



AGENDA ACTION FORM

Consideration of a Resolution Approving a Community Development Block Grant (CDBG) Subrecipient Agreement with Kingsport Housing and Redevelopment Authority (KHRA)

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

Action Form No.: AF-281-2026
Work Session: September 14, 2026
First Reading: N/A

Final Adoption: September 15, 2026
Staff Work By: Jessica McMurray
Presentation By: Jessica Harmon

Strategic Focus Area: 6. Strong & Vibrant Neighborhoods

Recommendation:

Approve the Resolution

Executive Summary:

If approved, this resolution would authorize a Community Development Block Grant (CDBG) subrecipient agreement between the City of Kingsport and the Kingsport Housing and Redevelopment Authority (KHRA)

In August, the Board of Mayor and Aldermen approved a Memorandum of Understanding (MOU) between the City and KHRA for program management of the CDBG program. This MOU outlines the cost sharing arrangements of the administrative portions of the CDBG Budget with 65% going to KHRA and 35% to be retained by the City.

The Department of Housing and Urban Development (HUD) is requiring that the City execute a Subrecipient Agreement with KHRA that illustrates exactly the duties to be performed and what the funding is to be used for. This subrecipient agreement mirrors the agreements we complete annually with outside agencies for funding through this program.

The agreement will be good from September 1, 2026 through June 30, 2027. It will need to be renewed annually through our subrecipient process with new funding cycles.

Attachments:

1. Resolution
2. Agreement

	Y	N	O
Baker	—	—	—
Byers	—	—	—
Clifton	—	—	—
Duncan	—	—	—
Isaacs	—	—	—
Phillips	—	—	—
Montgomery	—	—	—