



DOE MOUNTAIN RECREATION AUTHORITY BOARD

Meeting Minutes: December 13, 2022

The Doe Mountain Recreation Authority (DMRA) Board of Directors met on December 13, 2022 at 1:00 p.m., at the Doe Mountain Adventure Center, Mountain City, TN 37683.

Board Members Present: Gabby Lynch, Mona Alderson, Kristy Herman, Tim Sain, Jerry Jordon, Larry Potter, Gerald Parish, Ray Stout, Jerry Grindstaff, David Jones (Zoom), Anthony Duncan (Zoom), Frank Arnold (Zoom), and Lynn Tully (Zoom)

Board Member Absent: Ron Ramsey

DMRA Staff Present: Executive Director L. Shawn Lindsey, Administrative Assistant Autumn Groesbeck

Others Present: Matt Fusco (Zoom), Bob Richards (RTP Grant), and two members of the public. Several DMRA employees observed all or part of the meeting.

1. Acting Chair G. Lynch called the meeting to order at 1:00 p.m.

Lynch recognized Shawn Lindsey's recent resignation note. On behalf of the Board, Lynch wished Lindsey well as he enters into his mission work. Lynch noted that the Executive Committee would be meeting on December 14 and invited any Board members to attend.

2. Minutes of October 11, 2022 Meeting

K. Herman moved to approve the minutes of the DMRA Board Meeting of October 11, 2022; G. Parrish seconded the motion; the motion carried unanimously.

3. Public Comment Period

Former DMRA Chair Dan Reece spoke briefly to express his approval of all that has been happening with Doe Mountain.

4. **Financial Report**

As of October 1, 2022, total financial assets were \$3,173,728.64, of which the checking account balance was \$510,257.95; the savings account balance was 402,387.89; and the Edward Jones balance was \$1,230,524.80. A copy of the full Financial Report is filed with the minutes. Tim Sain moved to approve the Financial Report; L. Potter seconded the motion; the motion carried unanimously.

\$800,000 recently was moved from Johnson County Bank to Edward Jones to take advantage of higher interest rates. The DMRA will also be getting an Edward Jones credit card. K. Herman noted that each purchases with the card would require a purchase order.

R. Stout moved to approve the financial report; G. Lynch seconded the motion; the motion carried unanimously.

5. **Trails Assessment Report**

Contractor Matt Fusco appeared via zoom and shared the progress that has been made on the assessment of 40 miles of DMRA trails and signage options under the RTP contract. His company has completed a US Forest Service TRACS Trail Management Objectives survey sheet for each trail, including trail design parameters, use, detailed trail conditions, and what will need work on each trail. Fusco has found several inaccuracies from the current maps.

The 40 miles were chosen based on which trails had the highest assessment need. GPS and a rolling wheel were used to measure distances. Approximately 30-35 existing miles of trails are yet to be assessed and are not covered by the RTP contract with Fusco.

Fusco showed drawings of possible entrance signs that would be constructed of locally sourced stone and wood. He also stated the need to have consistent wayfinding and regulatory signs, and he will be proposing options as part of his contract.

6. **Legislative Report**: A. Duncan reviewed the recent Sunset Hearing he attended with Shawn Lindsey on November 29. They met with lobbyist Courtney Atnip and four or five legislators. Everyone was receptive. The Sunset hearing was short; the Committee gave the Authority six years before the next hearing.

Duncan and Lindsey also met with Comptroller Jason Mumpower, who provided input on appropriation asks, including the need to have a sustainability plan and not to ask too low. Duncan said that Shawn did a great job on the trip.

Lindsey then reviewed the legislative needs for the next session:

- OHV routes on State roads
- State retirement benefits for employees

- Exemption from APA process for fee rules
- Funding for DMRA

7. **DMRA Policies Review**

Twelve draft financial policies had been circulated and reviewed prior to the meeting. M. Alderson moved that the Board approve all policies; L. Potter seconded the motion; the motion carried unanimously. The Board approved the following policies:

1. Bank Reconciliation Procedures
2. Journal Entry Procedures
3. Investments Policy and Procedures
4. Inventory Procedures
5. General Fixed Assets Policy and Procedures
6. Surplus Property Policy and Procedures
7. Debt Management Policy and Procedures
8. Fund Balance Policy and Procedures
9. Reserve Fund Policy and Procedures
10. Revenue Recognition Policy- Modified Accrual Basis
11. Purchasing Card Policy
12. Events Prizes and Awards Policy and Procedures

8. **Election of New DMRA Chair:** R. Stout moved and J. Grindstaff seconded the motion to elect Johnson County Mayor Larry Potter as DMRA Chair. The motion carried unanimously.

9. **Executive Director Report:** The report is filed with the minutes.

S. Lindsey also discussed Shooting Sports Complex options and the decision that will need to be made regarding location. Lindsey will e-mail Board members a summary of pros and cons of two proposed locations. Another public hearing will need to be held regarding the second site. The TWRA Commission will be meeting in January to consider the DMRA application for funding for initial engineering and environmental studies.

An Economic Impact Study of the impact of connections between the Virginia Creeper Trail and locations in Johnson County, including Doe Mountain has been proposed. The Board endorsed the DMRA adding \$1500 to fund the project, along with contributions from Johnson County, Mountain City, and Virginia partners.

10. **Other Business:**

RTP Finances: Bob Richards gave an overview of grant reimbursements. The Board agreed that DMRA Staff should work more closely with Richards to facilitate reimbursement requests. A new TDEC requirement will require reimbursements to be made monthly.

Other Grant Matters: G. Parrish mentioned the need to move forward on expenditures for restroom facilities; he also suggested a way to facilitate the lease of equipment in coordination with the Johnson County Trails Association using its grant funding.

11. **Next Meeting:** The next DMRA Board meeting will be held on February 7, 2022, at 1:00 p.m., at the Doe Mountain Adventure Center.

There being no other business, Acting-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.