



**AGENDA ACTION FORM**

**Consideration of a Resolution to Authorize the Reimbursement of Materials Agreement Funds to Integrity Building Group, LLC, Related to the Fieldcrest Phase 2 Development**

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

Action Form No.: AF-187-2026  
 Work Session: June 15, 2026  
 First Reading: N/A  
 Final Adoption: June 16, 2026  
 Staff Work By: Garret Burton  
 Presentation By: Ryan McReynolds

**Strategic Focus Area: 6. Strong & Vibrant Neighborhoods**

**Recommendation:**  
 Approve the Resolution

**Executive Summary:**  
 If approved, the City will reimburse funds to Integrity Building Group, LLC in the amount of \$116,493.78 pursuant to a materials agreement based upon the approved installation of water and sewer infrastructure for Fieldcrest Phase 2.

In an effort to promote smart growth and infill development as well as encourage the new housing market within the Kingsport city limits, the City of Kingsport passed the Materials Agreement Policy as set forth in Resolution 2007-084. Developers have the opportunity to enter into an agreement with the City whereby the City furnishes the water and sewer materials for the developer’s use within the developer’s proposed subdivision. Developers are required to post a cash bond covering the cost of the materials which is refunded to the developer (minus sales tax) once the project is completed and has been approved by the City Engineer and the Regional Planning Commission.

Pursuant to this policy, a Materials Agreement was entered into with Integrity Building Group, LLC related to the Fieldcrest Phase 2 Development, in the amount of \$127,541.14 for the development of Forty-one (41) lots. After the construction adjustment due to sales tax, and close out of the necessary materials, the developer is due \$116,493.78.

To date, including this development, the program has supported 1,936 new/proposed lots within the City of Kingsport.

**Attachments:**

1. Resolution
2. Closeout Worksheet
3. Location Map
4. As-Built Drawing

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