The Gatlinburg Board of Commission met in a regular meeting on Tuesday, November 5, 2019, at 6:00 P.M. in the City Council Room. All members were present with the exception of Commissioner Chad Reagan. Mayor Werner called the meeting to order and led the Pledge of Allegiance and Finance Director Robert Holt gave the Invocation.

Mayor Werner then called for a motion to approve the Minutes of the regular meeting of October 8, 2019. Commissioner Smith made a motion to approve the Minutes which was seconded by Vice Mayor McCown and then unanimously adopted.

There were no Petitions and Communications from the Public.

Regarding Reports and Boards of Committees, Mayor Werner presented Twenty Year Service Awards to Michael Leatherwood of the Water Department and to Ronald Barrett and Carrie Harbin-Hurst of the Police Department recognizing their years of service with the City of Gatlinburg.

The City Manager reported and/or requested:

(1) that she would like to begin by announcing a few events, with the first one being the Gatlinburg Chili Cookoff on November 6, 2019, from 5:00 to 8:00 P.M. at 715 Parkway, the Veterans Day Celebration on November 11, 2019, at 11:00 A.M. on the Ripley's Aquarium Plaza and the Gatlinburg Chamber of Commerce Annual Banquet which will be held on December 2, 2019, at 5:30 P.M. at Mills Conference Center; and,

(2) that she is happy to announce that the City has launched a new Website and it has been online since October 25, 2019, and this new and improved City website is one element of a comprehensive effort to be in compliance with the American With Disabilities Act (ADA) and the site is also mobile friendly, which makes it viewable on phones, tablets and mobile devices. The City Manager concluded by encouraging the public to view the site and let Staff know any thoughts and ideas for improvements since the goal is to make the site as useful as possible to citizens, businesses and visitors.

ORDINANCE NUMBER 2543, AMENDING THE ZONING ORDINANCE BY RECLASSIFYING A PORTION OF PARCEL 133.07 OF TAX MAP 117, LOCATED OFF OF GLADES ROAD FROM C-3 TO R-2, PUBLIC HEARING AND SECOND READING, (Passed Planning Commission 9/19/19 And First Reading 10/8/19).

Item A under Old Business was Ordinance Number 2543, amending the Zoning Ordinance by reclassifying a portion of parcel 133.07 of Tax map 117, located off of Glades Road from C-3 to R-2, Public Hearing and Second Reading, (Passed Planning Commission 9/19/19 and First Reading 10/8/19). Commissioner Smith made a motion to approve the Ordinance which was seconded by Commissioner DeSear. Mayor Werner opened the Public Hearing and a member of the audience shared his concerns about the extra traffic and flooding along Glades Road. Mayor Werner then closed the Public Hearing. After these comments, the motion to approve the Ordinance was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A REQUEST FOR LEASING THE CITY'S CIRCLE DRIVE PROPERTY (Requested by Gatlinburg Apartments, LLC.).

Item A under New Business was Discussion and Consideration of approving a request for leasing the City's Circle Drive Property (Requested by Gatlinburg Apartments LLC.). Commissioner DeSear makes a motion to approve the request which was seconded by Vice Mayor McCown. Mayor Werner asked the City Manager for some explanation. The City Manager stated that Mr. Bob Bentz and Mr. Joe Lelonek with the Gatlinburg Apartments, LLC. were present and she asked them to step forward and further explain their request. Mr. Bentz stated that they would like to request to lease the property as opposed to purchasing the property at this time due to the high cost of doing this type of project. He further stated the numbers are still short on the project due to land cost and construction cost being high and that rents on average are lower in this area and any financial assistance would be of great help to this Project and would allow it to proceed forward. Mayor Werner stated the City would want assurance that the Project would start as soon as possible and Mr. Bentz stated that they are on track to start after the first of the year and it would be a 14-15 month build. Commissioner DeSear then asked if there was any need for a CPI adjustment to which the City Manager stated that tonight is conceptual approval and, if the request is approved tonight, a Lease Agreement will be drawn up with all concerns expressed included in such a document that would be brought back for final action. After these comments, the motion to approve the Request was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING AN OFF PREMISE CERTIFICATE OF BACKGROUND INVESTIGATION AND ZONING COMPLIANCE FOR SUE HALLIDAY, JOESPH AMSBARY, JR, AND RICHARD ASHWORTH, WALGREENS CO. D/B/A WALGREEN'S #13107 LOCATED AT 811 PARKWAY.

Item B under New Business was discussion and consideration of approving an Off Premise Certificate of Background Investigation and Zoning Compliance for Sue Halliday, Joseph Amsbary, Jr, and Richard Ashworth, Walgreens Co. D/B/A/ Walgreen's located at 811 Parkway. Vice Mayor McCown made a motion to approve the Certificate which was seconded by Commissioner DeSear. The Mayor asked the City Manager for explanation and she stated this is a certificate that the State requires from the City for Walgreens to be able to obtain a license to sell wine for off premise consumption. After these comments, the motion to approve the Certificate was approved.

DISCUSSION AND CONSIDERATION OF APPROVING AN AGREEMENT WITH THE GATLINBURG TOURISM DEVELOPMENT AUTHORITY, D/B/A GATLINBURG CONVENTION AND VISITORS BUREAU.

Item C under New Business was discussion and consideration of approving an Agreement with the Gatlinburg Tourism Development Authority, D/B/A Gatlinburg Convention and Visitors Bureau. Vive Mayor McCown made a motion to approve the Agreement which was seconded by Commissioner DeSear. The Mayor asked the City Manager for explanation and she stated that Commission with representatives of the Convention and Visitors Bureau (CVB) had a workshop earlier this afternoon that included discussion regarding the 2020 Marketing Plan, Capital Improvement Projects and this Agreement. She also stated that this is an updated Agreement with the Convention and Visitors Bureau (CVB) and the most significant change in the Agreement is the transition of the operations and maintenance of the Convention Center to the CVB. After these comments, the motion to approve the Agreement was unanimously adopted.

DISCUSSION AND CONSIDERATION OF PURCHASING TWO PARCELS OF PROPERTY LOCATED ADJACENT TO THE CITY SERVICE CENTER COMPLEX ON NEWMAN ROAD.

Item D under New Business was discussion and consideration of purchasing two parcels of property located adjacent to the City Service Center Complex on Newman Road. Commissioner Smith made a motion to approve the purchase which was seconded by Commissioner DeSear. The Mayor asked if these parcels are adjacent to the City Service Center and the City Manager stated that this is the last two parcels the City needed to acquire to expand the Public Works Facility area and part of the land will be used for the construction of the warehouses to store the Winter lights. Commissioner DeSear asked the City Manager when construction would start and she stated most likely the next Budget cycle and that the City has made arrangements for temporary storage of the Winter Lights until a new warehouse can be built. After these comments, the motion to approve the purchase was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A CONTRACT AGREEMENT WITH CHARLES BLALOCK AND SONS, INC., FOR PEDESTRIAN IMPROVEMENTS AT THE AIRPORT ROAD/HISTORIC NATURE TRAIL AND PARKWAY INTERSECTION.

Item E under New Business was Discussion and Consideration of a Contract Agreement with Charles Blalock and Sons, Inc., for pedestrian improvements at the Airport Road/Historic Nature Trail and Parkway intersection. Commissioner DeSear made a motion to approve the Contract Agreement which was seconded by Vice Mayor McCown. The Mayor asked the City Manager for explanation and she stated that there would be an additional crosswalk added to this intersection to help with the flow of pedestrian traffic and she then asked the Police Chief and the Engineer, Jeff Mize, to further explain the Project. Mr. Mize then stated that with this additional crosswalk, the Tennessee Department of Transportation is requiring all crosswalks in the intersections to be brought into compliance with the American with Disabilities Act (ADA) standards which means ramps will need to be added as well as audible pedestrian signals to all three corners of the intersection. Mr. Mize further stated bids were sent out and that the low bid came in at 9% higher than the Engineer's estimated cost and that it was decided that some of the work could be done on a in-house basis which makes the estimate within two thousand dollars of the original estimated cost. Commissioner DeSear asked when the work would begin and Mr. Mize stated work would begin after the Holiday Season and at the first of January and it should be completed in sixty days. Mayor Werner asked the Police Chief if he wanted to add anything and the Police Chief stated that the reason for not starting the job in November or December is due to the heavy traffic during the Holiday Season. After these comments, the motion to approve the Contract Agreement was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A SERVICES AGREEMENT WITH FLOCK GROUP, INC., FOR TRAFFIC COUNTERS AND AUTOMATED LICENSE PLATE READERS.

Item F under New Business was discussion and consideration of approving a Services Agreement with Flock Group, Inc., for traffic counters and automated license plate readers. Commission Smith made a motion to approve the Services Agreement which was seconded by Vice Mayor McCown. The Mayor asked the City Manager for explanation and she stated that there were three intersections for traffic counters approved in the Budget at twenty thousand dollars per intersection and that with this approach six intersections could be done and that the Agreement is for a twenty four month period for $24,000 with an option to renew for one year and that these traffic counters will let the City do their own traffic counts and the counters can differentiate local license plates from out of town license plates. The City Manager asked the Police Chief to further explain the use of the traffic counters and automated license plate readers and he stated that the readers can help tell the City approximately how many people are in town and also help with missing persons, stolen vehicles and other law enforcement purposes. Vice Mayor McCown asked the Police Chief about the reporting aspects of the equipment and he stated that the information collected will be given to the Conventions and Visitors Bureau (CVB) every thirty days so reports can be made and that the CVB can ask Flock to produce specific reports that the CVB might need. Mayor Werner asked Mr. Logan Coykendall for his input since he had been instrumental in this Project and Mr. Coykendall stated that being able to have a visitor count for a tourism based City was a huge benefit in how to market our area. Commissioner DeSear asked the Police Chief if this information could be linked to Amber Alerts and he stated yes and Commissioner DeSear also asked if the data collected by the counters could be sold to other entities or if it was private and the Police Chief answered it is private data owned by the City. After these comments, the motion to approve the Services Agreement was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A PROPOSAL FOR THE PURCHASE AND INSTALLATION OF AN ADVANCED WATER METERING INFRASTRUCTURE SYSTEM WITH C. I. THORNBURG INC., CO.

Item G under New Business was Discussion and Consideration approving a proposal for the purchase and installation of an Advanced Water Metering Infrastructure System with C. I. Thornburg Inc., Co. Vice Mayor McCown made a motion to approve the Proposal which was seconded by Commissioner DeSear. The Mayor asked the City Manager for explanation and she stated that this equipment would upgrade the current Water Meter Reading System which has been in place for many years and that there was $1.7 million placed in the Utility Budget for the estimated cost of the Project and that the City received two proposals with the lower proposal being $1.437 million and this is part of a package of Capital Projects that will end up being funded by a Bond Issue which is anticipated to occur in January. The City Manager then asked the Utilities Manager to further explain and he stated that this essentially replaces all the old technology direct read meters where the employee must physically go to the meter and write down the reading and then transfer the readings to a computer and this new system replaces those meters and that this system is a radio system that will read meters in real time which means it will let Staff know of possible leaks when they are occurring and the Meter Reading System will be much more efficient in the readings than the old System in that there is much less room for errors. He further explained that the City will have to replace around 3,000 old meters to be compatible with this System and this will happen over the next eight to nine months. Commissioner DeSear stated that this was a long time Project that his predecessor, Jerry Hays, supported and whose seat he occupies now and that he was glad to support it and see the Project become a reality. After these comments, the motion to approve the Proposal was unanimously adopted.

RESOLUTION NUMBER 971, A RESOLUTION AUTHORIZING THE CITY TO PARTICIPATE IN THE PUBLIC ENTITY PARTNERS PROPERTY CONSERVATION MATCHING GRANT PROGRAM.

Item H under New Business was Resolution Number 971, a Resolution authorizing the City to participate in the Public Entity Partner Property Conservation Matching Grant Program. Commissioner Smith made a motion to approve the Resolution which was seconded by Commissioner DeSear. The Mayor asked the City Manager for explanation to which she stated that this is a Matching Grant Program from the Insurance Company, Public Entity Partners, and the Grant is in the amount of $5,000 and the monies will be used to offset the costs of replacement of security cameras at the Convention Center. After these comments, the motion to approve the Resolution was unanimously adopted.

DISCUSSION AND CONSIDERATION OF DECLARING CERTAIN CITY ITEMS AS SURPLUS.

Item I under New Business was discussion and Consideration of declaring certain City items as surplus. Commissioner DeSear made a motion to approve declaring certain City items as surplus which was seconded by Commissioner DeSear and then unanimously approved.

DISCUSSION AND CONSIDERATION OF APPROVING A GRANT APPLICATION FOR MASS TRANSIT FUNDING THROUGH THE IMPROVEMENT ACT PUBLIC TRANSIT CAPITAL GRANT PROGRAM.

Item J was discussion and consideration of approving a Grant application for Mass Transit funding through the Improvement Act Transit Capital Grant Program. Vice Mayor McCown made a motion to approve the Grant Application which was seconded by Commissioner Smith. The Mayor asked the City Manager for explanation and she asked the Finance Director to further explain and he stated that the Grant and local match monies would be used to purchase currency and counting equipment, fare collectors for the Trolleys, Intelligent Transportation System Radios which is a tracking system and security cameras. The Finance director also stated that the total Grant request was for $907,106 and the City's match would be $302,000. The City Manager also stated that a letter that states that the City agrees to the matching amount needed to be signed by the Mayor if approved this evening and returned to the appropriate parties. After these comments, the motion to approve the Grant Application was unanimously approved.

<u>UNSCHEDULED ITEMS:</u>

<u>Commissioner DeSear:</u>

(1) Referenced and welcomed the visitors that are in the audience tonight from the Wisconsin Dells to observe our City Government; and,

(2) Stated that he was glad to see our Gross Receipts numbers up 14 percent in September and that year to date the City is up 16 percent and that Amusements were up 40 percent last month and up year to date 30 percent for the year; and,

(3) Stated that he is happy to mention that the Tennessee Department of Transportation's Project on Highway 321 is finished.

Vice Mayor McCown:

(1) Stated he would like to commend Ronnie Barrett, Michael Leatherwood and Carrie Harbin-Hurst for their twenty years of service with the City.

Mayor Mike Werner:

(1) Stated that he would like to echo those comments of thanks to Michael, Ronnie and Carrie for their years of service and that is what makes the City great; and,

(2) That Friday night, the Gatlinburg Pittman's Football Team is in the first round of the playoffs in Unicoi County and to continue to support them.

There being no further business to come before the City Commission, Vice Mayor McCown made a motion to adjourn. Commissioner Smith seconded the motion which was unanimously approved.

Mike Werner, Mayor

Cindy C. Ogle

Cindy Cameron Ogle, City Recorder
/mp