



BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING AGENDA

Tuesday, March 07, 2023 at 7:00 PM
City Hall, 415 Broad Street, Boardroom

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

Leadership Team

Chris McCartt, City Manager
Michael Borders, Assistant City Manager
Bart Rowlett, City Attorney
Lisa Winkle, City Recorder/Treasurer
John Rose, Economic Development Director
Adrienne Batara, Public Relations Director
Floyd Bailey, Chief Information Officer

Ryan McReynolds, Deputy City Manager
Jessica Harmon, Assistant City Manager
Tyra Copas, Human Resources Director
Dale Phipps, Police Chief
John Morris, Budget Director
Scott Boyd, Fire Chief

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE TO THE FLAG

III. INVOCATION

1. Rev. Jeff Wadley, Camp Bays Mtn.

IV. ROLL CALL

V. RECOGNITIONS AND PRESENTATIONS

VI. APPOINTMENTS

- [1.](#) Appointment to the Bays Mountain Park Commission (AF-52-2023) (Michael Borders)

VII. APPROVAL OF MINUTES

- [1.](#) Work Session - February 20, 2023
- [2.](#) Business Meeting - February 21, 2023

VIII. PUBLIC HEARINGS

- [1.](#) Public Hearing and Consideration of a Resolution to Annex and Adopt a Plan of Services for the Shipp Springs Annexation and Consideration of an Ordinance to Amend Zoning (AF-50-2023) (Ken Weems)
- [2.](#) Public Hearing and Consideration of an Ordinance to Amend Zoning of Tax Map 46O, Group D, Parcels 21, 22, 23, 24, 25, 25.05, and 26 Along Oak Street, E Center Street, and Myrtle Street from the R-2, Two Family Residential; B-3, Highway Oriented Business; and R-1B, Residential Districts to the R-4, Medium Density Apartment District (AF-51-2023) (Ken Weems)

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.

IX. BUSINESS MATTERS REQUIRING FIRST READING

- [1.](#) Budget Adjustment Ordinance (AF-54-2023) (Chris McCartt)

X. BUSINESS MATTERS REQUIRING FINAL ADOPTION

- [1.](#) Consideration of an Ordinance to Amend the FY 2023 School Special Projects Fund Budget (AF-38-2023) (David Frye)
- [2.](#) Consideration of an Ordinance to Amend the FY 2023 General Purpose School Fund Budget (AF-33-2023) (David Frye)
- [3.](#) Consideration of a Budget Adjustment Ordinance to add Two Full-Time Positions in the General Fund in FY23 (AF-47-2023) (Michael Borders)
- [4.](#) Consideration of a Budget Adjustment Ordinance for Various Funds in FY23 (AF-48-2023) (Chris McCartt)

XI. OTHER BUSINESS

- [1.](#) Consideration of a Resolution to Purchase Eleven (11) Ford Police Interceptors from the Tennessee State Contract (AF-56-2023) (D. Phipps / S. Leonard)
- [2.](#) Consideration of a Resolution to Approve Amendment Three to the Riverbend Park Redevelopment Agreement with KHRA for Development of Riverbend Park (AF-55-2023) (Michael Borders)
- [3.](#) Consideration of a Resolution to Donate Bays Mountain Park Exhibits to the Bays Mountain Park Association (AF-27-2023) (Michael T. Borders)
- [4.](#) Consideration of a Resolution Approving a Property Damage Release with Nationwide Property and Casualty Insurance Company (AF-53-2023) (Bart Rowlett)

XII. CONSENT AGENDA

All matters listed under the Consent Agenda are considered in the ordinary course of business by the Board of Mayor and Aldermen and will be enacted on by one motion by a roll call vote. However, if discussion of an item is desired by any member of the board, the item will be removed from the Consent Agenda and considered separately.

- [1.](#) Consideration of a Resolution Ratifying the Mayor's Signature on the Certification of Local Government Approval for the 2023 Emergency Solutions Grant Application (AF-49-2023) (Michael Price)
- [2.](#) Consideration of a Resolution to Apply for and Accept Funding through THDA's Emergency Solutions Grant (AF-22-2023) (Michael Price)

XIII. COMMUNICATIONS

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.

1. City Manager
2. Mayor and Board Members
3. Visitors

XIV. ADJOURN



AGENDA ACTION FORM

Appointment to the Bays Mountain Park Commission

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-52-2023

Work Session: March 6, 2023

First Reading: N/A

Final Adoption: March 7, 2023

Staff Work By: Megan Krager

Presentation By: Michael T. Borders

Recommendation:

Approve the appointment.

Executive Summary:

It is recommended by Mayor Richard Venable to appoint Commissioner Archie Pierce to the Bays Mountain Park Commission as the Sullivan County Commissioner representative.

If approved by the Board of Mayor and Aldermen, the recommended table reflects term dates.

Current Commission:			
Member	Term Expires	No. of Terms	Residing Neighborhood
David Fox	1/31/24	2	KPT Resident
Mary Steadman	1/31/24	4	At-large
Jeremiah Lounds	1/31/24	1	KPT Resident
Russ Brogden	7/31/24	3	KPT Resident
Robin Kerkhoff	7/31/24	4	KPT Resident
Woody Reeves	7/31/24	2	KPT Resident
Colette George	7/31/24	1	KPT Resident

Recommended Commission:			
Member	Term Expires	No. of Terms	Residing Neighborhood
David Fox	1/31/24	2	KPT Resident
Mary Steadman	1/31/24	4	At-large
Jeremiah Lounds	1/31/24	1	KPT Resident
Russ Brogden	7/31/24	3	KPT Resident
Robin Kerkhoff	7/31/24	4	KPT Resident
Woody Reeves	7/31/24	2	KPT Resident
Colette George	7/31/24	1	KPT Resident
Archie Pierce	Term of Ofc.	N/A	Sullivan County Commission Rep.

Attachments:

None

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—



BOARD OF MAYOR AND ALDERMEN WORK SESSION MINUTES

**Monday, February 20, 2023 at 4:30 PM
City Hall, 415 Broad Street, Boardroom**

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

I. CALL TO ORDER 4:30 p.m. by Mayor Patrick W. Shull.

II. ROLL CALL by City Recorder/Treasurer Lisa Winkle. All present.

III. DISCUSSION ITEMS

1. Paving Update

Deputy City Manager Ryan McReynolds gave a presentation on this item, pointing out the 2023 paving season would soon begin. He provided a review of previous/current projects as well as what to expect this year. He provided details on the data driven resurfacing effort and listed priorities. Some discussion followed as he answered questions.

IV. REVIEW OF BUSINESS MEETING AGENDA

City staff gave a summary for each item on the February 21, 2023 proposed agenda. The following items were discussed at greater length or received specific questions of concerns.

VI.1 Appointment to the Kingsport Housing and Redevelopment Authority (AF-45-2023)

Alderman Montgomery and Alderman Cooper raised concerns about term limits and recycling the same people to serve on these boards. Discussion ensued. Deputy City Manager McReynolds stated staff would compile a list of the various board members to include terms and limits for reference.

BOARD OF MAYOR AND ALDERMEN WORK SESSION MINUTES

Tuesday, February 20, 2023 at 4:30 PM

Kingsport City Hall, 415 Broad Street, Boardroom

XI.4 Authorizing the Industrial Development Board of the City of Kingsport, Tennessee to Execute a Payment in Lieu of Tax (PILOT) Provision (AF-42-2023) Deputy City Manager McReynolds explained this was exciting project and a good opportunity. NETWORKS Clay Walker provided further details. He stated although he could not release the name of the business at this time, it was an existing company that would add 48 jobs and 3.4 million dollars in revenue. Mr. Walker noted the State of Tennessee will do a formal announcement.

David Frye was present and answered questions on the agenda items pertaining to the schools. He also gave an update on the progress of the dome restoration.

Mayor Shull commented on the Sullivan County Commission's decision regarding the regional economic hub and what impact it might have moving forward. Vice-Mayor George pointed out the city has never shut down discussion when people wanted to speak on a matter and hopes we never do. Discussion followed.

V. ITEMS OF INTEREST

1. Sales Tax Report
2. Projects Status in Pictures
3. Projects Status Report

VI. ADJOURN

Seeing no other matters presented for discussion, Mayor Shull adjourned the meeting at 5:37 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor



BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, February 21, 2023 at 7:00 PM
City Hall, 415 Broad Street, Boardroom

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding
Vice Mayor Colette George
Alderman Betsy Cooper
Alderman Darrell Duncan

Alderman Paul W. Montgomery
Alderman Tommy Olterman
Alderman James Phillips

City Administration

Ryan McReynolds, Deputy City Manager
Bart Rowlett, City Attorney

Lisa Winkle, City Recorder/Treasurer
Angie Marshall, Deputy City Recorder/City Clerk

- I. **CALL TO ORDER** 7:00 p.m. by Mayor Patrick W. Shull
- II. **PLEDGE OF ALLEGIANCE TO THE FLAG** led by Alderman Olterman
- III. **INVOCATION** by Pastor Gary Burton, Colonial Heights Baptist Church
- IV. **ROLL CALL** by City Recorder/Treasurer Lisa Winkle. All present.
- V. **RECOGNITIONS AND PRESENTATIONS**
 1. **Dobyns-Bennett High School Bowling Team** (Alderman Duncan)
- VI. **APPOINTMENTS**
 1. **Appointment to the Kingsport Housing and Redevelopment Authority** (AF-45-2023)
(Mayor Shull)

Motion made by Alderman Montgomery. Seconded by Alderman Olterman.

REAPPOINT TONY JENNINGS TO THE KINGSPORT HOUSING AND REDEVELOPMENT
AUTHORITY FOR ANOTHER FIVE-YEAR TERM EFFECTIVE IMMEDIATELY AND EXPIRING
ON FEBRUARY 28, 2028

Passed: All present voting "aye."

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

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VII. APPROVAL OF MINUTES *(These items are considered under one motion.)*

Motion made by Alderman Phillips, Seconded by Alderman Olterman.

1. Work Session - February 6, 2023

2. Business Meeting - February 7, 2023

Passed: All present voting "aye."

VIII. PUBLIC HEARINGS None.

COMMENT

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

IX. BUSINESS MATTERS REQUIRING FIRST READING

- 1. Consideration of an Ordinance to Amend the FY 2023 School Special Projects Fund Budget** (AF-38-2023) (David Frye)

Motion made by Alderman Duncan, Seconded by Alderman Cooper.

AN ORDINANCE TO AMEND THE FY 2023 SCHOOL SPECIAL PROJECTS FUND BUDGET;
AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

- 2. Consideration of an Ordinance to Amend the FY 2023 General Purpose School Fund Budget** (AF-33-2023) (David Frye)

Motion made by Vice Mayor George, Seconded by Alderman Olterman.

AN ORDINANCE TO AMEND THE GENERAL PURPOSE SCHOOL FUND BUDGET FOR THE
FISCAL YEAR ENDING JUNE 30, 2023; AND TO FIX THE EFFECTIVE DATE OF THIS
ORDINANCE

Passed: All present voting "aye."

- 3. Consideration of a Budget Adjustment Ordinance to add Two Full Time Positions in the General Fund in FY23** (AF-47-2023) (Michael Borders)

Motion made by Vice Mayor George, Seconded by Alderman Cooper.

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

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AN ORDINANCE TO AMEND THE GENERAL FUND BUDGET BY ADDING TWO FULL-TIME MAINTENANCE WORKER POSITIONS FOR THE FISCAL YEAR ENDING JUNE 30, 2023; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

- 4. Consideration of a Budget Adjustment Ordinance for Various Funds in FY23 (AF-48-2023)**
(Chris McCartt)

Motion made by Alderman Duncan, Seconded by Alderman Phillips.

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2023; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

X. BUSINESS MATTERS REQUIRING FINAL ADOPTION

- 1. Consideration of a Budget Adjustment Ordinance for Various Funds in FY23 (AF-15-2023)**
(Chris McCartt)

Motion made by Vice Mayor George, Seconded by Alderman Olterman.

ORDINANCE NO. 7071 AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2023; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Alderman Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

XI. OTHER BUSINESS

- 1. Consideration of a Resolution Authorizing the Disbursement of Funds to First Tennessee Development District for the Northeast Tennessee Regional Recovery Center (AF-46-2023)** (Chris McCartt)

Motion made by Alderman Montgomery, Seconded by Alderman Olterman.

RESOLUTION NO. 2023-172 A RESOLUTION AUTHORIZING THE DISBURSEMENT OF FUNDS ALLOCATED FOR THE NORTHEAST TENNESSEE REGIONAL RECOVERY CENTER TO FIRST TENNESSEE DEVELOPMENT DISTRICT

Passed: All present voting "aye." except for Mayor Shull abstaining.

- 2. Consideration of a Resolution Awarding the Bid for the Purchase of Various Water and Sewer Maintenance Items (AF-43-2023)** (Chris McCartt, Ryan McReynolds)

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Motion made by Alderman Duncan, Seconded by Alderman Olterman.

RESOLUTION NO. 2023-173 A RESOLUTION AWARDDING THE BID FOR THE PURCHASE OF VARIOUS WATER AND SEWER MAINTENANCE ITEMS TO FERGUSON ENTERPRISE, CONSOLIDATED PIPE & SUPPLY, INC., AND CORE & MAIN, INC. AND AUTHORIZING THE CITY MANAGER TO EXECUTE PURCHASE ORDERS FOR THE SAME

Passed: All present voting "aye."

- 3. Consideration of a Resolution to Continue a Nutrition Site Agreement with FTHRA (AF-35-2023) (Michael Borders)**

Motion made by Vice Mayor George, Seconded by Alderman Duncan.

RESOLUTION NO. 2023-174 A RESOLUTION APPROVING A SITE AGREEMENT WITH FIRST TENNESSEE HUMAN RESOURCE AGENCY FOR USE OF SPACE FOR THE NUTRITION MEAL SITE PROGRAM AT THE KINGSPORT SENIOR CENTER

Passed: All present voting "aye."

- 4. Authorizing the Industrial Development Board of the City of Kingsport, Tennessee to Execute a Payment in Lieu of Tax (PILOT) Provision (AF-42-2023) (Chris McCartt)**

Motion made by Alderman Duncan, Seconded by Vice Mayor George.

RESOLUTION NO. 2023-175 A RESOLUTION AUTHORIZING THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF KINGSPORT, TENNESSEE TO NEGOTIATE AND ACCEPT PAYMENTS IN LIEU OF AD VALOREM TAX WITH RESPECT TO A PROJECT IN KINGSPORT, SULLIVAN COUNTY, TENNESSEE AND FINDING THAT SUCH PAYMENTS ARE DEEMED TO BE IN FURTHERANCE OF THE BOARD'S PUBLIC PURPOSES AS DEFINED IN TENNESSEE CODE ANNOTATED SECTION 7-53-305

Passed: All present voting "aye."

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

Motion made by Vice Mayor George, Seconded by Alderman Olterman.

Passed as presented with a roll call vote: Alderman Cooper, Alderman Duncan, Vice Mayor George, Alderman Montgomery, Alderman Olterman, Alderman Phillips, Mayor Shull

- 1. Consideration of a Resolution Authorizing the City Manager to Execute a Purchase Order for Chromebooks and Chrome Licenses for Kingsport City Schools (AF-14-2023) (David Frye)**

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, February 21, 2023 at 7:00 PM

Kingsport City Hall, 415 Broad Street, Boardroom

RESOLUTION NO. 2023-176 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER FOR CHROMEBOOKS AND CHROME LICENSES FOR KINGSFORT CITY SCHOOLS

- 2. Consideration of a Resolution to Accept an Anonymous Donation to the Dobyys-Bennett High School Cyber Tribe Robotics Team (AF-18-2023) (David Frye)**

RESOLUTION NO. 2023-177 A RESOLUTION ACCEPTING A DONATION ON BEHALF OF THE DOBYNS-BENNETT HIGH SCHOOL CYBER TRIBE ROBOTICS TEAM AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

- 3. Consideration of a Resolution Awarding a Contract for Temporary Employment Services for Kingsport City Schools to AccuForce HR Solutions, LLC and Authorizing the Mayor to Execute All Necessary Document (AF-21-2023) (David Frye)**

RESOLUTION NO. 2023-178 A RESOLUTION ACCEPTING THE PROPOSAL FOR TEMPORARY EMPLOYMENT SERVICES FOR KINGSFORT CITY SCHOOLS SUBMITTED BY ACCUFORCE HR SOLUTIONS, LLC AND AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR THE SAME AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

- 4. Consideration of a Resolution Authorizing the Purchase of Three 7-Passenger Vans for Dobyys-Bennett High School Activities (AF-31-2023) (David Frye)**

RESOLUTION NO. 2023-179 A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO FORD OF MURFREESBORO UTILIZING STATE CONTRACT NO. 209 FOR THREE FORD TRANSIT CONNECT WAGON 7-PASSENGER VANS FOR USE BY KINGSFORT CITY SCHOOLS

- 5. Consideration of a Resolution Authorizing the Mayor to Execute an Agreement for E-Rate Category Two Network Equipment for FY2023-2024 (AF-39-2023) (David Frye)**

RESOLUTION NO. 2023-180 A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR E-RATE CATEGORY TWO NETWORK EQUIPMENT FOR FY 2023-2024 WITH PERSONAL COMPUTERS SYSTEMS (PCS)

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

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- 6. Consideration of a Resolution for Approval to Enter into a Professional Services Agreement with Thompson & Litton for Services Related to the Lincoln Elementary School HVAC Replacement Project (AF-37-2023) (David Frye)**

RESOLUTION NO. 2023-181 A RESOLUTION APPROVING AN AGREEMENT WITH THOMPSON & LITTON FOR THE LINCOLN ELEMENTARY SCHOOL HVAC REPLACEMENT PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

- 7. Consideration of a Resolution for Approval to Enter into a Professional Services Agreement with Thompson & Litton for Services Related to the Johnson Elementary School HVAC Replacement Project (AF-36-2023) (David Frye)**

RESOLUTION NO. 2023-182 A RESOLUTION APPROVING AN AGREEMENT WITH THOMPSON & LITTON FOR THE JOHNSON ELEMENTARY SCHOOL HVAC REPLACEMENT PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

- 8. Approval of Offers to Purchase Easements from Affected Properties in the City's Sewer Upgrades (AF-44-2023) (Ryan McReynolds)**

- 9. Consideration of a Resolution to Approve Entering into an Agreement with Holston Engineering for Professional Services Related to the Robinson HVAC Replacement Project (AF-34-2023) (David Frye)**

RESOLUTION NO. 2023-183 A RESOLUTION APPROVING AN AGREEMENT WITH HOLSTON ENGINEERING, INC. FOR THE ROSS N. ROBINSON MIDDLE SCHOOL HVAC REPLACEMENT PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

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XIII. COMMUNICATIONS

1. City Manager

Deputy City Manager McReynolds referred to the earlier recognition of the bowling team, noting there are great opportunities in the school system that prepare students for life. He encouraged everyone to come out and support school sports and activities.

2. Mayor and Board Members

Alderman Montgomery also commented on the school activities, noting DB offers a phenomenal comprehensive program and thanked those involved. Alderman Phillips wished a get well for the City Manager. He stated as a citizen of Sullivan County he is disappointed in what took place last week remarking it was a short-sighted decision made by the Commission. Alderman Olterman agreed, commenting it is unfortunate to not take the time to discuss important issues. Alderman Duncan congratulated Dr. Hampton on his appointment to School Superintendent. He mentioned the paving update from the work session and how it reflected progress. Mr. Duncan commented Shenanigans would be playing at Lamplight Theatre through the 20th and wished the city manager well. Alderman Cooper commented on the bowling team and stated the city manager was in their thoughts and prayers. Vice-Mayor George stated Mr. McReynolds did well running the meeting. She commented on the upcoming Chamber breakfast on Friday and the Homebuilders show in March. The Vice-Mayor also mentioned the recent vote by the Sullivan County Commission, voicing disappointment that discussion was not allowed by the public beforehand. Mayor Shull stated they were thinking of the city manager and noting the strategic planning session scheduled for Friday was being postponed. He also commented the city did not want to compete with the county but would act in the best interest of the citizens.

3. Visitors

Elisa Haynes commented on issues in the Lynn Garden community.

XIV. ADJOURN

Seeing no other business for consideration, Mayor Shull adjourned the meeting at 7:48 p.m.

ANGELA MARSHALL
Deputy City Recorder

PATRICK W. SHULL
Mayor



AGENDA ACTION FORM

Public Hearing and Consideration of a Resolution to Annex and Adopt a Plan of Services for the Shipp Springs Annexation and Consideration of an Ordinance to Amend Zoning

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-50-2023

Work Session: March 6, 2023

First Reading: March 7, 2023

Final Adoption: March 21, 2023

Staff Work By: Ken Weems

Presentation By: K. Weems

Recommendation:

- Hold public hearing
- Approve resolution for the Fieldcrest Annexation
- Approve ordinance amending the zoning ordinance for the Fieldcrest Annexation
- Approve resolution adopting a Plan of Services for the annexation area

Executive Summary:

This is an owner-requested annexation of approximately 71.23 acres located off Shipp Springs Road. The proposed zoning for the annexation site is the R-3, Low Density Apartment District. The purpose of the annexation is to accommodate development of 581 proposed residential units on the site (281 single family units and 300 apartment units). It should be noted that the Planning Commission considered this annexation during the same February 2023 meeting that they also considered the preliminary development plans for the development that will occur inside this annexation area. No opposition was received to annexation of the site itself. Lots of opposing comments were received by the Planning Commission about the proposed development plans for the site. During their February 2023 regular meeting, the Kingsport Regional Planning Commission voted to send a favorable recommendation for the annexation, zoning, and plan of services to the Board of Mayor and Aldermen by a vote of 5-0. The notice of public hearing was published on February 20, 2023.

Attachments:

1. Notice of Public Hearing
2. Annexation Resolution
3. Zoning Ordinance
4. Plan of Services Resolution
5. Staff Report

Item VIII1.

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN to all citizens of the City of Kingsport, Tennessee, to all persons interested, and the public at large that the City of Kingsport Board of Mayor and Aldermen will conduct a Public Hearing during its regular business meeting on March 7, 2023 to consider the annexation, zoning, and plan of services for the property defined as Sullivan County Tax Map 030O, Group A, Parcel 015.00 and Sullivan County Tax Map 030J, Group A, Parcel 005.00. The regular business meeting will begin at 7:00 p.m. in the Board of Mayor and Alderman meeting room on the third floor of City Hall, at 415 Broad Street, Kingsport, Tennessee.

The property proposed for annexation and is generally described as follows:

NEW DESCRIPTION COMMITMENT PARCEL 1 LOCATED IN THE ELEVENTH CIVIL DISTRICT OF SULLIVAN COUNTY, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:: TO FIND THE POINT OF BEGINNING COMMENCE ON AN IRON ROD WITH VOLUNTEER SURVEYING IDENTIFICATION CAP FOUND IN THE WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD (MISCELLANEOUS BOOK 121, PAGE 580), BEING THE NORTHERNMOST CORNER OF SUBDIVISION OF NEIL PROPERTY (PLAT BOOK 33, PAGE 35); THENCE WITH SAID WESTERLY RIGHT OF WAY LINE THREE CALLS: (1) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD N 53°52'28" W 57.31' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD N 38°33'20" W 90.26' TO AN IRON ROD SET, (3) N 31°38'35" W 112.90' TO AN UNMARKED POINT NEAR THE WEST EDGE OF ROACH BRANCH, THE POINT OF BEGINNING; THENCE TWO CALLS WITH THE COMMON BOUNDARIES OF PROPERTIES DESCRIBED IN BOOK 15A, PAGE 122 (SECOND PARCEL) AND BOOK 32A, PAGE 473 (TRACT NO. 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL DISTANCE OF 1267.83' TO A " DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD FOUND; THENCE N 24°05'41" W 355.90' TO A " DIAMETER IRON ROD FOUND, 12" DIAMETER IRON ROD FOUND, COMMON CORNER TO PROPERTY DESCRIBED IN BOOK 32A, PAGE 473 (TRACT NO. 11) AND BOOK 11) AND BOOK) AND BOOK 842C, PAGE 134; THENCE WITH THE COMMON LINE OF LAST SAID PROPERTIES, N 52°24'47" E, CROSSING A POST AT 1886.40', A TOTAL DISTANCE OF 1905.02' TO AN UNMARKED POINT IN THE SAID WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD AND NEAR THE EAST EDGE OF ROACH BRANCH; THENCE WITH SAID WESTERLY RIGHT OF WAY LINE SIX CALLS: (1) S 28°29'49" E 49.83' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT

HAVING A DELTA ANGLE OF 6°04'48", RADIUS 975.00', ARC LENGTH 103.46' AND CHORD S 25°27'25" E 103.41' TO AN IRON ROD SET, (3) S 22°25'01" E 128.99' TO AN IRON ROD SET, (4) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 13°22'19", RADIUS 625.00', ARC LENGTH 145.87', CHORD S 29°06'11" E 145.54' TO AN IRON ROD SET, (5) S 35°47'20" E 177.43' TO AN IRON ROD SET, (6) S 31°38'35" E 13.88' TO THE POINT OF BEGINNING, CONTAINING 23.915 ACRES. BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD 12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

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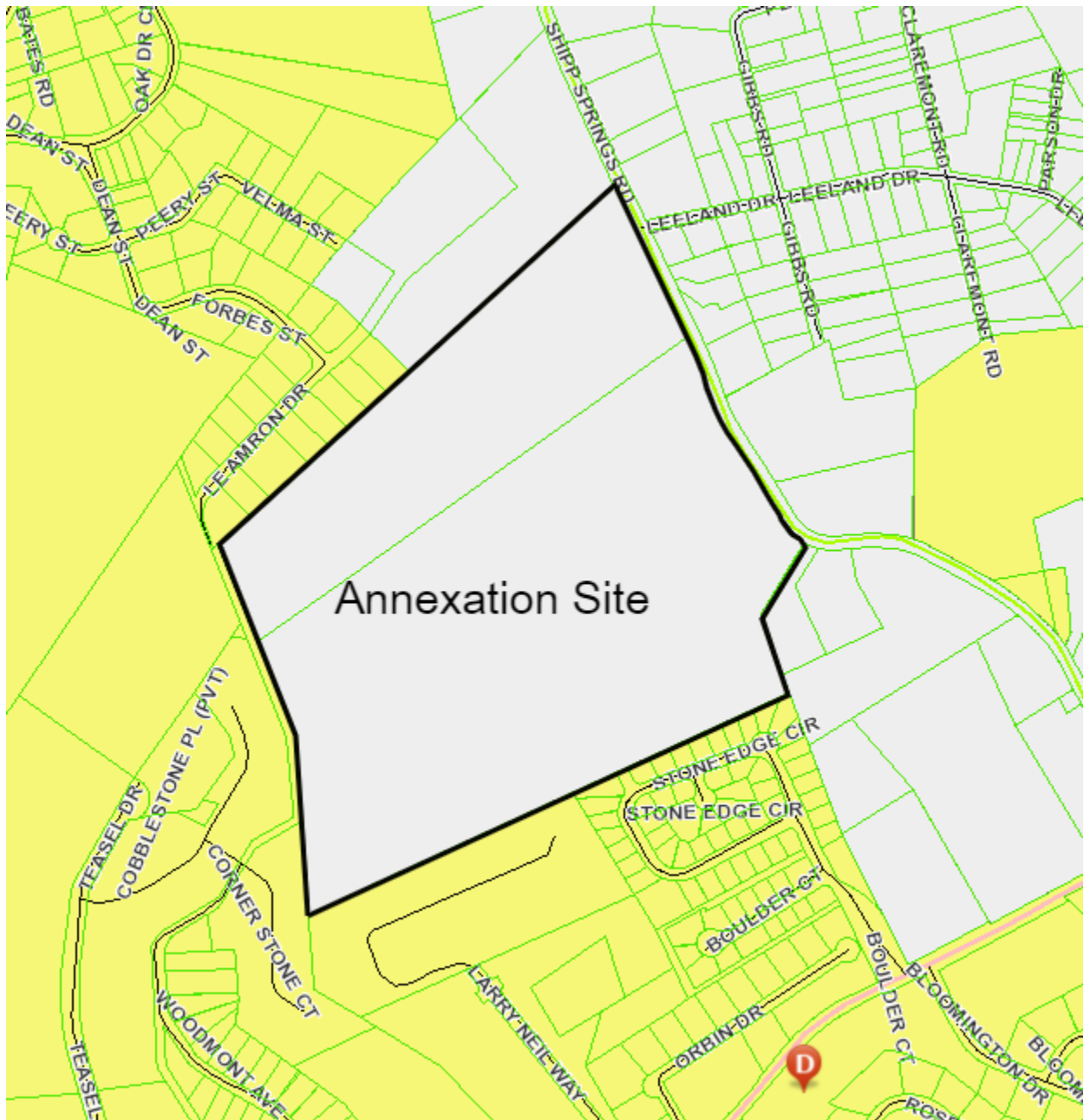
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PIN FOUND, CORNER TO SAID COBBLESTONE PLACE PHASE 4 AND THE NORTHERLY LINE OF A 10' WIDE AREA DEDICATED TO CITY OF KINGSPORT AS SHOWN ON PLAT OF SAID COBBLESTONE PLACE PHASE 4; THENCE N 7°30'55" W 310.79' TO A " DIAMETER IRON ROD FOUND, CORNER TO 12" DIAMETER IRON ROD FOUND, CORNER TO PROPERTIES DESCRIBED IN BOOK 15A, PAGE 122 (SECOND PARCEL) AND BOOK 32A, PAGE 473 (TRACT NO. 11); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N 11); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N 72°00'47" E 667.71' TO A " DIAMETER IRON ROD SET, (2) N 54°12'48" E, CROSSING A POST AT 12" DIAMETER IRON ROD SET, (2) N 54°12'48" E, CROSSING A POST AT 1257.94', A TOTAL DISTANCE OF 1267.83' TO AN UNMARKED POINT NEAR THE WEST EDGE OF ROACH BRANCH AND IN THE SAID WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD; THENCE WITH THE SAID WESTERLY RIGHT OF WAY LINE THREE CALLS: (1) S 31°38'35" E 112.90' TO A " DIAMETER IRON 12" DIAMETER IRON ROD SET, (2) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD S 38°33'20" E 90.26' TO A " DIAMETER IRON ROD SET, (3) ON AN 12" DIAMETER IRON ROD SET, (3) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD S 53°52'28" E 57.31' TO THE POINT OF BEGINNING, CONTAINING 26.206 ACRES. BEARINGS IN BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

All interested persons are invited to attend this meeting and public hearing. A detailed map, annexation resolution, and plan of service resolution is on file in the offices of the City Clerk, Kingsport Chamber of Commerce, Kingsport Public Library, and in the territory that is proposed for annexation for inspection. Additional information concerning this proposal may be obtained by contacting the Kingsport Planning Division of the Development Services Department, telephone 423-229-9368.

All City of Kingsport public meetings are conducted in accessible locations. If you require accommodations to participate in this meeting, these may be requested by calling (423) 229-9401, ext. 5 or by emailing ADAContact@KingsportTN.gov at least 72 hours in advance. Copies of any documents used are available in accessible formats upon request.



CITY OF KINGSPORT
Angie Marshall, City Clerk
PIT: 2/20/2023

RESOLUTION NO. _____

A RESOLUTION TO ANNEX THAT CERTAIN TERRITORY ADJOINING THE PRESENT CORPORATE BOUNDARIES OF THE CITY OF KINGSPORT, EMBRACING THAT CERTAIN PART OF THE 11th CIVIL DISTRICT OF SULLIVAN COUNTY, TENNESSEE, AND KNOWN AS THE SHIPP SPRINGS ANNEXATION, AS HEREINAFTER DESCRIBED; TO INCORPORATE THE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF KINGSPORT, TENNESSEE; AND TO FIX THE EFFECTIVE DATE OF THIS RESOLUTION

WHEREAS, a public hearing before the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, was held on the 7th day of March 2023, and notice thereof published in the Kingsport Times-News on the 20th day of February 2023; and

WHEREAS, the Board of Mayor and Aldermen finds that the annexation will materially benefit the health, safety, and welfare of the citizens and property owners of the city and the territory annexed; and

WHEREAS, the annexation of such property is deemed necessary for the welfare of the residents and property owners thereof and the city as a whole; and

WHEREAS, pursuant to *Tenn. Code Ann.* § 6-51-104(a) the property owners of the affected territory have requested annexation of their property by the City of Kingsport by submitting written consent signed by the property owners to the city; and

WHEREAS, a plan of services for this area was adopted by Resolution on the 7th day of March, 2023, as required by *Tenn. Code Ann.* § 6-51-102, *et seq.*

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

SECTION I. Pursuant to the authority conferred by *Tennessee Code Annotated* §6-51-102 *et seq.* and upon written consent signed by the property owners in the affected territory submitted to the city there is hereby annexed to the City of Kingsport, Tennessee, and incorporated within the corporate boundaries thereof, the following described territory adjoining the present corporate boundaries: embracing that certain part of Civil District No. 11 of Sullivan County, Tennessee, and more fully described to-wit:

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SECTION II. That this resolution shall take effect on May 8, 2023, the public welfare of the citizens of Kingsport, Tennessee requiring it.

ADOPTED this the 7th day of March 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

ORDINANCE NO. _____

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG SHIPP SPRINGS ROAD FROM THE COUNTY R-1 DISTRICT TO THE CITY R-3 DISTRICT IN THE 11TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the zoning code, text, and map, be and the same is hereby further amended to rezone property located along Shipp Springs Road from the County R-1, Residential District to the R-3, Low Density Apartment District in the 11th Civil District of Sullivan County; said area to be rezoned being further and more particularly described as follows:

NEW DESCRIPTION COMMITMENT PARCEL 1 LOCATED IN THE ELEVENTH CIVIL DISTRICT OF SULLIVAN COUNTY, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:: TO FIND THE POINT OF BEGINNING COMMENCE ON AN IRON ROD WITH VOLUNTEER SURVEYING IDENTIFICATION CAP FOUND IN THE WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD (MISCELLANEOUS BOOK 121, PAGE 580), BEING THE NORTHERNMOST CORNER OF SUBDIVISION OF NEIL PROPERTY (PLAT BOOK 33, PAGE 35); THENCE WITH SAID WESTERLY RIGHT OF WAY LINE THREE CALLS: (1) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD N 53°52'28" W 57.31' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD N 38°33'20" W 90.26' TO AN IRON ROD SET, (3) N 31°38'35" W 112.90' TO AN UNMARKED POINT NEAR THE WEST EDGE OF ROACH BRANCH, THE POINT OF BEGINNING; THENCE TWO CALLS WITH THE COMMON BOUNDARIES OF PROPERTIES DESCRIBED IN BOOK 15A, PAGE 122 (SECOND PARCEL) AND BOOK 32A, PAGE 473 (TRACT NO. 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL DISTANCE OF 1267.83' TO A " DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD FOUND; THENCE N 24°05'41" W 355.90' TO A " DIAMETER IRON ROD FOUND, 12" DIAMETER IRON ROD FOUND, COMMON CORNER TO PROPERTY DESCRIBED IN BOOK 32A, PAGE 473 (TRACT NO. 11) AND BOOK 11) AND BOOK) AND BOOK 842C,

PAGE 134; THENCE WITH THE COMMON LINE OF LAST SAID PROPERTIES, N 52°24'47" E, CROSSING A POST AT 1886.40', A TOTAL DISTANCE OF 1905.02' TO AN UNMARKED POINT IN THE SAID WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD AND NEAR THE EAST EDGE OF ROACH BRANCH; THENCE WITH SAID WESTERLY RIGHT OF WAY LINE SIX CALLS: (1) S 28°29'49" E 49.83' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 6°04'48", RADIUS 975.00', ARC LENGTH 103.46' AND CHORD S 25°27'25" E 103.41' TO AN IRON ROD SET, (3) S 22°25'01" E 128.99' TO AN IRON ROD SET, (4) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 13°22'19", RADIUS 625.00', ARC LENGTH 145.87', CHORD S 29°06'11" E 145.54' TO AN IRON ROD SET, (5) S 35°47'20" E 177.43' TO AN IRON ROD SET, (6) S 31°38'35" E 13.88' TO THE POINT OF BEGINNING, CONTAINING 23.915 ACRES. BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD 12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

NEW DESCRIPTION COMMITMENT PARCEL 2 LOCATED IN THE ELEVENTH CIVIL DISTRICT OF SULLIVAN COUNTY, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:: TO FIND THE POINT OF BEGINNING COMMENCE ON AN IRON ROD WITH VOLUNTEER SURVEYING IDENTIFICATION CAP FOUND IN THE WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD (MISCELLANEOUS BOOK 121, PAGE 580), BEING THE NORTHERNMOST CORNER OF SUBDIVISION OF NEIL PROPERTY (PLAT BOOK 33, PAGE 35); THENCE WITH SAID WESTERLY RIGHT OF WAY LINE EIGHT CALLS: (1) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD N 53°52'28" W 57.31' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD N 38°33'20" W 90.26' TO AN IRON ROD SET, (3) N 31°38'35" W 126.78' TO AN IRON ROD SET, (4) N 35°47'20" W 177.43' TO AN IRON ROD SET, (5) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 13°22'19", RADIUS 625.00', ARC LENGTH 145.87' AND CHORD N 29°06'11" W 145.54' TO AN IRON ROD SET, (6) N 22°25'01" W 128.99' TO AN IRON ROD SET, (7) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 6°04'48", RADIUS 975.00', ARC LENGTH 103.46' AND CHORD N 25°27'25" W 103.41' TO AN IRON ROD SET, (8) N 28°29'49" W 49.83' TO AN UNMARKED POINT NEAR THE EAST EDGE OF ROACH BRANCH, THE POINT OF BEGINNING; THENCE WITH THE

COMMON LINE OF THE PROPERTIES DESCRIBED IN BOOK 32A, PAGE 473 (TRACT NO. 11) AND BOOK 842C, PAGE 134, S 11) AND BOOK 842C, PAGE 134, S) AND BOOK 842C, PAGE 134, S 52°24'47" W 1905.02' TO A " DIAMETER IRON ROD FOUND; THENCE N 27°38'14" W 377.31' TO 12" DIAMETER IRON ROD FOUND; THENCE N 27°38'14" W 377.31' TO AN IRON ROD FOUND WITH VOLUNTEER SURVEYING IDENTIFICATION CAP, BEING THE SOUTHERNMOST CORNER OF WAKEFIELD ESTATES (PLAT BOOK 39, PAGES 65 & 71), BEING WITHIN THE RIGHT OF WAY OF LE AMRON DRIVE AS SHOWN ON SAID PLATS OF WAKEFIELD ESTATES AND NEAR THE SOUTHERLY TERMINUS OF LE AMRON DRIVE PAVED ROAD; THENCE WITH THE LINE OF SAID WAKEFIELD ESTATES AND THEN THE LINE OF THE REMAINING PORTION OF R. C. BOWEN AND NORMA BOWEN PROPERTY (BOOK 416C, PAGE 116), N 45°48'35" E, CROSSING AN IRON ROD FOUND WITH VOLUNTEER SURVEYING IDENTIFICATION CAP AT 21.11', A TOTAL DISTANCE OF 1480.67' TO AN IRON ROD SET; THENCE TWO CALLS CONTINUING WITH THE SAID LINE OF BOWEN: (1) N 41°23'37" E 104.45' TO AN IRON ROD SET, (2) N 40°44'18" E 386.11' TO AN IRON ROD SET IN THE WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD (MISCELLANEOUS BOOK 122, PAGE 110); THENCE FOUR CALLS WITH THE LAST SAID WESTERLY RIGHT OF WAY LINE: (1) S 24°46'08" E 19.87' TO AN IRON ROD SET, (2) S 28°26'18" E 242.20' TO AN IRON ROD SET, (3) S 27°14'44" E 348.35' TO AN IRON ROD SET, (4) S 28°29'49" E 39.31' TO THE POINT OF BEGINNING, CONTAINING 21.406 ACRES. BEARINGS IN THE FOREGOING BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

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OF SUSAN M. QUAY (BOOK 3283, PAGE 2264), S 25°48'20" E 310.20' TO A " DIAMETER IRON ROD 12" DIAMETER IRON ROD SET ON OR NEAR THE NORTHERNMOST CORNER OF STONE EDGE P.D. (PHASE TWO) FINAL (BOOK P51, PAGE 316); THENCE WITH THE LINE OF SAID STONE EDGE P.D. (PHASE TWO) FINAL, S 63°52'55" W 857.68' TO A " DIAMETER IRON ROD FOUND, CORNER TO KING'S VIEW L.P. (BOOK 2181C, POGE 12" DIAMETER IRON ROD FOUND, CORNER TO KING'S VIEW L.P. (BOOK 2181C, POGE 89); THENCE WITH THE LINE OF SAID KING'S VIEW L.P., S 63°59'25" W 1057.12' TO A " 58" DIAMETER IRON ROD FOUND IN THE LINE OF COBBLESTONE PLACE PHASE 4 (BOOK P51, PAGE 547); THENCE WITH THE LINE OF SAID COBBLESTONE PLACE PHASE 4, N 6°23'10" W 333.92' TO A " 12" DIAMETER IRON PIN FOUND, CORNER TO SAID COBBLESTONE PLACE PHASE 4 AND THE NORTHERLY LINE OF A 10' WIDE AREA DEDICATED TO CITY OF KINGSPORT AS SHOWN ON PLAT OF SAID COBBLESTONE PLACE PHASE 4; THENCE N 7°30'55" W 310.79' TO A " DIAMETER IRON ROD FOUND, CORNER TO 12" DIAMETER IRON ROD FOUND, CORNER TO PROPERTIES DESCRIBED IN BOOK 15A, PAGE 122 (SECOND PARCEL) AND BOOK 32A, PAGE 473 (TRACT NO. 11); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N 11); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N); THENCE WITH THE COMMON LINES OF LAST SAID PROPERTIES TWO CALLS: (1) N 72°00'47" E 667.71' TO A " DIAMETER IRON ROD SET, (2) N 54°12'48" E, CROSSING A POST AT 12" DIAMETER IRON ROD SET, (2) N 54°12'48" E, CROSSING A POST AT 1257.94', A TOTAL DISTANCE OF 1267.83' TO AN UNMARKED POINT NEAR THE WEST EDGE OF ROACH BRANCH AND IN THE SAID WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD; THENCE WITH THE SAID WESTERLY RIGHT OF WAY LINE THREE CALLS: (1) S 31°38'35" E 112.90' TO A " DIAMETER IRON 12" DIAMETER IRON ROD SET, (2) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD S 38°33'20" E 90.26' TO A " DIAMETER IRON ROD SET, (3) ON AN 12" DIAMETER IRON ROD SET, (3) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD S 53°52'28" E 57.31' TO THE POINT OF BEGINNING, CONTAINING 26.206 ACRES. BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

SECTION II. Any person violating any provisions of this ordinance shall be guilty of an offense and upon conviction shall pay a penalty of FIFTY DOLLARS (\$50.00) for each offense. Each occurrence shall constitute a separate offense.

SECTION III. That this ordinance shall take effect on May 8, 2023, the public welfare of the City of Kingsport, Tennessee requiring it.

PATRICK W. SHULL, Mayor

ATTEST:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, City Attorney

PASSED ON 1ST READING _____

PASSED ON 2ND READING _____

RESOLUTION NO. ____

A RESOLUTION ADOPTING A PLAN OF SERVICES FOR THE
SHIPP SPRINGS ANNEXATION OF THE CITY OF KINGSPORT,
TENNESSEE

WHEREAS, before any territories may be annexed under Tennessee Code Annotated §6-51-102, the governing body shall have previously adopted a plan of services setting forth the identification and timing of municipal services; and

WHEREAS, before any such plan of services shall have been adopted, it must have been submitted to the local planning commission for study and a written report; and

WHEREAS, a plan of services for the proposed Shipp Springs annexation was submitted to the Kingsport Regional Planning Commission on February 16, 2023, for its consideration and a written report; and

WHEREAS, prior to the adoption of a plan of services, the City shall hold a public hearing; and

WHEREAS, a public hearing was held March 7, 2023; and

WHEREAS, notice of the time and place of the public hearing shall be published in a newspaper of general circulation in the municipality a minimum of fifteen (15) days prior to the hearing; and

WHEREAS, notice of the time and place of the public hearing was published in the Kingsport Times-News on February 20, 2023; and

WHEREAS, the City of Kingsport, pursuant to the provisions of Tennessee Code Annotated, §6-51-102 has endeavored to annex a portion of the 11th Civil District of Sullivan County, Tennessee, commonly known as the Shipp Springs Annexation, said area being bounded and further described as follows:

NEW DESCRIPTION COMMITMENT PARCEL 1 LOCATED IN THE ELEVENTH CIVIL DISTRICT OF SULLIVAN COUNTY, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:: TO FIND THE POINT OF BEGINNING COMMENCE ON AN IRON ROD WITH VOLUNTEER SURVEYING IDENTIFICATION CAP FOUND IN THE WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD (MISCELLANEOUS BOOK 121, PAGE 580), BEING THE NORTHERNMOST CORNER OF SUBDIVISION OF NEIL PROPERTY (PLAT BOOK 33, PAGE 35); THENCE WITH SAID WESTERLY RIGHT OF WAY LINE THREE CALLS: (1) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 16°48'49", RADIUS 196.00', ARC LENGTH 57.52' AND CHORD N 53°52'28" W 57.31' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 13°49'28", RADIUS 375.00', ARC LENGTH 90.48' AND CHORD N 38°33'20" W 90.26' TO AN IRON ROD SET, (3) N 31°38'35" W 112.90' TO AN UNMARKED POINT

NEAR THE WEST EDGE OF ROACH BRANCH, THE POINT OF BEGINNING; THENCE TWO CALLS WITH THE COMMON BOUNDARIES OF PROPERTIES DESCRIBED IN BOOK 15A, PAGE 122 (SECOND PARCEL) AND BOOK 32A, PAGE 473 (TRACT NO. 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL 11): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL): (1) S 54°12'48" W, CROSSING A POST FOUND AT 9.89', A TOTAL DISTANCE OF 1267.83' TO A " 12" DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD SET, (2) S 72°00'47" W 667.71' TO A " 12" DIAMETER IRON ROD FOUND; THENCE N 24°05'41" W 355.90' TO A " DIAMETER IRON ROD FOUND, 12" DIAMETER IRON ROD FOUND, COMMON CORNER TO PROPERTY DESCRIBED IN BOOK 32A, PAGE 473 (TRACT NO. 11) AND BOOK 11) AND BOOK) AND BOOK 842C, PAGE 134; THENCE WITH THE COMMON LINE OF LAST SAID PROPERTIES, N 52°24'47" E, CROSSING A POST AT 1886.40', A TOTAL DISTANCE OF 1905.02' TO AN UNMARKED POINT IN THE SAID WESTERLY RIGHT OF WAY LINE OF SHIPP SPRINGS ROAD AND NEAR THE EAST EDGE OF ROACH BRANCH; THENCE WITH SAID WESTERLY RIGHT OF WAY LINE SIX CALLS: (1) S 28°29'49" E 49.83' TO AN IRON ROD SET, (2) ON AN ARC TO THE RIGHT HAVING A DELTA ANGLE OF 6°04'48", RADIUS 975.00', ARC LENGTH 103.46' AND CHORD S 25°27'25" E 103.41' TO AN IRON ROD SET, (3) S 22°25'01" E 128.99' TO AN IRON ROD SET, (4) ON AN ARC TO THE LEFT HAVING A DELTA ANGLE OF 13°22'19", RADIUS 625.00', ARC LENGTH 145.87', CHORD S 29°06'11" E 145.54' TO AN IRON ROD SET, (5) S 35°47'20" E 177.43' TO AN IRON ROD SET, (6) S 31°38'35" E 13.88' TO THE POINT OF BEGINNING, CONTAINING 23.915 ACRES. BEARINGS IN THE FOREGOING DESCRIPTION ARE REFERENCED TO TENNESSEE STATE PLANE GRID NORTH (NAD83) AND IRON ROD SET IS A "DIAMETER IRON ROD 12" DIAMETER IRON ROD WITH MATTERN & CRAIG IDENTIFICATION CAP.

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IDENTIFICATION CAP.12" DIAMETER IRON ROD WITH
MATTERN & CRAIG IDENTIFICATION CAP.

AND WHEREAS, the City of Kingsport deems it advisable to adopt a Plan of Services for the proposed annexation area. Now, therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF KINGSFORT, TENNESSEE, AS FOLLOWS:

SECTION I. That a Plan of Services for the Shipp Springs Annexation as bounded and described above is hereby adopted, subject to an enactment of an annexation resolution for the annexation area, the said Plan of Services to be as follows:

**Shipp Springs
Plan of Services**

1. Police Protection

- A. On the date of annexation the Kingsport Police Department will respond to all calls for service for police protection, including criminal calls, traffic accidents and traffic related occurrences, and other prevention and interdiction calls for service.
- B. Effective with annexation, all resources currently available within the Kingsport Police Department will become available to the citizens of the area. The Kingsport Police Department has an authorized accredited force of 119 police officers and approximately 43 civilian personnel to provide services 24-hours per day, 365 days a year.
- C. The Kingsport Police Department is accredited with the Commission on Accreditation for Law Enforcement Agencies and has met 363 mandatory and 54 other-than mandatory standards in order to attain this status. Kingsport Police Department was only the third accredited department in the State of Tennessee and the first in northeast Tennessee.
- D. Upon annexation, existing police department personnel will be utilized to provide services by expanding the contiguous patrol sections to include the newly incorporated area. Existing police personnel and equipment will be shifted to provide needed coverage of the area. Each section will be patrolled by units of the Kingsport Police Department and will be augmented by other departments and units such as investigators, specialized assigned details etc.
- E. When needed, the Kingsport Police Department will hire additional police officers to provide more response to annexed areas. The officers will undergo 500 hours of

basic recruit training before being certified as a police officer. Upon completion of the classroom training, the officers will undergo 696 hours of field officer training where they will work and be trained by designated training officers.

- F. The Kingsport Police Department will provide upon request crime prevention programs, traffic safety education programs, drug education/awareness programs to the citizens of the area. Additional programs include department personnel to address groups on law enforcement topics or concerns, home and business security checks and establishing and maintaining neighborhood watch programs.
- G. The Kingsport Police Department currently maintains an approximate 3 minute and 7 second average response time to emergency and urgent calls within the corporate limits.

2. Fire Protection

- A. On the operative date of annexation, the City of Kingsport will answer all calls for service for fire, disaster, hazardous materials, special rescue and medical first responder. The Kingsport Fire Department goes beyond the basic fire services required of a City Government.
- B. Free fire safety inspections will be available upon request on the effective date of annexation. Water lines will be upgraded within five (5) years after the effective date of annexation to provide needed fire flow to protect the properties.
- C. All structures must be brought into compliance with the City-wide smoke detector ordinance within thirty (30) days of the effective date of annexation. This is strictly to provide residents with the best fire protection service available.
- D. The City of Kingsport Fire Department has a Hazardous Materials Response Team, which has state-of-the-art equipment to handle all calls of an emergency nature dealing with incidents relating to hazardous chemicals. The department also has a Technical Rescue Team that has specialized rescue capabilities and equipment for all types of hazards.
- E. The City of Kingsport Fire Department provides First Responder emergency medical services to all life-threatening medical emergencies resulting from serious illness or injury. We provide advanced life support (paramedics) for victims until ambulance service arrives for transport.

3. Water

- A. City of Kingsport water serves the annexation site. Water will be billed at in City rates rather than out of City rates, which will result in a reduction in water rates for annexed citizens already receiving City water. Those not currently receiving City water will be required to obtain a water-tap in order to obtain City water.
- B. The City of Kingsport Water Department meets or exceeds water quality standards set forth by the State of Tennessee and the United States Environmental Protection Agency. The plant has been the recipient of the EPA Partnership for Safe Drinking Water award for nine consecutive years.
- C. The Water Distribution Division is managed with a professional staff who are members of key professional organizations such as: American Water Works Association, Tennessee Association of Utility Districts, National Society of Professional Engineers, American Society of Civil Engineers. Several key members of the staff also hold certificates and licenses in the operations of a distribution system in the State of Tennessee.

4. Electricity

Electric service in this area is currently under the jurisdiction of American Electric Power and is currently available.

5. Sanitary Sewer

- A. City of Kingsport sanitary sewer serves the annexation site. Sewer will be billed at in City rates rather than out of City rates, which will result in a reduction in sewer rates for annexed citizens already receiving City sewer. Those not currently receiving City sewer will be required to obtain a sewer-tap in order to obtain City sewer.
- B. Sanitary sewer fees are based on usage of water and are direct reflection of the amount of water used by the resident.
- C. The City of Kingsport operates and maintains a 12.4 MGD wastewater treatment plant, 88 sewer lift stations and approximately 525 miles of sanitary sewer collection lines to provide sewer service to our customers.

- D. The City of Kingsport Wastewater Treatment Plant recently experienced over 21 million dollars of improvements to provide a reliable and dependable infrastructure.
- E. The wastewater treatment plant is staffed with State Certified Operators 24 hours a day, 365 days a year. Treatment plant operators exceed State of Tennessee training requirements, and the Wastewater Treatment Plant is the recipient of multiple operations excellence awards.
- F. The Sewer Collection Division is managed with a professional staff who are members of key professional organizations such as: Water Environment Federation, Tennessee Association of Utility Districts, National Society of Professional Engineers, American Society of Civil Engineers. Several key members of the staff also hold certificates and licenses in the operations of a collection system in the State of Tennessee.

6. Solid Waste Disposal

Sanitation garbage (routine household refuse), and trash (grass clippings, tree trimmings, bulky items) collection will be provided to the annexed area on the same basis as that received by properties located within the existing City Limits. Collection will begin within thirty (30) days following the effective date of annexation. Members of the collection crews receive ongoing training in their fields. The City of Kingsport also owns and operates a demolition landfill that residents can use for a fee. That landfill is supervised by a SWANA certified Manager of Landfill Operations. This supervisor also holds other certifications from SWANA and TDEC.

7. Public Road/Street Construction & Repair

- A. Emergency and routine maintenance of streets and street signs, pavement markings and other traffic control devices will begin on the operative date of annexation. Emergency pothole repairs are generally made within 24 hours of notification. Crews are available on a 24 hour basis for major emergency call-outs.
- B. Cleaning of streets of snow and ice clearing will begin on the operative date of annexation on the same basis as now provided within the present City limits. This includes major thoroughfares, State highways and emergency route to hospitals as first priority, with secondary/collector streets and finally residential streets in that order as priority II. Snow removal crews receive yearly training to help keep them up to date with changes in procedures and techniques. Snow removal crews also respond on a 24 hour emergency call in basis.

- C. Streets affected by utility construction will be repaired as soon as possible after the utility construction is completed.
- D. Routine Right of Way maintenance is also provided on the effective date of annexation. Tasks include Mowing, Tree Maintenance and Weed Control by certified personnel as needed to respond to routine maintenance requests and emergencies.
- E. The Streets and Sanitation Division is managed and supervised by a professional staff who are members in good standing of several Professional Organizations such as the Tennessee Chapter of the American Public Works Association, the national chapter of the American Public Works Association, the Volunteer Chapter of the Solid Waste Association of North America, the national chapter of the Solid Waste Association of North America, the Tennessee Urban Forestry Council, the Tennessee Nursery and Landscape Association, National Arbor Day Association, Tennessee Vegetation Management Association, and the Keep Kingsport Beautiful Council. The staff receives ongoing training through these Professional Organizations. Members of the staff are active in their respective organizations. Members of the staff also serve as trainers and instructors for various training venues.

8. Recreational Facilities

- A. Residents of the annexed area may use existing City recreational facilities, programs, parks, etc. on the effective date of annexation at City rates rather than out of City rates.
- B. Residents of the annexed area may use all existing library facilities and will be exempt from the non-residential fee on the effective date of annexation.
- C. Residents of the annexed area (50 years or older) will be eligible to use the Senior Citizens Center with no non-residential fees and with transportation provided on the effective date of annexation.
- D. The Department of Parks and Recreation has more than 4,800 acres of city-owned land to provide parks and recreation programs to all our citizens. The amenities and programs offered by many of the parks and recreation areas through the Leisure Services Department include playing fields for baseball and softball, basketball courts, play grounds, volley ball, tennis courts, a skate park and concession areas and restrooms to serve these facilities. Other amenities offered include General meeting areas, multi-function areas, Community Centers, senior programs, Theater

and Cultural Arts programs. Many of the parks have walking and hiking trails and Bays Mountain, the City's largest park, includes animal habitats, a farm area, camping sites, and a Planetarium.

9. Street Lighting

Within five years of the operative date of annexation the City will take over responsibility (including payment) for dusk-to-dawn lights presently in place that meet City standards. The City will request that AEP install additional streetlights on collector-class and lower streets in accordance with the policy on roadway lighting within five (5) years of the effective date of annexation.

10. Zoning Services

- A. The area will be zoned R-3 (Low Density Apartment District).
- B. The Kingsport Regional Planning Commission is the comprehensive planning agency and administers zoning and land subdivision regulations for the City of Kingsport as provided in State law. The Kingsport Regional Planning Commission consists of nine (9) commissioners appointed by the Mayor of the City of Kingsport.
- C. The Kingsport Regional Planning Commission will exercise planning and zoning activities for the area being annexed upon the operative date of annexation.
- D. Appeals to the Zoning regulations are heard by the Board of Zoning Appeals and variances are granted if the request meets the criteria established for granting variances under Tennessee Code Annotated.

11. Schools

- A. Upon annexation, children currently attending County schools will be allowed to attend City of Kingsport schools or remain in County schools per the prevailing County policy at the time.
- B. Tuition paid by non-city residents now attending City schools will cease upon the effective date of annexation and those students may continue to attend City schools without charge until graduation.

The previous sections are titled and listed in the order prescribed by Tennessee Code Annotated 6-51-102(b) (2). The following sections are provided by the City of Kingsport in addition to the minimum requirements.

12. Traffic Control

The City will verify all street name signs and traffic control devices in accordance with the Manual on Uniform Traffic Control Devices.

13. Inspection Services

All inspection services now provided by the City on a fee basis (building, electrical, plumbing, gas, housing, sanitation, etc.) will begin in the annexed area on the effective date of annexation. A free safety inspection of plumbing vents will be required at the time sewer connections are made to make sure that proper protection is available to prevent sewer gas from entering houses.

14. Animal Control

Animal control service equivalent to that presently provided within the City will be extended to the annexed area on the effective date of annexation.

15. Storm Sewers

Maintenance of existing storm sewer systems within the public ROW is provided on an as needed basis. Response to emergency storm drainage calls is also provided on a 24 hour call in basis.

16. Leaf Removal

The City will collect loose leaves with the vacuum truck between October 15 and January 15, and it will be provided to the annexation area on the same basis as it is currently provided to other City residents beginning on the effective date of annexation. Bagged leaves are collected year round. Leaves are transported to the City's Demolition Landfill where they are composted and used as an amendment to existing dirt stockpiles. This enhanced dirt is then used on City Projects for backfill and topsoil applications.

17. Litter Control

The City's litter control program will be extended to the area on the effective date of annexation. It is provided on a regular schedule along major routes and on an "as needed" basis throughout the City.

18. Graffiti Control

The City's graffiti control program, which is aimed at eliminating graffiti on public rights-of-way such as bridge abutments, street signs, railroad underpasses, and the like, will be extended to the area on the effective date of annexation. It is provided on an "as needed/on call" basis. Response time for "offensive" graffiti removal is generally within 48 hours.

19. Other Services

All other services not classified under the foregoing headings such as Executive, Judicial, Legal, Personnel, Risk Management, Fleet Maintenance, Finance and Administration and other support services will be available upon the effective date of annexation.

SECTION II. This Resolution shall take effect on May 8, 2023, the public welfare requiring it.

ADOPTED this the 7th day of March 2023.

ATTEST:

PATRICK W. SHULL, Mayor

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, City Attorney

Kingsport Regional Planning Commission
Annexation Report

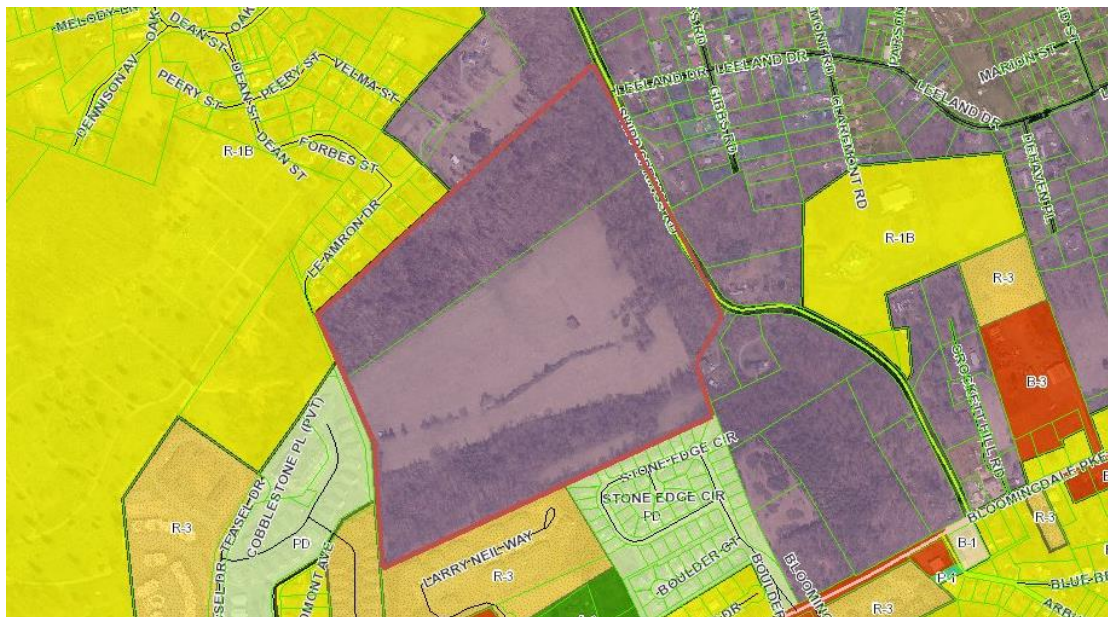
ANNEX21-0136

Property Information	Groseclose Property		
Address	Shipp Springs Rd		
Tax Map, Group, Parcel	Tax Map 030J, Group A, Parcel 005.00 & Tax map 030O, Group A, Parcel 015.00		
Civil District	11 th		
Overlay District	None		
Land Use Plan Designation	Single Family		
Acres	71.23 acs +/-		
Existing Use	Vacant/Agricultural	Existing Zoning	County R-1
Proposed Use	Residential	Proposed Zoning	R-3
Owner Information		Owner Information	
Name: Groseclose Heirs Address: 221 Cumberland St City: Kingsport State: TN Zip Code: 37660 Email: jerrypetzoldt@tcigroup.com Phone Number: 423-677-2486			
Planning Department Recommendation			
<p>RECOMMENDATION: APPROVAL to recommend the Annexation, Zoning, and Plan of Services to the BMA</p> <p>The Kingsport Planning Division recommends approval for the following reasons:</p> <ul style="list-style-type: none"> <i>The City of Kingsport should utilize annexation as urban development occurs and is necessary for present and future growth in an orderly manner.</i> <i>It is reasonably necessary for the welfare of the residents and property owners of the affected territory.</i> <i>The City of Kingsport can provide services through its Plan of Services that the County cannot provide to the area.</i> <i>Annexation spurs economic growth by providing basic services at a reasonable cost and allows those costs to be spread fairly to all who enjoy those services.</i> <i>It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.</i> <p>Staff Field Notes and General Comments: This is a property owner-requested annexation. The annexation is being requested to bring approximately 71 acres of land into the City limits for the purpose of future residential development. Property is to be re-zoned from County R-1 to City R-3, and is currently served by City water and sewer utilities surrounding the property. No new roadway is included with this annexation.</p>			
Planner:	Ken Weems	Date:	February 9, 2023
Planning Commission Action		Meeting Date:	February 16, 2023
Approval:			
Denial:		Reason for Denial:	

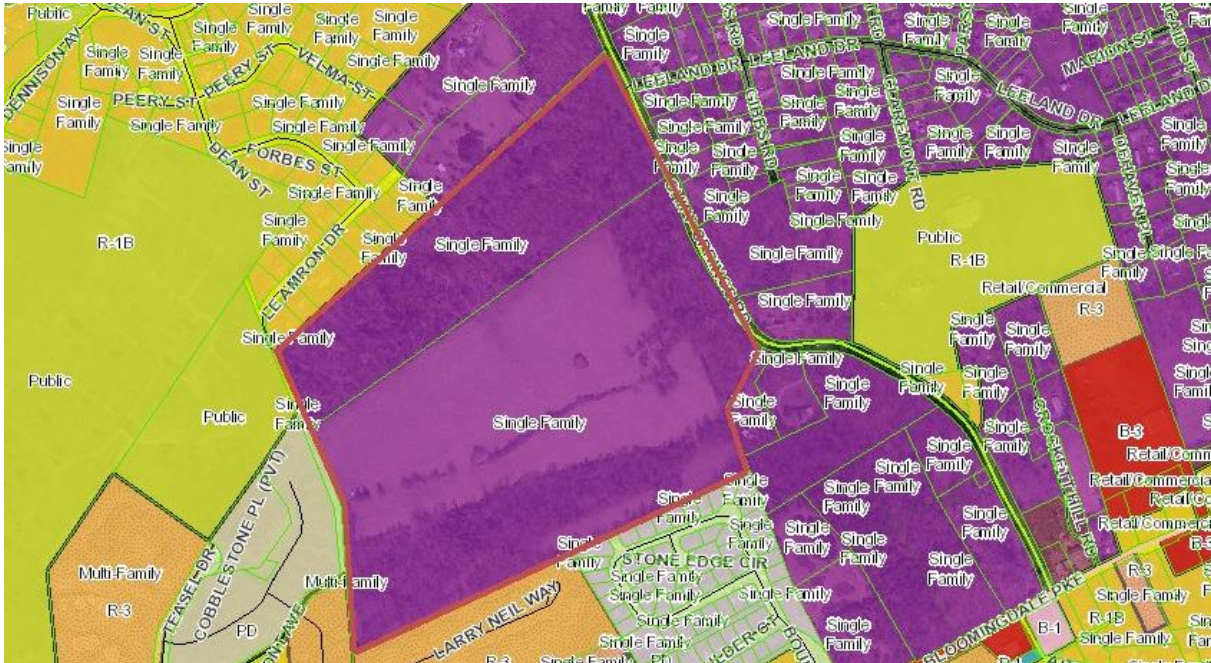
Location Map



Zoning Map



Future Land Use Map



Water/Sewer Map



View of Property from Western Property Line





View Driving N on Shipp Springs




View Driving S on Shipp Springs



Kingsport Regional Planning Commission

Annexation Report

ANNEX21-0136

Current Annual Revenue (Vacant Property)		 July 15 2022	
Property Tax	\$ -		
State Shared Tax	\$ -		
Water/Sewer Fees	\$ -		
Total Current Revenue (Vacant)	\$ -		
Proposed Annual Revenue (Vacant Property)		Shipp Springs Annexation Analysis	
Property Tax	\$ 2,718	Proposed Single Family Attached Units	131
State Shared Tax		Proposed Single Family Detached Units	151
Water/Sewer Fees		Apartments	400
Total Annual Revenue	\$ 2,718		
One Time Expenses		Annual Expenses	
Police Department	\$ -	Police Service	\$ -
Street Lighting	\$ -	Street Lighting	\$ -
Traffic Controls	\$ -	Traffic Controls	\$ -
Water	\$ -	Building Department	\$ -
Sewer	\$ -	Sanitation Refuse	\$ -
Building	\$ -	Recycling	\$ -
Sanitation Refuse	\$ -	Trash	\$ -
Recycling	\$ -	Street Sweeping	\$ -
Trash	\$ -	Street Maintenance	\$ -
Street Sweeping	\$ -	Right of Way/Leaves	\$ -
Street Maintenance	\$ -	Landscaping	\$ -
ROW/Leaves	\$ -	Streets/Sanitation Admin.	\$ -
Landscaping	\$ -	Schools	\$ -
Streets/Sanitation Admin.	\$ -	Total Annual Expenses	\$ -
Schools	\$ -	Yellow highlight denotes expenses outside the General Fund (Water Fund, Sewer Fund, Schools Fund)	
Total One Time Expenses	\$ -		
		One Time Total Cost	\$ -
		Annual Expenses	\$ -
		Annual Revenues	\$ 2,718

****Property is being annexed to facilitate mixed-use residential development on the property. Any water/sewer improvements required to serve the increased demand will be at the cost of the developer as the property is already served with City water and sewer services. Potential City revenues from this property at full buildout will be significantly higher than the revenues projected above.****

CONCLUSION

The Kingsport Planning Division recommends sending a favorable recommendation to the Board of Mayor and Alderman for the annexation, zoning, and Plan of Services for the Flagship Drive Annexation based on the following reasons:

- *The City of Kingsport should utilize annexation as urban development occurs and is necessary for present and future growth in an orderly manner.*
- *It is reasonably necessary for the welfare of the residents and property owners of the affected territory.*
- *The City of Kingsport already provides services to the properties in this area.*
- *Annexation spurs economic growth by providing basic services at a reasonable cost and allows those costs to be spread fairly to all who enjoy those services.*
- *It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.*



AGENDA ACTION FORM

Public Hearing and Consideration of an Ordinance to Amend Zoning of Tax Map 46O, Group D, Parcels 21, 22, 23, 24, 25, 25.05, and 26 Along Oak Street, E Center Street, and Myrtle Street from the R-2, Two Family Residential; B-3, Highway Oriented Business; and R-1B, Residential Districts to the R-4, Medium Density Apartment District

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-51-2023
Work Session: March 6, 2023
First Reading: March 7, 2023

Final Adoption: March 21, 2023
Staff Work By: Ken Weems
Presentation By: K. Weems

Recommendation:

- Hold public hearing
- Approve ordinance amending the zoning ordinance to rezone Tax Map 46O, Group D, Parcels 21, 22, 23, 24, 25, 25.05, and 26 along Oak Street, E Center Street, and Myrtle Street from the R-2, Two Family Residential; B-3, Highway Oriented Business; and R-1B, Residential Districts to the R-4, Medium Density Apartment District.

Executive Summary:

This is an owner-requested rezoning of approximately 0.68 acres located along Oak Street, E Center Street, and Myrtle Street from the R-2, B-3, and R-1B zones to the R-4 zone. The purpose of the rezoning is to facilitate development of 12 multifamily residential units on the property. During their February 2023 regular meeting, the Kingsport Regional Planning Commission received comments in opposition to the rezoning from 1 attendee and comments in support of the rezoning from 1 attendee. The primary concern of the individual opposed to the request is fear of new construction blocking views of Bays Mountain. During their February 2023 regular meeting, the Kingsport Regional Planning Commission voted to send a positive recommendation to the Board of Mayor and Aldermen in support of approving the rezoning request by a vote of 5-0. The notice of public hearing was published on February 20, 2023.

Attachments:

1. Notice of Public Hearing
2. Zoning Ordinance
3. Staff Report

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN to all citizens of the City of Kingsport, Tennessee, to all persons interested, and the public at large that the City of Kingsport Board of Mayor and Aldermen will conduct a Public Hearing during its regular business meeting on March 7, 2023 to consider the rezoning of Tax Map 046O, Group D, parcels 21, 22, 23, 24, 25, 25.05, and 26 from the R-2, R-1B, and B-3 districts to the R-4 district. The regular business meeting will begin at 7:00 p.m. in the Board Room located on the third floor of City Hall, 415 Broad Street, Kingsport, Tennessee.

The property proposed for rezoning is generally described as follows:

Located in the 11th Civil District of Sullivan County, Tennessee and being more particularly described as follows:

BEGINNING at a point in the northern right-of-way line of Oak Street, said point also being the northeastern corner to Lot 1, Subdivision of the greater Kingsport Alliance for Development Inc. Property and the southwestern corner to Karen Lucas Biscardi Etvir and Donna L. Biscardi Etvir (Deed Book 3421, Page 1230);

Thence, with the northern right-of-way line of Oak Street, South 63 degrees 51 minutes 00 seconds West – 204.48 feet to an iron rod on the northern right-of-way of East Center Street;

Thence, with the northern right-of-way of East Center Street, North 74 degrees 53 minutes 50 seconds West – 36.02 feet to an iron rod on the eastern right-of-way of Myrtle Street;

Thence, with the eastern right-of-way of Myrtle Street the following two courses:

- (1) North 29 degrees 50 minutes 00 seconds West – 63.72 feet to an iron rod;
- (2) North 29 degrees 07 minutes 00 seconds West – 35.00 feet to an iron rod, a common corner to Lot 1 and Lot 2, Subdivision of the greater Kingsport Alliance for Development Inc. Property;

Thence, leaving the eastern right-of-way of Myrtle Street and continuing with the common line between Lot 1 and Lot 2, the following two courses:

- (1) North 60 degrees 10 minutes 00 seconds East – 102.63 feet to and rod;
- (2) North 29 degrees 50 minutes 00 seconds West – 10.00 feet to an iron rod on the line of Rhonda Lynn Johnson & Ronald E. Dingus (Deed Book 1070C, Page 76);

Thence, with Rhonda Lynn Johnson & Ronald E. Dingus, North 60 degrees 10 minutes 00 seconds East – 80.94 feet to an iron rod on the line of Victoria A. Duty (Deed Book 2546C, Page 380)

Thence, with Victoria A. Duty the following two courses:

- (1) South 41 degrees 08 minutes 00 seconds East – 45.90 feet to an iron rod;
- (2) North 49 degrees 25 minutes 00 seconds East – 41.36 feet to an iron rod, the southwestern corner to Karen Lucas Biscardi Etvir and Donna L. Biscardi Etvir (Deed Book 3421, Page 1230);

Thence, with Karen Lucas Biscardi Etvir and Donna L. Biscardi Etvir, South 26 degrees 09 minutes 00 seconds East – 110.22 feet to the BEGINNING.

Containing 0.678 Acres more or less.

All interested persons are invited to attend this meeting and public hearing. Additional information concerning this proposal may be obtained by contacting the Kingsport Planning Division, telephone 423-229-9485.

All City of Kingsport public meetings are conducted in accessible locations. If you require accommodations to participate in this meeting, these may be requested by calling (423) 229-9401, ext. 5 or by emailing ADAContact@KingsportTN.gov at least 72 hours in advance. Copies of any documents used are available in accessible formats upon request.



CITY OF KINGSPORT
Angie Marshall, City Clerk
PIT: 2/20/2023

ORDINANCE NO. _____

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG OAK STREET, E CENTER STREET, AND MYRTLE STREET FROM THE R-2, B-3, AND R-1B DISTRICTS TO THE R-4 DISTRICT IN THE 11TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the zoning code, text, and map, be and the same is hereby further amended to rezone property located along Oak Street, E Center Street, and Myrtle Street from the R-2, Two Family District; B-3, Highway Oriented Business District; and R-1B, Residential District to the R-4, Medium Density Apartment District in the 11th Civil District of Sullivan County; said area to be rezoned being further and more particularly described as follows:

Tract 1 (R-2 Portion):

BEGINNING at a point, said point being the northern corner of Tax Map 46O, Group D, Parcel 26; thence in a southeasterly direction, approximately 50 feet to a point, said point being the eastern corner of parcel 26; thence in a southwesterly direction, approximately 195 feet to a point, said point being the southern corner of parcel 26 in common with the eastern right-of-way of Myrtle Street; thence in a northwesterly direction, following the eastern right-of-way of Myrtle Street, approximately 45 feet to a point, said point being the western corner of Parcel 26 in common with the eastern right-of-way of Myrtle Street; thence in a northeasterly direction, approximately 185 feet to the point of BEGINNING, and being all of Tax Map 46O, Group D, Parcel 26 as shown on the April 2022 Sullivan County Tax Maps.

Tract 2 (B-3 Portion):

BEGINNING at a point, said point being the northern corner of Tax Map 46O, Group D, Parcel 23; thence in a southeasterly direction, approximately 95 feet to a point, said point being the eastern corner of parcel 23 in common with the northern right-of-way of Oak Street; thence in a southwesterly direction, following the northern right-of-way of Oak Street, approximately 63 feet to a point, said point being the southern corner of parcel 24 in common with the northern right-of-way of E Center Street; thence in a northwesterly direction, following the northern right-of-way of E Center Street, approximately 40 feet to a point, said point being the southwestern corner of parcel 25 in common with the eastern right-of-way of Myrtle Street; thence in a northwesterly direction, following the eastern right-of-way of Myrtle Street, approximately 63 feet to a point, said point being the

southern corner of parcel 26 in common with the eastern right-of-way of Myrtle Street; thence in a northeasterly direction, approximately 90 feet to the point of BEGINNING, and being all of Tax Map 46O, Group D, Parcels 23, 24, 25, and 25.05 as shown on the April 2022 Sullivan County Tax Maps.

Tract 3 (R-1B Portion):

BEGINNING at a point, said point being the northern corner of Tax Map 46O, Group D, Parcel 21; thence in a southeasterly direction, approximately 115 feet to a point, said point being the eastern corner of parcel 21 in common with the northern right-of-way of Oak Street; thence in a southwesterly direction, following the northern right-of-way of Oak Street, approximately 135 feet to a point, said point being the southern corner of parcel 22 in common with the northern right-of-way of Oak Street; thence in a northwesterly direction, approximately 95 feet to a point, said point being the western corner of parcel 22; thence in a northeasterly direction, approximately 145 feet to the point of BEGINNING, and being all of Tax Map 46O, Group D, Parcels 21 and 22 as shown on the April 2022 Sullivan County Tax Maps.

SECTION II. Any person violating any provisions of this ordinance shall be guilty of an offense and upon conviction shall pay a penalty of FIFTY DOLLARS (\$50.00) for each offense. Each occurrence shall constitute a separate offense.

SECTION III. 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.

PATRICK W. SHULL, Mayor

ATTEST:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, City Attorney

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

Kingsport Regional Planning Commission
Rezoning Report

File Number REZONE23-0031

Oak Street Rezoning

Property Information			
Address	Oak St., E Center St., & Myrtle St.		
Tax Map, Group, Parcel	Map 046O, D, 21, 22, 23, 24, 25, 25.05, & 26		
Civil District	11		
Overlay District	n/a		
Land Use Designation	Retail/ Commercial & Single Family		
Acres	0.68 +/-		
Existing Use	vacant land	Existing Zoning	B-3, R-2, R-1B
Proposed Use	Multifamily units	Proposed Zoning	R-4
Owner /Applicant Information			
Name: Terry Cunningham Address: 906 E Sevier Ave City: Kingsport State: TN Phone: (423) 292-5105		Zip Code: 37660 Intent: <i>To rezone from B-3 (Highway Oriented Business District), R-2 (Two-Family Residential District), and R-1B (Residential District) to R-4 (Medium Density Apartment District) to accommodate future multifamily development.</i>	
Planning Department Recommendation			
<p>The Kingsport Planning Division recommends sending a POSITIVE recommendation to the Kingsport Board of Mayor and Aldermen for the following reasons:</p> <p><i>The proposed R-4 zone for the property is an appropriate transition zone between existing single family units along Myrtle and Oak Streets and E. Center Street.</i></p> <p><i>The proposal has been submitted with a zoning development plan that meets R-4 residential standards without the need for a variance.</i></p> <p>Staff Field Notes and General Comments:</p> <p><i>The rezoning site is currently vacant and recently cleared of all former structures.</i></p> <p><i>The rezoning site was formerly the location of several commercial and residential structures.</i></p>			
Planner:	Ken Weems	Date:	February 9, 2023
Planning Commission Action		Meeting Date:	February 16, 2023
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

PROPERTY INFORMATION,

ADDRESS	Parcels 21, 22, 23, 24, 25, 25.05, and 26
DISTRICT	11
OVERLAY DISTRICT	n/a
EXISTING ZONING	B-3 (Highway Oriented Business District), R-2 (Two-Family Residential District), and R-1B (Residential District) to R-4 (Medium Density Apartment District)
PROPOSED ZONING	R-4 (Medium Density Apartment District)
ACRES	0.68 +/-
EXISTING USE	vacant land
PROPOSED USE	multifamily development

INTENT

To rezone from B-3 (Highway Oriented Business District), R-2 (Two-Family Residential District), and R-1B (Residential District) to R-4 (Medium Density Apartment District) to accommodate future multifamily development.

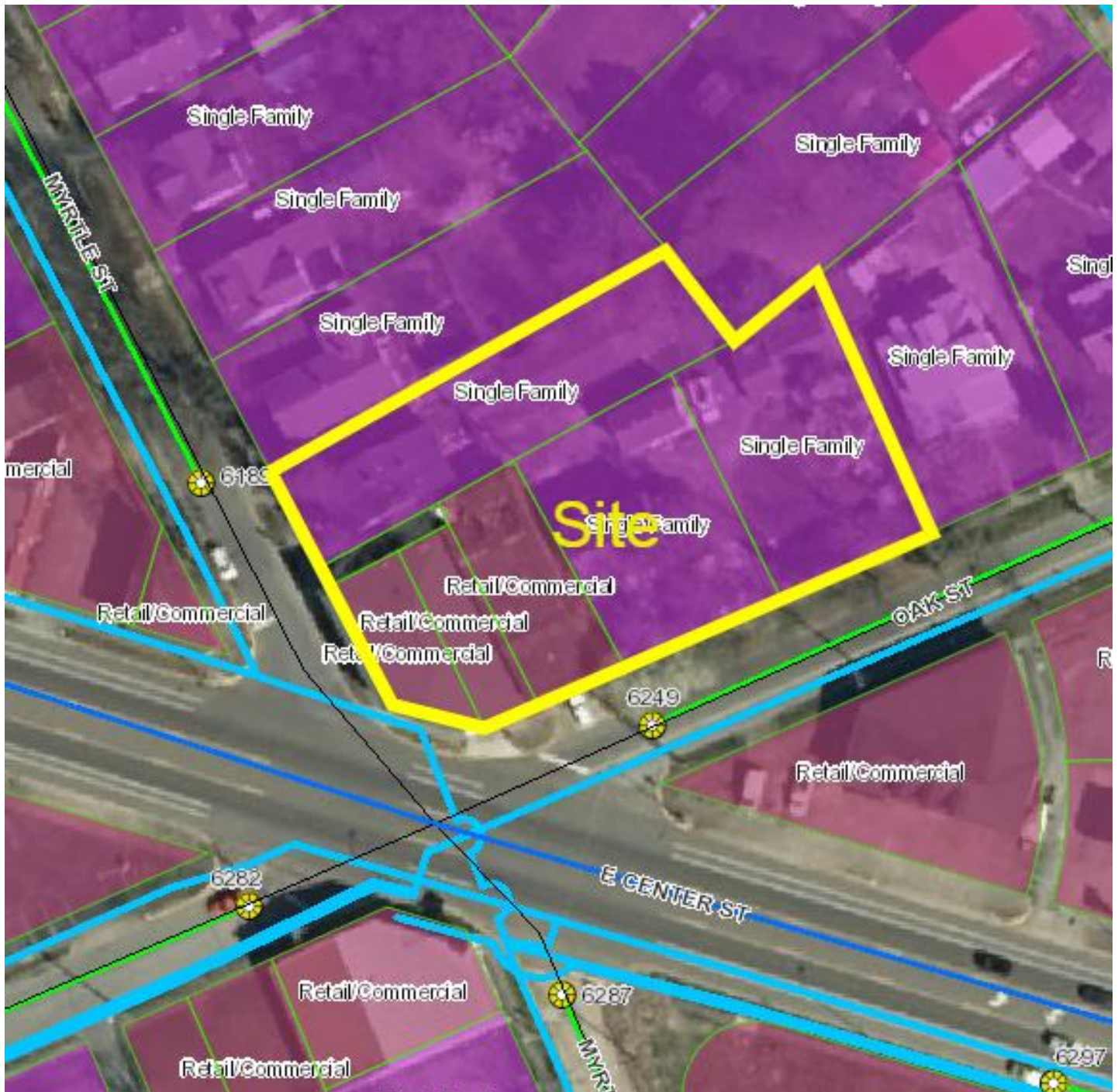
Vicinity Map



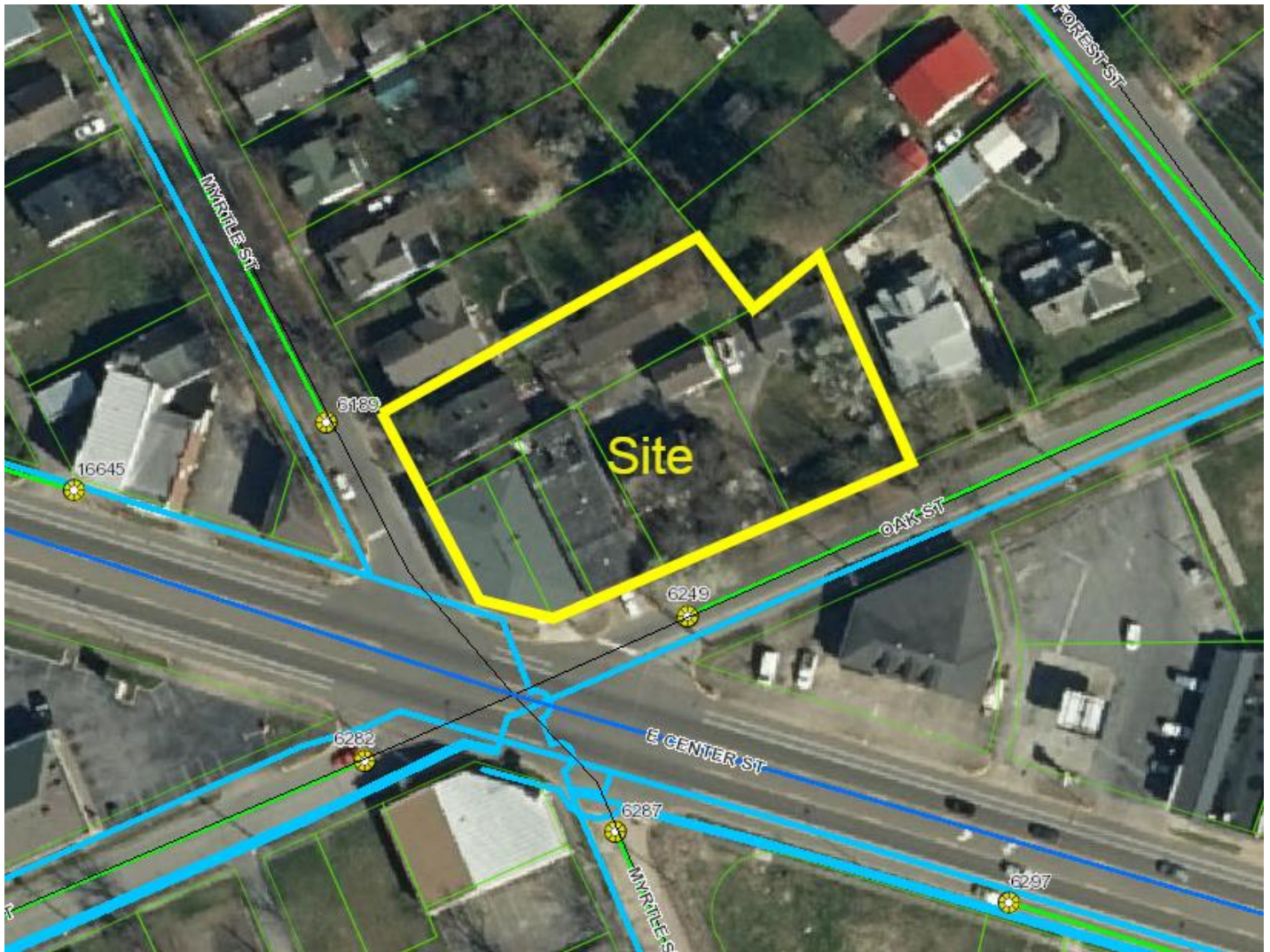
Surrounding Zoning Map



Future Land Use Plan 2030
Designation: Retail/ Commercial & Single Family



Aerial (Showing Former Structures on the Rezoning Site)



View of Site from Oak St.



Northern View (Oak St. on Left Side)



View Toward E Center



Western View (Myrtle Residences on Left Side)



View Toward E Center (Across Oak St)



Existing Uses Location Map



Existing Zoning/ Land Use Table

Location	Parcel / Zoning Petition	Zoning / Use	History Zoning Action Variance Action
North	1	Zone: City R-1B Use: <u>single family</u>	n/a

Kingsport Regional Planning Commission

Rezoning Report

File Number REZONE23-0031

Northeast	2	<u>Zone: City R-1B</u> <u>Use: single family</u>	n/a
East	3	<u>Zone: City R-1B</u> <u>Use: single family</u>	n/a
Further East	4	<u>Zone: City R-1B</u> <u>Use: vacant lot</u>	n/a
Southeast and South	5	<u>Zone: City B-3</u> <u>Use: business</u>	n/a
Further South	6	<u>Zone: City B-3</u> <u>Use: business</u>	n/a
West	7	<u>Zone: City B-3</u> <u>Use: business</u>	n/a

Standards of Review

Staff shall, with respect to each zoning application, investigate and make a recommendation with respect to factors 1 through 6, below, as well as any other factors it may find relevant.

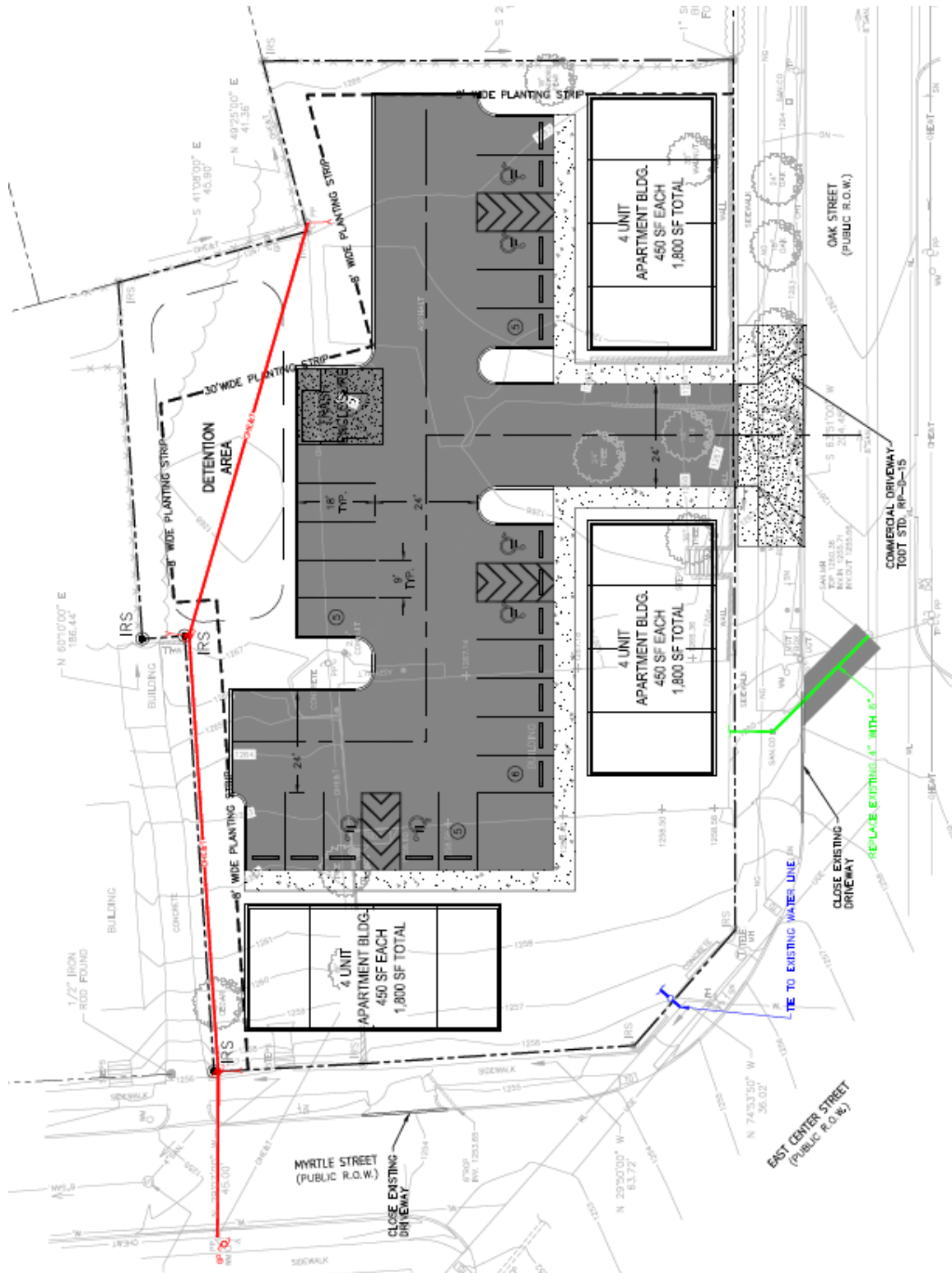
- Whether or not the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?** The proposal would permit a use that is most appropriately described as a transition zone between existing single family residences and the commercial-oriented E Center Street uses.
- Whether or not the proposal will adversely affect the existing use or usability of adjacent or nearby property?** The proposal meets zoning standards for the proposed R-4 zone, along with code-required buffering from adjacent parcels. The proposal does not show any evidence of adverse impacts on adjacent property.
- Whether the property to be affected by the proposal has a reasonable economic use as currently zoned?** The property to be affected by the proposal does not have a reasonable economic use as currently zoned due to the small size of the B-3 zone it currently contains. The commercial structures that formerly inhabited the site were non-conforming for zoning purposes.
- Whether the proposal is in conformity with the policies and intent of the land use plan?** The R-4 rezoning proposal does not conform to the 2030 Land Use Plan, however the R-4 proposal for this particular site should serve the area well.

Proposed use: 12 multifamily units (a total of 3 structures)

The Future Land Use Plan Map recommends retail/ commercial use and single family use.

5. **Whether there are other existing or changed conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposal?** The rezoning site itself has undergone a major transformation since the end of 2022, having recently had all structures that used to reside on the property razed. The newly vacant land mass is appropriately sized for a new development that will meet zoning restrictions of the R-4 zone.
6. **Whether the present district boundaries are illogically drawn in relation to existing conditions?** The present district boundaries are logically drawn in relation to the existing conditions and similar to other B-3 zoned properties along E. Center Street.

Zoning Development Plan (A Full Size Copy Available For Meeting)



Prepared by Kingsport Planning Department for the
Kingsport Regional Planning Commission Meeting on February 16, 2023

Item VIII.2.

CONCLUSION

Staff recommends sending a POSITIVE recommendation to the Board of Mayor and Aldermen to rezone from B-3, R-2, and R-1B to R-4. The proposed R-4 zone, along with the anticipated new residential construction, will be an appropriate transition zone from the existing single family units along Myrtle and Oak Streets and the commercial-oriented uses along E Center Street.



AGENDA ACTION FORM

Consideration of a Budget Adjustment Ordinance for Various Funds in FY23

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-54-2023

Work Session: March 6, 2023

First Reading: March 7, 2023

Final Adoption: March 21, 2023

Staff Work By: John Morris

Presentation By: Chris McCartt

Recommendation:

Approve the Ordinance

The General Fund budget is being increased by amending various revenue and expense lines to adjust the General Fund budget closer to actual. The total amount of the adjustment increases the General Fund total by \$1,500,000.

The General Projects-Special Revenue Fund is being increased by allocating General Fund dollars to the Broadband Study (NC2212) in the amount of \$90,000, to the Server Upgrade project (NC2324) in the amount of \$80,000, and to the Misc Projects project (NC2325) in the amount of \$500,000.

The State Street Aid Fund is being amended by increasing the From General Fund line (121-0000-391.01-00) by \$405,964, decreasing the Gas Tax line (121-0000-332.60-00) by \$76,810, and increasing the Construction Contracts line (121-4024-461.20-22) by \$130,000 and the Electric Street Lights line (121-4024-461.20-31) by \$199,154.

The Regional Sales Tax Fund budget is being amended by increasing the Conference Center line (130-0000-313.11-00) by \$518,022, and by increasing the To Meadowview Fund line (130-4804-481.70-26) by \$418,022 and the To Cattails @ Meadowview line by \$100,000.

The Visitors Enhancement Fund budget is being amended by increasing the Motel-Room Occupancy line (135-0000-316.20-00) by \$105,206 and decreasing the Fund Bal Appropriations line (135-0000-392.01-00) by \$85,000, and by increasing the Improvements line (135-1015-405.90-03) by \$20,206.

Attachments:

1. Ordinance

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO.

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR
THE YEAR ENDING JUNE 30, 2023; AND, TO FIX THE
EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the General Fund budget be increased by amending various revenue and expense lines to adjust the General Fund budget to actual. The total amount of the adjustment increases the General Fund total by \$1,500,000.

SECTION II. That the General Projects-Special Revenue Fund be increased by allocating General Fund dollars to the Broadband Study (NC2212) in the amount of \$90,000, to the Server Upgrade project (NC2324) in the amount of \$80,000, and to the Misc Projects project (NC2325) in the amount of \$500,000.

SECTION III. That the State Street Aid Fund be increased by increasing the From General Fund line (121-0000-391.01-00) by \$405,964, decreasing the Gas Tax line (121-0000-332.60-00) by \$76,810, and increasing the Construction Contracts line (121-4024-461.20-22) by \$130,000 and the Electric Street Lights line (121-4024-461.20-31) by \$199,154.

SECTION IV. That the Regional Sales Tax Fund budget be increased by \$518,022 by increasing the Conference Center line (130-0000-313.11-00) by \$518,022, increasing the To Meadowview Fund line (130-4804-481.70-26) in the amount of \$418,022 and the To Cattails @ Meadowview line (130-4804-481.70-27) in the amount of \$100,000.

SECTION V. That the Visitors Enhancement Fund budget be increased by \$20,206 by increasing the Motel-Room Occupancy line (135-0000-316.20-00) by \$105,206 and decreasing the Fund Bal Appropriations line (135-0000-392.01-00) by \$85,000, and by increasing the Improvements line (135-1015-405.90-03) by \$20,206.

SECTION VI. That the Aquatic Center Fund be increased by allocating \$63,682 from the Visitors Enhancement Fund to the From Visitors Enhancement line (419-0000-391.69-00) in the amount of \$63,682 and the Miscellaneous line (419-5019-501.20-99) in the amount of \$63,682.

SECTION VII. That the Meadowview Conference Ctr Fund be increased by allocating \$418,022 from the Regional Sales Tax Fund to the From Regional Sales Tax line (420-0000-391.25-00) in the amount of \$418,022 and to the Meadowview Conference Center line (420-5001-501.80-39) in the amount of \$418,022.

SECTION VIII. That the Cattails Golf Course Fund be increased by allocating \$100,000 from the Regional Sales Tax Fund to the From Regional Sales Tax line (421-0000-391.25-00) in the amount of \$100,000 and to the Miscellaneous line (421-5076-508.20-99) in the amount of \$100,000.

Account Number/Description:**General Fund: 110****Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
110-0000-311.10-10 Commercial	11,914,500	(210,444)	11,704,056
110-0000-311.10-15 Industrial	2,340,000	42,717	2,382,717
110-0000-311.10-20 Farm	96,800	(10,051)	86,749
110-0000-311.10-25 Agriculture	55,850	41	55,891
110-0000-311.10-30 Residential	15,957,000	(66,115)	15,890,885
110-0000-311.10-40 Forestry	16,700	(249)	16,451
110-0000-311.20-10 Tan Commercial	9,255,000	164,213	9,419,213
110-0000-311.30-00 Public Utilities-SA	1,408,050	(14,575)	1,393,475
110-0000-311.40-00 Prior Years	650,000	(107,406)	542,594
110-0000-311.90-00 Demo/Improvements	0	6,884	6,884
110-0000-312.10-00 KHRA-PILOT	11,300	(1,283)	10,017
110-0000-312.60-00 KEDB-PILOT	2,000,000	(152,241)	1,847,759
110-0000-312.90-00 Other-PILOT	26,400	1,316	27,716
110-0000-314.10-00 Wholesale Beer Tax	1,260,000	46,934	1,306,934
110-0000-314.20-00 Wholesale Liquor Tax	665,000	(9,978)	655,022
110-0000-314.30-00 Beer Privilege Tax	18,200	(3,092)	15,108
110-0000-314.31-00 Beer Permit Applications	6,000	2,575	8,575
110-0000-315.10-00 Gross Receipts Tax	2,000,000	119,953	2,119,953
110-0000-315.30-00 New License Fee	6,500	(965)	5,535
110-0000-315.40-00 Minimal Activity License	1,000	(400)	600
110-0000-316.10-00 Cable TV Franchise	740,000	5,346	745,346
110-0000-316.15-00 AEP Franchise	4,150,000	385,398	4,535,398
110-0000-316.20-00 Motel-Room Occupancy Tax	1,320,000	314,441	1,634,441
110-0000-317.10-00 Property Tax P&I	300,000	(58,954)	241,046
110-0000-317.12-00 Publicity & Postage	9,500	(2,126)	7,374
110-0000-321.10-00 Contractor Licenses	15,000	824	15,824
110-0000-322.10-00 Building Permits	500,000	74,781	574,781
110-0000-322.20-00 Electrical Permits	50,000	14,403	64,403
110-0000-322.30-00 Natural Gas Permits	50,000	18,353	68,353
110-0000-322.40-00 Plumbing Permits	20,000	18,400	38,400
110-0000-332.10-00 Sales Tax	6,200,000	415,112	6,615,112
110-0000-332.12-00 Telecommunication Sale Tx	82,000	(3,345)	78,655
110-0000-332.13-00 Telecom Privilege	2,400	40	2,440
110-0000-332.14-00 Fantasy Sports Privilege	83,100	(30,145)	52,955
110-0000-332.15-00 Beer Tax	26,000	(359)	25,641
110-0000-332.20-00 Mix Drink Tax	300,000	237	300,237
110-0000-332.25-00 Street & Transport	101,400	185	101,585
110-0000-332.35-00 Supplement Fireman Salary	93,600	0	93,600
110-0000-332.40-00 Supplement Police Salary	76,800	0	76,800
110-0000-332.45-00 In-Lieu intangible Per PR	160,000	(846)	159,154
110-0000-332.50-00 TVA In-Leau of Tax	575,600	90,993	666,593
110-0000-332.52-00 TVA Impact Payment	180,000	39,582	219,582

110-0000-332.69-10 FTDD Apprenticeship	10,000	0	10,000
110-0000-332.71-00 FTDD Area Agency on Aging	32,000	0	32,000
110-0000-333.05-00 Sales Tax-Hawkins	1,250,000	95,446	1,345,446
110-0000-333.10-00 Sales Tax-Sullivan	20,000,000	1,056,657	21,056,657
110-0000-333.15-00 Cont Bays Mtn Park	15,000	45,000	60,000
110-0000-333.20-00 Cont Fire Service	270,400	(131,736)	138,664
110-0000-333.35-00 Admin-Building	150,000	(50,000)	100,000
110-0000-337.12-28 HIDTA	11,500	9,782	21,282
110-0000-341.10-15 Summer Prog Activity Fee	10,000	(10,000)	0
110-0000-341.10-20 Allandale Rental	95,000	1,800	96,800
110-0000-341.10-50 Auditorium Receipts	40,000	(18,572)	21,428
110-0000-341.10-59 FunFest Softball Tourn.	4,200	(2,200)	2,000
110-0000-341.10-60 Concession Receipts	225,000	18,182	243,182
110-0000-341.10-61 Athletic Facility Rentals	51,800	(11,320)	40,480
110-0000-341.10-62 Athletic Programs	57,600	16,003	73,603
110-0000-341.10-63 Cultural Arts Prog	7,500	1,399	8,899
110-0000-341.10-64 Renaissance Set Up	8,000	(158)	7,842
110-0000-341.10-70 Renaissance	60,000	11,151	71,151
110-0000-341.10-80 Community Ctr Rent	28,000	(7,008)	20,992
110-0000-341.10-81 VO Dobbins Rent	191,700	19,023	210,723
110-0000-341.10-85 Comm Prog Events	40,000	4,119	44,119
110-0000-341.10-86 Lynn View Com Ctr	1,800	1,929	3,729
110-0000-341.10-88 Farmer's Market Building	22,000	5,638	27,638
110-0000-341.10-90 Other Rec Receipts	500	778	1,278
110-0000-341.10-95 Dog Park Fees	3,500	498	3,998
110-0000-341.10-96 Carousel Tickets	50,000	(6,400)	43,600
110-0000-341.10-97 Carousel Rentals	25,000	(1,215)	23,785
110-0000-341.10-98 Carousel Events	2,500	2,000	4,500
110-0000-341.20-10 Senior Center Dues	30,000	887	30,887
110-0000-341.20-20 Sr. Cen Trans Fees	3,000	802	3,802
110-0000-341.26-10 Ad. Ed. Class Fees	4,000	(3,275)	725
110-0000-341.30-10 BMP Entrance Fees	130,000	7,050	137,050
110-0000-341.30-15 BMP School Program Fees	20,000	(4,921)	15,079
110-0000-341.30-20 BMP Planetarium Fees	30,000	29,523	59,523
110-0000-341.30-40 BMP Barge Rides	12,000	12,940	24,940
110-0000-341.30-50 BMP Nature Show Fees	2,500	4,682	7,182
110-0000-341.30-70 BMP Ropes Course Fees	25,000	(6,398)	18,602
110-0000-341.30-95 Facility Rental Fees	11,000	4,611	15,611
110-0000-341.60-87 FM Merchandise	2,500	(1,103)	1,397
110-0000-341.60-89 FM Booth Fees	12,000	(193)	11,807
110-0000-342.40-00 Sexual Offenders	9,200	400	9,600
110-0000-342.72-00 Driver's School	28,000	3,550	31,550
110-0000-342.73-00 Child Restraint Class	400	150	550
110-0000-342.85-20 Food Truck Inspection	2,500	1,175	3,675
110-0000-342.85-22 Food Truck Renewal	1,200	675	1,875
110-0000-348.21-00 Commercial Plans Review	18,000	4,085	22,085
110-0000-348.40-00 E-911 Charges	556,200	(272,099)	284,101
110-0000-348.40-10 E-911 Supplemental Pay	15,200	0	15,200
110-0000-348.68-00 Contracted Maint-State Rd	307,500	(2,551)	304,949

110-0000-348.80-00 Engineering Fees	600,000	(140,689)	459,311
110-0000-351.10-00 Sessions Court Fines	54,000	(1,510)	52,490
110-0000-351.20-00 Circuit Court Fines	15,000	(3,471)	11,529
110-0000-351.30-00 Police Court Fines	120,000	50,760	170,760
110-0000-351.30-65 Red Light Camera Fines	400,000	(90,024)	309,976
110-0000-351.31-00 Local Court Costs	145,600	54,882	200,482
110-0000-351.31-66 Red Light Court Costs	28,000	(5,789)	22,211
110-0000-351.32-00 Local Litigation Fee	5,500	3,845	9,345
110-0000-351.60-00 Drug Fines	18,900	(149)	18,751
110-0000-361.10-00 Earnings On Investments	15,000	120,518	135,518
110-0000-364.20-10 KPT Lifesaving Crew	75,000	0	75,000
110-0000-364.30-00 From Non-Profits	76,000	0	76,000
110-0000-368.05-00 Land Sales	300,000	(300,000)	0
110-0000-368.15-00 Rental of Land & Building	35,000	6,902	41,902
110-0000-368.30-00 Return Check Charge	1,000	(10)	990
110-0000-368.30-67 Red Light Cam Fines	300	(180)	120
110-0000-368.32-00 Vending Machine Revenue	3,500	(1,899)	1,601
110-0000-368.55-20 Police Copies	100	(32)	68
110-0000-368.77-00 Convenience Fee	1,000	1,810	2,810
110-0000-368.79-00 Tax Processing Fee	13,000	20	13,020
110-0000-368.99-00 Miscellaneous	150,000	(115,924)	34,076
110-0000-392.01-00 Fund Balance Appropriations	3,845,719	0	3,845,719
110-0000-393.37-04 AC-Admin Fee	85,000	0	85,000
110-0000-393.42-04 Sewer-Admin Fee	650,000	0	650,000
110-0000-393.42-60 Sewer PILOT	838,000	0	838,000
110-0000-393.45-04 Water Admin Fee	1,060,000	0	1,060,000
110-0000-393.45-60 Water PILOT	653,000	0	653,000
110-0000-393.89-04 ST WA-Admin Fee	95,000	0	95,000
Total:	95,890,519	1,500,000	97,390,519

<u>Expenditures:</u>	\$	\$	\$
110-1005-405.80-51 SBK Animal Cont (Petworks)	300,000	80,000	380,000
110-1005-405.80-99 KCVB Downtown Promotion	115,000	10,000	125,000
110-4804-481.70-23 To State Street Aid	726,200	405,964	1,132,164
110-4804-481.70-35 To Gen Proj-Special Rev	6,429,602	670,000	7,099,602
110-4890-901.60-01 Future Appropriations	0	334,036	334,036
Total:	7,570,802	1,500,000	9,070,802

Account Number/Description:

General Projects-Special Revenue Fund: 111

Broadband Study (NC2212)

<u>Revenues:</u>	\$	\$	\$
111-0000-391.01-00 From General Fund	80,000	90,000	170,000
Total:	80,000	90,000	170,000

<u>Expenditures:</u>	\$	\$	\$
111-0000-601.20-23 Arch/Eng/Landscaping Serv	80,000	90,000	170,000
Total:	80,000	90,000	170,000

Server Upgrades (NC2324)**Revenues:**

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	80,000	80,000
Total:	0	80,000	80,000

Expenditures:

111-0000-601.90-04 Equipment

	\$	\$	\$
	0	80,000	80,000
Total:	0	80,000	80,000

Misc Projects (NC2325)**Revenues:**

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	500,000	500,000
Total:	0	500,000	500,000

Expenditures:

111-0000-601.90-04 Equipment

	\$	\$	\$
	0	500,000	500,000
Total:	0	500,000	500,000

Account Number/Description:**Fund 121: State Street Aid Fund****Revenues:**

121-0000-332.60-00 Gasoline & Motor Fuel Tax

121-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	1,995,900	(76,810)	1,919,090
	878,953	405,964	1,284,917
Total:	2,874,853	329,154	3,204,007

Expenditures:

121-4024-461.20-22 Construction Contracts

121-4024-461.20-29 Bridge Maintenance

121-4024-461.20-31 Electric-Street Lights

121-4024-461.20-32 Electric-Traffic Signals

121-4024-461.30-17 Bridge Maintenance Supplies

121-4024-461.30-26 Sign Parts & Supplies

121-4024-461.30-24 Traffic Signal Supplies

121-4024-461.30-28 Paint Supplies

121-4024-461.30-34 Concrete Maint Supplies

121-4024-461.30-36 Pavement Maint Supplies

121-4024-461.30-37 Sidewalk Maint Supplies

121-4024-461.30-38 Snow Removal Supplies

121-4024-461.40-99 Miscellaneous

	\$	\$	\$
	0	130,000	130,000
	127,500	0	127,500
	1,800,000	199,154	1,999,154
	50,000	0	50,000
	5,000	0	5,000
	93,942	0	93,942
	225,835	0	225,835
	90,000	0	90,000
	30,000	0	30,000
	148,176	0	148,176
	16,000	0	16,000
	200,000	0	200,000
	88,400	0	88,400
Total:	2,874,853	329,154	3,204,007

Account Number/Description:**Regional Sales Tax Fund: 130****Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
130-0000-313.11-00 Conference Center	4,400,000	518,022	4,918,022
Total:	4,400,000	518,022	4,918,022

Expenditures:

	\$	\$	\$
130-4804-481.70-26 To Meadowview Fund	2,050,000	418,022	2,468,022
130-4804-481.70-27 To Cattails @ Meadowview	150,000	100,000	250,000
130-4804-481.70-39 To Aquatic Center Fund	2,200,000	0	2,200,000
Total:	4,400,000	518,022	4,918,022

Account Number/Description:**Visitors Enhancement Fund: 135****Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
135-0000-316.20-00 Motel-Room Occupancy Tax	440,000	105,206	545,206
135-0000-392.01-00 Fund Bal Appropriations	85,000	(85,000)	0
Total:	525,000	20,206	545,206

Expenditures:

	\$	\$	\$
135-1015-405.20-20 Professional/Consultant	70,000	(13,682)	56,318
135-1015-405.20-47 BMA Sponsored Meet/Events	25,000	0	25,000
135-1015-405.30-20 Operating Supplies & Tool	30,000	(30,000)	0
135-1015-405.80-15 KCVB (Tourism Council)	30,000	0	30,000
135-1015-405.90-03 Improvements	150,000	20,206	170,206
135-4804-481.70-39 Aquatic Center Fund	220,000	43,682	263,682
Total:	525,000	20,206	545,206

Account Number/Description:**Aquatic Center Fund: 419****Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
419-0000-391.69-00 From Visitors Enhancement	200,000	63,682	263,682
Total:	200,000	63,682	263,682

Expenditures:

	\$	\$	\$
419-5019-501.20-99 Miscellaneous	188,757	63,682	252,439
Total:	188,757	63,682	252,439

Account Number/Description:

Meadowview Conference Ctr Fund: 420

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
420-0000-391.25-00 From Regional Sales Tax	2,050,000	418,022	2,468,022
Total:	2,050,000	418,022	2,468,022

Expenditures:

	\$	\$	\$
420-5001-501.80-39 Meadowview Conference Ctr	476,000	418,022	894,022
Total:	476,000	418,022	894,022

Account Number/Description:

Cattails Golf Course Fund: 421

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
421-0000-391.25-00 From Regional Sales Tax	150,000	100,000	250,000
Total:	150,000	100,000	250,000

Expenditures:

	\$	\$	\$
421-5076-508.20-99 Miscellaneous	25,000	100,000	125,000
Total:	25,000	100,000	125,000

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

PATRICK W. SHULL, Mayor

ATTEST:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT III, City Attorney

PASSED ON 1ST READING:

PASSED ON 2ND READING:

Summary Table for AF-54-2023

General Fund Revenue		
Item	Amount Adjusted	Notes
Local Sales Tax	\$1,152,103	Trending 10.87% over budget July-December
State Shared Sales Tax	\$415,112	Trending 6.69% over budget
All Other Lines	<u>-\$67,215</u>	All General Fund revenue lines are listed in Ordinance
Total Increase	\$1,500,000	

General Fund Expense		
Item	Amount Adjusted	Covers
Petworks Subsidy	\$80,000	Increased Labor, Food, Fuel, and Drug Costs
KCVB Downtown Promotion	\$10,000	Fourth of July Concert
State Street Aid	\$405,964	Increased Power Bills and State Contracted Maintenance
To Projects	\$670,000	Server Upgrades, Smart City/Broadband Study, & Misc. Projects
Gen Fund Reserve Line	<u>\$334,036</u>	Will be transferred to cover increased utilities, other inflated lines
Total Expense	\$1,500,000	

General Fund Funded Projects		
Item	Amount Adjusted	Notes
Broadband Study/Smart Cities	\$90,000	Opens up door for Federal Funding
Server Upgrades	\$80,000	Long needed server upgrades, should last 10 years
Misc Projects	<u>\$500,000</u>	Catch all project fund for the little things that always spring up
Total Expense	\$670,000	

Other Revenue Increases		
Item	Amount Adjusted	Notes
Regional Sales Tax Fund	\$518,022	.25 cent of Sales Tax up 11.77%
Visitor's Enhancement Fund	\$20,206	Hotel-Motel Tax
Total Increase	\$538,228	

Other Expense		
Item	Amount Adjusted	Covers
Aquatic Center	\$20,206	Other VEP expense lines cut to increase subsidy to \$63,682
Meadowview Conference Center	\$418,022	Funds needed to cover ever increasing subsidy
Cattails Golf Course	<u>\$100,000</u>	Funds needed to cover increasing subsidy & Pump Station Upgrade
Total Expense	\$538,228	



AGENDA ACTION FORM

Consideration of an Ordinance to Amend the FY 2023 School Special Projects Fund Budget

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-38-2023
Work Session: February 20, 2023
First Reading: February 21, 2023

Final Adoption: March 7, 2023
Staff Work By: David Frye
Presentation By: David Frye

Recommendation:

Approve the Ordinance

Executive Summary:

The Board of Education approved fiscal year 2023 budget amendment number six at their meeting on February 13, 2023. This amendment increases the School Special Projects Fund budget by \$30,000, for a revised total of \$1,459,100. The estimated revenue for Other Local Revenue is being increased by \$30,000. The appropriations for the Dobyns-Bennett Robotics project is being increased by \$30,000. These are funds are from an anonymous donation, to be used by the Dobyns-Bennett Robotics team for supplies, materials, and travel.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number Six – FY 2023

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO. ****

AN ORDINANCE TO AMEND THE FY 2023 SCHOOL SPECIAL PROJECTS FUND BUDGET; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the FY 2023 School Special Projects Fund budget be amended by increasing/(decreasing) appropriations for Grant funds to the following Grant projects.

<u>Account Number/Description:</u>	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
<u>Revenues:</u>	\$	\$	\$
CSH023 Coordinated School Health	100,000	0	100,000
DBE023 DB Excel STEM Grant	20,000	0	20,000
DBRO23 D-B Robotics	0	30,000	30,000
FRC023 Family Resource Center	29,612	0	29,612
HAG023 Homeless Assistance	55,000	0	55,000
KTIP23 Kingsport Truancy Intervention	53,720	0	53,720
PK5123 Pre-K Expansion Grant System-Wide	676,900	0	676,900
SSA023 Safe Schools Act	115,000	0	115,000
SCHD23 Sullivan Co Health Department Grant	166,000	0	166,000
WASH23 Washington STEM Grant	20,000	0	20,000
Transfer from General School Fund	201,868	0	201,868
<u>Totals:</u>	<u>1,429,100</u>	<u>30,000</u>	<u>1,459,100</u>

<u>Expenditures:</u>	\$	\$	\$
Instruction	776,203	30,000	806,203
Support Services	652,897	0	652,897
Non-Instructional Services	0	0	0
Capital Outlay	0	0	0
Other	0	0	0
<u>Totals:</u>	<u>1,429,100</u>	<u>30,000</u>	<u>1,459,100</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.

PAT W. SHULL, Mayor

ATTEST:

APPROVED AS TO FORM:

ANGELA MARSHALL, Deputy City Recorder

RODNEY B. ROWLETT, III, City Attorney

PASSED ON 1ST READING:
PASSED ON 2ND READING:
City of Kingsport, Tennessee



AGENDA ACTION FORM

Consideration of an Ordinance to Amend the FY 2023 General Purpose School Fund Budget

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-33-2023
Work Session: February 20, 2023
First Reading: February 21, 2023

Final Adoption: March 7, 2023
Staff Work By: David Frye
Presentation By: David Frye

Recommendation:

Approve the Ordinance

Executive Summary:

The Board of Education approved fiscal year 2023 budget amendment number six at their meeting on February 13, 2023. This amendment increases the General Purpose School Fund budget by \$182,300. The estimated revenue for Local Option Sales Tax is being increased by \$182,300. The appropriations for various salary and benefit accounts are being increased by \$182,300. This will fund a 5% pay increase for classified employee, at a cost of \$164,000 and a reclassification for Bus Drivers, at a cost of \$18,300. These increases will go into effect on March 6, 2023.

Attachments:

1. Ordinance
2. BOE Budget Amendment Number Six – FY 2023

	<u>Y</u>	<u>N</u>	<u>O</u>
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL PURPOSE
SCHOOL FUND BUDGET FOR THE FISCAL YEAR ENDING
JUNE 30, 2023; AND TO FIX THE EFFECTIVE DATE OF THIS
ORDINANCE

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

SECTION I. That the General Purpose School Fund Budget be amended by increasing the estimated revenue for Local Option Sales Tax by \$182,300. The expenditure budget will be amended by increasing the appropriations for salary and benefit accounts by \$182,300.

Fund 141: General Purpose School Fund

<u>Revenues:</u>	\$	\$	\$
141-0000-339- Local Option Sales Tax	13,400,000	182,300	13,582,300
<i>Totals</i>	13,400,000	182,300	13,582,300

<u>Expenditures:</u>	\$	\$	\$
141-7150-711-0163 Reg Ed – Inst Assistants	1,454,800	22,200	1,477,000
141-7150-711-0201 Reg Ed – Social Security	1,753,900	1,300	1,755,200
141-7150-711-0204 Reg Ed – Retirement	2,555,100	2,500	2,557,600
141-7150-711-0212 Reg Ed – Medicare	410,100	200	410,300
141-7150-721-0163 Sp Ed – Inst Asstistants	656,300	6,300	662,600
141-7150-721-0201 Sp Ed – Social Security	259,300	400	259,700
141-7150-721-0204 Sp Ed – Retirement	369,400	700	370,100
141-7150-721-0212 Sp Ed – Medicare	60,900	100	61,000
141-7250-771-0105 Attendance – Supervisors	63,700	900	64,600
141-7250-771-0204 Attendance – Retirement	15,600	100	15,700
141-7250-773-0161 Oth Std Sup – Secretaries	156,600	2,000	158,600
141-7250-773-0201 Oth Std Sup – Social Security	100,600	100	100,700
141-7250-773-0204 Oth Std Sup – Retirement	162,300	200	162,500
141-7250-781-0161 Reg Ed Sup – Secretaries	43,300	800	44,100
141-7250-781-0162 Reg Ed Sup – Library Assts	211,300	2,600	213,900
141-7250-781-0189 Reg Ed Sup – Other Salaries	723,650	1,500	725,150
141-7250-781-0201 Reg Ed Sup – Social Sec	131,200	200	131,400
141-7250-781-0204 Reg Ed Sup – Retirement	186,000	400	186,400
141-7250-782-0161 Sp Ed Sup – Secretaries	21,100	300	21,400
141-7250-783-0161 Voc Ed Sup – Secretaries	27,400	400	27,800
141-7250-785-0138 Technology – Computer Per	886,800	16,200	903,000
141-7250-785-0201 Technology – Social Security	52,700	1,100	53,800
141-7250-785-0204 Technology – Retirement	110,100	1,700	111,800
141-7250-785-0212 Technology – Medicare	12,400	200	12,600
141-7250-792-0161 Superintendent – Secretaries	125,900	2,100	128,000
141-7250-792-0201 Superintendent – Social Sec	32,500	100	32,600
141-7250-792-0204 Superintendent – Retirement	55,800	200	56,000
141-7250-801-0161 Principals – Secretaries	659,000	10,900	669,900
141-7250-801-0162 Principals – Clerical	145,800	2,200	148,000

141-7250-801-0201	Principals – Social Security	195,900	800	196,700
141-7250-801-0204	Principals – Retirement	281,300	1,300	282,600
141-7250-801-0212	Principals – Medicare	45,800	100	45,900
141-7250-811-0119	Fiscal – Accountants	120,400	2,000	122,400
141-7250-811-0122	Fiscal – Procurement	49,200	800	50,000
141-7250-811-0161	Fiscal – Secretaries	86,900	1,400	88,300
141-7250-811-0201	Fiscal – Social Security	20,200	200	20,400
141-7250-811-0204	Fiscal – Retirement	42,100	400	42,500
141-7250-812-0189	Human Res – Other Wages	149,100	1,800	150,900
141-7250-812-0201	Human Res – Social Security	15,500	100	15,600
141-7250-812-0204	Human Res – Retirement	0	200	200
141-7250-821-0166	Operations – Custodians	1,979,400	35,900	2,015,300
141-7250-821-0201	Operations – Social Security	114,700	2,200	116,900
141-7250-821-0204	Operations – Retirement	152,300	3,600	155,900
141-7250-821-0212	Operations – Medicare	27,100	400	27,500
141-7250-822-0105	Maint – Supervisors	80,400	1,500	81,900
141-7250-822-0189	Maint – Other Wages	970,100	17,700	987,800
141-7250-822-0201	Maint – Social Security	61,900	1,300	63,200
141-7250-822-0204	Maint – Retirement	165,000	2,000	167,000
141-7250-822-0212	Maint – Medicare	14,500	200	14,700
141-7250-831-0105	Trans – Supervisors	68,200	1,200	69,400
141-7250-831-0146	Trans – Reg Ed Bus Drivers	579,100	5,100	584,200
141-7253-831-0146	Trans – Sp Ed Bus Drivers	175,700	1,700	177,400
141-7250-831-0162	Trans – Clerical	27,700	300	28,000
141-7250-831-0201	Trans – Reg Ed Social Sec	37,100	400	37,500
141-7253-831-0201	Trans – Sp Ed Social Sec	9,900	100	10,000
141-7250-831-0204	Trans – Red Ed Retirement	50,600	700	51,300
141-7253-831-0204	Trans – Sp Ed Retirement	11,800	200	12,000
141-7250-831-0212	Trans – Reg Ed Medicare	8,700	100	8,800
141-7312-861-0189	Comm Ser – Adams SACC	58,500	400	58,900
141-7313-861-0189	Comm Ser – Adams ECLC	281,200	200	281,400
141-7325-861-0189	Comm Ser – Johnson SACC	59,900	800	60,700
141-7340-861-0189	Comm Ser – Wash ECLC	222,900	300	223,200
141-7341-861-0189	Comm Ser – Wash SACC	101,100	300	101,400
141-7350-861-0189	Comm Ser – Palmer ECLC	257,000	400	257,400
141-7250-831-0146	Trans – Reg Ed Bus Drivers	584,200	11,500	595,700
141-7253-831-0146	Trans – Sp Ed Bus Drivers	177,400	4,100	181,500
141-7250-831-0201	Trans – Reg Ed Social Sec	37,500	700	38,200
141-7253-831-0201	Trans – Sp Ed Social Sec	10,000	200	10,200
141-7250-831-0204	Trans – Red Ed Retirement	51,300	1,000	52,300
141-7253-831-0204	Trans – Sp Ed Retirement	12,000	500	12,500
141-7250-831-0212	Trans – Reg Ed Medicare	8,700	200	8,900
141-7253-831-0212	Trans – Sp Ed Medicare	2,300	100	2,400
Totals		18,848,150	182,300	19,030,450

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.

ATTEST:

PAT SHULL, Mayor

APPROVED AS TO FORM:

LISA WINKLE, City Recorder

RODNEY B. ROWLETT, III, City Attorney

PASSED ON 1ST READING: _____

PASSED ON 2ND READING: _____



AGENDA ACTION FORM

Consideration of a Budget Adjustment Ordinance to add Two Full-Time Positions in the General Fund in FY23

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-47-2023

Work Session: February 20, 2023

First Reading: February 21, 2023

Final Adoption: March 7, 2023

Staff Work By: Z. Drozdowski/M. Borders

Presentation By: Michael T. Borders

Recommendation:

Approve the Ordinance

The General Fund budget is being amended by adding two full time Maintenance Worker positions in Leisure Services Maintenance Division.

The Leisure Services Maintenance Division has historically contracted out the mowing of certain leisure services assets. After it was determined the cost of providing the service in-house was less than contracting the service, staff recommended rejecting the bid and bringing the service back in-house. The bid for contracting the mowing of various Leisure Services locations was rejected by the BMA on February 7, 2023.

Staff are estimating this action will net an additional 20 weeks of labor hours for non-mowing activities for the group annually, with a cost savings in first year of \$32,264.

Attachments:

1. Ordinance

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO.

AN ORDINANCE TO AMEND THE GENERAL FUND BUDGET BY ADDING TWO FULL-TIME MAINTENANCE WORKER POSITIONS FOR THE FISCAL YEAR ENDING JUNE 30, 2023; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the General Fund budget be amended to add two full time Maintenance Worker positions at pay grade A29 to the authorized full-time positions for Fiscal Year 2022-2023.

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

PATRICK W. SHULL, Mayor

ATTEST:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT III, City Attorney

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



AGENDA ACTION FORM

Consideration of a Budget Adjustment Ordinance for Various Funds in FY23

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-48-2023

Work Session: February 20, 2023

First Reading: February 21, 2023

Final Adoption: March 7, 2023

Staff Work By: John Morris

Presentation By: Chris McCartt

Recommendation:

Approve the Ordinance

The General Fund is being amended by transferring \$120,000 from the Fire Training line (110-3501-451.20-45) to the To Gen Proj-Special Rev line (110-4804-481.70-35) and appropriating \$191,004 to the Staubus V Endo Pharmacy line (110-0000-368.81-10) to the To Gen Proj-Special Revenue line (110-4804-481.70.35).

The General Projects-Special Revenue Fund is being amended by appropriating \$120,000 from the General Fund to the Paramedic Training project (NC2321), by appropriating \$191,004 to the Drug Rehab Facility project (NC2320), and by transferring \$459,317 from the Opioid Settlement project (NC2236) to the Dental School project (NC2322) in the amount of \$409,996 and to the Green Valley Program project (NC2323) in the amount of \$50,321. Closes NC2236.

The General Project Fund is being amended by transferring \$1,313 from the Local Roads project (GP1836) to the Ft Robinson Bridge Replacement project (GP1618) and by appropriating \$1,821 in interest earned to the Ft Robinson Bridge Replacement project (GP1618).

The Water Project Fund is being increased by appropriating \$7,000,000 in SRF Loan funds and \$1,500,000 in EDA grant funds to the WTP High Service Improvements project (WA2007) and by appropriating \$1,300,000 in SRF Loan funds to the Meter Replacement project (WA2008).

Attachments:

1. Ordinance

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

ORDINANCE NO.

AN ORDINANCE TO AMEND VARIOUS FUND BUDGETS FOR
THE YEAR ENDING JUNE 30, 2023; AND, TO FIX THE
EFFECTIVE DATE OF THIS ORDINANCE

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

SECTION I. That the General Fund be amended by transferring \$120,000 from the Fire Training line (110-3501-451.20-45) to the To Gen Proj-Special Rev line (110-4804-481.70-35) and appropriating \$191,004 to the Staubus V Endo Pharmacy line (110-0000-368.81-10) to the To Gen Proj-Special Revenue line (110-4804-481.70.35).

SECTION II. That the General Projects-Special Revenue Fund be amended by appropriating \$120,000 from the General Fund to the Paramedic Training project (NC2321), by appropriating \$191,004 to the Drug Rehab Facility project (NC2320), and by transferring \$459,317 from the Opioid Settlement project (NC2236) to the Dental School project (NC2322) in the amount of \$409,996 and to the Green Valley Program project (NC2323) in the amount of \$50,321. Close NC2236.

SECTION III. That the General Project Fund be amended by transferring \$1,313 from the Local Roads project (GP1836) to the Ft Robinson Bridge Replacement project (GP1618) and by appropriating \$1,821 in interest earned to the Ft Robinson Bridge Replacement project (GP1618).

SECTION IV. That the Water Project Fund be increased by appropriating \$7,000,000 in SRF Loan funds and \$1,500,000 in EDA grant funds to the WTP High Service Improvements project (WA2007) and by appropriating \$1,300,000 in SRF Loan funds to the Meter Replacement project (WA2008).

Account Number/Description:

General Fund: 110

Revenues:

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
110-0000-368.81-10 Staubus V Endo Pharmacy	0	191,004	191,004
Total:	0	191,004	191,004

Expenditures:

	\$	\$	\$
110-3501-451.20-45 Training	180,000	(120,000)	60,000
110-4804-481.70-35 To Gen Proj-Special Rev	6,309,602	311,004	6,429,602
Total:	6,489,602	191,004	6,489,602

Account Number/Description:
Fund 111: General Projects-Special Rev Fund
Paramedic Training (NC2321)

Revenues:

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	120,000	120,000
Total:	0	120,000	120,000

Expenditures:

111-0000-601.20-45 Training

	\$	\$	\$
	0	120,000	120,000
Total:	0	120,000	120,000

Drug Rehab Facility (NC2320)

Revenues:

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	1,100,000	191,004	1,291,004
Total:	1,100,000	191,004	1,291,004

Expenditures:

111-0000-601.20-99 Miscellaneous

	\$	\$	\$
	1,100,000	191,004	1,291,004
Total:	1,100,000	191,004	1,291,004

Opioid Settlement (NC2236)

Revenues:

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	459,317	(459,317)	0
Total:	459,317	(459,317)	0

Expenditures:

111-0000-601.20-99 Miscellaneous

	\$	\$	\$
	459,317	(459,317)	0
Total:	459,317	(459,317)	0

Dental School (NC2322)

Revenues:

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	409,996	409,996
Total:	0	409,996	409,996

Expenditures:

111-0000-601.20-54 Land & Building Rental

	\$	\$	\$
	0	409,996	409,996
Total:	0	409,996	409,996

Green Valley Program (NC2323)**Revenues:**

111-0000-391.01-00 From General Fund

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	50,321	50,321
Total:	0	50,321	50,321

Expenditures:

111-0000-601.20-99 Miscellaneous

	\$	\$	\$
	0	50,321	50,321
Total:	0	50,321	50,321

Account Number/Description:**General Project Fund: 311****Local Roads (GP1836)****Revenues:**

311-0000-368.10-55 Series 2017 A GO Bonds

311-0000-368.21-01 Premium From Bond Sale

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	712,547	(1,191)	711,356
	72,712	(122)	72,590
Total:	785,259	(1,313)	783,946

Expenditures:

311-0000-601.20-23 Arch/Eng/Landscaping Serv

311-0000-601.40-41 Bond Sale Expense

311-0000-601.90-03 Improvements

	\$	\$	\$
	83,416	6,942	90,358
	37,199	0	37,199
	664,644	(8,255)	656,389
Total:	785,259	(1,313)	783,946

Ft. Robinson Bridge Replace (GP1618)**Revenues:**

311-0000-361.22-00 Int LGIP

311-0000-368.10-46 Series 2013B GO Pub Imp

311-0000-368.10-55 Series 2017 A GO Bonds

311-0000-368.21-01 Premium From Bond Sale

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
	0	1,821	1,821
	48,400	0	48,400
	0	1,191	1,191
	0	122	122
Total:	48,400	3,134	51,534

Expenditures:

311-0000-601.20-23 Arch/Eng/Landscaping

	\$	\$	\$
	48,400	3,134	51,534
Total:	48,400	3,134	51,534

Account Number/Description:**Water Project Fund: 451****WTP High Service Improvements (WA2007)****Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
451-0000-331.34-20 EDA Grant/ High Service Project	0	1,500,000	1,500,000
451-0000-391.05-31 2014 B GO Bonds	310,000	0	310,000
451-0000-391.05-45 Series 2016 GO (Nov 4)	66,827	0	66,827
451-0000-391.05-48 GO Bonds Series 2018 B	142,704	0	142,704
451-0000-391.05-56 Series 2019 GO Improve	321,879	0	321,879
451-0000-391.05-71 DWF-2023-254 High Service	0	7,000,000	7,000,000
Total:	841,410	8,500,000	9,341,410

Expenditures:

	\$	\$	\$
451-0000-605.20-23 Arch/Eng/Landscaping Serv	837,727	8,500,000	9,337,727
451-0000-605.90-03 Improvements	3,683	0	3,683
Total:	841,410	8,500,000	9,341,410

Meter Replacements (WA2008)**Expenditures:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
451-0000-391.05-48 GO Bonds Series 2018 B	404,600	0	404,600
451-0000-391.05-56 Series 2019 GO Improvment	2,595,400	0	2,595,400
451-0000-391.05-69 GO Bonds Series 2021	500,000	0	500,000
451-0000-391.05-71 DG8-2022-249 Meters	0	1,300,000	1,300,000
Total:	3,500,000	1,300,000	4,800,000

Expenditures:

	\$	\$	\$
451-0000-605.20-22 Construction Contracts	406,311	0	406,311
451-0000-605.20-23 Arch/Eng/Landscaping Serv	71,310	0	71,310
451-0000-605.30-20 Operating Supplies & Tool	57,379	0	57,379
451-0000-605.90-03 Improvements	2,965,000	1,300,000	4,265,000
Total:	3,500,000	1,300,000	4,800,000

Fund 411: Water Fund**Revenues:**

	<u>Budget</u>	<u>Incr/(Decr)</u>	<u>New Budget</u>
	\$	\$	\$
411-0000-392.99-34 DG8-2022-249 Meters	0	1,300,000	1,300,000
411-0000-392.99-35 DWF-2023-254 High Service	0	7,000,000	7,000,000
Total:	0	8,300,000	8,300,000

Expenditures:

	\$	\$	\$
411-6999-698.78-70 DG8-2022-249 Meters	0	1,300,000	1,300,000
411-6999-698.78-71 DWF-2023-254 High Service	0	7,000,000	7,000,000
Total:	0	8,300,000	8,300,000

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

PATRICK W. SHULL, Mayor

ATTEST:

ANGELA MARSHALL, Deputy City Recorder

APPROVED AS TO FORM:

RODNEY B. ROWLETT III, City Attorney

PASSED ON 1ST READING:

PASSED ON 2ND READING:



AGENDA ACTION FORM

Consideration of a Resolution to Purchase Eleven (11) Ford Police Interceptors from the Tennessee State Contract

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-56-2023

Work Session: March 6, 2023

First Reading: N/A

Final Adoption: March 7, 2023

Staff Work By: Committee

Presentation By: D. Phipps / S. Leonard

Recommendation:

Approve the Resolution

Executive Summary:

It is the recommendation of the committee to purchase Eleven (11) 2023 Ford Police Interceptors from Lonnie Cobb Ford on the Tennessee State Contract # 75347 for use by the Police Department. The Tennessee State Contract for vehicles are available for local government agencies to use. The delivery from the dealership to the agency is included in the price. The estimated delivery date is fall of 2023.

\$44,762.00	Unmarked Unit Price (3)
\$47,592.00	Unmarked Unit Hybrid Price (1)
\$53,487.00	K-9 Unit Price (1)
\$56,317.00	K-9 Unit Hybrid Price (1)
\$47,377.00	Marked Unit Price (4)
<u>\$50,207.00</u>	Marked Unit Hybrid Price (1)
\$531,397.00	Total Purchase Price

Please see the attached recommendation memo for additional information & State Contract information.

These units are replacement vehicle purchases.

Funding is identified in Project/Account # 51150085019010

Attachments:

1. Resolution
2. Recommendation Memo w /photo
3. Tennessee State Contract
4. Quote

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO LONNIE COBB FORD UTILIZING TENNESSEE STATE CONTRACT #75347 FOR ELEVEN FORD POLICE INTERCEPTORS FOR THE KINGSPORT POLICE DEPARTMENT

WHEREAS, staff recommends the purchase of eleven (11) Ford Police Interceptors utilizing Tennessee State Contract #75347, for use by the police department; and

WHEREAS, pursuant to Tenn. Code Ann. § 12-3-1201, city is authorized to purchase goods and services on the same terms and conditions of the Tennessee state contracts; and

WHEREAS, in order to purchase the equipment, a purchase order needs to be issued to Lonnie Cobb Ford, in the amount of \$531,397.00 and

WHEREAS, funding for this equipment is available in account no. 51150085019010.

Now therefore,

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

SECTION I. That the city manager is authorized to execute a purchase order to Lonnie Cobb Ford for eleven (11) Ford Police Interceptors pursuant to the terms of Tennessee State Contract No.: 75347 for use by the Police Department in the amount of \$531,397.00.

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

ADOPTED this the 7th day of March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY



FLEET MAINTENANCE DEPARTMENT

City of Kingsport

To: Nikisha Eichmann, Assistant Procurement Manager
From: Steve Leonard, Fleet Manager
Date: February 22, 2023
Re: Fleet Replacement of Police Department Purchase Recommendation

It is the recommendation of this office to purchase the Fleet Replacements of the Police Department units utilizing the State Contract pricing for a total of \$531,397.00. The units bid and awarded by the State Contract meet the expectations of the department and will fulfill the requirements of their operational needs. The TN State Contract #75347 allows a municipality to purchase off the contract pricing. A copy of the TN State Contract is attached.

Item	Quantity	Description	Award to Vender	Fuel Economy
1	11	2023 Ford Explorers	Lonnie Cobb Ford	20 mpg

These unit will be a Fleet Replacements

The State offerings were reviewed by Chief Dale Phipps and Sargent Mike Burnette, and they are in agreement with this recommendation.

Fuel Economy Improvement

25% improvement expected for 3 hybrid units. We will be purchasing three hybrids in an effort to help increase gas mileage. We are anticipating a larger order of hybrids next year with the fuel savings we expect.

Replacements

Will be determined when the new units arrive. One unit (2241) is a unbudgeted replacement due to an accident.

Breakdown of Purchase

Unmarked Units -	3 Gas engine -	\$44,762 ea	1 Hybrid engine -	\$47,592 ea	Total -	\$181,878
K9 Units -	1 Gas engine -	\$53,487 ea	1 Hybrid engine -	\$56,317 ea	Total -	\$109,804
Marked Units -	4 Gas engine -	\$47,377 ea	1 Hybrid engine -	\$50,207 ea	Total -	\$239,715
						\$531,397

Should you have any questions on this recommendation, please do not hesitate to contact me.

Thank you.



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE**

Statewide Multi-Year Contract Issued to:

Lonnie Cobb Ford LLC
1618 Highway 45 N
Henderson, TN 38340

Vendor ID: 0000146108

Contract Number: 0000000000000000000075347

Title: SWC209 Vehicles

Start Date : July 01, 2022 End Date: December 31, 2023

Is this contract available to local government agencies in addition to State agencies?: Yes

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or

liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Contract Contact Information:

State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Michael Neely
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone: 6155-741-5947
Fax: 615-741-0684

Line Information

Line 1

Item ID: 1000179934
Police, Vehicles, Ford 2023, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-COBB-001
Manufacturer Item #:
Unit Price: \$ 0

Line 2

Item ID: 1000179935
Sedans, Ford 2023, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-COBB-002
Manufacturer Item #:
Unit Price: \$ 0

Line 3

Item ID: 1000179936
Minivan and Full-size Vans, Ford (Passenger, Cargo, Cut-Away) 2023, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-COBB-003
Manufacturer Item #:
Unit Price: \$ 0

Line 4

Item ID: 1000179937
Sport Utility Vehicles, Ford (SUVs)2023, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-COBB-004
Manufacturer Item #:
Unit Price: \$ 0

Line 5

Item ID: 1000179938
Light Trucks, Ford (Class 1,2,3,4,5) Pickup or Chassis Cab 2023, Generic SWC209 Asset
Unit of Measure: EA
Vendor Item/Part #: SWC209-COBB-005
Manufacturer Item #:
Unit Price: \$ 0

Line 6

Item ID: 1000179939
Medium Trucks, Ford (Class 6,7) 2023 Pickup or Chassis Cab, Generic SWC209 Asset
Unit of Measure: EA

Vendor Item/Part #: SWC209-COBB-006

Manufacturer Item #:

Unit Price: \$ 0

Line 7

Item ID: 1000179941

Optional Equipment, Generic SWC209 Asset

Unit of Measure: EA

Vendor Item/Part #: SWC209-COBB-008

Manufacturer Item #:

Unit Price: \$ 0

APPROVED: _____

Digitally signed by Michael F. Perry
DN: cn=Michael F. Perry, o=State of
Tennessee, ou=Central Procurement
Office, email=mike.perry@tn.gov,
c=US
Date: 2022.06.24 08:07:47 -05'00'

CHIEF PROCUREMENT OFFICER

BY: _____

Mike Neely

Digitally signed by Mike
Neely
Date: 2022.06.24 06:58:04
-05'00'

PURCHASING AGENT

DATE _____

SWC 209
Lonnie Cobb Ford contract # 75347

2023 Police Intercept Utility AWD Base (K8A)

Price Level: 320



Client Proposal

Prepared by:
STEVEN BLACKSTOCK
Office: 731-989-2121
Date: 02/06/2023



Lonnie Cobb Ford 11619 Highway 45 North, Henderson, Tennessee, 383404005
Office: 731-989-2121 | Fax: 731-989-3502

Item X11.



Prepared by: STEVEN BLACKSTOCK
02/06/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

			MSRP
<i>Vehicle Pricing</i>			
Base Vehicle Price			\$47,165.00
Options			-\$1,540.00
Colors			\$0.00
Upfitting			\$7,638.00
Fleet Discount			\$0.00
Fuel Charge			\$0.00
Destination Charge			\$1,495.00
Subtotal			\$54,758.00
<i>Pre-Tax Adjustments</i>			
Code	Description		MSRP
fleet discount	fleet discount		-\$9,996.00
Total			\$44,762.00

Customer Signature

Acceptance Date



2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$47,165.00
Options		\$1,290.00
Colors		\$0.00
Upfitting		\$7,638.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,495.00
Subtotal		\$57,588.00
<i>Pre-Tax Adjustments</i>		
Code	Description	MSRP
fleet discount	fleet discount	-\$9,996.00
Total		\$47,592.00

Customer Signature

Acceptance Date



2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$47,165.00
Options		-\$915.00
Colors		\$0.00
Upfitting		\$15,738.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,495.00
Subtotal		\$63,483.00
<i>Pre-Tax Adjustments</i>		
Code	Description	MSRP
fleet discount	fleet discount	-\$9,996.00
Total		\$53,487.00

Customer Signature

Acceptance Date



Prepared by: STEVEN BLACKSTOCK
02/06/2023

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$47,165.00
Options		\$1,915.00
Colors		\$0.00
Upfitting		\$15,738.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,495.00
Subtotal		\$66,313.00
<i>Pre-Tax Adjustments</i>		
Code	Description	MSRP
fleet discount	fleet discount	-\$9,996.00
Total		\$56,317.00

Customer Signature

Acceptance Date



2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$47,165.00
Options		-\$1,525.00
Colors		\$0.00
Upfitting		\$10,238.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,495.00
Subtotal		\$57,373.00
<i>Pre-Tax Adjustments</i>		
Code	Description	MSRP
fleet discount	fleet discount	-\$9,996.00
Total		\$47,377.00

Customer Signature

Acceptance Date



2023 Police Interceptor Utility AWD Base (K8A)

Price Level: 320

Pricing Summary - Single Vehicle

		MSRP
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$47,165.00
Options		\$1,305.00
Colors		\$0.00
Upfitting		\$10,238.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,495.00
Subtotal		\$60,203.00
<i>Pre-Tax Adjustments</i>		
Code	Description	MSRP
fleet discount	fleet discount	-\$9,996.00
Total		\$50,207.00

Customer Signature

Acceptance Date



AGENDA ACTION FORM

Consideration of a Resolution to Approve Amendment Three to the Riverbend Park Redevelopment Agreement with KHRA for Development of Riverbend Park

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-55-2023

Work Session: March 6, 2023

First Reading: N/A

Final Adoption: March 7, 2023

Staff Work By: Michael T. Borders

Presentation By: Michael T. Borders

Recommendation:

Approve the Resolution

Executive Summary:

This resolution approves an amendment to the agreement with the Kingsport Housing and Redevelopment Authority to extend the completion date for the development of Riverbend Park from February 28, 2023 to July 31, 2023.

The TIF agreement for the Riverbend Redevelopment District was created in 2015 and included a provision for monies to support improvement of the donated park property along the riverfront. Of the \$2 million TIF incentive, \$666,667 was set aside for future improvement of Riverbend Park. The TIF agreement required a Redevelopment Agreement be entered into between the City and KHRA.

The original agreement was approved by the KHRA board in October 2016. The agreement requires that the city complete construction of the project in accordance with an approved Site Plan.

An amendment was approved in June 2020 (Res. 2020-203) to extend the completion date to November 23, 2022. The second amendment was approved on October 18, 2022 (Res. 2023-091) to extend the completion date to March 31, 2022. Construction should be complete by the beginning of fiscal 24. This project was initially delayed due to COVID as well as permitting requirements due to the proximity of the South Fork of the Holston River.

The third amendment proposes to extend the date of completion to July 31, 2023. This revision will be considered by the KHRA Board at their February 27th meeting.

Attachments:

1. Resolution
2. Barge Letter

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

Item XI2.

February 21, 2023

Mr. Michael Borders
Assistant City Manager
City of Kingsport
415 Broad Street
Kingsport, Tennessee 37660

RE: Change Order No. 1
Riverbend Park – Phase 1

Dear Mr. Borders:

The contractor has requested an extension to the contract time for the above referenced project. Due to site conditions encountered during construction, the project has required some re-evaluation and re-design to address unforeseen conditions including rock and sandy soils. The redesign efforts have required geotechnical input as well as direction from the floating pier manufacturer. Barge has been trying to coordinate with the pier manufacturer since September 2022 to resolve the pier redesign and are still awaiting calculations to finalize the new foundation design. Our understanding is that the manufacturer will have calculations to us this week. This delay in receiving information has impacted the construction schedule and thus is necessitating the request for a contract time extension.

Sincerely,

Barge Design Solutions, Inc.



Jennifer A. Salyer, PLA
Project Manager

c: Ms. Kitty Frazier, Parks & Rec Manager, City of Kingsport
Mr. Hank Clabaugh, City Engineer, City of Kingsport

Barge project #36596-01

RESOLUTION NO. _____

A RESOLUTION APPROVING AMENDMENT THREE TO THE REDEVELOPMENT AGREEMENT WITH THE KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY TO EXTEND THE DATE OF COMPLETION OF THE RIVERBEND REDEVELOPMENT DISTRICT PARK; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

WHEREAS, in October 2016, the board approved a resolution authorizing the mayor to sign an agreement with the Kingsport Housing and Redevelopment Authority (KHRA) to improve donated land at the Riverbend Redevelopment District to a park; and

WHEREAS, an Amendment was approved in June 2020 (Res. 2020-203), to extend the completion date to November 23, 2022; and

WHEREAS, Amendment Two was approved in October 2022 (Res. 2022-091), to extend the completion date to March 31, 2023; and

WHEREAS, further extension of the agreement is needed to complete the project; and

WHEREAS, the agreement with KHRA needs to be amended to extend the date of completion of the project to July 31, 2023.

Now therefore,

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

SECTION I. That Amendment Three to the agreement with KHRA to extend the date of completion of the improvement to the donated land at the Riverbend Redevelopment District, which is a park, to July 31, 2023, is approved.

SECTION II. 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, Amendment Three to the agreement with KHRA to extend the date of completion of the improvement to the donated land at the Riverbend Redevelopment District, which is a park, to July 31, 2023, and all other documents necessary and proper to effectuate the purpose of the agreement or this resolution, said amendment being generally as follows:

AMENDMENT THREE TO THE REDEVELOPMENT AGREEMENT
RIVERBEND REDEVELOPMENT DISTRICT
RIVERBEND PARK PROJECT

This Third Amendment to the Redevelopment Agreement is made and entered into this ____ day of _____, 2023, by and between CITY OF KINGSPORT, TENNESSEE ("City"); and the KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY ("KHRA")

WHEREAS, the parties have previously entered into a Redevelopment Agreement dated November 18, 2016 ("Redevelopment Agreement") in which the City agreed to construct a public

park located on an approximately 24.1 acres of land being Sullivan County Tax Map 077H, Group C, Parcel 002.50, (the "Project"); and

WHEREAS, the City is presently undertaking the Project and the parties hereto have agreed to amend certain terms of the Redevelopment Agreement including an extension of the required completion date to July 31, 2023.

NOW, THEREFORE, in consideration of the foregoing, the promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Paragraph 3.2 of the Redevelopment Agreement shall be deleted in their entirety and replaced as follows:

3.2 Completion of Project. City agrees to complete construction of the Project in accordance with the Site Plan, this Agreement, and all applicable laws, ordinances, and regulations no later than July 31, 2023 ("Completion Date"). If City fails to complete the Project by the Completion Date, the City shall be required to repay all financial assistance received pursuant to Section 3.1 above to KHRA within thirty (30) days of receipt of written notice directing payment. KHRA agrees to apply any repayment received pursuant to this paragraph towards the principal of TIF Indebtedness. Completion shall be defined as Substantial Completion pursuant to AIA standards.

2. All terms and conditions of the Redevelopment Agreement not specifically revised by this Amendment shall remain in full force and effect

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

[Acknowledgements Deleted for Inclusion in this Resolution]

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

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

ADOPTED this the 7th day of March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY



AGENDA ACTION FORM

Consideration of a Resolution to Donate Bays Mountain Park Exhibits to the Bays Mountain Park Association

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF- 27-2023

Work Session: March 6, 2023

First Reading: N/A

Final Adoption: March 7, 2023

Staff Work By: Megan Krager

Presentation By: Michael T. Borders

Recommendation:

Approve the Resolution

Executive Summary:

Approval of the resolution will authorize the City to donate certain exhibits and items to the Bays Mountain Park Association.

Bays Mountain Park is estimated to begin phase 1 renovations of the Nature Center by Q2 of 2023. After the renovations the park will create new exhibits along the gallery area and down into the lower level of the Nature Center in coordination with the renovation.

Staff are working on removing outdated exhibit items along with two cabinets to free up usable space and prepare for the renovation. There are several exhibit items in storage that do not have any further value to the park that potentially have value to the Bays Mountain Park Association.

Attachments:

1. Resolution
2. Pictures of items/ Item Descriptions

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

Exhibit Donated Items to the Bays Mountain Park Association



Item X13.



World's most dangerous animal. Open it up to see a mirror to show human reflection.



Black Widow Spider



Animals from around the world



Animals from around the world



Animals from around the world



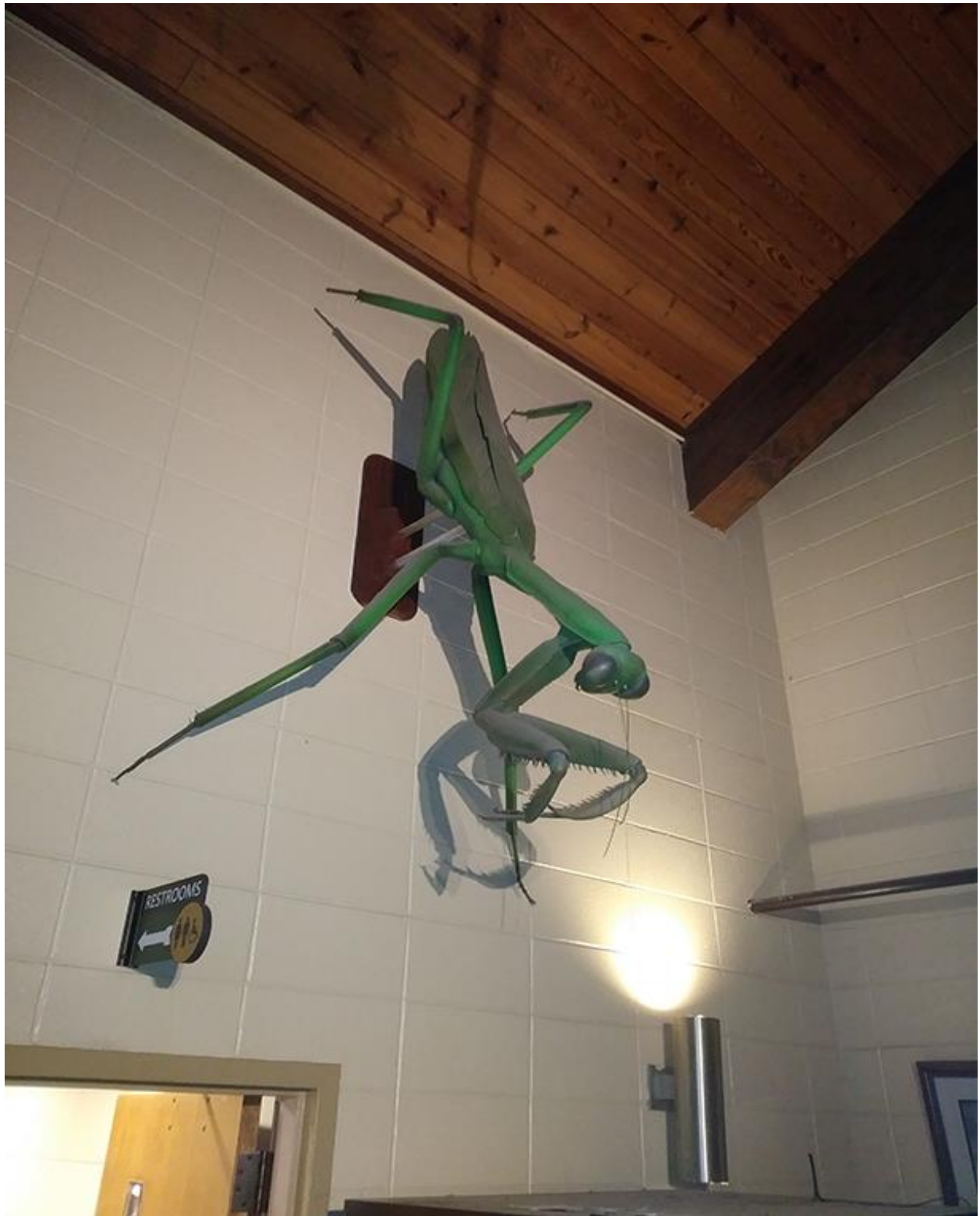
How Termites Live



Animals from around the world



How a plant grows



Praying Mantis



Old Card Catalog

RESOLUTION NO. _____

A RESOLUTION WAIVING THE REQUIREMENTS FOR THE DISPOSAL OF SURPLUS PERSONAL PROPERTY PURSUANT TO KINGSFORT CODE OF ORDINANCES SECTION 2-571; AUTHORIZING THE SALE OF OUTDATED EXHIBIT ITEMS; AND AUTHORIZING THE MAYOR TO SIGN A SALE AGREEMENT AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

WHEREAS, as part of the preparations for the phase 1 renovations to the Bays Mountain Park Nature Center outdated and/or damaged items need to be removed in order to make space for new exhibits and to facilitate the renovation process; and

WHEREAS, several items have been identified as no longer desirable for the future use or aesthetic of the Nature Center which consist of the following: praying mantis model, black widow model, orb weaver spider model, monster cabinet, seed exhibit, saw fish nose model, sea gull model, mannequins, termite exhibit, wall animal sculptures, card catalog cabinet; and

WHEREAS, the Bays Mountain Park Association, a 501(c)(3) nonprofit corporation which supports the park, has expressed an interest in acquiring these items; and

WHEREAS, Kingsport Code of Ordinances section 2-571(7) authorizes the board to waive any requirements for the disposition of city owned personal property and to dispose of the property as is determined to be in the best interest of the city; and

WHEREAS, the board finds that a donation of these items which are no longer useful or desired to Bays Mountain Park Association to be in the best interest of the city.

Now therefore,

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

SECTION I. That the board of mayor and aldermen, pursuant to the findings set forth above which are incorporated herein by reference and pursuant to the authority granted by Kingsport Code of Ordinances section 2-571(7) does waive the requirements for the disposal of surplus personal property with regards to the items listed herein and authorizes the donation of the same to Bays Mountain Park Association.

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, a donation agreement with Bays Mountain Park Association, to deliver the agreement and take any and all action as may be required on the part of the city to carry out, give effect to, and consummate the transactions contemplated by the agreement and 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 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 7th day of March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY



AGENDA ACTION FORM

Consideration of a Resolution to Approve a Property Damage Release with Nationwide Property and Casualty Insurance Company

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-53-2023

Work Session: March 6, 2023

First Reading: N/A

Final Adoption: March 7, 2023

Staff Work By: K. Hodgson

Presentation By: B. Rowlett

Recommendation:

Approve the resolution.

Executive Summary:

This resolution authorizes the execution of a release with Nationwide Property and Casualty Insurance to resolve a claim for damages to a school bus owned by Kingsport City Schools.

On September 8, 2022, Kingsport City Schools Unit 2113 (bus number 04) was stopped on Teasel Drive at the intersection of West Stone Drive. A truck driven by Marshall Nash experienced brake failure and hit unit 2113. Marshall Nash is insured by Nationwide Property and Casualty Insurance Company with a policy limit of \$25,000 for property damage. The quote for repairs is \$25,906.98. Nationwide is offering the \$25,000 policy limit to resolve the claim in exchange for a fully executed release.

Attachments:

1. Resolution
2. Release

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION APPROVING A PROPERTY DAMAGE RELEASE WITH NATIONWIDE PROPERTY AND CASUALTY INSURANCE COMPANY AND AUTHORIZING THE MAYOR TO EXECUTE THE RELEASE AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

WHEREAS, on September 8, 2022, Kingsport City Schools Unit 2113 was stopped on Teasel Drive at the intersection of West Stone Drive; and

WHEREAS, a truck driven by Marshall Nash experienced brake failure and hit the Unit 2113, causing \$25,906.98 in damages; and

WHEREAS, Marshall Nash is insured by Nationwide Property and Casualty Insurance Company with a maximum coverage limit of \$25,000 for property damage;

WHEREAS, Nationwide Property and Casualty and is offering the policy limit of \$25,000 to resolve the claim in exchange for an executed release.

Now therefore,

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

SECTION I. That a Property Damage Release with Nationwide Property and Casualty Insurance Company, 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 Property Damage Release with Nationwide Property and Casualty Insurance Company, to deliver the release and take any and all action as may be required on the part of the city to carry out, give effect to, and consummate the transactions contemplated by the release and this resolution, said release being as follows:

Claim Number: 802688-GN

Date Prepared: February 23, 2023

Claims Associate: Terrence Clarkson

Associate Address: PO BOX 182068, COLUMBUS, OH 43218-2068

Policy Number: 5345J 063745

Notice of Loss Date: September 29, 2022

Associate Phone: 844-401-7666 x12777

KNOW ALL MEN BY THESE PRESENTS: That the undersigned, being of lawful age, for sole consideration of Twenty-Five Thousand and Zero Hundredth Dollars (\$25,000.00) to be paid to The City of Kingsport do/does hereby and for my/our/its heirs, executors, administrators, successors and assigns release, acquit and forever discharge Nationwide Property & Casualty Insurance Company, TinaNash, Shane Parker, and Marshall Nash and his, her, their, or its agents, servants, successors, heirs, executors, administrators, and all other persons, firms, corporations, associations or partnerships of and from any and all property damage claims, actions, causes of actions, demands, rights, damages, costs, loss of service, expenses, and compensation whatsoever, which the undersigned now has/have or which may hereafter accrue on account of or in any way growing out of any and all known and unknown, foreseen and unforeseen property damage and the consequences thereof resulting or to result from the accident, casualty or event which occurred on or about September 8, 2022 at or near WEST STONE DR, KING SPORT, TN 37660.

It is understood and agreed that this settlement is the compromise of a doubtful and disputed claim and that the payment made is not to be construed as an admission of liability on the part of the party or parties hereby released, and that said releasees deny liability therefore and intend merely to avoid litigation and buy their peace.

THE UNDERSIGNED HAS READ THE FOREGOING RELEASE AND FULLY UNDERSTANDS IT.
[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 release set out herein that do not substantially alter the material provisions of the release, 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 7th day of March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY



AGENDA ACTION FORM

Consideration of a Resolution Ratifying the Mayor's Signature on and Application for a HOME-ARP Supportive Services Grant, Certifications of Local Government Approval for the HOME-ARP Supportive Services Grant and Authorizing the Mayor to Sign All Other Documents Necessary and Proper to Receive the Grant

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-49-2023
Work Session: March 06, 2023
First Reading: N/A

Final Adoption: March 07, 2023
Staff Work By: Michael Price
Presentation By: Michael Price

Recommendation:

Approve the Resolution.

Executive Summary:

City has applied for a HOME-ARP Supportive Services Grant through the Tennessee Housing Development Agency which offers funding to assist individuals who are or face homelessness as well as other vulnerable populations. The Mayor's execution of the application needs to be ratified and authority given to receive funds, if awarded, and to execute any other documents necessary to receive the funds and comply with the grant terms.

The city had a limited window of 30 days to apply for the HOME-ARP grant and the deadline to apply expired on March 1, 2023. No matching funds are required for the HOME-ARP grant and there is no obligation that the city accept the grant funds if awarded. In light of the potential benefits an award of HOME-ARP grant funds would offer to the cities vulnerable populations the Mayor executed the application on February 20th, 2023 and it was then submitted.

Additionally, multiple agencies which provide support and outreach to citizens also desired to apply for grant funds through the HOME-ARP program, namely the Salvation Army of Kingsport, the Family Promise of Greater Kingsport, and the Greater Kingsport Alliance for Development. In order to apply these agencies required the Mayor to execute a *Certification of Local Government Approval*. This form had to be submitted with the agencies application which again was due before March 1st, 2023. The Mayor executed the certification form for each of these agencies on February 24th, 2023 and his execution thereof needs to be ratified by the board.

Attachments:

1. Resolution
2. Supplemental Information
3. Certification of Local Government Approval for Non-Profit Organizations

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION TO RATIFY THE MAYOR'S SIGNATURE ON A TENNESSEE HOUSING DEVELOPMENT AGENCY HOME-ARP SUPPORTIVE SERVICES GRANT APPLICATION, THE CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR THE SALVATION ARMY OF KINGSPORT, FAMILY PROMISE OF GREATER KINGSPORT AND THE GREATER KINGSPORT ALLIANCE FOR DEVELOPMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE HOME-ARP GRANT APPLICATION AND THIS RESOLUTION

WHEREAS, on February 20th, 2023 the City applied for a HOME-ARP supportive services grant through the Tennessee Housing Development Agency; and

WHEREAS, the HOME-ARP program provides assistance to those individuals or households who are homeless, at-risk of homelessness, as well as other vulnerable populations; and

WHEREAS, city only had a narrow window in which to apply for the grant which closed on March 1, 2023 and the application had to be executed by the Mayor before the deadline to apply; and

WHEREAS, no matching funds are required for the grant and there is no obligation to accept the grant funds if awarded; and

WHEREAS, if awarded, acceptance of these grant funds by the city will benefit those citizens who are homeless, at-risk of homelessness, and those who may be otherwise vulnerable; and

WHEREAS, the Salvation Army of Kingsport, a program that offers shelter, meals and supportive services to homeless individuals and families, also desired to apply for grant funds available through the HOME-ARP grant program; and

WHEREAS, Family Promise of Greater Kingsport, a program that offers shelter, meals and supportive services to homeless families with minor children, also desired to apply for grant funds available through the HOME-ARP grant program; and

WHEREAS, The Greater Kingsport Alliance for Development, a program that offers shelter, and supportive services to homeless individuals and families, also desired to apply for grant funds available through the HOME-ARP grant program; and

WHEREAS, The Salvation Army of Kingsport, the Family Promise of Greater Kingsport and the Greater Kingsport Alliance for Development requested the city execute a Certification of Local Government Approval form which is a requirement of the grant which was due before the March 1, 2023; and

WHEREAS, due to the deadline to apply for the grant, the valuable services which would be provided to the citizens of city in the event grant funds were awarded to any or all of the agencies identified herein, and the lack of any financial obligations imposed upon the city the

mayor executed the Certification of Local Government Approval on February 24, 2023 so each of the agencies identified herein could apply for grant funding through the HOME-ARP grant program.

Now therefore,

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

SECTION I. That the application for the HOME-ARP supportive services grant filed by city is hereby approved and the Mayor's signature thereon is hereby ratified and receipt of the grant funds is hereby approved.

SECTION II. That the Mayor's execution of the Certification of Local Government Approval for the Salvation Army of Kingsport, Family Promise of Greater Kingsport and The Greater Kingsport Alliance for Development for the HOME-ARP supportive services grant through the Tennessee Housing Development Agency is hereby ratified.

SECTION III. That the 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, any and all documents necessary and proper to receive HOME-ARP supportive services grant funds.

SECTION IV. That the mayor is authorized to execute in a form approved by the city attorney any and all documents necessary and proper to demonstrate the city's compliance with the grant requirements or tis provisions necessary to effectuate the purpose of the grant or this resolution.

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

ADOPTED this the 7th day March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGIE MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY

Supplemental Information

The Family Promise of Greater Kingsport of Greater Kingsport

Family Promise of Greater Kingsport is a self-sufficiency program for homeless families with minor children. Social workers assist the families in looking for employment, housing, transportation and all other needs so that the families may become self-sufficient. Family Promise of Greater Kingsport offers shelter, meals and supportive services. The Family Promise of Greater Kingsport shelter can accommodate up to 14 families and is located at 601 Holston Street in Kingsport. Family Promise of Greater Kingsport is the only shelter in Kingsport that can accommodate two-parent families, families with teenaged boys and single fathers with teenage girls. Families staying in the shelter actively seek employment, while working on a plan to regain their independence. Family Promise of Greater Kingsport will use ESG 2023 to continue its shelters operations and support services.

The Greater Kingsport Alliance for Development (GKAD)

GKAD was founded in 1989 to provide housing opportunities and services to low-income individuals and families in the greater Kingsport area. Today, GKAD houses low-income individuals and families in scattered-site units in and around Kingsport. It also owns a 24-unit apartment complex, Green Valley Manor, which provides housing for 24 individuals who receive supportive services through Frontier Health. GKAD also owns and operates two supportive living homes in Kingsport for intellectually challenged adults. The low-income intellectually challenged adults living here receive 24-hour care through Frontier Health. For several years, GKAD has administered Emergency Solutions Grant funding to help those experiencing homelessness and will use ESG 2023 funding for two homeless street outreach coordinators and operate three units at Green Valley for shelter operations and transitional housing.

The Salvation Army of Kingsport

The Salvation Army assists in meeting the needs of individuals and families experiencing homelessness and those at-risk of being homeless. Services provided by the Salvation Army include emergency rental and utility assistance, soup kitchen, food pantry, clothing and household voucher, temporary emergency shelter, white flag, youth character building, community care, and Christmas programs and referrals. The Salvation Army of Kingsport will use ESG 2023 funding to continue its shelters operations and support services.

**CERTIFICATION OF LOCAL GOVERNMENT APPROVAL
FOR NON-PROFIT ORGANIZATIONS**

I, Patrick W. Shull,
(Name and Title)

duly authorized to act on behalf of the City of Kingsport
(Name of Jurisdiction)

hereby approve the following shelter project(s) proposed by The Greater Kingsport Alliance for Development
(Name of Nonprofit)

which is (are) located in: Kingsport, TN
(Name of Jurisdiction)

BY: _____	_____
(Name and Title)	(Date)
_____	_____
(Signature)	(Date)

To be signed by local government official for Applicants applying for shelter only

**PART VII: CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NON-PROFIT ORGANIZATIONS
IMPLEMENTING SHELTER ACTIVITIES**

To be signed by local government official for Applicants applying for shelter only

I, Patrick W. Shull, duly authorized to act on behalf of
City of Kingsport, Tennessee hereby approve the following shelter project(s)
proposed by GKAD that is (are) located in
Kingsport, Tennessee.

- List address of each shelter location to be funded by ESG Grant in the
community: Stratford RD Kingsport, Tennessee 37660

BY:

Patrick W. Shull, City of Kingsport Mayor

(Print Name and Title of Signatory)

(Signature)

(Date)

CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NON-PROFIT ORGANIZATIONS

I, Patrick W. Shull
(Name and Title)

duly authorized to act on behalf of the City of Kingsport
(Name of Jurisdiction)

hereby approve the following shelter project(s) proposed by The Salvation Army
(Name of Nonprofit)

which is (are) located in: Kingsport, TN
(Name of Jurisdiction)

BY: _____ (Name and Title) _____ (Date)

_____ (Signature) _____ (Date)

To be signed by local government official for Applicants applying for shelter only

**PART VII: CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NON-PROFIT ORGANIZATIONS
IMPLEMENTING SHELTER ACTIVITIES**

To be signed by local government official for Applicants applying for shelter only

I, Patrick W. Shull, duly authorized to act on behalf of
City of Kingsport, Tennessee hereby approve the following shelter project(s)
proposed by The Salvation Army of Kingsport that is (are) located in
Kingsport, Tennessee.

- List address of each shelter location to be funded by ESG Grant in the
community: 519 Dale St Kingsport, Tennessee 37660

BY:

Patrick W. Shull, City of Kingsport Mayor

(Print Name and Title of Signatory)

(Signature)

(Date)

**CERTIFICATION OF LOCAL GOVERNMENT APPROVAL
FOR NON-PROFIT ORGANIZATIONS**

I, Patrick W. Shull,
(Name and Title)

duly authorized to act on behalf of the City of Kingsport
(Name of Jurisdiction)

hereby approve the following shelter project(s) proposed by Family Promise of Greater Kingsport
(Name of Nonprofit)

which is (are) located in: Kingsport, TN
(Name of Jurisdiction)

BY: _____ (Name and Title)	_____ (Date)
_____ (Signature)	_____ (Date)

To be signed by local government official for Applicants applying for shelter only

**PART VII: CERTIFICATION OF LOCAL GOVERNMENT APPROVAL FOR NON-PROFIT ORGANIZATIONS
IMPLEMENTING SHELTER ACTIVITIES**

To be signed by local government official for Applicants applying for shelter only

I, Patrick W. Shull, duly authorized to act on behalf of
City of Kingsport, Tennessee hereby approve the following shelter project(s)
proposed by Family Promise of Greater Kingsport that is (are) located in
Kingsport, Tennessee.

- List address of each shelter location to be funded by ESG Grant in the community:
601 Holston Street Kingsport, Tennessee 37660

BY:

Patrick W. Shull, City of Kingsport Mayor

(Print Name and Title of Signatory)

(Signature)

(Date)



AGENDA ACTION FORM

Consideration of a Resolution to Apply for and Accept Funding through THDA's Emergency Solutions Grant

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-22-2023

Work Session: March 06, 2023

First Reading: March 07, 2023

Final Adoption: March 7, 2023

Staff Work By: Michael Price

Presentation By: Michael Price

Recommendation:

Approve the Resolution.

Executive Summary:

Community Development staff seeks authorization to apply for the Emergency Solutions Grant through the Tennessee Housing Development Agency. The Emergency Solutions Grant (ESG) is funded by the Department of Housing and Urban Development (HUD) specifically to address homelessness. Since, the City of Kingsport employs a homeless outreach worker whose role is designed to assist in homeless prevention, street outreach and re-housing; an application for ESG funds will be submitted to support the role of the Homeless Outreach Social Worker. The city has successfully administered ESG funding in the past. The grant request will be for \$50,000 and carries a dollar-for-dollar match requirement. Salaries of existing employees can be used to meet the in-kind match. The goal is to meet the homeless population where they are, develop relationships and provide needed services and/or referrals. Each ESG service element is designed for collective impact with each Continuum of Care (CoC). Each element of the grant request will impact our community and help assist those who are currently experiencing homelessness or at-risk for homelessness.

Attachments:

1. Resolution
2. Supplemental Information
3. Board Member Information
4. Board Member Corporate Disclosure
5. Matching funds acknowledgement

	Y	N	O
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—

RESOLUTION NO. _____

A RESOLUTION TO AUTHORIZING THE MAYOR TO EXECUTE
ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR
AND RECEIVE FUNDING THROUGH THE TENNESSEE
HOUSING DEVELOPMENT AGENCY'S EMERGENCY
SOLUTIONS GRANT

WHEREAS, the city, would like to apply for a Emergency Solutions Grant through the Tennessee Housing Development Agency, which will provide funds to support services for the city's homeless individuals; and

WHEREAS, the city employs a Homeless Outreach Social Worker who has administered these funds in the past; and

WHEREAS, the goal is to meet the homeless population where they are, develop relationships and provide needed services and/or referrals and each element of this grant will impact our community and help assist those who are either experiencing or at-risk for homelessness; and

WHEREAS, the city is requesting \$50,000.00 and certain documents must be completed and executed to receive the funds; and

WHEREAS, the grant requires a dollar for dollar match which can be met through the salaries and benefits of existing employees and towards which the salary and benefits of the Homeless Outreach Social Worker will apply.

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 Housing Development Agency in the amount of \$50,000.00 for funds to support services for the city's homeless individuals.

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 7th day of March, 2023.

PATRICK W. SHULL, MAYOR

ATTEST:

ANGELA MARSHALL, DEPUTY CITY RECORDER

APPROVED AS TO FORM:

RODNEY B. ROWLETT, III, CITY ATTORNEY

ESG Description:

The ESG Program in Tennessee is governed by Title 24 Code of Federal Regulations, Parts 91 and 576 (ESG Regulations) and this Program Description. ESG Regulations are incorporated by reference in this Program Description. In cases of conflicting requirements, the more stringent requirement will apply.

The objectives of the ESG program are:

1. Reduce the length of time program participants experience homelessness;
2. Exit program participants to permanent housing;
3. Limit returns to homelessness one year after exiting the program; and,
4. Based on the activity, all ESG resources must be used to benefit individuals who are defined by HUD as “homeless” in the ESG Regulations.

ELIGIBLE ACTIVITIES:

Street Outreach: Essential services to eligible participants provided on the street or in parks, abandoned buildings, bus stations, campgrounds, and in other such settings where unsheltered persons are staying. Staff salaries related to carrying out street outreach are also eligible.

Prevention Activities: Activities related to preventing persons from becoming homeless and to assist participants in regaining stability in their current or other permanent housing.

Rapid Rehousing Activities: Activities related to help a homeless individual or family to move into permanent housing

CONSISTENCY WITH THE CONSOLIDATED PLAN

I certify that the proposed activities included in the 2023 Emergency Solutions Grant application to the Tennessee Housing Development Agency are consistent with the jurisdiction's current, approved Consolidated Plan. (Type or clearly print the following information.)

Applicant Name: The City of Kingsport

Location of Project: Kingsport, Tennessee

Project Name: City of Kingsport ESG 2023

Name of the Federal Program to which the applicant is applying:

2023 Emergency Solutions Grants Program

Name of Certifying Jurisdiction: _____

Certifying Official of the Jurisdiction Name: _____

Title: _____

Signature: _____

Date: _____

Board Member Information:

To be completed by all board members of agency applying for THDA program funds [If applying for Low Income Housing Tax Credit Program, use Attachments 16 and 17 as provided in PIMS]

Name of Agency: The City of Kingsport

Name: _____

Occupation: _____

Board Officer? Yes____ No____

If yes, list position: _____

Primary Expertise/Contribution to the Board: _____

Length of Board Service: _____

Date of Board Term Expiration: _____

Home Address: _____

Phone Number: _____

Email Address: _____

-----For Organizations Seeking CHDO Designation Only-----

Low-Income Rep to the Board? _____Yes _____No

If Yes:

Resident of low-income neighborhood: _____Yes _____No

Elected representative of low-income neighborhood organization: _____Yes _____No

Low-income resident with annual household income below 80% of Area Median Income:

_____Yes _____No

APPLICANT BOARD MEMBER & CORPORATE DISCLOSURE

Please be advised disclosure does not automatically bring denial of participation. However, failure to accurately complete this disclosure or to provide false information on this form can subject the individual signing such form to criminal sanctions under state law and may result in disqualification of the applicant. All questions are to be answered to the best of signatory's knowledge with no requirement to investigate. Forms are to be signed by each board member and Executive Director in their individual capacity AND on behalf of the applicant by the Executive Director or the Board Chair (corporate disclosure). This disclosure is being prepared for:

☐ Individual Board Member/Executive Director

☐ Corporate Entity

In connection with an Initial Application submitted to the Tennessee Housing Development Agency for financial assistance or program funding, I, the undersigned, as a board member or Executive Director of _____, being duly sworn, hereby certify as follows:

1. ☐ I have not been convicted of a felony of any type in Tennessee or any other state within the last ten (10) years; **OR**
☐ I have been convicted of a felony in Tennessee or in another state within the last ten (10) years and the details are as follows [specify type of felony, state of conviction, penalties imposed]:

2. ☐ I have not been fined, suspended, or debarred as a result of financial or housing activities nor been the subject of a disciplinary investigation involving financial or housing activities by a federal agency (including FHA, VA, HUD, FDIC, USDA/RD (formerly FmHA), IRS, etc.) within the last five (5) years; **OR**
☐ I have been fined, suspended, or debarred as a result of financial or housing activities or have been the subject of a disciplinary investigation involving financial or housing activities by a federal agency (including FHA, VA, HUD, FDIC, USDA/RD (formerly FmHA), IRS, etc.) within the last five (5) years and the details are as follows [specify federal agency; action taken by the agency; activity that resulted in the fine, suspension, or debarment; current status]:

3. ☐ No entity with which I am or have been affiliated in an ownership or decision making capacity, has been fined, suspended, or debarred as a result of financial or housing activities nor been the subject of a disciplinary investigation involving financial or housing activities by a federal agency (including FHA, VA, HUD, FDIC, USDA/RD (formerly FmHA), IRS, etc.) within the last five (5) years; nor been the subject of a disciplinary investigation by a federal agency (includes FHA, VA, HUD, FDIC, USDA/RD, IRS, etc.) involving financial or housing activities, **OR**
☐ An entity with which I am or have been affiliated in an ownership or decision making capacity, has been fined, suspended, or debarred as a result of financial or housing activities or have been the subject of a disciplinary investigation involving financial or housing activities by a federal agency (including FHA, VA, HUD, FDIC, USDA/RD (formerly FmHA), IRS, etc.) within the last five (5) years and the details are as follows [specify entity involved; federal agency; action taken by the agency; activity that resulted in the fine, suspension, or debarment; current status]:

For Applicants to the Tax Credit Program: A fully executed **Attachment 23, Disclosure Form** must be included for each individual identified in **Attachment 16A, 16B or 16C** and for each individual identified in **Attachment 17A, 17B or 17C**, unless the exception in Part VII.A.6.d of the 2016 QAP applies and an opinion in the form of **Attachment 24** is provided for each corporation to which this exception applies.

4. ☐ I have not filed nor am I in bankruptcy or reorganization as of the date hereof and have not had a bankruptcy discharged within the past four (4) years; **OR**
- ☐ I have filed for or am in bankruptcy or reorganization as of the date hereof or have had a bankruptcy discharged within the past four (4) years and the details are as follows [specify date of filing, type of filing, court in which filing was made, circumstances that lead to the filing]:

5. ☐ No entity with which I am or have been affiliated in an ownership or decision making capacity, is in or has filed for bankruptcy or reorganization as of the date hereof or has had a bankruptcy discharged within the past four (4) years; **OR**
- ☐ An entity with which I am or have been affiliated in an ownership or decision making capacity, is in or has filed for bankruptcy or reorganization as of the date hereof or has had a bankruptcy discharged within the past four (4) years and the details are as follows [specify entity, date of filing, type of filing, court in which filing was made, circumstances that lead to filing]:

6. ☐ No state licenses I am required to have from TN or any other state are or have been suspended in the last ten years; **OR**
- ☐ State licenses I am required to have from the State of Tennessee or from any other state are or have been suspended at some time during the last ten (10) years and the details are as follows [specify required license, license number, state of licensure, date of suspension(s), reasons for the suspension(s), and current status]:

7. ☐ No state licenses required from the State of Tennessee or from any other state by any entity with which I am or have been affiliated in an ownership or decision making capacity is or has been suspended at any time during the last ten (10) years; **OR**
- ☐ State licenses required from the State of Tennessee or from any other state by an entity with which I am or have been affiliated in an ownership or decision making capacity is or has been suspended at some time during the last ten (10) years and the details are as follows [specify entity, required license, license number, state of licensure, date of suspension(s), reasons for the suspension(s), and current status]:

I acknowledge that under Tennessee Code Annotated, Section 13-23-133, it is a Class E felony for any person to knowingly make, utter or publish a false statement of substance for the purpose of influencing THDA to allow participation in any of its programs, including the Low-Income Housing Tax Credit Program. I further acknowledge that the statements contained in this form are statements of substance made for the purpose of influencing THDA to award funding under a THDA program, including Low-Income Housing Tax Credits.

Signature

Date

Type or Print Name

Role within Organization

Note: Please combine all Board Disclosure forms for an organization into a single .pdf file before submitting to PIMS.

STATE OF _____)

COUNTY OF _____)

Before me, _____, a Notary Public of the state and county mentioned, personally appeared _____, the within named bargainor, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged that she/he executed the foregoing instrument for the purposes therein contained.

Witness my hand and seal, at office, this _____ day of _____; year _____.

Notary Public

[SEAL]

My Commission Expires: _____

CERTIFICATION OF MATCHING FUNDS

The _____

(Name of Applicant)

certifies that the matching supplemental funds or in-kind support contribution required by the State of Tennessee's Emergency Solutions Grants Program will be provided. Included in the program narrative is a description of the proposed sources and amount of such supplemental funds.

(Name and Title) _____

(Signature) _____

(Date) _____

To be signed by local government official or board chairperson, as applicable.