



BOARD OF MAYOR AND ALDERMEN WORK SESSION AGENDA

Tuesday, January 21, 2025 at 4:00 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
Lisa Winkle, City Recorder/Treasurer
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. FY2024 Audit Report - Lisa Winkle
2. Library Update - Michael Borders
3. Boards/Commissions Proposal - Jessica Harmon

IV. REVIEW OF BUSINESS MEETING AGENDA

V. ITEMS OF INTEREST

- [1.](#) Sales Tax Report
- [2.](#) Project Status Report

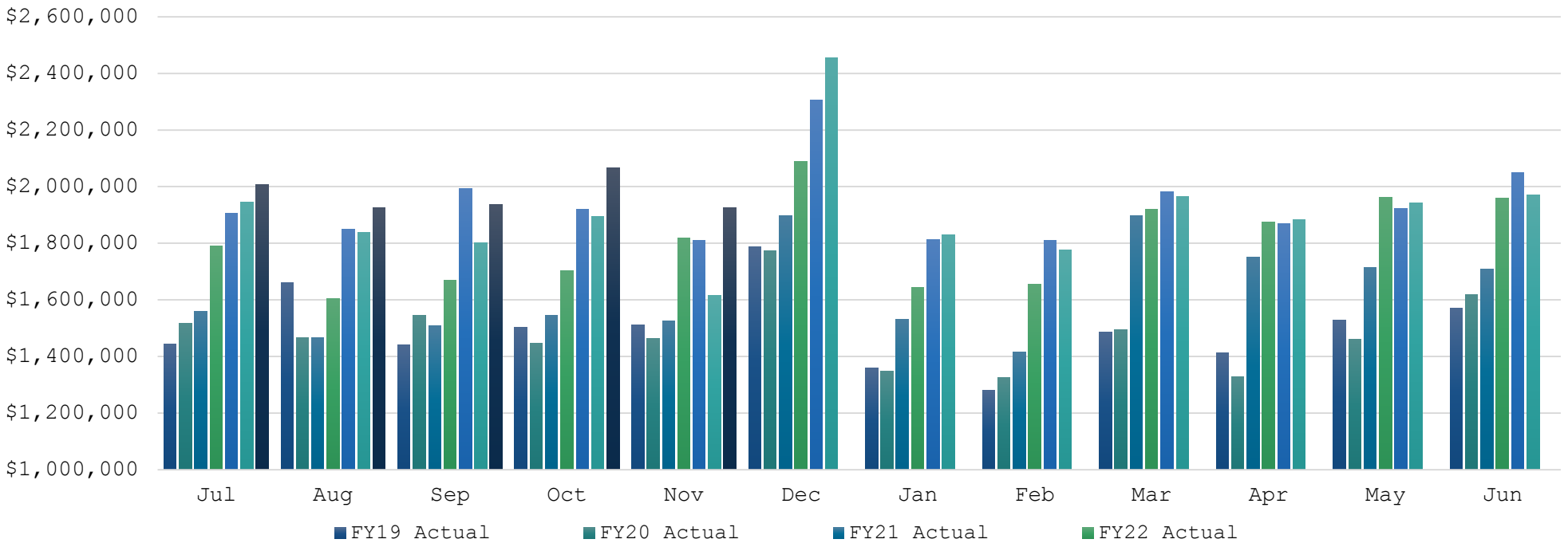
VI. ADJOURN

Next Work Session: February 3, 2025, 4:30 PM

Local Option Sales Tax 2.25% November 2024

	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		\$2,400,000.00				
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		\$1,900,000.00				
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		\$1,850,000.00				
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	\$9,861,234.85	\$23,504,000.00	\$261,234.85	2.74%	\$765,054.16	8.73%

Local Option Sales Tax 2.25%



Projects in Pictures

Item V2.

City of Kingsport

1 Fox Den Playground

Construction zone & fencing around the work area has been completed, with site clearing occurring.

3 Main Street Rebuild Project

Road tear out and subgrade stabilization is happening in the Cherokee Street & Centennial Park area.

5 Justice Center Expansion

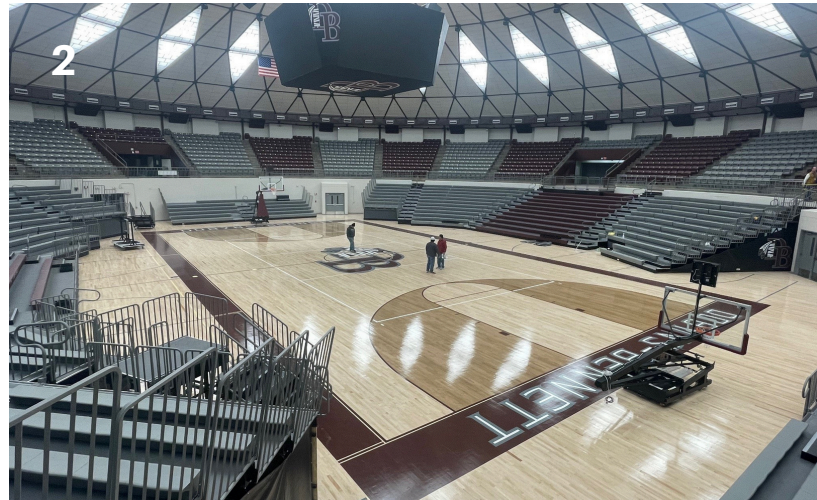
Bricks have been removed for the expansion and concrete piers for new area are started.

2 DB Dome Project

The project is nearing completion with an opening date scheduled for January 28.

4 Water Treatment Plant

Contractors are installing valves and piping from the pump can and vault.



Status Updates on Active Projects sorted by Cost

Item V2.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$38,000,000.00	Chad Austin	Reedy Creek Trunk Line (Lovedale to John B Dennis)	Replacement and upgrade of the sewer trunkline along the Reedy Creek corridor from Lovedale Dr to John B Dennis Highway. Project will be completed in multiple phases to be determined during the design process.	12/31/2030	Easement purchase approved by BMA to move forward.
\$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.		Field Review to finalize alignment of proposed road
\$20,405,085.00	City Schools	DBHS - Dome Renovations	Renovations to the existing dome and surrounding area.	3/31/2025	The project is substantially complete and the opening of the dome and associated areas is expected to be January 28.
\$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	Concrete work in the Cherokee Street to Broad Street block and landscaping is the focus of the current work.
\$17,000,000.00	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.	12/31/2028	All plans have been submitted to TDOT, waiting for comments.
\$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	Foundation work continues.
\$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	Installing pipe and valving from pump can. Electricians are laying underslab conduit.
\$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.		Ground Breaking Held on 1/15. Working on construction documents
\$6,000,000.00		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	Construction documents are under development, working with Hull Properties on a lease and suite improvements. Estimated to open bids late fall.
\$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	TDOT has approved the NEPA document and sent it to FHWA for review on 7-19-24.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$3,500,000.00	Michael Thompson	Island Road Improvements from SR-126 to Kingsport City Limits	This project will realign Island Road to the southeast to improve vertical and horizontal roadway geometry for better traffic management and safety. The remaining unused portion of Island Road will be converted into a separated buffered multi-use path co	4/30/2026	Will be bringing a contract amendment to BMA in January.
\$2,295,402.50	Michael Thompson	2021 Main Road Paving (MTPO Funded)	Paving of functionally classified roadways: Moreland Dr, Cooks Valley, Fall Creek and Netherland Inn Road	11/1/2024	Paving is complete. Remaning work includes final pavement markings and guardrail end terminals.
\$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 Gravely Rd and Thomas Addition. This is funded partially by \$2.3M ARP funds granted to Sullivan County.	4/30/2025	Contractor working along Yorktown Rd
\$2,000,000.00	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	Property purchase to BMA on 12/3
\$1,500,000.00	Megan Krager	Bays Mountain Park - New Otter Habit	Construction of a New Otter Habitat.		LPRF Grant awarded. Working with TDEC to execute contract.
\$1,394,423.80	Chad Austin	FY24 Collection System Upgrade	Replacement of existing sewer lines with 2,400 L.F. of 8-inch PVC and all related appurtenances. Streets affected are Cindy Pl, Springfield Av, Ervin Ct, Ft Henry Dr, Kenwood St, Ridgeway Dr, and Wendover Dr. (Project 2022-C23)	2/5/2025	Work on Carolina and Green Valley continues.
\$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 nearing 6,000 valves inspected
\$800,000.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be are to be reloc	12/31/2025	Bids opened, waiting for pre-construction meeting
\$720,000.00	Chad Austin	Stormwater Asset Mapping	Multi-year project to obtain survey grade mapping of all stormwater infrastructure.	8/31/2026	Working in area 7 in downtown area.
\$711,000.00	Chad Austin	Utilities Warehouse Renovations	Renovating the Utilities Department Warehouse building to increase storage capacity. Renovations include reducing the unused officespace and increasing shelving.	4/30/2025	Inside demolition started 12/2

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\$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.		Still tweaking site layout and beginning in depth design of the buildings.
\$424,600.00	Michael Borders	Meadowview Chiller Replacement	Replacement of the chiller for Meadowview Conference Center.	3/1/2025	Bid has been awarded to Comfort Systems USA.
\$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.	3/1/2025	Site visit scheduled for January 1st before wrapping up final report.
\$187,430.00	Megan Krager	Bays Mountain Park - Observation Tower Improvements	Aesthetic Improvements to the observation tower.		Project under contract with Alloy. Waiting on start date.
\$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	9/1/2025	Final report due December
\$149,000.00	Floyd Bailey	Smart Cities Initiatives- Broadband Study	Exploring Smart Cities Initiatives and applications with a view toward modernization of technology infrastructure for the City of Kingsport.		Working with design team for Smart Cities cost estimates and phasing.
\$107,701.00	Michael Thompson	Public Works Recycle Convenience Center	Providing enhancements to the existing convenience center on Industry Drive as well as adding an additional convenience center near the Civic Auditorium. \$300,000 set aside for this thru bonds.		Opened to public on 12/12/24.
		Financial and HR Information Systems	Software modules that will replace the Central Square Naviline ERP.		RFP is being finalized, with expected release in January 2025.
	Floyd Bailey	Utility Billing Solutions	Discover and implement a new utility billing solution by end of 2023.	12/15/2025	Project is underway, with current focus on core team system training and data conversion.
	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	Construction has begun on the contract
	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.		LPRF Grant awarded. Working with TDEC to execute contract.
	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	12/31/2026	M&C addressing comments from TDOT. Working to submit ROW plans.

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