



MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Monday October 27, 2025
Conference Room – Administrative Building
906 E. Sevier Avenue
Kingsport, TN 37660

The Board of Commissioners of the Kingsport Housing and Redevelopment Authority met for a Regular Meeting, *Monday, October 27, 2025* in the Conference Room of the KHRA Administrative Office at 906 E. Sevier Ave in Kingsport, Tennessee. The meeting was called to order by Chair, Greg Perdue at 12:00 p.m. with a quorum present.

Upon roll call, the following Commissioners were listed as present:

Chair Greg Perdue
Commissioner Seth Jervis
Commissioner Steve LaHair

Upon roll call, the following Commissioners were listed as absent:

Commissioner Debbie Torjilar
Vice Chair Tony Jennings

KHRA staff members present:

Executive Director, Terry Cunningham
Director of Finance, Bytha Kilgore
Grants & Redevelopment Manager, Emily Chase
Compliance and Marketing Analyst, Hope Caruthers
Marketing and Compliance Officer, Debbie Johnson
Tax Credit Analyst, Angie Thomas
Project Manager, Casey Begley
Property Manager, Danny Reaves
Property Manager, Leah McDavid
Assistant Property Manager, Schyler Bryant
Scattered Site Property Manager, Freddy Rodriguez

Guests present:

Jessica Harmon, City of Kingsport
Steven Bower, City of Kingsport

Minutes:

Resolution 2025-91 Approval of Regular Meeting Minutes

Motion: Commissioner Jervis moved (seconded by LaHair) to approve the minutes of the Regular KHRA meeting held on September 29, 2025. Motion carried – unanimous.

Old Business:

Resolution 2025-92 TIF Amendment

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the amendment to the Downtown Kingsport Redevelopment District Dobyns Taylor Warehouse project area tax-increment financing. Full resolution is attached as Exhibit A. Motion carried – unanimous.

Financial Reports:

Resolution 2025-93 September Financials- KHRA

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the September 2025 KHRA Financial Statements. Motion carried - unanimous.

Resolution 2025-94 September Financials – Myrtle Street

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the September 2025 Myrtle Street Financial Statements. Motion carried - unanimous.

Resolution 2025-95 September Financials- Riverview Place

Motion: Commissioner Jervis moved (seconded by LaHair) to approve the September 2025 Riverview Place Financial Statements. Motion carried - unanimous.

Resolution 2025-96 September Financials – Holston Terrace

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the September 2025 Holston Terrace Financial Statements. Motion carried - unanimous.

Resolution 2025-97 September Financials – GKAD

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the September 2025 GKAD Financial Statements. Motion carried - unanimous.

Resolution 2025-98 TAR Write-Offs

Motion: Commissioner Jervis moved (seconded by LaHair) to approve the approve the October Tenant Account Receivable write-offs for the month ending October 31, 2025. Motion carried - unanimous.

Resolution 2025-99 Myrtle Street Budget

Motion: Commissioner Jervis moved (seconded by LaHair) to approve the approve the operating budget for Myrtle Street Development, LLC for fiscal year 2026 as presented. Motion carried - unanimous.

Bills and Communications:

Leasing Updates: No comments

HQS Inspection Updates: No comments

Staff Reports: No comments

New Business:

Resolution 2025-100 SAFMR Voucher Payment Standards

Motion: Commissioner LaHair moved (seconded by Jervis) to approve the Voucher Payment Standard at 110% of the Small Area Fair Market Rents effective December 1, 2025. Motion carried - unanimous.

Resolution 2025-101 Utility Allowances

Motion: Commissioner Jervis moved (seconded by LaHair) to approve the Utility Allowance schedule as presented effective December 1, 2025. Motion carried - unanimous.

Adjournment

There being no further business to discuss at this time, Chair Perdue declared the meeting adjourned at 1:24 pm.

Respectfully submitted,

Greg Perdue, Chair

Terry W. Cunningham, Secretary