



AGENDA ACTION FORM

Consideration of a Resolution Authorizing the Mayor to Execute a Memorandum of Understanding with the Kingsport Housing and Redevelopment Authority for Assistance with the Community Development Block Grant Program

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-244-2026
Work Session: August 3, 2026
First Reading: N/A

Final Adoption: August 4, 2026
Staff Work By: Jessica Harmon
Presentation By: Jessica Harmon

Strategic Focus Area: 4. Safe & Welcoming Community

Recommendation:

Approve the Resolution

Executive Summary:

If approved, this resolution will allow the Kingsport Housing and Redevelopment Authority (KHRA) to administer the Community Development Block Grant (CDBG) on behalf of the City.

This action is similar to the action taking by the Board of Mayor and Aldermen in June 2020 for administration of the CDBG Program.

The naming of Michael Price as KHRA's new Executive Director has left the City with a vacancy and a knowledge gap in administration of the CDBG Program. KHRA has a working knowledge of compliance with the applicable federal regulations and an established relationship with the Department of Housing and Urban Development (HUD).

The MOU outlines a cost sharing agreement of 65% (KHRA) and 35% (City) which is funded through the annual allocation of CDBG funding designated specifically to administrative costs. Funding for administrative costs varies each year with the annual award but a maximum of 20% of the entire CDBG award can be dedicated to program administration. Performance would begin immediately from the date of execution of the MOU and will be automatically renewed annually at the start of the fiscal year until each party decides to terminate.

The Community Development Advisory Committee would still serve in an advisory capacity for the operations of the program. Ken Weems would be designated as the Local Administrator for the Program and work in partnership with KHRA

The MOU was approved by the KHRA Board at their July 27, 2026 Board Meeting.

Attachments:

1. Resolution

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—