

**MINUTES OF  
CITY COMMISSION WORK SESSION  
MONDAY, FEBRUARY 25, 2013, 4:00 P.M.  
CITY HALL, PIGEON FORGE, TENNESSEE**

Present were Mayor Wear, Vice Mayor McClure, Commissioner Brackins, Commissioner Reagan, Commissioner Robinson, City Manager Teaster, City Recorder Clabo, City Attorney Gass, and interested parties.

Items discussed were as follows.

1. **Review and discussion/update from Forever Parks Foundation** – Jerry Wear spoke on behalf of the board and gave an overview of the endowment opportunities listed in the drafted brochure.

Following discussion, council generally agreed to put on upcoming agenda.

2. **Review and discussion of outsourcing utility billing and allowing customers to pay online** – City Recorder Clabo explained that the USPS has told the Utility Department that the post card type bills currently being used will not work with the Intelligent Bar Coding System and therefore the rate of postage on the bills will have to increase. The City sent out proposals to outsource the utility billing process dealing with printing and mailing utility bills. Five proposals were received and after evaluating proposals, it appears that the bills can be outsourced for almost the same as keeping process in-house.

Following discussion, council generally agreed to put on upcoming agenda.

3. **Other** – Jimmy Taylor with ADG stated that the US Fish and Wildlife have changed the diameter on trees in bat habitats from 5” to 3”. Waiting until bats return would cause no work to be done until the bats leave again in the fall. This proposed process will allow for the cutting of trees and brush before the bats are protected starting March 31, 2013. This process will be a cost share with Barker Industries as they will be hiring the cutting of trees and brush on his adjacent property.

Following discussion, council generally agreed to put on upcoming agenda.

After general discussion, the meeting was duly adjourned at 4:30 p.m.

APPROVED: \_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY RECORDER