



AGENDA

BOARD OF MAYOR AND ALDERMEN WORK SESSION

**Monday, January 7, 2019, 4:30 p.m.
City Hall, 225 W. Center St., Courtroom, 2nd 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. Inventor Center – Bonnie Macdonald, Heath Quinn & Marshall Reid
4. FY18 Comprehensive Annual Financial Report (CAFR) – Vice Mayor McIntire, Jim Demming & Lisa Winkle
5. Review of Items on January 8, 2019 Business Meeting Agenda
6. Adjourn

Next Work Session, Jan 22, 4pm: FY20 Budget Preparation Assumptions, Roads Update

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 Contracted Paving

Paving remains on Ft. Robinson/Rivermont from Union St to Lawson Dr, along with permanent paving markings.

2 Lynn View Community Center

The electrical building framing has started and the inside is being fabricated for electrician to start work.

3 KATS Transit Center

Brick work continues and spraying of insulation on interior roof deck is underway.

4 Area 10 Concrete - Phase 1

Contractor is working on finishing ADA approved sidewalks and ramps in this area.

5 Border Regions - Area 3

Cleanup, seeding, paving and testing on Cox Hollow Road line remains.

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	Final ROW / Utility plans expected Summer 2019
\$6,600,000.00	Niki Ensor	Niki Ensor	Water & Wastewater Facilities SCADA/Telemetry Project	WA1700/ SW1700/ SW1603	4/1/2019	10/24/18 - Held 90% plans review. 11/14/18 - Integrator RFQ advertised.
\$4,400,000.00	Niki Ensor	Niki Ensor	WWTP Electrical Improvements	SW1800	9/1/2019	10/25/18 - 90% design review meeting.
\$4,186,000.00	Chris McCartt	Melton, Dawn	New KATS Transit Center	GP1718	3/8/2019	Brick work is wrapping up. Sheet rock installation has begun.
\$3,867,000.00	Chad Austin	Hank Clabaugh	Border Regions Sewer Extensions		2/17/2020	Survey and preliminary design are ongoing.
\$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	All easements have been signed.
\$3,300,000.00	Michael Thompson	Thompson, Michael	Indian Trail Drive Extension	GP1615	6/30/2021	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	4/1/2020	Geotechnical report received 12-21-18.
\$1,405,205.65	Public Works	Clabaugh, Hank	2018 Contracted Paving - Area 10: West Lynn Garden		1/11/2019	Paving work is completed. Contractor has final thermo markings (weather dependent) and punchlist to complete.
\$1,300,000.00	Chad Austin	Pamela Gilmer	Phase 4 Water Improvements		12/6/2019	Low bid to go to BMA for award approval.
\$961,140.00	Michael Thompson	Elsea, Tim	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	Mattern & Craig has received design comments and are addressing/reviewing.
\$940,000.00	Kitty Frazier	Clabaugh, Hank	Kingsport Greenbelt - Eastern Extension - Phase 1 [Fed. Grant & City funded]	GP1529	11/1/2019	Bids were opened 12/19/18. The low bidder was Glass Machinery & Excavation. Staff has requested TDOT concurrence to award the bid. Once approved staff will bring to BMA for action.
\$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	12/7/2019	Work continues to combine project with Phase 2 project.
\$668,835.40	Public Works	Clabaugh, Hank	2018 Contracted Paving - Main Roads: Ridgefields, Ft Robinson, Rivermont		1/11/2019	Paving work is completed. Contractor has final pavement markings to complete.
\$577,000.00	Niki Ensor	Sam Chase	Tri-County Tank Replacement Project	WA1705	2/22/2019	Easten Tank mobilized 12/14/18.

Estimated Cost	Project Owner	Project Manager	Project Name	Project #	Completion Date	CurrentStatus
\$468,001.00	Rob Cole	Clabaugh, Hank	Bays Mountain Parking Improvements		4/30/2019	The contractor has mobilized their equipment and ready for tree clearing and grubbing portion of project.
\$445,158.10	Rob Cole	Harris, David	Bays Mountain Dam Rehabilitation (2017-C28)	GP1711	2/15/2019	Change Order for additional work to repair the concrete walkway, repaint the railing and replace the Vinyl coated chainlink fencing has been requisitioned.
\$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
\$384,689.00		Elsea, Tim	Area 10 Concrete - Phase 1	GP1846/G P1914	2/18/2019	Contractor is working on replacing roadway panels and sidewalk panels.
\$365,167.20	Chad Austin	Hank Clabaugh	Border Regions Area 3 Water Upgrades	WA1806	1/11/2019	The project is substantially complete. Punch list remains.
\$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	Rob Cole	Austin, Chad	Bays Mountain Septic System Upgrades	GP1704	4/26/2019	Plan is to contract out force main installation and do lift station work in-house. Open bids in late Jan for March construction.
\$289,000.00	David Edwards	David Edwards	Bloomington Culvert Replacement		6/1/2019	Final plans and cost estimate received from Mattern & Craig. Bid opening date set for 1/16/19.
\$262,770.00	Chris McCart	Melton, Dawn	Lynn View Community Center Site Improvements Phase 2	GP1802	1/7/2019	Work on new electrical buliding and new maintenance building continuies.
\$208,682.50	Tim Elsea	Gilmer, Pamela	Indian Trail Drive at Stone Drive Intersectio Improvements	2017-C14	1/20/2019	Contractor has started grading and installing base stone for sidewalk work.
	Niki Ensor	Niki Ensor	SLS Rehab and Replacement	SW1702	3/31/2019	Entered into an agreement with LDA Engineers for design.

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AGENDA

BOARD OF MAYOR AND ALDERMEN

BUSINESS MEETING

**Tuesday, January 8, 2019, 7:00 p.m.
City Hall, 225 W. Center St., Courtroom, 2nd 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 – Jack Weikel, First Broad Street United Methodist Church

III. ROLL CALL

IV.A. RECOGNITIONS & PRESENTATIONS

1. Citizen Recognition of Dr. David Garrahan (Chief Quillin)

IV.B. APPOINTMENTS

Corrected AF

1. Appointments to the Senior Center Advisory Council (AF: 07-2019) (Mayor Clark)
 - Appointments

V. APPROVAL OF MINUTES

Corrected dates

1. Work Session – December 17, 2018
2. Business Meeting – December 18, 2018

VI. COMMUNITY INTEREST ITEMS

A. PUBLIC HEARINGS

None

COMMENT

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

B. BUSINESS MATTERS REQUIRING FIRST READING

1. Abandoning a Sewer Easement at 1025 Executive Park Boulevard (AF: 10-2019) (Ryan McReynolds)
 - Ordinance – First Reading
2. Approving a Redesign of the City Seal (AF: 01-2019) (Jeff Fleming)
 - Ordinance – First Reading
- ~~3. Amend Zoning Code Pertaining to Allowing Garages, Carports, and Swimming Pools in Residential Side Yards (AF: 08-2019) (Ken Weems)~~
 - ~~• Ordinance – First Reading~~

Withdrawn

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Ordinance to Amend General Projects Fund Budget and Re-appropriate Existing Funds from the Bays Mountain Park & Planetarium Septic System Project to the Bays Mountain Park & Planetarium Parking Lot Improvement Project (AF: 275-2018) (Chris McCartt)
 - Ordinance – Second Reading & Final Adoption
2. Accept a Private Monetary Donation for the Police K-9 Program and Appropriate the Funds (AF: 276-2018) (David Quillin)
 - Ordinance – Second Reading & Final Adoption

D. OTHER BUSINESS

1. Resolution to Reject the Bid for Fume Exhauster Repair for Fire Stations (AF: 02-2018) (Scott Boyd)
 - Resolution

2. Apply for and Receive Partnership Grant from the Tennessee Arts Commission (AF: 03-2019) (Chris McCartt)
 - Resolution
3. Apply for and Receive Creative Placemaking Grant from the Tennessee Arts Commission (AF: 04-2019) (Chris McCartt)
 - Resolution
4. Amend the Agreement with Prairie Farms Dairy to Renew for an Additional Year (AF: 06-2019) (David Frye, Jennifer Walker)
 - Resolution
5. Requesting Legislation Pertaining to Library Operations and Pedal Carriages and Rickshaws (AF: 09-2019) (Jeff Fleming)
 - Resolution
6. Approval of Easements to Atmos Energy Corporation for Meadowview Roadway Extension (AF: 11-2019) (Ryan McReynolds)
 - Resolution
7. Acceptance of FY2018 Comprehensive Annual Financial Report (AF: 12-2019) (Jim Demming, Vice Mayor McIntire)
 - Report

Revised Exhibit A

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

Appointments to the Senior Center Advisory Council

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

Action Form No.: AF-07-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: Committee
 Presentation By: Mayor Clark

Recommendation: Approve reappointments.

Executive Summary: It is recommended to reappoint Frances Cottrell, Mary Porter, Pat Breeding and Brenda Cunningham to their third and final two-year term. If approved by the Board of Mayor and Aldermen, these appointments will expire January 1, 2021.

The council is composed of eleven (11) members; seven (7) members shall be participants at the Kingsport Senior Citizen Center, and four (4) members shall be selected at-large regardless of age and affiliation.

Current Council				
Member	Eligibility	Term Expires	Appointed	Terms Served
Frances Cottrell	Sr. Center	1/1/19	12/16/14	2
Mary Porter	Sr. Center	1/1/19	12/16/14	2
Pat Breeding	At-large	1/1/19	12/16/14	2
Brenda Cunningham	At-large	1/1/19	12/16/14	2
Laurel McKinney	Sr. Center	9/30/19	9/5/17	1
Darrell Duncan	At-large	9/30/19	9/5/17	1
Linda Gemayel	Sr. Center	9/30/19	9/5/17	1
Deborah Eury	Sr. Center	9/30/19	9/5/17	1
Rick Currie	Sr. Center	9/30/19	9/5/17	1
Peter Shang	Sr. Center	9/30/19	9/5/17	1
Lisa Shipley	At-large	9/30/19	9/5/17	1

Recommended Council				
Member	Eligibility	Term Expires	Appointed	Terms Served
Frances Cottrell	Sr. Center	1/1/21	12/16/14	3
Mary Porter	Sr. Center	1/1/21	12/16/14	3
Pat Breeding	At-large	1/1/21	12/16/14	3
Brenda Cunningham	At-large	1/1/21	12/16/14	3
Laurel McKinney	Sr. Center	9/30/19	9/5/17	1
Darrell Duncan	At-large	9/30/19	9/5/17	1
Linda Gemayel	Sr. Center	9/30/19	9/5/17	1
Deborah Eury	Sr. Center	9/30/19	9/5/17	1
Rick Currie	Sr. Center	9/30/19	9/5/17	1
Peter Shang	Sr. Center	9/30/19	9/5/17	1
Lisa Shipley	At-large	9/30/19	9/5/17	1

Attachments:

None

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

Minutes of the Regular Work Session of the
Board of Mayor and Aldermen, City of Kingsport, Tennessee
Monday, December 17, 2018, 4:30 PM
Large Court Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark

Vice-Mayor Mike McIntire

Alderman Jennifer Adler

Alderman Joe Begley

Alderman Colette George

(left at 6:25 p.m.)

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 Mayor Clark.
2. **ROLL CALL:** By City Recorder Demming. Absent: Alderman Betsy Cooper
3. **KEEP KINGSFORT BEAUTIFUL UPDATE.** Robin Cleary gave a presentation on KKB what all they accomplished this past year. She pointed out that for every dollar that is taken in, \$80 of benefits is put back out into the community. Ms. Cleary also gavd details on what is coming up in 2019, including some new events.
4. **NEIGHBORHOOD COMMISSION QUARTERLY REPORT.** Ms. Margot Seay discussed this item and answered questions from the board. She highlighted the goals of 2019, noting they would be visiting neighborhoods this year instead of holding monthly meetings.
5. **KINGSFORT THEATRE GUILD UPDATE.** Ms. Tina Radtke, Executive Director for KTG, presented this item highlighting the fiscal impact that KTG has on the community bringing patrons to Kingsport. She stated that based on the Americans for the Arts data that KTG is bringing in a quarter of a million dollars into Kingsport each year. She also confirmed for Alderman Adler that KTG gives more back to the city in theatre rental than what is provided in the city grant. Some discussion followed.
6. **REVIEW OF AGENDA ITEMS ON THE DECEMBER 18, 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.B.1 **Amend General Projects Fund Budget and Reappropriate Existing Funds from the Bays Mountain Park & Planetarium Septic System Project to the Bays Mountain Park & Planetarium Parking Lot Improvement Project** (AF: 275-2018). City Manager Fleming gave an update on this project and noted the bid would go out in January for the parking lot.

**Minutes of the Regular Work Session of the Board of Mayor and Aldermen of
Kingsport, Tennessee, Monday, December 17, 2018**

VI.D.1 Bid Award for the Purchase of Four (4) 19-Passenger Cut Away Style Mini-Buses (AF: 235-2018). City Manager Fleming pointed out this item was presented at the last meeting but a correction needed to be made. This is not an additional purchase.

VI.D.2 Establish The Kingsport Land Bank, Inc. and Approve Proposed Charter for Submission to Tennessee Secretary of State (AF: 278-2018). Development Services Director Lynn Tully presented this item, noting this authority is granted by the state with only twelve allowed. She stated there were three that have already been established – Memphis Chattanooga and Oak Ridge. The purpose of this authority is for the conveyance of vacant, abandoned, troubled, and tax delinquent properties. It would be used as a tool to compliment code enforcement and remove/transform potential public nuisance properties. Discussion followed on how properties would be identified and the process of clearing titles to these properties. Ms. Tully then discussed funding sources, associated costs and next steps.

VI.D.5 Acquisition of Portion of Property for Road Salt Quonset Hut (AF: 281-2018). City Manager Fleming provided details on this item, stating it was half an acre behind Food City and would greatly improve the response time to the Rock Springs, Colonial Heights, Moreland Drive and Fall Creek areas. Assistant City Manager for Operations Ryan McReynolds provided further information and answered questions. Some discussion ensued.

VI.D.6 Consideration of 2019 Joint Tri-Cities Legislative Policy (AF: 280-2018). City Manager Fleming provided details on this item, pointing out that Johnson City and Bristol have already approved this. Vice-Mayor McIntire stated some key elements were missing, but they could be addressed individually at a future date.

7. ADJOURN. Seeing no other matters presented for discussion at this work session, Mayor Clark adjourned the meeting at 6:30 p.m.

ANGELA MARSHALL
Deputy City Recorder

JOHN CLARK
Mayor

Minutes of the Regular Business Meeting of the
Board of Mayor and Aldermen of the City of Kingsport, Tennessee
Tuesday, December 18, 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: Led by Girl Scout Troop #463.

II.B. INVOCATION: Reverend Bryan Moore, Minister in Transition.

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

IV.A. RECOGNITIONS AND PRESENTATIONS. None.

IV.B. APPOINTMENTS/REAPPOINTMENTS.

1. Appointment of Board of Mayor and Aldermen Representative to the 2019 Local Emergency Planning Committee Steering Committee for Sullivan County (AF: 282-2018) (Mayor Clark).

Motion/Second: McIntire/Adler, to approve:

APPOINTMENT OF ALDERMAN COLETTE GEORGE TO THE 2019 LOCAL EMERGENCY PLANNING COMMITTEE STEERING COMMITTEE FOR SULLIVAN COUNTY.

Passed: All present voting “aye.”

V. APPROVAL OF MINUTES.

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

A. December 3, 2018 Regular Work Session

B. December 4, 2018 Regular Business Meeting

C. December 6, 2018 Called Work Session

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, December 18, 2018**

VI. COMMUNITY INTEREST ITEMS.

A. PUBLIC HEARINGS.

1. Annexation Annual Plan of Services Report (AF: 265-2018)
(Nathan Woods). City Planner Nathan Woods gave a brief presentation on this item.

PUBLIC COMMENT ON ITEM VI.A.1. 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.

1. Amend General Projects Fund Budget and Reappropriate Existing Funds from the Bays Mountain Park & Planetarium Septic System Project to the Bays Mountain Park & Planetarium Parking Lot Improvement Project (AF: 275-2018) (Chris McCartt).

Motion/Second: Adler/George, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECT FUND FOR THE YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

2. Accept a Private Monetary Donation for the Police K-9 Program and Appropriate the Funds (AF: 276-2018) (David Quillin).

Motion/Second: McIntire/Cooper, to pass:

Resolution No. 2019-085, A RESOLUTION ACCEPTING A MONETARY DONATION FOR THE KINGSPORT POLICE DEPARTMENT K-9 PROGRAM

Passed: All present voting "aye."

Motion/Second: McIntire/George, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECT-SPECIAL REVENUE FUND BUDGET BY APPROPRIATING DONATED FUNDS FOR THE YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.

1. Amend FY18-19 Aquatic Fund Budget for the Addition of One (1) Position within the Aquatic Center Division of the Community Services Department (AF: 269-2018) (Chris McCartt).

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
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Motion/Second: McIntire/Cooper, to pass:

ORDINANCE NO. 6773, AN ORDINANCE TO AMEND THE AQUATIC CENTER FUND BUDGET BY ADDING AN AQUATIC SUPERVISOR POSITION FOR THE AQUATIC CENTER DIVISION OF THE COMMUNITY SERVICES DEPARTMENT FOR THE FISCAL YEAR ENDING JUNE 30, 2019; 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.”

2. Amend FY18-19 General Projects Budget to Appropriate Grant Funds for Kingsport Farmers Market (AF: 270-2018) (Chris McCartt).

Motion/Second: George/Adler, to pass:

ORDINANCE NO. 6774, AN ORDINANCE TO AMEND THE GENERAL PROJECT-SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS TO THE FARMERS MARKET PROMOTION GRANT PROJECT FOR THE YEAR ENDING JUNE 30, 2019; 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 Four (4) 19-Passenger Cut Away Style Mini-Buses (AF: 235-2018) (Chris McCartt, Steve Hightower).

Motion/Second: McIntire/George, to pass:

Resolution No. 2019-086, A RESOLUTION AWARDDING THE BID FOR THE PURCHASE OF FOUR CUT AWAY STYLE 19 PASSENGER MINI BUSES TO CENTRAL STATES BUS SALES, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR THE SAME

Passed: All present voting “aye.”

~~**2. Establish The Kingsport Land Bank, Inc. and Approve Proposed Charter for Submission to Tennessee Secretary of State (AF: 278-2018) (Lynn Tully).**~~
This agenda item was withdrawn on December 18, 2018.

3. Approve Amendment to Existing Agreement with Source Technologies, LLC for Odor and Corrosion Control at Sewer Lift Stations (AF: 277-2018) (Ryan McReynolds).

Motion/Second: McIntire/Adler, to pass:

Resolution No. 2019-088, A RESOLUTION APPROVING RENEWAL OF AN AGREEMENT WITH SOURCE TECHNOLOGIES, LLC. FOR ODOR AND CORROSION CONTROL AT SEWER LIFT STATIONS AND AUTHORIZING THE MAYOR TO

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, December 18, 2018**

EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND
PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting “aye.”

**4. Approve Issuance of Certificates of Compliance for
Businesses to Sell Retail Alcoholic Beverages (AF: 279-2018) (Jim Demming).**

Motion/Second: George/Olterman, to approve:

CERTIFICATES OF COMPLIANCE FOR BUSINESSES TO SELL RETAIL ALCOHOLIC
BEVERAGES

Passed: All present voting “aye.”

**5. Acquisition of Portion of Property for Road Salt Quonset Hut
(AF: 281-2018) (Ryan McReynolds).**

Motion/Second: George/McIntire, to pass:

Resolution No. 2019-089, A RESOLUTION APPROVING AN OFFER FOR THE
PURCHASE OF A PORTION OF REAL PROPERTY LOCATED AT 1908 MORELAND
DRIVE, AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT AND ALL
OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE
OF THIS RESOLUTION

Passed: All present voting “aye.”

**6. Consideration of 2019 Joint Tri-Cities Legislative Policy (AF:
280-2018) (Jeff Fleming).**

Motion/Second: McIntire/Olterman, to approve:

2019 JOINT TRI-CITIES LEGISLATIVE POLICY

Passed: All present voting “aye.”

**7. Change Meeting Dates for Business Meetings of the Board of
Mayor and Aldermen from the First and Third Tuesdays to the Second and Fourth
Tuesdays in January, 2019 (AF: 283-2018) (Mike Billingsley).**

Motion/Second: Adler/Begley, to pass:

Resolution No. 2019-090, A RESOLUTION CHANGING THE DATE OF THE REGULAR
BUSINESS MEETINGS OF THE BOARD OF MAYOR AND ALDERMEN IN JANUARY,
2019 FROM THE FIRST AND THIRD TUESDAYS TO THE SECOND AND FOURTH
TUESDAY FOR JANUARY, 2019

Passed: All present voting “aye.”

**8. Consideration of a Resolution Accepting a Donation of Land
from Huntington Hills Company (AF: 284-2018) (Jeff Fleming).**

Motion/Second: McIntire/George, to pass:

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, December 18, 2018**

Resolution No. 2019-087, A RESOLUTION APPROVING THE DONATION OF REAL PROPERTY AT THE FOOT OF BAYS MOUNTAIN FROM HUNTINGTON HILLS COMPANY AND AUTHORIZING THE MAYOR TO EXECUTE THE DEED OF GIFT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE DONATION OR THIS RESOLUTION

Passed: All present voting “aye.”

VII. CONSENT AGENDA. None.

VIII. COMMUNICATIONS.

- A. CITY MANAGER.** Mr. Fleming wished everyone a Merry Christmas and Happy New Year. He also expressed his appreciation to the board members for their service.
- B. MAYOR AND BOARD MEMBERS.** Alderman Adler congratulated college students who had just completed their first semester, particularly Tennessee Promise students. She also thanked all the non-profit organizations and volunteers who make an effort to help others during this holiday season. Alderman Cooper wished everyone a Merry Christmas and a Happy New Year. Vice-Mayor McIntire expressed appreciation for the K-9 gift to support this program. He also thanked public works employees and first responders for their efforts in the recent snow storm. Lastly, he also wished everyone safe travels and a happy Christmas and New Year. Alderman Begley wished everyone happy holidays and then commented on the Ballard Health issue. He apologized for the format of the last called meeting and stated he has been gathering information and listening to residents. He stated he hoped Ballard would listen to the concerns of the citizens and reevaluated their decisions regarding moving the trauma one and NICU services from Kingsport until they can better understand how all the parties will be affected. Alderman Olterman congratulated Alderman Cooper on her new grandbaby and recognized the city employees for their efforts during the snow. He encouraged everyone to support their local sports programs and wished everyone a Merry Christmas. Alderman George thanked public works and the city and had Ryan McReynolds provide details on the schedule changes for garbage pickup for the holidays. She commented on the ribbon cutting at the new interactive Carousel Park. She also wished everyone a Merry Christmas and to remember what it is really about. Mayor Clark stated in regards to Ballard the Kingsport only wants the best health care possible for their families. He also stated that developing the best transportation system possible would provide a model for the rest of the state. The mayor also commented on the all the milestones made in Kingsport over the past year, including programs, jobs, safety, redevelopment and health and wellness.

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen
of the City of Kingsport, Tennessee, Tuesday, December 18, 2018**

C. VISITORS. Mr. Tim Sanders commented on the streets. Dr. Mickey Spivey commented on Ballard.

IX. ADJOURN. Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 8:07 p.m.

ANGELA MARSHALL
Deputy City Recorder

JOHN CLARK
Mayor



AGENDA ACTION FORM

Abandoning a Sewer Easement at 1025 Executive Park Boulevard

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

Action Form No.: AF-10-2019
 Work Session: January 7, 2019
 First Reading: January 8, 2019

Final Adoption: January 22, 2019
 Staff Work By: Chad Austin
 Presentation By: Ryan McReynolds

Recommendation:

Approve the Ordinance.

Executive Summary:

Recently, Creekside Behavior House was constructed at 1205 Executive Park Boulevard. To accommodate the construction, the property developer moved the sanitary sewer line with the consent of the sewer department. Accordingly, a new sewer easement will be granted to the city at no costs to the city. A portion of the current easement as shown by dotted lines between the most northern manhole on the property and the third manhole south of the most northern manhole in the drawing attached to the ordinance is no longer needed for the sewer line or any other city purpose and the property owner has asked the city to abandon that part of the existing easement.

Attachments:

1. Ordinance
2. Exhibit A

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

ORDINANCE NO. _____

AN ORDINANCE ABANDONING A SANITARY SEWER LINE
EASEMENT ON PROPERTY OWNED BY SBH-KINGSPORT, LLC
WITH A STREET ADDRESS OF 1205 EXECUTIVE PARK
BOULEVARD, KINGSPORT, TENNESSEE; AND TO FIX THE
EFFECTIVE DATE OF THIS ORDINANCE

WHEREAS, on or about January 30, 2017, SBH-Kingsport, LLC acquired property by deed recorded in Deed Book 3233, page 183 in the Register of Deeds for Sullivan County at Blountville, Tennessee, and the property has a street address of 1205 Executive Park Boulevard, Kingsport, Tennessee; and

WHEREAS, pertaining to this property in the Register of Deeds for Sullivan County, at Blountville, Tennessee there is recorded a Sewer Easement Agreement in Book 372C, page 406, a Corrected Sewer Agreement in Book 389C, page 241, and an Amendment to Sewer Easement Agreement in Book 409C, page 397; and

WHEREAS, a building was constructed over a portion of the sewer line on the property and the property owner relocated the sewer line and is agreeable to provide a new easement across the property for the sewer line as shown on a drawing by David L. Barr, Tennessee Land Surveyor Number 1614, entitled "City of Kingsport Proposed Sanitary Sewer Easement Plat", attached hereto as exhibit A; and

WHEREAS, the portion of a sewer easement shown on Exhibit A by dotted lines between the most northern manhole on the property and the third manhole south of the most northern manhole on the property is no longer needed by the city; and

WHEREAS, the owner of the property will convey to the city a sewer easement as shown on Exhibit A as City of Kingsport Proposed 15 foot Permanent Easement as shown on Exhibit A; and

WHEREAS, the property owner has requested that the city abandon the portion of the easement represented by the dotted lines on said drawing as stated above, and

WHEREAS, the city, through its sewer department, has determined that the portion of the easement as described above is no longer needed.

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

SECTION I. That a portion of the sewer easement on the property acquired by SBH-Kingsport, LLC by deed recorded in Deed Book 3233, page 183 in the Register of Deeds for Sullivan County at Blountville, Tennessee, (see also the recorded Sewer Easement Agreement in Book 372C, page 406, a Corrected Sewer Agreement in Book 389C, page 241, and an Amendment to Sewer Easement Agreement in Book 409C, page 397) shown as dotted lines between the most northern manhole on the property and the third manhole south of the northern manhole on a drawing by David L. Barr, Tennessee Land Surveyor Number 1614 entitled "City of Kingsport Proposed Sanitary Sewer Easement Plat" attached hereto as Exhibit A is no longer needed by the city and is hereby abandoned, provided the owner of the property conveys a permanent easement to the city for its sewer system, as shown on Exhibit A as "City of Kingsport Proposed 15' Permanent Easement".

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

SECTION III. That this ordinance shall take effect as the law directs, the public welfare of the City of Kingsport, Tennessee requiring it.

JOHN CLARK, Mayor

ATTEST:

JAMES DEMMING, City Recorder

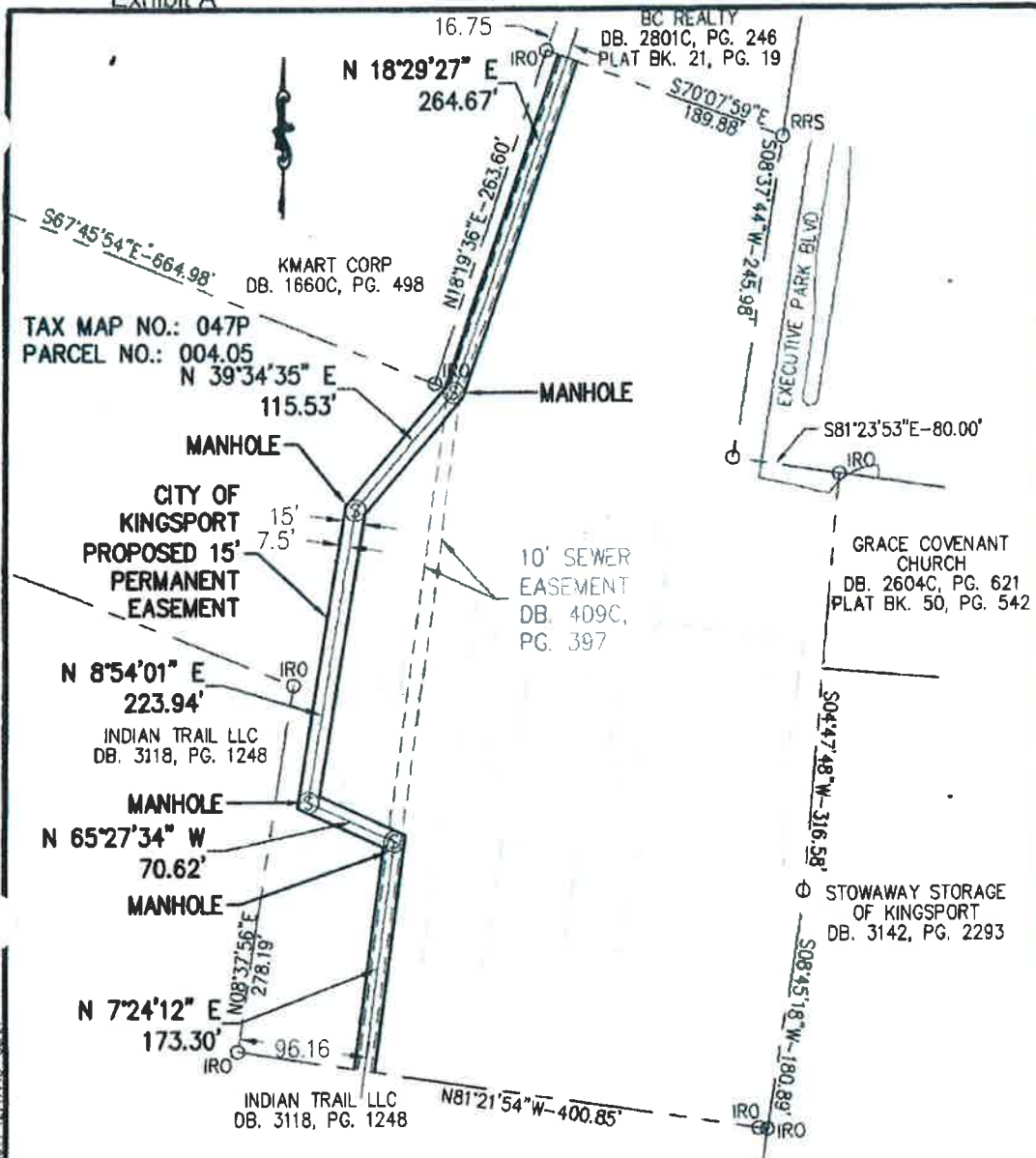
APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING _____

PASSED ON 2ND READING _____

Exhibit A



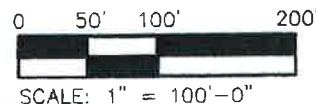
I hereby certify that this is a Category I survey, the Ratio of Precision of the unadjusted survey is 1:30,000 and the survey was done in compliance with current Tennessee Minimum Standards of Practice. SBH-Kingsport, L.L.C. Plat Book 52, Page 324 and Deed Book 3290, Page 1402. 11th Civil District of Sullivan County, Tennessee.

EASEMENT AREA
PROPOSED 12,721 SQ. FT.

PROPERTY LINES SHOWN HEREON WERE DETERMINED IN PART BY MONUMENT LOCATION AND IN PART BY DEED DESCRIPTION. NO REPRESENTATION AS TO THE ACCURACY OF THE PROPERTY LINES IS MADE.

LEGEND

- ⑤ MANHOLE
- PROPERTY LINE



Mattern & Craig
ENGINEERS • SURVEYORS

429 CLAY STREET
KINGSFORT, TENNESSEE 37660
(423) 245-4870
FAX (423) 245-5932

CITY OF KINGSFORT - PROPOSED SANITARY SEWER EASEMENT PLAT

37208 - SS EASEMENT SURVEY, 37208 - SURVEY DWG, ANTIDOTE MAP 30, 2008, SURVEY 12/17/18, 08-21



AGENDA ACTION FORM

Approving a Redesign of the City Seal

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

Action Form No.: AF-01-2019
 Work Session: January 7, 2019
 First Reading: January 8, 2019

Final Adoption: January 22, 2019
 Staff Work By: Jeff Fleming
 Presentation By: Jeff Fleming

Recommendation:

Approve the Ordinance.

Executive Summary:

The current city seal is established in Section 2-1 of the Kingsport City Code. A few changes to the seal are recommended to align with the city's logo. The proposed design of the seal provides a more realistic outline of Bays Mountain and the 'rays of light' instead of a more stylized sun. Also three stars have been added as a nod to Tennessee's flag. The current design of the seal is on the left and the redesigned seal is on the right as follows:



Attachments:

1. Ordinance

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

PRE-FILED
CITY RECORDER

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES,
CITY OF KINGSPORT, TENNESSEE, SECTION 2-1 RELATING
TO THE CITY SEAL AND TO FIX THE EFFECTIVE DATE OF THIS
ORDINANCE

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

SECTION I. That Section 2-1 of the Code of Ordinances, City of Kingsport, Tennessee, is hereby amended to read as follows:

Sec. 2-1. City Seal.

The seal of the city shall be of the following description: Four concentric circles, two of which form a ring within which are the words "KINGSPORT TENNESSEE", at the top and at the bottom the words "THE MODEL CITY", along with three stars in a triangular pattern, with one star between the words "Kingsport" and "Tennessee", one star between the words "Kingsport" and "The" and one star between the words "Tennessee" and "City"; within the inner circle there is an outline of Bays Mountain with rays of light representing the sun, as well as the year the city was chartered, "1917", all as shown in the following diagram:



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 _____



AGENDA ACTION FORM

Ordinance to Amend General Projects Fund Budget and Re-appropriate Existing Funds from the Bays Mountain Park & Planetarium Septic System Project to the Bays Mountain Park & Planetarium Parking Lot Improvement Project

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

Action Form No.: AF-275-2018
 Work Session: December 17, 2018
 First Reading: December 18, 2018

Final Adoption: January 8, 2019
Staff Work By: Judy Smith / Chris McCart
Presentation By: Chris McCart

Recommendation:

Approve Ordinance.

Executive Summary:

Bids were received for the Bays Mountain Park & Planetarium Parking Lot Improvements Project # GP1833 with the lowest, best bid in the amount of \$468,001. In order to provide for the construction, contingency and City engineering costs associated with the project, it is necessary to transfer \$104,405 from the BMPP Septic System Project# GP1704 to the BMPP Parking Lot Improvement Project# GP1833.

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	—	—	—



AGENDA ACTION FORM

Ordinance to Amend General Projects Fund Budget and Re-appropriate Existing Funds from the Bays Mountain Park & Planetarium Septic System Project to the Bays Mountain Park & Planetarium Parking Lot Improvement Project

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

Action Form No.: AF-275-2018
 Work Session: December 17, 2018
 First Reading: December 18, 2018

Final Adoption: January 8, 2019
 Staff Work By: Judy Smith / Chris McCart
 Presentation By: Chris McCart

Recommendation:

Approve Ordinance.

Executive Summary:

Bids were received for the Bays Mountain Park & Planetarium Parking Lot Improvements Project # GP1833 with the lowest, best bid in the amount of \$468,001. In order to provide for the construction, contingency and City engineering costs associated with the project, it is necessary to transfer \$104,405 from the BMPP Septic System Project# GP1704 to the BMPP Parking Lot Improvement Project# GP1833.

Attachments:

1. Ordinance

Funding source appropriate and funds are available:

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

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PROJECT
FUND FOR THE YEAR ENDING JUNE 30, 2019; 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 \$104,405 from the Bays Mountain Septic System project (GP1704) to the Bays Mountain Parking Lot Improvements project (GP1833).

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Fund 311: General Project Fund			
<u>Bays Mountain Septic System (GP1704)</u>			
<u>Revenues:</u>	\$	\$	\$
311-0000-368-1054 Series 2016 GO (Nov 4)	191,550	0	191,550
311-0000-368-1055 Series 2017 A GO Pub Imp	53,289	0	53,289
311-0000-368-1056 Series 2018 A GO	163,919	0	163,919
311-0000-368-2101 Premium From Bond Sale	8,514	0	8,514
311-0000-391-0100 From General Fund	427,570	(104,405)	323,165
Totals:	844,842	(104,405)	740,437

<u>Expenditures:</u>	\$	\$	\$
311-0000-601-2022 Construction Contracts	790,317	(104,405)	685,912
311-0000-601-2023 Arch/Eng/Landscaping	50,000	0	50,000
311-0000-601-4041 Bond Sale Expense	4,525	0	4,525
Totals:	844,842	(104,405)	740,437

Fund 311: General Project Fund			
<u>Bays MTN Parking Lot Imp. (GP1833)</u>			
<u>Revenues:</u>	\$	\$	\$
311-0000-368-1047 Series 2014 A GO Bonds	20,169	0	20,169
311-0000-368-1054 Series 2016 GO (Nov 4)	14,473	0	14,473
311-0000-368-1055 Series 2017 A GO Bonds	104,467	0	104,467
311-0000-368-1056 Series 2018A GO Bonds	362	0	362
311-0000-391-0100 From General Fund	320,045	104,405	424,450
311-0000-391-6900 From Visitors Enhan. Fund	1,884	0	1,884
Totals:	461,400	104,405	565,805

Expenditures:

311-0000-601-9003 Improvements

Totals:

\$	\$	\$
461,400	104,405	565,805
<u>461,400</u>	<u>104,405</u>	<u>565,805</u>

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.

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

Accept a Private Monetary Donation for the Police K-9 Program and Appropriate the Funds

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

Action Form No.: AF-276-2018
 Work Session: December 17, 2018
 First Reading: December 18, 2018

Final Adoption: January 8, 2019
Staff Work By: Comm. Bellamy
Presentation By: Chief Quillin

Recommendation:

Approve the Resolution and Ordinance.

Executive Summary:

Kingsport citizen, Fredrick S. Baggett, wishes to make a monetary contribution to the police department in the amount of \$2,000.00. The intended purpose of the contribution is "to support the care, maintenance and training of the K-9 animals of the police department." It is with this action that the police department respectfully requests the board to accept the contribution for the furtherance of the K-9 program.

Attachments:

1. Resolution
2. Ordinance

Funding source appropriate and funds are available:

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



AGENDA ACTION FORM

Accept a Private Monetary Donation for the Police K-9 Program and Appropriate the Funds

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

Action Form No.: AF-276-2018
 Work Session: December 17, 2018
 First Reading: December 18, 2018

Final Adoption: January 8, 2019
 Staff Work By: Comm. Bellamy
 Presentation By: Chief Quillin

Recommendation:

Approve the Resolution and Ordinance.

Executive Summary:

Kingsport citizen, Fredrick S. Baggett, wishes to make a monetary contribution to the police department in the amount of \$2,000.00. The intended purpose of the contribution is "to support the care, maintenance and training of the K-9 animals of the police department." It is with this action that the police department respectfully requests the board to accept the contribution for the furtherance of the K-9 program.

Attachments:

1. Resolution
2. Ordinance

Funding source appropriate and funds are available: 

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

RESOLUTION NO. _____

A RESOLUTION ACCEPTING A MONETARY DONATION FOR
THE KINGSFORT POLICE DEPARTMENT K-9 PROGRAM

WHEREAS, Frederick S. Baggett would like to donate \$2,000.00, to the Kingsport police department; and

WHEREAS, the purpose of the funds are to support the care, maintenance and training of the K-9 animals of the Kingsport Police Department.

Now therefore,

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

SECTION I. That the donation to the Kingsport Police Department's K-9 program from Frederick S. Baggett in the amount of \$2,000.00, is accepted.

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

ADOPTED this the 18th day of December, 2018.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PROJECT-SPECIAL REVENUE FUND BUDGET BY APPROPRIATING DONATED FUNDS FOR THE YEAR ENDING JUNE 30, 2019; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the General Project-Special Revenue Fund budget be amended by appropriating funds received from Fredrick S. Baggett in the amount of \$2,000 for the K-9 program.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/<Decr></u>	<u>New Budget</u>
Fund 111: General Project-Special Revenue Fund			
K-9 Donation (NC1808)			
<u>Revenues:</u>	\$	\$	\$
111-0000-364-1000 From Individuals	2,000	2,000	4,000
Totals:	2,000	2,000	4,000
<u>Expenditures:</u>	\$	\$	\$
111-0000-601-3012 Food	1,000	1,000	2,000
111-0000-601-3020 Operating Supplies & Tools	1,000	1,000	2,000
Totals:	2,000	2,000	4,000

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.

JOHN CLARK, Mayor

ATTEST:

ANGIE MARSHALL
Deputy City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____



AGENDA ACTION FORM

Resolution to Reject the Bid for Fume Exhauster Repair for Fire Stations

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

Action Form No.: AF-02-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: Committee
 Presentation By: S. Boyd

Recommendation:

Approve the Resolution recommending that the City reject the bid received from Comfort Systems USA Bristol, Inc.

Executive Summary:

Bids were opened on October 23, 2018 for the purpose of obtaining a contractor to perform Fume Exhauster Repairs for Several Fire Stations. Unfortunately only one bid was received and it exceeded the project budget amount. The committee recommends rejecting the bid received from Comfort Systems USA Bristol, Inc. in the amount of \$290,800.00.

The committee has sought and received input from potential submitters, the manufacturer, and the engineering firm and plans to make changes to our solicitation and rebid in order to increase competition and bring the project cost in line with the budget.

Attachments:

1. Resolution
2. Bid Opening Minutes

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

RESOLUTION NO. _____

A RESOLUTION REJECTING ALL BIDS RELATED TO THE FUME
EXHAUSTER REPAIR FOR FIRE STATIONS

WHEREAS, bids were opened October 23, 2018, for the purpose of obtaining a contractor to perform fume exhauster repairs for several fire stations; and

WHEREAS, only one bid was received and it exceeded the project budget amount, and therefore, the city wants to reject all bids

Now therefore,

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

SECTION I. That all bids opened October 23, 2018, for the purpose of obtaining a contractor to perform fume exhauster repairs for several fire stations are rejected.

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

ADOPTED this the 8th day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
BID OPENING
October 23, 2018
4:00 P.M.

Present: Brent Morelock, Procurement Manager; Michelle Gillenwater, Procurement Dept.; Shea Payne, Fire Dept.; Dawn Melton, Project Manager; and Derwin Cartmel, Holston Engineering

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

FUME EXHAUSTER REPAIR FOR FIRE STATIONS				
Vendor:	Base Bid:	Opt. #1:	Opt. #2	Comments:
Comfort Systems USA Bristol, Inc.	\$290,800.00	\$107,800.00	\$10,000.00	Additional information included regarding maintenance agreement.

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



AGENDA ACTION FORM

Apply for and Receive Partnership Grant from the Tennessee Arts Commission

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

Action Form No.: AF-03-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: B. Macdonald
 Presentation By: C. McCartt

Recommendation:

Approve the Resolution.

Executive Summary:

Annually, the Tennessee Arts Commission calls for applications for an array of grants. For the last 12 years the City of Kingsport Office of Cultural Arts has received a project grant. This year the City of Kingsport Office of Cultural Arts has been approved to apply in the partnership category which is a maximum of 12% of the previous year's cash expenses up to \$40,000. Given last year's recorded expenses, the maximum grant award potential is \$25,000. This will be matched by operating dollars allocated by the City of Kingsport during FY20 budget process to assist in promoting cultural activities including public art and community engagement.

Attachments:

1. Resolution

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 PARTNERSHIP GRANT FROM THE TENNESSEE
ARTS COMMISSION

WHEREAS, the city, through the Cultural Arts Division, would like to apply for a project grant through the Tennessee Arts Commission, which will assist in promoting cultural activities, including public art and community engagement; and

WHEREAS, the award is a maximum of 12% of the previous year's cash expenses up to \$40,000, so the city's maximum grant award potential is \$25,000.00, and the grant requires no 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 and directed to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, all documents necessary and proper to apply for and receive grant funds from the Tennessee Arts Commission in the amount of \$25,000.00 to be used in promoting cultural activities including public art and community engagement, 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 8th day of January, 2019.

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 Creative Placemaking Grant from the Tennessee Arts Commission

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

Action Form No.: AF-04-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: B. Macdonald
 Presentation By: C. McCart

Recommendation:

Approve the Resolution.

Executive Summary:

Annually the Tennessee Arts Commission holds a Creative Placemaking Competition for the purposes of awarding a grant of up to \$8,000 matching \$1 of community investment with \$4 of Tennessee Arts Commission grant dollars. With this funding, the Office of Cultural Arts in partnership with the Downtown Kingsport Association Design Committee will study the places and paths of movement in our downtown – gaining insights from Merchants, Residents and Visitors -- to effectively program and place public art for the greatest impact. Grant is awarded in July 2019. Match will be from FY20 operating dollars.

Attachments:

1. Resolution

Funding source appropriate and funds are available: *JF*

	<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 CREATIVE PLACEMAKING GRANT FROM THE
TENNESSEE ARTS COMMISSION

WHEREAS, the city, through the Cultural Arts Division, along with the Downtown Kingsport Association Design Committee, would like to apply for a grant through the Tennessee Arts Commission, which will provide funds to study the places and paths of movement in the downtown area to effectively program and place public art for the greatest impact; and

WHEREAS, the maximum amount of the grant award is \$8,000.00, and the grant requires a \$2,000.00 match which is available in NC1612.

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 Tennessee Arts Commission in the amount of \$8,000.00 for the study the places and paths of movement in our downtown to effectively program and place public art for the greatest impact, which requires a \$2,000.00 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 8th day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



AGENDA ACTION FORM

Amend the Agreement with Prairie Farms Dairy to Renew for an Additional Year

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

Action Form No.: AF-06-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: Committee
 Presentation By: David Frye / Jennifer Walker

Recommendation:

Approve the Resolution.

Executive Summary:

On December 19, 2017, the Board of Mayor and Aldermen passed a resolution to award the KCS School Nutrition Dairy Bid to Prairie Farms Dairy. This agreement was to establish a continuous supply of dairy items for use by the City of Kingsport School Nutrition Services. The agreement included an option to renew the agreement for up to three additional years, in one year increments, provided pricing and quality of services are acceptable to the City of Kingsport. The quality of service is satisfactory and prices are in line with market value when compared to the Consumer Price Index for All Urban Consumers, U.S. Food and Beverages. It is now recommended to amend this agreement for an additional year and extend it for the January 8, 2019 – January 7, 2020 for \$250,000.00

Funding will be provided from Kingsport City School Nutrition budget.

Attachments:

1. Resolution
2. Letter of Intent to Renew
3. Letter of Recommendation
4. Proposed Addendum

Funding source appropriate and funds are available: 

	Y	N	O
Duncan	—	—	—
George	—	—	—
McIntire	—	—	—
Mitchell	—	—	—
Olterman	—	—	—
Parham	—	—	—
Clark	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING AN ADDENDUM TO THE AGREEMENT WITH PRAIRIE FARMS DAIRY FOR DAIRY ITEMS FOR THE KINGSFORT CITY SCHOOL NUTRITION SERVICES; AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE ADDENDUM; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE ADDENDUM

WHEREAS, on December 19, 2018, the board approved an agreement with Prairie Farms Dairy to provide dairy products to the Kingsport City School Nutrition Services for the period of January 8, 2018, to January 7, 2019, with the option to renew the agreement for an additional three years, in one year increments; and

WHEREAS, the Kingsport City School Nutrition Services would like to renew the agreement for the term of January 8, 2019, to January 7, 2020, for \$250,000.00.

Now therefore,

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

SECTION I. That an addendum to the agreement with Prairie Farms Dairy for dairy products for the Kingsport City School Nutrition Services for the period of January 8, 2019, to January 7, 2020, is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney, and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, an addendum to the agreement with Prairie Farms Dairy for dairy products for the Kingsport City School Nutrition Services for the period of January 8, 2019, to January 7, 2020, and all other documents necessary and proper to effectuate the purpose of the amendment or this resolution, said amendment being generally as follows:

**ADDENDUM TO AGREEMENT
BETWEEN PRAIRIE FARMS DAIRY
AND CITY OF KINGSFORT, TENNESSEE FOR ITS KINGSFORT CITY SCHOOLS
MADE AND ENTERED INTO ON THE 8TH DAY OF JANUARY 2018**

SECTION 2. CONTRACT TERM. The work to be performed under this Contract shall be from JANUARY 8, 2019 to JANUARY 7, 2020. Providing all terms, conditions and cost are acceptable to both parties. The City reserves the right to re-bid at the end of any contract period.

SECTION 3. THE CONTRACT PRICE. The City shall pay, in current fund, the Contractor for the performance of this Contract on the basis of the unit price cost per unit, as set forth in SECTION 1 above, and as set out and stipulated in the bid or proposal of said Contract, and the total cost of TWO HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) is an estimated total cost, based upon the number of units required for the performance of this Contract and in the event there is any variation in the units actually required in the performance of this Contract, and the estimate made above, then the unit price shall in all things control, so that the total estimated cost of TWO HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) is subject to being increased in the event the units required for this Contract are greater than that estimated, and is subject to being decreased in the event said units are less than that estimated; which said payment, based upon the unit costs mentioned above, shall be full compensation for all materials and supplies furnished, and all labor done by the Contractor under and pursuant to this Agreement, and said sum shall also pay for all losses or damages of the Contractor arising out of the nature of the work, and for any and all expenses incurred in consequence of the work under this Contract, and for the well and faithful performance of said Contract.

Notwithstanding any other language to the contrary in the Agreement, the following terms shall be controlling:

1. This Agreement shall terminate at the end of the contract year, January 7, 2020. Additional annual term(s), each of which said term shall expire at the end of the then current contract year, shall be at the sole option of the City of Kingsport. If not renewed, for reason of Funding Out (which means school has insufficient funds to pay at June 30), City shall have no obligation to pay any additional costs and City shall surrender all rights and interest in any asset(s) which are not fully owned by City to Company. Except for the Maintenance Component and charges based upon the usage of the Equipment, the balance of the monthly payment owed by the City shall be consistent during the term(s) of the Agreement.

2. The Agreement shall be governed by the laws of the State of Tennessee. Any action brought in law or in equity to enforce any provision of the entire Agreement shall be filed in the appropriate state court in Sullivan County, Tennessee.

3. In any action to enforce this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney's fees.

By our signatures we have read the above terms of this Addendum and agree with the terms.

[Acknowledgements Deleted for Inclusion in this Resolution]

SECTION III. That the mayor is further authorized to make such changes approved by the mayor and the city attorney to the amendment/agreement set out herein that do not substantially alter the material provisions of the agreement, and the execution thereof by the mayor and the city attorney is conclusive evidence of the approval of such changes.

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

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

ADOPTED this the 8th day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



December 13, 2018

Michelle Ramey
Procurement
Kingsport City Schools
400 Clinchfield Street Suite 200
Kingsport TN 37660

Dear Ms. Ramey,

Prairie Farms Dairy - Somerset Division agrees to renew the current bid with Kingsport City Schools for the contract period of January 8, 2019 through January 7, 2020. Pricing be adjusted each month based on the raw milk announcement.

Thank you for allowing Prairie Farms Dairy - Somerset Division the opportunity to serve you. If you need anything else, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Mike Chandler".

Mike Chandler
General Manager

MC/cpd



Jennifer Walker
Supervisor of School Nutrition Services

400 Clinchfield Street, Ste. 200
Kingsport, TN 37660

p: (423) 378.2106
f: (423) 378.2109

jwalker@k12k.com
www.k12k.com

MEMORANDUM

TO: KCS Board of Education/
Board of Mayor & Aldermen

FROM: Jennifer Walker

DATE: 12/18/18

RE: Renew Prairie Farms Dairy contract for an additional year

Recommendation: Approve renewal agreement to extend Prairie Farms Dairy contract for one year

Kingsport City entered into an agreement with Prairie Farms Dairy beginning January 8, 2018. This agreement was to establish a continuous supply of dairy items for use by the City of Kingsport School Nutrition Services. The agreement included an option to renew the contract for up to three additional years in one year increments, providing pricing and quality of services are acceptable to the City of Kingsport. The quality of service is very good and prices are in line with market value when compared to the Consumer Price Index for All Urban Consumers, U.S. Food and Beverages. It is now recommended to amend this agreement for an additional year and extend it for the January 8, 2019 – January 7, 2020 term for the not to exceed contract amount of \$250,000.00.

Funding will be provided from Kingsport City School Nutrition budget.

STUDENT FOCUSED ... WORLD CLASS

Facebook: KptSchools
Twitter: @KCS_District

WWW.K12K.COM



ADDENDUM TO AGREEMENT
BETWEEN PRAIRIE FARMS DAIRY
AND CITY OF KINGSPORT, TENNESSEE FOR ITS KINGSPORT CITY SCHOOLS
MADE AND ENTERED INTO ON THE 8TH DAY OF JANUARY 2018

SECTION 2. CONTRACT TERM. The work to be performed under this Contract shall be from JANUARY 8, 2019 to JANUARY 7, 2020. Providing all terms, conditions and cost are acceptable to both parties. The City reserves the right to re-bid at the end of any contract period.

SECTION 3. THE CONTRACT PRICE. The City shall pay, in current fund, the Contractor for the performance of this Contract on the basis of the unit price cost per unit, as set forth in SECTION 1 above, and as set out and stipulated in the bid or proposal of said Contract, and the total cost of TWO HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) is an estimated total cost, based upon the number of units required for the performance of this Contract and in the event there is any variation in the units actually required in the performance of this Contract, and the estimate made above, then the unit price shall in all things control, so that the total estimated cost of TWO HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) is subject to being increased in the event the units required for this Contract are greater than that estimated, and is subject to being decreased in the event said units are less than that estimated; which said payment, based upon the unit costs mentioned above, shall be full compensation for all materials and supplies furnished, and all labor done by the Contractor under and pursuant to this Agreement, and said sum shall also pay for all losses or damages of the Contractor arising out of the nature of the work, and for any and all expenses incurred in consequence of the work under this Contract, and for the well and faithful performance of said Contract.

Notwithstanding any other language to the contrary in the Agreement, the following terms shall be controlling:

1. This Agreement shall terminate at the end of the contract year, January 7, 2020. Additional annual term(s), each of which said term shall expire at the end of the then current contract year, shall be at the sole option of the City of Kingsport. If not renewed, for reason of Funding Out (which means school has insufficient funds to pay at June 30), City shall have no obligation to pay any additional costs and City shall surrender all rights and interest in any asset(s) which are not fully owned by City to Company. Except for the Maintenance Component and charges based upon the usage of the Equipment, the balance of the monthly payment owed by the City shall be consistent during the term(s) of the Agreement.

2. The Agreement shall be governed by the laws of the State of Tennessee. Any action brought in law or in equity to enforce any provision of the entire Agreement shall be filed in the appropriate state court in Sullivan County, Tennessee.

3. In any action to enforce this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney's fees.

By our signatures we have read the above terms of this Addendum and agree with the terms.

PRAIRIE FARMS DAIRY

CITY OF KINGSPORT, TENNESSEE

BY: _____

BY: _____
Mayor

ATTEST:

Recorder

APPROVED AS TO FORM:

City Attorney



December 13, 2018

Michelle Ramey
Procurement
Kingsport City Schools
400 Clinchfield Street Suite 200
Kingsport TN 37660

Dear Ms. Ramey,

Prairie Farms Dairy - Somerset Division agrees to renew the current bid with Kingsport City Schools for the contract period of January 8, 2019 through January 7, 2020. Pricing be adjusted each month based on the raw milk announcement.

Thank you for allowing Prairie Farms Dairy - Somerset Division the opportunity to serve you. If you need anything else, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Mike Chandler".

Mike Chandler
General Manager

MC/cpd

PRAIRIE FARMS DAIRY, INC.

607 East Bourne Avenue, Somerset, KY42501 phone 606-679-1131



AGENDA ACTION FORM

Requesting Legislation Pertaining to Library Operations and Pedal Carriages and Rickshaws

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

Action Form No.: AF-09-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: Jeff Fleming/Mike Billingsley
 Presentation By: Jeff Fleming

Recommendation:

Approve the Resolution.

Executive Summary:

The attached resolution authorizes the city manager to request legislation pertaining to library operations and pedal carriages and rickshaws.

Pursuant to T.C.A. section 10-3-103 and 104 the library board has governing, and essentially operational, control of the library. The city manager has always exercised such control, like any other department of the city, and the library board has acted as an advisory board.

Passage of the proposed legislation would continue that practice.

T.C.A. section 55-26-101 and 102 provides additional legislative authority to regulate pedal carriages and rickshaws, but it currently applies only to home rule municipalities or metropolitan governments. With the passage of the proposed legislation T.C.A. section 55-26-101 and 102 would apply to Kingsport.

Attachments:

1. Resolution
2. Copy of T.C.A. § 10-3-103-104
3. Copy of T.C.A. § 55-26-101 and 102

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

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO REQUEST LEGISLATION BY THE TENNESSEE GENERAL ASSEMBLY PERTAINING TO LIBRARY OPERATIONS AND PEDAL CARRIAGES AND RICKSHAWS AND TAKE ALL ACTION NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

WHEREAS, T.C.A. section 10-3-103 and 104 the library board has governing, and essentially operational, control of the library; and

WHEREAS, the city manager has always exercised such control, like any other department of the city; and

WHEREAS, passage of the proposed legislation would continue that practice; and

WHEREAS, T.C.A. section 55-26-101 and 102 provides additional legislative authority to regulate pedal carriages and rickshaws currently applying only to home rule municipalities or metropolitan governments; and

WHEREAS, with passage of the proposed legislation, T.C.A. section 55-26-101 and 102 would apply to Kingsport.

Now therefore,

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

SECTION I. That the city manager is authorized to seek introduction and passage of legislation by the Tennessee General Assembly that would continue management and operation of the Kingsport Public Library by the city manager and the library board as an advisory board.

SECTION II. That the proposed legislation shall be in a form required by the Tennessee General Assembly and may be similar to the following:

AN ACT to amend Tennessee Code Annotated, Section 10-3-103, relative to libraries in counties, cities, and towns.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 10-3-103, is amended by adding the following as new subdivision:

(d) A city having a population of not less than forty-eight thousand two hundred (48,200) nor more than forty-eight thousand three hundred (48,300), according to the 2010 federal census or any subsequent federal census may, by a two-thirds (2/3) majority vote of its legislative body, vest supervisory authority over the public library system with the city manager. The city manager of the city shall exercise all powers which would otherwise be exercised by the library board pursuant to § 10-3-104. A library board shall be retained in the city in accordance with this section, but shall serve in an advisory capacity to the city manager.

SECTION III. That the city manager is authorized to seek introduction and passage of legislation by the Tennessee General Assembly pertaining to pedal carriages and rickshaws that would include Kingsport in the current legislation applicable to pedal carriages and rickshaws.

SECTION IV. That the proposed legislation shall be in a form required by the Tennessee General Assembly and may be similar to the following:

AN ACT to amend Tennessee Code Annotated, Section 55-26-102, relative to the pedal carriages and rickshaws.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, 55-26-102 is amended by deleting the section in its entirety and substituting instead the following language:

By ordinance of its legislative body, any home rule municipality, metropolitan government, or any municipality having a population of not less than forty-eight thousand two hundred (48,200) nor more than forty-eight thousand three hundred (48,300), according to the 2010 federal census or any subsequent federal census, may authorize, regulate and control the commercial use of pedal carriages and rickshaws as modes of transportation-for-hire within entertainment, dining, scenic and/or historic areas of the center city. The ordinances shall be reasonably related to promotion and protection of the health, safety and welfare of operators, passengers, pedestrians, motorists and others visiting or working within the center city.

SECTION V. That the city manager is authorize to take all action necessary and proper to seek introduction and passage of such proposed legislation.

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

ADOPTED this the 8th day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Document: Tenn. Code Ann. § 10-3-103[< Previous](#)[Next >](#)**Tenn. Code Ann. § 10-3-103****Copy Citation**

Current through the 2018 Regular Session.

[Tennessee Code Annotated](#) [Title 10 Public Libraries, Archives and Records](#) [Chapter 3 Libraries in Counties, Cities and Towns](#)

10-3-103. Library board -- Appointment -- Terms.

(a)

(1) Except as provided in subdivision (a)(2), where a county legislative body or the governing body of a city or town, in lieu of giving support to a free public library already established, or of contracting with another library for library service, or of contracting with other counties or cities for the joint operation of a free public library, establishes an independent free library of its own, it shall appoint a board of seven (7), nine (9), or eleven (11) members. Not more than one (1) official each of the county and of the city governing bodies shall serve on the board. The members shall serve without salary, at least three (3) for one (1) year, two (2) for two (2) years, and two (2) for three (3) years. If the board expands to more than seven (7) members as provided in this subdivision (a)(1), the additional members shall be appointed by the county and city legislative bodies to terms of one (1), two (2), or three (3) years. All successors shall serve for terms of three (3) years. Board members may serve two (2) consecutive terms and may be reappointed after a minimum three-year break in service.

(2) In counties or cities having a population of more than four hundred thousand (400,000), according to the 2010 federal census, or any subsequent federal census, in which the mayor has assumed the powers of the library board as provided in subsection (c), the terms of advisory board members shall be established as provided in subdivision (a)(1) with the exception that board members may serve as many consecutive terms as stated in their by-laws.

(b) Where a county legislative body, city governing body, or a county having a charter form of government elects to participate in the joint operation of a public library maintained by the county and one (1) or more cities within the county, ~~the library board responsible for~~ administering the library shall be appointed by one (1) of the following methods:

(1) Except as provided in subdivisions (b)(2) and (3), a library board of seven (7), nine (9), or eleven (11) members may be appointed by the county legislative body and city governing bodies that are parties to the agreement, the number appointed by each to be determined according to the ratio of population in each participating city and in those areas of the county that lie outside the cities, based on the most recent federal census; provided, that each governmental body shall appoint at least one (1) member. Terms of office, qualifications of members, and powers and duties of the board shall be in accordance with §§ 10-3-101 - 10-3-108. Board members may serve two (2) consecutive terms and may be reappointed after a minimum three-year break in service;

(2) In accordance with a contract as provided in § 5-1-113; or

(3) In accordance with a private act.

(c) A county or city having a population of more than four hundred thousand (400,000), according to the 2010 federal census or any subsequent federal census may, by a two-thirds (2/3) majority vote of its legislative body, vest supervisory authority over the public library system with the mayor. The mayor in the county or city shall exercise all powers which would otherwise be exercised by the library board pursuant to § 10-3-104. A library board shall be retained in the county or city in accordance with this section, but shall serve in an advisory capacity to the county or city mayor, as applicable.

History

Acts 1963, ch. 370, § 3; 1974, ch. 700, § 1; impl. am. Acts 1978, ch. 934, §§ 7, 36; T.C.A., § 10-303; Acts 1990, ch. 972, §§ 1-5; 1998, ch. 711, § 1; 2003, ch. 90, § 2; 2003, ch. 99, § 1; 2012, ch. 610, § 1; 2017, ch. 126, § 4.

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Tenn. Code Ann. § 10-3-104

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Current through the 2018 Regular Session.

[Tennessee Code Annotated](#) [Title 10 Public Libraries, Archives and Records](#) [Chapter 3 Libraries in Counties, Cities and Towns](#)

10-3-104. Powers and duties of library board.

The members of the library board shall organize by electing officers and adopting bylaws and regulations. The board has the authority to direct all the affairs of the library, including the authority to appoint a library administrator. The library administrator shall direct the internal affairs of the library, including hiring and directing such assistants or employees as may be necessary. The board may make and enforce rules and regulations and establish branches of service at its discretion. The board may expend funds for the special training and formal education of library personnel; provided, that such personnel shall agree to work in the library for at least two (2) years after completion of such training and education. The board may receive donations, devises, and bequests to be used by it directly for library purposes. The board may hold and convey realty and personal property and negotiate leases for and on behalf of such library. The board shall furnish to the state library agency such statistics and information as may be required, and shall make annual reports to the county legislative body or city governing body.

History

Acts 1963, ch. 370, § 4; impl. am. Acts 1978, ch. 934, §§ 7, 36; T.C.A., § 10-304; Acts 2017, ch. 126, § 5; 2018, ch. 807, § 1.

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Tenn. Code Ann. § 55-26-101

Copy Citation

Current through the 2018 Regular Session.

[Tennessee Code Annotated](#) [Title 55 Motor and Other Vehicles](#) [Chapter 26 Pedal Carriages and Rickshaws](#)

55-26-101. Chapter definitions.

As used in this chapter, unless the context otherwise requires:

(1) "Pedal carriage," also known as "quadricycle," means a nonmotorized bicycle with four (4) or more wheels operated by one (1) or more persons for the purpose of, or capable of, transporting additional passengers in seats or on a platform made a part of or otherwise attached to the pedal carriage. "Pedal carriage" does not include a bicycle with trainer or beginner wheels affixed thereto, nor shall it include a wheelchair or other vehicle with the purpose of operation by or for the transportation of a disabled person, nor does it include a tricycle built for a child or an adult with a seat for only one (1) operator and no passenger; and

(2) "Rickshaw," also known as "pedicab," means a nonmotorized bicycle with three (3) wheels operated by one (1) person for the purpose of, or capable of, transporting additional passengers in seats or on a platform made a part of or otherwise attached to the rickshaw. "Rickshaw" does not include a bicycle built for two (2) where the operators are seated one behind the other, nor shall it include the operation of a bicycle with trainer or beginner wheels affixed thereto, nor does it include a wheelchair or other vehicle with the purpose of operation by or for the transportation of a disabled person.

History

Acts 1999, ch. 135, § 1.

TENNESSEE CODE ANNOTATED

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Document: Tenn. Code Ann. § 55-26-101



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Tenn. Code Ann. § 55-26-102

Copy Citation

Current through the 2018 Regular Session.

[Tennessee Code Annotated](#) [Title 55 Motor and Other Vehicles](#) [Chapter 26 Pedal Carriages and Rickshaws](#)

55-26-102. Local ordinances.

By ordinance of its legislative body, any home rule municipality or metropolitan government may authorize, regulate and control the commercial use of pedal carriages and rickshaws as modes of transportation-for-hire within entertainment, dining, scenic and/or historic areas of the center city. The ordinances shall be reasonably related to promotion and protection of the health, safety and welfare of operators, passengers, pedestrians, motorists and others visiting or working within the center city.

History

Acts 1999, ch. 135, § 1

TENNESSEE CODE ANNOTATED

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AGENDA ACTION FORM

Approval of Easements to Atmos Energy Corporation for Meadowview Roadway Extension

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

Action Form No.: AF-11-2019
 Work Session: January 7, 2019
 First Reading: N/A

Final Adoption: January 8, 2019
 Staff Work By: T. Elsea/R. Trent
 Presentation By: Ryan McReynolds

Recommendation:

Approve the Resolution.

Executive Summary:

It is requested to grant easements to Atmos Energy Corporation for a distribution pipeline located on Tax Map 76 Parcel 6.95, (property location for the easements is 1820 Meadowview Parkway). This will allow Atmos Energy Corporation to provide service to the development as referenced in the attached drawings.

Attachments:

1. Resolution
2. Easement Drawings (2) – Exhibit A
3. Map

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

RESOLUTION NO. _____

A RESOLUTION APPROVING TWO RIGHT OF WAY AND EASEMENT DOCUMENTS TO ATMOS ENERGY CORPORATION ON CITY OWNED PROPERTY FOR A DISTRIBUTION PIPELINE AND RELATED TO THE USE OF THE PIPELINE; AUTHORIZING THE MAYOR TO EXECUTE A RIGHT OF WAY AND EASEMENT DOCUMENTS TO ATMOS ENERGY CORPORATION AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

WHEREAS, as part of the construction of the new road linking Meadowview Parkway with Wilcox Drive, Atmos Energy Corporation needs to place a gas line on property owned by the city adjacent to new road, and

WHEREAS, Atmos Energy Corporation is paying the city three hundred seventy dollars for the easement containing 558 square feet or 0.012 of an acre and ten dollars for the easement containing 182 square feet or 0.004 of an acre, and the city retains to the right to use the property for any purpose except for the purposes of the easement provided such use does not interfere with the use by Atmos Energy Corporation.

Now therefore,

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

SECTION I. That the conveyance of the two easements to Atmos Energy Corporation as described in Exhibit A, attached hereto and incorporated by reference, which includes easements for 558 square feet and 182 square feet, in a total consideration of three hundred eighty dollars is approved.

SECTION II. That the mayor, or in his absence, incapacity, or failure to act, the vice-mayor, is authorized and directed to execute, in a form approved by the city attorney and subject to the requirements of Article X, Section 10 of the Charter of the City of Kingsport, the two Right of Way and Easements shown in Exhibit A for Atmos Energy Corporation and all other documents necessary and proper, and to take such acts as necessary, to effectuate the purpose of this resolution.

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

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

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

ADOPTED this the 8th day of January, 2019.

JOHN CLARK, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

PREPARED BY: Atmos Energy Corporation
810 Crescent Centre Drive, Suite 600
Franklin, Tennessee 37067

RIGHT-OF-WAY AND EASEMENT

STATE OF TENNESSEE

§

§

COUNTY OF SULLIVAN

§

KNOW ALL MEN BY THESE PRESENTS:

THAT, Kingsport City Of, whose legal address is **225 West Center St, Kingsport, TN 37660** hereinafter called GRANTOR (whether one or more), for and in consideration of the sum of Ten and NO/100 (\$10.00) DOLLARS, and other good and valuable consideration in hand paid by Atmos Energy Corporation, a Texas and Virginia corporation, whose address is 810 Crescent Centre Drive, Suite 600, Franklin, Tennessee 37067, hereinafter called Grantee, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, have granted, bargained, sold and conveyed, and by these presents do grant, bargain, sell and convey, unto the said Grantee, its successors and assigns, a perpetual right-of-way and easement in, across, under, over and through the following described property in **Sullivan** County, State of **Tennessee** (hereinafter the "Property"). Said right-of-way and easement and/or Facilities Property being a portion of Grantor's Property at the **1820 Meadowview Pkwy, Kingsport, TN 37660** being described as: Commencing at a drill hole in concrete in the northerly side line of Meadowview Parkway, said drill hole being the southeasterly corner to The City Of Kingsport property (Deed Book 3024, Page 2382) and the southwesterly corner to Wellmont Health System property (Deed Book 2879C, Page 84); thence with said The City Of Kingsport property and said Wellmont Health System property N 01°08'37"W a distance of 251.80 feet to **The Point of Beginning**; thence through said City of Kingsport property N 33°24'24" W a distance of 15.77 feet to a point; thence N 14°35'26" E a distance of 31.04 feet to a point; thence S 01°08'37" E a distance of 43.22 feet to the Point of Beginning. Containing 182 square feet or 0.004 acres more or less.

A Distribution Pipeline Easement **fifteen feet (15')** in width, to install, construct, reconstruct, inspect, operate, maintain, alter, repair, change the size of, replace and remove, abandon in place and/or remove at will, in whole or in part, relocate along the same general direction, relocate in the same relative position to any adjacent road if and as such road is widened in the future, one or more gas pipelines, service laterals and extensions thereto, together with meters, and all other facilities, equipment and other appurtenances thereto, over and through the Property, necessary or convenient to Grantee in the use of said pipeline(s) (collectively, unless the context indicates otherwise, the "Pipeline"),

Said easement is parallel and adjacent to the eastern property line of the Grantor's Property, for a length of twenty feet (20'), more or less, as shown on the attached "Aquatic Center Exhibit A".

This grant shall carry with it the rights of ingress and egress to and from said Property and/or Facilities Property, including the right to temporarily utilize adjoining property of Grantor

during construction, repair and maintenance of the Pipeline and/or Facilities with the right to use existing roads for the purpose of constructing, operating, inspecting, repairing, and maintaining the Pipeline and/or Facilities, and the right of removal or replacement of the same with either like or different size or type pipe, facilities or equipment, whether larger or smaller, or other construction at will, either in whole or in part.

TO HAVE AND TO HOLD the above described rights and easements, together with any other rights necessary to operate and maintain the Pipeline and/or Facilities over and across the above described property unto the said Grantee, its successors and assigns.

With the exception of the easement area comprising the Facilities Property, if applicable, Grantor shall have the right to fully use and enjoy the surface of the easement area except for the purposes herein granted provided that such use and enjoyment shall not, in the sole judgment of Grantee, hinder, conflict or interfere with the exercise of the Grantee's rights hereunder. No permanent building, house, well, reservoir, structure or obstruction shall be constructed upon, under or across the easements or rights-of-way herein granted without the Grantee's written consent. Further, Grantor shall not fence the easement area or change the grade of the easement area or excavate within the easement area without the written permission of Grantee. Grantor further agrees not to change the grade, remove dirt from the surface of the easement or impound water over the easement without prior approval of Grantee. Grantee shall have the right to install at its expense, permanent gates in any existing fence to permit ingress and egress along the easement or right-of-way herein granted. Grantee agrees to pay for damages to growing crops and other property of Grantor, or any tenant or lessee of Grantor, as their respective interests may appear, arising out of the construction, operation, repair, inspection, maintenance or replacement of the Pipeline and/or Facilities maintained hereunder unless caused by the negligence of Grantor or of Grantor's agents, employees, representatives or assigns. Grantee agrees to hold Grantor harmless from all damages, injuries or claims by third parties resulting from the construction, operation or maintenance of any pipeline(s), facilities and/or appurtenances thereto constructed by Grantee under this easement.

The Grantee shall bury the Pipeline, if applicable, to a depth not less than that required by applicable law or regulation. All construction, maintenance and repairs which shall be made to the Pipeline and/or Facilities shall be done at times suitable to Grantee and, if possible, at such times as will least interfere with the agricultural use of the Property. Grantee shall have the full right, at its sole option, to clear, and keep clear, the right-of-way and easement herein granted, and all timber, trees, undergrowth and other obstructions which might interfere with the construction, operation, inspection, repairing or maintenance of the Pipeline and/or Facilities, or endanger same. Grantee shall have the right to select the exact location of said Pipeline(s) and any future Pipeline(s) within said easement, and to do whatever may be requisite for the use and enjoyment of the rights herein granted. Grantee agrees to restore the Property and/or Facilities Property to as close to the original condition as is reasonable.

Grantor represents that Grantor is the owner in fee simple of the land above described, free and clear of any unstated liens, encumbrances or imperfections.

Grantor shall retain all oil, gas and other mineral rights in, on and under the right of way and easement granted herein.

This right-of-way and easement shall run with the Property and/or Facilities Property and inure to the benefit of, and be binding upon, the successors in interest of Grantor, in and to the Property and/or Facilities Property.

Grantee shall have the right to assign this easement in whole or in part of one or more assignees.

This contract is binding upon any subsequent owner or owners of said land, and it is hereby

expressly understood that the parties securing this grant in behalf of Grantee are without authority to make any covenant or agreement not herein expressed.

WITNESS THE EXECUTION HEREOF this ____ day of _____, A.D., 20____.

GRANTOR:

WITNESS:

STATE OF TENNESSEE

§

§

COUNTY OF SULLIVAN

§

The foregoing instrument was acknowledged before me this ____ day of _____, A.D., 20____, by _____ and _____.

WITNESS MY HAND AND OFFICIAL SEAL.

(Type, print or stamp name)

NOTARY PUBLIC

My Commission Expires:

Notary Identification No.: _____

This grant shall carry with it the rights of ingress and egress to and from said Property and/or Facilities Property, including the right to temporarily utilize adjoining property of Grantor during construction, repair and maintenance of the Pipeline and/or Facilities with the right to use existing roads for the purpose of constructing, operating, inspecting, repairing, and maintaining the Pipeline and/or Facilities, and the right of removal or replacement of the same with either like or different size or type pipe, facilities or equipment, whether larger or smaller, or other construction at will, either in whole or in part.

TO HAVE AND TO HOLD the above described rights and easements, together with any other rights necessary to operate and maintain the Pipeline and/or Facilities over and across the above described property unto the said Grantee, its successors and assigns.

With the exception of the easement area comprising the Facilities Property, if applicable, Grantor shall have the right to fully use and enjoy the surface of the easement area except for the purposes herein granted provided that such use and enjoyment shall not, in the sole judgment of Grantee, hinder, conflict or interfere with the exercise of the Grantee's rights hereunder. No permanent building, house, well, reservoir, structure or obstruction shall be constructed upon, under or across the easements or rights-of-way herein granted without the Grantee's written consent. Further, Grantor shall not fence the easement area or change the grade of the easement area or excavate within the easement area without the written permission of Grantee. Grantor further agrees not to change the grade, remove dirt from the surface of the easement or impound water over the easement without prior approval of Grantee. Grantee shall have the right to install at its expense, permanent gates in any existing fence to permit ingress and egress along the easement or right-of-way herein granted. Grantee agrees to pay for damages to growing crops and other property of Grantor, or any tenant or lessee of Grantor, as their respective interests may appear, arising out of the construction, operation, repair, inspection, maintenance or replacement of the Pipeline and/or Facilities maintained hereunder unless caused by the negligence of Grantor or of Grantor's agents, employees, representatives or assigns. Grantee agrees to hold Grantor harmless from all damages, injuries or claims by third parties resulting from the construction, operation or maintenance of any pipeline(s), facilities and/or appurtenances thereto constructed by Grantee under this easement.

The Grantee shall bury the Pipeline, if applicable, to a depth not less than that required by applicable law or regulation. All construction, maintenance and repairs which shall be made to the Pipeline and/or Facilities shall be done at times suitable to Grantee and, if possible, at such times as will least interfere with the agricultural use of the Property. Grantee shall have the full right, at its sole option, to clear, and keep clear, the right-of-way and easement herein granted, and all timber, trees, undergrowth and other obstructions which might interfere with the construction, operation, inspection, repairing or maintenance of the Pipeline and/or Facilities, or endanger same. Grantee shall have the right to select the exact location of said Pipeline(s) and any future Pipeline(s) within said easement, and to do whatever may be requisite for the use and enjoyment of the rights herein granted. Grantee agrees to restore the Property and/or Facilities Property to as close to the original condition as is reasonable.

Grantor represents that Grantor is the owner in fee simple of the land above described, free and clear of any unstated liens, encumbrances or imperfections.

Grantor shall retain all oil, gas and other mineral rights in, on and under the right of way and easement granted herein.

This right-of-way and easement shall run with the Property and/or Facilities Property and inure to the benefit of, and be binding upon, the successors in interest of Grantor, in and to the Property and/or Facilities Property.

Grantee shall have the right to assign this easement in whole or in part of one or more assignees.

This contract is binding upon any subsequent owner or owners of said land, and it is hereby expressly understood that the parties securing this grant in behalf of Grantee are without authority to make any covenant or agreement not herein expressed.

WITNESS THE EXECUTION HEREOF this ____ day of _____, A.D., 20____.

GRANTOR:

WITNESS:

STATE OF TENNESSEE

§

§

COUNTY OF SULLIVAN

§

The foregoing instrument was acknowledged before me this ____ day of _____, A.D., 20____, by _____ and _____.

WITNESS MY HAND AND OFFICIAL SEAL.

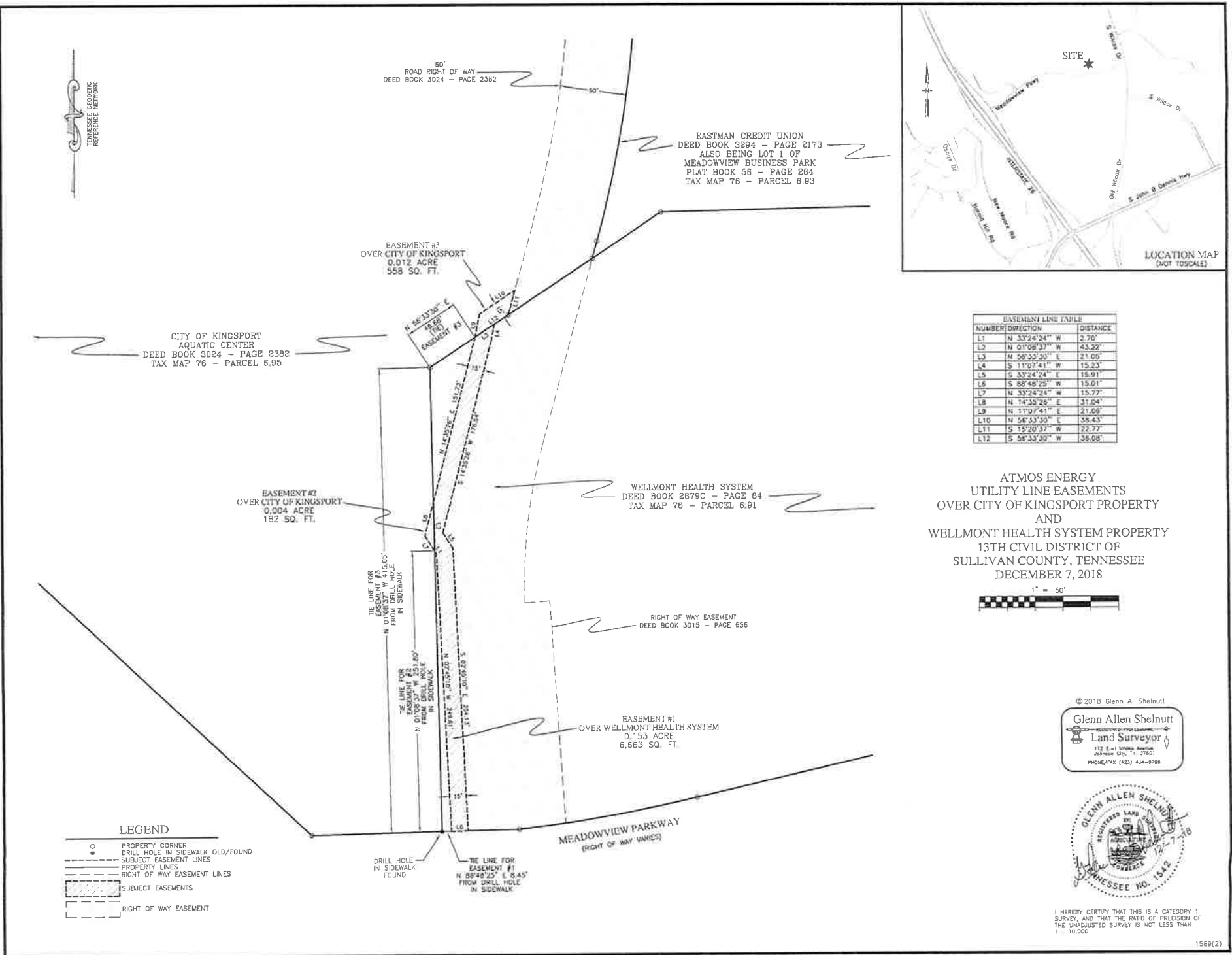
(Type, print or stamp name)

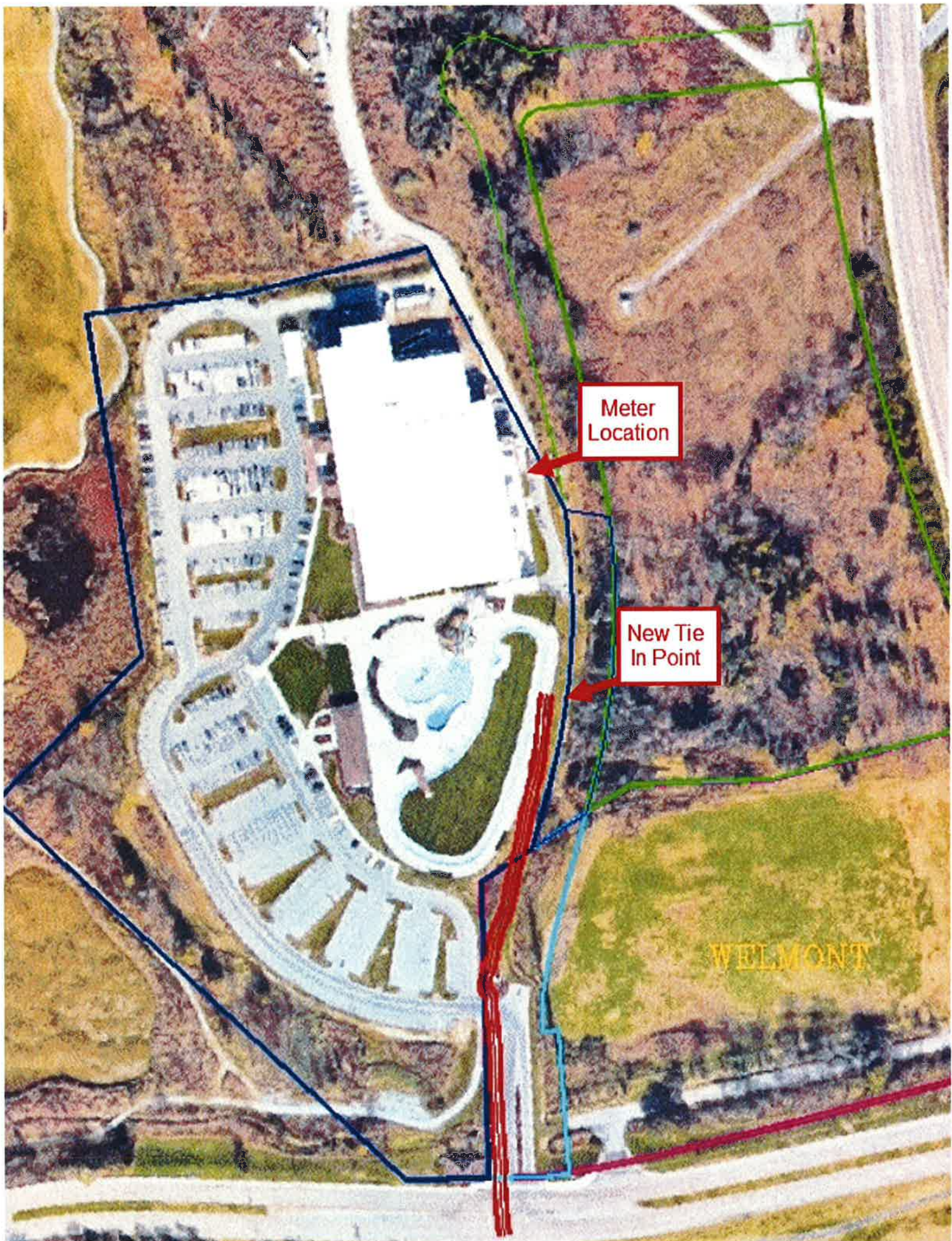
NOTARY PUBLIC

My Commission Expires:

Notary Identification No.: _____

Exhibit A to Resolution Approving Right of Way and Easement for Atmos Energy - Revised





Meter
Location

New Tie
In Point

WELMONT



AGENDA ACTION FORM

Acceptance of FY2018 Comprehensive Annual Financial Report

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

Action Form No.: AF- 12-2019
Work Session: January 7, 2019
First Reading: N/A

Final Adoption: January 8, 2019
Staff Work By: Lisa Winkle
Presentation By: Demming/McIntire

Recommendation:

Accept the comprehensive annual financial report for the fiscal year ending June 30, 2018.

Executive Summary:

Attached for your consideration is the FY 2018 Comprehensive Annual Financial Report (CAFR). The report contains management's transmittal letter to the Board of Mayor and Alderman, the Management's Discussion of Analysis (MD&A) letter that summarizes significant financial changes and overview of the City's financial condition at June 30, 2018, the auditor's opinion letter, audited financial statements, statistical tables and compliance reports.

The audit for June 30, 2018 was conducted by Brown Edwards & Company, LLP. Richard Linnen was the partner in charge of our audit and will be at the work session for any questions. Other members of the audit team were David Elkins and Ron Shadden.

Mike McIntire, the Chairman of the Audit Committee, will give a short presentation.

Mr. Mike McIntire and the Audit Committee discussed the 2018 CAFR and the results of the audit with Mr. Linnen and his audit team on December 28, 2018. The CAFR was filed with the state on December 31, 2018.

It should be noted there were no material weakness findings, no significant deficiency findings and no compliance findings listed in the report. These reports are located in the compliance section at the back of the CAFR, beginning on page 265 of the report.

Attachments:

1. FY 2018 Comprehensive Annual Financial Report
<https://www.kingsporttn.gov/wp-content/uploads/CITY-OF-KINGSPORT-CAFR-FY2018-2.pdf>

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