

**MINUTES OF
CITY COMMISSION MEETING
MONDAY, JUNE 24, 2019, 5:30 P.M.
CITY HALL, PIGEON FORGE, TENNESSEE**

Mayor Wear called the meeting to order with the following in attendance: Vice Mayor McClure, Commissioner Watts, City Manager Teaster, Assistant City Manager Brackins, City Recorder Clabo, City Attorney Wyrick, and interested citizens. Commissioner Maples and Commissioner Ogle were absent.

Before the meeting, Mayor Wear presented Bruce Johnson with a Friend of the Forge award for his service on the Tourism Advisory Board.

Mayor Wear opened the meeting and Vice Mayor McClure led in the pledge of allegiance.

REGULAR MEETING

The minutes were unanimously approved following motion by Vice Mayor McClure and second to motion by Commissioner Watts.

Mayor Wear asked if there were any comments from citizens.

No comments were received.

The authorization for the payment of bills was presented for approval. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the bills as presented.

Old Business

Ordinance No. 1075 to set the tax rate for the 2019-2020 fiscal year at \$0.20 per \$100 of all taxable property within the corporate limits of the City of Pigeon Forge, Tennessee was presented on the second reading. City Manager Teaster presented. On a motion by Vice Mayor McClure, second by Commissioner Watts, and with all voting “aye” the motion was approved on the second reading.

Ordinance No. 1076 to make and fix the annual appropriations for the several departments of the City of Pigeon Forge, Tennessee for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and to carry forward appropriations for prior year encumbrances was presented on the second reading. City Manager Teaster presented and noted two change requests to the budget for capital items. On a motion by Vice Mayor McClure, second by Commissioner Watts, and with all voting “aye” the motion was approved on the second reading.

New Business

Discussion and consideration of the 2019-2020 scope of work with Bohan for tourism advertising was presented for approval. Tourism Director Downey presented. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the request as presented.

Discussion and consideration of the 2019-2020 scope of work with Orange 142 for online tourism advertising was presented for approval. Tourism Director Downey presented. On a motion by Commissioner Watts, second by Vice Mayor McClure, it was unanimously approved to accept the request as presented.

Discussion and consideration of an agreement with Majority Opinion Research for the 2019-2020 marketing research program was presented for approval. Tourism Director Downey presented and noted that the scope of work would be in the amount of \$284,500. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the request as presented.

Discussion and consideration of the 2019-2020 service agreement with the Thomas Group for the tourism department was presented for approval. Tourism Director Downey presented and noted that the Thomas Group is responsible for selling ad space in department's travel planner, destination planner and meeting guide. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the request as presented.

Discussion and consideration of a proposal from Mills Marketing Group/Southern Destinations to represent Pigeon Forge at trade, travel, and military shows was presented for approval. Tourism Director Downey presented and noted that the contract was in the amount of \$6,800. On a motion by Commissioner Watts, second by Vice Mayor McClure, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of the 2019-2020 service agreement from Brochure Distribution Services was presented for approval. Tourism Director Downey presented and noted that the contract was in the amount of \$4,660. On a motion by Commissioner Watts, second by Vice Mayor McClure, it was unanimously approved to accept the request as presented.

Discussion and consideration of an agreement with the competitive airfare partnership was presented for approval. Tourism Director Downey presented and stated that the city would pay \$37,500 to coordinate a marketing and advertising campaign on behalf of Allegiant Air. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the request as presented.

Discussion and consideration of an engineering agreement amendment with Gresham Smith for construction administration and CEI services for the Ridge Road project was presented for approval. Shap Stiles with Gresham Smith presented and noted

that the amendment would be in the amount of \$164,726. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept the request as presented.

Discussion and consideration of an application for a library services and technology grant from the Tennessee State Library and archives was presented for approval. City Manager Teaster presented and stated that the grant was in the amount of \$2,709. On a motion by Commissioner Watts, second by Vice Mayor McClure, it was unanimously approved to apply for the grant as presented.

Manager’s report included the following:

1. There will be a public hearing on Ordinance No. 1073 and 1074 and Resolution No. 863 at the July 8, 2019 council meeting.
2. There will be a planning commission meeting on Tuesday, June 25, 2019 at 3:00 p.m. in the council room at city hall.
3. City offices will be closed next Thursday, July 4, 2019 to observe Independence Day.
4. Would like authorization to pay necessary bills prior to June 30 before we close year. We will make a list of bills paid that will be presented for retroactive approval at the July 8, 2019 meeting. On a motion by Vice Mayor McClure, second by Commissioner Watts, it was unanimously approved to accept request as presented.

Mayor Wear asked for comments from the board.

Mayor Wear wished everyone a Happy 4th of July and thanked staff for their work on the budget.

Having no other comments received, the meeting was duly adjourned at 5:55 p.m.

APPROVED: _____
MAYOR

ATTEST: _____
CITY RECORDER