

Gatlinburg City Commission

February 18, 2025

Meeting Minutes

The Gatlinburg Board of Commissioners met in a regular meeting on Tuesday, February 18, 2025, at 6:00 P.M. in the City Council Room. All the members were present with the exception of Mayor Mike Werner. Vice Mayor Mark McCown called the meeting to order and led the Pledge of Allegiance. Finance Director Robert Holt led the Invocation.

Vice Mayor McCown then called for a motion to approve the Minutes of the regular meeting of January 7, 2025. Commissioner Kirby Smith made a motion to approve the Minutes which was seconded by Commissioner Chad Reagan and then unanimously adopted.

Regarding Reports from Boards and Committees, Gatlinburg Convention and Visitors Bureau President/CEO Chad Netherland reported that the fourth quarter was busy for the GCVB Staff as they attended several key meetings and conferences, as well as a busy season for tourism. Mr. Netherland reported that visits to the Gatlinburg Welcome Center, as well as visitors to the Gatlinburg.com website were up compared to the 4th quarter of 2023. Additionally, Mr. Netherland reported that Convention Center attendees were up, compared to the 4th quarter of 2023. Additionally, Mr. Netherland reported that the week of February 21 is Pancake Week in Gatlinburg and that area businesses were participating, and visitors could complete challenges via the Visit Gatlinburg mobile app. Also, Mr. Netherland reported that WineFest would be held at Arrowmont on Saturday, March 8 and tickets were available on Gatlinburg.com. Vice Mayor McCown asked if Mr. Netherland has had any contact with the Great Smoky Mountains National Park regarding the recent federal government cuts. The City Manager explained that he held a meeting with the Chief Ranger, in which it was explained an interim Park Superintendent will be reporting for duty soon and have a tour of 120 days, before they are replaced by another interim Park Superintendent and that a meeting would be established soon.

The City Manager reported and/or requested:

- (1) that he wanted to recognize that Saturday, February 15, was National School Resource Officer Appreciation Day. Officers Cameron Napier, Hunter Finchum, and Riley Trotter, are dedicated to the students, faculty, and staff at Pi Beta Phi Elementary School, Gatlinburg-Pittman Junior High School, and Gatlinburg-Pittman High School, and serve a vital role mentors, educators, and law enforcement officers; and,
- (2) that he wanted to announce that the Gatlinburg Firefighters Association Fit for Duty 5K and 10K is scheduled for Saturday, March 22 and race registration is underway and anyone can contact the Gatlinburg Fire Department for more information; and,
- (3) that he wanted to wish the Gatlinburg-Pittman High School Highlanders and Lady Highlanders good luck in the upcoming District Tournament.

Old Business:

ORDINANCE NUMBER 2628, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, BY ADDING SECTION 407.3.3.4 REQUIRING PAY TO PARK COMMERCIAL PARKING LOTS TO BE PAVED WITH ASPHALT, CONCRETE, OR OTHER PERMANENT PAVING, Second Reading (Passed First Reading 1/7/2025 and Planning Commission 12/19/2024).

Item A under Old Business was Ordinance Number 2628, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, by adding section 407.3.3.4 requiring pay to park commercial parking lots to be paved with asphalt, concrete, or other permanent paving, Second Reading (Past First Reading 1/7/2025 and Planning Commission 2/19/2024). Commissioner Smith 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.

ORDINANCE NUMBER 2629, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCEL 33 AND 34, GROUP B, OF TAX MAP 1260, LOCATED AT 433 AND 439 WINFIELD HEIGHTS ROAD IN THE CITY, FROM R-3 (HIGH DENSITY RESIDENTIAL) TO C-2 (GENERAL BUSINESS), SECOND READING (Passed Planning Commission 12/19/2024).

Item B under Old Business was Ordinance Number 2629, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, and further being an Ordinance to reclassify Parcel 33 and 34, Group B, of Tax Map 1260, located at 433 and 439 Winfield Heights Road in the City, from R-3 (High Density Residential) to C-2 (General Business), Second Reading (Past Planning Commission 12/19/2024). Commissioner Smith 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.

ORDINANCE NUMBER 2630, AN ORDINANCE TO AMEND SECTION 1-101 OF THE MUNICIPAL CODE, AND FURTHER BEING AN ORDINANCE TO CHANGE THE TIME FOR THE BOARD OF COMMISSIONERS MEETING FROM 6:00 P.M. TO 5:00 P.M., Second Reading (Passed First Reading 1/7/2025).

Item C under Old Business was Ordinance Number 2630, an Ordinance to amend Section 1-101 of the Municipal Code, and further being an Ordinance to change the time for Board of Commissioners meeting from 6:00 P.m. to 5:00P.M., Second Reading (Passed First Reading 1/7/2025). Commissioner Reagan made a motion to adopt the ordinance on second reading, which was seconded by Commissioner Smith. The motion to adopt the Ordinance on second reading was unanimously approved.

New Business:

ORDINANCE NUMBER 2631, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NO. 830, AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCEL 48, GROUP E, OF TAX MAP 126N LOCATED AT 151 W. HOLLY RIDGE ROAD IN THE CITY FROM R-2 (MEDIUM DENSITY RESIDENTIAL) DISTRICT TO C-2 (GENERAL BUSINESS) DISTRICT, First Reading (Passed Planning Commission 12/19/2024).

Item A under New Business was Ordinance Number 2631, an Ordinance to amend the Zoning Ordinance, being Ordinance No. 830, and further being an Ordinance to reclassify Parcel 48, Group E, of Tax Map 126N located at 151 W. Holly Ridge Road in the City from R-2 (Medium Density Residential) District to C-2 (General Business) District, First Reading (Passed Planning Commission 12/19/2024). Commissioner Horner made a motion to adopt the Ordinance on first reading which was seconded by Commissioner Smith. The motion to adopt the Ordinance on first reading was unanimously approved.

DISCUSSION AND CONSIDERATION OF APPROVING A RIGHT-OF-WAY USE REQUEST LOCATED AT 1927 LUZERNE DRIVE FOR A PROPOSED PARKING DECK. (Requested by Tara Lovely).

Item B under New Business was discussion and consideration of approving a Right-Of-Way use request located at 1927 Luzerne Drive for a proposed parking deck. (Requested by Tara Lovely). Commissioner Smith made a motion to approve the request which was seconded by Commissioner Horner. The Interim City Planner stated that this request is in regard to a two bedroom structure and the two parking spaces are located within the right-of-way and meets all regulations. Following these comments, the motion to approve the request was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING THE SELECTION OF A GENERAL CONTRACTOR RELATED TO THE PUBLIC SAFETY ADDITION PROJECT.

Item C under New Business was discussion and consideration of approving the selection of a General Contractor related to the Public Safety Addition Project. Commissioner Smith made a motion to approve the General Contractor which was seconded by Commissioner Reagan. The City Manager stated that the City received five responses to the RFQ for Construction Management Services, which were tabulated by Architect Kelly Headden of BarberMcMurry Architects. The City Manager also stated that he appointed a committee, which was comprised of the Public Works Director, the Director of Operations and Communications, and Finance Director, along with architect Kelley Headden with BarberMcMurry Architects, to review the tabulations. After their review Horner Building Company, which had the lowest price and a 15-month timeline, was recommended to be selected for this project. The City Manager also explained this

information was reviewed with Commissioners at the Workshop Meeting earlier in the meeting. Following these comments, the motion to approve the selection of the General Contractor was approved with Commissioners Smith, Reagan and Vice Mayor McCown voting aye and Commissioner Horner abstaining.

DISCUSSION AND CONSIDERATION OF APPROVING AN OPERATING AGREEMENT WITH THE PUBLIC BUILDING AUTHORITY RELATED TO THE PUBLIC SAFETY ADDITION PROJECT.

Item D under New Business was discussion and consideration of approving an Operating Agreement with Public Building Authority related to the Public Safety Addition Project. Commissioner Reagan made a motion to approve the Operating Agreement which was seconded by Commissioner Smith. The City Manager explained that the purpose of this agreement is to enable the Public Building Authority to be the agency to enter into a contract for construction management service with Horner Building Company to oversee the project and that this is the same approach that the City has utilized in a few recent projects, and it is requested that this is the same approach for this Project. Following these comments, the motion to approve the selection of the General Contractor was approved with Commissioners Smith, Reagan and Vice Mayor McCown voting aye and Commissioner Horner abstaining.

DISCUSSION AND CONSIDERATION OF APPROVING A LAND EXCHANGE BETWEEN THE CITY OF GATLINBURG AND SEVIER COUNTY SCHOOL SYSTEM FOR THE PURPOSE OF THE CITY TO PURSUE A LOCAL PARKS AND RECREATION FUND GRANT.

Item E under New Business was discussion and consideration of approving a land exchange between the City of Gatlinburg and Sevier County School System for the purpose of the City to pursue a Local Parks and Recreation Fund Grant. Commissioner Smith made a motion to approve the land exchange which was seconded by Commissioner Reagan. The City Manager explained that the land exchange involves a 7,514 square foot parcel of property at Mills Park for an equal 7,514 square foot parcel of school system owned land and that this proposed land exchange is for the purpose of the City to pursue a Local Parks and Recreation Fund (LPRF) Grant for connectivity paths at Mills Park. The City Manager also stated that the land exchange was approved by the Sevier County Board of Education meeting on January 13, 2025. Following these comments, the motion to approve the land exchange was unanimously adopted.

RESOLUTION NUMBER 1025, A RESOLUTION TO AUTHORIZE AND APPROPRIATE FUNDS FOR AN ACTUARIAL STUDY OF COST ASSOCIATED WITH A HAZARDOUS DUTY SUPPLEMENTAL BENEFIT PURSUANT TO THE TENNESSEE CODE ANNOTATED, SECTION 8-36-212.

Item F under New Business was Resolution Number 1025, a Resolution to authorize and appropriate funds for an actuarial study of cost associated with a hazardous duty

supplemental benefit pursuant to the Tennessee Code Annotated, Section 8-36-212. Commissioner Horner made a motion to adopt the Resolution which was seconded by Commissioner Smith. The Finance Director explained that there is a State statute which allows the City to explore the option of offering additional retirement benefits to public safety officers and the first step in this process is to determine the estimated cost to the City to fund the program for those employees who meet the qualification. The Finance Director explained that this Resolution authorizes funding, which is approximately \$800, for the actuarial study that will determine the cost of implementing these benefits and that this item was reviewed with City Commission at the Mid-Fiscal Year Review on January 16, 2025. Commissioner Reagan asked if this applied to all employees and the Finance Director replied it just pertains to public safety employees with 20 years experience and only current and future employees. Following these comments, the motion to adopt the Resolution was unanimously approved.

ORDINANCE NUMBER 2632, AMENDING ORDINANCE NUMBER 2618, THE CAPTION OF WHICH IS AN ORDINANCE MAKING AND FIXING THE ANNUAL APPROPRIATION FOR THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, First Reading.

Item G under New Business was Ordinance Number 2632, amending Ordinance number 2618, the caption of which is an Ordinance making and fixing the annual appropriation for the several departments of the City for the fiscal year beginning July 1, 2024, and ending June 30, 2025, First Reading. Commissioner Horner made a motion to adopt the Ordinance on first reading which was seconded by Commissioner Smith. The Finance Director explained that this is regarding the Mid-Year Budget Ordinance outlining appropriations that were discussed and reviewed with you at the Mid-Fiscal Year Review on January 16, 2025. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

DISCUSSION AND CONSIDERATION OF DECLARING CERTAIN CITY ITEMS AS SURPLUS.

Item H under New Business was discussion and consideration of declaring certain City items as surplus. Commissioner Smith made a motion to declare the items surplus which was seconded by Commissioner Horner. The Finance Director explained that these items will be sold online once they are declared surplus and included in this surplus of items are: Four City Vehicles, Golf Course equipment, equipment previously used in the Tone Zone, equipment previously used by the Parking Department, HVAC equipment, and security cameras. Following these comments, the motion to declare the items as surplus was unanimously adopted.

UNSCHEDULED ITEMS:

Commissioner Kirby Smith

(1) Stated that he wanted to thank all the City employees for their work on keeping City streets clear and passable during the January snow event.

Commissioner Jay Horner

(1) Stated that he too wanted to thank City employees for their work on keeping City roads clear during the winter weather event in January; and,

(2) Stated that he wanted to welcome the City's new Safety Director, Jason Owens; and,

(3) Stated that he wanted to wish the Gatlinburg-Pittman High School basketball teams good luck in the upcoming postseason tournaments.

Vice Mayor Mark McCown

(1) Stated that he wanted to commend all the City employees in the Street Department for their excellent job in keeping the City streets clear and allow tourists and locals to be on the move during winter weather.

There being no further business to come before the City Commission, Commissioner Smith made a motion to adjourn. Commissioner Horner seconded the motion which was unanimously adopted.



Mike Werner, Mayor



Greg Patterson, City Recorder
/sb