Gatlinburg City Commission
December 17, 2024
Meeting Minutes

The Gatlinburg Board of Commissioners met in a regular meeting on Tuesday, November 19, 2024, at 6:00 P.M. in the City Council Room. All the members were present. Mayor Mike Werner called the meeting to order and led the Pledge of Allegiance. Finance Director Robert Holt led the Invocation.

Mayor Werner then called for a motion to approve the Minutes of the regular meeting of November 19, 2024. Vice Mayor Mark McCown made a motion to approve the Minutes which was seconded by Commissioner Jay Horner and then unanimously adopted.

Regarding Petitions and Communications from the Public and Items from the Audience, Mr. John Ziadeh from Knoxville addressed the Commission about the 2016 Wildfires.

The City Manager reported and/or requested:

(1) that he wanted to congratulate Human Resources Director Michele Diebold on her recent President's Award from the TN PRIMA organization and Golf Course General Manager Matt Poff on his recent honor from the Tennessee PGA on being named Merchandiser of the Year; and,

(2) that he wanted to announce and introduce Kelly Janis as the City's new Building Director; and,

(3) that he wanted to announce that City Hall and all City administrative offices would be closed on Tuesday, December 24 and Wednesday, December 25 in observance of the Christmas Holidays and Wednesday, January 1 in observance of the New Year's Day holiday; and,

(4) that he wanted to announce that Gatlinburg's annual New Year's Eve celebration will be held on Tuesday, December 31, beginning at 10:30 p.m. at the base of the Space Needle and will include a concert by Drew Baldridge, a drone show, a fireworks display and ball drop; and,

(5) that he wanted to wish all the City employees, City Commissioners, and everyone a very Merry Christmas and a Happy New Year.

Old Business:

ORDINANCE NUMBER 2625, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCEL 11, GROUP G, OF TAX MAP 126N, LOCATED AT 420 POPULAR LANE IN THE CITY, FROM R-2 (MEDIUM DENSITY RESIDENTIAL) DISTRICT TO C-1 (GENERAL BUSINESS) DISTRICT, Second Reading. (Passed First Reading 11/19/2024 and Planning Commission 10/17/2024).

Item A under Old Business was Ordinance Number 2625, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, and further being an Ordinance to reclassify parcel 11, Group G, of Tax Map 126N, located at 420 Popular Lane in the City, from R-2 (Medium Density residential) District to C-1 (General Business) District, Second Reading. (Passed First Reading

11/19/2024 and Planning Commission 10/17/2024). Commissioner Chad Reagan made a motion to adopt the Ordinance on second reading which was seconded by Commissioner Horner. The motion to adopt the Ordinance on second reading was unanimously approved.

New Business:

DISCUSSION AND CONSIDERATION OF ACCEPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED JUNE 30, 2024.

Item A under New Business was discussion and consideration of accepting the Comprehensive Annual Financial Report for the year ended June 30, 2024. Commissioner Horner made a motion to accept the report which was seconded by Commissioner Reagan. Mayor Werner stated that a Workshop Meeting was held earlier in the evening regarding the audit and that it was a clean audit report. Following these comments, the motion to accept the report was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A CONTRACT FOR SERVICES WITH FRIENDS OF THE SMOKIES.

Item B under New Business was discussion and consideration of approving a Contract for Services with Friends of the Smokies. Commissioner Reagan made a motion to approve the Contract for Services which was seconded by Commissioner Horner. The City Manager explained that this was approved in the Budget process and because this is the first year, this Contract must be approved. Following these comments, the motion to approve the Contract for Services was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A CONTRACT FOR SERVICES WITH THE GATLINBURG ROTARY CLUB.

Item C under New Business was discussion and consideration of approving a Contract For Services with the Gatlinburg Rotary Club. Vice Mayor McCown made a motion to approve the Contract for Services which was seconded by Commissioner Reagan. The City Manager explained that this was approved in the Budget process and because this is the first year, this Contract must be approved. Following these comments, the motion to approve the Contract for Services was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A CONSULTING AND BROKERAGE AGREEMENT WITH BARNES INSURANCE AGENCY, INC. FOR CALENDAR YEAR 2025.

Item D under New Business was discussion and consideration of approving a Consulting and Brokerage Agreement with Barnes Insurance Agency, Inc. for calendar year 2025. Vice Mayor McCown made a motion to approve the Agreement which was seconded by Commissioner Reagan. The City Manager explained that this is regarding the renewal of the Consulting and Brokerage Agreement with Barnes Insurance Agency related to all of the insurance services for the City from January 1, 2025 through December 31, 2025 and that the approval will allow Barnes to continue to be the City's Agent of Record for all insurances, including medical, vision, dental, life, and disability and the cost of these services will remain at an approximate rate of $12,500 per month.

ORDINANCE NUMBER 2626, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, AND FURTHER BEING AN

ORDINANCE TO RECLASSIFY PARCEL 219, TAX MAP 116, LOCATED AT 669 KRISTI'S PLACE IN THE CITY FROM R-1 (LOW DENSITY RESIDENTIAL) DISTRICT TO C-4 (RECREATION COMMERCIAL) DISTRICT, First Reading (Passed Planning Commission 11/21/2024).

Item E under New Business was Ordinance Number 2626, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, and further being an Ordinance to reclassify Parcel 219, Tax Map 116, located at 669 Kristi's Place in the City from R-1 (Low Density Residential) District to C-4 (Recreation Commercial) District, First Reading (Passed Planning Commission 11/21/2024). Commissioner Horner made a motion to adopt the Ordinance on first reading which was seconded by Vice Mayor McCown. Mayor Werner asked if all property owners were contacted, and the Planning Director said that they had. The Planning Director explained that this is a piece of property acquired by Westgate Resorts and is currently zoned as low-density residential and has been requested to be rezoned to fall in line with the remainder of their properties. The Planning Director also noted that this item was reviewed and approved by the Planning Commission at its November 21, 2024, meeting. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

ORDINANCE NUMBER 2627, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCEL 66, TAX MAP 117, LOCATED AT 420 CARTERTOWN ROAD IN THE CITY, FROM R-1 (LOW DENSITY RESIDENTIAL) DISTRICT TO C-2 (GENERAL BUSINESS) DISTRICT, First Reading (Passed Planning Commission 11/21/2024).

Item F under New Business was Ordinance Number 2626, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, and further being an Ordinance to reclassify Parcel 66, Tax Map 117, located at 420 Cartertown Road in the City, From r-1 (Low Density Residential) District to C-2 (General Business) District, First Reading (Passed Planning Commission 11/21/2024). Commissioner Kirby Smith made a motion to adopt the Ordinance on first reading which was seconded by Commissioner Horner. The Planning Director explained that this request is due to the landowner seeking a greater height and density for a proposed townhome development. This was reviewed and approved by the Gatlinburg Municipal Planning Commission at its November 21, 2024, meeting. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

DISCUSSION AND CONSIDERATION OF APPROVING THE 5311 RURAL TRANSPORTATION OPERATING ASSISTANCE GRANT CONTRACT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE MASS TRANSIT DEPARTMENT.

Item G under New Business was discussion and consideration of approving the 5311 Rural Transportation Operating Assistance Grant Contract with the Tennessee Department of Transportation for the Mass Transit Department. Vice Mayor McCown made a motion to approve the Grant Contract which was seconded by Commissioner Horner. The City Manager explained that this a TDOT Grant to help cover the operational costs of the City's Mass Transit Department and that the term of the Contract is July 1, 2024, through June 30, 2025. The City Manager further explained that the Grant is in the amount of $676,948 and the local match required is $220,649, bringing the total contract amount to $897,597. Following these comments, the motion to approve the Grant Contract was unanimously adopted.

RESOLUTION NUMBER 1021, A RESOLUTION AUTHORIZING THE CITY TO PARTICIPATE IN THE PUBLIC ENTITY PARTNERS CYBERSECURITY MATCHING GRANT PROGRAM.

Item H under New Business was Resolution Number 1021, a Resolution authorizing the City to participate in the Public Entity Partners Cybersecurity Matching Grant Program. Commissioner Horner made a motion to adopt the Resolution which was seconded by Commissioner Reagan. The Finance Director explained that this is regarding the City's participation in Public Entity Partners' Cybersecurity Matching Grant Program and that the City anticipates receiving $2,000 which would be used to offset costs incurred for multi-factor authentication for access to City systems, upgrades to endpoint detection and response which looks for outside threats to City devices, and costs to help offset monthly services for data backup and disaster recovery. Following these comments, the motion to adopt the Resolution was unanimously approved.

RESOLUTION NUMBER 1022, A RESOLUTION TO AMEND THE CITY'S CONTRIBUTION TO THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM HYBRID PLAN.

Item I under New Business was Resolution Number 1022, a Resolution to amend the City's contribution to the Tennessee Consolidated Retirement System Hybrid Plan. Vice Mayor McCown made a motion to adopt the Resolution which was seconded by Commissioner Horner. The Finance Director explained that this is regarding an amendment to the City's contribution to the Tennessee Consolidated Retirement System's Hybrid Plan. With the City's change to the TCRS Legacy Plan, which is effective on January 1, 2025, the City will no longer contribute the 5 percent toward the employees 401K portion the plan and that the Resolution provides the necessary changes to complete the transition from the Hybrid Plan for employees hired after July 1, 2024. Following these comments, the motion to adopt the Resolution was unanimously approved.

DISCUSSION AND CONSIDERATION OF DECLARING CERTAIN CITY ITEMS AS SURPLUS.

Item J under New Business was discussion and consideration of declaring certain City items as surplus. Commissioner Horner made a motion to declare the items as surplus which was seconded by Vice Mayor McCown. The City Manager explained that the items included in this list are three City surplus vehicles, various equipment from the Street Department, and an excavator from the Utilities Department. Following these comments, the motion to approve the items as surplus was unanimously adopted.

UNSCHEDULED ITEMS:

Commissioner Jay Horner

(1) Stated that he wanted to thank the City staff for their work on the City's audit and that it was a smooth process.

Commissioner Kirby Smith

(1) Stated that he wanted to wish everyone a Merry Christmas.

Commissioner Chad Reagan

(1) Stated that he wanted to wish everyone a Merry Christmas and a Happy New Year.

Vice Mayor Mark McCown

(1) Stated that he also wanted to wish everyone a Merry Christmas.

Mayor Mike Werner

(1) Stated that he wanted to congratulate Matt Poff and Michele Diebold on their recent awards; and,

(2) Stated that he wanted to wish everyone a Merry Christmas and a Happy New Year.

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

Mike Werner, Mayor

Greg Patterson, City Recorder
/sb