

Minutes of the Regular Work Session of the  
Board of Mayor and Aldermen, City of Kingsport, Tennessee  
Monday, July 17, 2017, 4:30 PM  
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Vice-Mayor Mike McIntire

Alderman Jennifer Adler

Alderman-Elect Betsy Cooper

Alderman Colette George

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James H. Demming, City Recorder

1. **CALL TO ORDER:** 4:30 p.m. by Vice-Mayor McIntire.
2. **ROLL CALL:** By Deputy City Recorder Marshall. Absent: Mayor John Clark and Alderman Joe Begley.
3. **UPDATE ON FAMILY JUSTICE CENTER.** Ms. Karen Boyd, attorney, gave a presentation on the progress of this three year grant, noting this is a non-profit and not an arm of the government. She discussed the reasoning and specifics of a location like this, as well as the benefits of the project, further stating the goal is to open without using government resources.
4. **SALES TAX, WELLNESS CLINIC, SAFETY AND PROJECTS STATUS.** City Manager Fleming gave details on this item.
5. **REVIEW OF AGENDA ITEMS ON THE JULY 18, 2017 REGULAR BUSINESS MEETING AGENDA.** City Manager Fleming and members of staff gave a summary or presentation for each item on the proposed agenda. The following items were discussed at greater length or received specific questions or concerns.

**VI.B.1 Amend the FY18 Community Development Block Grant Budget (AF: 205-2017).** Development Services Director Lynn Tully gave details on this item, noting the original budget that was adopted was based on the anticipated CDBG funds. She explained there was actually an unexpected increase of \$12,122, noting \$10,000 of that would be allocated to code enforcement whose primary goal is compliance. Discussion followed.

**VI.B.2 Reclassification of Three (3) Personnel Positions and Accept Two (2) Communication Specialists Positions from KECD 911 (AF: 198-2017).** Police Chief David Quillin presented this item, providing background information on the staffing and workload levels at the 911 Center from 1995 to 2015. He pointed out there has been more than a 70% increase in police, fire and EMS calls, prompting the need for additional dispatchers. He further explained the funding resources for four new positions at no additional budgetary cost and will actually result in a savings due to replacing a lower salary and less overtime.

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**VI.D.1 Implement a Diabetes Prevention Program Offered Through the YMCA** (AF: 200-2017). Leslie Phillips stated there were several at risk patients from the health screening earlier in the year. She pointed out the program initially required eight participants to move forward and seven have already signed up. Ms. Phillips explained the YMCA will start the program with the seven who have already committed, even if no one else signs up.


**VI.D.2 Apply and Receive Funds from the Chancery Senior Elder Trust** (AF: 204-2017). Senior Center Director Shirley Buchanan explained this was a continuation of last year's grant for computers, noting Kingsport will be joining with senior centers across the state.


**VI.D.4 Memorandum of Understanding with the Tennessee Department of Transportation (TDOT) for a Multiphase Traffic Signal for SR36 at Holston Hills Drive** (AF: 202-2017). Assistant City Manager for Operations Ryan McReynolds discussed this item. He also provided details on how the process of installing a traffic signal works in Tennessee, noting the criteria required. He answered questions from the board and there was some discussion.

**VI.D.5 Purchase Order to Southern Lighting & Traffic Systems for Traffic Signal Cabinets** (AF: 203-2017). Assistant City Manager McReynolds gave a presentation on this item and provided details on this project, noting this action was property acquisition. He also discussed the status of existing sidewalks and the funding for maintenance. He stated they were need-based and responsive to ADA requirements for safe and accessible passage.

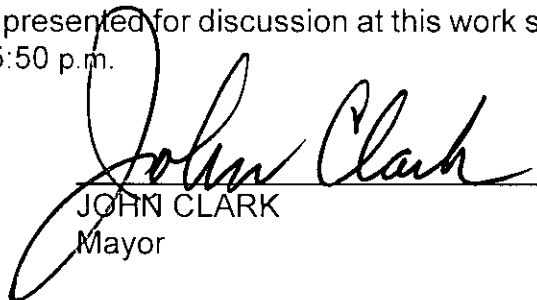
**VIII.D Emergency Repair for Justice Center Report.** Assistant City Manager McReynolds explained the heat and air system went out in the Justice Center and needed repaired. He stated the procurement policy allows action without prior board approval but it must be reported.

**6. ADJOURN.** Seeing no other matters presented for discussion at this work session, Vice-Mayor McIntire adjourned the meeting at 5:50 p.m.

  
ANGELA MARSHALL  
Deputy City Recorder



The seal of Kingsport, Tennessee, is circular with the text "KINGSPORT, TENNESSEE" around the top and "The Model City" around the bottom. In the center is a crown above a plow and a sheaf of wheat.

  
JOHN CLARK  
Mayor