



## **BOARD OF MAYOR AND ALDERMEN WORK SESSION AGENDA**

**Monday, March 17, 2025 at 4:30 PM**

**City Hall, 415 Broad Street, Montgomery - Watterson Boardroom**

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### **Board of Mayor and Aldermen**

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

Alderman Colette George  
Alderman Gary Mayes  
Alderman James Phillips

### **Leadership Team**

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

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

### **I. CALL TO ORDER**

### **II. ROLL CALL**

### **III. DISCUSSION ITEMS**

1. Inventor Center Update - Brandon Harrell
2. KEDB / Networks Update - Craig Denison, Clay Walker
3. Outdoor Recreational Grant - Tyler Wicks, Kitty Frazier

### **IV. REVIEW OF BUSINESS MEETING AGENDA**

### **V. ITEMS OF INTEREST**

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

**VI. ADJOURN**

**Next Work Session: March 31, 2025, 4:30 PM**



# Projects in Pictures

Item V1.

City of Kingsport

## 1 & 2 Fox Den Playground

Playground equipment has arrived; the contractor is continuing to grade the site.

## 4 Justice Center Expansion

Contractor is hanging steel beams and will begin hanging the trusses next.

## 3 Sanitary Sewer Improvements

Current work on Kenwood Road is for sanitary sewer improvements.

## 5 Concrete Road Panels

Contractor crews are finishing up concrete panels and will begin putting down topsoil, seeding and straw.





# Status Updates on Active Projects sorted by Cost

Item V1.

Estimated Cost	Project Owner	Project Name	Project Description	Completion Date	CurrentStatus
\$28,693,000.00	Ryan McReynolds	<b>Meadow Park Lane State Industrial Access Road</b>	Construction of a new access road (Meadow Park Lane) that tie into the existing Riverport Road and S. Wilcox Road, approximately 2.34 miles.	12/31/2028	Roadway Alignment finalized. Design including structures, hydraulics and geotechnical work is underway.
\$20,083,247.22	Michael Thompson	<b>Main Street Rebuild</b>	The reconstruction of Main Street from Sullivan Street to Clay Street. [City & MTPO Funded]	5/22/2025	Punch list items are wrapping up. Final asphalt, surface coat work expected to begin in late March.
\$14,484,600.00	Ryan McReynolds	<b>Justice Center Renovations</b>	Renovations and expansion of Justice Center that will accommodate court space and county offices currently residing in City Hall. (70% City; 30% County)	5/18/2027	Concrete Slab has been poured.
\$12,000,000.00	Chad Austin	<b>SR 126 Memorial Blvd Improvements (E Center St to Briarwood Dr)</b>	Replacement and relocation of water and sewer mains along Memorial Blvd in conjunction with TDOT's realignment project.	12/31/2028	Met with consultant for final review on 3/4. Final plans to be sent to
\$8,473,700.00	Niki Ensor	<b>WTP High Service Improvements</b>	Improvements to WTP high service pump station to improve reliability and redundancy. Improvements include addition of 4th high service pump, new electrical building, and ancillary work (pipe connections, valves and flow metering).	8/12/2025	Pipe and valving from pump can to vault complete. Pressure test week of 2/17. Electrical duct bank complete.
\$6,600,000.00	Chad Austin	<b>Reedy Creek Trunk Line (Lovedale to Clinchfield)</b>	Phase 1 Reedy Creek trunkline upgrade and replacement (Lovedale to Clinchfield). The project's purpose is to increase capacity while reducing inflow and infiltration with new infrastructure. This is a multi-year project to replace the trunkline along the	12/31/2030	Legal working on obtaining easements from residents.
\$6,500,000.00	Kitty Frazier	<b>BlueCross BlueShield Healthy Place Park</b>	This project will develop a new community park on the banks of the Holston River, at the site currently known as Riverwalk Park. This project is being funded by the BlueCross BlueShield Foundation.		Ground Breaking Held on 1/15. Working on construction documents
\$6,000,000.00	Michael T. Borders	<b>Library Renovations</b>	Complete renovation of existing library. Includes: doubling the children's area, new children's programming room, dedicated teen area, additional meeting rooms, updated furnitures, fixtures, and equipment.	3/1/2027	Fort Henry Mall suite improvements began 2/3/25, expected to be complete early May.
\$4,000,000.00	Michael Thompson	<b>Brickyard Park Bicycle-Pedestrian Bridge</b>	Bicycle-Pedestrian bridge over the CSX Railroad at Centennial Park connecting downtown Kingsport to the Brickyard Park Development. Design funded 80% Fed./ 20% Local via STB Grant and Construction is funded 75% Fed./ 25% Local via TA Grant.	12/31/2025	Preliminary Desgin plans have been submitted to TDOT and we are awaiting comments.

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\$3,200,000.00	Tom Hensley	<b>Pendragon Sewer Lift Station Upgrade</b>	Upgrade of the Pendragon Sewer Lift Station. Lift station was built in the 1950s and has reached the end of its useful life.	12/31/2025	Plans sent to TDEC for approval.
\$2,002,507.00	Chad Austin	<b>Sullivan County ARP Water Upgrades PH2</b>	Upgrade of waterlines in areas off HWY 36 in the Midway area, and along Gravely Rd and Thomas Addition. This is funded partially by \$2.3M ARP funds granted to Sullivan County.	5/15/2025	Contractor installing line in the Gravely Road project area.
\$2,000,000.00	Floyd Bailey	<b>Utility Billing Solutions</b>	Discover and implement a new utility billing solution by spring 2026.	2/1/2026	Project is underway, with current focus on core team system training and data conversion.
\$2,000,000.00	Megan Krager	<b>Bays Mountain Park - New Otter Habit</b>	Construction of a New Otter Habitat.		Finalizing wastewater design, waiting on contract execution.
\$1,394,423.80	Chad Austin	<b>FY24 Collection System Upgrade</b>	Replacement of existing sewer lines with 2,400 L.F. of 8-inch PVC and all related appurtenances. Streets affected are Cindy Pl, Springfield Av, Ervin Ct, Ft Henry Dr, Kenwood St, Ridgeway Dr, and Wendover Dr. (Project 2022-C23)	3/31/2025	New line installation has been completed. Contractor to complete Kenwood Road concrete work next week.
\$1,044,000.00	Kitty Frazier	<b>Kingsport Greenbelt Extension from Rotherwood Drive to Lewis Lane</b>	This project will build an extension of the Kingsport Greenbelt walking and biking path west from the end of the current Greenbelt at Rotherwood Drive to Lewis Lane on West Stone Drive (State Route 1).	6/30/2026	Consultant has prepared preliminary ROW plans. City staff have reviewed and consultant is making revisions.
\$940,000.00	Chad Austin	<b>Water Valve Assessment &amp; Maintenance</b>	Contract to exercise all valves within the distribution system. We will also use this project to identify, locate, and add the assets to GIS and Cartegraph.	4/30/2026	Contractor starting to work on valve box alignments.
\$869,800.00	Chad Austin	<b>SR 93- Horse Creek/Derby Drive Section (TDOT)</b>	TDOT project to improve State Route 93 in the Horse Creek/Derby Drive area. Project also includes improvements with the intersection with Derby Drive, along with a new bridge crossing Horse Creek. Impacted waterlines in this area will be relocated as pa	4/1/2026	Construction to start in April 2025
\$720,000.00	Chad Austin	<b>Stormwater Asset Mapping</b>	Multi-year project to obtain survey grade mapping of all stormwater infrastructure.	8/31/2026	Survey work continues downtown
\$711,000.00	Chad Austin	<b>Utilities Warehouse Renovations</b>	Renovating the Utilities Department Warehouse building to increase storage capacity. Renovations include reducing the unused officespace and increasing shelving.	4/30/2025	Framing of exterior doors and windows are being installed. Interior construction is nearing completion.

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\$600,000.00	Michael Thompson	<b>Sanitation Site Improvements - Design</b>	Funding will be used to develop a master plan for streets and sanitation site improvements. Looking at options for relocation of the sanitation division to allow for space on existing Industry Drive site.		Schematic design finalized. Moving into engineering.
\$424,600.00	Michael Borders	<b>Meadowview Chiller Replacement</b>	Replacement of the chiller for Meadowview Conference Center.	5/1/2025	Bid has been awarded to Comfort Systems USA.
\$202,000.00	Niki Ensor	<b>South Fork Sewer Basin Study</b>	Modeling and study of the South Fork Sewer Basin to determine system capacity and concerns for long term development of the basin.	3/1/2025	Waiting on final report
\$187,430.00	Megan Krager	<b>Bays Mountain Park - Observation Tower Improvements</b>	Aesthetic Improvements to the observation tower.		Pre-Con held 03-04-2025. Anticipated start date 04-01-2025
\$167,500.00	Chad Austin	<b>Stormwater Master Plan</b>	Develop overall Stormwater Program Master Plan to determine where we should be focusing our stormwater efforts to make the most impact	9/1/2025	City staff reviewing draft report. Will return comments to consultant by end of March.
\$149,000.00	Floyd Bailey	<b>Smart Cities Initiatives-Broadband Study</b>	Exploring Smart Cities Initiatives and applications with a view toward modernization of technology infrastructure for the City of Kingsport.		Working with design team for Smart Cities cost estimates and phasing.
\$60,000.00	Shirley Buchanan	<b>Senior Center - Admisitrative Area/Teaching Kitchen Renovation</b>	Building out current kitchenette into a full kitchen for teaching and catering.		Progress Print Received on 1/16
	Floyd Bailey	<b>Financial and HR Information Systems</b>	Software modules that will replace the Central Square Naviline ERP.		RFP's will be opened February 20, 2025. Next step will be the review of RFP's by staff to short-list interviewees.
	Megan Krager	<b>Bays Mountain Park Fox Den Playground</b>	Construction of a natural outdoor play area that blends with the existing features at Bays Mountain Park	7/31/2025	Grading is underway. Playground equipment has been delivered.
	Megan Krager	<b>Bays Mountain Park Nature Center Renovations- Phase 2</b>	Renovate the lower level of the Nature Center with a new kids cave and cave exhibits.		Waiting on grant contract execution.
	Michael Borders	<b>Cattails Pump House Replacement</b>	Replacement of the pump house at Cattails Golf Course.		Holston Engineering is currently working on design and bid documents.
	Michael Thompson	<b>2024 Main Road Paving (MTPO Funded)</b>	Paving of functionally classified roadways: Clinchfield Street and Eastman Road	12/31/2026	Revised plans submitted for ROW Phase on 1/16/2025.

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## Local Option Sales Tax 2.25% January 2025

	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Actual	FY25 Budget	Over/Under FY25 Budget	% Over/Under FY25 Budget	Over/Under FY24 Actual	% Over/Under FY24 Actual
Jul	\$1,444,727.00	\$1,517,710.01	\$1,560,032.54	\$1,791,460.48	\$1,904,436.51	\$1,945,147.61	\$2,006,734.29	\$2,000,000.00	\$6,734.29	0.34%	\$61,586.68	3.17%
Aug	\$1,660,189.01	\$1,466,245.00	\$1,466,134.09	\$1,605,188.64	\$1,849,130.72	\$1,839,477.58	\$1,925,845.31	\$1,900,000.00	\$25,845.31	1.36%	\$86,367.73	4.70%
Sep	\$1,440,056.00	\$1,544,461.94	\$1,508,122.79	\$1,668,359.84	\$1,994,020.56	\$1,801,293.64	\$1,936,552.39	\$1,850,000.00	\$86,552.39	4.68%	\$135,258.75	7.51%
Oct	\$1,503,032.00	\$1,447,066.95	\$1,546,557.57	\$1,702,507.26	\$1,919,283.71	\$1,895,208.23	\$2,066,145.22	\$1,950,000.00	\$116,145.22	5.96%	\$170,936.99	9.02%
Nov	\$1,510,894.40	\$1,462,498.00	\$1,524,485.85	\$1,818,738.26	\$1,811,059.41	\$1,615,053.63	\$1,925,957.64	\$1,900,000.00	\$25,957.64	1.37%	\$310,904.01	19.25%
Dec	\$1,788,766.43	\$1,772,437.00	\$1,898,886.33	\$2,088,757.00	\$2,306,710.31	\$2,454,343.59	\$2,410,533.02	\$2,400,000.00	\$10,533.02	0.44%	(\$43,810.57)	-1.79%
Jan	\$1,358,902.17	\$1,348,872.00	\$1,530,774.86	\$1,643,547.05	\$1,812,266.56	\$1,831,193.66	\$1,735,408.22	\$1,900,000.00	(\$164,591.78)	-8.66%	(\$95,785.44)	-5.23%
Feb	\$1,280,154.07	\$1,326,133.00	\$1,416,746.27	\$1,656,365.50	\$1,810,500.50	\$1,762,926.22		\$1,850,000.00				
Mar	\$1,484,980.00	\$1,493,996.00	\$1,898,355.80	\$1,920,619.39	\$1,980,457.89	\$1,964,189.76		\$1,950,000.00				
Apr	\$1,412,517.03	\$1,327,489.66	\$1,750,965.28	\$1,874,537.84	\$1,867,464.07	\$1,884,321.94		\$1,900,000.00				
May	\$1,527,469.00	\$1,460,028.68	\$1,715,204.91	\$1,962,580.55	\$1,923,148.28	\$1,943,479.95		\$1,950,000.00				
Jun	\$1,571,086.24	\$1,617,153.10	\$1,707,660.22	\$1,959,190.92	\$2,048,923.66	\$1,970,342.12		\$1,954,000.00				
<b>Total</b>	<b>\$17,982,773.35</b>	<b>\$17,784,091.34</b>	<b>\$19,523,926.50</b>	<b>\$21,691,852.73</b>	<b>\$23,227,402.18</b>	<b>\$22,906,977.93</b>	<b>\$14,007,176.09</b>	<b>\$23,504,000.00</b>	<b>\$107,176.09</b>	<b>0.78%</b>	<b>\$625,458.15</b>	<b>5.23%</b>

### Local Option Sales Tax 2.25%

