



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 1 Development

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

Action Form No.: AF-251-2025
Work Session: September 15, 2025
First Reading: N/A

Final Adoption: September 16, 2025
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 \$198,627.03 pursuant to a materials agreement based upon the approved installation of water and sewer infrastructure for Fieldcrest Phase 1.

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 1 Development, in the amount of \$217,288.70 for the development of Seventy (70) lots. After the construction adjustment due to sales tax, and close out of the necessary materials, the developer is due \$198,627.03.

To date, including this development, the program has supported 1,684 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	—	—	—
Mayes	—	—	—
Montgomery	—	—	—