



BOARD OF MAYOR AND ALDERMEN WORK SESSION AGENDA

Monday, March 06, 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

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. ROLL CALL

III. DISCUSSION ITEMS

1. Economic Development Update on Downtown Initiatives - John Rose

IV. REVIEW OF BUSINESS MEETING AGENDA

V. ITEMS OF INTEREST

- [1.](#) Projects Status in Pictures
- [2.](#) Projects Status Report

VI. ADJOURN

Next Meeting: Mon., March 20, 2023, 10 am

City of Kingsport

Item V1.

Projects in Pictures

1 Main Street Rebuild Project

Current work includes preparation for new sewer and water lines near High Voltage & Cherokee Street.

3 Sidewalk Improvements

The concrete ADA sidewalk improvements are currently taking place along Broad Street.

2 Crescent Drive

Crews have been working on concrete road improvements in front of fire station no.2.



Status Updates on Active Projects sorted by Cost

Item V2.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$38,000,000.00	Chad Austin	Reedy Creek Trunk Line (Lovedale to John B Dennis)	Replacement and upgrade of the sewer trunkline along the Reedy Creek corridor from Lovedale Dr to John B Dennis Highway. Project will be completed in multiple phases to be determined during the design process.	12/31/2030	Geotechnical investigation underway through March 2023
\$28,693,000.00	Ryan McReynolds	Meadow Park Lane State Industrial Access Road	Construction of a new access road (Meadow Park Lane) that tie into the existing Riverport Road and S. Wilcox Road, approximately 2.34 miles.		Contract amendment #1 to insert construction funds has been fully executed.
\$17,610,480.00	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	10/31/2024	Construction continues on waterline installation.
\$15,500,000.00	Tom Hensley	Wastewater Storage Facility	Storage facility required to equalize flows into the plant during heavy rain events, thereby decreasing overflows. Tank will be located alongside the plant.	5/31/2023	60% Drawings and Specs delivered to City. 60% Design review completed with Gresham Smith on 1/5/2023.
\$13,500,000.00	Ryan McReynolds	SR 347 (Rock Springs Road) [State & MTPO funded]	TDOT Managed, joint funded reconstruction of the State portion of Rock Springs Road	12/31/2025	TDOT expects to have a Public Hearing Spring 2023.
\$6,400,000.00	Niki Ensor	WTP High Service Improvements	Improvements to WTP high service pump station to improve reliability and redundancy. Improvements include addition of 4th high service pump, new electrical building, and ancillary work (pipe connections, valves and flow metering).	7/1/2024	BMA signed SRF loan documents 12/22/22. Signed loan documents to SRF 1/9/23. CDM working on revised cost estimate for EDA.
\$5,566,000.00	Chris Campbell	KATS Maintenance Facility Phase 2	Bus garage and maintenance building with wash bay and storage. (FTA Grant & City Funded)	9/29/2023	Brickwork continues; wash bay mechanical rough-in continues.
\$4,000,000.00	Michael Thompson	Brickyard Park Bicycle-Pedestrian Bridge	Bicycle-Pedestrian bridge over the CSX Railroad at Centennial Park connecting downtown Kingsport to the Brickyard Park Development. Design funded 80% Fed./ 20% Local via STB Grant and Construction is funded 75% Fed./ 25% Local via TA Grant.	12/31/2024	Working to get CSX approval to build pedestrian bridge and keep at-grade crossing open for vehicles.
\$3,500,000.00	Michael Thompson	Island Road Improvements from SR-126 to Kingsport City Limits	This project will realign Island Road to the southeast to improve vertical and horizontal roadway geometry for better traffic management and safety. The remaining unused portion of Island Road will be converted into a separated buffered multi-use path co	4/30/2024	Mattern & Craig received comments back from TDOT on 11/17/2022 regarding clarification on some design guidelines. They are moving forward with finishing design based on feedback.
\$3,000,000.00	Chad Austin	FY23 Sewer Collection System Upgrades	Upgrade of sewer collection system to include internal lining of trunkline along Garden Dr and several areas throughout the system.	12/29/2023	Project design complete. Developing PER for ARP funding process.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	Current Status
Item V2.					
\$3,000,000.00	Chad Austin	Sullivan County ARP Water Upgrades	Upgrade of waterlines in Lakecrest area of Colonial Heights, areas off HWY 36 in the Midway area, and along Gravelly Rd and Thomas Addition. This is funded by ARP funds granted to Sullivan County. They are proposing using \$2.3M in their funding and the c	11/30/2023	Water plans for the Lakecrest Drive area have been submitted to TDEC for review and approval.
\$2,500,000.00	Michael Thompson	2021 Main Road Paving (MTPO Funded)	Paving of functionally classified roadways: Moreland Dr, Cooks Valley, Fall Creek and Netherland Inn Road	11/1/2023	Consultant is working to get right-of-way phase approval.
\$2,300,000.00	Ryan McReynolds	Justice Center Renovations	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall.	12/29/2023	Geotechnical testing for new foundations has been completed.
\$2,000,000.00	Tom Hensley	Pendragon Sewer Lift Station Upgrade	Upgrade of the Pendragon Sewer Lift Station. Lift station was built in the 1950s and has reached the end of its useful life.	12/31/2023	Received draft preliminary engineering report
\$1,311,841.00	Niki Ensor	SLS Rehab and Replacement	Rehabilitation of SLS # 108 (Oak Glen Drive). Replacement of SLS #307 (Cooks Valley) and #308 (Lakeside Drive).	9/18/2023	AEP setting power pole at Oak Glen site. 2/27/2023
\$1,300,000.00	Niki Ensor	Water Intake Screen Replacement	Replacement of the traveling water screens at the WTP intake. The three traveling water screens prevent debris from river from entering the raw water tunnel. Number of screens replaced will depend on bids and available funding.	12/31/2023	ARC environmental review complete -no permits required. Awaiting ARP grant contracts to bid project.
\$1,295,289.00	Kitty Frazier	Bike Park at Brickyard	New Bike Park in the vicinity of the new Skate Park.		Construction set to begin March 21, 2023
\$1,228,491.00	Chad Austin	ETSU @ Valleybrook Farm sewer extension	Approximately 5,000 ft extension of sewer to Valleybrook Farm facility owned by ETSU. Project is funded through grant from Appalachian Regional Commission and Washington County.	9/2/2023	Contractor met with gas company to discuss gas line crossing. 2/28/2023
\$1,200,000.00	Chad Austin	Washington Co Water Task Force - waterline extension	Washington County is funding waterline extensions throughout their county. This project will provide upgraded or new service to residents along Double Springs Rd, Deakins Rd, and Hunt Rd, all in the Fall Branch area.	8/31/2023	Fully executed interlocal agreement returned from Washington Co. Washington Co working to acquire ROW.
\$1,044,000.00	Kitty Frazier	Kingsport Greenbelt Extension from Rotherwood Drive to Lewis Lane	This project will build an extension of the Kingsport Greenbelt walking and biking path west from the end of the current Greenbelt at Rotherwood Drive to Lewis Lane on West Stone Drive (State Route 1).	5/31/2024	TDOT sent back preliminary design comments on 11/23/22. Barge will be working to address the comments.
\$952,601.98	Kitty Frazier	Riverbend Park - Phase 1		7/31/2023	Due to some pier and boardwalk adjustments, Project completion date has been extended to July 31.
\$912,400.00	Michael Borders	MeadowView Roof Replacement	Partial Re-Roofing of the MeadowView Conference Resort & Convention Center	3/31/2023	Roof is being finalized and walk pads are being installed.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$460,610.00	Chad Austin	FY23 Water Meter Installation	Installation of 10,000 AMI water meters. After this project we will have 27,000 of 37,000 meters upgraded to full AMI (remote read meters).	7/8/2023	Contractor has installed approximately 700 meters to date.
\$393,285.00	Tom Hensley	WWTP Digester Cleaning	Two Wastewater plant 75' digesters were last cleaned in 2004. Grit and solids have built up in these two tanks and causing problems pumping sludge from tanks to the dewatering centrifuges.	3/1/2023	Digester Cleaning Complete 1/14/23. Merrell Bros starting to demobilize
\$352,000.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be are to be reloc	5/1/2025	Consultant to provide TDOT permit drawings by May 2023. Construction scheduled to be bid in March 2024.
\$300,000.00	Chad Austin	Reservoir Road Culvert Replacement	Replacement of deteriorating 42" CMP culvert under Reservoir Road.	4/30/2023	GRC to start work 3/6/23
\$100,100.00	Borders, Michael	Collar Replacement	Collar replacement for all 18 holes at Cattails at Meadowview	6/30/2023	Work is expected to begin in May.
	Chad Austin	Stormwater Master Plan	Develop overall Stormwater Program Master Plan to determine where we should be focusing our stormwater efforts to make the most impact	9/1/2025	Developing RFQ to bring in consultant using ARP funding
	Chris Markley	Library Renovations	This is for a complete renovation of the Library including ADA updates.		Initial construction design documents are due back to the City in March.
	Floyd Bailey	Smart Cities Initiatives- Broadband Study	Exploring Smart Cities Initiatives and applications with a view toward modernization of technology infrastructure for the City of Kingsport.		Finalizing the agreement with Jacobs Consulting.
	Floyd Bailey	IBM Consulting for ERP	Working with IMB to discover existing processes and document.		Meetings scheduled for first week of March to expand on the process documentation.
	Floyd Bailey	Utility Billing Solutions	Discover and implement a new utility billing solution by end of 2023.		Working on developing consultant relationships. Continuing discussions with IBM with a focus on utility billing.
	Floyd Bailey	Microsoft Office 365	Implementation of Microsoft 365 for all departments		Completing server upgrades with BCTI. Expect to be ready for full scale rollout by end of March.
	Kristie Leonard	Farmer's Market Upgrades	Cosmetic and ventilation updates to the Farmer's Market Building		Design plans have been received by city staff and are currently being evaluated.
	Michael Borders	Bays Mountain Park Amphitheater	Construction of new amphitheater at Bays Mountain		Bid opening resulted in one bid. Staff are currently evaluating bid.
	Michael Borders	Bays Mountain Park Nature Center Renovations- Phase 1	Renovations to the Nature Center at BMP.		CRW is finishing the interior design specifications for the project.

Item V2.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
	Tom Hensley	WWTP Motor Control Center 6 Upgrade	Upgrade of Motor Control Center 6 at the Wastewater Treatment Plant	9/1/2023	90% Design review meeting held. CDM Smith incorporating comments and working on bid ready documents

Item V2.

Status Updates on Active Projects sorted by Completion Date

Item V2.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
	Chris Markley	Library Renovations	This is for a complete renovation of the Library including ADA updates.		Initial construction design documents are due back to the City in March.
	Floyd Bailey	Smart Cities Initiatives-Broadband Study	Exploring Smart Cities Initiatives and applications with a view toward modernization of technology infrastructure for the City of Kingsport.		Finalizing the agreement with Jacobs Consulting.
	Floyd Bailey	IBM Consulting for ERP	Working with IMB to discover existing processes and document.		Meetings scheduled for first week of March to expand on the process documentation.
	Floyd Bailey	Utility Billing Solutions	Discover and implement a new utility billing solution by end of 2023.		Working on developing consultant relationships. Continuing discussions with IBM with a focus on utility billing.
	Floyd Bailey	Microsoft Office 365	Implementation of Microsoft 365 for all departments		Completing server upgrades with BCTI. Expect to be ready for full scale rollout by end of March.
\$1,295,289.00	Kitty Frazier	Bike Park at Brickyard	New Bike Park in the vicinity of the new Skate Park.		Construction set to begin March 21, 2023
	Kristie Leonard	Farmer's Market Upgrades	Cosmetic and ventilation updates to the Farmer's Market Building		Design plans have been received by city staff and are currently being evaluated.
	Michael Borders	Bays Mountain Park Amphitheater	Construction of new amphitheater at Bays Mountain		Bid opening resulted in one bid. Staff are currently evaluating bid.
	Michael Borders	Bays Mountain Park Nature Center Renovations- Phase 1	Renovations to the Nature Center at BMP.		CRW is finishing the interior design specifications for the project.
\$28,693,000.00	Ryan McReynolds	Meadow Park Lane State Industrial Access Road	Construction of a new access road (Meadow Park Lane) that tie into the existing Riverport Road and S. Wilcox Road, approximately 2.34 miles.		Contract amendment #1 to insert construction funds has been fully executed.
\$393,285.00	Tom Hensley	WWTP Digester Cleaning	Two Wastewater plant 75' digesters were last cleaned in 2004. Grit and solids have built up in these two tanks and causing problems pumping sludge from tanks to the dewatering centrifuges.	3/1/2023	Digester Cleaning Complete 1/14/23. Merrell Bros starting to demobilize
\$912,400.00	Michael Borders	MeadowView Roof Replacement	Partial Re-Roofing of the MeadowView Conference Resort & Convention Center	3/31/2023	Roof is being finalized and walk pads are being installed.
\$300,000.00	Chad Austin	Reservoir Road Culvert Replacement	Replacement of deteriorating 42" CMP culvert under Reservoir Road.	4/30/2023	GRC to start work 3/6/23
\$15,500,000.00	Tom Hensley	Wastewater Storage Facility	Storage facility required to equalize flows into the plant during heavy rain events, thereby decreasing overflows. Tank will be located alongside the plant.	5/31/2023	60% Drawings and Specs delivered to City. 60% Design review completed with Gresham Smith on 1/5/2023.
\$100,100.00	Borders, Michael	Collar Replacement	Collar replacement for all 18 holes at Cattails at Meadowview	6/30/2023	Work is expected to begin in May.

Wednesday, March 1, 2023

Text in blue denotes changes in the past two weeks. Red box denotes past due, yellow box denotes due within 30 days, green denotes due more than 30 days

Page 1 of 3

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
Item V2.					
\$460,610.00	Chad Austin	FY23 Water Meter Installation	Installation of 10,000 AMI water meters. After this project we will have 27,000 of 37,000 meters upgraded to full AMI (remote read meters).	7/8/2023	Contractor has installed approximately 700 meters to date.
\$952,601.98	Kitty Frazier	Riverbend Park - Phase 1		7/31/2023	Due to some pier and boardwalk adjustments, Project completion date has been extended to July 31.
\$1,200,000.00	Chad Austin	Washington Co Water Task Force - waterline extension	Washington County is funding waterline extensions throughout their county. This project will provide upgraded or new service to residents along Double Springs Rd, Deakins Rd, and Hunt Rd, all in the Fall Branch area.	8/31/2023	Fully executed interlocal agreement returned from Washington Co. Washington Co working to acquire ROW.
	Tom Hensley	WWTP Motor Control Center 6 Upgrade	Upgrade of Motor Control Center 6 at the Wastewater Treatment Plant	9/1/2023	90% Design review meeting held. CDM Smith incorporating comments and working on bid ready documents
\$1,228,491.00	Chad Austin	ETSU @ Valleybrook Farm sewer extension	Approximately 5,000 ft extension of sewer to Valleybrook Farm facility owned by ETSU. Project is funded through grant from Appalachian Regional Commission and Washington County.	9/2/2023	Contractor met with gas company to discuss gas line crossing. 2/28/2023
\$1,311,841.00	Niki Ensor	SLS Rehab and Replacement	Rehabilitation of SLS # 108 (Oak Glen Drive). Replacement of SLS #307 (Cooks Valley) and #308 (Lakeside Drive).	9/18/2023	AEP setting power pole at Oak Glen site. 2/27/2023
\$5,566,000.00	Chris Campbell	KATS Maintenance Facility Phase 2	Bus garage and maintenance building with wash bay and storage. (FTA Grant & City Funded)	9/29/2023	Brickwork continues; wash bay mechanical rough-in continues.
\$2,500,000.00	Michael Thompson	2021 Main Road Paving (MTPO Funded)	Paving of functionally classified roadways: Moreland Dr, Cooks Valley, Fall Creek and Netherland Inn Road	11/1/2023	Consultant is working to get right-of-way phase approval.
\$3,000,000.00	Chad Austin	Sullivan County ARP Water Upgrades	Upgrade of waterlines in Lakecrest area of Colonial Heights, areas off HWY 36 in the Midway area, and along Gravelly Rd and Thomas Addition. This is funded by ARP funds granted to Sullivan County. They are proposing using \$2.3M in their funding and the c	11/30/2023	Water plans for the Lakecrest Drive area have been submitted to TDEC for review and approval.
\$3,000,000.00	Chad Austin	FY23 Sewer Collection System Upgrades	Upgrade of sewer collection system to include internal lining of trunkline along Garden Dr and several areas throughout the system.	12/29/2023	Project design complete. Developing PER for ARP funding process.
\$2,300,000.00	Ryan McReynolds	Justice Center Renovations	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall.	12/29/2023	Geotechnical testing for new foundations has been completed.
\$1,300,000.00	Niki Ensor	Water Intake Screen Replacement	Replacement of the traveling water screens at the WTP intake. The three traveling water screens prevent debris from river from entering the raw water tunnel. Number of screens replaced will depend on bids and available funding.	12/31/2023	ARC environmental review complete -no permits required. Awaiting ARP grant contracts to bid project.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
Item V2.					
\$2,000,000.00	Tom Hensley	Pendragon Sewer Lift Station Upgrade	Upgrade of the Pendragon Sewer Lift Station. Lift station was built in the 1950s and has reached the end of its useful life.	12/31/2023	Received draft preliminary engineering report
\$3,500,000.00	Michael Thompson	Island Road Improvements from SR-126 to Kingsport City Limits	This project will realign Island Road to the southeast to improve vertical and horizontal roadway geometry for better traffic management and safety. The remaining unused portion of Island Road will be converted into a separated buffered multi-use path co	4/30/2024	Mattern & Craig received comments back from TDOT on 11/17/2022 regarding clarification on some design guidelines. They are moving forward with finishing design based on feedback.
\$1,044,000.00	Kitty Frazier	Kingsport Greenbelt Extension from Rotherwood Drive to Lewis Lane	This project will build an extension of the Kingsport Greenbelt walking and biking path west from the end of the current Greenbelt at Rotherwood Drive to Lewis Lane on West Stone Drive (State Route 1).	5/31/2024	TDOT sent back preliminary design comments on 11/23/22. Barge will be working to address the comments.
\$6,400,000.00	Niki Ensor	WTP High Service Improvements	Improvements to WTP high service pump station to improve reliability and redundancy. Improvements include addition of 4th high service pump, new electrical building, and ancillary work (pipe connections, valves and flow metering).	7/1/2024	BMA signed SRF loan documents 12/22/22. Signed loan documents to SRF 1/9/23. CDM working on revised cost estimate for EDA.
\$17,610,480.00	Michael Thompson	Main Street Rebuild	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	10/31/2024	Construction continues on waterline installation.
\$4,000,000.00	Michael Thompson	Brickyard Park Bicycle-Pedestrian Bridge	Bicycle-Pedestrian bridge over the CSX Railroad at Centennial Park connecting downtown Kingsport to the Brickyard Park Development. Design funded 80% Fed./ 20% Local via STB Grant and Construction is funded 75% Fed./ 25% Local via TA Grant.	12/31/2024	Working to get CSX approval to build pedestrian bridge and keep at-grade crossing open for vehicles.
\$352,000.00	Chad Austin	SR 93- Horse Creek/Derby Drive Section (TDOT)	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be are to be reloc	5/1/2025	Consultant to provide TDOT permit drawings by May 2023. Construction scheduled to be bid in March 2024.
	Chad Austin	Stormwater Master Plan	Develop overall Stormwater Program Master Plan to determine where we should be focusing our stormwater efforts to make the most impact	9/1/2025	Developing RFQ to bring in consultant using ARP funding
\$13,500,000.00	Ryan McReynolds	SR 347 (Rock Springs Road) [State & MTPO funded]	TDOT Managed, joint funded reconstruction of the State portion of Rock Springs Road	12/31/2025	TDOT expects to have a Public Hearing Spring 2023.
\$38,000,000.00	Chad Austin	Reedy Creek Trunk Line (Lovedale to John B Dennis)	Replacement and upgrade of the sewer trunkline along the Reedy Creek corridor from Lovedale Dr to John B Dennis Highway. Project will be completed in multiple phases to be determined during the design process.	12/31/2030	Geotechnical investigation underway through March 2023