



MINUTES
ECONOMIC DEVELOPMENT COMMITTEE MEETING
NOVEMBER 2, 2016
8:00 AM

Committee Members Present:

Pamela Milliken, David Smoak, Knick Myers, Jim Holladay, Naoko Blue, Phil Dangel, Vice Mayor Ron Pinchok

Committee Members Absent:

Brandon Hackett, William Britt, Drew Carson

Staff Present:

Jenn Hatmaker

Other:

Alderman Louise Povlin

Bettye Sisco, Farragut/West Knox Chamber

Steve Krempasky, Farragut Business Alliance

Bob Hill, Farragut Citizen

Alderman Ron Williams

Herc Ligdis, Farragut Business Alliance

Tammy Cheek, FarragutPress

Call to Order

Vice-Chair Milliken called the meeting to order. A quorum was declared.

Approval of the Minutes

Mr. Holladay moved to approve the October 5, 2016 minutes. Vice Mayor Pinchok seconded the motion. Motion passed.

Discussion of the Economic Development Committee (EDC) Charter

Mr. Holladay stated that “Advisory” should be added to the name of the committee – Farragut Economic Development Advisory Committee. Mr. Holladay stated that “unilaterally, by majority vote of the committee, undertake economic development initiatives within the allocated funding provided through the Annual Budget, and” should be removed from ARTICLE II: PURPOSE. Mr. Myers stated that “within the corporate boundaries of” should be changed to “impacting” in ARTICLE II: PURPOSE.

Mr. Myers stated that everywhere the charter mentions voting that it needs to say “vote by majority of a quorum.”

Mr. Holladay asked if the committee will have a budget or would the budgets of the Farragut Business Alliance, Farragut/West Knox Chamber, and other organizations that affect economic development go before the committee for recommendation for approval by the Board of Mayor and Aldermen (BMA). Mr. Smoak stated that currently the Town puts any economic development activities into a budget so that the monies spent on economic development can be tracked.

Mr. Smoak stated that the first sentence in Section III. (c) under ARTICLE III: COMMITTEE should be removed because it has some of the same language that was removed from ARTICLE II: PURPOSE.

Mr. Holladay stated that Section III. (i) under ARTICLE III: COMMITTEE should be removed because the committee does not provide an annual report to the BMA and a member of the BMA serves as a committee member. Vice Mayor Pinchok stated that he does not provide monthly updates to the BMA on the EDC’s meetings and thinks the committee should provide an annual update. Mr. Myers agreed with Vice Mayor Pinchok and stated that by not providing an annual update, there has been a disconnect between the EDC and BMA. Mr. Myers stated that unless the BMA reads the minutes of every committee they will not be up-to-date without an annual report. Mr. Hill stated that the minutes are the legal record of the meeting so the committee does not need to do anything else. Mr. Myers stated that he agrees that the minutes are the record of the meeting, but thinks a summary is needed because it is too much information for the BMA to keep up with throughout the year. Mr. Hill stated that the minutes are the legal record and that an abbreviation of the minutes are not legal. Mr. Myers stated that one word could change the meaning of what is written. Mr. Myers asked if the report would need to go before the committee to be approved on the record before being presented to the BMA. Mr. Myers stated that he thinks the reason why the chairman historically has not provided an annual report to the BMA is because questions could come up as to whether the chairman’s statements are being made as chairman of the committee or as personal opinion. Mr. Myers stated that he personally would not want to give the report unless it was signed off on by the committee as what the committee wants to be presented to the BMA. Mr. Smoak stated that the Mayor speaks at various functions on behalf of the BMA and provides his recollection of what was discussed at the meetings, including items that he may have voted differently on than the rest of the Board. Mr. Smoak stated that the committee can always go back to the minutes of the meeting to read what happened or was discussed during the meeting. Mr. Krempasky stated that an annual report is meant to give an overview and is not a legally binding document and thinks that the committee does not need an Annual Report document, but should report annually to the BMA. Alderman Williams stated that unless you attend the meeting, you will not know the pros and cons of the discussion just by reading the minutes. Mr. Holladay asked the BMA members who were present if they would want an annual report from the committee. Alderman Williams stated that if the committee feels it was an important item, then he would like an annual update; Alderman Povlin stated that she believes

it is a good goal to have a report annually. Vice mayor Pinchok stated that he would like to see a brief handout of the bullet points of what the committee has been working on, and would like the EDC representative at the Board meeting to answer any questions that the Board members may have. Mr. Holladay asked if the word “verbal” should be removed and change the wording to “provide an annual report” or “provide a report annually.”

Mr. Holladay stated that another item should be added under Section III relating to activity plans, Memorandum of Understanding, and funding requests from the Farragut Business Alliance and the Farragut / West Knox Chamber of Commerce. Mr. Smoak requested that Mr. Holladay provide suggested language; Mr. Holladay stated he will email Mr. Smoak suggested language.

Mr. Holladay stated that Section III. (j) under ARTICLE III: COMMITTEE should be removed; he does not believe it is appropriate for any committee to make recommendations on members of that committee. Mr. Holladay stated that he interpreted Section III. (j) as the committee would recommend to the BMA who should be appointed to serve on the committee. Mr. Smoak stated that Section III. (j) is stating that if the committee has an opening that the committee members may be asked if they know anyone who may be interested in applying for the open position; if so, then the committee member would recommend to that person that they apply and the application would go to the BMA for appointment. Mr. Myers asked Mr. Holladay what his concern is with this item. Mr. Holladay stated that he did interpret item (j) as the committee having more discretionary advisory over who serves on the committee and that the committee could become stacked. Mr. Myers stated that he does not have that fear since the committee does not create policy. Mr. Holladay stated that he is okay with leaving item in the charter with the way Mr. Smoak explained item (j).

Mr. Hill stated that this committee’s approach is to develop things economically and the Planning Commission’s approach and charter by law is to see that the use proposed fits the land use plan. Mr. Hill stated that this committee may think that a certain use is good for a piece of land but it may not fit the land use plan. Mr. Myers stated that when the committee has made a recommendation, verbiage was included in the recommendation that the committee’s support is from an economic development perspective because this committee’s members are not trained in municipal code. Mr. Hill stated that he would view item (g) as being an encroachment on citizen rights. Mr. Smoak stated that “through proposed ‘use’ changes in the Zoning Ordinances if necessary” can be removed. The committee agreed with striking that verbiage from item (g).

Mr. Holladay stated that secretary/treasurer should be removed from ARTICLE IV. OFFICERS. Mr. Holladay asked if the last sentence could be removed under ARTICLE IV. OFFICERS Section II. Nomination and Election of Officers. Mr. Smoak stated that the committee tries to elect the officers at the first committee meeting of the fiscal year.

Vice-Chair Milliken asked Mr. Myers about his earlier suggestion of the voting verbiage in the charter. Mr. Myers stated that anywhere the charter states majority vote that it needs to be clearly written that it is majority vote of the quorum. Mr. Smoak stated that ARTICLE V. MEETINGS defines quorum under Section II. Quorum as “A quorum shall consist of a majority of the voting committee members present upon calling of the roll at any meeting.” Mr. Smoak stated that for this committee five people are needed for a quorum; if majority of the quorum is needed to pass a motion, then three members of the quorum would need to vote for a motion to pass. Mr. Smoak stated that some committees require a majority of the committee members to vote “yes” for a motion pass; for this committee of nine people, five votes would be needed to pass a motion. Mr. Myers asked if five people were present and two people abstained, would a motion pass. Mr. Smoak stated that according to Robert’s Rules of Order, every committee member has an opportunity to vote; if someone abstains, then they were given the opportunity to vote but chose not to so the majority of those who did vote will be counted to determine if the motion passed. Mr. Smoak stated that if you want to change it, then it will need to be changed in the charter. Mr. Myers stated that he is not sure of the wording, but would like it changed so that situation cannot happen. Mr. Myers stated that if five people make a quorum, he thinks at a minimum three people need to vote for the motion to go either way – pass or fail. Mr. Dangle asked if five people are at a meeting and two abstain, two vote one way and one votes another way, would the motion pass or fail. Mr. Myers stated in that instance the motion should die. Mr. Myers stated this situation has happened on a vote, the motion carried, and two people represented the whole committee by voting on the motion. Mr. Smoak stated that the way to prevent this situation is to not second the motion. Mr. Myers stated that the person who made the motion and the person who seconded the motion were the two that carried the motion.

Vice Mayor Pinchok made a motion to move agenda item 4, Selection of Two Economic Development Committee Members to Serve on the Mobile Vending Subcommittee, after agenda item 5, Status updates, and to move Town of Farragut Status Updates after the Farragut Business Alliance Status Updates. Mr. Myers seconded the motion. All voted in favor; motion passed.

Status Updates

- a. **Farragut / West Knox Chamber of Commerce:** Presented by Ms. Sisco
 - i. Five new members the past month
 - ii. Three networking events and three ribbon cuttings in October
 - iii. Annual 5k was on Saturday, October 8 – had over 225 people
 - iv. The Chamber presented to the Introduction to Farragut class
 - v. Freaky Friday was a success again this year
 - vi. Four upcoming networking events - all in the Town of Farragut
 - vii. Tennessee Strategies will host a networking event at Town Hall at 8am on November 10

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- viii. Staybridge Suites networking event will be on November 17
- ix. CH Interiors and Gifts, formerly Cranberry Hollow, will have an event on December 1
- x. Chamber Open House will be on December 8 at 4pm

b. Farragut Business Alliance: Presented by Mr. Ligdis

- i. Steve Krempasky was hired as the new Executive Director
- ii. Light the Park will be on November 28
- iii. Planning is underway for Shop Farragut
- iv. Moved the Farragut Food and Wine Festival to the Spring; talking with the Dogwood Arts to see if there is a way to work in conjunction with them

c. Town of Farragut: Presented by Mr. Smoak

- i. The Board of Mayor and Aldermen hired Girl On The Roof for marketing services
- ii. The Board of Mayor and Aldermen had an Economic Development workshop on October 27
- iii. ICSC will have a conference in Atlanta; Retail Strategies will be attending
- iv. Sales Tax Revenue for July and August is slightly ahead of this time last year

Vice Mayor Pinchok stated that the tourism subcommittee will wait to meet again until after a representative from Visit Knoxville, Girl On The Roof, and Jill Thompson with the Greater Knox Hospitality Association meets with the EDC.

Selection of Two Economic Development Committee Members to Serve on the Mobile Vending Subcommittee

Mr. Smoak stated that The Board of Mayor and Aldermen selected Vice Mayor Ron Pinchok and Alderman Ron Williams and the Planning Commission selected Alderman Louise Povlin and Ed Whiting to serve on the committee. Mr. Smoak stated that the committee will be a working committee responsible for researching mobile vending ordinances to come up with a direction and parameters for mobile vending within the Town. Mr. Dangel stated that he cannot serve on the committee but thinks that a restaurant representative should be on the committee. Mr. Dangel stated that Ms. Milliken would be a good representative. Mr. Myers volunteered to serve on the committee if there were not any other volunteers. Mr. Holladay reviewed who previously volunteered: Mr. Holladay, Ms. Milliken, Mr. Britt, and Ms. Blue. Mr. Myers stated that he did not need to volunteer since others have. Mr. Dangel stated that he thinks that Mr. Myers, as a developer, would be a good representative to serve on the committee.

Mr. Dangel made a motion to appoint Ms. Milliken as one of the two Economic Development Committee members to serve on the Mobile Vending Subcommittee. Mr. Holladay suggested amending the motion to appoint Ms. Milliken and Mr. Myers. Mr. Dangel agreed to the amendment and made a motion to appoint Ms. Milliken and Mr. Myers as the two Economic Development Committee members to serve on the Mobile Vending Subcommittee. Mr. Holladay seconded the motion. All voted in favor; motion passed.

Any Other Business

Mr. Dangel asked if the committee historically cancels the January meeting. Mr. Smoak stated that the January 2017 meeting will be on January 4, 2017.

Mr. Dangel moved to adjourn. Vice Mayor Pinchok seconded the motion. All voted in favor.

Next meeting Wednesday, December 7, 2016 at 8 AM in the Town Hall Board Room.