The Gatlinburg Board of Commissioners met in a regular meeting on Tuesday, April 26, 2022, at 6:00 P.M. in the City Council Room. All members were present. Mayor Mike Werner called the meeting to order and led the Pledge of Allegiance. Commissioner Ryan DeSear gave the Invocation.

Mayor Werner then called for a motion to approve the Minutes of the regular meeting of March 22, 2022. Commissioner Chad Reagan made a motion to approve the Minutes which was seconded by Vice Mayor Mark McCown and then unanimously adopted.

Regarding Reports of Boards and Committees the Gatlinburg Convention and Visitors Bureau Fourth Quarter Report was presented by President/CEO Mark Adams. Mr. Adams reported that the two Welcome Centers combined to host over 57,000 visitors, which is 4,000 short of 2021 totals, and also noted that the National Park was closed over 10 days in January due to inclement weather. Mr. Adams also noted that the three most popular states to visit during the first quarter were Florida, Georgia and North Carolina, and also noted that the Welcome Center has received an influx of New Jersey and Illinois visitors in April.

Mr. Chad Netherland, Director of Marketing and Public Relations for the Gatlinburg Convention and Visitors Bureau, reported that Gatlinburg.com sessions were up 38% over 2021 in the first quarter and that the top three cities for website visitation were Nashville, Atlanta, and Charlotte and those are markets where billboards are placed. Vice Mayor McCown asked what that 38% increase can be attributed to, and Mr. Netherland explained that all advertising, including broadcast television, began in late 2021. Mr. Netherland also reported that over 200,000 vacation guides have been distributed and that the Visit Gatlinburg Facebook page has 923,000 likes and reached 35.7 million users in the first quarter.

Mr. Scott Murphy, Convention Center Manager, reported that the Convention Center had double the events in the first quarter of 2022, compared to 2021 and that the new meeting rooms were first used in February. Mr. Murphy also reported that construction and renovations at the facility continued and noted that the new sales office space was expected to be complete in early May and that the steel to finish the new porch space on the Parkway side of the building is scheduled to arrive the second week of May and that once the cover is back over the porch, D&S Builders can begin work on the second level unobstructed. Mr. Murphy also explained that the replacement of the skylights is underway and expected to be completed in May and that carpet installation is complete in the upper level and will be installed in the lower level following the installation of the skylights. Mr. Murphy also noted that the Project is proceeding on budget and is expected to be completed in October or November.

**The City Manager reported and/or requested:**

(1) that she would like to advise that status updates of several Capital Projects and the Convention Center Renovation Project have been placed at the podium for review, and;

(2) that she would like to announce that Keep Sevier Beautiful is having a free Tarp Give Away Event on Friday, April 29 from 10:00 a.m. until noon in Pigeon Forge at the Ripken Experience and that this giveaway is an effort by Keep Sevier Beautiful at litter prevention across Sevier County and an educational effort on the State's tarp law to cover unsecured loads, which cause litter and accidents on the roadways, and;

(3) that she would like to announce that the Gatlinburg Fire Department will be conducting Firewise evaluations for residential and business properties in the City's response area. Residents and businesses who request a Firewise evaluation will receive a visit from members of the Gatlinburg Fire Department Firewise Team to conduct an assessment and will determine the wildland risk for that property and ways to reduce those dangers, and;

(4) that she would like to announce that the Gatlinburg Police Department will provide the public an opportunity to rid their homes of potentially dangerous expired, unused and unwanted prescription drugs, as a part of the U.S. Drug Enforcement Agency's National Prescription Drug Takeback Day and those wishing to dispose of unwanted medication can bring them to the Gatlinburg Police Department on Saturday, April 30, from 10:00 a.m. until 2:00 p.m.

**Old Business:**

**ORDINANCE NUMBER 2586, AN ORDINANCE TO AMEND SECTION 15-607 OF THE MUNICIPAL CODE AND FURTHER BEING AN ORDINANCE TO MAKE ADDITIONAL CHANGES TO PARKING REQUIREMENTS AND TO NOT ALLOW OVERNIGHT OR LONG TERM PARKING, Third Reading (Passed First Reading 2/22/2022 and Second Reading, As Amended, 3/22/2022).**

Item A under Old Business was Ordinance Number 2586, an Ordinance to amend Section 15-607 of the Municipal Code and further being an Ordinance to make additional changes to parking requirements and to not allow overnight or long term parking, Third Reading (Passed First Reading 2/22/2022 and Second Reading, as amended, 3/22/2022). Commissioner DeSear made a motion to adopt the Ordinance on third reading which was seconded by Commissioner Reagan. The City Manager explained that the Ordinance is being considered on third reading, since it was amended on second reading on March 22 to remove any increases in parking permit fees. After these comments, the motion to adopt the Ordinance on third reading was approved unanimously.

**New Business:**

**DISCUSSION AND CONSIDERATION OF APPROVING A SINGLE BID FROM CHARLES BLALOCK AND SONS RELATED TO THE BISHOP LANE PARKING LOT IMPROVEMENTS PROJECT.**

Item A under New Business was discussion and consideration of approving a single bid from Charles Blalock and Sons related to the Bishop Lane Parking Lot Improvements Project. Vice Mayor McCown made a motion to approve the Single Bid which was seconded by Commissioner Reagan. The City Manager explained that Commissioners had been given a memorandum on March 25 regarding this Project and the need to proceed to complete the Project in a timely manner to provide an estimated additional 30 parking spaces for monthly permit parkers and that the estimated completion date is May 21. The Public Works Director explained that the Project was going well and the demolition of the Old Library building was completed the week of April 17. Following these comments, the motion to approve the Single Bid was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF APPROVING OTHER THAN THE LOW BID TO BAKERS WASTE EQUIPMENT FOR THE PURCHASE OF A TRANSFER COMPACTOR FOR THE SOLID WASTE TRANSFER STATION.**

Item B under New Business was discussion and Consideration of approving other than the low bid to Bakers Waste Equipment for the purchase of a Transfer Compactor for the Solid Waste Transfer Station. Commissioner Reagan made a motion to approve other than the low bid which was seconded by Vice Mayor McCown. The City Manager explained that this Project was funded in the amount of $692,000 to make improvements to the Solid Waste Transfer Station that is located next to the Wastewater Treatment Plant and that these improvements will reduce the number of trips the transfer trailer makes to the Sevier Solid Waste Facility. The Public Works Director explained that the other than low bid is recommended due to the fact that Bakers Waste has a strong presence in the region and are the more practical choice for parts and service and also have a compactor operating in Knoxville and that Sevier County Solid Waste also uses Bakers Waste trash compactor units at their Convenience Centers. Mayor Werner asked how many trips to Sevier Solid Waste that this compactor would eliminate and the Public Works Director replied that it would reduce from three or four trips per day to one trip per day, as well as increase capacity on holidays and weekends. After these comments, the motion to approve the other than the low bid was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF APPROVING A CONTRACT FROM WHALEY CONSTRUCTION, LLC, RELATED TO THE BISHOP LANE BRIDGE PROJECT.**

Item C under New Business was discussion and consideration of approving a Contract from Whaley Construction, LLC, related to the Bishop Lane Bridge Project. Vice Mayor McCown made a motion to approve the Contract which was seconded by Commissioner DeSear. The Public Works Director explained that the Bridge needs replaced and that he has spoken to businesses in the area about the upcoming closure of the Bridge and the Sevier County School System about the rerouting of buses. Commissioner DeSear asked if the bridge would look the same and the Public Works Director said that it would like more like the new Bridge constructed at Stephen Drive. Commissioner Reagan asked if the Bridge would be the same width and the Public Works Director replied it is the same width, which is 22 feet. The City Manager explained that Whaley Construction, LLC, submitted the low bid in the amount of $301,044 and that the Contract has a completion date of 90 days from notice to proceed, along with a $500 per day liquidated damages for each calendar day thereafter. After these comments, the motion to approve the Contract was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF APPROVING CHANGE ORDER #3 TO THE MIKE SMITH PUMP SERVICE, LLC, CONTRACT RELATED TO THE GLADES TO BUCKHORN ROAD WATER AND SEWER EXTENSION PROJECT.**

Item D under New Business was discussion and consideration of approving Change Order #3 to the Mike Smith Pump Service, LLC, Contract related to the Glades to Buckhorn Road Water and Sewer Extension Project. Commissioner Reagan made a motion to approve the Change Order which was seconded by Commissioner Kirby Smith. The City Manager explained that this is the final Change Order for the Project and is needed to reconcile actual quantities used in the Project and to provide for additional days beyond the original contract time, providing for a net reduction of $5,000 and adding 135 contract days. The Utilities Manager explained that contract days were added due to delays and that the Project is now finished. After these comments, the motion to approve the Change Order was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF APPROVING CHANGE ORDER #1 TO THE KDC IRRIGATION SERVICES CONTRACT RELATED TO THE GOLF COURSE IRRIGATION AND DRAINAGE IMPROVEMENTS PROJECT.**

Item E under New Business was discussion and consideration of approving Change Order #1 to the KDC Irrigation Services Contract related to the Golf Course Irrigation and Drainage Improvements Project. Commissioner Smith made a motion to approve the Change Order which was seconded by Commissioner DeSear. The Golf Professional explained that this Change Order in the amount of $54,000 for the installation of sod to expedite the completion of the Project. Vice Mayor McCown asked if this was for the front nine holes of the Golf Course and Mr. Poff explained that it was for the whole course. Vice Mayor McCown then asked if the front nine holes were open for play and Mr. Poff explained that they were and that the back nine holes should be open by May 1. Following these comments, the motion to approve the Change Order was unanimously adopted.

**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 F 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 Reagan. The City Manager explained that this is a Grant Amendment to the 5311 Grant, which is a standard operating grant that the City has received for many years for the Mass Transit Department and is very important in funding the Trolley operations. The Finance Director explained that this amended contract adds funding in the amount of $93,217 to the original Contract amount of $533,231, making the new grant total $626,448. After these comments, the motion to approve the Grant Contract was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF APPROVING AN AUDIT CONTRACT WITH CROSSLIN CPAS, FOR THE FISCAL YEAR ENDING JUNE 30, 2022.**

Item G under New Business was discussion and consideration of approving an Audit Contract with Crosslin CPAS, for the Fiscal Year ending June 30, 2022. Vice Mayor McCown made a motion to approve the Contract which was seconded by Commissioner Smith. The City Manager explained that a three year contract with Crosslin was approved in April 2021 and that this is year two of the three year agreement and is in the amount of $48,500. Following these comments, the motion to approve the Contract was unanimously adopted.

**DISCUSSION AND CONSIDERATION OF MAKING APPOINTMENTS TO THE CITY PUBLIC BUILDING AUTHORITY AND INDUSTRIAL DEVELOPMENT BOARD OF DIRECTORS.**

Item H under New Business was discussion and Consideration of making appointments to the City Public Building Authority and Industrial Development Board of Directors. Commissioner DeSear nominated Candace Ogle Morton to fill the unexpired term of Bud Ogle, which expires in June 2023. Commissioner Reagan nominated Steve McKinney to fill the vacant seat held by the late Bud Lawson for a full new term, which expires in June 2028. These nominations were unanimously approved.

**DISCUSSION AND CONSIDERATION OF MAKING AN APPOINTMENT TO THE PLANNING COMMISSION.**

Item I under New Business was discussion and consideration of making an appointment to the Planning Commission. Commissioner DeSear made nominated Candace Ogle Morton fill the unexpired term of Bud Ogle. The nomination was unanimously approved.

**DISCUSSION AND CONSIDERATION MAKING AN APPOINTMENT TO THE SEVIER COUNTY ECONOMIC DEVELOPMENT COUNCIL BOARD OF DIRECTORS.**

Item J under New Business was discussion and consideration of making an appointment to the Sevier County Economic Development Council Board of Directors. Commissioner DeSear nominated Candace Ogle Morton to fill the unexpired term of Bud Ogle, which expires in June 2023. The nomination was unanimously approved.

**Discussion and Consideration of DECLARING CERTAIN CITY ITEMS AS SURPLUS.**

Item K under New Business was discussion and Consideration of declaring certain City item as surplus. Vice Mayor McCown made a motion to declare certain City items as surplus which was seconded by Commissioner DeSear. The motion to declare certain City items as surplus was unanimously adopted.

**UNSCHEDULED ITEMS:**

**Commissioner Kirby Smith**

(1) Stated that he appreciates the opportunity to serve on the City Commission.

**Commissioner Ryan DeSear**

(1) Stated that Dick Ramsey, a former teacher at Gatlinburg-Pittman High School, recently passed away and that his thoughts were with his wife, Nola Sue.

**Commissioner Chad Reagan**

(1) Stated that he wanted to remember the family of Dick Ramsey who passed away last week, and;

(2) Stated that he also wanted to remember Dickie Hickman, who passed away earlier this week, and;

(3) Stated that he would like for everyone to keep Charlie and Ola Moore in their prayers, as Mrs. Moore said her husband is not doing well at the moment.

**Vice Mayor Mark McCown**

(1) Stated that he wanted to offer his appreciation to Mark Adams for his work over for the Gatlinburg Convention and Visitors Bureau for the last six years, and;

(2) Stated that he wanted to welcome Commissioner Kirby Smith to the Board.

**Mayor Mike Werner**

(1) Stated that he wanted to echo the comments made by his fellow Commissioners.

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

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Mike Werner, Mayor

Cindy C. Ogle

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Cindy Cameron Ogle, City Recorder

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