

**MINUTES OF  
CITY COMMISSION MEETING  
MONDAY, JUNE 27, 2016, 5:30 P.M.  
CITY HALL, PIGEON FORGE, TENNESSEE**

Mayor Wear called the meeting to order with the following in attendance: Commissioner Brackins, Commissioner Maples, City Manager Teaster, City Recorder Clabo, City Attorney Gass, and interested citizens. Commissioner Ogle was absent. Vice Mayor McClure arrived late to the meeting.

Mayor Wear opened the meeting and Commissioner Maples led in the pledge of allegiance.

**REGULAR MEETING**

The minutes were unanimously approved following motion by Commissioner Brackins and second to motion by Commissioner Maples.

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 Commissioner Maples, second by Commissioner Brackins, it was unanimously approved to accept the bills as presented.

**Old Business**

**Ordinance No. 1018** to amend the Pigeon Forge Municipal Code by revising title 12, chapters 1, 2 and 9, sections 12-101, 12-102, 12-201, 12-202, 12-901 and 12-902 so as to amend the building, plumbing and mechanical codes was presented on the second reading. City Manager Teaster presented. On a motion by Commissioner Maples, second by Commissioner Brackins, and with all voting "aye" the motion was approved on the second reading.

**Ordinance No. 1019** 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, 2016 and ending June 30, 2017 and to carry forward appropriations for prior year encumbrances was presented on the second reading. City Manager Teaster presented and highlighted various sections of the budget and noted changes between first and second reading. It was noted that Commissioner Maples would abstain on line items 110-47210-235-18, 110-47210-237-06 and 110-47210-280-10 of the Department of Tourism budget as his wife Mary Hope Maples works for the SMTDC. On a motion by Commissioner Maples, second by Commissioner Brackins, and with all voting "aye" the motion was approved on the second reading.

**New Business**

**Ordinance No. 1021** to amend the Pigeon Forge Municipal Code by revising title 7, chapter 2, sections 7-201, 7-203, so as to amend the Fire code was presented on the first

reading. City Manager Teaster presented. On a motion by Commissioner Brackins, second by Commissioner Maples, and with all voting “aye” the motion was approved on the first reading.

**Ordinance No. 1022** to amend Ordinance No. 1003 annual appropriations for fiscal year 2015-2016 was presented on the first reading. Vice Mayor McClure arrived to the meeting. City Recorder Clabo discussed the amendment. On a motion by Commissioner Maples, second by Commissioner Brackins, and with all voting “aye” the motion was approved on the first reading.

**Resolution No. 828** to support the National Park System was presented for approval. City Manager Teaster presented. On a motion by Vice Mayor McClure, second by Commissioner Maples, the motion was unanimously approved.

Discussion and consideration of the 2016-2017 scope of work with Bohan for tourism advertising was presented for approval. Tourism Director Downey presented and noted that this scope of services is included in line 237 of the tourism budget. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of the 2016-2017 scope of work with USDM for online tourism advertising was presented for approval. Tourism Director Downey presented and stated that this work would be billed at \$3,745,000. On a motion by Commissioner Maples, second by Vice Mayor McClure, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of an agreement with Majority Opinion Research for the 2016-2017 marketing research program was presented for approval. Tourism Director Downey presented and noted that the scope of work would be in the amount of \$266,000. On a motion by Commissioner Maples, second by Commissioner Brackins, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of a contract to lease three Tennessee State Welcome Center kiosk spotlight packages was presented for approval. Tourism Director Downey presented and stated that the kiosks are located at I-75 S. Jellico Welcome Center, I-75 N. Chattanooga Welcome Center, and I-81 Bristol Welcome Center. The total cost for a one year lease is \$19,890. On a motion by Vice Mayor McClure, second by Commissioner Maples, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of the 2016-2017 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 planer, value card, and any co-op programs for the group tour/convention/meetings market. On a motion by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the agreement 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 would be in the

amount of \$7,000. On a motion by Vice Mayor McClure, second by Commissioner Maples, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of bids for salt for the street department from Morton Salt was presented for approval. Public Works Director Miller presented and recommended low bid in the amount of \$82.05 per ton. On a motion by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the agreement as presented.

Discussion and consideration of bid for coffee and supplies from Kennedy Coffee Company was presented for approval. Park Maintenance Supervisor Garner presented and recommended sole bid in the amount of \$12,679.25. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept the bid as presented.

Discussion and consideration to reallocate funds for the Ripken Experience to purchase capital items was presented for approval. David Bounds presented and stated that \$80,370.45 was remaining in the approved capital budget and he discussed an itemized list of remaining items needed that were estimated at a total of \$81,130.86, or \$760.41 over the approved capital budget. On a motion by Commissioner Maples to approve list but remain within budget, second by Vice Mayor McClure, it was unanimously approved to move forward with purchase of capital items.

Manager’s report included the following:

1. City offices will be closed Monday July 4, 2016 to observe Independence Day.
2. The July 4<sup>th</sup> celebration will take place all day at Patriot Park.
3. There will be a planning commission meeting on Tuesday, June 28, 2016 at 3:00 p.m. in the council room at city hall.
4. There will be a ribbon cutting for grand reopening of Stages West on Thursday June 30, 2016 at 10:00 a.m.
5. The city employee picnic will be Wednesday June 29, 2016 between 11:00 a.m. and 1:00 p.m. and retiring Mass Transit Director Marine will be recognized.

Mayor Wear asked for comments from the board.

Having no comments received, the meeting was duly adjourned at 6:10 p.m.

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

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