Gatlinburg City Commission
June 17, 2025
Meeting Minutes

The Gatlinburg Board of Commissioners met in a regular meeting on Tuesday, June 17, 2025, at 5:00 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.

The next Item on the Agenda was the election of the Mayor. Commissioner Chad Reagan nominated Mayor Werner to be elected for the position of Mayor, which was seconded by Commissioner Kirby Smith. The nomination of Mayor Werner was unanimously approved. Mayor Werner then called for nominations for Vice Mayor. Commissioner Reagan nominated Commissioner Smith to be elected for the position of Vice Mayor which was seconded by Commissioner Jay Horner. The nomination of Commissioner Smith as Vice Mayor was unanimously approved.

Mayor Werner then called for a motion to approve the Minutes of the regular meeting of May 20, 2025. Commissioner Horner made a motion to approve the Minutes which was seconded by Commissioner Randy Brackins and then unanimously adopted.

The City Manager reported and/or requested:

(1) That he wanted to welcome Commissioner Brackins to the City Commission in his first meeting as a City Commissioner; and,

(2) That he wanted to report that the newly completed Mynatt Park Playground opened last week and it is designed for children of all abilities and ages and spans over 5,600 square feet with multiple swings, slides, and climbing features; and,

(3) That he wanted to report that two new Gatlinburg Police Department officers, Michael Glenn and Rickey Valdes, graduated from the 136th graduating class of the Walters State Community College Regional Law Enforcement Academy, which is a nine-week academy where they received 512 hours of basic law enforcement training; and,

(4) That he wanted to announce that the City opened its second permit-only parking lot at the intersection of Bishop Lane and Stephen Drive on June 13, which has 75 spaces for downtown business employees; and,

(5) That he wanted to announce that the Gatlinburg Convention and Visitors Bureau is preparing for its annual Independence Day Celebrations. The 50th Annual Gatlinburg Fourth of July Midnight Parade which will kick off at 12:01 AM on Friday, July 4th, ringing in the "First Independence Day Celebration in the Nation." Other Independence Day celebrations include the annual River Raft Regatta and a Drone Show will begin, displaying 12 scenes over a 10 minute span,

which will be the introduction to the fireworks show that will light up the sky to celebrate our nation's Independence at the Space Needle to cap off July 4.

(6) That he wanted to announce that in observance of the Independence Day Holiday that Gatlinburg City Hall, the City's Customer Service Center and City administrative offices will be closed on Friday, July 4.

Old Business:

ITEM A

ORDINANCE NUMBER 2634, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NUMBER 830 AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCEL 49, GROUP E, OF TAX MAP 126N LOCATED AT 145 W. HOLLY RIDGE ROAD IN THE CITY, FROM R-2 (MEDIUM DENSITY RESIDENTIAL) DISTRICT TO C-2 (GENERAL BUSINESS) DISTRICT, Second Reading (Passed First Reading 5/20/2025 Planning Commission 4/24/2025).

Item A under Old Business was Ordinance Number 2634, an Ordinance to amend the Zoning Ordinance, being Ordinance Number 830 and further being an Ordinance to reclassify Parcel 49, Group E, of Tax Map 126N located at 145 W. Holly Ridge Road in the City, from R-2 (Medium Density Residential) District to C-2 (General Business) District, Second Reading (Passed First Reading 5/20/2025 and Planning Commission 4/24/2025). Commissioner 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.

ORDINANCE NUMBER 2635, AN ORDINANCE TO AMEND THE ZONING ORDINANCE, BEING ORDINANCE NUMBER 830, AND FURTHER BEING AN ORDINANCE TO RECLASSIFY PARCELS 16, 17, 18, 20 AND 21, GROUP D, OF TAX MAP 126M LOCATED OFF LITTLE FOX ROAD AND LOOP ROAD IN THE CITY, FROM R-1 (LOW DENSITY) DISTRICT TO C-1 (TOURIST COMMERCIAL) DISTRICT, Second Reading (Passed First Reading 5/20/2025 and Planning Commission 4/24/2025).

Item B under Old Business was Ordinance Number 2635, an Ordinance to amend the Zoning Ordinance, being Ordinance Number 830, and further being an Ordinance to reclassify parcels 16, 17, 18, 20 and 21, Group D, of Tax Map 126M located off Little Fox Road and Loop Road in the City, from R-1 (Low Density) District to C-1 (Tourist Commercial) District, Second Reading (Passed First Reading 5/20/2025 and Planning Commission 4/24/2025). Commissioner Horner made a motion to adopt the Ordinance on second reading which was seconded by Commissioner Reagan. The motion to adopt the Ordinance on second reading was unanimously approved.

ORDINANCE NUMBER 2636, AN ORDINANCE CLOSING A PORTION OF A PUBLIC RIGHT-OF-WAY LOCATED WITHIN THE CITY LIMITS AND BEING UNUSED PORTION OF LITTLE FOX ROAD IN HUCKLEBERRY HILLS SUBDIVISION, Second Reading (Passed First Reading 5/20/2025 and Planning 4/24/2025).

Item C under Old Business was Ordinance Number 2636, an Ordinance closing a portion of a public right-of-way located within the City Limits and being unused portion of Little Fox Road in Huckleberry Hills Subdivision, Second Reading (Passed First Reading 5/20/2025 and Planning Commission 4/24/2025). Commissioner Horner made a motion to adopt the Ordinance on second reading which was seconded by Commissioner Reagan. The motion to adopt the Ordinance on second reading was unanimously approved.

ORDINANCE NUMBER 2637, APPROPRIATING AN AMOUNT SUFFICIENT TO COVER THE NECESSARY EXPENSES OF THE VARIOUS DEPARTMENTS, OFFICES AND BOARDS OF THE CITY PENDING THE FINAL PASSAGE OF THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR 2025-26, Second Reading (Passed First Reading 5./20/2025).

Item D under Old Business was Ordinance Number 2637, appropriating an amount sufficient to cover the necessary expenses of the various departments, offices and boards of the City pending the final passage of the Annual Appropriation Ordinance for the Fiscal Year 2025-26, Second Reading (Passed First Reading 5/20/2025). Commissioner 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.

ORDINANCE NUMBER 2638, AMENDING THE APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, Second Reading (Passed First Reading 5/20/2025).

Item E under Old Business was Ordinance Number 2638, amending the appropriation Ordinance for the Fiscal Year for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025, Second Reading (Passed First Reading 5/20/2025). Vice Mayor Smith made a motion to adopt the Ordinance on second reading which was seconded by Commissioner Reagan. The motion to adopt the Ordinance on second reading was unanimously approved.

New Business:

ORDINANCE NUMBER 2639, AN ORDINANCE CLOSING A PORTION OF A PUBLIC RIGHT-OF-WAY LOCATED WITHIN THE CITY LIMITS AND BEING AN UNUSED PORTION OF TANK HILL ROAD IN THE OWNBY HILLS SUBDIVISION, FIRST READING (PASSED PLANNING COMMISSION 5/22/2025).

Item A under New Business was Ordinance Number 2639, an Ordinance closing a portion of a public-of-way located within the City limits and being an unused portion of Tank Hill Road in the Ownby Hills subdivision, First Reading (Passed Planning Commission 5/22/2025). Commissioner Reagan made a motion to adopt the Ordinance on first reading which was seconded by Commissioner Horner. The Planning Director explained that this was a request to absorb approximately 250 square feet of the current Tank Hill Road right-of-way due to the fact that the current dwelling, constructed in the 1980s, was partially placed on the right-of-way, and due to this error, the property owner is unable to settle their estate. The Utilities Manager and Public Works Director have been notified of this request and are in agreeance with the proposed abandonment. The Planning Director also explained that this proposed abandonment was reviewed and approved by the Gatlinburg Municipal Planning Commission at its May 22, 2025, meeting. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

DISCUSSION AND CONSIDERATION OF APPROVING A RIGHT-OF-WAY USE REQUEST FOR A PORTION OF NORTH MOUNTAIN TRAIL TO CONSTRUCT A CROSSWALK AND APPROXIMATELY 145 LINEAR FEET OF SIDEWALK (REQUESTED BY WESTGATE).

Item B under New Business was discussion and consideration of approving a right-of-way use request for a portion of North Mountain Trail to construct a crosswalk and approximately 145 linear feet of sidewalk (Requested by Westgate). Commissioner Reagan made a motion to approve the right-of-way use request which was seconded by Commissioner Horner. The Planning Director explained that this request was made by Westgate Resorts to utilize a portion of the City's right-of-way to construct a crosswalk and 145 linear feet of sidewalk, which will enhance safety by providing a dedicated pedestrian path for Westgate Resort employees. The Planning Director also explained that this was reviewed and approved by the Gatlinburg Municipal Planning Commission at its May 22, 2025, meeting. Following these comments, the motion to approve the right-of-way use request was unanimously adopted.

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

Item C under New Business was discussion and consideration of making an appointment to the Planning Commission. Commissioner Reagan made a motion to reappoint Cam Caton the Gatlinburg Municipal Planning Commission which was seconded by Vice Mayor Smith. The motion to reappoint Cam Caton to the Gatlinburg Municipal Planning Commission was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING UPDATES TO THE ZERO TOLERANCE DRUG AND ALCOHOL TESTING POLICY MANUAL.

Item D under New Business was discussion and consideration of approving updates to the Zero Tolerance Drug and Alcohol Testing Policy Manual. Commissioner Horner made a motion to approve the updates which was seconded by Commissioner Brackins. The City

Manager explained that the City receives federal funding and is required to follow the requirements and procedures for Transportation Workplace Drug and Alcohol Testing Programs. Recently, the US Department of Transportation made a required change in the wording of the City's Zero Tolerance Drug and Alcohol Testing Policy, which was reviewed at the June 5 Workshop Meeting. The Human Resources Director explained that the two changes were to change contact information and change the word "opiate" to "opioid". Following these comments, the motion to approve the updates was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A 12 MONTH CONTRACT EXTENSION TO THE VEOLIA WATER NORTH AMERICAN-SOUTH, LLC AGREEMENT FOR OPERATIONS, MAINTENANCE, AND MANAGEMENT SERVICES AGREEMENT.

Item E under New Business was discussion and consideration of approving a 12-month contract extension to the Veolia Water North American-South, LLC Agreement for operations, maintenance, and management services agreement. Vice Mayor Smith made a motion to approve the Contract extension which was seconded by Commissioner Brackins. The Utilities Director explained that this extension is a one-year extension to the existing agreement for the management of the Wastewater Treatment Plant and all lift stations and is being recommended as this is the first year of operation following the completion of the wastewater plant expansion and will be mutually beneficial to establish costs prior to considering a multi-year agreement. The Utilities Director also explained that the proposed one-year extension for operations and maintenance is in the amount of $1,706,337, which represents a 6.5% increase from the 2024-25 budget amount, due to overall cost increases, plus anticipated operating cost increases. Following these comments the motion to approve the Contract extension was unanimously adopted.

RESOLUTION NUMBER 1027, A RESOLUTION ADOPTING A CAPITAL IMPROVEMENTS PROGRAM FOR THE CITY FOR FISCAL YEARS 2026-2030.

Item F under New Business was Resolution Number 1027, a Resolution adopting a Capital Improvements Program for the City for Fiscal Years 2026-2030. Commissioner Reagan made a motion to adopt the Resolution which was seconded by Vice Mayor Smith. Mayor Werner stated that the City held a good Workshop Meeting on June 5 to review the 2026-30 Capital Improvements Program, which was very beneficial. Following these comments, the motion to adopt the Resolution was unanimously approved.

DISCUSSION AND CONSIDERATION OF DECLARING CERTAIN CITY ITEMS AS SURPLUS.

Item G 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 Commissioner Brackins. The motion to declare the items as surplus was unanimously adopted.

UNSCHEDULED ITEMS:

Commissioner Randy Brackins

(1) Stated that wanted to thank everyone who came out and voted in the municipal election last month and that it was very humbling for him to be a part of the City Commission.

Commissioner Jay Horner

(1) Stated that he wanted to thank everyone for voting in the municipal election and that the voters had elected two upstanding gentlemen.

Commissioner Chad Reagan

(1) Stated that he wanted to congratulate Mayor Werner and Vice Mayor Smith on their elections to their positions; and,

(2) Stated that he wanted to congratulate Commissioner Brackins on being elected to the City Commission and that he is looking forward to the next few years.

Vice Mayor Kirby Smith

(1) Stated that he wanted to thank everyone for voting in the municipal election last month; and,

(2) Stated that he is thankful and humbled for the opportunity to be the Vice Mayor.

Mayor Mike Werner

(1) Stated that he wanted to thank his fellow commissioners for the vote of confidence to continue as Mayor and that he's very excited about the future of Gatlinburg.

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

Mike Werner, Mayor

Greg Patterson, City Recorder
/sb