



**TENNESSEE  
CITY MANAGEMENT  
ASSOCIATION**

**FALL CONFERENCE**

**Preliminary Program**

**September 20-22, 2017**

**GATLINBURG CONVENTION CENTER**

**Ballroom C & D**

**234 Historic Nature Trail**

**Gatlinburg, Tennessee**

## **TUESDAY – SEPTEMBER 19**

### **4:00 – 6:00 PM**

#### **Tuesday Afternoon Social Activity**

For early arrivals to the conference, there will be an informal opportunity to meet and play miniature golf, Gatlinburg style! If you are interested, please indicate on the electronic conference registration form. John Hickman (Waynesboro), cell 931-722-8882, will coordinate the event with interested participants and will seek to obtain a discount group rate to reduce the cost of play for you.

## **WEDNESDAY – SEPTEMBER 20**

### **8:30 – 9:00 AM - Conference Registration**

### **9:00 – 10:00 AM**

#### **Developing a Culture of Heroes (Part 1)**

An interactive look at how to develop an organizational culture of “heroes” that is focused on people, both internal and external to the organization. In this session, the concept of “hero” is explored, as is organizational culture and its component parts. Finally, strategies to move your organization toward a more progressive, people-focused culture are examined. Pat Hardy (UT-MTAS) will lead the session. *(CMFO-Other)*

### **10:00 – 10:15 AM - Break**

### **10:15 – 11:30 AM**

#### **Developing a Culture of Heroes (Part 2)**

### **11:30 – 1:00 PM**

#### **Networking Lunch On Your Own & Conference Registration**

For newer members desiring to know a “seasoned” member better and students interested in a career in local government. Here’s a chance to connect in an informal, small group setting. Lunch for this voluntary event will be “Dutch” treat at a location decided by the group. Seasoned members will lead the groups. Participants should indicate desire to participate when registering online for the conference.

### **1:00 – 1:30 PM – Welcome & Opening Comments**

TCMA President C. Seth Sumner (Athens) and ICMA Vice President Bill Hammon (Alcoa)

### **1:30 – 2:30 PM**

#### **Making Economic Development a Priority in Your Community**

Retaining, recruiting and growing business is essential to the future survival and

success of most Tennessee communities. Ted Townsend, Deputy Commissioner and Chief Operating Officer of the Department of Economic and Community Development, will overview how cities/city managers can best partner with ECD, including available programs to assist communities in reaching their goals. In addition, ECD has increased its commitment to smaller communities in more rural areas and offers exciting programs that TCMA member cities can use to enhance the economic vitality of your community and residents. Introduction by C. Seth Sumner (Athens). *(CMFO-Other)*

**2:30 - 2:45 PM - Break**

**2:45 - 3:00 PM - Recognition of Graduate Students**

Hear from students interested in internships and careers in local government.

**3:00 - 3:30 PM - Recognition of PLATINUM & GOLD Level Sponsors**

**3:00 - 4:30 PM**

**Spouses/Partners Connection**

There will be an informal gathering in **Room**      of the Courtyard by Marriott for spouses and significant partners attending the conference to discuss common issues and further develop/expand a support network. Linda Hood to coordinate session. Please indicate on the registration form if your spouse/partner will be attending the conference and if they are interested in participating.

**3:30 - 4:30 PM**

**Moving Forward to ICMA 2019 Nashville**

TCMA and its members will face many challenges and educational opportunities in the next two years leading up to and including the October 2019 ICMA Annual Conference in Nashville. The Board is committed to providing all TCMA members the opportunity to attend a world-class educational conference in our backyard. C. Seth Sumner (Athens) and Angie Carrier (Johnson City) will lead the discussion on the issues, opportunities, needs and what will be expected of our members leading up to the Nashville conference.

**4:30 - 5:00 PM**

**TCMA Committee Meetings**

The standing committees of the Association will meet in different areas of the Ballroom. Committees include Policy/Legislative, Professional Development, Communication, Advocacy, Sponsorship Development, Ethics and 2019 ICMA Conference Host Committee. TCMA members that are not a member of a committee are encouraged to sit-in and participate in a committee of interest.

**5:00 - 11:00 PM - Hospitality Suite/Out on the Town**

The hospitality suite, sponsored by **Cumberland Securities**, will be located in **LeConte** Room on the first floor of the Courtyard by Marriott and will close

promptly at 11:00 PM each night. All registered conference attendees are welcome. Dinner is on your own for those not attending the Social Event.

### **6:30 – 8:30 PM**

#### **Wednesday Night Social Event - Ripley's Aquarium of the Smokies**

Gather with other members and sponsors at this state of the art aquarium located at 88 River Rd in Gatlinburg. The facility is within walking distance of the conference hotel or a short ride on the trolley. Tickets purchased by September 1, 2017 are \$25 for full/associate members/professors and \$15 for spouses and students, \$35 each for sponsors and their spouses. After September 1, add \$10 to the cost of each ticket. Included with the ticket will be admission to the aquarium, heavy appetizers, and a drink ticket. Additional alcohol will be available at a nominal price. Note: the normal admission ticket to the Aquarium for adults is \$28-\$30. Tickets must be purchased by Friday, September 15; no tickets will be available on the day of the event.

Registration for the ticketed event will be handled separately from the conference registration with the actual cost of the event for attendees being subsidized through the generous financial support provided by TCMA sponsors - **Sherrill Morgan/CareHere, InterDev, Mattern & Craig, and Windrow Phillips.**

## **THURSDAY – SEPTEMBER 21**

### **8:30 – 9:30 AM**

#### **State of Tennessee Contract Purchasing Program – Do You Know it All? -**

The State of Tennessee, Department of General Services, Central Procurement Office, has over 100 Statewide Contracts (SWC) that are available for use by local governments. You may be aware of the potential cost savings but do you know the full scope of services and potential benefits? Kyle Hunter from General Services will overview the program, explain how to find SWC's that are applicable to your jurisdiction's needs, how to utilize the service better, and answer questions. *(CMFO-Financial)*

### **9:30 – 9:45 AM - Break**

### **9:45 – 10:45 AM**

#### **Should Strategic Planning Be In Your Community's Future?**

What is strategic planning and how does it work? What are the potential benefits for your organization and community? Margaret Norris (UT-MTAS) will lead the discussion on the structure and process and why to do it. Bill Sorah (Bristol) will provide a practical perspective on lessons learned in his City, unforeseen issues, progress toward goals, etc. *(CMFO-Other)*

**10:45 – 11:45 AM**

**Best practices in Fund Balance– How Much Should Your City Maintain?**

It is always tempting in difficult times for elected and appointed officials to spend unallocated cash in the bank but on what basis are those decisions being made? What impact do such decisions have on your bond rating? Lauren Lowe from PFM Financial Advisors will provide a broader understanding of the minimum and desirable amounts of fund balance and other considerations in operating your city in a financially responsible manner. *(CMFO-Financial)*

**11:45 – 1:15 PM - Breaks/Lunch & Committee Reports (Ballroom B)**

**1:15 – 2:00 PM**

**Linking Performance Management to a Balanced Scorecard (Part 1)**

Learn from John Grubbs (MTAS HR Consultant) about developing a “scorecard” to track organization performance and linking the scorecard to individual and team performance. Also linkages between evaluations and reward outcomes would be covered. *(CMFO-Other)*

**2:00 – 2:15 PM - Break**

**2:15 – 3:00 PM**

**Linking Performance Management to a Balanced Scorecard (Part 2)**

**3:00 – 3:30 PM - Recognition of PLATINUM/GOLD Level Sponsors**

**3:30 – 3:45 PM - Break**

**3:45 – 4:45 PM**

**Emergency Communications Services Available to You During a Disaster**

During a significant natural disaster or other emergency, traditional phone and cellular lines of communication are typically out of service. Police and Fire radios may not work depending on bandwidth, topography, etc. The Tennessee Air National Guard provides a Joint Integrated Emergency System JISCC package where they can respond and integrate different radio systems to provide seamless communication with different agencies. In addition, they can provide satellite telephone and Internet capability at the scene and function as an on-site Incident Command Post if needed. Learn about the services and what is needed to activate assistance to your community. Todd Smith (Greeneville) to introduce, Master Sargent Mark Potter will lead the session. *(CMFO-Other)*

**4:45 – 11:00 PM - Hospitality Suite (LeConte Room) and Dinner on Your Own**

## FRIDAY – SEPTEMBER 22

**8:30 – 9:30 AM**

### **Update on Retirement Issues Facing Local Governments**

Drew Freeman from the TN Department of Treasury will address topics relevant to both member and non-member TCRS cities including comparison of traditional defined benefit plan versus the new hybrid defined contribution plan, the actuarial process for managing TCRS funding contributions, GASB 68 accounting rules requiring recognition of long-term obligations for pension benefits, and new educational resources available to all local governments through the Retire Ready TN campaign. *(CMFO-Financial)*

**9:30 – 10:00 AM - Recognition of PLATINUM/GOLD Level Sponsors**


**10:00 – 10:30 AM - Break and Hotel Checkout**

**10:30 – 11:30 AM**

### **Looking Ahead - The 2018 TN General Assembly**

Cities in most states are facing difficult challenges with a wide range of legislative proposals that, if approved, will adversely impact the lives of citizens in their communities. Unfortunately, most citizens are not aware of proposals to restrict or limit local decision making until after the fact. With the opening session of the General Assembly four months away, what are practical steps for cities to build a more timely information/communication network in their community so that citizens will know about legislation sooner and can express their concerns quickly and directly to their elected officials in Nashville? Emails and calls from citizens do make a difference! TML Deputy Director Chad Jenkins will identify “actions” that TCMA member cities should undertake to bring on board “citizen allies” for local control and decision-making. *(CMFO-Other)*

**11:30 – 11:45 AM - UT-MTAS Activities Update**

, Executive Director (UT-MTAS)

**11:45 – 12:00 Noon - Closing Comments**

C. Seth Sumner (Athens, TN)

**12:30 – 2:00 PM - TCMA Board Meeting**

Balsam Point Boardroom at the Courtyard by Marriott

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