

**MINUTES OF
CITY COMMISSION WORK SESSION
THURSDAY, JUNE 7, 2012, 4:30 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 of the next steps for the construction of the new wastewater treatment plant** – Kenny Diehl, Sam Harrison, and Steve Lane with SSR were in attendance to discuss the new plant. Mr. Diehl discussed the areas where changes could be made to reduce the cost of building the facility. He noted that they were trying to look at changes to get the City back within budget and build a plant with existing funds. However, if the City wants to spend more money for more capacity it can certainly be done so long as additional funds are available.

Following lengthy discussion regarding changes suggested, moving location of plant, and utilizing a force main, council instructed staff to work with SSR regarding available bond funds for plant construction and having in writing about 50 percent growth potential.

2. **Review and discussion of the 2012-2013 scopes of work with Bohan, Majority Opinion Research and USDM for the Department of Tourism's advertising** – Ben Hale with Bohan discussed the scope of work for the 2012-2013 fiscal year. It was noted that the overall budget is in the amount of \$6,996,100. Included in this budgeted amount is a monthly fee of \$5,042 to cover promotions services, a monthly fee of \$18,483 to cover publicity, and a monthly fee of \$6,000 for strategic planning and general management services.

Leah Woolford with USDM discussed the scope of work for the 2012-2013 fiscal year. It was noted that the core services budget would be in the amount of \$400,000 and the online media campaign would be in the amount of \$1,975,000.

Marketing Manager Carr discussed scope of work with Majority Opinion Research and briefly discussed the four studies including: 1) visitor tracking study; 2) project definition study; 3) market perception study; and 4) website visitor study for a total cost of \$169,000.

Following discussion, council agreed to put on upcoming agenda for consideration.

3. **Review and discussion of request for permission for construction of Buildings, Roads, Parking and Other Structures over encapsulated streams located on the Pigeon Falls Property** – Mike Smelcer with SRA discussed a

hotel that his client wants to locate on the property. It was noted that all permits have been obtained from the State and the permit held by Riverwalk Park, LLC is supposed to be transferred to new owner.

Following discussion, council agreed to put on upcoming agenda for consideration.

4. **Review and discussion of additional repairs for tower 28 fire truck** – City Manager Teaster discussed an amendment to the previous quote on repairing the fire truck. Per Fire Chief Watson from discussion with Scott McLeay with BST, the process has caused many hours of labor removing the engine and there are additional components that need to be considered for replacement while engine is out. The quote is in the amount of \$18,660.92. Council recommended removing transmission rebuild at a cost of \$7,260 reducing amount of quote to \$11,400.62.

Following discussion, council agreed to put on upcoming agenda.

After general discussion, the meeting was duly adjourned at 8:10 p.m.

APPROVED: _____
MAYOR

ATTEST: _____
CITY RECORDER