager
Jessica Harmon, Assistant to City Manager

1. Call to Order
2. Roll Call
3. A determination by the board that meeting electronically and prohibiting the physical presence of the public at the meeting is necessary to protect public health, safety, and welfare or all concerned in light of the COVID-19 virus.
4. Fire Facilities Plan Overview – Chief Boyd
5. Transit Study – Chris Campbell
6. Review of Items on November 3, 2020 Business Meeting Agenda
7. Adjourn

Next Work Session November 16: Move to Kingsport; TIF Discussion; Disposal of Midland & Improvement Bldg. Sites

City of Kingsport

November 3, 2020

Project Status in Pictures

1 West Center Street Sidewalks

Crews are making good progress with the sidewalk work along West Center Street.

3 Stone Drive Sidewalks

Current work includes excavation and subgrade preparation in the vicinity of CVS and Dunkin Donuts.

2 Sewer Improvements

The current project work includes replacing existing sanitary sewer lines in the Stadium Drive area.

4 Riverfront Parking Facility

Paving crews have started and concrete crews have placed the sidewalks to connect the parking lot to the Greenbelt.



Status Updates on Active Projects sorted by Cost

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$13,500,000.00	Ryan McReynolds	SR 347 (Rock Springs Road) [State & MTPO funded]	TDOT Managed, joint funded reconstruction of the State portion of Rock Springs Road	12/31/2022	TDOT contract amendment approved by BMA and is routed for signatures. This reduced the local commitment from \$2.0 million to \$1.0 million MPO funds. Updated estimated cost to reflect amendment.
\$6,000,000.00	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	6/1/2021	Appraisals for 11 of 12 properties affected were received 9/4/2020.
\$5,963,000.00	Niki Ensor	West Kingsport Forcemain and Pump Station Improvements	Rehab of West Kingsport SLS (#119) and installation of new forcemain to the WWTP.	2/2/2021	Wet well pre-work inspection complete - results favorable. FM E/I/B continues down Greenbelt. Demo still ongoing inside pump station.
\$3,500,000.00	Michael Thompson	Island Road Improvements from SR-126 to Kingsport City Limits	This project will realign Island Road to the southeast to improve vertical and horizontal roadway geometry for better traffic management and safety. The remaining unused portion of Island Road will be converted into a separated buffered multi-use path co	4/30/2024	Mattern & Craig still working on NEPA document.
\$2,888,300.00	Niki Ensor	Wastewater Facilities SCADA/Telemetry Project	Design and installation of SCADA/Telemetry system that will serve both water and sewer plants, sewer lift stations, water pump stations and boosters, along with monitoring in the distribution and collection systems.	11/1/2020	9/15/20 - issued substantial completion
\$2,508,812.00	Niki Ensor	WWTP Electrical Improvements	Design of wastewater treatment plant improvements. Project includes replacement of the Main Switchgear, Switchgear SB-1 and related equipment at the wastewater treatment plant.	5/18/2021	9/29/20 - TEC mobilizing on site.
\$2,500,000.00	Michael Thompson	2021 Main Road Paving (MTPO Funded)	Paving of functionally classified roadways: Meadowview Pkwy, Moreland Dr, Cooks Valley, Fall Creek and Netherland Inn Road	12/31/2021	NEPA documents submitted to TDOT on 7/6/2020.
\$2,300,000.00	Ryan McReynolds	Justice Center Renovations	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall.	12/31/2020	Architect is working on plans and having discussions with staff.
\$2,225,522.00	Ryan McReynolds	City Hall Relocation - Phase 2	Renovations of floors 1 & 2 for the consolidation of City offices to one location at 415 Broad Street.	12/23/2020	Casework installation for Fiscal Payment area underway.
\$1,477,741.00	Chad Austin	Phase 5 Water Improvements	Project includes water line replacements in Fort Robinson area, Sherwood Road, Roller Street area, Gibson Mill area, and Waverly Road.	9/3/2021	Contractor plans to begin work the second week of November.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$1,044,000.00	Kitty Frazier	Kingsport Greenbelt Extension from Rotherwood Drive to Lewis Lane	This project will build an extension of the Kingsport Greenbelt walking and biking path west from the end of the current Greenbelt at Rotherwood Drive to Lewis Lane on West Stone Drive (State Route 1).	5/31/2024	NEPA document has been submitted to TDOT and going thru their review process.
\$1,000,000.00	Michael Thompson	Area 11b Asphalt Paving	Paving of asphalt streets in Upper Sevier Terrace (area between Fairview, W. Stone Drive, Lynn Garden Dr)	11/6/2020	City crews continuing to pave in this area.
\$873,345.88	Chad Austin	2019 I & I Sewer Rehab/Replacement	Project will include sanitary sewer rehab/replacement in the White Street/Gibson Mill area, Fort Robinson area, Konnarock Road, Brooks Street Alley, and DB Track & Field.	2/12/2021	Pleasant View Line installed. Contractor installing church lateral connection this week.
\$699,000.00	Niki Ensor	Hillcrest & Allandale Water Storage Tank Rehabilitation	Will be a partial rehabilitaion Allandale tank and a full rehabilitation of Hillcrest Tank.	1/3/2021	Materials for mixing system for Hillvrest have now been moved back to NOV. 11th delivery.
\$670,291.15	Michael Thompson	Stone Drive - Phase 1 (SR 1, US 11W) Sidewalk Improvements	Construction of sidewalk along Stone Drive from Stonebrook Place Pvt. Dr. to American Way where current sidewalk gaps exist. Includes work to make existing driveways ADA accessible. [95% State Funded 5% City]	5/28/2021	Work is underway. Contractor started on Phase 2 end of project.
\$461,607.00	Michael Thompson	Stone Drive - Phase 2 (SR 1, US 11W) Sidewalk Improvements	Construction of sidewalk along Stone Drive from Stonebrook Place Pvt. Dr. to Lynn Garden Dr. [95% State Funded 5%]	5/28/2021	Concrete placement is currently occuring in the vicinity of Dunkin Donuts. Grading and subgrade work is currently occuring in the vicinity of E. Windsor St.
\$415,000.00	Chad Austin	SR 93- Fall Branch section (TDOT)	TDOT project to improve State Route 93 in the Fall Branch area. Impacted waterlines in this area will be are to be relocated as part of the TDOT project.	8/31/2021	TDOT to begin construction June 1, 2020; project estimated completion dated 8/31/2021
\$352,000.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be are to be reloc	8/31/2022	TDOT "B Date" package due date pushed back to 5/28/2021; anticipated letting December 2021
\$197,791.00	Kitty Frazier	Riverfront Parking Facility	Construction of a 23 space parking lot on the south side of Industry Drive.	11/24/2020	Concrete work is approximately 75% complete. Still awaiting CenturyLink to relocate their utility pole.

Status Updates on Active Projects sorted by Completion Date

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AGENDA

BOARD OF MAYOR AND ALDERMEN

BUSINESS MEETING

**Tuesday, November 3, 2020, 7:00 p.m.
City Hall, 225 W. Center St., Courtroom**

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Jennifer Adler
Alderman Betsy Cooper

Alderman Darrell Duncan
Alderman Tommy Olterman
Alderman James Phillips

City Administration

Chris McCartt, City Manager
Ryan McReynolds, Deputy City Manager
J. Michael Billingsley, City Attorney
Sid Cox, City Recorder/Chief Financial Officer
David Quillin, Police Chief
Scott Boyd, Fire Chief
George DeCroes, Human Resources Director
Ken Weems, Planning Manager
Jessica Harmon, Assistant to City Manager

I. CALL TO ORDER

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

II.B. INVOCATION – Pastor Greg Burton, Colonial Heights Baptist Church

III.A. ROLL CALL

III.B. A determination by the board that meeting electronically with limited physical presence of the public at the meeting is necessary to protect public health, safety, and welfare or all concerned in light of the COVID-19 virus.

IV.A. RECOGNITIONS & PRESENTATIONS

None

IV.B. APPOINTMENTS

1. Appointments to the Kingsport Higher Education Commission (AF: 285-2020) (Mayor Shull)
 - Appointments
2. Appointment of Members to the Community Development Advisory Committee (AF: 287-2020) (Ken Weems)
 - Appointments

V. APPROVAL OF MINUTES

1. Work Session – October 19, 2020
2. Business Meeting – October 20, 2020

VI. COMMUNITY INTEREST ITEMS

A. PUBLIC HEARINGS

None

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. Appropriate \$20,800 from the USDOJ/Office of Justice Programs, Bulletproof Vest Partnership Funding (AF: 286-2020) (David Quillin)
 - Ordinance – First Reading
2. Budget Adjustment Ordinance for Various Funds in FY21 (AF: 293-2020) (Chris McCartt)
 - Ordinance – First Reading

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Budget Adjustment Ordinance for Various Funds in FY21 (AF: 279-2020) (Chris McCartt)
 - Ordinance – Second Reading and Final Adoption

D. OTHER BUSINESS

1. Award the Sale of Surplus Real Property Located at 2102 East Center Street (AF: 290-2020) (Sid Cox, Chris McCartt)
 - Resolution
2. Award the Sale of Surplus Real Property Located at 998 Oak Glen Drive (AF: 292-2020) (Sid Cox, Chris McCartt)
 - Resolution

VII. CONSENT AGENDA

Withdrawn 11/2/20

1. ~~Award Bid for Credit Card Merchant Processing Services for the Central Square Software Applications to Paya, Inc. (AF: 288-2020) (Sid Cox, Lisa Winkle)~~
 - ~~Resolution~~

Withdrawn 11/2/20

2. ~~Awarding Proposal for Credit Card Merchant Services Specific to the eTrak-Plus Software Application to Heritage Payment Solutions, Inc. (AF: 289-2020) (Sid Cox, Chris McCartt)~~
 - ~~Resolution~~

3. Release of All Claims for Direct Insurance Company and Its Insured Aaron Cook to Recover \$3,904.92 for Damages (AF: 238-2020) (Mike Billingsley)
 - Resolution

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



AGENDA ACTION FORM

Appointments to the Kingsport Higher Education Commission

To: Board of Mayor and Aldermen
 From: Chris McCartt, City Manager *CM*

Action Form No.: AF-285-2020
 Work Session: November 2, 2020
 First Reading: N/A
 Final Adoption: November 3, 2020
 Staff Work By: Mayor Shull
 Presentation By: Mayor Shull

Recommendation:
 Approve appointments.

Executive Summary:
 It is recommended to appoint Paula Bulcao and Dennis Phillips to the Kingsport Higher Education Commission replacing John Williams and Keith Wilson who have reached their term limit. It is also recommended to reappoint Miles Burdine who has been fulfilling an unexpired term. If approved by the Board of Mayor and Aldermen the recommended table reflects term dates.

Terms are four years with directors serving no more than two consecutive terms. The commission is comprised of (4) at-large community members in addition to the following ex-officio and non-voting members: City of Kingsport Mayor, Kingsport City Manager, Kingsport Assistant to City Manager, NESCC President, NESCC VP Economics & Work Force Development, Superintendent of Kingsport City Schools, NETWORKS CEO, Member Institute Representatives.

Current Committee:			
Member	Term Expires	No. of Terms	Eligibility
Dr. MaryLee Davis	11/30/23	1	Community Member
Miles Burdine	11/30/20	1	Community Member
John Williams	11/30/20	2	Community Member
Keith Wilson	11/30/20	2	Community Member

Recommended Committee:			
Member	Term Expires	No. of Terms	Eligibility
Dr. MaryLee Davis	11/30/23	1	Community Member
Miles Burdine	11/30/24	1	Community Member
Paula Bulcao	11/30/24	1	Community Member
Dennis Phillips	11/30/24	1	Community Member

- Attachments:**
 1. Paula Bulcao Bio
 2. Dennis Phillips Bio

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

Paula Bulcao

Director, Global Public and Community Affairs

Eastman Chemical Company

Kingsport, TN

Paula Bulcao recently joined Eastman Chemical Company as its Director, Global Public and Community Affairs, working to ensure Eastman continues to be a valued and trusted neighbor of the communities around the world in which it operates. Bulcao assumed this role in July of this year. She brings with her a career record of success, transforming external communications models, building relationships and alliances, negotiating with stakeholders for business development, strengthening corporate image to mitigate business risk and establishing strategic advocacy and sustainable community investment approaches to advance business objectives. Well regarded and trusted as the right leader for change management, emergency/crisis situations and highly effective engagement strategies, Bulcao has a reputation for energizing and breathing new life into enterprise-wide initiatives and leadership confidence to transform reputation and public challenges into mutual benefit opportunities.

Prior to joining Eastman, Bulcao held leadership roles working 20 years for global energy company BP, where she oversaw external relations, community engagement, advocacy, public policy development, issues management and social investments. Bulcao brings to Eastman deep experience in the government and public affairs arena, having worked in different operating environments in places such as Los Angeles, where BP's assets stretched across five Western states; Denver, where BP's assets traversed Colorado, Wyoming, New Mexico and Utah; and Texas, where Bulcao was the chief lobbyist and public affairs advocate for BP's chemical, refining, exploration and production, shipping, alternative energy and natural gas marketing operations in Texas. During the Deepwater Horizon accident, Bulcao served as BP's public information officer and state lead for Texas and held similar roles in Louisiana and Florida.

Bulcao's international experience includes serving as Regional Coordinator for BP's external affairs operations in the Western Hemisphere, which included the US, Canada, Mexico, Bolivia, Venezuela, Brazil, Argentina and Trinidad and Tobago. In addition to the regional coordinator role, Bulcao served as Executive Assistant to the Group Chief of Staff, while based in BP's corporate headquarters in London, England.

Prior to joining BP, Bulcao worked in Washington, DC, where she spent a decade advocating at the federal level and developing influential advocacy campaigns for trade associations representing the US textile industry, the offshore oil and gas industry and independent oil and gas operators.

Bulcao is a 1988 graduate of Texas A&M University and now resides in Kingsport, TN, with her husband Doug and their three daughters Waylon (15 years), Gigi (12 years) and Silvie (9 years) and menagerie of horses, dogs and cats.

###



Biography
DENNIS R. PHILLIPS

2121 Pendragon Road
Kingsport, TN 37660

Dennis R. Phillips was born in Burnsville, North Carolina and has served his country by serving in the U.S. Air Force from 1963 through 1967. Dennis Phillips attended the Graduate School of Banking at the University of Wisconsin and Memphis State University.

Dennis moved to Kingsport in 1967 and joined Western and Southern Life Insurance in 1967 and joined Kingsport National Bank in 1968. He became a loan officer for the Bank of Tennessee in 1974 and later became Vice-President, President and C.E.O. of the Bank of Tennessee. In 1987 he was appointed Commissioner of Banking for the State of Tennessee.

In 1990 he started Chef's Pizzeria; in 1992 he started Express Signs and DRP Rentals. These small businesses started from an idea and are now thriving downtown businesses.

Dennis and his wife, Bobbie Hayes Phillips have one son, James, who serves as Alderman for the City of Kingsport.

Dennis was elected Mayor of Kingsport and served for five consecutive terms from 2005 to 2015.



AGENDA ACTION FORM

Appointment of Members to the Community Development Advisory Committee

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *cm*

Action Form No.: AF-287-2020
Work Session: November 2, 2020
First Reading: N/A
Final Adoption: November 3, 2020
Staff Work By: Jessica Harmon
Presentation By: Ken Weems

Recommendation:

Approve Appointments.

Executive Summary:

The Board of Mayor and Aldermen, at the August 4, 2020 meeting, approved the creation of a Community Development Advisory Committee. This committee would serve in an advisory capacity for planning and assessment of projects proposed or undertaken with Community Development Block Grant Funds.

It is requested to appoint the following five members to the Committee. If approved, the appointments will be effective immediately and will expire November 30th in year listed below.

Member:	Term Expiration:
Morris Baker	2023
KHRA Board Member – Seth Jervis	2023
First TN Development District Staff Member – Rene’ Mann	2023
Local Minister – Rick Meade	2022
Dorothy Dobbins	2022

Attachments:

- Bio's

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

Morris Baker

President & CEO

Goodwill Industries of Tenneva Area, Inc

For over 30, Morris Baker has worked in the non-profit, social enterprise and local government arenas in northeast Tennessee and southwest Virginia. He serves as President and CEO for Goodwill Industries of Tenneva Area, Inc serving 17 counties in northeast Tennessee and southwest Virginia. Morris holds a Bachelor in Business Administration and a Master's in Public Administration, both from East Tennessee State University. He is working on a PhD in Public Administration from Liberty University.

During his career, Morris has worked to receive nearly \$35M in competitive grant funding for a variety of not-for-profit organizations. Morris has served as an invited grant reviewer for various federal and state programs focusing on economic development, education, health-related services, and community capacity building. Federal agencies he has served include the U.S. Department of Labor, Health and Human Services, Substance Abuse and Mental Health Services Administration and Education. He also serves as a strategic consultant in the not-for-profit arena.

He and his wife Angie live in the Kingsport, TN area and have two children, a son Mackenzie and wife Melissa and a daughter Michala and husband Gabe Treadway. Morris and Angie are blessed with two grandchildren, Emery and Elliot.

Seth Jervis

Realtor – Century 21 Legacy

Seth is a full-time, full-service real estate agent with CENTURY 21 Legacy serving both buyers and sellers throughout all of northeast Tennessee and Southwest Virginia. With over nine years of experience in the local real estate industry, Seth has developed unique real estate-related strategies geared toward assisting both buyer and sellers in attaining their real estate needs.

In addition to real estate, Seth also serves as a Kingsport Housing and Redevelopment Authority commissioner, Greater Kingsport Family YMCA board member and member of the Kingsport Chamber of Commerce Board of Directors.

René Mann

Housing Programs Coordinator

First TN Development District

René Mann currently serves as Housing Programs Coordinator with the First Tennessee Development District administering housing rehabilitation grant programs in the eight county upper east region of Tennessee, and the city limits of Bristol, Virginia. Her 8 years combined service with the Development District includes administrative support and regional planner positions involving work with the State of Tennessee's annual infrastructure survey, land use, grant preparation, environmental reviews and solid waste management. She holds a Bachelor's Degree in Geography with a concentration in Business Management from East Tennessee State University.

René and her husband Greg reside in the Kingsport area and have two sons, Colby and wife Kodi, and Wesley and fiancé Chelsey.

Rick Meade

Pastor, Lynn Garden Baptist Church

Rick Meade has served as pastor of Lynn Garden Baptist Church since 2014. Prior to his time here in Kingsport he served as pastor of Bethel Baptist in Lebanon, VA and Goshen Baptist Church in Hardinsburg, KY. He received his Master of Divinity Degree from Southern Baptist Theological Seminary in Louisville, KY and a Bachelor of Science Degree from Eastern Kentucky University in Richmond, VA.

Rick and his wife Carolyn have been serving in the Kingsport area since 2014. They have two children and four grandchildren.

Dorothy Dobbins, PhD

Retired

Associate V.P. Cultural Affairs

Division of Health Sciences

East Tennessee State University

Dr. Dorothy Dobbins is retired ETSU professor where she was Associate Vice President for Cultural Diversity in the Division of Health Sciences and an Assistant Professor in the Department of Social Work. Dr. Dobbins was the founding director of the Office of Student Support Services in the James H. Quillin College of Medicine. In 2001, Dr. Dobbins was selected to establish Health Sciences' Office of Cultural Affairs. Among her many accomplishments has been securing the first federal funding at ETSU for Ronald McNair Post-Baccalaureate Achievement Program, which encourages and facilitates doctoral studies for students from low-income or first-generation college student backgrounds or minority students. She currently serves on the ARCH board as well as assisting with several other organizations.

Minutes of the Regular Work Session of the
Board of Mayor and Aldermen, City of Kingsport, Tennessee
Monday, October 19, 2020, 4:30 PM
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding

Vice-Mayor Colette George

Alderman Jennifer Adler (via zoom)

Alderman Betsy Cooper

Alderman Darrell Duncan

Alderman Tommy Olterman

Alderman James Phillips

City Administration

Chris McCartt, City Manager

Ryan McReynolds, Deputy City Manager (via zoom)

J Michael Billingsley, City Attorney

Sid Cox, City Recorder

Angie Marshall, City Clerk/Deputy City Recorder

Ken Weems, Planning Manager

David Quillin, Police Chief

Scott Boyd, Fire Chief

John Morris, Budget Officer

Adrienne Batara, Public Information & Communications Director

Jessica Harmon, Assistant to City Manager

Kitty Frazier, Parks and Recreation Manager

Adrienne Batara, Public Information & Communications Director

Robin DiMona, Parks and Recreation Assistant Manager

1. **CALL TO ORDER:** 4:30 p.m. by Mayor Patrick W. Shull.
2. **ROLL CALL:** By Deputy City Recorder Marshall.
3. A determination by the board that meeting electronically and prohibiting the physical presence of the public at the meeting is necessary to protect public health, safety and welfare of all concerned in light of the COVID-19 virus.
Mayor Shull made this declaration and each alderman verbally affirmed.
4. **NEIGHBORHOOD COMMISSION REPORT.** Ted Fields provided details on this item and answered questions from the board.
5. **PARKS AND RECREATION MASTER PLAN.** Kitty Frazier gave a presentation on this item answered questions. There was considerable discussion. City Manager McCartt noted the initial meeting for the new skate park had already taken place.
6. **REVIEW OF AGENDA ITEMS ON THE OCTOBER 20, 2020 REGULAR BUSINESS MEETING AGENDA.** City Manager McCartt gave a summary for each item on the proposed agenda. The following items were discussed at greater length or received specific questions or concerns.

Minutes of the Regular Work Session of the Board of Mayor and Aldermen of Kingsport, Tennessee, Monday, October 19, 2020

VI.D.2 Apply for TDOT “State Industrial Access, SIA, Program” for the Relocation of Jared Drive (AF: 281-2020). Deputy City Manager McReynolds provided information on this item, answering questions and providing a potential timeline. Discussion followed.

7. ADJOURN. Seeing no other matters presented for discussion at this work session, Mayor Shull adjourned the meeting at 5:50 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor

Minutes of the Regular Business Meeting of the
Board of Mayor and Aldermen of the City of Kingsport, Tennessee
Tuesday, October 20, 2020, 7:00 PM
Large Court Room – City Hall

PRESENT: Board of Mayor and Aldermen
Mayor Patrick W. Shull, Presiding
Vice-Mayor Colette George
Alderman Jennifer Adler (via zoom call)
Alderman Betsy Cooper
Alderman Darrell Duncan
Alderman Tommy Olterman
Alderman James Phillips

City Administration
Chris McCartt, City Manager
J Michael Billingsley, City Attorney
Sidney H. Cox, City Recorder/Chief Financial Officer
Angie Marshall, City Clerk/Deputy City Recorder

I. **CALL TO ORDER:** 7:00 p.m., by Mayor Patrick W. Shull.

II.A. **PLEDGE OF ALLEGIANCE TO THE FLAG**

II.B. **INVOCATION:** Carl Strickler, Retired Minister.

III.A. **ROLL CALL:** By City Recorder Cox. All Present.

III.B. A determination by the board that meeting electronically and limiting the physical presence of the public at the meeting is necessary to protect public health, safety and welfare of all concerned in light of the COVID-19 virus.

Mayor Shull made this declaration and each alderman verbally affirmed.

IV.A. **RECOGNITIONS AND PRESENTATIONS.**

1. Jay Church, Kingsport Carousel (Alderman Phillips)
2. High School Golf Teams (Alderman Olterman)
 - Kara Carter, South High School
 - Isabella van der Biest, Dobyns-Bennett High School
 - Taylor Kilgore, Zac Fletcher, William Karst, Ethan Lawson, Eli Murdock and Sam Barbour, Dobyns-Bennett High School
3. Sullivan County Health Department Update: Gary Mays and Dr. Stephen May joined the meeting via zoom to discuss the latest cases in the region.

IV.B. **APPOINTMENTS/REAPPOINTMENTS.**

Motion/Second: George/Duncan, to approve:

1. **Appointment to the Neighborhood Commission (AF: 278-2020)**
(Mayor Shull).

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Approve:

APPOINTMENT OF MR. DENNY “TREY” DARNELL TO FULFILL AN UNEXPIRED TERM ON THE **NEIGHBORHOOD COMMISSION** EFFECTIVE IMMEDIATELY AND EXPIRING ON DECEMBER 31, 2020.

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

V. APPROVAL OF MINUTES.

Motion/Second: Phillips/Cooper, to approve minutes for the following meetings:

- A. October 5, 2020 Regular Work Session
- B. October 6, 2020 Regular Business Meeting

Approved in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

VI. COMMUNITY INTEREST ITEMS.

A. PUBLIC HEARINGS. None.

PUBLIC COMMENT. Mayor Shull 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. **Budget Adjustment for Various Funds in FY21 (AF: 279-2020)**
(Chris McCartt).

Motion/Second: George/Olterman, to pass:

AN ORDINANCE TO AMEND GENERAL PROJECTS FUND, THE GENERAL PROJECTS-SPECIAL REVENUE FUND, AND THE GENERAL FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

- 1. **Amend Zoning of 606, 610 and 614 Arch Street from R-4 (Medium Density Apartment District) to R-5 (High Density Apartment District)** (AF: 271-2020) (Ken Weems). *NOTE: Alderman Phillips left the room during the discussion of this item and was not present to vote. He returned immediately after the vote was taken.*

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Motion/Second: Duncan/George, to pass:

ORDINANCE NO. 6897, AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG ARCH STREET FROM R-4, MEDIUM DENSITY APARTMENT DISTRICT TO R-5, HIGH DENSITY APARTMENT 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 second reading in a roll call vote Adler, Cooper, Duncan, George, Olterman, and Shull voting “aye.”

2. Amend Zoning of 4250, 4270 and 4280 West Stone Drive from B-3 (Highway Oriented Business District) to R-3 (Low Density Apartment District) (AF: 272-2020) (Ken Weems).

Motion/Second: Olterman/Phillips, to pass:

ORDINANCE NO. 6898, AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG W. STONE DRIVE FROM B-3, HIGHWAY ORIENTED BUSINESS DISTRICT TO R-3, LOW DENSITY APARTMENT DISTRICT IN THE 1ST CIVIL DISTRICT OF HAWKINS COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

3. Amend Zoning of 800 Stonegate Road, Parcels 41.20, 23 and 23.20 from B-3 (Highway Oriented Business District) to R-3 (Low Density Apartment District) (AF: 273-2020) (Ken Weems).

Motion/Second: Cooper/George, to pass:

ORDINANCE NO. 6899, AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG STONEGATE ROAD FROM B-3, HIGHWAY ORIENTED BUSINESS DISTRICT TO R-3, LOW DENSITY APARTMENT DISTRICT IN THE 11TH AND 12TH CIVIL DISTRICTS OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

4. Appropriate Funds from the Department of Justice, Office of Justice Programs FY20 Edward Byrne Memorial Justice Assistance Grant Program (AF: 262-2020) (David Quillin).

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Motion/Second: Duncan/Adler, to pass:

ORDINANCE NO. 6900, AN ORDINANCE TO AMEND THE JUSTICE ASSISTANT GRANT FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE U.S. DEPARTMENT OF JUSTICE FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

5. Accept a Private Monetary Donation for the Police Department and Appropriate Funds (AF: 270-2020) (David Quillin).

Motion/Second: Phillips/George, to pass:

ORDINANCE NO. 6901, AN ORDINANCE TO AMEND THE GENERAL PROJECTS-SPECIAL REVENUE FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

6. Amend the Current First Tennessee Agency on Aging Grant Contract Due to Corona Virus Grant and Appropriate Funds (AF: 259-2020) (Shirley Buchanan).

Motion/Second: Olterman/George, to pass:

ORDINANCE NO. 6902, AN ORDINANCE TO AMEND GENERAL FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

7. Budget Adjustment for Various Funds in FY21 (AF: 267-2020) (Chris McCartt).

Motion/Second: George/Duncan, to pass:

ORDINANCE NO. 6903, AN ORDINANCE TO AMEND GENERAL FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

D. OTHER BUSINESS.

1. Apply for and Receive the 2021 Childhood Obesity Prevention/ Environmental Health Sustainability Awards through the United States Conference of Mayors (AF: 283-2020) (Chris McCartt).

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Motion/Second: George/Adler, to pass:

Resolution No. 2021-079, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A 2021 CHILDHOOD OBESITY PREVENTION/ENVIRONMENT HEALTH SUSTAINABILITY AWARD THROUGH THE UNITED STATES CONFERENCE OF MAYORS FOR THE GREENBELT PROJECT

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

2. Apply for TDOT “State Industrial Access, SIA, Program” for the Relocation of Jared Drive (AF: 281-2020) (Ryan McReynolds).

Motion/Second: Duncan/Cooper, to pass:

Resolution No. 2021-080, A RESOLUTION APPLYING FOR THE STATE INDUSTRIAL ACCESS PROGRAM WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION AND AUTHORIZING THE MAYOR TO EXECUTE THE APPLICATION AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE APPLICATION

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

3. Agreement with Camelot Care Centers, Inc. for Kingsport City Schools (AF: 280-2020) (David Frye). *NOTE: Alderman Olterman left the room during the discussion of this item and was not present to vote. He returned immediately after the vote was taken.*

Motion/Second: George/Phillips, to pass:

Resolution No. 2021-081, A RESOLUTION APPROVING AN AGREEMENT WITH CAMELOT CARE CENTERS, INC. FOR BEHAVIORAL HEALTH AND COUNSELING SERVICES FOR KINGSFORT CITY SCHOOLS AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed in a roll call vote: Adler, Cooper, Duncan, George, Phillips and Shull voting “aye.”

4. Architectural Services for the Justice Center and Master Planning (AF: 277-2020) (Ryan McReynolds).

Motion/Second: Olterman/Cooper, to pass:

Resolution No. 2021-082, A RESOLUTION APPROVING AN AMENDMENT TO THE AGREEMENT WITH CAIN RASH WEST FOR ARCHITECTURAL SERVICES AND MASTER PLANNING FOR THE JUSTICE CENTER AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting “aye.”

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

Motion/Second: George/Duncan, to adopt:

1. Reject Proposals for Stop Loss Insurance (AF: 282-2020)
(George DeCroes).

Pass:

Resolution No. 2021-083, A RESOLUTION REJECTING ALL PROPOSALS RELATED TO THE STOP LOSS INSURANCE

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting "aye."

2. Amend Community Agreement with Kingsport Chamber Foundation, Inc., Small Business Development and Entrepreneurship Program (AF: 284-2020) (Chris McCartt).

Pass:

Resolution No. 2021-084, A RESOLUTION APPROVING AN AMENDMENT TO THE AGREEMENT WITH THE KINGSPORT CHAMBER FOUNDATION, INC.; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPERTY TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting "aye."

3. Renew Agreement with Delta Dental of Tennessee for Employee Dental Insurance (AF: 258-2020) (George DeCroes).

Pass:

Resolution No. 2021-085, A RESOLUTION RENEWING THE AGREEMENT WITH DELTA DENTAL OF TENNESSEE FOR EMPLOYEE DENTAL INSURANCE AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER RENEW THE EMPLOYEE PAID DENTAL INSURANCE PLAN AND ALL APPLICABLE DOCUMENTS TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed in a roll call vote: Adler, Cooper, Duncan, George, Olterman, Phillips and Shull voting "aye."

VIII. COMMUNICATIONS.

A. CITY MANAGER. Mr. McCartt recognized the finance department for receiving the GFO Certificate of Achievement for fiscal year 2019. He thanked City Recorder Cox and his staff.

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B. MAYOR AND BOARD MEMBERS. Alderman Adler commented on the pandemic and the rise in cases. She begged the community to consider changing their behaviors. Alderman Adler invited citizens to participate in the Lynn Garden cleanup this Saturday. Lastly she encouraged everyone to vote and thanked those who were working at the polls. Alderman Duncan pointed out Keep Kingsport Beautiful was celebrating their 40th year with a ribbon cutting at the Miracle Field on Friday. He noted 2.4 tons of trash were picked up during the recent clean sweep. He also provided details on the new historical downtown ghost tours being offered by Lamplight Theatre. Alderman Phillips commented on the recent downtown movie he watched with his family, noting it was a lot of fun and still provided social distancing measures. He also commented on the recently approved 200 new housing units, noting this was a great accomplishment, commending staff and the Planning Commission. Alderman Cooper pointed out the rezoning items represented weeks and months of work by staff with developers. She stated she appreciated these efforts and it will change the landscape of the city for years. Finally, she stated she visited Bays Mountain last weekend, commenting on the new signage and the beauty of the scenery. Alderman Olterman thanked everyone for keeping his daughter in their prayers. He also commented on the upcoming football game between Dobyons Bennet and Science Hill. Vice-Mayor George stated there would be a ribbon cutting at PETWORKS Friday at 10:00am. She pointed out the importance of getting a flu shot this year and encouraged everyone to be on the lookout for more kids out on Halloween due to many canceled events. She provided information on the upcoming Festival of Trees fundraiser at Meadowview to benefit the Lamplight Theatre. Lastly she stated that voting was an honor and privilege, noting the poll workers were doing a fantastic job. Mayor Shull also commented on the great volunteers at the polls, noting that more were needed. He commented on the current COVID statistics, encouraging citizens to continue to social distance and wear masks. The mayor invited citizens to attend the State of the City address on October 30 and urged everyone to buy local.

C. GENERAL OBLIGATION SCHOOL CAPITAL OUTLAY NOTES SERIES 2020.
City Recorder Sid Cox presented this item.

D. VISITORS. None.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Shull adjourned the meeting at 8:48 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor

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of the City of Kingsport, Tennessee, Tuesday, October 20, 2020**



AGENDA ACTION FORM

Appropriate \$20,800 from the USDOJ/Office of Justice Programs, Bulletproof Vest Partnership Funding

To: Board of Mayor and Aldermen
From: Chris McCart, City Manager *CM*

Action Form No.: AF-286-2020
Work Session: November 2, 2020
First Reading: November 3, 2020
Final Adoption: November 17, 2020
Staff Work By: Capt. Randall Gore
Presentation By: Chief David Quillin

Recommendation:
Approve the Budget Ordinance.

Executive Summary:
On May 5, 2020 via AF-106-2020, the Board of Mayor and Aldermen approved the Mayor executing any and all documents necessary to apply for and receive a US Department of Justice Grant for funding of bulletproof vests. We have been notified that we were approved for \$20,800 in reimbursements for vest expenditures. A fifty percent match is required and the match is provided from the police department operating budget.

Attachments:
1. Budget Ordinance

Funding source appropriate and funds are available: *CM*

The money required for such contract, agreement, obligation or expenditure is in the treasury or safely assured to be forthcoming and available in time to comply with or meet such contract, agreement, obligation or expenditure: *JAC*

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE US DEPARTMENT OF JUSTICE FOR THE YEAR ENDING JUNE 30, 2021; 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-Special Revenue Fund budget be amended by appropriating grant funds received from the Department of Justice/Bureau of Justice Assistance Bulletproof Vest Partnership to the Bullet Proof Vest project (NC2110) in the amount of \$20,800 and requires a 50% local match of \$20,800 which is provided for in the Police Department operating budget.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
<u>Fund 111: General Project-Special Revenue</u>			
<u>Bullet Proof Vest Project (NC2110)</u>			
<u>Revenues:</u>			
111-0000-331-3800 U.S. Dept. of Justice	\$ 0	\$ 20,800	\$ 20,800
111-0000-391-0100 From General Fund	0	20,800	20,800
Totals:	0	41,600	41,600
<u>Expenditures:</u>			
111-3020-442-3020 Operating Supplies & Tools	0	41,600	41,600
Totals:	0	41,600	41,600
<u>Fund 110: General Fund</u>			
<u>Expenditures:</u>			
110-3030-443-3025 Safety Supplies	10,000	(10,000)	0
110-3030-443-3029 Clothing and Uniforms	40,336	(10,800)	29,536
110-4804-481-7035 General Proj-Spec Rev	1,340,473	20,800	1,361,273
Totals:	1,390,809	0	1,390,809

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.

PATRICK W. SHULL, Mayor

ATTEST:

SIDNEY H. COX, City Recorder



AGENDA ACTION FORM

Budget Adjustment Ordinance for Various Funds in FY21

To: Board of Mayor and Aldermen
From: Chris McCart, City Manager *CM*

Action Form No.: AF-293-2020
Work Session: November 2, 2020
First Reading: November 3, 2020

Final Adoption: November 17, 2020
Staff Work By: Morris
Presentation By: McCart

Recommendation:

Approve the Ordinance.

Executive Summary:

This ordinance amends the General Projects-Special Revenue Fund projects by transferring \$75,000 from the General Projects project (NC2100) to the Downtown Project project (NC2111) to fund KEDB Façade Grants.

This ordinance also transfers \$310,000 from the Water SCADA Imp project (WA1700) to the WTP High Service Imp project (WA2007) to fund the final design of the Water Treatment Plant High Service and Clearwell.

Attachments:

- 1. Ordinance

Funding source appropriate and funds are available: *Jm*

The money required for such contract, agreement, obligation or expenditure is in the treasury or safely assured to be forthcoming and available in time to comply with or meet such contract, agreement, obligation or expenditure: *[Signature]*

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

PRE-FILED CITY RECORDER

ORDINANCE NO. _____

AN ORDINANCE TO AMEND VARIOUS PROJECT FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2021; 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-Special Revenue Fund budget be amended by transferring \$75,000 from the General Projects project (NC2100) to the Downtown Project project (NC2111).

SECTION II. That the Water Project Fund be amended by transferring \$310,000 from the Water SCADA Imp project (WA1700) to the WTP High Service Imp project (WA2007).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
<u>General Projects-Special Revenue Fund: 111</u>			
<u>General Projects (NC2100)</u>			
<u>Revenues:</u>			
111-0000-391.01-00 From General Fund	\$ 174,175	\$ (75,000)	\$ 99,175
Totals:	174,175	(75,000)	99,175
<u>Expenditures:</u>			
111-0000-601.90-03 Improvements	\$ 174,175	\$ (75,000)	\$ 99,175
Totals:	174,175	(75,000)	99,175
<u>Downtown Project (NC2111)</u>			
<u>Revenues:</u>			
111-0000-391.01-00 From General Fund	\$ 0	\$ 75,000	\$ 75,000
Totals:	0	75,000	75,000
<u>Expenditures:</u>			
111-0000-601.20-22 Construction Contracts	\$ 0	\$ 75,000	\$ 75,000
Totals:	0	75,000	75,000
<u>Water SCADA Improvements (WA1700)</u>			
<u>Revenues:</u>			
451-0000-391.05-31 2014 B GO Bonds	\$ 856,564	\$ (310,000)	\$ 546,564
451-0000-391.05-45 Series 2016 GO (Nov 4)	1,200,000	0	1,200,000
451-0000-391.05-47 Series 2017 B GO Bonds	42,000	0	42,000
451-0000-391.05-48 GO Bonds Series 2018 B	201,375	0	201,375
451-0000-391.05-56 Series 2019 GO Improve	1,612,700	0	1,612,700
451-0000-391.45-00 From Water Fund	102,785	0	102,785
Totals:	4,015,424	(310,000)	3,705,424
<u>Expenditures:</u>			
451-0000-605.20-22 Construction Contracts	\$ 3,652,424	\$ (310,000)	\$ 3,342,424
451-0000-605.20-23 Arch/Eng/Landscaping Serv	363,000	0	363,000
Totals:	4,015,424	(310,000)	3,705,424

WTP High Service Improvements (WA2007)

<u>Revenues:</u>		\$	\$	\$
451-0000-391.05-31	2014 B GO Bonds	0	310,000	310,000
451-0000-391.05-48	GO Bonds Series 2018 B	125,000	0	125,000
451-0000-391.05-56	Series 2019 GO Improve	302,834	0	302,834
Totals:		427,834	310,000	737,834

<u>Expenditures:</u>		\$	\$	\$
451-0000-605.20-23	Arch/Eng/Landscaping Serv	417,834	310,000	727,834
451-0000-605.90-03	Improvements	10,000	0	10,000
Totals:		427,834	310,000	737,834

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

PATRICK W. SHULL, Mayor

ATTEST:

SIDNEY H. COX, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING:



AGENDA ACTION FORM

Budget Adjustment Ordinance for Various Funds in FY21

To: Board of Mayor and Aldermen
From: Chris McCart, City Manager *CM*

Action Form No.: AF-279-2020
Work Session: October 19, 2020
First Reading: October 20, 2020

Final Adoption: November 3, 2020
Staff Work By: Morris
Presentation By: McCart

Recommendation:

Approve the Ordinance.

Executive Summary:

This ordinance amends the General Fund to use excess Fund Balance rolled over from FY 2020 to FY 2021 to fund \$1,745,000 in "year-end" projects.

General Project Fund projects funded through Fund Balance total \$1,475,000. They are as follows: \$50,000 to Lynn View Improv-Phase 1 (GP2006), \$75,000 to AEP Sidewalk Improvements (GP2015), \$25,000 to Signal Cabinet Replacement (GP2018), \$100,000 to Building Code Enforcement (GP2024), \$125,000 to Concrete Work Five Points (GP2102), \$700,000 to Public Safety Software & Equip (GP2103), \$100,000 to the Swinging Bridge (GP2104), \$150,000 to Skate Park (GP2105), \$100,000 to General Park Improvements (GP2106), and \$50,000 to Cement Hill (GP2107),.

General Projects-Special Revenue Fund projects funded through Fund Balance total \$270,000. They are as follows: \$90,000 to Demolition KHRA (NC2106), \$150,000 to Enhanced Landscaping (NC2107), and \$30,000 to Five Points AEP 3-Phase (NC2108).

This ordinance also accepts a \$10,615 payment in lieu of sidewalk into the AEP Sidewalk Improvement project (GP2015).

This ordinance also moves the remaining \$61,006 from the General Parks Improvements project (GP1816) to the General Parks Improvements project (GP2106) and closes GP1816.

This ordinance also appropriates \$20,200 in grant funds received from the Tennessee Arts Commission for Creative Partnership support to the TAC Creative Partner Grant project (NC2109).

Attachments:

- 1. Ordinance

Funding source appropriate and funds are available: *CM*

The money required for such contract, agreement, obligation or expenditure is in the treasury or safely assured to be forthcoming and available in time to comply with or meet such contract, agreement, obligation or expenditure: *CM*

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO.

AN ORDINANCE TO AMEND GENERAL PROJECTS FUND, THE GENERAL PROJECTS-SPECIAL REVENUE FUND, AND THE GENERAL FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2021; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the General Projects Fund budget be amended by moving \$61,006 from the General Park Improvements project (GP1816) to the General Park Improvements project (GP2106), by accepting a payment in lieu of sidewalk in the amount of \$10,615 to the AEP Sidewalk Improvement project (GP2015), and by appropriating \$1,475,000 from the General Fund, Fund Balance to the Lynn View Improv-Phase 1 project (GP2006) in the amount of \$50,000, to the AEP Sidewalk Improvement project (GP2015) in the amount of \$75,000, to the Signal Cabinet Replacement project (GP2018) in the amount of \$25,000, to the Building Code Enforcement project (GP2024) in the amount of \$100,000, to the Five Points Concrete Work project (GP2102) in the amount of \$125,000, to the Public Safety Software & Equip project (GP2103) in the amount of \$700,000, to the Swinging Bridge project (GP2104) in the amount of \$100,000, and to the Skate Park project (GP2105) in the amount of 150,000, and to the General Park Improvements project (GP2106) in the amount of \$100,000, and to the Cement Hill project (GP2107) in the amount of \$50,000. Close GP1816.

SECTION II. That the General Projects-Special Revenue Fund budget be amended by appropriating \$270,000 from the General Fund, Fund Balance to the Demolition KHRA project (NC2106) in the amount of \$90,000, to the Enhanced Landscaping project (NC2107) in the amount of \$150,000, and to the Five Points AEP 3 Phase project (NC2108) in the amount of \$30,000 and by appropriating \$20,200 grant received from the Tennessee Arts Commission to the TAC Creative Partner Grant project (NC2109).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Fund 311: General Project Fund			
General Park Improvements (GP1816)			
Revenues:	\$	\$	\$
311-0000-364.20-00 From Corporations	2,000	(2,000)	0
311-0000-364.30-00 From Non-Profit Groups	13,000	(13,000)	0
311-0000-368.10-55 Series 2017 A GO Bonds	48,445	(26,950)	21,495
311-0000-368.10-66 Series 2019 GO Improvement	11,128	(11,128)	0
311-0000-368.21-01 Premium From Bond Sale	3,086	(2,104)	982
311-0000-391.69-00 Visitors Enhancement Fund	5,824	(5,824)	0
Totals:	83,483	(61,006)	22,477
Expenditures:	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Serv	858	0	858
311-0000-601.40-41 Bond Sale Expense	659	0	659
311-0000-601.90-03 Improvements	81,966	(61,006)	20,960
Totals:	83,483	(61,006)	22,477

Lynn View Improv-Phase 1 (GP2006)

<u>Revenues:</u>	\$	\$	\$
311-0000-368.10-66 Series 2019 GO Improvment	69,545	0	69,545
311-0000-368.21-01 Premium From Bond Sale	6,251	0	6,251
311-0000-391.01-00 From General Fund	0	50,000	50,000
Totals:	75,796	50,000	125,796

<u>Expenditures:</u>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	796	0	796
311-0000-601.90-03 Improvements	75,000	50,000	125,000
Totals:	75,796	50,000	125,796

AEP Sidewalk Improvements (GP2015)

<u>Revenues:</u>	\$	\$	\$
311-0000-364.20-00 From Corporations	35,098	10,615	45,713
311-0000-368.10-66 Series 2019 GO Improvment	30,382	0	30,382
311-0000-368.21-01 Premium From Bond Sale	2,382	0	2,382
311-0000-391.01-00 From General Fund	407,236	75,000	482,236
Totals:	475,098	85,615	560,713

<u>Expenditures:</u>	\$	\$	\$
311-0000-601.90-03 Improvements	124,118	85,615	209,733
311-0000-601.90-06 Purchases \$5,000 & Over	350,980	0	350,980
Totals:	475,098	85,615	560,713

Signal Cabinet Replacement (GP2018)

<u>Revenues:</u>	\$	\$	\$
311-0000-391.01-00 From General Fund	30,000	25,000	55,000
Totals:	30,000	25,000	55,000

<u>Expenditures:</u>	\$	\$	\$
311-0000-601.90-03 Improvements	30,000	25,000	55,000
Totals:	30,000	25,000	55,000

Building Code Enforcement (GP2024)

<u>Revenues:</u>	\$	\$	\$
311-0000-391.01-00 From General Fund	70,000	100,000	170,000
Totals:	70,000	100,000	170,000

<u>Expenditures:</u>	\$	\$	\$
311-0000-601.20-22 Construction Contracts	68,000	100,000	168,000
311-0000-601.20-23 Arch/Eng/Landscaping Serv	2,000	0	2,000
Totals:	70,000	100,000	170,000

Concrete Work Five Points (GP2102)

Revenues:

311-0000-391.01-00 From General Fund	\$	0	\$	125,000	\$	125,000
Totals:		0		125,000		125,000

Expenditures:

311-0000-601.90-03 Improvements	\$	0	\$	125,000	\$	125,000
Totals:		0		125,000		125,000

Public Safety Software & Equip (GP2103)

Revenues:

311-0000-391.01-00 From General Fund	\$	0	\$	700,000	\$	700,000
Totals:		0		700,000		700,000

Expenditures:

311-0000-601.90-04 Equipment	\$	0	\$	50,000	\$	50,000
311-0000-601.90-08 Software \$5,000 & Over		0		650,000		650,000
Totals:		0		700,000		700,000

Swinging Bridge (GP2104)

Revenues:

311-0000-391.01-00 From General Fund	\$	0	\$	100,000	\$	100,000
Totals:		0		100,000		100,000

Expenditures:

311-0000-601.90-03 Improvements	\$	0	\$	100,000	\$	100,000
Totals:		0		100,000		100,000

Skate Park (GP2104)

Revenues:

311-0000-391.01-00 From General Fund	\$	0	\$	150,000	\$	150,000
Totals:		0		150,000		150,000

Expenditures:

311-0000-601.90-03 Improvements	\$	0	\$	150,000	\$	150,000
Totals:		0		150,000		150,000

General Park Improvements (GP2105)

Revenues:	\$	\$	\$
311-0000-364.20-00 From Corporations	0	2,000	2,000
311-0000-364.30-00 From Non-Profit Groups	0	13,000	13,000
311-0000-368.10-55 Series 2017 A GO Bonds	0	26,950	26,950
311-0000-368.10-66 Series 2019 GO Improvment	0	11,128	11,128
311-0000-368.21-01 Premium From Bond Sale	0	2,104	2,104
111-0000-391.01-00 From General Fund	0	100,000	100,000
311-0000-391.69-00 Visitors Enhancement Fund	0	5,824	5,824
Totals:	0	161,006	161,006

Expenditures:	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Serv	0	0	0
311-0000-601.90-03 Improvements	0	161,006	161,006
Totals:	0	161,006	161,006

Account Number/Description: Fund 111: General Proj-Special Revenue Fund Demolition KHRA (NC2106)

Revenues:	Budget	Incr/<Decr>	New Budget
111-0000-391.01-00 From General Fund	0	90,000	90,000
Totals:	0	90,000	90,000

Expenditures:	\$	\$	\$
111-0000-601.20-22 Construction Contracts	0	90,000	90,000
Totals:	0	90,000	90,000

Enhanced Landscaping (NC2107)

Revenues:	\$	\$	\$
111-0000-391.01-00 From General Fund	0	150,000	150,000
Totals:	0	150,000	150,000

Expenditures:	\$	\$	\$
111-0000-601.20-23 Arch/Eng/Landscaping Serv	0	150,000	150,000
Totals:	0	150,000	150,000

AEP 3-Ph Ext. Five Points (NC2108)

Revenues:	\$	\$	\$
111-0000-391.01-00 From General Fund	0	30,000	30,000
Totals:	0	30,000	30,000

Expenditures:	\$	\$	\$
111-0000-601.90-03 Improvements	0	30,000	30,000
Totals:	0	30,000	30,000

TAC Creative Partner Grant (NC2109)

Revenues:	\$	\$	\$
111-0000-332.32-00 TN Arts Commission	0	20,200	20,200
Totals:	0	20,200	20,200

Expenditures:	\$	\$	\$
111-0000-601.20-20 Professional/Consultant	0	20,200	20,200
Totals:	0	20,200	20,200

Cement Hill Pump Track (GP2107)

Revenues:	\$	\$	\$
311-0000-391.01-00 From General Fund	0	50,000	50,000
Totals:	0	50,000	50,000

Expenditures:	\$	\$	\$
311-0000-601.20-22 Construction Contracts	0	50,000	50,000
Totals:	0	50,000	50,000

Fund 110: General Fund

Revenues:	\$	\$	\$
110-0000-392.01-00 Fund Bal Appropriations	1,686,579	1,745,000	3,431,579
Totals:	1,686,579	1,745,000	3,431,579

Expenditures:	\$	\$	\$
110-4804-481.70-35 To Gen Proj-Special Rev	174,175	270,000	444,175
110-4804-481.70-36 General Project Fund	950,000	1,475,000	2,425,000
Totals:	1,124,175	1,745,000	2,869,175

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

PATRICK W. SHULL, Mayor

ATTEST:

SIDNEY H. COX, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING:



AGENDA ACTION FORM

Award the Sale of Surplus Real Property Located at 2102 East Center Street

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-290-2020
Work Session: November 2, 2020
First Reading: N/A

Final Adoption: November 3, 2020
Staff Work By: Sid Cox / Angie Marshall
Presentation By: Sid Cox / Chris McCartt

Recommendation:

Approve the Resolution.

Executive Summary:

The Planning Commission voted to recommend that real property located at 2102 East Center Street be declared surplus. After verifying no City Department had a need to retain the property, the City Recorder's Office declared the property surplus. The City Recorder's Office then advertised in the Times News on 10/04/2020 and accepted sealed bids on the property until October 23, 2020 @ 3:00 PM. The City received three (3) qualifying bids.

The City acquired this property in the year 2000 as a dilapidated structure in the amount of \$20,000. A recent independent appraisal on the property valued the property at \$11,000, while the tax appraisal value is \$10,100.

The apparent highest bidder is Matt Glass and Lindsey Glass with a bid of \$9,100.00 and an earnest deposit of \$1,000.00.

Attachments:

1. Resolution
2. Bid Opening Minutes
3. Property Photos
4. Appraisal

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING THE SALE FOR A PARCEL OF SURPLUS REAL PROPERTY LOCATED AT 2102 EAST CENTER STREET 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, the property located at 2102 East Center Street was deemed surplus by the City Recorder and were recently advertised to accept bids; and

WHEREAS, the property was acquired by the city in 2000 as a dilapidated structure at a price of \$20,000.00; and

WHEREAS, the tax appraisal for 2102 East Center Street is \$10,100.00 which is in line with the independent land appraisal report value of \$11,000.00; and

WHEREAS, the bids were opened on October 23, 2020; and

WHEREAS, upon review of the bids, it is recommended to accept the bid of Matt Glass and Lindsay Glass for the property located at 2102 East Center Street in the amount of \$9,100.00.

Now therefore,

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

SECTION I. That the bid for the property located at 2102 East Center Street of Matt Glass and Lindsay Glass in the amount of \$9,100.00, is approved.

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, a Purchase Agreement with of Matt Glass and Lindsay Glass for the sale of the real property located at 2102 East Center Street, in the amount of \$9,100.00, and upon closing the conveyance of the property will be by quitclaim deed, without warranty.

SECTION III. That the mayor is further authorized to make such changes to the Purchase Agreement as approved by the mayor and the city attorney, provided such changes do not substantially alter the material provisions of the Purchase 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 public.

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

ADOPTED this the 3rd day of November, 2020.

PATRICK W. SHULL, MAYOR

ATTEST:

SIDNEY H. COX, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

CITY OF KINGSPORT - BID OPENING MINUTES

DATE: Friday, October 23, 2020

TIME: 3:00 PM ET

225 W. Center Street
 Kingsport, TN 37660
 Phone: (423) 229-9400

BID ITEM DESCRIPTION: Surplus Property - 2102 East Center Street

ATTENDING OFFICIALS: Sid Cox, City Recorder; Angie Marshall, City Clerk; Collette George, Vice-Mayor; Jessica Harmon, Assistant to the City Manager

BIDDER / PARTY / ENTITY NAME	ENVELOPE PROPERLY MARKED	COMPLETED BID FORM	SIGNED BID FORM	AMOUNT OF BID	DEPOSIT (CASHIER'S CHECK)	COMMENTS
Allyn Hood	X	X	X	\$1,500.00	\$150.00	
Timothy Ray Hatcher	X	X	X	\$2,501.00	\$250.10	
Matt Glass and Lindsey Glass	X	X	X	\$9,100.00	\$1,000.00	

Sullivan County - Parcel: 061D F 020.00



Date: October 26, 2020
County: Sullivan
Owner: KINGSPORT CITY OF
Address: E CENTER ST
Parcel Number: 061D F 020.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2019

Esri, HERE, Garmin, (c) OpenStreetMap contributors
TN Comptroller - OLG
TDOT
State of Tennessee, Comptroller of the Treasury, Office of Local Government
(OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.



2102 E Center St

2102 East Center Street (Middle Lot)

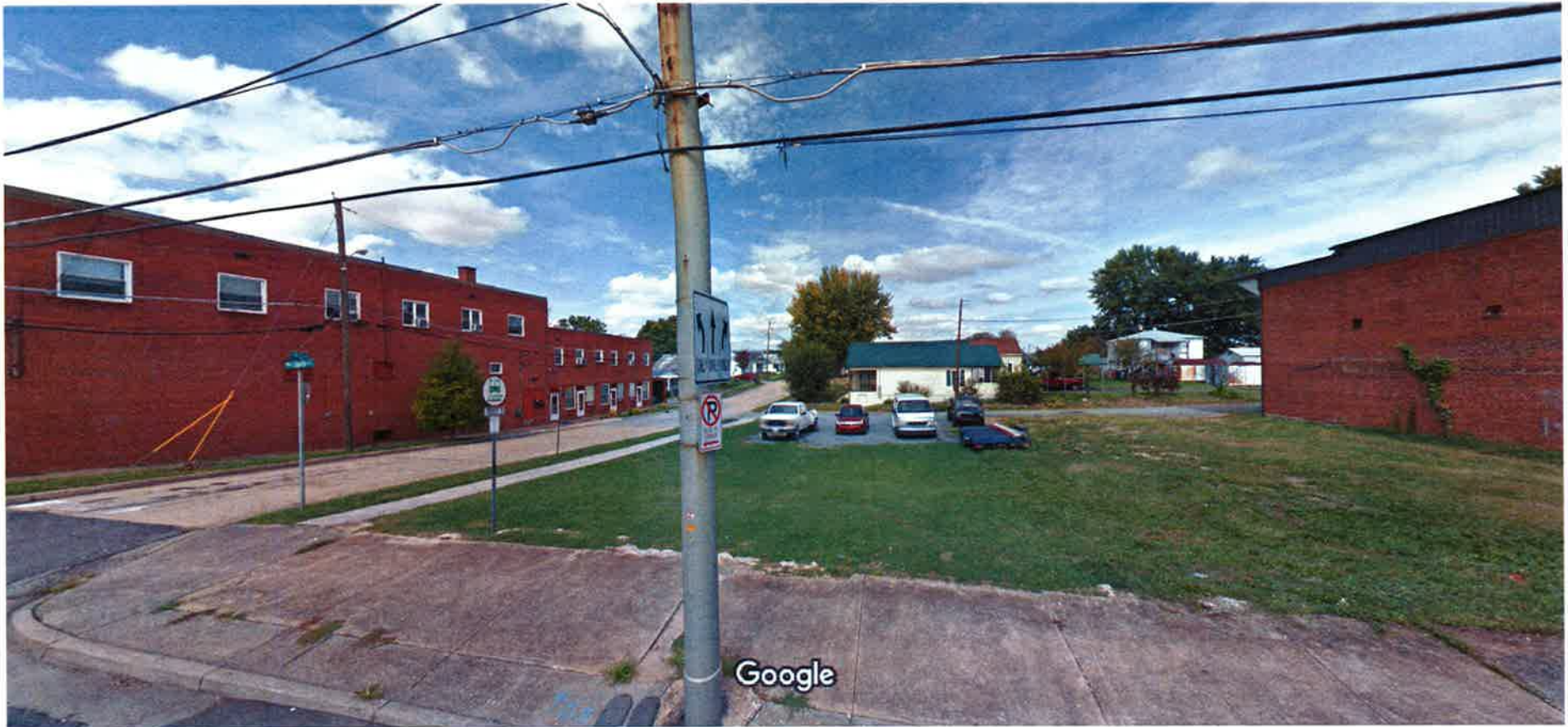


Image capture: Oct 2012 © 2020 Google

Kingsport, Tennessee



Street View

LAND APPRAISAL REPORT

File No. 151-20

Borrower N/A Census Tract 0407.00 Map Reference 28700
 Property Address E Center Street
 City Kingsport County Sullivan State TN Zip Code 37664
 Legal Description Block 9/Lot 1B Kingsport Heights
 Sale Price \$ per sf Date of Sale N/A Loan Term N/A yrs Property Rights Appraised Fee Leasehold De Minimis PUD
 Actual Real Estate Taxes \$ Exempt (yr) Loan charges to be paid by seller \$ N/A Other sales concessions N/A
 Lender/Client City of Kingsport Address _____
 Occupant Vacant land Appraiser F. J. Brownell III Instructions to Appraiser Estimate Market Value of subject site as if vacant.

THIS IS AN APPRAISAL REPORT.

<p>NEIGHBORHOOD</p> <p>Location <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural Built Up <input checked="" type="checkbox"/> Over 75% <input type="checkbox"/> 25% to 75% <input type="checkbox"/> Under 25% Growth Rate <input type="checkbox"/> Fully Dev <input type="checkbox"/> Rapid <input type="checkbox"/> Steady <input checked="" type="checkbox"/> Slow Property Values <input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining Demand/Supply <input type="checkbox"/> Shortage <input checked="" type="checkbox"/> In Balance <input type="checkbox"/> Oversupply Marketing Time <input type="checkbox"/> Under 3 Mos. <input checked="" type="checkbox"/> 4-6 Mos. <input checked="" type="checkbox"/> Over 6 Mos. Present Land Use <u>80% 1 Family</u> <u>1% 2-4 Family</u> <u>1% Apts.</u> <u>% Condo</u> <u>10% Commercial</u> <u>% Industrial</u> <u>8% Vacant</u> <u>%</u> Change in Present Land Use <input checked="" type="checkbox"/> Not Likely <input type="checkbox"/> Likely (*) <input type="checkbox"/> Taking Place (*) Predominant Occupancy <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Tenant <u>5 % Vacant</u> Single Family Price Range \$ <u>10,000</u> to \$ <u>200,000</u> Predominant Value \$ <u>60,000</u> Single Family Age <u>15 yrs</u> to <u>1910 yrs</u> Predominant Age <u>65 yrs.</u></p>	<p style="text-align: right;">Good Avg Fair Poor</p> <p>Employment Stability <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Convenience to Employment <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Convenience to Shopping <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Convenience to Schools <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Adequacy of Public Transportation <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Recreational Facilities <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Adequacy of Utilities <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Property Compatibility <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Protection from Detrimental Conditions <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Police and Fire Protection <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>General Appearance of Properties <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Appeal to Market <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
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Comments including those factors, favorable or unfavorable, affecting marketability (e.g. public parks, schools, view, noise): Neighborhood includes a wide range of dwelling styles and values with multi-family use and vacant building sites. Area is in a section of Kingsport in the cycle of stability. Area includes a wide range of dwelling styles and values and is near Stone Drive with ample shopping centers and improvement business. Subject is approximately 1-1 miles North of the regions major employer, Tennessee Eastman.

SITE

Dimensions 25 x 100 x 37.5 x 25 x 12.5 x 75 = 2,812.5 Sq. Ft. or Acres Corner Lot
 Zoning classification B-3; Highway Oriented Business District Present Improvements do do not conform to zoning regulations
 Highest and best use Present use Other (specify) See addendum
 Elec. Gas Water San Sewer Underground Elect. & Tel.
 OFF SITE IMPROVEMENTS
 Street Access Public Private
 Surface Asphalt
 Maintenance Public Private
 Storm Sewer Curb/Gutter
 Sidewalk Street Lights
 Topo Slight slope
 Size Typical for area
 Shape Irregular
 View Typical for area
 Drainage Adequate
 Is the property located in a HUD Identified Special Flood Hazard Area? No Yes
 Comments (favorable or unfavorable including any apparent adverse easements, encroachments, or other adverse conditions): Site information is taken from tax records and assumed to be correct.

The undersigned has recited three recent sales of properties most similar and proximate to subject and has considered these in the market analysis. The description includes a dollar adjustment reflecting market reaction to those items of significant variation between the subject and comparable properties. If a significant item in the comparable property is superior to or more favorable than the subject property, a minus (-) adjustment is made thus reducing the indicated value of subject; if a significant item in the comparable is inferior to or less favorable than the subject property, a plus (+) adjustment is made thus increasing the indicated value of the subject.

ITEM	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
Address	<u>E Center St Kingsport</u>	<u>707 E Sullivan St Kingsport, TN 37660</u>	<u>Eastman Rd Kingsport, TN 37660</u>	<u>463-469 E Sullivan & Msn Kingsport, TN 37660</u>
Proximity to Subject		<u>1.71 miles W</u>	<u>0.26 miles NE</u>	<u>1.82 miles W</u>
Sales Price	\$ <u>per sf</u>	\$ <u>5.33</u>	\$ <u>4.89</u>	\$ <u>8.49</u>
Price Sales Price	\$	\$ <u>72,000</u>	\$ <u>89,500</u>	\$ <u>65,000</u>
Data Source	<u>Tax Records</u>	<u>Tax Records</u>	<u>Tax Records</u>	<u>Tax Records</u>
Date of Sale and Time Adjustment	<u>DESCRIPTION</u>	<u>DESCRIPTION</u> +(-)\$ Adjust.	<u>DESCRIPTION</u> +(-)\$ Adjust.	<u>DESCRIPTION</u> +(-)\$ Adjust.
Location	<u>Urban/A</u>	<u>Urban/AA</u> -1.6	<u>Urban/AA</u> -1.5	<u>Urban/G</u> -4.2
Site/View	<u>2,812.5 sf/.06 ac</u>	<u>13,708 sf / .31 ac</u>	<u>18,295sf/ 42 ac</u> -1.22	<u>7,765 sf / .18 ac</u>
Utility	<u>Average</u>	<u>Average</u>	<u>Average</u>	<u>Average</u>
Map #	<u>061D F 020.00</u>	<u>046O H 058.10</u>	<u>047P C 054,55,56</u>	<u>046O A 5 & 5.5</u>
Zoning	<u>B-3</u>	<u>B-2E</u>	<u>B-3</u>	<u>B-2</u>
Sales or Financing Concessions	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Net Adj. (Total)		<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ <u>-1.6</u>	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ <u>-2.72</u>	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ <u>-4.2</u>
Indicated Value of Subject		<u>30.0</u> \$ <u>3.73</u>	<u>55.6</u> \$ <u>2.17</u>	<u>49.5</u> \$ <u>4.29</u>

Comments on Market Data: Few recent, similar sales are available in the subject and/or surrounding areas thus sale one and three are over 1 mile from the subject. All three are zoned for business use. The subject zoning allows business use.

Comments and Conditions of Appraisal: No geological investigation was undertaken or provided and that stable soil conditions are assumed. Above indicated values are per square foot and will be applied to subject area below. None of the sales have a flood hazard. Sale 3 has site size most similar to the subject and is weighed the most.

Final Reconciliation: After considering the above information, it is the appraiser's opinion the estimated value of the subject property, as if vacant, is \$3.9 per square foot, or (\$3.9/sf x 2,812.5 sf), say \$11,000.

I ESTIMATE THE MARKET VALUE, AS DEFINED, OF SUBJECT PROPERTY AS OF 8/28/2020 to be \$ 11,000

F. J. Brownell III
 Appraiser(s) Did Did Not Physically Inspect Property

Review Appraiser (if applicable)

Subject Photo Page

Borrower	N/A						
Property Address	E Center Street						
City	Kingsport	County	Sullivan	State	TN	Zip Code	37664
Lender/Client	City of Kingsport						



Subject Front

E Center St
Sales Price per sf
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location Urban/A
View 2,812.5 sf/.06 ac
Site
Quality
Age



Subject Street



Subject Street

SCOPE OF APPRAISAL:

As of the date of the report, F. J. Brownell, III has completed the requirements of the continuing education program of the Appraisal Institute.

The Market Value definition is Fannie Mae's definition shown below:

The most probable price a property will bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming the property is not affected by undue stimulus. Implicit in this definition is the consummation of the sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U. S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

*Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for these costs which are normally paid by seller as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these cost in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms affected by a third party institutional lender that is not already involved in the property or transaction. Any adjustments should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

Data on the subject property is obtained from various sources including, but not limited to, inspection, the buyer, the public County Records, surveys and plans. When appropriate, more than one source may be used to confirm data and the source may be stated in the report.

If applicable, comparable sales are inspected. When possible, market data is confirmed with buyer, seller, real estate broker, appraisers or attorneys and the tax records are reviewed to confirm their information.

All three approaches to value have not been utilized. The Cost Approach and Income Approach are not applicable and the client has requested only the Sales Comparison Approach. When appropriate, the scope of the appraisal is treated in more details elsewhere in the report. Further, the reader's attention is directed to the assumptions and limiting conditions of this appraisal.

The Intended User of this appraisal report is the Lender/Client. The Intended Use is to evaluate the property that is the subject of this appraisal for a mortgage finance transaction, subject to the stated Scope of Work, purpose of the appraisal, reporting requirements of this appraisal report form, and Definition of Market Value. No additional Intended Users are identified by the appraiser.

The report analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which include the Uniform Standards of Professional Appraisal Practice.

The use of this report is subject to requirements of the Appraisal Institute relating to review by its duly authorized representatives.

The source of the Market Value definition is the report form. This is Fannie Mae's definition of market value.

Highest and Best Use: The present improvements are consistent with the Highest and Best use of the site as vacant, and conform to present zoning. Present zoning includes the present use, therefore it is legally permissible. Business use appears to be among the most profitable use to which the site could be used. The logical highest and best use of the property is to improve the site with a business use conforming to zoning.

Appraiser makes the extraordinary assumption that the comparable sale's Multiple Listing Service remarks about the property, the MLS photographs (interior and exterior) and the verification of the physical condition (renovations, etc.) by the real estate agent are deemed to be true and correct.

Appraiser makes the extraordinary assumption there is no hazardous and/or toxic material's present on subject site. The appraiser's estimate of value assumes no such material is on or in the property that would cause a loss of value.

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
2. The appraiser has provided a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
5. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
6. The appraiser has noted in the appraisal report any adverse conditions (such as, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
7. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
8. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
9. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.
10. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower; the mortgagee or its successors and assigns; the mortgage insurer; consultants; professional appraisal organizations; any state or federally approved financial institution; or any department, agency, or instrumentality of the United States or any state or the District of Columbia; except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

APPRAISER'S CERTIFICATION:

The Appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to, or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.
2. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form.
4. I have no present or prospective interest in the property that is the subject to this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.
5. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.
6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.
7. I performed this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal, with the exception of the departure provision of those Standards, which does not apply. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value and the estimate I developed is consistent with the marketing time noted in the neighborhood section of this report, unless I have otherwise stated in the reconciliation section.
8. I have personally inspected the interior and exterior areas of the subject property and the exterior of all properties listed as comparables in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about the effect of the adverse conditions on the marketability of the subject property.
9. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the reconciliation section of this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in the report; therefore, if an unauthorized change is made to the appraisal report, I will take no responsibility for it.

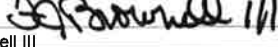
SUPERVISORY APPRAISER'S CERTIFICATION:

If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications numbered 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED:

E Center Street, Kingsport, TN 37664

APPRAISER:

Signature: 
 Name: F.J. Brownell III
 Date Signed: 09/01/2020
 State Certification #: _____
 or State License #: CG 0000094
 State: TN
 Expiration Date of Certification or License: 12/20/2021

SUPERVISORY APPRAISER (only if required):

Signature: _____
 Name: _____
 Date Signed: _____
 State Certification #: _____
 or State License #: _____
 State: _____
 Expiration Date of Certification or License: _____

Did Did Not Inspect Property

USPAP ADDENDUM

File No. 151-20

Borrower	N/A		
Property Address	E Center Street		
City	Kingsport	County	Sullivan
		State	TN
		Zip Code	37664
Lender	City of Kingsport		

This report was prepared under the following USPAP reporting option:

Appraisal Report This report was prepared in accordance with USPAP Standards Rule 2-2(a).

Restricted Appraisal Report This report was prepared in accordance with USPAP Standards Rule 2-2(b).

Reasonable Exposure Time

My opinion of a reasonable exposure time for the subject property at the market value stated in this report is: **4-6 Months**

The current market analysis based on information from current TNVAMLS market data indicates an average days on the market of 4-6 months. The exposure time is estimated to be the same as days on market and appears to be reasonable.

Additional Certifications

I certify that, to the best of my knowledge and belief:

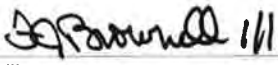
I have NOT performed services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

I HAVE performed services, as an appraiser or in another capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment. Those services are described in the comments below.

- The statements of fact contained in this report are true and correct
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions
- Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

Additional Comments

APPRAISER:

Signature: 

Name: F. J. Brownell III

Date Signed: 09/01/2020

State Certification #: _____

or State License #: CG 0000094

State: TN

Expiration Date of Certification or License: 12/20/2021

Effective Date of Appraisal: 8/28/2020

SUPERVISORY APPRAISER: (only if required)

Signature: _____

Name: _____

Date Signed: _____

State Certification #: _____

or State License #: _____

State: _____

Expiration Date of Certification or License: _____

Supervisory Appraiser Inspection of Subject Property:

Did Not Exterior-only from Street Interior and Exterior

Overhead View



Engagement Letter page 1

Page 1 of 1

judbrownell@earthlink.net

From: "Marshall, Angie" <AngieMarshall@KingsportTN.gov>
Date: Monday, August 24, 2020 11:58 AM
To: <judbrownell@earthlink.net>
Attach: 1725 Netherland Inn Rd._property data.pdf; East Center Street.061D-F-020.00.pdf
Subject: Emailing: 1725 Netherland Inn Rd._property data, East Center Street.061D-F-020.00

Mr. Brownell,
Per our phone conversation, I have attached the two properties that we need an appraisal on. Thank you so much for help.

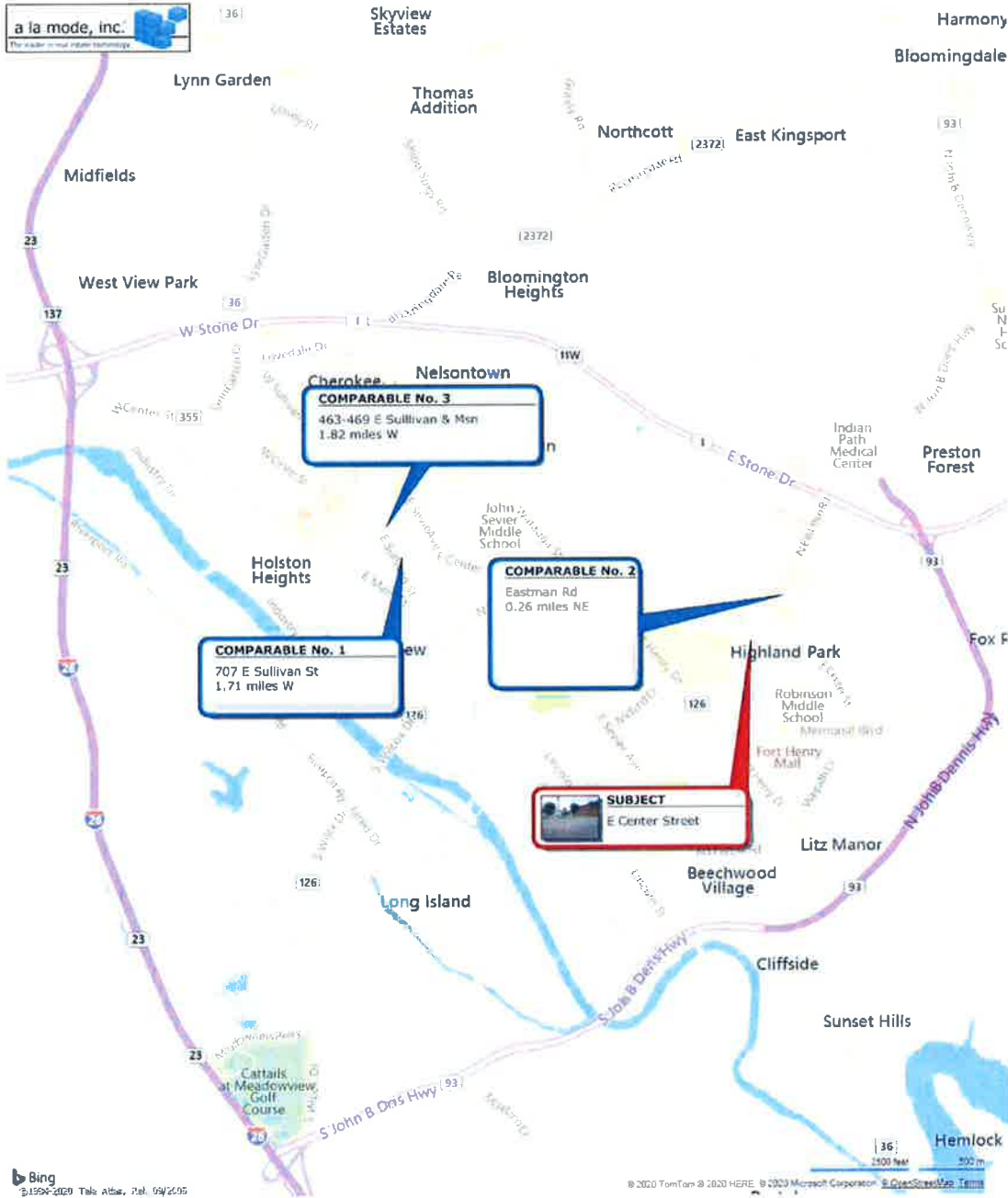
Angie Marshall, MMC
TAMCAR President
City Clerk/Deputy City Recorder
City of Kingsport
P: 423-229-9384
F: 423-224-2566
angiemarshall@kingsporttn.gov


KINGSPORT
TENNESSEE
225 W. Center Street
Kingsport, TN 37660
www.kingsporttn.gov

8/24/2020

Location Map

Borrower	N/A				
Property Address	E Center Street				
City	Kingsport	County Sullivan	State TN	Zip Code 37664	
Lender/Client	City of Kingsport				





AGENDA ACTION FORM

Award the Sale of Surplus Real Property Located at 998 Oak Glen Drive

To: Board of Mayor and Aldermen
 From: Chris McCart, City Manager *CM*

Action Form No.: AF-292-2020
 Work Session: November 2, 2020
 First Reading: N/A
 Final Adoption: November 3, 2020
 Staff Work By: Sid Cox / Angie Marshall
 Presentation By: Sid Cox / Chris McCart

Recommendation:

Approve the Resolution.

Executive Summary:

The Planning Commission voted to recommend that real property located at 998 Oak Glen Drive be declared surplus. After verifying no City Department had a need to retain the property, the City Recorder's Office declared the property surplus. The City Recorder's Office then advertised in the Times News on 10/04/2020 and accepted sealed bids on the property until October 23, 2020 @ 3:00 PM. The City received one (1) qualifying bid.

The City acquired this property in the 2010 City Tax Sale. The property previously had a City code enforcement lien of \$4,531, from 2004, that is now uncollectible. There are delinquent City property taxes and penalty totaling \$1,125.55 and current City property taxes of \$7.49, as of 10/31/2020. The current tax appraisal value on the property is \$1,452.

The apparent highest bidder is Danny L. Moody and Rebecca A. Moody with a bid of \$1,510.00 and an earnest deposit of \$151.00.

Attachments:

1. Resolution
2. Bid Opening Minutes
3. Property Photos

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING THE SALE FOR A PARCEL OF SURPLUS REAL PROPERTY LOCATED AT 998 OAK GLEN DRIVE 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, the property located at 998 Oak Glen Drive was deemed surplus by the city recorder and was recently advertised to accept bids; and

WHEREAS, the property was acquired by the city in 2010 tax sale; and

WHEREAS, the taxes, assessments, and penalties for 998 Oak Glen Drive are \$1,133.04; and

WHEREAS, the tax appraisal for 998 Oak Glen Drive is \$1,452.00; and

WHEREAS, the bids were opened on October 23, 2020; and

WHEREAS, upon review of the bids, it is recommended to accept the bid of Danny L. Moody and Rebecca A. Moody for the property located at 998 Oak Glen Drive in the amount of \$1,510.00.

Now therefore,

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

SECTION I. That the bid for the property located at 998 Oak Glen Drive of Danny L. Moody and Rebecca A. Moody in the amount of \$1,510.00, is approved.

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, a Purchase Agreement with of Danny L. Moody and Rebecca A. Moody for the sale of the real property located at 998 Oak Glen Drive in the amount of \$1,510.00, and upon closing the conveyance of the property will be by quitclaim deed, without warranty.

SECTION III. That the mayor is further authorized to make such changes to the Purchase Agreement as approved by the Mayor and the city attorney, provided such changes do not substantially alter the material provisions of the Purchase 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 public.

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

ADOPTED this the 3rd day of November, 2020.

PATRICK W. SHULL, MAYOR

ATTEST:

SIDNEY H. COX, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

CITY OF KINGSPORT - BID OPENING MINUTES

DATE: Friday, October 23, 2020

TIME: 3:00 PM ET

225 W. Center Street
 Kingsport, TN 37660
 Phone: (423) 229-9400

BID ITEM DESCRIPTION: Surplus Property - 998 Oak Glen Drive

ATTENDING OFFICIALS: Sid Cox, City Recorder; Angie Marshall, City Clerk; Collette George, Vice-Mayor; Jessica Harmon, Assistant to the City Manager

BIDDER / PARTY / ENTITY NAME	ENVELOPE PROPERLY MARKED	COMPLETED BID FORM	SIGNED BID FORM	AMOUNT OF BID	DEPOSIT (CASHIER'S CHECK)	COMMENTS
Danny L. Moody and Rebecca A. Moody	X	X	X	\$1,510.00	\$151.00	

Sullivan County - Parcel: 030I C 037.00



Date: October 26, 2020
County: Sullivan
Owner: RIDDLE MICHAEL G &
Address: OAK GLEN DR 998
Parcel Number: 030I C 037.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2019

Esri, HERE, Garmin, (c) OpenStreetMap contributors
TN Comptroller - OLG
TDOT
State of Tennessee, Comptroller of the Treasury, Office of Local Government
(OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.



1002 Oak Glen Dr

998 Oak Glen Drive (Center of Picture - Utility Pole)



Image capture: May 2013 © 2020 Google

Kingsport, Tennessee



Street View



AGENDA ACTION FORM

Release of All Claims for Direct Insurance Company and Its Insured Aaron Cook to Recover \$3,904.92 for Damages

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-238-2020
Work Session: November 2, 2020
First Reading: N/A

Final Adoption: November 3, 2020
Staff Work By: Tommy Hughes
Presentation By: Billingsley

Recommendation:
Approve the Resolution.

Executive Summary:
On February 25th, 2020, Mr. Aaron Cook was operating a vehicle insured by Direct Insurance Company on South John B. Dennis Highway when he failed to obey a traffic control device and struck a city fire truck. The fire truck sustained damage to the front end of the vehicle. The total cost to repair the damage is \$4,276.21. Mr. Cook has policy coverage limits which limit the recovery amount through Direct Insurance to the above stated value.

- Attachments:**
1. Resolution
 2. Direct Insurance Release

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING A PROPERTY DAMAGE RELEASE FROM DIRECT INSURANCE COMPANY FOR PROPERTY DAMAGE TO A KINGSPORT FIRE TRUCK ON SOUTH JOHN B. DENNIS AND AUTHORIZING THE MAYOR TO EXECUTE THE RELEASE AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE RELEASE

WHEREAS, on February 25 2020, Aaron Cook failed to obey a traffic control device and struck a city fire truck causing damage to the front end of the truck in the amount of \$4,276.21; and

WHEREAS, Direct Insurance Company, the insurer for Aaron Cook, agreed to pay for the damages in the amount of \$3,904.92, provided the city executes a release that will release the insurance company and Mr. Cook from any further liability; and

WHEREAS, the payment will reimburse the city for most of its expenses and damages caused to the property by the accident.

Now therefore,

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

SECTION I. That the Property Damage Only Release from Direct Insurance Company for damage to a city fire truck which occurred on February 25, 2020, on South John B. Dennis, 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, a Property Damage Only Release from Direct Insurance Company for damage to a city fire truck which occurred on February 25, 2020, on South John B. Dennis, 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 Release being as follows:

PROPERTY DAMAGE ONLY RELEASE

KNOW ALL BY THESE PRESENT, THAT The City of Kingsport, for and in consideration of the payment three thousand nine hundred and four dollars and ninety-two cents \$3,904.92, the receipt and sufficiency of which is hereby acknowledged, hereby releases and forever discharges Aaron Cook, their heirs, executors, administrators, agents and assigns, and all other persons, firms or corporations liable, or who might be claimed to be liable, none of whom admit any liability to the undersigned, but all expressly deny any liability from any and all claims, demands, damages including loss of use, actions, causes of action, or suits of any kind or nature whatsoever, past, or present resulting from damage to property, known and unknown, to me/us which have resulted or may, in the future, develop from an accident, incident or property damage loss which occurred on or about February 25, 2020 at or near Kingsport, Tennessee.

The Undersigned hereby declares that the terms of this settlement have been completely read and are fully understood and voluntarily accepted for the purpose of making a full and final compromise adjustment and settlement of any and all claims, disputed or otherwise, on account of the property damages above mentioned. The Undersigned hereby agrees and acknowledges that by the terms of this settlement they agree to pay any and all local, state, or federal liens on the damaged property, known and unknown, associated with the above referenced accident, incident or property damage

loss. The Undersigned also agree to pay any private organizations that may have in the past or in the future make payments for expenses incurred on behalf of the above referenced accident, incident or property damage loss.

The Undersigned do/does further declare and represent that no promise, inducement or agreement not herein expressed has been made to the Undersigned and that this Release contains the entire agreement between the parties and that the terms of this Release are contractual and are not a mere recital.

The Undersigned agree/sand declare/s that the terms of this Release have been completely read and are fully understood and voluntarily accepted for the purposes of making a full and final adjustment in settlement of any and all claims disputed executed for the expressed purpose of precluding forever any further or additional claims.

Should it develop that there are any mistakes, whether unilateral or bilateral, in this document which cause the release of the Releases to be defective or less than complete, the undersigned will execute a full, final and complete release of the Releases.

I/ we further state that I/ we have carefully read the foregoing Release and know the contents thereof, and I/ we sign the same as my/ our free act.

THE UNDERSIGNED HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.

[Acknowledgements Deleted for Inclusion in this Resolution]

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

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

ADOPTED this the 3rd day of November, 2020.

PATRICK W. SHULL, MAYOR

ATTEST:

SIDNEY H. COX, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



PO Box 1623 • Winston-Salem, NC 27102-1623

August 11, 2020

PROPERTY DAMAGE ONLY RELEASE

KNOW ALL BY THESE PRESENT, THAT The City of Kingsport, for and in consideration of the payment three thousand nine hundred and four dollars and ninety-two cents \$3,904.92, the receipt and sufficiency of which is hereby acknowledged, hereby releases and forever discharges Aaron Cook, their heirs, executors, administrators, agents and assigns, and all other persons, firms or corporations liable, or who might be claimed to be liable, none of whom admit any liability to the undersigned, but all expressly deny any liability from any and all claims, demands, damages including loss of use, actions, causes of action, or suits of any kind or nature whatsoever, past, or present resulting from damage to property, known and unknown, to me/us which have resulted or may, in the future, develop from an accident, incident or property damage loss which occurred on or about February 25, 2020 at or near Kingsport, Tennessee.

The Undersigned hereby declares that the terms of this settlement have been completely read and are fully understood and voluntarily accepted for the purpose of making a full and final compromise adjustment and settlement of any and all claims, disputed or otherwise, on account of the property damages above mentioned. The Undersigned hereby agrees and acknowledges that by the terms of this settlement they agree to pay any and all local, state, or federal liens on the damaged property, known and unknown, associated with the above referenced accident, incident or property damage loss. The Undersigned also agree to pay any private organizations that may have in the past or in the future make payments for expenses incurred on behalf of the above referenced accident, incident or property damage loss.

The Undersigned do/does further declare and represent that no promise, inducement or agreement not herein expressed has been made to the Undersigned and that this Release contains the entire agreement between the parties and that the terms of this Release are contractual and are not a mere recital.

The Undersigned agree/s and declare/s that the terms of this Release have been completely read and are fully understood and voluntarily accepted for the purposes of making a full and final adjustment in settlement of any and all claims disputed executed for the expressed purpose of precluding forever any further or additional claims.

Should it develop that there are any mistakes, whether unilateral or bilateral, in this document which cause the release of the Releases to be defective or less than complete, the undersigned will execute a full, final and complete release of the Releases.

I/ we further state that I/ we have carefully read the foregoing Release and know the contents thereof, and I/ we sign the same as my/ our free act.

THE UNDERSIGNED HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.

Name Date

Name Date

Witnesses:

Name Date

Name Date

Claim No. 200080938

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.



AGENDA ACTION FORM

Budget Adjustment Ordinance for Various Funds in FY21

To: Board of Mayor and Aldermen
From: Chris McCart, City Manager *CM*

Action Form No.: AF-293-2020
Work Session: November 2, 2020
First Reading: November 3, 2020
Final Adoption: November 17, 2020
Staff Work By: Morris
Presentation By: McCart

Recommendation:
Approve the Ordinance.

Executive Summary:
This ordinance amends the General Projects-Special Revenue Fund projects by transferring \$75,000 from the General Projects project (NC2100) to the Downtown Project project (NC2111) to fund KEDB Façade Grants.

This ordinance also transfers \$310,000 from the Water SCADA Imp project (WA1700) to the WTP High Service Imp project (WA2007) to fund the final design of the Water Treatment Plant High Service and Clearwell.

Attachments:
1. Ordinance

Funding source appropriate and funds are available: *Jm*

The money required for such contract, agreement, obligation or expenditure is in the treasury or safely assured to be forthcoming and available in time to comply with or meet such contract, agreement, obligation or expenditure: *AK*

	Y	N	O
Adler	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO.

AN ORDINANCE TO AMEND VARIOUS PROJECT FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2021; 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-Special Revenue Fund budget be amended by transferring \$75,000 from the General Projects project (NC2100) to the Downtown Project project (NC2111).

SECTION II. That the Water Project Fund be amended by transferring \$310,000 from the Water SCADA Imp project (WA1700) to the WTP High Service Imp project (WA2007).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
<u>General Projects-Special Revenue Fund: 111</u>			
<u>General Projects (NC2100)</u>			
<u>Revenues:</u>			
111-0000-391.01-00 From General Fund	\$ 174,175	\$ (75,000)	\$ 99,175
Totals:	174,175	(75,000)	99,175
<u>Expenditures:</u>			
111-0000-601.90-03 Improvements	\$ 174,175	\$ (75,000)	\$ 99,175
Totals:	174,175	(75,000)	99,175
<u>Downtown Project (NC2111)</u>			
<u>Revenues:</u>			
111-0000-391.01-00 From General Fund	\$ 0	\$ 75,000	\$ 75,000
Totals:	0	75,000	75,000
<u>Expenditures:</u>			
111-0000-601.20-22 Construction Contracts	\$ 0	\$ 75,000	\$ 75,000
Totals:	0	75,000	75,000
<u>Water SCADA Improvements (WA1700)</u>			
<u>Revenues:</u>			
451-0000-391.05-31 2014 B GO Bonds	\$ 856,564	\$ (310,000)	\$ 546,564
451-0000-391.05-45 Series 2016 GO (Nov 4)	1,200,000	0	1,200,000
451-0000-391.05-47 Series 2017 B GO Bonds	42,000	0	42,000
451-0000-391.05-48 GO Bonds Series 2018 B	201,375	0	201,375
451-0000-391.05-56 Series 2019 GO Improve	1,612,700	0	1,612,700
451-0000-391.45-00 From Water Fund	102,785	0	102,785
Totals:	4,015,424	(310,000)	3,705,424
<u>Expenditures:</u>			
451-0000-605.20-22 Construction Contracts	\$ 3,652,424	\$ (310,000)	\$ 3,342,424
451-0000-605.20-23 Arch/Eng/Landscaping Serv	363,000	0	363,000
Totals:	4,015,424	(310,000)	3,705,424

WTP High Service Improvements (WA2007)

<u>Revenues:</u>	\$	\$	\$
451-0000-391.05-31 2014 B GO Bonds	0	310,000	310,000
451-0000-391.05-48 GO Bonds Series 2018 B	125,000	0	125,000
451-0000-391.05-56 Series 2019 GO Improve	302,834	0	302,834
Totals:	427,834	310,000	737,834

<u>Expenditures:</u>	\$	\$	\$
451-0000-605.20-23 Arch/Eng/Landscaping Serv	417,834	310,000	727,834
451-0000-605.90-03 Improvements	10,000	0	10,000
Totals:	427,834	310,000	737,834

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

PATRICK W. SHULL, Mayor

ATTEST:

SIDNEY H. COX, City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING: