

AGENDA

KGIS Policy Board Meeting

Friday, August 15, 2025
1:30 PM
City \ County Building
Room 575

1. Call to Order \ Approval of Minutes (June 13, 2025) **(V)**
2. Recognition of KGIS 40th Anniversary
3. Planned Retirement of Executive Director
4. Public Comment
5. Next Meeting Date \ Adjournment **(V)** (November 21, 2025)

(V) denotes that a vote be taken by the Policy Board

1. Call to Order \ Approval of Minutes (June 13, 2025)

1. (V)

The current chair is Knox County Mayor Glenn Jacobs.

KGIS Policy Board Meeting Minutes

Monday, June 13, 2025, 1:30 p.m.

Room 575, City County Building

Members Present: Gabe Bolas, KUB President/CEO; Mayor Glenn Jacobs, Knox County; Mayor Indya Kincannon, City of Knoxville

Others Present: Mark Parker, City IS; Jeremy Loveday, KUB IS; Antoine Fortuin, County IT; Perry Benshoof, County Finance; Jennifer Bodie, County Finance; Alex Zendel, Knox Planning; Marsha Robinson, County Property Assessor's Office, Vicki Carter, County Property Assessor's Office; Keith Stump, KGIS; Donna Roach, KGIS

Agenda

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1. Call to Order \ Approval of Minutes (February 28, 2025) – Mayor Jacobs opened the meeting and asked if there were any questions or changes to be made to the minutes from the February 28th meeting. With no remarks, Mayor Jacobs asked for a motion to approve the minutes as written. The motion was made by Gabe Bolas and seconded by Mayor Jacobs. The Policy Board approved the minutes as written.

2. Current Financials - Jennifer Bodie stated the current financials puts KGIS at 75% spending which is on track as expected.

3. FY 2026 Budget Approval- KGIS is asking for a 6% increase to its Operating Budget (from \$1,402,776 to \$1,486,446). Each Tri-Party member's share will only increase by 1.69%, going from \$467,592 to \$475,482. The remaining \$60,000 balance of that 6% will come from KGIS's existing undesignated funds to support the contingent funding of Transitional Salary Supplementation (as adopted by the Policy Board at the recent February 28, 2025 meeting).

KGIS is proposing a mid-year 1% general and a 1-step performance increase which will begin January 1, 2026. There is also an adjustment to the GIS Analyst's salary to bring him up to the threshold as an exempt employee.

The software maintenance and office rental were increased while travel/training, office supplies & equipment and contracted services were decreased.

KGIS is asking for a capital outlay of \$632,045 which will be fully funded by existing external revenue funds.

Keith noted that there was a needed correction to the page 7 small account code Social Security line, where the "actual projected" value should be \$56,091.17 instead of the incorrectly shown value of \$3,700.81. [Note that total for that column should also be re-stated to \$1,375,080].

Mayor Jacobs asked if there were any questions regarding the proposed FY 2026 budget, with no questions he asked for a motion to approve the Proposed FY 2026 budget. The motion was made by Mayor Kincannon and seconded by Gabe Bolas. The Policy Board approved the minutes as written.

4. Other Items of Note –

- Historical Maps – KGIS deployed a new mapping tool in February 2025 that allows for overlaying of historical scanned maps against the current basemap maintained by our respective agencies.
- KGIS turns 40 years old in August 2025 – The KGIS Director extended a sincere thank you to those many folks who have assisted KGIS during these 40 years.

5. Public Comment – No one from the public was in attendance.

6. Next Meeting Date \ Adjournment (V) – The next Policy Board meeting is scheduled for August 15, 2025 at 1:30 pm in room 575.

Keith said that First Utility District is close to a decision about upgrading to the Operational Partner level with KGIS, and if that happens it will be presented at the upcoming Policy Board meeting. Keith noted that West Knox Utility has also inquired about upgrading its partnership to the operational level.

May Jacobs asked if there was any further discussion and with none he adjourned the meeting.

Policy Board Action

Approve Minutes

2. Recognition of KGIS 40th Anniversary

2.



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On August 9th, 1985, a [Tri-Party Agreement](#) was signed between Knox County, the City of Knoxville and Knoxville Utilities Board (KUB).

That agreement called for the development of a "computerized mapping system (CMS)" to support the public need.

The new organization later adopted the official name of:

"The Knoxville – Knox County - KUB Geographic Information System" - aka KGIS.

Over these past 40 years, the system has grown into a true collaboration amongst organizations, departments and co-workers.

Today, the Policy Board seeks to recognize this 40th Year Anniversary.

Policy Board Action

None Required

3. Planned Retirement of Executive Director

3.

Keith Stump, the current Executive Director \ GIO of the KGIS organization, seeks to inform the KGIS Policy Board of his planned retirement at the beginning of 2026.

Keith has been with KGIS for 36+ years, having begun employment on January 9, 1989. He first served as the Database Administrator for this organization prior to being appointed as Executive Director in 2001.

The Executive Committee is already aware of Keith's planned retirement, and therefore **awaits formal direction from the Policy Board regarding the next steps.**

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Policy Board Action

None Required

4. Public Comment

In accordance with KGIS Bylaws the Policy Board shall provide an opportunity for public comments.

4.

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Policy Board Action

None Required

5. Next Meeting Date \ Adjournment

5 (V).

The next regular Policy Board meeting is scheduled for:

Friday, **November 21, 2025** at 1:30 pm.

KGIS meetings are scheduled quarterly (on the third Friday of each Quarter). The upcoming dates for the regular meetings are:

- November 21, 2025 at 1:30 pm
- February 20, 2026 at 1:30 pm
- May 15, 2026 at 1:30 pm
- August 21, 2026 at 1:30 pm

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Policy Board Action

Adjourn the Meeting