



## AGENDA

### BOARD OF MAYOR AND ALDERMEN WORK SESSION

**Monday, April 2, 2018, 4:30 p.m.**  
**City Hall, 225 W. Center St., Council Room, 2<sup>nd</sup> Floor**

#### **Board of Mayor and Aldermen**

Mayor John Clark, Presiding  
Vice Mayor Mike McIntire  
Alderman Jennifer Adler  
Alderman Joe Begley

Alderman Betsy Cooper  
Alderman Colette George  
Alderman Tommy Olterman

#### **Leadership Team**

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

Scott Boyd, Fire Chief  
Lynn Tully, Development Services Director  
George DeCroes, Human Resources Director  
Heather Cook, Marketing and Public Relations Director

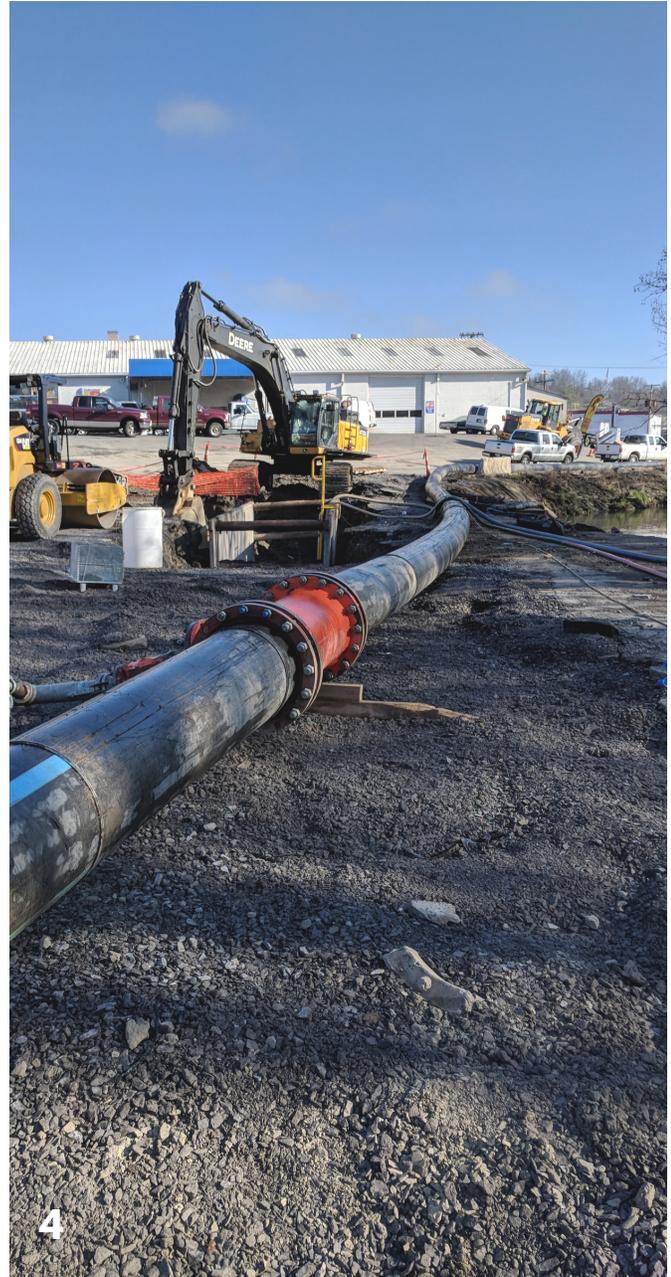
1. Call to Order
2. Roll Call
3. First TN Development District – Chris Craig
4. Review of Items on April 3, 2018 Business Meeting Agenda
5. Adjourn

**Next Work Session, April 16:** Updates from Symphony of the Mountains, DKA & PEAK, Children's Advocacy Center of Sullivan County and First TN Human Resource Agency

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

# City of Kingsport

## Project Status in Pictures



### **1 Farmers Market Pavillion**

*The parking lot was being sand blasted and will be re-stripped for an improved traffic pattern.*

### **2 Bays Mountain Dam**

*Construction has started on the Bays Mountain dam rehabilitation. This project is very weather dependent.*

### **3 Pendragon Sidewalks**

*Sidewalks have been poured. Water lines have been installed on Lakewood and Manderley.*

### **4 Reedy Creek Sewer Trunk Line**

*Work continues along Lynn Garden Dr and Reedy Creek behind the Anderson Ford property.*

# Status Updates on Active Projects sorted by Cost

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$7,500,000.00	Ryan McReynolds	Thompson, Michael	SR 347 (Rock Springs Road) [State & MTPO funded]	No City Funds	12/31/2020	Per TDOT Field Survey was completed and turned over to Design week of 11/12/2017.
\$6,719,995.10	Chad Austin	Chad Austin	Reedy Creek Sewer Trunk Line	SW1706	5/21/2018	Work is continuing on old Fairway Ford property and at corner of Lomax and Fairmont.
\$6,600,000.00	Niki Ensor	Niki Ensor	Water & Wastewater Facilities SCADA/Telemetry Project	WA1700/ SW1700/ SW1603	4/1/2019	Working with Sierra Wireless to complete radio frequency analysis for sewer lift stations. Expect 30% drawings by the end of March.
\$4,400,000.00	Niki Ensor	Niki Ensor	WWTP Electrical Improvements	SW1800	9/1/2019	30% plans expected 3/14/18.
\$4,186,000.00	Chris McCartt	Melton, Dawn	New KATS Transit Center	GP1718	1/18/2019	Trenching for electrical conduit is being done this week.
\$3,867,000.00	Chad Austin	Clabaugh Hank	Border Regions Sewer Extensions		2/17/2020	Survey and design to begin in Spring 2018.
\$3,750,000.00	Niki Ensor	Niki Ensor	Chemical Feed Design	WA1403	4/1/2019	90% desgin complete. Project is on hold until funding becomes available.
\$3,740,000.00	Niki Ensor	Niki Ensor	West Kingsport Forcemain and Pump Station Improvements	SW1708	6/1/2019	Obtained 60% of easements. Continue to work with remaining property owners.
\$3,300,000.00	Michael Thompson	Thompson, Michael	Indian Trail Drive Extension	GP1615	6/30/2019	Still awaiting RPAI (East Stone Commons Owner) coordination with designer on access needs.
\$1,700,000.00	Michael Thompson	Thompson, Michael	Main Street Rebuild [City & MTPO Funded]	GP1516	4/1/2021	40% Design Plans received and reviewed. TDOT Format "Preliminary Plans" development underway.
\$1,688,507.50	Chad Austin	Pamela Gilmer	Pendragon Sidewalk & Water Improvement	WA1803/G P1830	9/18/2018	Contractor testing on Cloverdale. Backflow installed on Brandonwood. Lines installed on Lakewood and Manderley. Contractor working on Berkeley.
\$961,140.00	Michael Thompson	Thompson, Michael	Stone Drive - Phase 2 (SR 1, US 11W) Sidewalk Improvements from Stonebrook Place Pvt. Dr. to Lynn Garden Drive [95% State Funded 5% City]	GP1725	8/31/2020	PreliminaryDesign underway. Current status is 50% of NEPA phase complete as of 1/25/2017
\$940,000.00	Kitty Frazier	Clabaugh, Hank	Kingsport Greenbelt - Eastern Extension - Phase 1 [Fed. Grant & City funded]	GP1529	11/1/2019	Secondary appraisals underway to satisfy mortgage holder requirements to release liens.
\$697,475.00	Michael Thompson	Thompson, Michael	Stone Drive - Phase 1 (SR 1, US 11W) Sidewalk Improvements from Stonebrook Place Pvt. Dr. to American Way [95% State Funded 5% City]	GP1623	12/8/2018	Value Engineering underway to meet funding availability.
\$619,720.46	Michael Thompson	Thompson, Michael	Signalization of the SR 126 (Memorial Blvd. at Island Road Intersection [State & MTPO Funded]	MPO15A	6/30/2018	Telephone company still in process of relocating. Expected start for contractor is April.

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$600,000.00	Kitty Frazier	Melton, Dawn	Riverbend Park	GP1512	12/31/2018	BARGE still working on design.
\$420,000.00	Rob Cole	Harris, David	Bays Mountain Dam Rehabilitation (2017-C28)	GP1711	12/22/2018	Erosion Control Measures in place - work on northwest side of Dam has begun
\$415,000.00	Chad Austin	Chris Alley	SR 93- Fall Branch section (TDOT)		12/31/2020	Project moved to 2019; "B Date" package due 9/26/2018; TDOT Letting Date: December 2018
\$352,000.00	Chad Austin	Chris Alley	SR 93- Horse Creek/Derby Drive Section (TDOT)		12/31/2021	Project moved to 2020; "B Date" package due 9/25/2019; TDOT Letting Date: December 2019
\$350,000.00	Chad Austin	Clabaugh Hank	Border Regions Area 3 Water Upgrades		9/30/2018	Water/Sewer has approved layout. Engineering Division finalizing construction documents for TDEC Review.
\$350,000.00	Rob Cole	Austin, Chad	Bays Mountain Septic System Upgrades	GP1704	6/30/2018	Plans submitted on 3/7 for review.
\$246,225.00	Tim Elsea	Elsea, Tim	Lynn Garden Signal System [MTPO & City funded]	MPO15C	10/31/2018	TDOT concurred with awarding to low bidder Stansell Electric. Contract has been mailed to Stansell Electric.
\$230,000.00	Helen Whitaker	Hickman, Mike	Library Colonnade Expansion	GP1807	7/1/2018	Corporate Moving Specialists scheduled to move furniture prior to construction.
\$187,500.00	Kitty Frazier	Melton, Dawn	Lynn View Community Center Site Improvements	GP1714	5/20/2018	caulking of ramps, steps, and sidewalks this week.
\$117,889.67	Kitty Frazier	Melton, Dawn	Borden Park Phase II - Playground	GP1700	4/19/2018	Rain has delayed the project. As soon as ground dries they have one week left to finish the installation.
\$75,797.00	Rob Cole	Hickman, Mike	Bays Mountain Bathroom Renovations		5/15/2018	Notice to Proceed date: 4/2/2018
\$50,000.00	Steve Robbins	David Edwards	Main St. & Sullivan St. System Upgrades			Plans ready for submittal to TDEC for review.
		Steve Robbins	Bloomington Culvert Replacement			Design underway by consultant (Mattern & Craig)
	Chris McCartt	Clabaugh, Hank	Carousel Park		6/4/2018	Duco Construction is the low bidder. Owner is evaluating the funding package.

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## **AGENDA**

### **BOARD OF MAYOR AND ALDERMEN**

#### **BUSINESS MEETING**

**Tuesday, April 3, 2018, 7:00 p.m.  
City Hall, 225 W. Center St., Courtroom, 2<sup>nd</sup> Floor**

#### **Board of Mayor and Aldermen**

Mayor John Clark, Presiding  
Vice Mayor Mike McIntire  
Alderman Jennifer Adler  
Alderman Joe Begley

Alderman Betsy Cooper  
Alderman Colette George  
Alderman Tommy Olterman

#### **City Administration**

Jeff Fleming, City Manager  
Chris McCartt, Assistant City Manager for Administration  
Ryan McReynolds, Assistant City Manager of Operations  
J. Michael Billingsley, City Attorney  
James Demming, City Recorder/Chief Financial Officer  
David Quillin, Police Chief  
Scott Boyd, Fire Chief  
Lynn Tully, Development Services Director  
George DeCroes, Human Resources Director  
Heather Cook, Marketing and Public Relations Director

#### **I. CALL TO ORDER**

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

#### **II.B. INVOCATION – Pastor Randall Wright, St. Matthew United Methodist Church**

#### **III. ROLL CALL**

#### **IV.A. RECOGNITIONS & PRESENTATIONS**

1. Proclamation – Boys and Girls Club Week (Mayor Clark)
2. Proclamation – Keep Kingsport Beautiful Month (Vice Mayor McIntire)

#### **IV.B. APPOINTMENTS**

None

#### **V. APPROVAL OF MINUTES**

1. Work Session – March 19, 2018
2. Business Meeting – March 20, 2018

#### **VI. COMMUNITY INTEREST ITEMS**

##### **A. PUBLIC HEARINGS**

1. Public Hearing for Annexation Annual Plan of Services Report (AF: 40-2018)  
(Nathan Woods)
  - Public Hearing

#### **COMMENT**

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

##### **B. BUSINESS MATTERS REQUIRING FIRST READING**

1. Amending City Code Authorizing the City Manager, or Designee to Execute All Right-of-Way Permits with TDOT Allowing the City to Perform Work within State Right-of-Ways (AF: 50-2018) (Ryan McReynolds)
  - Ordinance – First Reading
2. Budget Adjustment Ordinance for FY18 (AF: 52-2018) (Jeff Fleming)
  - Ordinance – First Reading

##### **C. BUSINESS MATTERS REQUIRING FINAL ADOPTION**

None

##### **D. OTHER BUSINESS**

1. Consideration to Amend Fee Schedule (AF: 47-2018) (Chris McCartt, Rob Cole)
  - Resolution

#### **VII. CONSENT AGENDA**

1. Apply for and Receive a Grant from the East Tennessee Foundation Arts Fund for Sculpture Walk Workshops and Exhibition (AF: 51-2018) (Chris McCartt)
  - Resolution
2. Apply for and Receive the Southern Creative Places Grant by South Arts for Improvements to a Specified Alley in Downtown (AF: 49-2018) (Chris McCartt)
  - Resolution

**VIII. COMMUNICATIONS**

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

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

**IX. ADJOURN**

Minutes of the Regular Work Session of the  
Board of Mayor and Aldermen, City of Kingsport, Tennessee  
Monday, March 19, 2018, 4:30 PM  
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark

Vice-Mayor Mike McIntire

Alderman Jennifer Adler

Alderman Joe Begley

Alderman Betsy Cooper

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James H. Demming, City Recorder/Chief Financial Officer

1. **CALL TO ORDER:** 4:30 p.m. by Mayor Clark.
2. **ROLL CALL:** By Deputy City Recorder Marshall. Absent: Alderman Colette George.
3. **VISIT KINGSFORT / MOVE TO KINGSFORT UPDATE.** Jud Teague, Lara Potter and Frank Lett gave this presentation highlighting the events in Kingsport, the economic impact they have and how the city is marketed, both traditionally and non-traditionally across the state as a destination venue. Lara also provided details on the services offered by Move to Kingsport and how they are redesigning the website to make it more of a presence on the internet. Some discussion followed.
4. **LYNN VIEW COMMUNITY CENTER UPDATE.** Parks and Recreation Director Kitty Frazier presented this item and answered questions on the updates that have already been made at this facility as well as what scheduled improvements.
5. **SALES TAX, QUARTERLY FINANCIALS, WELLNESS CLINIC & SAFETY.** City Manager Fleming gave an update on each of these issues. There was considerable discussion on sales tax and it's affect on school funding.
6. **REVIEW OF AGENDA ITEMS ON THE MARCH 20, 2018 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.D.7 Ratify Mayor's Signature Executing All Documents Necessary to Apply for and Receive a Grant Managed by the Tennessee Department of Environment & Conservation's Office of Energy Programs (TDEC OEP) Tennessee Natural Gas and Propane Vehicle Grant Program (AF: 48-2018).** City Manager Fleming stated this opportunity arose and needed to be submitted with the Mayor's signature before the business meeting as it was time sensitive in nature.

**Minutes of the Regular Work Session of the Board of Mayor and Aldermen of  
Kingsport, Tennessee, Monday, March 19, 2018**

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

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ANGELA MARSHALL  
Deputy City Recorder

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JOHN CLARK  
Mayor

Minutes of the Regular Business Meeting of the  
Board of Mayor and Aldermen of the City of Kingsport, Tennessee  
Tuesday, March 20, 2018, 7:00 PM  
Large Court Room – City Hall

PRESENT:

Board of Mayor and Aldermen

Mayor John Clark, Presiding

Vice Mayor Mike McIntire

Alderman Jennifer Adler

Alderman Joe Begley

Alderman Betsy Cooper

Alderman Colette George

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

James Demming, City Recorder/Chief Financial Officer

**I. CALL TO ORDER:** 7:00 p.m., by Mayor John Clark.

**II.A. PLEDGE OF ALLEGIANCE TO THE FLAG:** BSA Troop 48 and 387.

**II.B. INVOCATION:** Vice Mayor Mike McIntire.

**III. ROLL CALL:** By City Recorder Demming. All Present.

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

1. Bill Creasy for Donation of K-9 (Chief Quillin)
2. Sgt. Kevin Hite for Explosives Detection (Chief Quillin)

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

**1. Reappointment to Sullivan County Board of Equalization** (AF:  
41-2018) (Mayor Clark).

Motion/Second: McIntire/Cooper, to approve:

REAPPOINTMENT OF MR. MILLARD BURTON TO SERVE A TWO-YEAR TERM ON  
THE **SULLIVAN COUNTY BOARD OF EQUALIZATION** EFFECTIVE APRIL 1, 2018  
AND EXPIRING ON MARCH 31, 2020.

Passed: All present voting “aye.”

**V. APPROVAL OF MINUTES.**

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

- A. March 5, 2018 Regular Work Session
- B. March 6, 2018 Regular Business Meeting

Approved: All present voting “aye.”

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, March 20, 2018, 7:00 PM**

**VI. COMMUNITY INTEREST ITEMS.**

**A. PUBLIC HEARINGS.** None.

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

**B. BUSINESS MATTERS REQUIRING FIRST READING.** None.

**C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.**

**1. Budget Adjustment Ordinance for FY18 (AF: 34-2018)** (Jeff Fleming).

Motion/Second: McIntire/George, to pass:

**ORDINANCE NO. 6715**, AN ORDINANCE TO AMEND VARIOUS PROJECTS FOR THE YEAR ENDING JUNE 30, 2018; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Adler, Begley, Cooper, George, McIntire and Olterman voting "aye."

**D. OTHER BUSINESS.**

**1. Bid Award for the Purchase of One (1) Front Loading Refuse Truck** (AF: 42-2018) (Ryan McReynolds, Steve Hightower).

Motion/Second: George/Olterman, to pass:

**Resolution No. 2018-127**, A RESOLUTION AWARDED THE BID FOR THE PURCHASE OF ONE FRONT LOADING REFUSE TRUCK TO WORLDWIDE EQUIPMENT, INC. AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting "aye."

**2. Bid Award for the Purchase of Various Chemicals Used in Water & Wastewater Treatment Operations** (AF: 43-2018) (Ryan McReynolds, Steve Hightower).

Motion/Second: George/Adler, to pass:

**Resolution No. 2018-128**, A RESOLUTION AWARDED THE BID FOR PURCHASE OF CHLORINE TO JCI JONES CHEMICAL; FOR ZINC ORTHOPHOSPHATE TO CARUS CORPORATION; FOR COAGULANT TO GULBRANDSEN MANUFACTURING, INC.; FOR POLYMER TO COASTAL WATER TECHNOLOGY, LLC; AND FOR HYDROFLUOROSILIC ACID TO UNIVAR USA; SODIUM PERMANGANATE TO

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, March 20, 2018, 7:00 PM**

SHANNON CHEMICAL, AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting “aye.”

**3. Extend the Bid Award for Rental Uniforms, Mats and Mops (AF: 44-2018) (Ryan McReynolds).**

Motion/Second: George/Cooper, to pass:

**Resolution No. 2018-129**, A RESOLUTION EXTENDING THE BID AWARD FOR THE PURCHASE OF RENTAL UNIFORMS, MATS & MOPS SERVICE TO CINTAS CORPORATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting “aye.”

**4. Support the Naming of Bridge No. 82SR0010021 on State Highway 001 (Hwy 11W) as a Memorial to Second Lieutenant Randall Douglas Yeary (AF: 38-2018) (Chris McCartt).**

Motion/Second: McIntire/Begley, to pass:

**Resolution No. 2018-130**, A RESOLUTION SUPPORTING THE NAMING OF BRIDGE NO. 82SR0010021 ON STATE HIGHWAY 001 (HWY 11W) AS A MEMORIAL TO SECOND LIEUTENANT RANDALL DOUGLAS YEARLY

Passed: All present voting “aye.”

**5. Agreement with Dick’s Sporting Goods for 2018 Parks and Recreation Baseball/Softball Programs (AF: 39-2018) (Chris McCartt).**

Motion/Second: George/Cooper, to pass:

**Resolution No. 2018-131**, A RESOLUTION APPROVING AN AGREEMENT WITH DICK’S SPORTING GOODS, INC., 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.”

**6. Authorize Purchase of Laptops and Associated Equipment from Dell, Inc. for Teachers in the School System (AF: 46-2018) (David Frye).**

Motion/Second: Adler/Olterman, to pass:

**Resolution No. 2018-132**, A RESOLUTION APPROVING THE PURCHASE OF DELL LAPTOPS AND ASSOCIATED EQUIPMENT FROM DELL, INC. FOR USE BY SCHOOLS AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting “aye.”

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, March 20, 2018, 7:00 PM**

**7. Ratify Mayor's Signature Executing All Documents Necessary to Apply for and Receive a Grant Managed by the Tennessee Department of Environment & Conservation's Office of Energy Programs (TDEC OEP) Tennessee Natural Gas and Propane Vehicle Grant Program (AF: 48-2018) (Ryan McReynolds, Steve Hightower).**

Motion/Second: Adler/George, to pass:

**Resolution No. 2018-133**, A RESOLUTION TO RATIFY THE MAYOR'S EXECUTION OF THE APPLICATION AND AUTHORIZING THE EXECUTION ON ALL OTHER DOCUMENTS NECESSARY AND PROPER TO RECEIVE A TENNESSEE NATURAL GAS AND PROPANE VEHICLE GRANT FROM THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATIONS' OFFICE OF ENERGY

Passed: All present voting "aye."

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

Motion/Second: McIntire/George, to adopt:

**1. Law Enforcement Agency Highway Safety Grant from the Tennessee Highway Safety Office (THSO) (AF: 29-2018) (David Quillin).**

Pass:

**Resolution No. 2018-134**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A HIGHWAY SAFETY GRANT FROM THE TENNESSEE HIGHWAY SAFETY OFFICE

Passed: All present voting "aye."

**2. Contract Amendment Merging Kingsport MPO Transportation Planning Funds (AF: 32-2018) (Bill Albright).**

Pass:

**Resolution No. 2018-135**, A RESOLUTION APPROVING AMENDMENT TWO TO GRANT CONTRACT Z14MPO007 WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION AND AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

**3. Approve Application and Contract with VDOT for Transit Planning (AF: 45-2018) (Bill Albright).**

Pass:

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, March 20, 2018, 7:00 PM**

**Resolution No. 2018-136**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE ELECTRONIC APPLICATION AND CONTRACT BETWEEN THE CITY OF KINGSPORT AND THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO RECEIVE FEDERAL HIGHWAY ADMINISTRATION PLANNING FUNDS FOR USE BY THE KINGSPORT AREA METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE FISCAL YEAR 2019; AUTHORIZING THE MAYOR TO EXECUTE THE FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES, AND ANY OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE LETTER OF AUTHORIZATION

Passed: All present voting “aye.”

**VIII. COMMUNICATIONS.**

**A. CITY MANAGER.** Mr. Fleming recognized City Attorney Billingsley for teaching a class across the state for the last two weeks with the Tennessee Municipal League.

**B. MAYOR AND BOARD MEMBERS.** Alderman Adler invited everyone to the next Neighborhood Commission meeting and recognized the recent passing of Jennifer Egan who was on the inaugural commission for that board. Alderman Cooper stated she was glad to be back home in Kingsport after being gone for the last three weeks. Vice-Mayor McIntire congratulated the Dobyys Bennett music program pointing out the band playing at Carnegie Hall last week in New York. He also noted the beginning of spring even with snow in the forecast for tomorrow. Lastly he mentioned Easter would be before the next meeting and wished everyone who celebrated with family a nice holiday. Alderman Olterman congratulated his wife on her retirement from the Kingsport City School system. Alderman George congratulated the DB band for representing Kingsport so well on their trip. She also commented on the recent ribbon cuttings and the job and training opportunities. Mayor Clark recognized the boy scouts for their service and for attending the meeting tonight. He also thanked Lt. Yeary for his service as well. Lastly the Mayor commented on the band’s trip to New York, providing details on the experience.

**C. VISITORS.** Sam Jones, National Fireworks Association.

**IX. ADJOURN.** Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 7:36 p.m.

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ANGELA MARSHALL  
Deputy City Recorder

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JOHN CLARK  
Mayor



**AGENDA ACTION FORM**

**Public Hearing for Annexation Annual Plan of Services Report**

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

Action Form No.: AF-40-2018  
Work Session: April 2, 2018  
First Reading: N/A

Final Adoption: April 3, 2018  
Staff Work By: Nathan Woods  
Presentation By: Nathan Woods

**Recommendation:**

Conduct a Public Hearing and receive comment concerning the Annual Plan of Services Report for unfulfilled Annexation commitments for April 2018.

- Colonial Heights Area 7 Part A – Ordinance 6238 – Annual Update
- Colonial Heights Area 7 Part B – Ordinance 6240 – Annual Update
- Camp Bays Mountain – Resolution 2017-024 – Annual Update

**Executive Summary:**

Tennessee Code Annotated 6-51-108 states in part "...upon expiration of six (6) months from the date any annexed territory for which a Plan of Service has been adopted becomes a part of the annexing of the municipality, and annually thereafter until such services have been extended according to such plan, there shall be prepared and published in the newspaper of general circulation in the municipality a report of the progress made in the preceding year... the governing body by municipality shall publish notice of the public hearing on such progress reports and changes, and hold such hearings thereon..." As a result of this statute, and the need to conduct annual public hearings concerning unfulfilled Plan of Service commitments, it is required that the Board of Mayor and Aldermen conduct a public hearing to receive comments concerning the Annual Plan of Service Reports. The Notice of Public Hearing was published December 25, 2018.

**Attachments:**

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

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

**APRIL 2018 ANNUAL PLAN OF SERVICE REPORT  
FOR ORDINANCE NUMBERS: 6238, 6240 AND RESOLUTION NUMBERS: 2018-024, 2017-034**

<u>Annexation Area</u>	<u>Effective Date</u>	<u>POS Deadline</u>	<u>Est. Completion</u>	<u>Status</u>
Colonial Heights Area 7 Part A Ordinance No. 6238	9/21/2012	Water Service	9/21/2017	Completed
		Sewer Service	9/21/2017	Completed
		Street Lighting	Completed	Completed
Colonial Heights Area 7 Part B Ordinance No. 6240	9/21/2012	Water Service	9/21/2017	Completed
		Sewer Service	9/21/2017	Completed
		Street Lighting	Completed	Completed
Camp Bays Mountain Res. No. 2017-024	10/7/2016	Water Service	10/7/2021	Completed
		Sewer Service	10/7/2021	Completed
		Street Lighting	Completed	Completed

## NOTICE OF PUBLIC HEARING

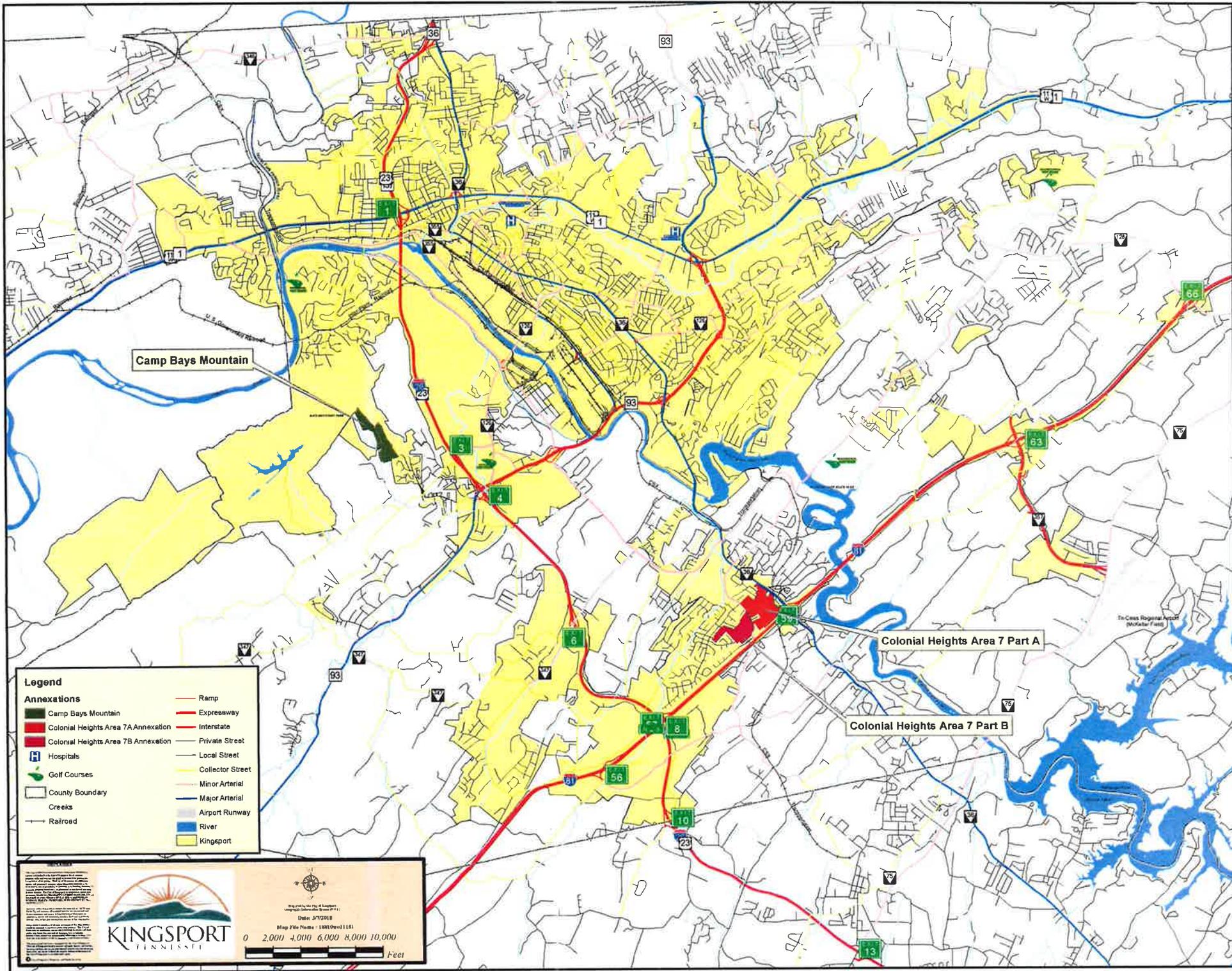
The Kingsport Board of Mayor and Aldermen will conduct a public hearing concerning the ANNUAL PLAN OF SERVICE (POS) REPORT— January, on the following annexation areas at its APRIL 3rd 2018 regular business meeting at 7:00 P.M. in the courtroom of the City Hall Building, 225 W. Center Street, Kingsport Tennessee.

Annexation Area: Colonial Heights Area 7 Part A  
Effective Date: 9/21/2012  
POS, deadline: Water, Sewer & Street Lighting

Annexation Area: Colonial Heights Area 7 Part B  
Effective Date: 9/21/2012  
POS, deadline: Water, Sewer & Street Lighting

Annexation Area: Camp Bays Mountain  
Effective Date: 10/7/2016  
POS, deadline: Water, Sewer & Street Lighting

City of Kingsport  
Angie Marshall, City Clerk.  
P1T: 3/13/2017



Camp Bays Mountain

Colonial Heights Area 7 Part A

Colonial Heights Area 7 Part B

**Legend**

	Camp Bays Mountain		Ramp
	Colonial Heights Area 7A Annexation		Expressway
	Colonial Heights Area 7B Annexation		Interstate
	Hospitals		Private Street
	Golf Courses		Local Street
	County Boundary		Collector Street
	Creeks		Minor Arterial
	Railroad		Major Arterial
			Airport Runway
			River
			Kingsport

**KINGSPORT**  
TENNESSEE

Map of Kingsport, Tennessee  
Date: 5/7/2018  
Map File Name: 19880001181

0 2,000 4,000 6,000 8,000 10,000 Feet

**2018 ANNEXATION PLAN OF SERVICES ANNUAL UPDATE FOR APRIL 2018**

Pursuant to TCA 6-51-108, the City of Kingsport Tennessee is presenting the following report of progress on adopted Plans of Services.

**\*All items in yellow are up for their annual update\***

<b>ANNEXATION PROJECT and LOCATION</b>	<b>ORD/RES No.</b>	<b>EFFECTIVE DATE</b>	<b>WATER SERVICE</b>	<b>SEWER SERVICE</b>	<b>STREET LIGHTING</b>
<b>2008 Annexations</b>					
08-301-00018 Cherry Knoll Annexation	5784	Dec 4, 2008	POS Amended 12/4/16 provided when dev. occurs	POS Amended 12/4/16 provided when dev. occurs	POS Amended 12/4/16 provided when dev. occurs
<b>2012 Annexations</b>					
11-301-00019 Border Regions Area 1	6169	March 9, 2012	March 9, 2020 Design Complete	March 9, 2020 Design Complete	Completed
11-301-00020 Border Regions Area 2	6171	March 9, 2012	March 9, 2020 Design Complete	March 9, 2020 Design Complete	Completed
11-301-00021 Border Regions Area 3	6173	March 9, 2012	March 9, 2020 Design Complete	March 9, 2020 Design Complete	Completed
12-301-00001 Kingsport South	6192	May 4, 2012	Completed	May 4, 2020 In Design	Completed
12-301-00006 Colonial Heights Area 7 Part A	6238	Sep 21, 2012	Completed	Completed	Completed
12-301-00007 Colonial Heights Area 7 Part B	6240	Sep 21, 2012	Completed	Completed	Completed
12-301-00008 Colonial Heights Area 7 Part C	6254	Dec 7, 2012	December 2, 2017 Under Construction	December 2, 2017 Under Construction	Completed
12-301-00009 Colonial Heights Area 7 Part D	6256	Dec 7, 2012	December 2, 2017 Under Construction	December 2, 2017 Under Construction	Completed
12-301-00010 Colonial Heights Area 7 Part E	6265	Dec 21, 2012	December 21, 2017 Under Construction	December 21, 2017 Under Construction	Completed
<b>2016 Annexations</b>					
16-301-00002 Camp Bays Mountain Annexation	2017-024	October 7, 2016	Completed	Completed	Completed
16-301-00003 4308 Grey Fox Drive	2017-034	November 5, 2016	Completed	In Design November 5, 2021	Completed
<b>2017 Annexations</b>					
17-301-00001 Seaver Road Annexation	2017-176	May 5, 2017	2022	2022	Completed
<b>2018 Annexations</b>					
18-301-0001 Bays Mountain Park & Planetarium Additio	2018-005	March 8, 2018	NA	NA	NA

\* All Annexation Plans of Services include Police & Fire Services, Electric Services, Solid Waste Disposal, Zoning Services , Recreational Facilities, Street Maintenance and City Schools. These services are established upon the effective date of the annexation\*



**AGENDA ACTION FORM**

**Amending City Code Authorizing the City Manager, or Designee to Execute All Right-of-Way Permits with TDOT Allowing the City to Perform Work within State Right-of-Ways**

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

Action Form No.: AF-50-2018  
Work Session: April 2, 2018  
First Reading: April 3, 2018

Final Adoption: April 17, 2018  
Staff Work By: Tim Elsea  
Presentation By: Ryan McReynolds

**Recommendation:**

Approve the Ordinance.

**Executive Summary:**

The city often performs work for projects within state highway right-of-ways, and by doing so, TDOT grants a permit for the use of state property. This permit covers work where the improvements on TDOT right-of-way include, but is not limited to, grading, sidewalk installation, signal/intersection upgrades or roadway modifications. Currently these permits are individually processed as agenda items for BMA approval and authorization for the Mayor to execute the documents.

It is requested to amend Kingsport City Code of Ordinances Sec. 2-606 Execution of contracts and purchase orders by adding the following paragraph –

Sec. 2-606 (f) The city manager, or designee is authorized to execute, in a form approved by the city attorney, and attested by the city recorder, all right-of-way permits with the Tennessee Department of Transportation allowing the city to perform work on state right-of-ways.

**Attachments:**

1. Ordinance
2. Right-of-Way Permit (6 pages)

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF KINGSPORT, TENNESSEE, SECTION 2-606 RELATING TO AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE RIGHT-OF-WAY PERMITS WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That Section 2-606 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to include a new subsection (e) and re-lettering the current subsection (e) as subsection (f), said new subsection (e) to read as follows:

The city manager, or designee, is authorized to execute, in a form approved by the city attorney, and attested by the city recorder, all right-of-way permits with the Tennessee Department of Transportation allowing the city to perform work on state right-of-ways.

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

\_\_\_\_\_  
JOHN CLARK, Mayor

ATTEST:

\_\_\_\_\_  
JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING \_\_\_\_\_  
PASSED ON 2ND READING \_\_\_\_\_

**TENNESSEE DEPARTMENT OF TRANSPORTATION  
PERMIT TO STATE AGENCY OR LOCAL GOVERNMENT  
FOR PROJECT WITHIN HIGHWAY RIGHT-OF-WAY**

The State of Tennessee, Tennessee Department of Transportation ("TDOT"), hereby grants this special permit for the use of State property under the following terms and conditions:

**PERMITTEE:**

[Name and address of State Agency or Local Government seeking to work in ROW

NAME & phone # of contact person]

**AUTHORIZED USE:**

[Written description of work to be performed in ROW. Must include sufficient detail, not just "Grading" or "landscaping"]

**LOCATION OF PREMISES:**

[Identify location of proposed work and include as "Attachment A" a detailed plan of the location indicating work to be done]

**EFFECTIVE DATES OF PERMIT:**

[List dates for beginning and ending of work]

**STANDARD TERMS AND CONDITIONS**

1. A. PERMITTEE shall assume all liability for claims arising out of conduct on the part of the PERMITTEE for which it would be liable under either the Tennessee Claims Commission Act, Tenn. Code Ann. §§ 9-8-301, et. seq., if a State of Tennessee entity, or the Tennessee Governmental Tort Liability Act, Tenn. Code Ann. § 29-20-101, if a local government entity,

for up to the limits for which it can be held liable for such conduct under the applicable act, arising from its use of the Premises.

- B. In addition, PERMITTEE shall require that any contractor of PERMITTEE that performs any work on the State's property, including any installation, maintenance, or operation of the authorized use, shall indemnify and hold harmless the State and all of its officers, agents and employees from all suits, actions or claims of any character arising from the contractor's acts or omissions in the prosecution of the work and shall provide proof of adequate and appropriate general liability insurance providing liability coverage in an amount not less than \$1 million dollars per occurrence and \$300,000 per claimant, naming the State of Tennessee as an additional insured.
2. Prior to commencing the work authorized herein, PERMITTEE shall obtain any other permits or approvals required by federal, state or local laws, and shall notify any utility company affected by this project. PERMITTEE shall be financially responsible for any relocation or replacement of such utilities.
  3. Prior to commencing the work authorized herein, PERMITTEE shall notify Tennessee One Call regarding any excavation(s) and shall ensure that the provisions of TCA 65-31-101 et seq. are met.
  4. Access to the Premises shall only be at those points that have been previously approved by TDOT. Equipment and vehicles shall be confined to unpaved portions of the Premises.
  5. A. PERMITTEE shall not cut any tree or similar vegetation that has a trunk over four inches in diameter. OR  
A. PERMITTEE may only cut trees or similar vegetation within the area designated as "To Be Cleared of Vegetation" on the plans that are

Attachment A hereto [ If clear cutting of vegetation is to be allowed, use second option]

B. PERMITTEE shall not cut any flowering trees regardless of size [except in areas designated on the plans for clear cutting of vegetation].

6. All work on the premises shall be performed in compliance with current TDOT Standard Specifications for Road and Bridge Construction and TDOT Standard Drawings, in addition to applicable federal, state and local law and regulations.
7. PERMITTEE must obtain prior, written approval from TDOT before deviating from the scope of the project or the manner of its construction as described in this permit, including Attachment A.
8. At no time will work authorized by this permit interfere with the normal flow of traffic on roadways adjoining the Premises. PERMITTEE is responsible for providing traffic control for this work zone in accordance with the requirements of the current *Manual on Uniform Traffic Control Devices*. If proper traffic control is not in place, TDOT may order PERMITTEE to stop work until proper traffic control is put in place.
9. While the project is underway, TDOT may conduct inspections to insure compliance with this Permit. Upon completion of the project, PERMITTEE shall notify TDOT so that the project may be inspected and approved by TDOT.
10. PERMITTEE shall be liable for any damage to state property resulting from the subject work, including but not limited to, the roadway, shoulders, guardrail, drainage, landscaping, signs and controlled-access fences. All repair or replacement of such damage shall be made in accordance with the current TDOT Standard Specifications for Road and Bridge Construction,

TDOT Standard Drawings and any other applicable design and/or construction standards or guidelines.

11. PERMITTEE shall keep all debris, soil, refuse or waste of any kind associated with the project from accumulating within the highway right-of-way. [PERMITTEE shall pay TDOT \$ \_\_\_\_\_ per cubic yard for usable materials removed from the Premises.] *Include this last sentence only if applicable.*
12. PERMITTEE does hereby covenant and agree that in the event the Permit is for the construction or use of or access to space on, over, or under real property acquired, or improved under the Federal-Aid Highway Program, the PERMITTEE shall comply with all requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.
13. Nothing in this Permit shall be construed to limit TDOT's right to enter the Premises at any time.
14. If the PERMITTEE fails to comply with any of the foregoing conditions, TDOT shall have the right to revoke this permit, and require the immediate vacation of the Premises by the PERMITTEE. In the event of revocation, PERMITTEE must restore the Premises to its original condition. If PERMITTEE fails to do so within a reasonable time after revocation, TDOT may restore the Premises at the expense of the PERMITTEE.
15. This permit is non-transferable.
16. This permit shall not be construed as a conveyance of any interest in real property.

17. All notices required to be given to TDOT under this Permit shall be sent to:

[Insert name, address, phone and fax number of TDOT employee monitoring this project]

IN WITNESS WHEREOF, the parties, through their authorized representatives, have executed this agreement.

**STATE OF TENNESSEE  
TENNESSEE DEPARTMENT OF TRANSPORTATION**

BY: \_\_\_\_\_  
REGIONAL ENGINEERING DIRECTOR      DATE \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
REGIONAL ATTORNEY      DATE \_\_\_\_\_

**PERMITTEE:**

[INSERT NAME OF STATE AGENCY OR LOCAL GOVERNMENT PERMITTEE]

BY: \_\_\_\_\_  
DATE \_\_\_\_\_

TITLE: \_\_\_\_\_

**CONTRACTOR:**  
[INSERT NAME OF CONTRACTOR]

**BY:** \_\_\_\_\_  
(to be signed only when bond and/or certificate  
of general liability insurance is furnished by  
Contractor) By signing this Permit, Contractor  
agrees to be bound by the terms and conditions  
herein.

\_\_\_\_\_  
**DATE**

**TITLE:** \_\_\_\_\_



**AGENDA ACTION FORM**

**Budget Adjustment Ordinance for FY18**

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

Action Form No.: AF-52-2018  
Work Session: April 2, 2018  
First Reading: April 3, 2018

Final Adoption: April 17, 2018  
Staff Work By: Judy Smith  
Presentation By: Jeff Fleming

**Recommendation:**

Approve the Ordinance.

**Executive Summary:**

The ordinance will transfer \$8,010 to the Minor Intersection Improvements project to begin the Granby/Williams Intersection improvements. A transfer of \$63,000 will be made to the Carousel Park project to fund the irrigation and concrete for the park. Old projects are being closed out and the funds transferred to newer projects as follows: The Facilities Improvements funding in the amount of \$7,609 will be transferred to the newer facilities improvement project, the Preston Park Improvements funding in the amount of \$6,362 will be transferred to the newer Preston Park Improvement Project and \$16,698 will be transferred to the Street Resurfacing projects. The projects that will be closed are GP1624, GP1515, GP1208, GP1520, GP1531, GP1603, GP1743, GP1729, GP1532, NC1607, and DL1700.

**Attachments:**

- 1. Ordinance

Funding source appropriate and funds are available:

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND VARIOUS PROJECTS FOR  
THE YEAR ENDING JUNE 30, 2018; 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 budgets be amended by transferring \$73,685 from the General Project project (GP1624) in the amount of \$53,581 to the Carousel Park project (GP1734) and \$20,104 to the General Projects project (GP1750), \$9,919 from the Land Acquisitions project to the Carousel Park project (GP1734), \$1,370 from the 2011 GO Road Design project (GP1208) and \$6,640 from the Sidewalk Improvements project (GP1520) to the Minor Intersection Imp project (GP1848) for a total of \$8,010, \$7,609 from the Facilities Improvement project (GP1531) to the Facilities Improvement project (GP1803), \$116 from the Ladder Truck Equipment project (GP1603) to the Fire Apparatus Equipment (GP1719), \$385 from the Traffic Signal Cabinet project (GP1743) to the PK Land Acq General Shale project (GP1827), \$5,824 from the Brickyard Park Shade Stru project (GP1729) to the General Park Improvements project (GP1816), \$6,362 from the Preston Forest Park Imp project (GP1532) to the Preston Forest PK Imp project (GP1819), and by adding \$658 to the Centennial/Downtown Parks project (GP1627).

SECTION II. That the Special Projects Fund budget be amended by transferring \$20 from the Lynn View Cm Ctr Funfest project (NC1607) to the Lynn View Cm Ctr Funfest project (NC1810).

SECTION III. That the Solid Waste Project Fund budget be amended by transferring \$26,740 from the Solid Waste Equipment project (DL1700) to the Replacement Vehicles line in the Fleet Fund in the amount of \$10,042 and to the Streets Resurfacing project (NC1800) in the Special Projects Fund in the amount of \$16,698.

SECTION IV. That the General Fund budget be amended by adding \$5,070 to the Miscellaneous Training Fees line and adjusting the Police Training budget accordingly.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/&lt;Decr&gt;</u>	<u>New Budget</u>
<b>Fund 311: General Project Fund</b>			
<b>General Project (GP1624)</b>			
<b>Revenues:</b>			
311-0000-391.01-00 From General Fund	\$ 73,685	\$ (73,685)	\$ 0
<b>Totals:</b>	<b>73,685</b>	<b>(73,685)</b>	<b>0</b>
<b>Expenditures:</b>			
311-0000-601.20-20 Professional/Consultant	24,406	(24,406)	0
311-0000-601.20-22 Construction Contracts	20,000	(20,000)	0
311-0000-601.20-23 Arch/Eng/Landscaping Ser	15,000	(15,000)	0
311-0000-601.90-06 Purchases \$5,000 & Over	14,279	(14,279)	0
<b>Totals:</b>	<b>73,685</b>	<b>(73,685)</b>	<b>0</b>

**Fund 311: General Project Fund**

**Land Acquisitions (GP1515)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-47 2014 A Go Bonds	9,419	(9,419)	0
311-0000-368.21-01 Premium from Bond Sale	1,442	0	1,442
<b>Totals:</b>	<b>10,861</b>	<b>(9,419)</b>	<b>1,442</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	1,442	0	1,442
311-0000-601.90-01 Land	9,419	(9,419)	0
<b>Totals:</b>	<b>10,861</b>	<b>(9,419)</b>	<b>1,442</b>

**Fund 311: General Project Fund**

**Carousel Park (GP1734)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-47 2014 A Go Bonds	0	9,419	9,419
311-0000-368.10-54 Series 2016 GO (Nov 4)	300,000	0	300,000
311-0000-391.01-00 From General Fund	0	53,581	53,581
<b>Totals:</b>	<b>300,000</b>	<b>63,000</b>	<b>363,000</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.90-03 Improvements	300,000	63,000	363,000
<b>Totals:</b>	<b>300,000</b>	<b>63,000</b>	<b>363,000</b>

**Fund 311: General Project Fund**

**General Projects (GP1750)**

<b>Revenues:</b>	\$	\$	\$
311-0000-391.01-00 From General Fund	896,873	20,104	916,977
<b>Totals:</b>	<b>896,873</b>	<b>20,104</b>	<b>916,977</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.90-03 Improvements	896,873	20,104	916,977
<b>Totals:</b>	<b>896,873</b>	<b>20,104</b>	<b>916,977</b>

**Fund 311: General Project Fund**

**2011 GO Road Design (GP1208)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-40 Series 2011 GO Pub Imp	324,170	(1,370)	322,800
311-0000-368.21-01 Premium from Bond Sale	12,238	0	12,238
<b>Totals:</b>	<b>336,408</b>	<b>(1,370)</b>	<b>335,038</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Ser	314,335	(1,370)	312,965
311-0000-601.40-41 Bond Sale Expense	20,948	0	20,948
311-0000-601.90-01 Land	1,125	0	1,125
<b>Totals:</b>	<b>336,408</b>	<b>(1,370)</b>	<b>335,038</b>

**Fund 311: General Project Fund  
Sidewalk Improvements (GP1520)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.20-00 From Corporations	31,793	(6,640)	25,153
311-0000-368.10-47 2014 A Go Bonds	47,895	0	47,895
311-0000-368.21-01 Premium from Bond Sale	19,149	0	19,149
<b>Totals:</b>	<b>98,837</b>	<b>(6,640)</b>	<b>92,197</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Ser	6,279	0	6,279
311-0000-601.40-41 Bond Sale Expense	4,119	0	4,119
311-0000-601.90-01 Land	39,396	0	39,396
311-0000-601.90-03 Improvements	49,043	(6,640)	42,403
<b>Totals:</b>	<b>98,837</b>	<b>(6,640)</b>	<b>92,197</b>

**Fund 311: General Project Fund  
Minor Intersection Improvements (GP1848)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.20-00 From Corporations	0	6,640	6,640
311-0000-368.10-40 Series 2011 GO Pub Imp	0	1,370	1,370
<b>Totals:</b>	<b>0</b>	<b>8,010</b>	<b>8,010</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.90-01 Land	0	8,010	8,010
<b>Totals:</b>	<b>0</b>	<b>8,010</b>	<b>8,010</b>

**Fund 311: General Project Fund  
Facilities Improvements (GP1531)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-41 Series 2012 C GO Pub Imp	20,000	0	20,000
311-0000-391.01-00 From General Fund	106,499	(7,609)	98,890
<b>Totals:</b>	<b>126,499</b>	<b>(7,609)</b>	<b>118,890</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-22 Construction Contracts	6,000	(357)	5,643
311-0000-601.90-03 Improvements	120,499	(49,760)	70,739
311-0000-601.90-06 Purchases \$5,000 & Over	0	42,508	42,508
<b>Totals:</b>	<b>126,499</b>	<b>(7,609)</b>	<b>118,890</b>

**Fund 311: General Project Fund  
Facilities Improvement (GP1803)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-55 Series 2017 A GO Bonds	634,141	0	634,141
311-0000-368.21-01 Premium from Bond Sale	28,982	0	28,982
311-0000-391.01-00 From General Fund	0	7,609	7,609
<b>Totals:</b>	<b>663,123</b>	<b>7,609</b>	<b>670,732</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	8,623	0	8,623
311-0000-601.90-03 Improvements	654,500	7,609	662,109
<b>Totals:</b>	<b>663,123</b>	<b>7,609</b>	<b>670,732</b>

**Fund 311: General Project Fund  
Ladder Truck Equipment (GP1603)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-51 Series 2015 A (Oct) GO PI	98,447	(116)	98,331
311-0000-368.21-01 Premium from Bond Sale	3,427	0	3,427
<b>Totals:</b>	<b>101,874</b>	<b>(116)</b>	<b>101,758</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	1,874	0	1,874
311-0000-601.90-01 Land	25,000	(1,433)	23,567
311-0000-601.90-03 Improvements	75,000	1,317	76,317
<b>Totals:</b>	<b>101,874</b>	<b>(116)</b>	<b>101,758</b>

**Fund 311: General Project Fund  
Fire Apparatus Equipment (GP1719)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.20-00 From Corporations	14,400	0	14,400
311-0000-368.10-47 2014 A Go Bonds	65,352	0	65,352
311-0000-368.10-51 Series 2015 A (Oct) GO PI	0	116	116
311-0000-368.10-54 Series 2016 GO (Nov 4)	79,327	0	79,327
311-0000-368.21-01 Premium from Bond Sale	6,575	0	6,575
311-0000-391.01-00 From General Fund	9,223	0	9,223
<b>Totals:</b>	<b>174,877</b>	<b>116</b>	<b>174,993</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	902	0	902
311-0000-601.90-04 Equipment	25,000	0	25,000
311-0000-601.90-06 Purchases \$5,000 & Over	148,975	116	149,091
<b>Totals:</b>	<b>174,877</b>	<b>116</b>	<b>174,993</b>

**Fund 311: General Project Fund**  
**Traffic Signal Cabinet (GP1743)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-54 Series 2016 GO (Nov 4)	485	0	485
311-0000-391.01-00 From General Fund	74,515	(385)	74,130
<b>Totals:</b>	<b>75,000</b>	<b>(385)</b>	<b>74,615</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.30-20 Operating Supplies & Tool	7,300	(85)	7,215
311-0000-601.90-06 Purchases \$5,000 & Over	67,700	(300)	67,400
<b>Totals:</b>	<b>75,000</b>	<b>(385)</b>	<b>74,615</b>

**Fund 311: General Project Fund**  
**Pk Land Acq General Shale (GP1827)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-55 Series 2017 A GO Bonds	968,894	0	968,894
311-0000-368.21-01 Premium from Bond Sale	44,281	0	44,281
311-0000-391.01-00 From General Fund	0	385	385
<b>Totals:</b>	<b>1,013,175</b>	<b>385</b>	<b>1,013,560</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	13,175	0	13,175
311-0000-601.90-01 Land	1,000,000	385	1,000,385
<b>Totals:</b>	<b>1,013,175</b>	<b>385</b>	<b>1,013,560</b>

**Fund 311: General Project Fund**  
**Brickyard Park Shade Stru (GP1729)**

<b>Revenues:</b>	\$	\$	\$
311-0000-391.69-00 Visitors Enhancement Fund	53,085	(5,824)	47,261
<b>Totals:</b>	<b>53,085</b>	<b>(5,824)</b>	<b>47,261</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Ser	0	1,376	1,376
311-0000-601.90-06 Purchases \$5,000 & Over	53,085	(7,200)	45,885
<b>Totals:</b>	<b>53,085</b>	<b>(5,824)</b>	<b>47,261</b>

**Fund 311: General Project Fund**  
**General Park Improvements (GP1816)**

<b>Revenues:</b>	\$	\$	\$
311-0000-368.10-55 Series 2017 A GO Bonds	48,445	0	48,445
311-0000-368.21-01 Premium from Bond Sale	2,214	0	2,214
311-0000-391.69-00 Visitors Enhancement Fund	0	5,824	5,824
<b>Totals:</b>	<b>50,659</b>	<b>5,824</b>	<b>56,483</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	659	0	659

311-0000-601.90-03 Improvements	50,000	5,824	55,824
<b>Totals:</b>	<b>50,659</b>	<b>5,824</b>	<b>56,483</b>

**Fund 311: General Project Fund  
Preston Forest Park Imp (GP1532)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.30-00 From Non-Profit Groups	15,000	(6,362)	8,638
311-0000-368.10-46 2013 B GO Pub Imp	25,000	0	25,000
<b>Totals:</b>	<b>40,000</b>	<b>(6,362)</b>	<b>33,638</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-23 Arch/Eng/Landscaping Ser	0	2,822	2,822
311-0000-601.90-03 Improvements	40,000	(9,184)	30,816
<b>Totals:</b>	<b>40,000</b>	<b>(6,362)</b>	<b>33,638</b>

**Fund 311: General Project Fund  
Preston Forest Pk Imp (GP1819)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.30-00 From Non-Profit Groups	0	6,362	6,362
311-0000-368.10-55 Series 2017 A GO Bonds	33,911	0	33,911
311-0000-368.21-01 Premium from Bond Sale	1,550	0	1,550
<b>Totals:</b>	<b>35,461</b>	<b>6,362</b>	<b>41,823</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.40-41 Bond Sale Expense	461	0	461
311-0000-601.90-03 Improvements	35,000	6,362	41,362
<b>Totals:</b>	<b>35,461</b>	<b>6,362</b>	<b>41,823</b>

**Fund 311: General Project Fund  
Centennial/Downtown Parks (GP1627)**

<b>Revenues:</b>	\$	\$	\$
311-0000-364.10-00 Contributions/Individuals	650	0	650
311-0000-364.56-21 East Tenn Foundation	664,045	658	664,703
311-0000-368.10-47 2014 A GO Bonds	126,266	0	126,266
311-0000-368.10-54 Series 2016 GO (Nov 4)	26,643	0	26,643
311-0000-368.21-01 Premium from Bond Sale	27,074	0	27,074
311-0000-391.01-00 From General Fund	876,200	0	876,200
<b>Totals:</b>	<b>1,720,878</b>	<b>658</b>	<b>1,721,536</b>

<b>Expenditures:</b>	\$	\$	\$
311-0000-601.20-22 Construction Contracts	227	0	227
311-0000-601.20-23 Arch/Eng/Landscaping Ser	77,315	0	77,315
311-0000-601.20-95 Public Art Contracts	25,000	0	25,000
311-0000-601.40-41 Bond Sale Expense	3,717	0	3,717
311-0000-601.90-01 Land	31,000	658	31,658
311-0000-601.90-03 Improvements	1,554,619	0	1,554,619
311-0000-601.90-06 Purchases \$5,000 & Over	29,000	0	29,000
<b>Totals:</b>	<b>1,720,878</b>	<b>658</b>	<b>1,721,536</b>

**Fund 111: Special Project Fund**  
**Lynn View Cm Ctr FunFest (NC1607)**

<b>Revenues:</b>	\$	\$	\$
111-0000-364.20-00 From Corporations	1,256	(20)	1,236
<b>Totals:</b>	<b>1,256</b>	<b>(20)</b>	<b>1,236</b>

<b>Expenditures:</b>	\$	\$	\$
111-0000-601.30-20 Operating Supplies & Tool	1,256	(20)	1,236
<b>Totals:</b>	<b>1,256</b>	<b>(20)</b>	<b>1,236</b>

**Fund 111: Special Project Fund**  
**Lynn View Cm Ctr FunFest (NC1810)**

<b>Revenues:</b>	\$	\$	\$
111-0000-364.20-00 From Corporations	0	20	20
<b>Totals:</b>	<b>0</b>	<b>20</b>	<b>20</b>

<b>Expenditures:</b>	\$	\$	\$
111-0000-601.30-20 Operating Supplies & Tool	0	20	20
<b>Totals:</b>	<b>0</b>	<b>20</b>	<b>20</b>

**Fund 111: Special Project Fund**  
**Street Resurfacing (NC1800)**

<b>Revenues:</b>	\$	\$	\$
111-0000-391.01-00 From General Fund	1,434,000	16,698	1,450,698
<b>Totals:</b>	<b>1,434,000</b>	<b>16,698</b>	<b>1,450,698</b>

<b>Expenditures:</b>	\$	\$	\$
111-0000-601.20-22 Construction Contracts	1,434,000	0	1,434,000
111-0000-601.20-23 Arch/Eng/Landscaping Ser	0	16,698	16,698
<b>Totals:</b>	<b>1,434,000</b>	<b>16,698</b>	<b>1,450,698</b>

**Fund 455: Solid Waste Project Fund**  
**Solid Waste Equipment (DL1700)**

<b>Revenues:</b>	\$	\$	\$
455-0000-391.13-00 From Solidwaste Mgt Fund	300,000	(26,740)	273,260
<b>Totals:</b>	<b>300,000</b>	<b>(26,740)</b>	<b>273,260</b>

<b>Expenditures:</b>	\$	\$	\$
455-0000-601.90-06 Purchases \$5,000 & Over	300,000	(26,740)	273,260
<b>Totals:</b>	<b>300,000</b>	<b>(26,740)</b>	<b>273,260</b>

**Fund 415: Solid Waste Fund**

<b>Revenues:</b>	\$	\$	\$
415-0000-391.01-00 From General Fund	1,934,100	(26,740)	1,907,360
<b>Totals:</b>	<b>1,934,100</b>	<b>(26,740)</b>	<b>1,907,360</b>

<b>Expenditures:</b>	\$	\$	\$
415-6996-696.76-03 Solid Waste Project Fund	0	(26,740)	(26,740)
<b>Totals:</b>	<b>0</b>	<b>(26,740)</b>	<b>(26,740)</b>

<b>Fund 511 Fleet Fund</b>			
<b>Revenues:</b>	\$	\$	\$
511-0000-391.01-00 From General Fund	0	10,042	10,042
<b>Totals:</b>	<b>0</b>	<b>10,042</b>	<b>10,042</b>

<b>Expenditures:</b>	\$	\$	\$
511-5008-501.90-10 Replacement Vehicles	5,528,845	10,042	5,538,887
<b>Totals:</b>	<b>5,528,845</b>	<b>10,042</b>	<b>5,538,887</b>

<b>Fund 110: General Fund</b>			
<b>Expenditures:</b>	\$	\$	\$
110-4804-481.70-22 To Solid Waste Mgmt Fund	1,934,100	(26,740)	1,907,360
110-4804-481.70-35 To Gen Proj-Special Rev	1,495,283	16,698	1,511,981
110-4804-481.70-51 Fleet Maintenance	0	10,042	10,042
<b>Totals:</b>	<b>3,429,383</b>	<b>0</b>	<b>3,429,383</b>

<b>Fund 110: General Fund</b>			
<b>Revenues:</b>	\$	\$	\$
110-0000-368.33-00 Training Fees	0	5,070	5,070
<b>Totals:</b>	<b>0</b>	<b>5,070</b>	<b>5,070</b>

<b>Expenditures:</b>	\$	\$	\$
110-3003-441.20-41 Registration Fees/Tuition	50,000	5,070	55,070
<b>Totals:</b>	<b>50,000</b>	<b>5,070</b>	<b>55,070</b>

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

\_\_\_\_\_  
JOHN CLARK, Mayor

ATTEST:

\_\_\_\_\_  
JAMES H. DEMMING, City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
J. MICHAEL BILLINGSLEY, City Attorney

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



**AGENDA ACTION FORM**

**Consideration to Amend Fee Schedule**

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

Action Form No.: AF-47-2018  
Work Session: April 2, 2018  
First Reading: N/A

Final Adoption: April 3, 2018  
Staff Work By: Rob Cole  
Presentation By: C. McCart / Rob Cole

**Recommendation:**

Approve the Resolution amending fee schedule to include fees, as approved by Bays Mountain Park Commission, to rent Pavilion at Lilypad Cove.

**Executive Summary:**

In preparation of making the Pavilion at Lilypad Cove ready for public use, staff is requesting approval to post the following fees for rent/use of the Pavilion:

\* Flat rate, four hour block – includes use of up to 80 chairs, tables, and parking for guests.  
Renter responsible for set-up prior to event and takedown afterwards.

- (a) Monday-Thursday.....\$150.00
- (b) Friday thru Sunday.....\$250.00
- (c) Additional rental time if needed, per hour....\$ 75.00

**Attachments:**

- 1. Resolution
- 2. Fees Research
- 3. Anticipated Revenue

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AMENDING RESOLUTION NO. 2017-245 TO  
PROVIDE FOR CHANGES IN THE CHARGES IN CHAPTER 66-  
PARKS AND RECREATION

WHEREAS, it is now deemed advisable to amend Resolution No. 2017-245 to amend fees under Chapter 66 – Parks and Recreation; and

WHEREAS, various fees and charges provided for in the city's Code of Ordinances must be set and amended by resolution of the board of mayor and aldermen.

Now therefore,

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

SECTION I. That Resolution No. 2017-245, Chapter 66- Parks and Recreation, J. Bays Mountain Park, is amended as follows:

J. Bays Mountain Park

1. Entrance/Parking
  - (a) Per car..... \$5.00
  - (b) Per bus.....\$15.00
2. Natural history and planetarium programs
  - (a) Individual rates
    - (1) Planetarium..... \$5.00  
(15 or more, group rate) per person ..... \$4.00
    - (2) Nature show.....\$3.00  
(15 or more, group rate) per person ..... \$2.00
    - (3) Barge ride ..... \$4.00 to \$6.00
    - (4) Extended Nature Program (2 hours)..... \$6.00
    - (5) Association Members..... Free Passes
  - (b) Schools – scheduled during normal school hours  
Out of county students – per student/per program ..... \$2.00  
(Sullivan, Hawkins Counties and Kingsport, Bristol students) FREE
  - (c) Special programs
    - (1) Planetarium (other than regularly scheduled times)..... \$250.00
    - (2) Barge rides (other than regularly scheduled times)  
(maximum of 25 persons) .....\$150.00 to \$200.00
    - (3) Association life members get one free barge ride during  
June, July and August after 6:00 p.m. *Must be pre-scheduled.*
3. Other Programming
  - (a) Low Ropes Course (minimum of 8, maximum of 40 people) staff  
led programming.....\$5.00 per  
person
  - (b) Hawks Nest (age 11 & up) (weight limit 275 lbs.) \$25.00 per person
  - (c) Flying Squirrel Zipline (weight limit 275 lbs.).....\$10.00 per person
  - (d) Team Building – Half Day (minimum of 8 people, maximum of 24  
people) includes Low Course or Hawks Nest, Icebreaker games  
and Zipline (weight limit 275 lbs.).....\$35.00 per person

- (e) Team Building – Full Day (minimum of 8, maximum of 24 people) includes Low Course, Hawks Nest, Icebreaker Games and Zipline (weight limit 275 lbs.).....\$60.00 per person
- (f) Zip Party (scheduled during park hours) (weight limit 275 lbs.)
  - (1) 1-10 people..... \$125.00
  - (2) 11-19 people.....\$175.00
  - (3) 20+ people.....\$225.00
- (g) Zip Party (schedule during park hours) (weight limit 275 lbs) with use of Farmstead for one hour
  - (1) 1-10 people.....\$160.00
  - (2) 11-19 people.....\$210.00
  - (3) 20+ people.....\$260.00
- (h) Special Twilight Zip: (maximum of 20 people).....\$25.00 per person

4. Facilities rental

- (a) Building/Rooms (per hour-2 hour minimum)
  - (1) Library (15 people maximum)..... \$20.00
  - (2) Classroom (80 people maximum) ..... \$35.00
  - (3) Farmstead (maximum 100 people).....\$100.00
  - (4) Nature Center (maximum 150 people)..... \$200.00
  - (5) Pavilion at LilyPad Cove (anticipated maximum 60-80 people depending upon set-up.) Flat rate, four hour block (includes use of up to 80 chairs, tables, and parking for guests.) Renter responsible for set-up prior to event and takedown afterwards.
    - (i) Monday-Thursday.....\$150.00
    - (ii) Friday thru Sunday.....\$250.00
    - (iii) Additional rental time if needed, per hour.....\$ 75.00
  - (6) Amphitheater (after hours) (maximum 300 people) \$20.00
  - (7) Cabin/meeting room (maximum 25 people)..... \$50.00
- (b) Other Facilities Rental
  - (1) Overnight camping (maximum 15 people) (per group/per night) ..... \$30.00
  - (2) Zip line school..... \$5.00
  - (3) High Ropes course – School..... \$15.00
  - (4) ½ Day Course School ..... \$20.00
  - (5) Full Day School..... \$25.00

5. Park grounds

- (a) Before hours (2-hour minimum)..... \$150.00
- (b) After hours (2-hour minimum)..... \$150.00

6. Tour Groups

- (a) KCVB Tours – includes entrance fee/choose two activities from: Barge Ride, Planetarium Show, Wolf Howling, Nature Program.....\$7.00 per person
- (b) Other Tours – includes entrance fee/choose two activities from: Barge Ride, Planetarium Show, Wolf Howling, Nature Program... .. \$10.00 per person

SECTION II. That this resolution shall become effective April 4, 2018, and remain in force and effect until such time as it is revoked, further amended, or superseded.

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

ADOPTED this 3<sup>rd</sup> day of April, 2018.

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JOHN CLARK, Mayor

ATTEST:

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JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

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J. MICHAEL BILLINGSLEY, City Attorney

Venue	Facility Rental	Unit	Min. Rental Fee	Max. Rental Fee	Rehearsal Fee	Cleaning Fee	Chairs	Tables
<b>Allendale Mansion:</b>								
0-50 people, Monday – Friday, 8 AM – 5 PM	\$185.00	7 hr block	\$185.00	Add \$1/person over max	\$50/hr Mon-Thurs 4 PM - 12 Midnight	n/a	\$1.50 each folding	\$6.00 each
0-100 people, Monday – Thursday, 5 PM – 12 Midnight	\$320.00	7 hr block	\$320.00	Add \$1/person over max			\$3.00 each Chivari	
0-100 people, Friday 5 PM - 12 Midnight and Sunday 8 AM - 12 Midnight	\$700.00	7 hr block	\$700.00	Add \$1/person over max				
0-100 people, Saturday 8 AM - 12 Midnight	\$750.00	7 hr block	\$750.00	Add \$1/person over max				
<b>Allendale Mansion Herron Dome:</b>								
Monday - Thursday, 8 AM - 12 Midnight	\$150.00	7 hr block	\$150.00		\$50/hr Mon-Thurs 4 PM - 12 Midnight	n/a	\$1.50 each folding	\$6.00 each
Friday 5 PM - 12 Midnight and Sunday 8 AM - 12 Midnight	\$200.00	7 hr block	\$200.00				\$3.00 each Chivari	
Saturday 8 AM - 12 Midnight	\$200.00	7 hr block	\$200.00					
<b>Allendale Barn Gazebo:</b>								
Monday - Thursday, 8 AM - 12 Midnight	\$150.00	7 hr block	\$150.00		\$50/hr Mon-Thurs 4 PM - 12 Midnight	n/a	\$1.50 each folding	\$6.00 each
Friday 5 PM - 12 Midnight and Sunday 8 AM - 12 Midnight	\$200.00	7 hr block	\$200.00				\$3.00 each Chivan	
Saturday 8 AM - 12 Midnight	\$200.00	7 hr block	\$200.00					
<b>Renaissance Center:</b>								
First floor courtyard & 2nd and 3rd floor atriums (3-hour minimum)	\$20.00	per hour	\$60.00					
<b>Bays Mountain Park &amp; Planetarium</b>								
Farmstead Museum	\$100.00	per hr / 2 hr min	\$200.00	n/a		n/a	included	included
<b>The Social: event venue</b>								
Friday	\$1,000.00	per day 11-11	\$1,000.00		\$2,400.00 for both days, Friday for rehearsal	n/a	included	included
Saturday	\$1,800.00	per day 11-11	\$1,800.00				included	included
<b>Chateah Selah (Blountville, TN)</b>								
Friday through Sunday	\$10,000.00	all weekend	\$10,000.00		included, extra \$500 to have dinner after rehearsal	n/a	included	included
	\$9,500.00	Fri-Sat	\$9,500.00				included	included
<b>Latham's Lighthouse (Hendersonville, TN)</b>	\$3,800.00	6 hours	\$3,800.00				included	included
<b>Meadhaven on the Lake (Louisville, TN)</b>								
100 people	\$3,800.00	all weekend	\$3,800.00			n/a	included	included
<b>Fontana Village Resort (Fontana Dam, NC)</b>								
Event Hall (400 people)	\$1,000-\$1,800	per day	\$1,000	\$1,800 (draped)	Included	n/a	included	included
Carolina Room (100 people)	\$500	per day	\$500.00		Included		included	included
Bear & Den Lounge (30 people)	\$150	per day	\$150.00		Included		included	included
Laurel Brook Fire Pit (Unlimited capacity)	\$100	per day	\$100.00				\$4.00 each	n/a
Wildwood Sundeck (100 people)	\$250	per day	\$250.00		included		included	included
(All wedding ceremonies must be accompanied by a reception)								
<b>RECOMMENDED Pavilion at LilyPad Cove (4 hour block)</b>								
Monday – Thursday	\$150.00	4 hr block	\$150.00		rental cost	included	included	included
Friday - Sunday	\$250.00	4 hr block	\$250.00		rental cost			
Additional time, if needed	\$75.00	per hour						

# Pavilion at LilyPad Cove

## *Anticipated Revenue Increase*

**Fees as proposed**

\* Flat rate, four hour block – includes use of up to 80 chairs, tables, and parking for guests. Renter responsible for set-up prior to event and takedown afterwards.

(a)	Monday-Thursday.....	\$150.00
(b)	Friday thru Sunday.....	\$250.00
(c)	Additional rental time if needed, per hour....	\$ 75.00

**Weekend Additional Revenue (March & April)**

Assuming facility is rented on average two weekends (Saturday and Sunday) a month March and April:

\$ 250 total rental x 2 rentals (one Saturday/one Sunday) =	\$ 500
\$ 500 revenue per weekend x 2 times a month =	\$1,000
<b>\$1,000 total revenue per month x 2 months =</b>	<b>\$2,000 TOTAL REVENUE</b>

**Weekend Additional Revenue (May thru October)**

Assuming facility is rented on average at least three weekends (Saturday and Sunday) a month May thru October:

\$ 250 total rental x 2 rentals (one Saturday/one Sunday) =	\$ 500
\$ 500 revenue per weekend x 3 times a month =	\$1,500
<b>\$1,500 total revenue per month x 6 months =</b>	<b>\$9,000 TOTAL REVENUE</b>

**Weekday Additional Revenue (March thru October)**

Assuming facility is rented on average at least three week days (Monday thru Friday) a month March thru October:

\$150 revenue per weekday rental x 3 times a month =	\$ 450
<b>\$450 total revenue per month x 8 months =</b>	<b>\$3,600 TOTAL REVENUE</b>

Weekend Additional Revenue (March/April)	\$ 2,000
Weekend Additional Revenue (May-October)	\$ 9,000
<u>Weekday Additional Revenue</u>	<u>\$ 3,600</u>
<b>*Total Additional Revenue</b>	<b>\$14,600</b>

***\*Pavilion Rental revenue only. Does not include possible impact to program revenues or additional facility rental fees associated with Pavilion event rental (i.e., - wedding reception in Farmstead, or after hours rental fees)***



**AGENDA ACTION FORM**

**Apply for and Receive a Grant from the East Tennessee Foundation Arts Fund for Sculpture Walk Workshops and Exhibition**

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

Action Form No.: AF-51-2018  
 Work Session: April 2, 2018  
 First Reading: N/A

Final Adoption: April 3, 2018  
 Staff Work By: B. Macdonald  
 Presentation By: C. McCartt

**Recommendation:**  
 Approve the Resolution.

**Executive Summary:**  
 The Arts Fund for East Tennessee was established by East Tennessee Foundation in 1986. It serves as a source of funds to support excellence in the arts, expand access to the arts, and connect artists with each other and with East Tennessee communities. The City of Kingsport Office of Cultural Arts has been invited to apply for a \$10,000 two-year grant. The Arts Fund of ETF supports public art displays and performances. The Office of Cultural Arts will apply for grant funding for Sculpture Walk Workshops, Lectures and Training, expanding on the successful 10 year program to allow the public to learn hands-on processes for creating art and then providing those participants with a platform for exhibition in the Kingsport.

There is no match required and, if awarded, funds should be expended over a 2 year period beginning August 2018.

**Attachments:**  
 1. Resolution

	<u>Y</u>	<u>N</u>	<u>O</u>
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A GRANT FROM THE EAST TENNESSEE FOUNDATION ARTS FUND FOR THE SCULPTURE WALK WORKSHOPS AND EXHIBITIONS

WHEREAS, the city, through the Cultural Arts Division, would like to apply for a grant through the East Tennessee Foundations Arts Fund, which will provide funds that will be used for Sculpture Walk workshops, lectures and training; and

WHEREAS, the maximum amount of the two year grant award is \$10,000.00, and does not require a match;

Now therefore,

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

SECTION I. That the mayor, or in his absence, incapacity, or failure to act, the vice mayor, is authorized to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, all documents necessary and proper to apply for and receive grant funds from the East Tennessee Foundations Arts Fund in the amount of \$10,000.00 for the Sculpture Walk workshops lectures and training, and which requires no match.

SECTION II. That the mayor is authorized to execute any and all documents including those necessary and proper to demonstrate the city's compliance with the grant requirements or its provisions necessary to effectuate the purpose of the grant or this resolution.

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

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

ADOPTED this the 3rd day of April, 2018.

\_\_\_\_\_  
JOHN CLARK, MAYOR

ATTEST:

\_\_\_\_\_  
JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

\_\_\_\_\_  
J. MICHAEL BILLINGSLEY, CITY ATTORNEY



AGENDA ACTION FORM

Apply for and Receive the Southern Creative Places Grant by South Arts for Improvements to a Specified Alley in Downtown

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

Action Form No.: AF-49-2018  
Work Session: April 2, 2018  
First Reading: N/A

Final Adoption: April 3, 2018  
Staff Work By: J. Harmon  
Presentation By: C. McCartt

**Recommendation:**  
Approve the Resolution.

**Executive Summary:**

The City of Kingsport Office of Cultural Arts in conjunction with the Downtown Kingsport Association Design Committee is seeking to apply for the Southern Creative Places Grant from South Art to enhance the alley located between E. Center Street and E. Market Street behind the Downtown Kingsport Association (see map for exact location). South Art's mission is "advancing Southern vitality through the arts." By supporting creative placemaking through the South, South Arts supports strong communities, artists, creative practice, economic development and the distinctive characteristics that make the American South unique. It is the desire of the Office of Cultural Arts and the Downtown Kingsport Association to see these alleys become vibrant and engaging for public use. The funding would be used to engage artists to create pieces that could be linked together to form a cohesive design throughout the alley to carry pedestrians from one end to the other.

The grant is for \$5,000 and there is a \$5,000 match in which half of that can be in-kind – 111-0000-601.2020 NC1612. The project must take place between July 1, 2018 and June 30, 2019.

**Attachments:**

- 1. Resolution
- 2. Map of proposed alley

Funding source appropriate and funds are available: 

	Y	N	O
Adler	—	—	—
Begley	—	—	—
Cooper	—	—	—
George	—	—	—
McIntire	—	—	—
Olterman	—	—	—
Clark	—	—	—

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A SOUTHERN CREATIVE SPACES GRANT BY SOUTH ARTS FOR IMPROVEMENTS TO A SPECIFIED ALLEY IN DOWNTOWN

WHEREAS, the city, through the Cultural Arts Division, would like to apply for a Southern Creative Places grant from South Arts, which will provide funds to enhance the alley located between East Center Street and East Market Street behind the Downtown Kingsport Association by engaging artists to create pieces that could be linked together to form a cohesive design throughout the alley for pedestrians from one end to the other; and

WHEREAS, the maximum amount of the grant award is \$5,000.00, and the grant requires a 1 to 1 match, which is available in project t NC1612, account number 111-0000-601.20-20.

Now therefore,

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

SECTION I. That the mayor, or in his absence, incapacity, or failure to act, the vice mayor, is authorized to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, all documents necessary and proper to apply for and receive a Southern Creative Places grant from the South Arts in the amount of \$5,000.00 to enhance the alley located between East Center Street and East Market Street behind the Downtown Kingsport Association, which will require a 1 to 1 match.

SECTION II. That the mayor is authorized to execute any and all documents including those necessary and proper to demonstrate the city's compliance with the grant requirements or its provisions necessary to effectuate the purpose of the grant or this resolution.

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

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

ADOPTED this the 3<sup>rd</sup> day of April, 2018.

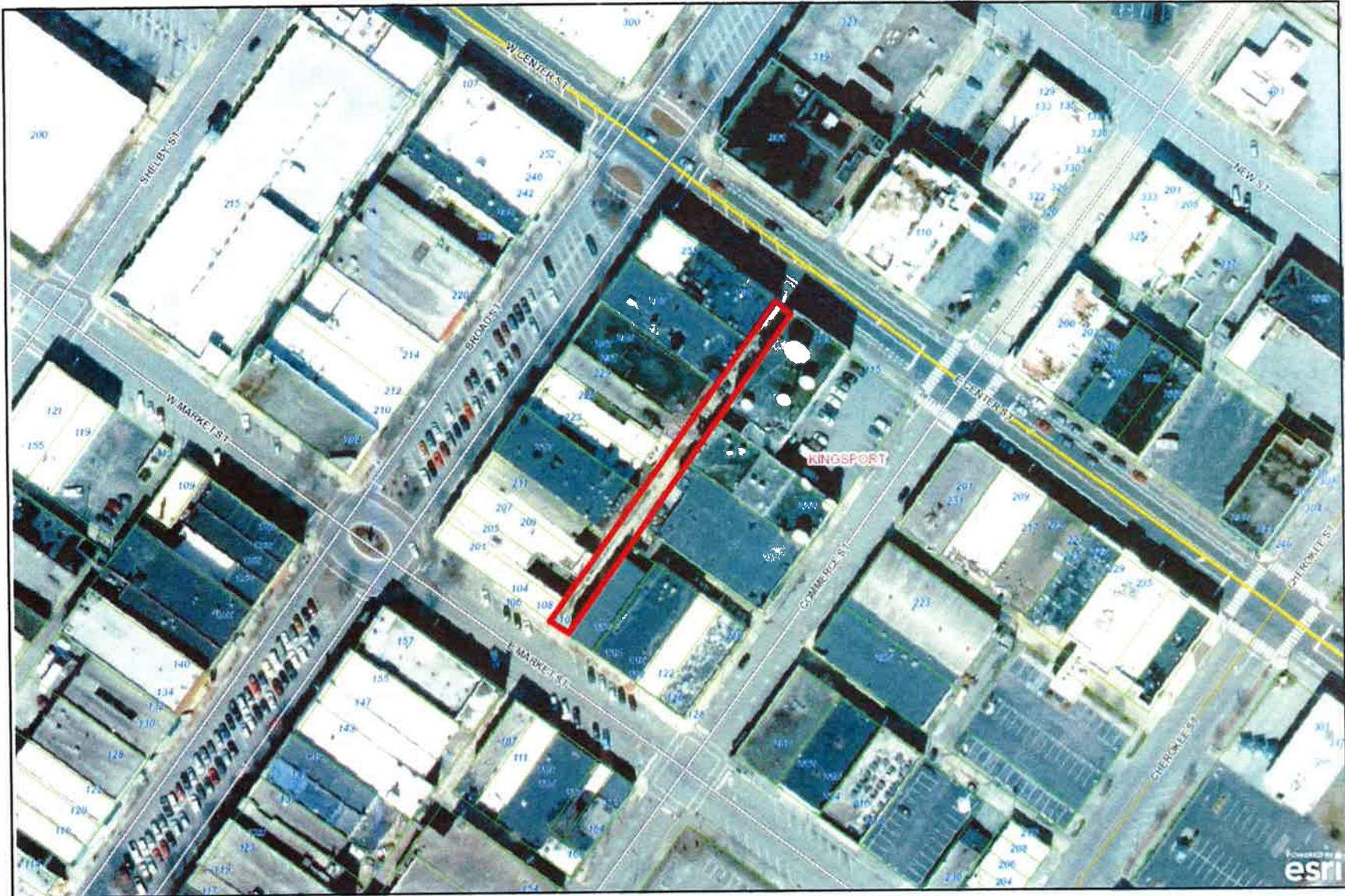
\_\_\_\_\_  
JOHN CLARK, MAYOR

ATTEST:

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

\_\_\_\_\_  
J. MICHAEL BILLINGSLEY, CITY ATTORNEY

# Southern Creative Places Grant - Alley



168 ft



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