



BOARD OF MAYOR AND ALDERMEN WORK SESSION AGENDA

Monday, May 05, 2025 at 4:30 PM

City Hall, 415 Broad Street, Montgomery - Watterson Boardroom

Board of Mayor and Aldermen

Mayor Paul W. Montgomery, Presiding
Vice Mayor Darrell Duncan
Alderman Morris Baker
Alderman Betsy Cooper

Alderman Colette George
Alderman Gary Mayes
Alderman James Phillips

Leadership Team

Chris McCartt, City Manager
Michael Borders, Assistant City Manager
Bart Rowlett, City Attorney
Travis Bishop, City Recorder
John Morris, Budget Director
Scott Boyd, Fire Chief

Ryan McReynolds, Deputy City Manager
Jessica Harmon, Assistant City Manager
Tyra Copas, Human Resources Director
Dale Phipps, Police Chief
Adrienne Batara, Public Relations Director
Floyd Bailey, Chief Information Officer

I. CALL TO ORDER

II. ROLL CALL

III. DISCUSSION ITEMS

1. Sullivan County Property Appraisal - Donna Whitaker
2. Kingsport City Schools Capital and MOE - Dr. Hampton

IV. REVIEW OF BUSINESS MEETING AGENDA

V. ITEMS OF INTEREST

1. Sales Tax Report
2. Projects Status Report

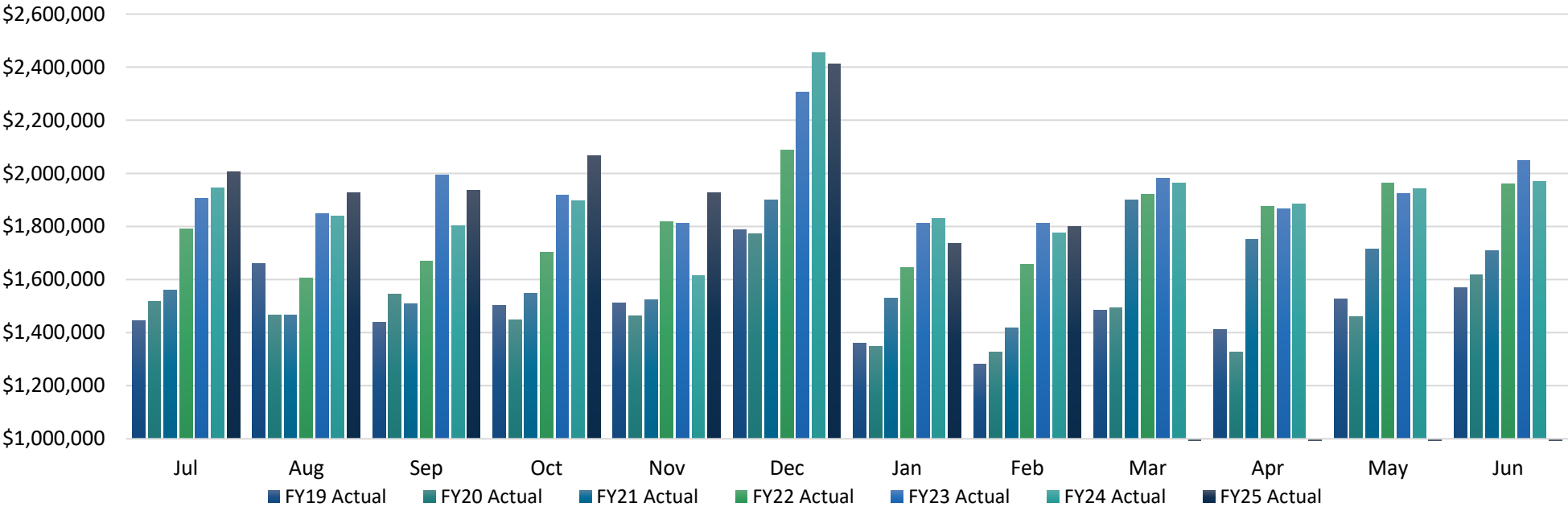
VI. ADJOURN

Next Work Session: Budget, May 12, 2025, 2pm

Local Option Sales Tax 2.25%
February 2025

	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY25 Budget	Over/Under FY25 Budget	% Over/Under FY25 Budget	Over/Under FY24 Actual	% Over/Under FY24 Actual
Jul	\$1,444,727.00	\$1,517,710.01	\$1,560,032.54	\$1,791,460.48	\$1,904,436.51	\$1,945,147.61	\$2,006,734.29	\$2,000,000.00	\$6,734.29	0.34%	\$61,586.68	3.17%
Aug	\$1,660,189.01	\$1,466,245.00	\$1,466,134.09	\$1,605,188.64	\$1,849,130.72	\$1,839,477.58	\$1,925,845.31	\$1,900,000.00	\$25,845.31	1.36%	\$86,367.73	4.70%
Sep	\$1,440,056.00	\$1,544,461.94	\$1,508,122.79	\$1,668,359.84	\$1,994,020.56	\$1,801,293.64	\$1,936,552.39	\$1,850,000.00	\$86,552.39	4.68%	\$135,258.75	7.51%
Oct	\$1,503,032.00	\$1,447,066.95	\$1,546,557.57	\$1,702,507.26	\$1,919,283.71	\$1,895,208.23	\$2,066,145.22	\$1,950,000.00	\$116,145.22	5.96%	\$170,936.99	9.02%
Nov	\$1,510,894.40	\$1,462,498.00	\$1,524,485.85	\$1,818,738.26	\$1,811,059.41	\$1,615,053.63	\$1,925,957.64	\$1,900,000.00	\$25,957.64	1.37%	\$310,904.01	19.25%
Dec	\$1,788,766.43	\$1,772,437.00	\$1,898,886.33	\$2,088,757.00	\$2,306,710.31	\$2,454,343.59	\$2,410,533.02	\$2,400,000.00	\$10,533.02	0.44%	(\$43,810.57)	-1.79%
Jan	\$1,358,902.17	\$1,348,872.00	\$1,530,774.86	\$1,643,547.05	\$1,812,266.56	\$1,831,193.66	\$1,735,408.22	\$1,900,000.00	(\$164,591.78)	-8.66%	(\$95,785.44)	-5.23%
Feb	\$1,280,154.07	\$1,326,133.00	\$1,416,746.27	\$1,656,365.50	\$1,810,500.50	\$1,762,926.22	\$1,800,558.66	\$1,850,000.00	(\$49,441.34)	-2.67%	\$37,632.44	2.13%
Mar	\$1,484,980.00	\$1,493,996.00	\$1,898,355.80	\$1,920,619.39	\$1,980,457.89	\$1,964,189.76		\$1,950,000.00				
Apr	\$1,412,517.03	\$1,327,489.66	\$1,750,965.28	\$1,874,537.84	\$1,867,464.07	\$1,884,321.94		\$1,900,000.00				
May	\$1,527,469.00	\$1,460,028.68	\$1,715,204.91	\$1,962,580.55	\$1,923,148.28	\$1,943,479.95		\$1,950,000.00				
Jun	\$1,571,086.24	\$1,617,153.10	\$1,707,660.22	\$1,959,190.92	\$2,048,923.66	\$1,970,342.12		\$1,954,000.00				
Total	\$17,982,773.35	\$17,784,091.34	\$19,523,926.50	\$21,691,852.73	\$23,227,402.18	\$22,906,977.93	\$15,807,734.75	\$23,504,000.00	\$57,734.75	0.35%	\$663,090.59	4.84%

Local Option Sales Tax 2.25%



Projects in Pictures

Item V2.

City of Kingsport

1 Fox Den Playground

Grading of the site is nearing completion with the rock features currently being placed.

3 Kingsport Library Move

The space at the mall is being finalized for the library's upcoming move to the Fort Henry Mall.

2 Water Treatment Plant Improvements

The pump station and electrical room concrete pad is done; structural steel members being installed now.

4 Justice Center Renovations

Roof membrane has been placed and the exterior block walls are being constructed.



Status Updates on Active Projects sorted by Cost

Item V2.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$28,693,000.00	Ryan McReynolds	Meadow Park Lane State Industrial Access Road	Construction of a new access road (Meadow Park Lane) that tie into the existing Riverport Road and S. Wilcox Road, approximately 2.34 miles.	12/31/2028	Roadway Alignment finalized. Design including structures, hydraulics and geotechnical work is underway.
\$20,083,247.22	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	5/22/2025	Asphalt markings and striping should be complete by May 2. Minor punch list items remain. Project is practically complete.
\$14,484,600.00	Ryan McReynolds	Justice Center Renovations	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall. (70% City; 30% County)	5/18/2027	Laying of block wall has begun. Installation of roofing materials has begun.
\$12,000,000.00	Chad Austin	SR 126 Memorial Blvd Improvements (E Center St to Briarwood Dr)	Replacement and relocation of water and sewer mains along Memorial Blvd in conjunction with TDOT's realignment project. First phase will be from E Center St to Briarwood Dr. Second phase will be from Briarwood to Cooks Valley Rd (no schedule for this p	12/31/2027	Field Review meeting set for 5/8/25. Bid letting scheduled for August 2025.
\$8,473,700.00	Niki Ensor	WTP High Service Improvements	Improvements to WTP high service pump station to improve reliability and redundancy. Improvements include addition of 4th high service pump, new electrical building, and ancillary work (pipe connections, valves and flow metering).	8/12/2025	New high service pump station and electrical room slab complete. Installing structural steel members for new pump station.
\$6,600,000.00	Chad Austin	Reedy Creek Trunk Line (Lovedale to Clinchfield)	Phase 1 Reedy Creek trunkline upgrade and replacement (Lovedale to Clinchfield). The project's purpose is to increase capacity while reducing inflow and infiltration with new infrastructure. This is a multi-year project to replace the trunkline along the	12/31/2030	Legal working to obtain easements.
\$6,500,000.00	Kitty Frazier	BlueCross BlueShield Healthy Place Park	This project will develop a new community park on the banks of the Holston River, at the site currently known as Riverwalk Park. This project is being funded by the BlueCross BlueShield Foundation.	4/28/2026	Grading operations have commenced.
\$6,000,000.00	Michael T. Borders	Library Renovations	Complete renovation of existing library. Includes: doubling the children's area, new children's programming room, dedicated teen area, additional meeting rooms, updated furnitures, fixtures, and equipment.	3/1/2027	Fort Henry Mall suite improvements began 2/3/25, expected to be complete early May.
\$4,000,000.00	Michael Thompson	Brickyard Park Bicycle-Pedestrian Bridge	Bicycle-Pedestrian bridge over the CSX Railroad at Centennial Park connecting downtown Kingsport to the Brickyard Park Development. Design funded 80% Fed./ 20% Local via STB Grant and Construction is funded 75% Fed./ 25% Local via TA Grant.	12/31/2025	Preliminary Design plans have been submitted to TDOT and we are awaiting comments.

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\$3,500,000.00	Michael Thompson	Island Road Improvements from SR-126 to Kingsport City Limits	New project scope approved by TDOT on 1/23/25 to change to a resurfacing only project. The old project was going to realign Island Road to the southeast to improve vertical and horizontal roadway geometry for better traffic management and safety. The re	12/31/2026	Mattern & Craig working to update plans for submittal as a resurfacing project.
\$3,200,000.00	Tom Hensley	Pendragon Sewer Lift Station Upgrade	Upgrade of the Pendragon Sewer Lift Station. Lift station was built in the 1950s and has reached the end of its useful life.	12/31/2025	Plans sent to TDEC for approval.
\$2,002,507.00	Chad Austin	Sullivan County ARP Water Upgrades PH2	Upgrade of waterlines in areas off HWY 36 in the Midway area, and along Gravelly Rd and Thomas Addition. This is funded partially by \$2.3M ARP funds granted to Sullivan County.	6/6/2025	Contractor installing on Thomas Street.
\$2,000,000.00	Floyd Bailey	Utility Billing Solutions	Discover and implement a new utility billing solution by spring 2026.	2/1/2026	Project work on-going with data conversion and integrations. First test phase in May.
\$2,000,000.00	Megan Krager	Bays Mountain Park - New Otter Habit	Construction of a New Otter Habitat.		Bid Drawings Meeting scheduled for Monday 04/14/2025
\$1,044,000.00	Kitty Frazier	Kingsport Greenbelt Extension from Rotherwood Drive to Lewis Lane	This project will build an extension of the Kingsport Greenbelt walking and biking path west from the end of the current Greenbelt at Rotherwood Drive to Lewis Lane on West Stone Drive (State Route 1).	6/30/2026	Consultant has prepared preliminary ROW plans. City staff have reviewed and consultant is making revisions.
\$940,000.00	Chad Austin	Water Valve Assessment & Maintenance	Contract to exercise all valves within the distribution system. We will also use this project to identify, locate, and add the assets to GIS and Cartegraph.	4/30/2026	Contractor working on misaligned valves and boxes to make sure all valves are operable.
\$869,800.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be relocated as pa	4/1/2026	Under construction. Utility work began on 4/17.
\$720,000.00	Chad Austin	Stormwater Asset Mapping	Multi-year project to obtain survey grade mapping of all stormwater infrastructure.	8/31/2026	Area 9 95% complete. Will be moving into the Orebank Rd area next.
\$711,000.00	Chad Austin	Utilities Warehouse Renovations	Renovating the Utilities Department Warehouse building to increase storage capacity. Renovations include reducing the unused office space and increasing shelving.	6/1/2025	Currently replacing siding, waiting on doors and windows to be delivered.
\$600,000.00	Michael Thompson	Sanitation Site Improvements - Design	Funding will be used to develop a master plan for streets and sanitation site improvements. Looking at options for relocation of the sanitation division to allow for space on existing Industry Drive site.		Schematic design finalized. Moving into engineering.
\$424,600.00	Michael Borders	Meadowview Chiller Replacement	Replacement of the chiller for Meadowview Conference Center.	5/1/2025	Bid has been awarded to Comfort Systems USA.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$202,000.00	Niki Ensor	South Fork Sewer Basin Study	Modeling and study of the South Fork Sewer Basin to determine system capacity and concerns for long term development of the basin.	6/1/2025	
\$187,430.00	Megan Krager	Bays Mountain Park - Observation Tower Improvements	Aesthetic Improvements to the observation tower.		Painting and scraping complete. Expecting Painting crew to mobilize by end of week
\$167,500.00	Chad Austin	Stormwater Master Plan	Develop overall Stormwater Program Master Plan to determine where we should be focusing our stormwater efforts to make the most impact	5/31/2025	Staff has reviewed with consultant. Final report due by early May.
\$60,000.00	Shirley Buchanan	Senior Center - Admisitrative Area/Teaching Kitchen Renovation	Building out current kitchenette into a full kitchen for teaching and catering.		Progress Print Received on 1/16
	Chad Austin	Sanitary Sewer Line Extension to Fieldcrest Road 2022-C7	Extension of sewer to Fieldcrest Acres development.	12/31/2025	Request for condemnation of easements on 5/6 BMA Agenda.
	Floyd Bailey	Financial and HR Information Systems	Software modules that will replace the Central Square Naviline ERP.		Propsals were evaluated and scored. 3 finalists have been selected for scripted system demonstrations, to be completed by June.
	Megan Krager	Bays Mountain Park Fox Den Playground	Construction of a natural outdoor play area that blends with the existing features at Bays Mountain Park	7/31/2025	Design to alleviate excess drainage expected soon. Rock climbing boulders set.
	Megan Krager	Bays Mountain Park Nature Center Renovations- Phase 2	Renovate the lower level of the Nature Center with a new kids cave and cave exhibits.		Contract executed, preparing submittals to Orec
	Michael Borders	Cattails Pump House Replacement	Replacement of the pump house at Cattails Golf Course.		Holston Engineering is currently working on design and bid documents.
	Michael Thompson	2024 Main Road Paving (MTPO Funded)	Paving of functionally classified roadways: Clinchfield Street and Eastman Road	12/19/2027	Revised plans submitted for ROW Phase on 1/16/2025.

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