



DOE MOUNTAIN RECREATION AUTHORITY BOARD

Meeting Minutes: August 2, 2022

The Doe Mountain Recreation Authority (DMRA) Board of Directors met on August 2, 2022 at 1:00 p.m., at the Doe Mountain Adventure Center, Mountain City, TN 37683.

Board Members Present: Mike Taylor (Zoom), Gabby Lynch, Kristy Herman, Mona Alderson, Lynn Tully, Jerry Grindstaff, Frank Arnold, Tim Sain, Gerald Parish, Ray Stout, David Jones (Zoom), Anthony Duncan (Zoom), and Ron Ramsey (Zoom).

Board Members Absent: Jerry Jordan,

DMRA Staff Present: Executive Director L. Shawn Lindsey, Office and Finance Manager Kim Reece

Others Present: Eric Hoffman, Lynn Hicks, Courtney Atnip (for item 4); Tara Fenner (for items 6 & 7); several DMRA employees observed during all or part of the meeting.

1. Vice-Chairman G. Lynch called the meeting to order at 1:00 p.m.

2. Minutes of June Meeting

G. Parrish moved to approve the minutes of the Board Meeting of June 7, 2022; K. Herman seconded the motion; the motion carried unanimously.

3. **Public Comment Period** No public comments received.

4. Lobbying Update

Courtney Atnip submitted a Summer Legislative Report, which is filed with the minutes. She emphasized that it would be helpful to bring interested legislative members and State partners to visit Doe Mountain to foster a better understanding of the mission and needs.

5. Financial Report for April and May

Office and Finance Manager Kim Reece reported. At the end of June, the checking account balance was \$1,132,471.47; the savings account balance was 401,938.41; the Edward Jones balance was \$730,587.19, and Johnson County held \$50,471.04 in its custodial account. The total of financial assets was \$2,315,468.11. The 2022 Financial Overview is filed with the minutes. R. Stout moved to approve the Financial Report; L. Tully seconded the motion; the motion carried unanimously.

6. FY 2021/22 Draft Financial Year-end Report

Tara Fenner presented and summarized the draft Financial Year-end Report for FY 2021-22, which is filed with the minutes. Because many improvements, such as the use of Quick Books, were made during the year, it is possible there will still be audit findings similar to last year. DMRA is in a better position, however, because the remedies are now being put in place.

7. Fiscal Policies for Adoption

Tara Fenner presented several draft fiscal policies for review; these are filed with the minutes. The Board will vote on these policies at the October meeting after members have had a chance to review.

8. Updates on Fee Rule Changes

Mona Alderson reported that the fee rule was approved and filed by the Secretary of State on June 9, 2022. Although fee increases may not take effect until July 2023, absent a waiver by the legislature, the Board could elect to make any fee decreases effective 90 days from filing, which will be September 7, 2022. She recommended that DMRA seek a legislative exemption to allow all the new fees to go into effect as soon as possible. G. Parrish moved, with a second by K. Herman, that DMRA renew its effort from last year to seek an exemption from rulemaking for DMRA fees and to seek a specific exemption from the statutory delay of the effective date of fee increases. The motion carried unanimously. M. Alderson will draft proposed language and work with the lobbying firm (C. Atnip).

9. Draft Open Records Policy

Mona Alderson presented the draft policy filed with the minutes. The draft follows the model policy the State recommends. The Board will vote on the policy at the October meeting after members have had a chance to review.

10. Exempt/nonexempt Employee Status

Mona Alderson reported regarding the recent change, approved by the Executive Committee, to categorize all positions as FLSA nonexempt hourly positions. Several of

the positions had been envisioned to be salaried and exempt; however, because Johnson County is handling payroll and has different thresholds for exempt employees, this has created confusion and led to salaried employees getting overtime pay that was not envisioned nor budgeted for. Time worked and requested overtime and absences from work will now have to be more carefully tracked and approved.

11. Approval of MOU with Johnson County Trails Association and Johnson County

S. Lindsey reported that the County had approved the MOU and possibly the JCTA. The JCTA was meeting later in the evening. L. Tully moved and F. Arnold seconded the motion that DMRA sign the MOU. The motion carried unanimously.

12. Review and Approval of Marketing Plan and Award of WJHL (channel 11). Contract

S. Lindsey presented the draft marketing plan, which would include a contract with WJHL to include television ads, social media geofencing and keyword search targeting. F. Arnold moved that DMRA proceed with the WJHL Marketing contract; G. Grindstaff seconded the motion; the motion carried unanimously.

13. Review of Sportsman Proposal, Range Safety Plan and Environmental and Stewardship Plan for Lead/Shot Bullets

The DMRA Sportsman Committee now is active and working on the Complex proposal. TWRA has asked DMRA to resubmit a revised application.

S. Lindsey has drafted a preliminary Environmental Stewardship Plan and a preliminary Range Safety Plan (for recapture of lead). These will necessarily change as the range is designed and finalized. M. Alderson moved, with a second by G. Parrish, to authorize use of the preliminary plan in support of the Sportsman's Complex grant application. Chairman M. Taylor delegated to Vice-Chair G. Lynch the authority to sign the application.

14. Used Oil Recycling Grant

S. Lindsey proposed that DMRA apply to for a TDEC grant to be a used oil recycling facility. The proposed cost would be \$26,102; no match is required for the grant. If approved, this would be a service to customers and would also provide oil to heat the outside storage building. G. Parrish moved, with a second by R. Stout, that DMRA apply for the grant; the motion carried unanimously.

15. Surplus Of Three 4-Wheelers To Use Funds Of Sale Towards Purchase/Trade In On Tractor

S.Lindsey would like to surplus two of the new 4-wheelers and one older 4-wheeler; the supporting documents are filed with the minutes and the process will follow the draft Surplus Policy. G. Lynch moved, with a second by K. Herman, to authorize Lindsey to surplus the three 4-wheelers, in accordance with the draft policy; the motion carried unanimously.

16. Request to hold VCORR dirt bike race in February 2023

S. Lindsey discussed the recent successful dirt bike race. A participant in the race, Tommy Tomlinson, runs a professional race series and would like to hold a race in February 2023 at Doe. Tomlinson, who is affiliated with Virginia Championship Off Road Racing (VCORR), is sanctioned by the American Motorsports Association. J. Grindstaff moved, with a second by G. Lynch, to authorize S. Lindsey to continue negotiations with Tomilnson.

17. Review of Board Appointments/Reappointments

The Governor recently reappointed Gabby Lynch and Ron Ramsey and newly appointed Mona Alderson to the Board, with terms to end in September 2024. He also appointed Anthony Duncan to the position previously held by Dan Reece, which requires the appointee to “have experience in outdoor recreation planning, marketing, or operations.” This leaves one 2-year Board vacancy for a member appointed by the Speaker of the Senate in consultation with Johnson County’s State Senator.

Also, the term of Ray Stout, who was appointed by the Speaker of the House in consultation with Johnson County’s State Representative, has also expired. The Executive Committee will discuss the vacancies at its upcoming meeting.

18. Other Business

Appreciation Picnic: S. Lindsey suggested an appreciation picnic for volunteers, employees, Board members, etc. R.Stout moved, with a second by F. Arnold, to authorize the event, with a budget of \$1500; the motion carried unanimously.

Thanks to Mayor Taylor: Dave Jones extended a heartfelt thank you to Mayor Taylor for all he has done for Johnson County and Doe Mountain during his term as Mayor. All Board members joined in expressing gratitude for Mayor Taylor’s service as he leaves office at the end of his term.

19. Next Meeting: The next DMRA Board meeting will be held on October 4, 2022, at 1:00 p.m., at the Doe Mountain Adventure Center.

There being no other business, F. Arnold moved to adjourn the meeting; T. Sain seconded the motion; Vice-Chair Lynch adjourned the meeting at 3:00 p.m.

Respectfully submitted,

Mona B. Alderson
Secretary, DMRA

The mission of the Doe Mountain Recreation Authority is to transform Doe Mountain into a safe, fun, family-oriented, multi-use outdoor recreational destination that promotes local economic development while conserving and protecting its beauty, woods, water and wildlife.