

**MINUTES OF
CITY COMMISSION WORK SESSION
TUESDAY, NOVEMBER 15, 2011, 10:30 A.M.
CITY HALL, PIGEON FORGE, TENNESSEE**

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

Items discussed were as follows.

1. **Review and discussion of the recommended proposal for the Department of Tourism's traditional advertising** – Ken Bell discussed process committee went through to evaluate advertising for the City of Pigeon Forge. Mr. Bell stated that the committee was made up of nine members: Ken Bell, Ray Ogle, Ken Maples, Mike Wilds, David Wear, Earlene Teaster, Eric Brackins, Leon Downey, and Sue Carr. RFPs were requested and sent to 8 agencies. There were 5 proposals returned and approximately 2 days was spent evaluating. The committee was able to narrow list to three: 1) New West, 2) Buntin, and 3) Bohan. It was determined that Bohan ranked the highest in the written and verbal proposals. It was discussed that the committee's purpose was to evaluate which firm could do the best job for Pigeon Forge, but did not look at cost comparisons other than to note the differences in rate sheets. The committee stated that costs would be the responsibility of council, advisory board, and city staff.

Following discussion, council agreed to put on upcoming agenda.

2. **Review and discussion of the Dry Fork Sewer Project** – Pam Ogle stated that there were seven individuals that had not signed an easement. She stated that the owners wanted to keep the road private. She said that the owners were not asking for sewer services and they didn't want work to be done in their yards. She said that the City would have to stay in the road. It was noted that there were nine owners that had already signed. Ms. Ogle stated that the City could consider offering a monetary amount of approximately \$10,000 per owner.

Following discussion, council generally agreed to find out what owners would be willing to accept. It was also noted that in the past, taps were offered as compensation.

3. **Review and discussion of request from Brent Collier to relocate a billboard from Golden Corral to Cabins USA Office, 2140 Parkway, Pigeon Forge, TN** – Brent Collier stated he would like to move tri-vision

board from Golden Corral to an electronic board at Cabins USA. This will be a one-sided board. Mr. Collier does own the site. City Attorney Gass discussed the history of the billboards. He stated that it was important to note that the same board size exists today as did when the boards were first changed.

Following discussion, council agreed to put on upcoming agenda.

4. **Review and discussion of the City's debt policy** – Joe Ayres with Morgan Keegan discussed the proposed model policy. He noted that this was a statewide mandate and was supposed to be adopted by January 2, 2012. He stated that there were three minimum requirements of the state: 1) transparency, 2) professionals, and 3) conflicts. Mr. Ayres stated that the policy had more guidance than was required but it was basically what the city has been doing for years.

Commissioner Robinson expressed an interest to strengthen the policy regarding conflicts of interest.

Following discussion, council agreed to put on the agenda December 12, 2011.

5. **Review and discussion of the estimated cost of Jake Thomas Road and Pigeon Falls Lane** – Assistant City Manager Brackins discussed the road projects and stated that the estimated cost was approximately 11 million dollars. Funding of the projects was discussed including the timing of the construction and requirement under the agreed order.

Following discussion, council agreed continue with planning as per the court order.

6. **Review and discussion of constructing temporary baseball fields for the upcoming season** – Parks and Recreation Director Wilbanks stated he would like permission for the City to enter into an agreement with the school board to lease property to construct baseball fields that would be utilized by a league for 10 and under kids. This age group represents approximately 350 kids or approximately 70 percent. The cost construction and maintenance is about \$21,000. In addition, there will be operational costs but those funds should be available in the existing budget. It was discussed that insurance would have to be added.

Following discussion, council directed City Attorney Gass to draft lease for upcoming agenda.

7. **Review and discussion of the status of the Tourism phone service** – Information Technology Director Ogle discussed and stated that

essentially what is happening is the recording piece and the transcribing piece do not communicate. This has been an ongoing issue for many months where baby steps are being made but the service is still not functioning. Mr. Ogle stated that Quest which also bid on the project have offered a 30 trial to determine if they can make the service work.

Following discussion, council agreed to get 30 day trial from Quest and prepare letter to send to ACI regarding their inability to fulfill their obligation. They advised to bring back to council on next agenda for further discussion and direction.

After general discussion, the meeting was duly adjourned at 2:45 p.m.

APPROVED: _____
MAYOR

ATTEST: _____
CITY RECORDER