



AGENDA

BOARD OF MAYOR AND ALDERMEN WORK SESSION

**Monday, January 31, 2022, 4:30 p.m.
City Hall, 415 Broad Street, Boardroom**

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

Leadership Team

Chris McCartt, City Manager
Michael Borders, Assistant City Manager
J. Michael Billingsley, City Attorney
Scott Boyd, Fire Chief
John Rose, Economic Development Director
Adrienne Batara, Public Relations Director
Tyra Copas, Human Resources Director

Ryan McReynolds, Deputy City Manager
Jessica Harmon, Assistant to City Manager
Lisa Winkle, City Recorder/CFO
Dale Phipps, Police Chief
Ken Weems, Planning Manager
John Morris, Budget Director

1. Call to Order
2. Roll Call
3. Police Department Update – Chief Dale Phipps
4. Review of items on February 1, 2022 Business Meeting Agenda
5. Adjourn

Next Work Session, Monday, February 14, 2022, 4:30 p.m.

City of Kingsport

February 1, 2022

Project Status in Pictures

1 Bays Mountain Park Legacy Trail

Connections on each side of Azalea Trail have been made and the cutting from Bear Run to Chestnut is now complete.

3 Fire Training Center

The crew is now working on installing interior furnishings for the fire training center.

2 Scott Adams Memorial Skate Park

Currently, concrete is being placed for the skate park features and the light pole bases.

4 Riverview Park Pickle Ball Court

Final subgrade work is finishing up for the asphalt portion and formwork is being readied for the concrete sections.



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.
\$10,000,000.00	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	7/1/2024	Consultant is working on Final Construction Plans comments received from TDOT.
\$4,000,000.00	Michael Thompson	Brickyard Park Bicycle-Pedestrian Bridge	Bicycle-Pedestrian bridge over the CSX Railroad at Centennial Park connecting downtown Kingsport to the Brickyard Park Development. Design funded 80% Fed./ 20% Local via STB Grant and Construction is funded 75% Fed./ 25% Local via TA Grant.	12/31/2024	TDOT has issued work order to design consultant and the NEPA phase has begun.
\$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	TDOT has asked for a CSRP to be conducted a part of the NEPA process. Mattern & Craig is working on this supplemental document as well as revisions to the NEPA document.
\$3,000,000.00	Chad Austin	Water Meter Replacement	Replacement and upgrade of water meters. Meters were installed around 2009 and the batteries are now beginning to fail. The new meters will allow us to take readings over the air, upgrading our drive by reading system.	5/3/2022	750 water meters have been installed.
\$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	11/1/2022	TDOT provided approval on 11/4/21 to begin Design Phase.
\$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.	12/31/2022	Architect is working on plans and having discussions with staff.
\$1,866,441.00	Kitty Frazier	Scott Adams Memorial Skatepark	Construction of new skatepark at Brickyard Park.	4/30/2022	Concrete placement is expected during the last week of January.
\$1,200,000.00	Chad Austin	Washington Co Water Task Force - waterline extension	Washington County is funding waterline extensions throughout their county. This project will provide upgraded or new service to residents along Double Springs Rd, Deakins Rd, and Hunt Rd, all in the Fall Branch area.	8/31/2022	Survey is underway for all areas.
\$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	TDOT has approved the CE document.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$850,000.00	Chad Austin	ETSU @ Valleybrook Farm sewer extension	Approximately 5,000 ft extension of sewer to Valleybrook Farm facility owned by ETSU. Project is funded through grant from Appalachian Regional Commission and Washington County.	12/31/2022	Legal Department presenting easements to BMA 1/18/22.
\$500,000.00		Area 9 - Contracted Paving (Lynn Garden Paving)	Paving of select roadways on eastern side of Lynn Garden Drive. Roadways include Mullins Street, Virginia Street, Kyle Street, Walker Street and Goal Street.	5/27/2022	Bid opening scheduled 1/26/2022.
\$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 may advertise for bids in late 2022
\$188,900.00	Randy Salyer	Riverfront Park Pedestrian Swinging Bridge Improvements	Structural improvements to the swinging bridge at Riverfront Park.	4/30/2022	Contract funding is being finalized and contract is soon to follow.
\$148,934.00	Kitty Frazier	Riverview Park/VOD - Pickleball Courts: Phase 2	This phase will include the addition of two new courts, fencing improvements and ADA accessibility.	2/28/2022	Grading for the asphalt and concrete work is complete. Concrete formwork is the current focus of the project.
\$142,550.00	Chad Austin	2021 Sewer Manhole Rehabilitation Project	Project will consist of rehabilitation of 44 sanitary sewer manholes with an estimated total vertical depth of approximately 350 feet.	4/4/2022	CTR Coatings has notified project manager they are still waiting on frames and covers from supplier.
\$60,000.00		Traffic Signal Shed	Shed for signal materials	4/30/2022	Sending out bids again utilizing wood instead of steel. App 40+ week delivery for steel structure.
\$46,500.00	Kitty Frazier	Greenbelt Bridge Repair - Behind Southern Classic		2/28/2022	Construction expected in early February.
	Chris Campbell	KATS Maintenance Facility Phase 2	Bus garage and maintenance building with wash bay and storage. (FTA Grant & City Funded)		Bid Opening set for Feb 3rd.
	Chris Markley	Archives Move and Demo	Move Archives into the new city hall and demo existing Archives space, shelving, and cage at the Library.	6/30/2022	The majority of shelving is set to ship on April 11, with installation to be scheduled after shipping is confirmed. The remainder of speciality shelving is to ship in early June.
	Kitty Frazier	Allandale Driveway/Entrance/Parking - Road Repair/Paving	Improvements to the Allandale campus including landscaping and paving of driveways.	4/22/2022	Paving portion of project for the front and side drives of the mansion will have bid advertisement on January 30, with bid opening in mid-February.
	Kitty Frazier	Bike Park at Brickyard	New Bike Park in the vicinity of the new Skate Park.		Barge Design has been hired to design the facility.
	Kitty Frazier	Project Diabetes - Phase 3	Phase 3 of the Diabetes grant will provide a pickleball court and a half-court basketball court at the Lynn View Community Center.		Bids were received on January 25 and are currently under review.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
	Kitty Frazier	Riverbend Park - Phase 1	New park at the Riverbend area.		Project Design has been submitted for internal city review.
	Michael Borders	Bays Mountain Park Amphitheater	Construction of new amphitheater at Bays Mountain		Designs are complete. Project is estimated to bid Winter 2022. BMP staff are working on alterations to animal habitats.
	Michael Borders	MeadowView Roof Replacement	Partial Re-Roofing of the MeadowView Conference Resort & Convention Center		Finalizing bid documents to bid out in the early first quarter of 2022.
	Rob Cole	Bays Mountain Heritage/Legacy Trail (50th Anniversary)	Construction of new mountain bike/hiking trail at Bays Mountain Park.	2/12/2022	The main construction of the trail is complete. Some handwork remains.
	Shirley Buchanan	Senior Center Atrium Improvements	Improvements to the Atrium at the Renaissance Center to improve functionality		Bids were opened on 1/6/22, with the city to award the bid to Comsa Construction. Currently awaiting the contract signing and a start date

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Revised 2/1/22

AGENDA

BOARD OF MAYOR AND ALDERMEN

BUSINESS MEETING

**Tuesday, February 1, 2022, 7:00 p.m.
City Hall, 415 Broad Street, Boardroom**

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

City Administration

Chris McCartt, City Manager
Michael Borders, Assistant City Manager
J. Michael Billingsley, City Attorney
Lisa Winkle, City Recorder/CFO
Ken Weems, Planning Manager
Adrienne Batara, Public Relations Director
Tyra Copas, Human Resources Director

Ryan McReynolds, Deputy City Manager
Jessica Harmon, Assistant to City Manager
Dale Phipps, Police Chief
Scott Boyd, Fire Chief
John Morris, Budget Director
John Rose, Economic Development Director

I. CALL TO ORDER

II.A PLEDGE OF ALLEGIANCE TO THE FLAG –

II.B INVOCATION – Associate Pastor Misti McCreary – First United Methodist

III.A ROLL CALL

IV.A RECOGNITIONS & PRESENTATIONS

1. Black History Month Proclamation – Alderman Montgomery

IV.B. APPOINTMENTS

1. Appointment to Sullivan County Board of Equalization (AF:30-2022) (Mayor Shull)
 - Appointment
2. Appointment to Beverage Board (AF:31-2022) (Mayor Shull)
 - Appointment

V. APPROVAL OF MINUTES

1. Work Session – January 18, 2022
2. Business Meeting – January 18, 2022

VI. COMMUNITY INTEREST ITEMS

A. PUBLIC HEARINGS

1. 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. Consideration of a Budget Adjustment Ordinance for the General Project Fund in FY22 (AF:33-2022) (Chris McCartt)
 - Ordinance – First Reading

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Consideration of a Resolution to enter into a Contractual Agreement and Sign All Necessary Documents with the Tennessee Department of Transportation for Reimbursement of Annual Operation Expenses For FY 21-22 (AF:7-2022) (Chris Campbell)
 - Ordinance – Second Reading and Final Adoption
2. Consideration of a Budget Adjustment Ordinance for Various Funds in FY22 (AF:23-2022) (Chris McCartt)
 - Ordinance – Second Reading and Final Adoption
3. Consideration of an Ordinance to Amend Zoning of a Portion of Parcel 3, Tax Map 120 Located off Breckenridge Trace from R-1B (Residential District) to PD (Planned Development District) (AF:9-2022) (Ken Weems)
 - Ordinance – Second Reading and Final Adoption

Added 2/1/22

D. OTHER BUSINESS

1. Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Integrity Building Group, LLC for the Miller Parke Phase 1 Development (AF:26-2022) (Ryan McReynolds)
 - Resolution
2. Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Landstar, LLC also Known As Land Star Partners LLC for the West Gate Phase 2 Development (AF:27-2022) (Ryan McReynolds)
 - Resolution

3. Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Landstar, LLC Also Known As Land Star Partners LLC for the West Gate Phase 3 Development (AF:28-2022) (Ryan McReynolds)
 - Resolution
4. Consideration of a Resolution to Award a Blanket Order in Response to the RFP for Generator Services (AF:32-2022) (Ryan McReynolds)
 - Resolution

All matters listed under the Consent Agenda are considered in the ordinary course of business by the Board of Mayor and Aldermen and will be enacted on by one motion by a roll call vote. However, if discussion of an item is desired by any member of the board, the item will be removed from the Consent Agenda and considered separately.

VII. CONSENT AGENDA

None

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

Appointment to Sullivan County Board of Equalization

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

Action Form No.: AF-30-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: Mayor Shull
 Presentation By: Mayor Shull

Recommendation:

Approve Appointment

Executive Summary:

It is recommended to reappoint John Campbell to the Sullivan County Board of Equalization. If approved by the Board of Mayor and Aldermen the recommended table reflects term dates.

Terms are two years with no term limits. The board is comprised of one (1) representative for the City of Kingsport.

Current Board:			
Member	Term Expires	No. of Terms	Eligibility
John Campbell	3/31/22	1	KPT Resident

Recommended Board:			
Member	Term Expires	No. of Terms	Eligibility
John Campbell	3/31/24	2	KPT Resident

Attachments:

None

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



AGENDA ACTION FORM

Appointment to Beverage Board

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

Action Form No.: AF-31-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: Angie Marshall
 Presentation By: Mayor Shull

Recommendation:

Approve Appointment.

Executive Summary:

It is recommended to reappoint Steve LaHair to the Beverage Board. If approved by the Board of Mayor and Aldermen the recommended table reflects term dates.

Terms are three years with no term limits. The board is comprised of nine (9) members; Chief of Police, Director of Planning, City Recorder and six (6) residents of Kingsport.

Current Board:			
Member	Term Expires	No. of Terms	Eligibility
Steve LaHair	3/31/22	3	KPT Resident; Business Owner
Mike Forrester	12/31/22	1	KPT Resident; Licensed Attorney
John McKinley	12/31/22	Fulfilling unexpired term	KPT Resident
Natalie Wells	7/31/23	1	KPT Resident
Cody Woods	10/31/23	1	KPT Resident
Lonnie Salyer	6/30/24	3	KPT Resident

Recommended Board:			
Member	Term Expires	No. of Terms	Eligibility
Steve LaHair	3/31/25	4	KPT Resident; Business Owner
Mike Forrester	12/31/22	1	KPT Resident; Licensed Attorney
John McKinley	12/31/22	Fulfilling unexpired term	KPT Resident
Natalie Wells	7/31/23	1	KPT Resident
Cody Woods	10/31/23	1	KPT Resident
Lonnie Salyer	6/30/24	3	KPT Resident

Attachments:

None

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

Minutes of the Regular Work Session of the
Board of Mayor and Aldermen, City of Kingsport, Tennessee
Tuesday, January 18, 2022, 4:00 PM
City Hall, Boardroom, 415 Broad Street

PRESENT: Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice-Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan
(arrived after roll call)

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

City Administration

Chris McCartt, City Manager
Ryan McReynolds, Deputy City Manager
Michael Borders, Assistant City Manager
J. Michael Billingsley, City Attorney
Bart Rowlett, Assistant City Attorney
Michael Thompson, Public Works Director
Lisa Winkle, City Recorder/Treasurer
Angie Marshall, City Clerk/Deputy City Recorder
Scott Boyd, Fire Chief
Dale Phipps, Police Chief
John Morris, Budget Officer
Ken Weems, Planning Manager
John Burkholder, Risk Manager
Human Resources Manager
Jessica Harmon, Assistant to City Manager
Adrienne Batara, Public Relations Director

1. **CALL TO ORDER:** 4:00 p.m. by Mayor Patrick W. Shull.
2. **ROLL CALL:** Deputy City Recorder Marshall
3. **AEROSPACE PARK UPDATE.** Mark Canty gave a presentation on this item and answered questions from the board. Some discussion followed.
4. **FY 21 AUDIT PRESENTATION.** City Recorder/Treasurer Winkle presented this item, noting the highlights and other significant statistics from the report. She pointed out there were four sections to the report: the introduction from the City Manager, the financial section which is audited, the statistical section with historical information that is not audited, and the compliance section comprised of reports from the auditors. She noted this was the largest the general fund has been since 2008 and the largest school fund ever. David Elkins with Brown Edwards reported there were no significant major issues and complimented the finance staff team that put it together. Vice-Mayor George and Alderman Duncan from the audit committee provided further comments and thanked Staff for their hard work.

**Minutes of the Regular Work Session of the Board of Mayor and Aldermen of
Kingsport, Tennessee, Tuesday, January 18, 2022**

5. REVIEW OF AGENDA ITEMS ON THE JANUARY 18, 2022 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.

VI.D.2 Authorize Submission of Application for TDOT “Urban Transportation Planning Grant” – Traffic Study for Stone Drive and John B. Dennis Area (AF: 355-2021). CeeGee McCord discussed the capital investments made by Eastman over the years and then moved on to future investments and the need for this new road that will take the place of Jared Drive which will be used for new Eastman facilities. Deputy City Manager McReynolds provided further details on the process of implementing a State Industrial Access (SIA) road and some information regarding the City’s involvement. He pointed out this project would move faster than other TDOT projects since there are no federal dollars involved and only one property owner who is willing to donate the land to the city for the road. There was considerable discussion.

City Manager McCartt introduced Tyra Copas, the new Human Resources Director and welcomed Matthew Lane who recently started after leaving the Times News.

6. ADJOURN. Seeing no other matters presented for discussion at this work session, Mayor Shull adjourned the meeting at 5:48 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor

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City Administration

Chris McCartt, City Manager
J. Michael Billingsley, City Attorney
Lisa Winkle, Treasurer/City Recorder
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: New Vision Youth.

II.B. INVOCATION: Pastor Elizabeth Hamilton, Mt. View United Methodist Church.

III.A. ROLL CALL: By City Recorder Winkle. All Present.

IV.A. RECOGNITIONS AND PRESENTATIONS.

1. Recognition of Ground Maintenance Crew (Alderman Cooper)
2. Achievement for Financial Reporting Excellence 2020 (Vice Mayor George)

IV.B. APPOINTMENTS/REAPPOINTMENTS. None.

V. APPROVAL OF MINUTES.

Motion/Second: Montgomery/Olterman, to approve minutes for the following meetings:

- A. December 20 2021 Regular Work Session
- B. December 21, 2021 Regular Business Meeting

Approved: All present voting "aye."

VI. COMMUNITY INTEREST ITEMS.

A. PUBLIC HEARINGS.

1. **Amend Zoning of a Portion of Parcel 3, Tax Map 120 Located off Breckenridge Trace from R-1B (Residential District) to PD (Planned Development District) (AF: 9-2022) (Ken Weems).**

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, January 18, 2022**

PUBLIC COMMENT ON ITEM VI.A.1. None.

Motion/Second: George/Phillips, to pass:

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG BRECKENRIDGE TRACE FROM R-1B, RESIDENTIAL DISTRICT TO PD, PLANNED DEVELOPMENT DISTRICT IN THE 14TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

PUBLIC COMMENT. Mayor 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. Consider of a Resolution to Enter into a Contractual Agreement and Sign All Necessary Documents with the Tennessee Department of Transportation for Reimbursement of Annual Operation Expenses for FY21-22 (AF: 7-2022) (Chris Campbell).

Motion/Second: Duncan/Montgomery, to pass:

Resolution No. 2022-136, A RESOLUTION APPROVING A REIMBURSEMENT CONTRACT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE CITY'S TRANSIT SYSTEM OPERATING EXPENDITURES FOR FISCAL YEAR 2021-2022; AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE CONTRACT

Passed: All present voting "aye."

Motion/Second: Cooper/George, to pass:

AN ORDINANCE TO AMEND URBAN MASS TRANSIT CAPITAL/GRANT FUND BUDGET FOR THE YEAR ENDING JUNE 30, 2022; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

2. Budget Adjustment Ordinance for Various Funds in FY22 (AF: 23-2022) (Chris McCartt).

Motion/Second: Olterman/George, to pass:

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2022; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

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C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

1. Amend FY22 General Purpose School Fund Budget (AF: 324-2021) (David Frye).

Motion/Second: Montgomery/Olterman, to pass:

ORDINANCE NO. 6992, AN ORDINANCE TO AMEND THE GENERAL PURPOSE SCHOOL FUND BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2022; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

2. Ordinance to Appropriate Funds to the Magnolia Ridge Phase 1 Materials Agreement Project (AF: 386-2021) (Michael Thompson).

Motion/Second: Duncan/George, to pass:

ORDINANCE NO. 6989, AN ORDINANCE TO AMEND THE WATER AND SEWER PROJECT FUNDS BY TRANSFERRING FUNDS TO THE MAGNOLIA RIDGE PHASE 1 MATERIALS AGREEMENT PROJECTS (WA2258 AND SW2258); AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

3. Ordinance to Appropriate Funds to the Miller Parke Phase 3 Development Materials Agreement Project (AF: 369-2021) (Michael Thompson).

Motion/Second: Montgomery/Phillips, to pass:

ORDINANCE NO. 6990, AN ORDINANCE TO AMEND THE WATER AND SEWER PROJECT FUNDS BY TRANSFERRING FUNDS TO THE MILLER PARKE PHASE 3 MATERIALS AGREEMENT PROJECTS (WA2257 AND SW2257); AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

4. Ordinance to Appropriate Funds to the Cox Valley Development Materials Agreement Project (AF: 367-2021) (Michael Thompson).

Motion/Second: Phillips/Duncan, to pass:

ORDINANCE NO. 6991, AN ORDINANCE TO AMEND THE WATER AND SEWER PROJECT FUNDS BY TRANSFERRING FUNDS TO THE COX VALLEY MATERIALS AGREEMENT PROJECTS (WA2259 AND SW2259); AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Duncan, George, Montgomery, Olterman, Phillips and Shull voting "aye" and Cooper abstaining.

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D. OTHER BUSINESS.

1. Bid Awards for Contracted Truck Hauling for FY23 (AF: 1-2022)
(Ryan McReynolds).

Motion/Second: Duncan/George, to pass:

Resolution No. 2022-137, A RESOLUTION AWARDED BIDS FOR THE PURCHASE OF CONTRACTED TRUCK HAULING ON AN AS NEEDED BASIS FOR FY 2023 TO FIVE BIDDERS, AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

2. Application to TDOT "State Industrial Access SIA Program" for Meadow Park Lane Extension (AF: 19-2022) (Ryan McReynolds)

Motion/Second: Montgomery/George, to pass:

Resolution No. 2022-138, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR A TENNESSEE DEPARTMENT OF TRANSPORTATION STATE INDUSTRIAL ACCESS PROGRAM FOR THE MEADOW PARK LANE EXTENSION

Passed: All present voting "aye."

3. Issue Purchase Order to FL Smidth for Repair of Wastewater Plant Centrifuge (AF: 17-2022) (Ryan McReynolds).

Motion/Second: George/Duncan, to pass:

Resolution No. 2022-139, A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR FL SMIDTH FOR REPAIR OF THE WASTEWATER PLANT CENTRIFUGE

Passed: All present voting "aye."

4. Bid Award for Rental of a Caterpillar PM312 Cold Planer Roadway Milling Machine from Stowers Machinery and Authorize the City Manager to Execute a Rental Agreement (AF: 18-2022) (Ryan McReynolds).

Motion/Second: Montgomery/Phillips, to pass:

Resolution No. 2022-140, A RESOLUTION AWARDED THE BID FOR THE RENTAL OF A CATERPILLAR PM312 COLD PLANER ROADWAY MILLING MACHINE TO STOWERS MACHINERY CORPORATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE A RENTAL AGREEMENT FOR THE SAME

Passed: All present voting "aye."

5. Authorize Purchase of 104 Boxlights from Central Technologies, Inc. (AF: 14-2021) (David Frye).

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Motion/Second: Duncan/Cooper, to pass:

Resolution No. 2022-141, A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR 104 BOXLIGHTS FROM CENTRAL TECHNOLOGIES, INC., FOR THE KINGSFORT CITY SCHOOL SYSTEM

Passed: All present voting “aye.”

6. Agreement with Cain Rash West (CRW) Architects for Architectural and Design Services for the New Fire Station No. 2 Located on Fort Henry Drive (AF: 4-2022) (Chief Boyd).

Motion/Second: Montgomery/George, to pass:

Resolution No. 2022-142, A RESOLUTION APPROVING AN AGREEMENT WITH CAIN RASH WEST ARCHITECTS FOR ARCHITECTURAL AND DESIGN SERVICES FOR THE NEW FIRE STATION NUMBER 2 LOCATED ON FORT HENRY DRIVE AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting “aye.”

7. Authorize the Mayor to Sign the Concurrence with Determination of De *Minimis* Impact to Rock Springs Park for the SR-347 (Rock Springs Road) Project (AF: 12-2022) (Michael Borders).

Motion/Second: Phillips/George, to pass:

Resolution No. 2022-143, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONCURRENCE WITH DETERMINATION OF DE MINIMIS IMPACT FOR THE USE OF A SECTION OF ROCK SPRINGS PARK FOR THE TENNESSEE DEPARTMENT OF TRANSPORTATION’S ROCK SPRING ROAD WIDENING PROJECT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE LETTER

Passed: All present voting “aye.”

8. Acceptance of FY21 Annual Comprehensive Financial Report (AF: 24-2022) (Lisa Winkle).

Motion/Second: George/Duncan, to accept:

ACCEPT THE ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

Passed: All present voting “aye.”

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

Motion/Second: George/Olterman, to adopt:

1. Reject All Bids for the Mowing & Trimming Project for Kingsport City Schools (AF: 5-2022) (David Frye).

Pass:

Resolution No. 2022-144, A RESOLUTION REJECTING ALL BIDS RELATED TO THE MOWING & TRIMMING PROJECT FOR KINGSPORT CITY SCHOOLS

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

2. Reject All Bids for the Landscape Maintenance Services Project for Kingsport City Schools (AF: 6-2022) (David Frye).

Pass:

Resolution No. 2022-145, A RESOLUTION REJECTING ALL BIDS RELATED TO THE LANDSCAPE MAINTENANCE SERVICES PROJECT FOR KINGSPORT CITY SCHOOLS

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

3. ~~Amend the Kingsport Alliance for Housing Revitalization Program Policy and Procedures (AF: 10-2021) (Jessica McMurray).~~ This agenda item was pulled on 1/14/22.

4. Ratify the Mayor's Signature on the Certification of Local Official that the Public Housing Authority Plans are Consistent with the Consolidated Plan Document (AF: 16-2022) (Jessica McMurray).

Pass:

Resolution No. 2022-146, A RESOLUTION TO RATIFY THE MAYOR'S SIGNATURE ON THE CERTIFICATION BY STATE OR LOCAL OFFICIAL OF THE PUBLIC HOUSING AUTHORITY PLANS CONSISTENCY WITH THE CONSOLIDATED PLAN DOCUMENT AND ANY AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

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

5. Ratify an Application for a Tennessee Arts Commission Special Opportunities Grant and If Awarded Authorize the Mayor or His Designee to Sign Any and All Documents Necessary to Receive the Grant (AF: 2-2022) (Michael Borders).

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Pass:

Resolution No. 2022-147, A RESOLUTION TO RATIFY AN APPLICATION FOR A TENNESSEE ARTS COMMISSION SPECIAL OPPORTUNITIES GRANT AND IF AWARDED AUTHORIZING THE MAYOR TO PERFORM ANY AND ALL ACTIONS NECESSARY AND PROPER TO RECEIVE THE GRANT

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

6. Ratify an Application for a Tennessee Arts Commission Partnership Support Grant and Authorize the Mayor to Perform Any and All Actions Necessary and Proper to Receive the Grant (AF: 3-2022) (Michael Borders).

Pass:

Resolution No. 2022-148, A RESOLUTION TO RATIFY AN APPLICATION FOR A TENNESSEE ARTS COMMISSION PARTNERSHIP SUPPORT GRANT AND AUTHORIZING THE MAYOR TO PERFORM ANY AND ALL ACTIONS NECESSARY AND PROPER TO RECEIVE THE GRANT

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

7. Enter into an Agreement with the Tennessee Main Street Program (AF: 13-2022) (Chris McCartt).

Pass:

Resolution No. 2022-149, A RESOLUTION APPROVING AN AGREEMENT WITH THE TENNESSEE MAIN STREET PROGRAM, A PROGRAM OF THE TENNESSEE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT AND A COORDINATING PARTNER OF THE NATIONAL MAIN STREET CENTER 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: Cooper, Duncan, George, Montgomery, Olterman, Phillips and Shull voting "aye."

8. Approval of Offers for Easement and Right-of-Way for the ETSU/Eastman Valleybrook Campus Facility (AF: 11-2022) (Ryan McReynolds).

Approve:

OFFERS FOR EASEMENT AND RIGHT-OF-WAY FOR THE ETSU/EASTMAN VALLEYBROOK CAMPUS FACILITY

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

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9. Approve a Propane Tank Lease Agreement with Amerigas Propane, L.P. for the New Fire Training Facility at 250 Horse Creek Lane (AF: 20-2022) (Chief Boyd).

Pass:

Resolution No. 2022-150, A RESOLUTION APPROVING A LEASE AGREEMENT WITH AMERIGAS PROPANE, L.P., FOR PROPANE TANKS FOR THE NEW FIRE TRAINING FACILITY 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: Cooper, Duncan, George, Montgomery, Olterman, Phillips and Shull voting "aye."

10. Authorize an Application to Receive the Tennessee Agriculture Enhancement Program Grant (AF: 25-2022) (Michael Borders).

Pass:

Resolution No. 2022-151, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A TENNESSEE AGRICULTURE ENHANCEMENT PROGRAM GRANT FROM THE TENNESSEE DEPARTMENT OF AGRICULTURE FOR THE FARMERS MARKET

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

11. Amend the Kingsport Weapons Policy for Employees (AF: 22-2022) (Michael Billingsley).

Pass:

Resolution No. 2022-152, A RESOLUTION AMENDING SECTION IV OF RESOLUTION NO. 2009-125 THE WEAPONS POLICY FOR THE CITY OF KINGSPORT

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

12. Accept the Microsoft Software License Terms and Conditions for the Acquisition of Microsoft 365 Licenses (AF: 21-2022) (Chris McCartt).

Pass:

Resolution No. 2022-153, A RESOLUTION AUTHORIZING THE MAYOR TO ACCEPT THE MICROSOFT OFFICE 365 TERMS AND CONDITIONS AND VALIDATE THE CITY'S ELIGIBILITY FOR OFFICE 365 FOR GOVERNMENT

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

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VIII. COMMUNICATIONS.

A. CITY MANAGER. Mr. McCartt expressed his appreciation to Kristie Leonard for her efforts in the recent recognition of the Farmers Market as Best in East Tennessee.

B. MAYOR AND BOARD MEMBERS. Alderman Montgomery congratulated City Recorder Winkle and the Audit Committee. He commented on the recent announcement of Eastman's expansion in Kingsport and internationally. Alderman Phillips echoed the comments to Lisa Winkle and also recognized the grounds crew. He mentioned upcoming events including the Carousel Reunion on January 25th and the TCAT ribbon cutting on February 28th, pointing out the governor would be in attendance. Alderman Olterman stated Dobyns Bennett was playing well and to be on the lookout for upcoming games. Alderman Duncan also recognized Kristie Leonard and the Farmers Market. He congratulated Lisa Winkle on the audit, pointing out it reflects the transparency of the city. He noted the MLK events have been moved to February 5th due to the weather and promoted the upcoming shows at Lamplight Theatre. Alderman Cooper provided further details on the MLK parade. She also recognized Kristie Leonard for all her work to make Christmas in the Park a success. Vice-Mayor George also commented on the Christmas in the Park event. She discussed the audit, noting it had been a great year. Mayor Shull stated he was looking forward to this year, with new homes being built and helping businesses grow. He further stated it was a challenge but we are moving in the right direction.

C. VISITORS. None.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Shull adjourned the meeting at 8:06 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor



AGENDA ACTION FORM

Consideration of a Budget Adjustment Ordinance for the General Project Fund in FY22

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

Action Form No.: AF-33-2022
 Work Session: January 31, 2022
 First Reading: February 1, 2022

Final Adoption: February 15, 2022
 Staff Work By: John Morris
 Presentation By: C. McCartt

Recommendation:

Approve the Ordinance

Executive Summary:

The General Project Fund budget is being amended by transferring \$18,694.00 from the Lynn View Improvements-Phase 1 project (GP2006) to the Project Diabetes project (GP2019) to complete the Project Diabetes project at Lynn View Community Center.

Attachments:

1. Ordinance

Funding source appropriate and funds are available: *mm*

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: *mm*

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

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PROJECT
FUND BUDGET FOR THE YEAR ENDING JUNE 30,
2022; AND TO FIX THE EFFECTIVE DATE OF THIS
ORDINANCE

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

SECTION I. That the General Project Fund budget be amended by transferring \$18,694 from the Lynn View Improv-Phase 1 project (GP2006) to the Project Diabetes project (GP2019).

Account Number/Description:

Fund 311: General Project Fund

Lynn View Improv-Phase 1 (GP2006)

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
311-0000-368.10-66 Series 2019 GO Improvment	69,545	(17,136)	52,409
311-0000-368.21-01 Premium From Bond Sale	6,251	(1,558)	4,693
311-0000-391.01-00 From General Fund	50,000	0	50,000
Total:	125,796	(18,694)	107,102

Expenditures:

	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	796	0	796
311-0000-601.90-03 Improvements	125,000	(18,694)	106,306
Total:	125,796	(18,694)	107,102

Project Diabetes (GP2019)

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
311-0000-332.87-00 TN Department of Health	450,000	0	450,000
311-0000-368.10-66 Series 2019 GO Improvment	0	17,136	17,136
311-0000-368.21-01 Premium From Bond Sale	0	1,558	1,558
Total:	450,000	18,694	468,694

Expenditures:

	\$	\$	\$
311-0000-601.30-20 Operating Supplies & Tool	13,000	0	13,000
311-0000-601.90-03 Improvements	437,000	18,694	455,694
Total:	450,000	250,000	468,694

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:

ANGELA MARSHALL
Deputy City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____



AGENDA ACTION FORM

Consideration of a Resolution to enter into a Contractual Agreement and Sign All Necessary Documents with the Tennessee Department of Transportation for Reimbursement of Annual Operation Expenses For FY 21-22

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

Action Form No.: AF-007-2022
 Work Session: January 18, 2022
 First Reading: January 18, 2022

Final Adoption: **February 1, 2022**
 Staff Work By: Chris Campbell
 Presentation By: C. Campbell

Recommendation:

Approve the Ordinance

Executive Summary:

Annually, the City of Kingsport enters into a reimbursement contract with the Tennessee Department of Transportation (TDOT) for the operation of the Kingsport Area Transit Service. Due to the ongoing pandemic effects on transit agencies across the state, TDOT has modified this year's contract term to be 18 months instead of the traditional 12 months. Projected State operation reimbursements for the contract term is \$669,800.00. The City's total matching for this contract is 369,800.00.

These funds are utilized for the annual operation of fixed-route bus and ADA/Paratransit service. All sources of funding were included in the approved FY 2021-22 budget for the City of Kingsport.

Tennessee Dept. of Transportation	\$669,800
City of Kingsport	\$369,800
Total	\$1,039,600

The local funding for this project has been approved in the FY 21-22 City Budget.

Attachments:

1. Ordinance

Funding source appropriate and funds are available: *Am*

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: *aw*

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

ORDINANCE NO.

AN ORDINANCE TO AMEND URBAN MASS TRANSIT
CAPITAL/GRANT FUND BUDGET FOR THE YEAR ENDING
JUNE 30, 2022; AND, TO FIX THE EFFECTIVE DATE OF THIS
ORDINANCE

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

SECTION I. That the Urban Mass Transit Capital/Grant Fund budget be amended by appropriating funds received from the Tennessee Department of Transportation in the amount of \$1,039,600 and to the FY22 Operations Grant project (FTA024).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Urban Mass Transit Fund: 123			
FY22 Operations Grant (FTA024)			
<u>Revenues:</u>	\$	\$	\$
123-0000-331.20-00 UMTA Section 9	0	0	0
123-0000-332.90-00 Dept of Transportation	0	669,800	669,800
123-0000-365.20-09 Bus Fares TN-90-X150	0	0	0
123-0000-365.21-00 ADA Paratransit	0	0	0
123-0000-368.15-00 Rental of Land & Building	0	0	0
123-0000-391.01-00 From General Fund	0	369,800	369,800
Totals:	0	1,039,600	1,039,600

<u>Expenditures:</u>	\$	\$	\$
123-5901-602.10-10 Salaries & Wages	0	602,220	602,220
123-5901-602.10-11 Overtime	0	10,000	10,000
123-5901-602.10-20 Social Security	0	44,070	44,070
123-5901-602.10-30 Group Health Insurance	0	89,520	89,520
123-5901-602.10-41 TCRS Retirement	0	52,510	52,510
123-5901-602.10-43 ICMA Retirement	0	35,430	35,430
123-5901-602.10-50 Life Insurance	0	1,410	1,410
123-5901-602.10-52 Long Term Disability Ins	0	960	960
123-5901-602.10-60 Workmen's Compensation	0	570	570
123-5901-602.10-61 Unemployment Insurance	0	880	880
123-5901-602.20-10 Advertising & Publication	0	1,000	1,000
123-5901-602.20-11 Printing & Binding	0	2,250	2,250
123-5901-602.20-20 Professional/Consultant	0	10,000	10,000
123-5901-602.20-21 Accounting & Auditing	0	2,000	2,000
123-5901-602.20-30 Electric Service	0	5,200	5,200
123-5901-602.20-33 Water and Sewer	0	2,000	2,000
123-5901-602.20-34 Telephone	0	5,200	5,200
123-5901-602.20-36 Natural Gas	0	2,000	2,000
123-5901-602.20-40 Travel Expense	0	5,800	5,800
123-5901-602.20-41 Registration Fees/ Tuition	0	2,600	2,600
123-5901-602.20-42 Personal Vehicle Reimburs	0	200	200

123-5901-602.20-43	Dues & Memberships	0	4,500	4,500
123-5901-602.20-44	Literature/ Subscriptions	0	700	700
123-5901-602.20-45	Training	0	2,600	2,600
123-5901-602.20-52	Medical Services	0	700	700
123-5901-602.20-54	Machinery/ Equip Rental	0	3,200	3,200
123-5901-602.20-55	Repairs & Maintenance	0	18,800	18,800
123-5901-602.20-56	Repairs & Maint-Vehicles	0	70,000	70,000
123-5901-602.20-69	Stormwater Fee Expense	0	200	200
123-5901-602.20-75	Temporary Employees	0	12,200	12,200
123-5901-602.20-99	Miscellaneous	0	20,000	20,000
123-5901-602.30-10	Office Supplies	0	4,500	4,500
123-5901-602.30-11	Postage	0	500	500
123-5901-602.30-12	Food	0	1,100	1,100
123-5901-602.30-20	Operating Supplies & Tool	0	7,700	7,700
123-5901-602.30-22	Maintenance Supplies	0	5,400	5,400
123-5901-602.30-26	Sign Parts & Supplies	0	1,300	1,300
123-5901-602.30-29	Clothing & Uniforms	0	5,200	5,200
123-5901-602.30-44	Motor Pool Charges	0	400	400
123-5901-602.30-68	Covid-19	0	0	0
123-5901-602.40-68	Covid-19	0	0	0
123-5901-602.50-10	Buildings	0	2,180	2,180
123-5901-602.50-26	Vehicle Ins Chgd by FLM	0	2,600	2,600
123-5902-602.20-56	Repair & Maint-Vehicles	0	0	0
Totals:		0	1,039,600	1,039,600

SECTION II. 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:

APPROVED AS TO FORM:

ANGELA MARSHALL, Deputy City Recorder

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:

PASSED ON 2ND READING:



AGENDA ACTION FORM

Consideration of a Budget Adjustment Ordinance for Various Funds in FY22

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

Action Form No.: AF-23-2022
 Work Session: January 18, 2022
 First Reading: January 18, 2022

Final Adoption: **February 8, 2022**
 Staff Work By: John Morris
 Presentation By: C. McCartt

Recommendation:

Approve the Ordinance

Executive Summary:

The General Projects Fund is being amended by transferring \$125,000.00 from the Concrete Work Five Points project (GP2102) to the Court/Public Facility Pln project (GP1820) in the amount of \$112,250.00 and the Swinging Bridge project (GP2104) in the amount of \$12,250.00, and by transferring \$120,254.00 from the Local Roads/Concrete Repair project (GP2004) to the Street Resurfacing project (GP2100). Close GP2004.

The Solid Waste Project Fund budget is being amended by transferring \$10,385.00 from the Landfill New Cell Construction project (DL1500) to the Landfill New Cell Construction project (DL2000). Close DL1500.

The General Fund is being increased by increasing the From Corporations line (110-0000-364.20-00) by \$400,000.00 and increasing the To UMTA Fund line (110-4804-481.70-13) by \$186,763.00 and the Future Appropriations line (110-4890-901.60-01) by \$213,237.00

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: *jm*

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

ORDINANCE NO.

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR
THE YEAR ENDING JUNE 30, 2022; 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 be amended by transferring \$125,000 from the Concrete Work Five Points project (GP2102) to the Court/Public Facility Pln project (GP1820) in the amount of \$112,250 and the Swinging Bridge project (GP2104) in the amount of \$12,250, and by transferring \$120,254 from the Local Roads/Concrete Repa project (GP2004) to the Street Resurfacing project (GP2100). Close GP2004.

SECTION II. That the Solid Waste Project Fund budget be amended by transferring \$10,385 from the Landfill New Cell Construction project (DL1500) to the Landfill New Cell Construction project (DL2000). Close DL1500.

SECTION III. That the General Fund be increased by increasing the From Corporations line (110-0000-364.20-00) by \$400,000 and increasing the To UMTA Fund line (110-4804-481.70-13) by \$186,763 and the Future Appropriations line (110-4890-901.60-01) by \$213,237

Account Number/Description:

General Project Fund: 311

Concrete Work Five Points (GP2102)

Revenues:

311-0000-391.01-00 From General Fund

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 125,000	\$ (125,000)	\$ 0
125,000	(125,000)	0

Expenditures:

311-0000-601.90-03 Improvements

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 125,000	\$ (125,000)	\$ 0
125,000	(125,000)	0

Court/Public Facility Pln (GP1820)

Revenues:

311-0000-368.10-55 Series 2017 A GO Bonds
311-0000-368.10-56 GO Bonds Series 2018 A
311-0000-368.10-66 Series 2019 GO Improvment
311-0000-368.21-01 Premium From Bond Sale
311-0000-391.01-00 From General Fund

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 1,078,687	\$ 0	\$ 1,078,687
3,681,523	0	3,681,523
2,744,957	0	2,744,957
555,327	0	555,327
2,750,000	112,250	2,862,250
10,810,494	112,250	10,922,744

Expenditures:

311-0000-601.20-20 Professional/Consultant
311-0000-601.20-22 Construction Contracts
311-0000-601.20-23 Arch/Eng/Landscaping Serv
311-0000-601.20-30 Electric Service
311-0000-601.20-33 Water & Sewer
311-0000-601.20-69 Stormwater Fee

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 8,950	\$ 0	\$ 8,950
11,108	0	11,108
614,216	7,060	621,276
45,583	(3,000)	42,583
1,344	(300)	1,044
850	(246)	604

311-0000-601.30-20 Operating Supplies & Tool	0	4,782	4,782
311-0000-601.40-41 Bond Sale Expense	168,195	0	168,195
311-0000-601.90-02 Buildings	2,827,493	0	2,827,493
311-0000-601.90-03 Improvements	3,554,827	74,072	3,628,899
311-0000-601.90-06 Purchases \$5,000 & Over	3,577,928	29,882	3,607,810
Totals:	10,810,494	112,250	10,922,744

Swinging Bridge (GP2104)

Revenues:

	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$	\$	\$	\$
311-0000-391.01-00 From General Fund	200,000	12,250	212,250
Totals:	200,000	12,250	212,250

Expenditures:

\$	\$	\$	\$
311-0000-601.90-03 Improvements	200,000	12,250	212,250
Totals:	200,000	12,250	212,250

Local Roads Concrete Repairs (GP2004)

Revenues:

	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$	\$	\$	\$
311-0000-368.10-66 Series 2019 GO Improvement	463,633	(109,445)	354,188
311-0000-368.21-01 Premium from Bond Sale	41,674	(10,809)	30,865
Totals:	505,307	(120,254)	385,053

Expenditures:

\$	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Serv	0	19,984	19,984
311-0000-601.40-41 Bond Sales Expense	5,307	0	5,307
311-0000-601.90-03 Improvements	500,000	(140,238)	359,762
Totals:	505,307	(120,254)	385,053

Street Resurfacing (GP2100)

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
\$	\$	\$	\$
311-0000-368.10-55 Series 2017 A GO Bonds	156,211	0	156,211
	0	109,445	109,445
311-0000-368.21-01 Premium From Bond Sale	8,489	10,809	19,298
311-0000-391.01-00 From General Fund	950,000	0	950,000
Totals:	1,114,700	120,254	1,234,954

Expenditures:

\$	\$	\$	\$
311-0000-601.20-22 Construction Contracts	1,062,137	120,254	1,182,391
311-0000-601.20-23 Arch/Eng/Landscaping Serv	52,563	0	52,563
Totals:	1,114,700	120,254	1,234,954

Account Number/Description:
Solid Waste Project Fund: 455
Landfill New Cell Construction (DL1500)

Revenues:

455-0000-391.05-30 2014 A GO Bonds

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 2,015,736	\$ (10,385)	\$ 2,005,351
2,015,736	(10,385)	2,005,351

Expenditures:

455-0000-601.20-23 Arch/Eng/Landscaping Serv

455-0000-601.90-01 Land

455-0000-601.90-03 Improvements

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 346,412	\$ (10,385)	\$ 336,027
1,194,249	0	1,194,249
475,075	0	475,075
2,015,736	(10,385)	2,005,351

Landfill New Cell Construction (DL2000)

Revenues:

455-0000-391.05-30 2014 A GO Bonds

455-0000-391.13-00 From Solidwaste Mgmt Fund

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 484,264	\$ 10,385	\$ 494,649
765,736	0	765,736
1,250,000	10,385	1,260,385

Expenditures:

455-0000-601.20-23 Arch/Eng/Landscaping Serv

455-0000-601.90-01 Land

455-0000-601.90-03 Improvements

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 286,660	\$ 11,733	\$ 298,393
0	0	0
963,340	(1,348)	961,992
1,250,000	10,385	1,260,385

Account Number/Description:

General Fund: 110

Revenues:

110-0000-364-20-00 From Corporations

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 200,000	\$ 400,000	\$ 600,000
200,000	400,000	600,000

Expenditures:

110-4804-481.70-13 To UMTA Fund

110-4890-901.60-01 Future Appropriations

Totals:

<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
\$ 183,037	\$ 186,763	\$ 369,800
0	213,237	213,237
183,037	400,000	583,037

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:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING:

PASSED ON 2ND READING:



AGENDA ACTION FORM

Consideration of an Ordinance to Amend Zoning of a Portion of Parcel 3, Tax Map 120 Located off Breckenridge Trace from R-1B (Residential District) to PD (Planned Development District)

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

Action Form No.: AF-9-2022
 Work Session: January 18, 2022
 First Reading: January 18, 2022

Final Adoption: **February 1, 2022**
 Staff Work By: Ken Weems
 Presentation By: K. Weems

Recommendation:

- Approve ordinance amending the zoning ordinance to rezone a portion of parcel 3, Tax Map 120 located off Breckenridge Trace from R-1B, Residential District to PD, Planned Development.

Executive Summary:

This is an owner-requested rezoning of approximately 40 acres located off Breckenridge Trace from R-1B (Residential District) to PD (Planned Development). The applicant is in the midst of building a single family development on the property and finds the required setbacks in the PD zone more accommodating to the size of homes to be constructed. During their December 2021 regular meeting, the Kingsport Regional Planning Commission voted to send a favorable recommendation to rezone the property to the Board of Mayor and Aldermen by a vote of 6-0. The notice of public hearing was published on January 3, 2022.

Attachments:

1. Zoning 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
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG BRECKENRIDGE TRACE FROM R-1B, RESIDENTIAL DISTRICT TO PD, PLANNED DEVELOPMENT DISTRICT IN THE 14TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the zoning code, text, and map, be and the same is hereby further amended to rezone property located along Breckenridge Trace from R-1B, Residential District to PD, Planned Development District in the 14th Civil District of Sullivan County; said area to be rezoned being further and more particularly described as follows:

39.96 acres as shown on William P. Bailey, Jr. Property as recorded in Plat Book 52 at Page 780

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

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

PATRICK W. SHULL
Mayor

ATTEST:

ANGELA MARSHALL
Deputy City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY
City Attorney

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



AGENDA ACTION FORM

Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Integrity Building Group, LLC for the Miller Parke Phase 1 Development

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

Action Form No.: AF-26-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: David Harris
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution

Executive Summary:

In an effort to promote smart growth and infill development as well as encourage the new housing market within the Kingsport city limits, the City of Kingsport passed the Materials Agreement Policy as set forth in Resolution 2007-084. Developers have the opportunity to enter into an agreement with the City pursuant to which the City furnishes the water and sewer materials for the developers use within the developer's proposed subdivision. The developer would be responsible for posting a cash bond covering the cost of the materials that would be available for refund (minus sales tax) once the project is completed and has been approved by the City Engineer and the Regional Planning Commission.

Pursuant to the policy, the BMA entered into Materials Agreements with Integrity Building Group, LLC also known as related to Miller Parke Phase 1 (AF-295-2020) in the amount of \$81,823.42. Upon construction adjustment due to sales tax, and close out of the necessary materials, the developer is due \$73,989.19.

To date, including this development, the program has supported 1466 new/proposed lots within the City of Kingsport.

Attachments:

1. Resolution
2. Closeout Worksheet
3. Location Maps
4. As-Built Drawing

Funding source appropriate and funds are available: *Jim*

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: *du*

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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING REIMBURSEMENT OF MATERIALS
AGREEMENT FUNDS TO THE INTEGRITY BUILDING GROUP, LLC FOR
THE MILLER PARKE PHASE 1 DEVELOPMENT

WHEREAS, pursuant to the Materials Agreement Policy as set forth in Resolution 2007-084, Integrity Building Group, LLC entered into a Materials Agreement in the total amount of \$81,823.42, with the city for the provision of certain water and sewer materials by the city for Miller Parke Phase 1; and

WHEREAS, upon construction, adjustment due to sales tax, and close out of the necessary materials the developer is due reimbursement funds in the amount of \$73,989.19, for Miller Parke Phase 1; and

Now, therefore,

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

SECTION I. That reimbursement of Material Agreement funds to Integrity Building Group, LLC, in the amount of \$73,989.19, for Miller Parke Phase 1, is approved.

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

ADOPTED this the 1st day of February 2022.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Materials Agreement

Project: Miller Parke Phase 1
 Date: January 31, 2022
 Developer: Integrity Building Group, LLC

File No.: 2020-D19
 AF-26-2022

Water Line

Item #	Item Description	Units	U/M	Price	Total
41864	8" x 18' D.I. Pipe	125.00	Joints	\$354.60	\$44,325.00
42120	4' Bury Hydrant	2.00	each	\$1,610.00	\$3,220.00
42325	6" Gate Valve	2.00	each	\$479.70	\$959.40
42100	8" x 8" MJ TEE	3.00	each	\$109.37	\$328.11
42335	8" MJ Gate Valve	2.00	each	\$764.05	\$1,528.10
43031	8" x 8" x 6" Anchor Tee	2.00	each	\$105.31	\$210.62
41794	8" Plug w/ 2" Tap	3.00	each	\$52.50	\$157.50
42845	6" x 18" MJ Anchor Coupling	2.00	each	\$92.52	\$185.04
Project #	WA2151				
Expense To:					
Project Total	451-0000-605-9003				\$50,913.77
Sales Tax	451-0000-207-0201			9.50%	\$4,836.81
Total Cost Including Tax					\$55,750.58
Amount Paid and Receipted To:					
Contractor Paid	451-0000-208-1250				\$49,203.15
Sales Tax:	451-0000-207-0201			9.50%	\$4,674.30
Total Cost Including Tax					\$53,877.45
Sales Tax Adjustment					\$162.51
Water	Refund Due Developer				\$49,040.64



Materials Agreement

Project: Miller Parke Phase 1
 Date: January 31, 2022
 Developer: Integrity Building Group, LLC

File No.: 2020-D19
 AF-26-2022

Sanitary Sewer

Item #	Item Description	Units	U/M	Price	Total
45003	8" x 14' SDR-35 gsktd Sewer Pipe	139.00	Joints	\$88.48	\$12,298.72
45003	8" x 14' SDR-35 gsktd Sewer Pipe	30.00	Joints	\$63.56	\$1,906.80
45057	8" x 6" Tee Wye gsktd Sewer	38.00	each	\$39.18	\$1,488.84
45112	Manhole Covers v-1312-44	15.00	each	\$253.76	\$3,806.40
45226	Manhole Base (24") w/ Invert	15.00	each	\$550.00	\$8,250.00
45230	Manhole Ring Riser 4"	2.00	each	\$41.00	\$82.00
45223	Manhole Concrete 16" Riser	2.00	each	\$135.00	\$270.00
45224	Manhole Concrete 32" Riser	3.00	each	\$240.00	\$720.00
45219	Manhole Concrete 16" Concrete Cone	12.00	each	\$170.00	\$2,040.00
45221	Manhole Concrete 24" Concrete Cone	1.00	each	\$197.00	\$197.00
45218	Manhole Concrete 32" Concrete Cone	2.00	each	\$246.00	\$492.00
Project #	SW2151				
	Expense To:				
Project Total	452-0000-606-9003				\$31,551.76
Sales Tax	452-0000-207-0201			9.50%	\$2,997.42
	Total Cost Including Tax				\$34,549.18
	Amount Paid and Receipted To:				
Contractor Paid	452-0000-208-1250				\$25,521.43
Sales Tax:	452-0000-207-0201			9.50%	\$2,424.54
	Total Cost Including Tax				\$27,945.97
	Sales Tax Adjustment				\$572.88
Sewer	Refund Due Developer				\$24,948.55
				Total Refund	\$73,989.19

All parties signing this document agree that the items listed, along with their quantities, were received, used and/or returned as shown on this document. Any items due to the City of Kingsport must be received before the materials agreement between the City of Kingsport and the developer is closed out.

City of Kingsport Warehouse:

Date:

Donna Simpson
 1/21/2022

City of Kingsport Inspector:

Date:

Derold Kaller
 1-21-22

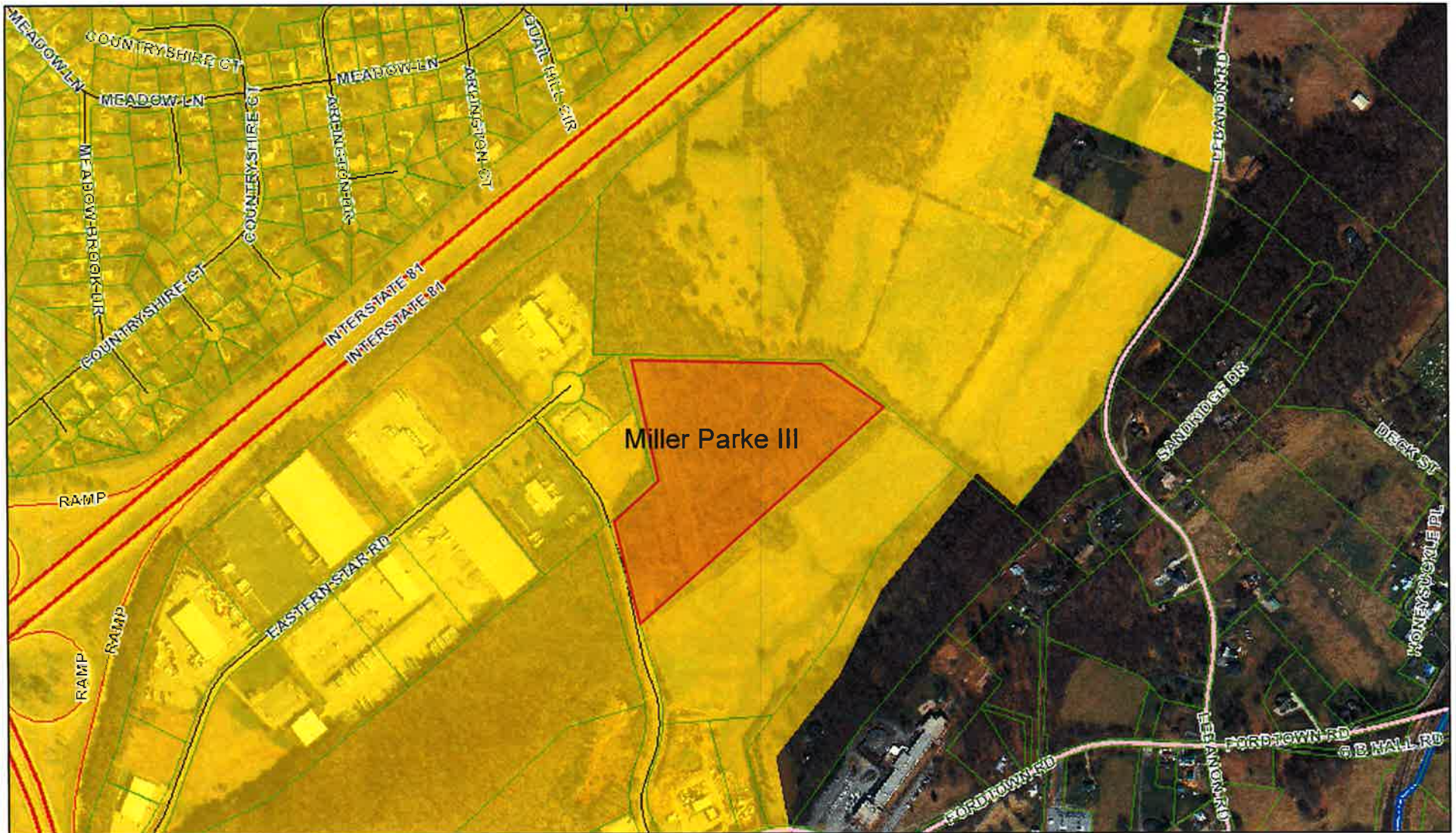
Developer:

Date:

[Signature]
 1/24/22

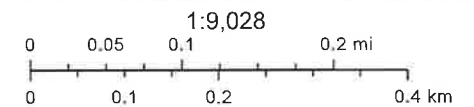


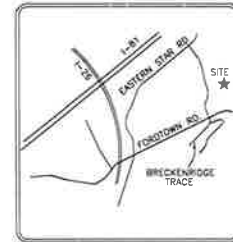
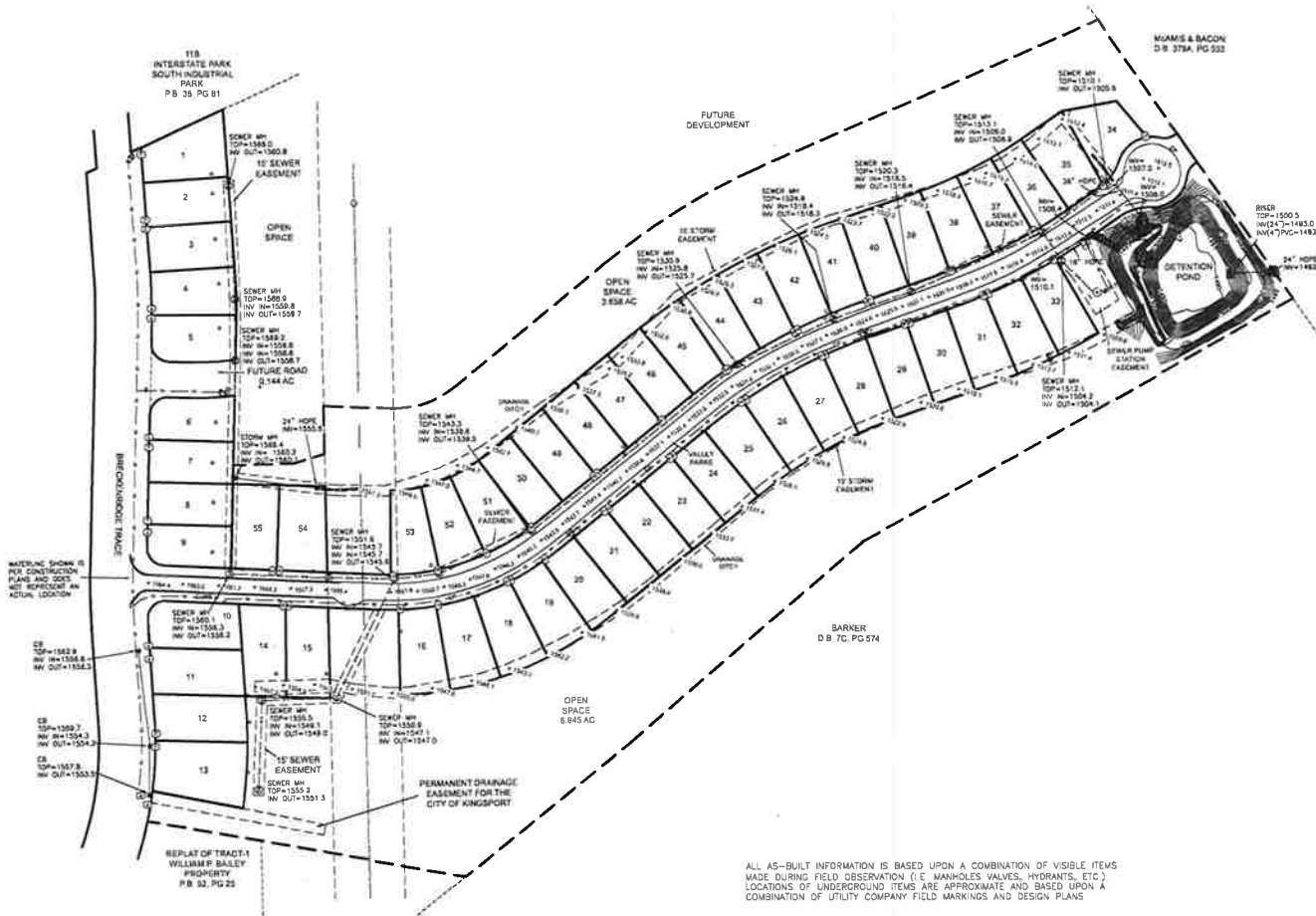
ArcGIS Web Map



12/21/2021, 11:51:19 AM

Hawkins County Parcels	Sullivan County Parcels	Washington County Parcels
Lake_Pond	Lake_Pond	Lake_Pond
River	River	River
Parcel_Conflict	Parcel_Conflict	Parcel_Conflict
Parcels	Parcels	Parcels
Railroad_ROW	Railroad_ROW	Railroad_ROW
Street_ROW	Street_ROW	Street_ROW





LOCATION MAP
N.T.S.

STORM, SANITARY SEWER & WATER AS-BUILT
MILLER PARKE PHASE 1
KINGSPORT, TENNESSEE

ALL AS-BUILT INFORMATION IS BASED UPON A COMBINATION OF VISIBLE ITEMS MADE DURING FIELD OBSERVATION (I.E. MANHOLES, VALVES, HYDRANTS, ETC.) LOCATIONS OF UNDERGROUND ITEMS ARE APPROXIMATE AND BASED UPON A COMBINATION OF UTILITY COMPANY FIELD MARKINGS AND DESIGN PLANS.

I, BENJAMIN W. JENKINS (TN PE #119843), HEREBY CERTIFY THAT I AM AN ENGINEER LICENSED IN THE STATE OF TENNESSEE. I HAVE REVIEWED THE INFORMATION BASED ON FIELD SURVEY DATA PROVIDED TO ME BY BRYAN SAUCEMAN, A STATE OF TENNESSEE REGISTERED LAND SURVEYOR (TN RLS #2846).

BASED ON THE AFORESAIDED SURVEY AND TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, THE SANITARY SEWER, WATERLINE, & STORM SEWER IMPROVEMENTS SHOWN ON THIS PLAN FUNCTION AS INTENDED ON THE APPROVED DESIGN FOR THIS DEVELOPMENT.

I, BRYAN SAUCEMAN (RLS #2846), HEREBY CERTIFY THAT I AM A LAND SURVEYOR REGISTERED IN THE STATE OF TENNESSEE. I HAVE LOCATED ALL VISIBLE, MANMADE WATERLINE AND SANITARY SEWER FEATURES SHOWN ON THIS PLAN ON DECEMBER 09, 2021. I CERTIFY THE LOCATION, ELEVATION AND DESCRIPTION OF THESE FEATURES.



BRYAN SAUCEMAN, RLS
ALLEY & ASSOCIATES, INC.

LEGEND

- MH MANHOLE
- PVC POLYVINYL CHLORIDE PIPE
- SB ELECTRIC BOX
- WV WATER VALVE
- FH FIRE HYDRANT
- INV INVERT
- G WATER METER
- HDPE HIGH-DENSITY POLYETHYLENE PIPE
- CB CATCH BASIN
- P.B. PLAT BOOK
- D.B. DEED BOOK
- PC PACE
- EP EDGE OF PAVEMENT
- HW HEADWALL
- SEWER LINE
- RIP RAP
- CLEAN OUT



BENJAMIN W. JENKINS, P.E.

ALLEY & ASSOCIATES, INC.
SURVEYORS

20 S. MARKET STREET, SUITE 200
KINGSPORT, TN 37660
TEL: 615.420.1234 FAX: 615.420.1235
E-MAIL: bryansauceman@alleysa.com



AGENDA ACTION FORM

Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Landstar, LLC also Known As Land Star Partners LLC for the West Gate Phase 2 Development

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

Action Form No.: AF-27-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: David Harris
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution

Executive Summary:

In an effort to promote smart growth and infill development as well as encourage the new housing market within the Kingsport city limits, the City of Kingsport passed the Materials Agreement Policy as set forth in Resolution 2007-084. Developers have the opportunity to enter into an agreement with the City pursuant to which the City furnishes the water and sewer materials for the developers use within the developer's proposed subdivision. The developer would be responsible for posting a cash bond covering the cost of the materials that would be available for refund (minus sales tax) once the project is completed and has been approved by the City Engineer and the Regional Planning Commission.

Pursuant to the policy, the BMA entered into Materials Agreements with Landstar, LLC also known as Land Star Partners LLC related to West Gate Phase 2 (AF-150-2021) in the amount of \$42,710.15. Upon construction adjustment due to sales tax, and close out of the necessary materials, the developer is due \$39,026.03.

To date, including this development, the program has supported 1466 new/proposed lots within the City of Kingsport.

Attachments:

1. Resolution
2. Closeout Worksheet
3. Location Maps
4. As-Built Drawing

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: *JS*

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Otteman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING REIMBURSEMENT OF MATERIALS
AGREEMENT FUNDS TO THE LAND STAR PARTNERS, LLC ALSO
KNOWN AS LAND STAR PARTNERS, LLC FOR THE WEST GATE PHASE
2 DEVELOPMENT

WHEREAS, pursuant to the Materials Agreement Policy as set forth in Resolution 2007-084, Landstar, LLC also known as Land Star Partners, LLC entered into a Materials Agreement in the total amount of \$42,710.15, with the city for the provision of certain water and sewer materials by the city for West Gate Phase 2; and

WHEREAS, upon construction, adjustment due to sales tax, and close out of the necessary materials the developer is due reimbursement funds in the amount of \$39,026.03, for West Gate Phase 2; and

Now, therefore,

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

SECTION I. That reimbursement of Material Agreement funds to Land Star Partners, LLC, in the amount of \$39,026.03 for West Gate Phase 2, is approved.

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

ADOPTED this the 1st day of February 2022.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Materials Agreement

Project: West Gate Phase 2
 Date: January 31, 2022
 Developer: LandStar, LLC

File No.: 2021-D6
 AF-27-2022

Water Line

Item #	Item Description	Units	U/M	Price	Total
41864	8" x 18' D.I. Pipe	41.00	Joints	\$456.30	\$18,708.30
42120	4' Bury Hydrant	1.00	each	\$1,610.00	\$1,610.00
42325	6" MJ Gate Valve	1.00	each	\$479.70	\$479.70
43031	8x8x6 Anchor Tee	1.00	each	\$159.98	\$159.98
42845	6" x 18" MJ Anchor Coupling	1.00	each	\$138.86	\$138.86
42335	8" MJ Gate Valve	4.00	each	\$764.05	\$3,056.20
41794	8" Plug w/ 2" Tap	1.00	each	\$79.81	\$79.81
42100	8x8x8 MJ Tee	2.00	each	\$166.06	\$332.12
40595	8" MJ Solid Cap	1.00	each	\$36.00	\$36.00
Project #	WA2154				
	Expense To:				
Project Total	451-0000-605-9003				\$24,600.97
Sales Tax	451-0000-207-0201			9.50%	\$2,337.09
	Total Cost Including Tax				\$26,938.06
	Amount Paid and Receipted To:				
Contractor Paid	451-0000-208-1250				\$20,298.94
Sales Tax:	451-0000-207-0201			9.50%	\$1,928.40
	Total Cost Including Tax				\$22,227.34
	Sales Tax Adjustment				\$408.69
Water	Refund Due Developer				\$19,890.25

Materials Agreement

Project: West Gate Phase 2
 Date: January 31, 2022
 Developer: LandStar, LLC

File No.: 2021-D6
 AF-27-2022

Sanitary Sewer

Item #	Item Description	Units	U/M	Price	Total
45003	8" x 14' SDR-35 gsktd Sewer Pipe	77.00	Joints	\$96.46	\$7,427.42
45057	8" x 6" Tee Wye gsktd Sewer	26.00	each	\$39.18	\$1,018.68
45112	Manhole Frame & Covers V-1312-44	8.00	each	\$253.76	\$2,030.08
45226	Manhole Base (24") w/ Invert	4.00	each	\$550.00	\$2,200.00
45230	Manhole Ring Riser 4"	1.00	each	\$41.00	\$41.00
45231	Manhole Ring Riser 6"	1.00	each	\$57.00	\$57.00
45223	Manhole Concrete 16" Riser	1.00	each	\$135.00	\$135.00
45224	Manhole Concrete 32" Riser	2.00	each	\$240.00	\$480.00
45219	Manhole Concrete 16" Concrete Cone	2.00	each	\$170.00	\$340.00
45221	Manhole Concrete 24" Concrete Cone	2.00	each	\$197.00	\$394.00
45203	Extra Boot Charge	1.00	each	\$56.00	\$56.00
Project #	SW2154				
	Expense To:				
Project Total	452-0000-606-9003				\$14,179.18
Sales Tax	452-0000-207-0201			9.50%	\$1,347.02
	Total Cost Including Tax				\$15,526.20
	Amount Paid and Received To:				
Contractor Paid	452-0000-208-1250				\$18,705.76
Sales Tax:	452-0000-207-0201			9.50%	\$1,777.05
	Total Cost Including Tax				\$20,482.81
	Sales Tax Adjustment				-\$430.03
Sewer	Refund Due Developer				\$19,135.79
				Total Refund	\$39,026.03

All parties signing this document agree that the items listed, along with their quantities, were received, used and/or returned as shown on this document. Any items due to the City of Kingsport must be received before the materials agreement between the City of Kingsport and the developer is closed out.

City of Kingsport Warehouse:

Date: 1/21/2022

City of Kingsport Inspector:

Date: 2/21/22

Developer:

Date: 1/25/22



West Gate Development



1/21/2022, 2:23:24 PM

Hawkins County Parcels

- Street_ROW
- Lake_Pond
- Parcel_Conflict
- Parcels
- Railroad_ROW
- River

- Sullivan County Parcels
- Lake_Pond
- Parcel_Conflict
- Parcels
- Railroad_ROW

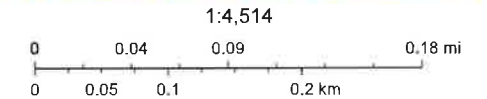
- Washington County Parcels
- Lake_Pond
- Parcel_Conflict
- Parcels

- Railroad_ROW
- River
- Street_ROW
- Kpt 911 Address
- Municipal Boundary
- KINGSPORT

- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate

- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

- Ramp
- Red: Band_1
- Green: Band_2
- Blue: Band_3





This survey has been made in compliance with current Tennessee Minimum Standards of Practice.

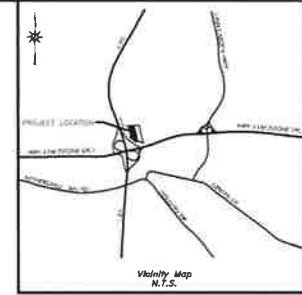
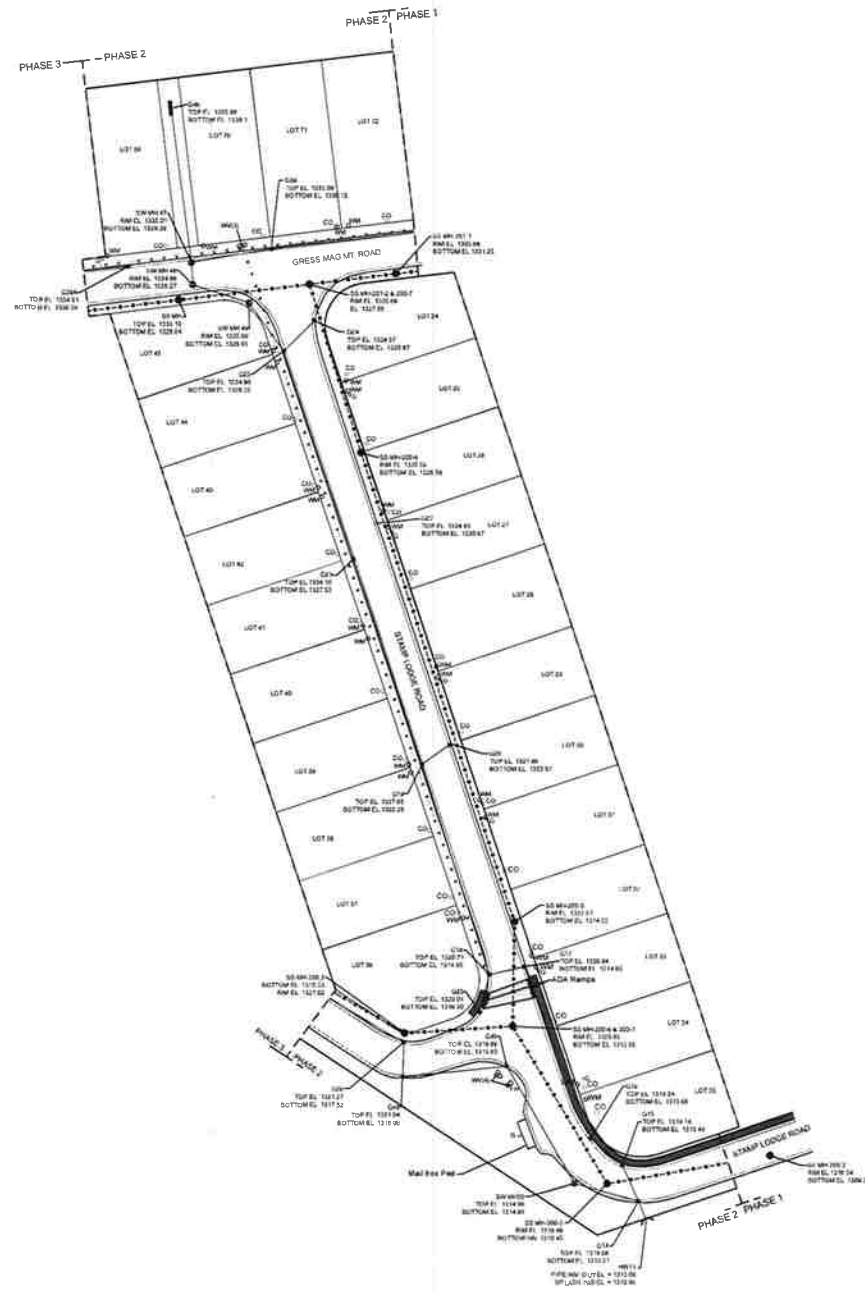
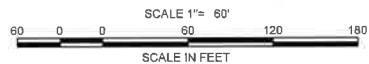
CRS Land Surveying
8078 Cross Creek Drive, Talbott, TN 37877
(423) 312-1678

I CORBIN R. STEWART (TN RLS #2966) HEREBY CERTIFY THAT I AM A LAND SURVEYOR REGISTERED IN THE STATE OF TENNESSEE. I HAVE LOCATED ALL VISIBLE MANMADE WATER LINE AND SANITARY SEWER FEATURES SHOWN ON THIS PLAN.

I CERTIFY THE LOCATION, ELEVATION, AND DESCRIPTION OF THESE FEATURES.

CORBIN R. STEWART

ALL AS-BUILT INFORMATION IS BASED UPON A COMBINATION OF VISIBLE ITEMS MADE DURING FIELD OBSERVATION (I.E. MANHOLES VALVES, HYDRANTS ETC.). LOCATIONS OF UNDERGROUND ITEMS ARE APPROXIMATE AND BASED UPON A COMBINATION OF UTILITY COMPANY FIELD MARKINGS AND DESIGN PLAN.



LEGEND

- CO = Cleanout
- G = Gasline Marker
- FH = Fire Hydrant
- WM = Water Meter
- WV = Water Valve/Cut Off
- SS MH = Storm Sewer Manhole
- SW MH = Storm Water Manhole

LandStar, LLC
STORM, SANITARY SEWER & WATER AS-BUILT
West Gate Housing Development
Phase II
Kingsport, Tennessee

CORBIN R. STEWART, Registered Land Surveyor, Tennessee, No. 2966

Blank space for additional notes or signatures.

Issued: December 14, 2021
Checked: GS
Approved: GS
Drawn: PO
Project No:
Drawing Name:
WG PHASE 2 3 AS BUILT



AGENDA ACTION FORM

Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Landstar, LLC Also Known As Land Star Partners LLC for the West Gate Phase 3 Development

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

Action Form No.: AF-28-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: David Harris
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution

Executive Summary:

In an effort to promote smart growth and infill development as well as encourage the new housing market within the Kingsport city limits, the City of Kingsport passed the Materials Agreement Policy as set forth in Resolution 2007-084. Developers have the opportunity to enter into an agreement with the City pursuant to which the City furnishes the water and sewer materials for the developers use within the developer's proposed subdivision. The developer would be responsible for posting a cash bond covering the cost of the materials that would be available for refund (minus sales tax) once the project is completed and has been approved by the City Engineer and the Regional Planning Commission.

Pursuant to the policy, the BMA entered into Materials Agreements with Landstar, LLC also known as Land Star Partners LLC related to West Gate Phase 3 in the amount of \$49,433.21. Upon construction adjustment due to sales tax, and close out of the necessary materials, the developer is due \$45,709.99.

To date, including this development, the program has supported 1466 new/proposed lots within the City of Kingsport.

Attachments:

1. Resolution
2. Closeout Worksheet
3. Location Maps
4. As-Built Drawing

Funding source appropriate and funds are available: *PM*

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: *aw*

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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING REIMBURSEMENT OF MATERIALS
AGREEMENT FUNDS TO THE LAND STAR PARTNERS, LLC ALSO
KNOWN AS LAND STAR PARTNERS, LLC FOR THE WEST GATE
PHASE 3 DEVELOPMENT

WHEREAS, pursuant to the Materials Agreement Policy as set forth in Resolution 2007-084, Landstar, LLC also known as Land Star Partners, LLC entered into a Materials Agreement in the total amount of \$45,709.99, with the city for the provision of certain water and sewer materials by the city for West Gate Phase 3; and

WHEREAS, upon construction, adjustment due to sales tax, and close out of the necessary materials the developer is due reimbursement funds in the amount of \$45,709.99, for West Gate Phase 3; and

Now, therefore,

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

SECTION I. That reimbursement of Material Agreement funds to Land Star Partners, LLC, in the amount of \$45,709.99 for West Gate Phase 3, is approved.

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

ADOPTED this the 1st day of February 2022.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Materials Agreement

Project: West Gate Phase 3
 Date: January 31, 2022
 Developer: LandStar, LLC

File No.: 2021-D15
 AF-28-2022

Water Line

Item #	Item Description	Units	U/M	Price	Total
41864	8" x 18' D.I. Pipe	56.00	Joints	\$466.56	\$26,127.36
42120	4' Bury Hydrant	1.00	each	\$1,610.00	\$1,610.00
42325	6" Gate Valve	1.00	each	\$479.70	\$479.70
42100	8" x 8" MJ TEE	1.00	each	\$183.29	\$183.29
42335	8" MJ Gate Valve	3.00	each	\$764.05	\$2,292.15
43031	8x8x6 Anchor Tee	1.00	each	\$196.19	\$196.19
41794	8" Plug w/ 2" Tap	1.00	each	\$97.88	\$97.88
42845	6" x 18" MJ Anchor Coupling	1.00	each	\$153.79	\$153.79
Project #	WA2252				
Expense To:					
Project Total	451-0000-605-9003				\$31,140.36
Sales Tax	451-0000-207-0201			9.50%	\$2,958.33
Total Cost Including Tax					\$34,098.69
Amount Paid and Receipted To:					
Contractor Paid	451-0000-208-1250				\$32,155.08
Sales Tax:	451-0000-207-0201			9.50%	\$3,054.73
Total Cost Including Tax					\$35,209.81
Sales Tax Adjustment					-\$96.40
Water	Refund Due Developer				\$32,251.48

Materials Agreement

Project: West Gate Phase 3
 Date: January 31, 2022
 Developer: LandStar, LLC

File No.: 2021-D15
 AF-28-2022

Sanitary Sewer

Item #	Item Description	Units	U/M	Price	Total
45003	8" x 14' SDR-35 gsktd Sewer Pipe	71.00	Joints	\$113.40	\$8,051.40
Project #	SW2252				
Expense To:					
Project Total	452-0000-606-9003				\$8,051.40
Sales Tax	452-0000-207-0201			9.50%	\$764.88
	Total Cost Including Tax				\$8,816.28
	Amount Paid and Receipted To:				
Contractor Paid	452-0000-208-1250				\$12,989.40
Sales Tax:	452-0000-207-0201			9.50%	\$1,233.99
	Total Cost Including Tax				\$14,223.39
	Sales Tax Adjustment				-\$469.11
Sewer	Refund Due Developer				\$13,458.51
Total Refund					\$45,709.99

All parties signing this document agree that the items listed, along with their quantities, were received, used and/or returned as shown on this document. Any items due to the City of Kingsport must be received before the materials agreement between the City of Kingsport and the developer is closed out.

City of Kingsport Warehouse: Donna Sipona

Date: 1/21/2022

City of Kingsport Inspector: Stephen Rotell

Date: 01/21/22

Developer: Paul E. Kent

Date: 1-25-22



West Gate Development



1/21/2022, 2:23:24 PM

Hawkins County Parcels

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

Sullivan County Parcels

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

Washington County Parcels

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

Kpt 911 Address

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
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- Major Arterial
- Minor Arterial
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- Local Street
- Private Street

Municipal Boundary

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
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KINGSPORT

- Street_ROW
- River
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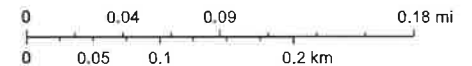
Expressway

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

Ramp

- Street_ROW
- River
- MT CARMEL
- CHURCH HILL
- JOHNSON CITY
- Urban Growth Boundary
- Streets
- Interstate
- Expressway
- Major Arterial
- Minor Arterial
- Collector Street
- Local Street
- Private Street

1:4,514





This survey has been made in compliance with current Tennessee Minimum Standards of Practice.

CRS Land Surveying

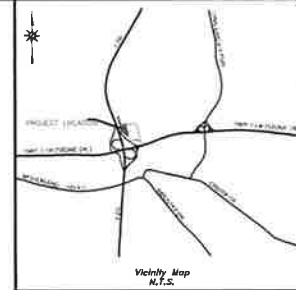
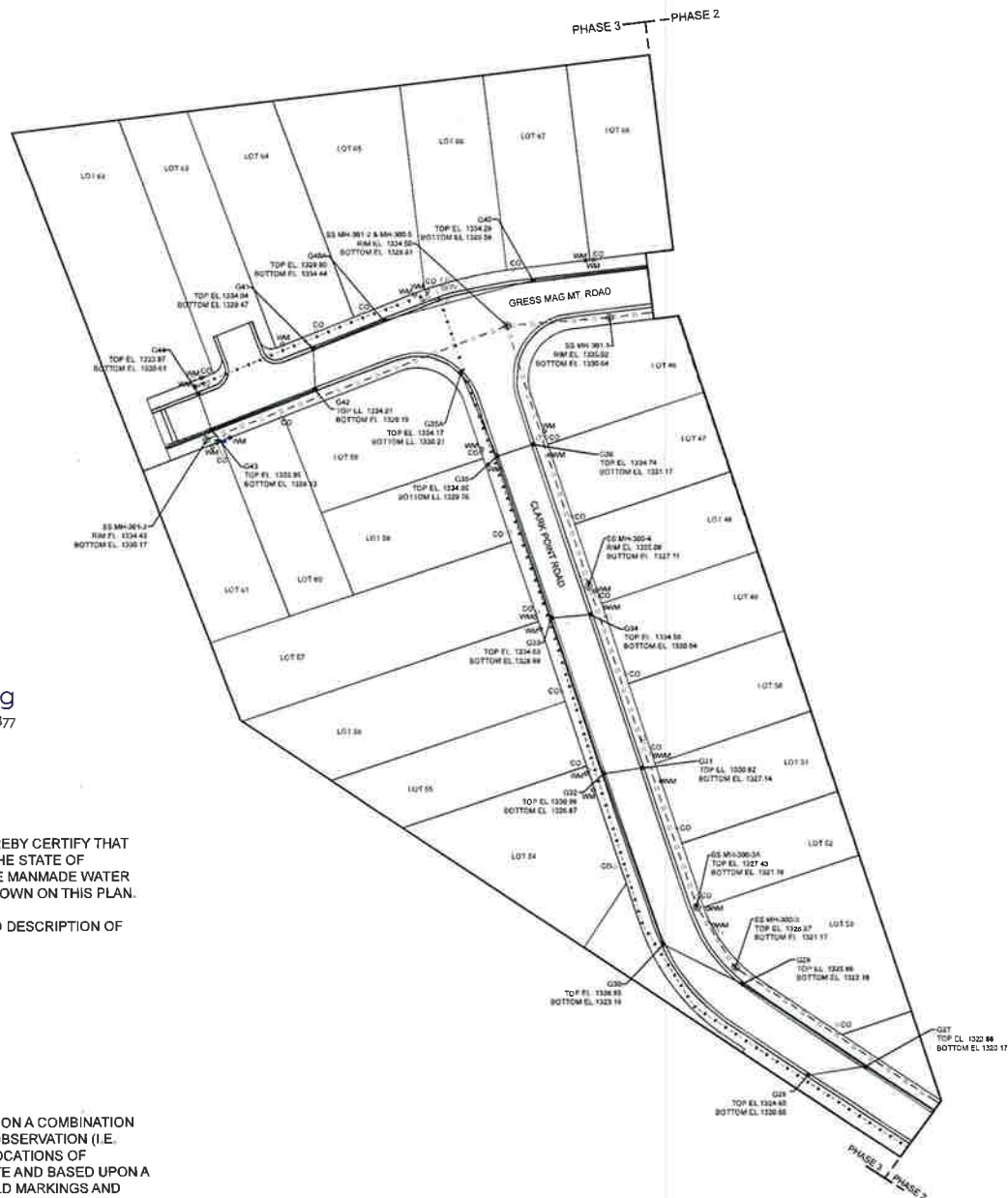
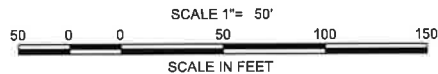
8078 Cross Creek Drive, Talbott, TN 37877
(423) 312-1678

I CORBIN R. STEWART (TN RLS #2966) HEREBY CERTIFY THAT I AM A LAND SURVEYOR REGISTERED IN THE STATE OF TENNESSEE. I HAVE LOCATED ALL VISIBLE MANMADE WATER LINE AND SANITARY SEWER FEATURES SHOWN ON THIS PLAN.

I CERTIFY THE LOCATION, ELEVATION, AND DESCRIPTION OF THESE FEATURES.

CORBIN R. STEWART

ALL AS-BUILT INFORMATION IS BASED UPON A COMBINATION OF VISIBLE ITEMS MADE DURING FIELD OBSERVATION (I.E. MANHOLES VALVES, HYDRANTS ETC.). LOCATIONS OF UNDERGROUND ITEMS ARE APPROXIMATE AND BASED UPON A COMBINATION OF UTILITY COMPANY FIELD MARKINGS AND DESIGN PLAN.



LEGEND

CO = Cleanout
CG = Gasline Marker
FH = Fire Hydrant
WM = Water Meter
WV = Water Valve/Cut Off
SS MH = Storm Sewer Manhole
SW MH = Storm Water Manhole

LandStar, LLC
STORM, SANITARY SEWER & WATER AS-BUILT
West Gate Housing Development
Phase III
Kingsport, Tennessee

1. This drawing is to be used for the purpose of the project only and is not to be used for any other purpose.

Issued: December 14, 2021
Checked: GS
Approved: GS
Drawn: PQ
Project No.
Drawing Name:
VIG PHASE 3 AS BUILT



AGENDA ACTION FORM

Consideration of a Resolution to Award a Blanket Order in Response to the RFP for Generator Services

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

Action Form No.: AF-32-2022
 Work Session: January 31, 2022
 First Reading: N/A

Final Adoption: February 1, 2022
 Staff Work By: Committee
 Presentation By: R. McReynolds

Recommendation:

Approve the Resolution

Executive Summary:

Proposals were opened on January 5, 2022 for Generator Services for the City of Kingsport and its Kingsport City Schools. The advertisement for the Request for Proposals was published in the Kingsport Times News on December 19, 2021 and placed on our website for 17 calendar days.

After reviewing the proposals, it is the recommendation of the committee to award to Nixon Power Services. The committee deems Nixon Power Services to be the most capable and most equipped to support our generators in case of an emergency. Nixon Power Services has 15 Kohler trained and certified technicians that live and work in this area. They also have an office with a warehouse located in Blountville. The total annual service cost is projected to be \$63,412.00.

Attachments:

1. Resolution
2. Bid Opening Minutes
3. Letter from Nixon Power Services
4. Recommendation Memo

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: *aw*

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

RESOLUTION NO. _____

A RESOLUTION AWARDING A BLANKET ORDER FOR GENERATOR MAINTENANCE AND REPAIR SERVICES TO NIXON POWER SERVICES, L.L.C. AND AUTHORIZING THE CITY MANAGER TO EXECUTE A BLANKET ORDER FOR THE SAME

WHEREAS, proposals were opened on January 5, 2022, for generator repair and maintenance services for the City of Kingsport and its Kingsport City Schools; and

WHEREAS, upon review of the proposals, the board finds Nixon Power Services is the lowest responsible compliant respondent to the request for proposals and meets the specifications for the particular grade or class of material, work, or service desired and is in the best interest and advantage to the city, and the City of Kingsport desires to purchase generator services from Nixon Power Services at an annual service cost projected to be \$63,412.00; and

WHEREAS, funding is identified in various city and school project accounts.

Now therefore,

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

SECTION I. That a blanket order be awarded for the purchase of generator services, at an estimated annual service cost of \$63,412.00, to Nixon Power Services, and the city manager is authorized to execute a blanket order for same.

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

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

ADOPTED this the 1st day of February, 2021.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
BID OPENING
January 5, 2022
4:00 P.M.

Present: Brent Morelock, Procurement Manager; Olivia Nickens, Procurement Specialist

The Bid Opening was held in the Conference Room 436, 4th Floor, City Hall.

The Procurement Manager opened with the following bids:

GENERATOR SERVICES FOR CITY OF KINGSPORT AND KINGSPORT CITY SCHOOLS	
Vendor:	
Taylor Sudden Service, Inc.	
Cummins Sales and Service	
PowerSecure, Inc.	
Clarke Power Services, Inc.	
Nixon Power Services LLC	

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



Emergency Standby Power System

Date: 01/14/2021

CUSTOMER # 1500218

Customer Name: City of Kingsport TN

Customer

Address: 415 Broad Street Kingsport TN
37660

To whom it may concern,

It is our privilege at Nixon Power Services LLC. to be the provider of generator services for **City of Kingsport** and their various locations. Our scope includes regular preventative maintenance, inspections, repairs and testing for all systems regarding emergency power generation. Nixon Power Services Company is also the source for any new equipment, parts or consultation regarding the function, performance or any requested upgrades to existing emergency power generation systems. We also provide a range of emergency generator rental services for any of your needs. Our service department is open **24 hours a day - 7 days a week**, and can be reached on multiple platforms including **1-800-766-4966**. We at Nixon Power Services appreciate the opportunity to be of service to **City of Kingsport** and will continue to strive for excellence in our day to day operations in these matters.

*We have a 4 hour emergency call out time frame

*We have 15 technicians that report to the Blountville TN office and live in that area . All of our technicians are Kohler trained and certified .

*We are willing to waive the 25.00 technology fee on all service call outs / repairs for the City of Kingsport

*Our Blountville office has a warehouse – We keep in stock all normal batteries , oil, coolant , clamps extra parts that are normal replacement parts (not engine specific) for short turn around repair times .

*Hourly pricing matrix specific to the City of Kingsport is below.

LABOR STD		\$125.00
LABOR OT		\$187.50
LABOR DBL (Sunday and Holiday)		\$250.00
Mileage (per mile)		\$1.50

*Nixon Power Services has been in business for over 100 years

For your convenience , I have listed important contact numbers and information below .



Important contact numbers

Rental Manager Rhonda George 704-587-5829

Sales Manager Keith Kraemer 615-406-8541

Service Sales Manager Marcus Gipson 980-275-9478

Blv Service Manager Akeshia Lambert 423-254-6758

Thank you so much for the opportunity to continue serving the City of Kingsport – and its communities. We really appreciate this privilege .

I am happy to assist with any questions , concerns or comments that you all have at any time.

Best Regards

Dana Barker



Dana Barker

Service Agreement Administrator

1515 JP Hennessy Drive

La Vergne, TN 37086

Phone: 615-244-0650 ext. 2323 | Direct: 615-664-1491 | Mobile: 615-946-5627

dbarker@nixonpower.com

Visit us online @ www.nixonpower.com

Proudly serving our customers for over 100 years!

memo

Company name

To: Nikisha Eichmann Purchasing Department

From: Randy Salyer- Facility Maintenance Superintendent

CC:

Date: 01/25/2022

Re: Recommendation for Generator Service

After review and evaluation of all bid proposals received regarding generator service throughout city buildings my recommendation is Nixon Power LLC. Because Nixon have done a good job in the past and they are a local company and have several technician in this area. In case of emergency they would have a faster response time then someone from out of state.

Thanks

Randy Salyer

MEMORANDUM

TO: Procurement Department
Nikisha Eichmann

FROM: David Sewell
Maintenance Director

DATE: January 25, 2022

SUBJECT: Recommendation to Award Bid of Generator Services RFP

Bids were opened on January 5, 2022, for the Generator Services RFP. There were five respondents. I recommend the bid be awarded to Nixon Power Services, LLC. We have years of experience dealing with them and have always had satisfactory service from them. They are local to the area, having a warehouse in Blountville, Tennessee, and have several technicians located in this area.

In my opinion, it is in the best interest of Kingsport City Schools to award the bid to Nixon Power Services, LLC.

