



## BOARD OF MAYOR AND ALDERMEN BUSINESS MEETING MINUTES

Tuesday, November 18, 2025 at 7:00 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

### **City Administration**

Chris McCartt, City Manager  
Bart Rowlett, City Attorney

Travis Bishop, City Recorder  
Angie Marshall, City Clerk/Deputy City Recorder

**I. CALL TO ORDER** 7:00 pm by Mayor Montgomery.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG** led by Alderman George.

**III. INVOCATION** led by Chaplain Barry L. Carr, Kingsport Fire Department.

**IV. ROLL CALL** by City Recorder Travis Bishop.

**V. RECOGNITIONS AND PRESENTATIONS** None.

### **VI. COMMENT**

Mayor Montgomery invited citizens in attendance to speak. Tim Sanders commented and the mayor then closed the public comment section.

**VII. APPOINTMENTS** None.

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

Motion made by Alderman Cooper, Seconded by Alderman Phillips.

Passed: All present voting "aye."

- 1. November 3, 2025 - Work Session**
- 2. November 4, 2025 - Business Meeting**

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**IX. BUSINESS MATTERS REQUIRING FIRST READING AND/ OR PUBLIC HEARINGS**

- 1. Consideration of a Budget Adjustment Ordinance for Various Funds in FY26** (AF-316-2025) (Chris McCartt)

Motion made by Alderman George, Seconded by Alderman Mayes.

AN ORDINANCE TO AMEND THE VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2026; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed: All present voting "aye."

**X. BUSINESS MATTERS REQUIRING FINAL ADOPTION**

- 1. Consideration of an Ordinance to Annex, Adopt a Plan of Services, and Assign Zoning for the Landfill Access Annexation** (AF-279-2025) (Sam Cooper)

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

**ORDINANCE NO. 7234** AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED LANDFILL ACCESS ROAD FROM COUNTY R-1, LOW DENSITY/SINGLEFAMILY RESIDENTIAL DISTRICT, AND COUNTY M-1, LIGHT MANUFACTURING DISTRICT, TO M-2, GENERAL MANUFACTURING DISTRICT, IN THE 11 TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

- 2. Consideration of a Budget Adjustment Ordinance for Various Funds in FY2026** (AF-307-2025) (Chris McCartt)

Motion made by Alderman George, Seconded by Alderman Cooper.

**ORDINANCE NO. 7235** AN ORDINANCE TO AMEND THE VARIOUS FUND BUDGETS FOR THE YEAR ENDING JUNE 30, 2026; AND, TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading with a roll call vote: Alderman Baker, Alderman Cooper, Vice Mayor Duncan, Alderman George, Alderman Mayes, Alderman Phillips, Mayor Montgomery

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**XI. OTHER BUSINESS**

- 1. Consideration of a Resolution Authorizing the Purchase of Window Security Film for Portions of the Civic Auditorium and Dobyns-Bennett Science & Technology Center (AF-300-2025) (David Frye)**

Motion made by Alderman Baker, Seconded by Alderman Phillips.

**RESOLUTION NO. 2026-108** A RESOLUTION AUTHORIZING THE PURCHASE OF WINDOW SECURITY FILM FOR PORTIONS OF THE CIVIC AUDITORIUM AND DOBYNS-BENNETT SCIENCE & TECHNOLOGY CENTER FROM TENNESSEE WINDOW FILMS UTILIZING TIPS CONTRACT 23010401

Passed: All present voting "aye."

- 2. Consideration of a Resolution Authorizing the Purchase of a 2026 Ford F350 Flatbed Pickup Truck for the Dobyns-Bennett Fire Management Services Program from Alan Jay Fleet Sales Utilizing a Tennessee Central Procurement Contract (AF-310-2025) (David Frye)**

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

**RESOLUTION NO. 2026-109** A RESOLUTION AUTHORIZING THE PURCHASE OF ONE 2026 FORD F350 CREW CAB FLATBED PICKUP TRUCK FOR USE BY THE DOBYNS-BENNETT HIGH SCHOOL FIRE MANAGEMENT SERVICES PROGRAM FROM ALAN JAY FLEET SALES UTILIZING TENNESSEE STATEWIDE CONTRACT 88753

Passed: All present voting "aye."

- 3. Consideration of a Resolution to Authorize the Mayor to Sign All Documents Necessary to Enter into a Materials Agreement with Landstar LLC Related to the Airport Parkway Residential Development (AF-317-2025) (Ryan McReynolds)**

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

**RESOLUTION NO. 2026-110** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MATERIALS AGREEMENT WITH LAND STAR LLC RELATED TO THE AIRPORT PARKWAY RESIDENTIAL DEVELOPMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye" except Alderman Cooper who abstained.

- 4. Consideration of a Resolution to Award the Bays Mountain Otter Habitat Project to BurWil Construction Company (AF-322-2025) (Michael T. Borders)**

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Motion made by Alderman George, Seconded by Alderman Cooper.

**RESOLUTION NO. 2026-111** A RESOLUTION AWARDING THE BID FOR THE BAYS MOUNTAIN OTTER HABITAT PROJECT TO BURWILL CONSTRUCTION COMPANY AND AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT FOR THE SAME AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

- 5. Consideration of a Resolution Approving a Financial Contribution if Needed to the Industrial Development Board of the City of Kingsport Relative to the Dobyys-Taylor Warehouse Redevelopment and Improvements (AF-295-2025) (Jessica Harmon)**

Motion made by Alderman George, Seconded by Alderman Phillips.

**RESOLUTION NO. 2026-112** A RESOLUTION APPROVING A FINANCIAL CONTRIBUTION, IF NEEDED, TO THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF KINGSPORT, TENNESSEE RELATIVE TO AN ECONOMIC DEVELOPMENT PROJECT AT 435 PRESS STREET; AUTHORIZING SUCH AGREEMENTS AS MAY BE NEEDED TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; EXPRESSING THE INTENT OF THE BOARD OF MAYOR AND ALDERMEN TO ESTABLISH ONE OR MORE PROJECT ACCOUNTS IN AN ORDINANCE APPROPRIATING FUNDS TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION, IF NEEDED; AND TO FIX THE EFFECTIVE DATE OF THIS RESOLUTION

Passed: All present voting "aye."

- 6. Consideration of a Resolution to Amend the Downtown Kingsport Redevelopment District and Approve Tax Increment Financing for the Dobyys-Taylor Redevelopment Project (AF-296-2025) (Jessica Harmon)**

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

**RESOLUTION NO. 2026-113** A RESOLUTION APPROVING A TAX INCREMENT FINANCING AMENDMENT FOR THE DOWNTOWN KINGSPORT REDEVELOPMENT DISTRICT – DOBYNS-TAYLOR WAREHOUSE PROJECT

Passed: All present voting "aye."

- 7. Consideration of a Resolution Authorizing the Mayor to Execute All Documents Necessary to Apply for and Accept a Section 5307 Operations and Capital Grant from the Federal Transit Administration and United States Department of Transportation for FY 2025-2026 (AF-320-2025) (Candace Sherer)**

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Motion made by Alderman Cooper, Seconded by Alderman Phillips.

**RESOLUTION NO. 2026-114** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO APPLY FOR AND RECEIVE A SECTION 5307 CAPITAL GRANT FOR TRANSIT VEHICLES FROM THE UNITED STATES DEPARTMENT OF TRANSPORTATION FEDERAL TRANSIT ADMINISTRATION

Passed: All present voting "aye."

- 8. Consideration of a Resolution Approving the Renewal of Excess Workers' Compensation Insurance Policies from The Gray Insurance Company and Midwest Employers Casualty (AF-318-2025) (Hodgson/Rowlett)**

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

**RESOLUTION NO. 2026-115** A RESOLUTION APPROVING THE RENEWAL OF AN AGREEMENT WITH THE GRAY INSURANCE COMPANY AND MIDWEST EMPLOYERS CASUALTY COMPANY THROUGH ASSURED PARTNERS FOR EXCESS WORKERS' COMPENSATION INSURANCE AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

- 9. Consideration of a Resolution to Enter into an Agreement with Thompson & Litton for Professional Services for Renovations at the Kingsport Aquatic Center (AF-324-2025) (Michael T. Borders)**

Motion made by Alderman Baker, Seconded by Alderman George.

**RESOLUTION NO. 2026-116** A RESOLUTION APPROVING AN AGREEMENT FOR ARCHITECTURAL SERVICES WITH THOMPSON & LITTON, INC., FOR REFURBISHMENT OF VARIOUS POOLS AT THE KINGSFORT AQUATIC CENTER AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ANY AND ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

Passed: All present voting "aye."

- 10. Consideration of a Resolution Approving an Agreement and Execution of All Necessary Documents with the Tennessee Department of Transportation for Reimbursement of Annual Operation Expenses for FY 25-26 (AF-247-2025) (Candace Sherer)**

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Motion made by Alderman George, Seconded by Alderman Cooper.

**RESOLUTION NO. 2026-117** A RESOLUTION APPROVING A REIMBURSEMENT CONTRACT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE CITY'S TRANSIT SYSTEM OPERATING EXPENDITURES FOR FISCAL YEAR 2025-2026; AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE CONTRACT

Passed: All present voting "aye."

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

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

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

1. **Consideration of a Resolution Ratifying the Mayor's Signature and Accepting Funding from the Tennessee's America 250 Community Support Grant (AF-315-2025)** (Michael Price)

**RESOLUTION NO. 2026-118** A RESOLUTION RATIFYING THE MAYOR'S SIGNATURE ON THE APPLICATION FOR AND AUTHORIZING THE RECEIPT OF COMMUNITY SUPPORT GRANT FUNDS FROM THE TENNESSEE COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

2. **Consideration of a Resolution Authorizing the Renewal of EMS LINQ Software for School Nutrition Services and Authorizing the Mayor to Execute All Agreements Pertaining to the Renewal** (AF-312-2025) (David Frye)

**RESOLUTION NO. 2026-119** A RESOLUTION AUTHORIZING THE RENEWAL OF EMS LINQ SOFTWARE FOR SCHOOL NUTRITION SERVICES AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION

3. **Consideration of a Resolution Changing Certain Meeting Dates for Work Sessions and Business Meetings of the Board of Mayor and Aldermen** (AF-313-2025) (Rowlett)

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**RESOLUTION NO. 2026-120** A RESOLUTION CHANGING CERTAIN WORK SESSIONS AND BUSINESS MEETINGS OF THE BOARD OF MAYOR AND ALDERMEN IN JANUARY, MARCH, JULY AND OCTOBER 2026 IN ACCORDANCE WITH ARTICLE III, SECTION 7 OF THE CHARTER OF THE CITY OF KINGSFORT, TENNESSEE

- 4. Consideration of a Resolution for Amendment Number 2 with the Tennessee Department of Transportation for Resurfacing Various Roadways Project Pin 129800.00 Authorizing the Mayor to Sign All Applicable Documents (AF-314-2025) (Ryan McReynolds)**

**RESOLUTION NO. 2026-121** A RESOLUTION APPROVING AN AMENDMENT TO AGREEMENT NUMBER 190342 WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR RESURFACING VARIOUS ROADS; AUTHORIZING THE MAYOR TO EXECUTE THE AMENDMENT; AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AMENDMENT

- 5. Consideration of a Resolution Approving Payment to Phil Hoskins for Replacement of a Brick Column and Authorizing Execution of a Release of All Claims (AF-319-2025) (Rowlett)**

**RESOLUTION NO. 2026-122** A RESOLUTION APPROVING PAYMENT TO PHIL HOSKINS FOR THE REPLACEMENT OF A BRICK COLUMN UPON EXECUTION OF A RELEASE OF ALL CLAIMS ACCEPTABLE TO THE CITY

- 6. Consideration of a Resolution to Approve Right-of-Way Easement with Kingsport Power Company (AF-325-2025) (Ryan McReynolds)**

**RESOLUTION NO. 2026-123** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RIGHT-OF-WAY EASEMENT WITH KINGSFORT POWER COMPANY

**XIII. COMMUNICATIONS**

- 1. City Manager**

Mr. McCartt expressed his gratitude for the support of the BMA regarding the Dobyys Taylor warehouse project, noting staff has been working on it for nearly a year. He pointed out the facilitation of a tremendous amount of Economic Development and that he appreciated the board having confidence in city staff. He further stated this was a great example of a public-private partnership and was anticipating the work to begin next month. Lastly, Mr. McCartt wished everyone a Happy Thanksgiving.

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### 2. Mayor and Board Members

Alderman Mayes echoed the city manager's comments, stating he appreciated KEDB for making this deal happen. He remarked the board has made significant investments with many projects. Alderman Cooper stated that the Christmas season in downtown kicks off Saturday with the Santa Train and listed several upcoming events over the next few weeks. She mentioned citizens could look on the DKA or Visit Kingsport website for more details. She also pointed out that last year more than 75,000 people attended Lamplight Theatre and encouraged citizens to check out the Christmas shows as well as their Festival of Trees fundraiser. Alderman George stated the Chamber holiday breakfast is Friday morning. She wished a Happy Thanksgiving and to enjoy family, noting Kingsport is blessed. Alderman Baker echoed sentiments to KEDB and stated he appreciated them answering his questions, noting he was excited about this investment in Kingsport. He also talked about recently riding along with the police, the fire department and even a trash truck, stating it was a great experience and commending Kingsport's top-notch employees. Alderman Phillips mentioned the paving presentation at the work session yesterday, noting all the schedules and updates were available online. He also wished everyone a Happy Thanksgiving. Vice Mayor Duncan pointed out it was only 37 days until Christmas and offered a Happy Thanksgiving as well. Mayor Montgomery congratulated the DB band and the football team. He also commented on the United Way celebration Thursday at Farmers Market, noting the goal of 2.5 million was within striking distance and there was still time to donate. He mentioned the Fox Den ribbon cutting coming up Friday at Bays Mountain. Lastly, he stated his appreciation to the KEDB team and wished a Happy Thanksgiving to all.

### XIV.ADJOURN

Seeing no other business for consideration, Mayor Montgomery adjourned the meeting at 7:58 p.m.

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ANGELA MARSHALL

Deputy City Recorder

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PAUL W. MONTGOMERY

Mayor