



DOE MOUNTAIN RECREATION AUTHORITY BOARD

Meeting Minutes: February 7, 2023

The Doe Mountain Recreation Authority (DMRA) Board of Directors met on February 7, 2023 at the Doe Mountain Adventure Center, Mountain City, TN 37683.

Board Members Present: Larry Potter, Mona Alderson, Kristy Herman, Tim Sain, Jerry Jordon, Gerald Parish, Frank Arnold, Ray Stout, Jerry Grindstaff (Zoom for last portion of meeting), and Lynn Tully (Zoom)

Board Members Absent: Gabby Lynch, Anthony Duncan, Ron Ramsey, and David Jones

DMRA Staff Present: Trail Construction Supervisor Josh Collins, Administrative Assistant/Board Liaison Autumn Groesbeck

Others Present: Nick Crawford (Capital & 5th - Zoom for item 4); Bob Richards (RTP Grant); and two members of the public.

1. Chairman Potter called the meeting to order at 1:03 p.m.

2. Public Comment Period

Bob Richards, who is providing grant administration services for the RTP grant, handed out status summaries, which include most of reimbursement request # 5 expenses. He stated that reimbursement request # 4 is out for approval. The document is filed with the minutes and replaces the version shared in the Board packet.

3. Minutes of December 13, 2022 Meeting

Gerald Parrish moved to approve the minutes of the DMRA Board Meeting of December 13, 2022; Kristy Herman seconded the motion; the motion carried unanimously.

4. Legislative Report

Nick Crawford of Capital & 5th appeared via Zoom. He summarized some of the highlights of the 113 General Assembly, now in session, and the Governor's State of the State address, including the possible establishment of an Office of Outdoor Recreation. The General Assembly votes are being held to extend the DMRA until June 30, 2029. Mona Alderson questioned the status of efforts regarding the rulemaking fee waiver and adding DMRA to the Consolidated Tennessee Retirement system. Crawford stated the focus had been on obtaining an appropriation. He was urged to work on the other priorities as well.

5. Financial Report and Approvals/Signing Authority

Treasurer Kristy Herman reported. As of February 6, 2022, the account balance at Johnson County Bank was \$ 577,810.96, and the Edward Jones balance was \$2,039,996.19. Several CD's start rolling over in March 2023 and will need to be reinvested. Herman also reported that the credit card with Edward Jones was cancelled, and DMRA will be using the Johnson County Bank debit card, pending the hiring of a new Executive Director. Tim Sain moved to approve the Financial Report; Larry Potter seconded the motion; the motion carried unanimously.

Tim Sain moved, with a second by Gerald Parrish, to authorize the Executive Committee to invest and re-invest funds (not needed for current operations) in the Edward Jones accounts to obtain the most advantageous rates of return. Motion passed unanimously.

Because of several personnel changes, the Board needed to ensure appropriate approvers and signers of financial expenditures. Mona Alderson moved, with a second from Tim Sain, that L. Shawn Lindsey and former Johnson County Mayor Mike Taylor be removed from all DMRA banking and financial accounts, including those at Johnson County Bank and Edward Jones Investments; the motion passed unanimously.

Mona Alderson moved, with a second from Gerald Parrish, that the following Board members have signature authority for all DMRA accounts at Johnson County Bank and Edward Jones Investments: Larry Potter, Kristy Herman, Jerry Jordan, and Gabby Lynch; the motion passed unanimously. The incoming Executive Director will also have this authority.

Mona Alderson moved, with a second from Jerry Jordan, that DMRA Trail Construction Supervisor Josh Collins be authorized to approve and sign off on all purchases and required authorizations related to trail maintenance and construction, (including RTP and other grant approvals), subject to approved DMRA budgets, relevant grant documents, and authorization limits that apply to the DMRA Executive Director; the motion passed unanimously.

6. **Executive Director Search and Staffing Update**

Mona Alderson reported 16 individuals applied for the DMRA Executive Director position. All applications are currently in a hold file with no rejection letters yet sent. The Executive Committee interviewed four candidates and selected the two strongest. It appears, at this time, however, that there may be impediments that would block both of them. The Executive Committee proposes to re-advertise within the next week, with a real push to the outdoor recreation community. We need Board members to use any contacts to get the announcement out there.

DMRA has received a few applications for weekend staff, with only one or two good prospects. Alderson is working with DMRA staff on hiring for these positions.

Alderson recommend advertising the Programs and Events Coordinator full-time position, as we may be able to fill it quickly and need to fill it in the absence of an Executive Director. The Executive Committee will conduct interviews and do hiring. Board members were invited to assist in the process.

7. **RTP Update**

Builders First Choice submitted the only full complete bid, including Buy America Certifications, for advertised storm shelter and overlook materials. The Executive Committee will address at its February meeting.

8. **Boundary Issues with Greer Campground**

Mona Alderson discussed boundary overlap between the adjoining Greer Campground and DMRA property, as shown on the map filed with the minutes. She recommends a Memorandum of Understand allowing the Greer's direct access to DMRA trails at a mutually agreeable location, with shared use of the powerline area on the Greer property. The campground may use a small section of DMRA property, but neither roads nor utilities may be placed on the DMRA property. Gerald Parrish moved, with a second by Jerry Jordan, to authorize the Executive Committee to finalize and sign the agreement.

9. **Bathroom Grant Status**

Chairman Potter reviewed the 2021 estimate of \$137,425 for bathrooms. At that time, the Johnson County Commission passed a 20% match for the bathrooms. We have since learned that the match requirement is 50%. The Chairman proposed that the DMRA come up with 25%, and he would ask the County Commission to approve an additional 5%. After discussion, several members requested an updated cost prior to approval of any match. In addition, TWRA and TDEC representatives will work with DMRA to determine if there are options for sharing bathroom costs and facilities, especially in light of the Shooting Sports Complex requirement for bathrooms. Tim Sain will look into the issues with TWRA.

10. Trails Status

Fox Trails Grant: Trail Construction Supervisor Josh Collins reported that crews are putting together kiosks for five locations on motorized trails with three activities; nature therapy, yoga, and bird watching. Five more locations will be added to the new non-motorized trail with the same activities.

Collins has been working on the new 3.5 mile non-motorized trail; only one mile is left to construct. In addition to the Fox Trails kiosks, the other crew is doing maintenance and has plans for work on Trail 23. The Trails Committee is beginning to be active and will be scheduling motorcycle/dirt bike events. A *Bike and Hike Day* is scheduled for March 25, with an April 1 rain date.

11. Shooting Sports Complex

Frank Arnold, Chairman of the Sportsman Committee informed the Board that the Committee unanimously recommended Site 1, behind the Harbin Hill entrance to Doe Mountain. Chairman Potter summarized the results of another shooting test that took place on with several weapons fired. No shots were heard at or near Outback Subdivision. After discussion, Arnold moved, with a second by Jerry Jordan, to proceed with the grant request based on Site 1. A roll call vote resulted in nine votes in favor and one opposed; the motion passed.

12. New Business: None

13. Next Meeting

The next DMRA Board meeting will be held on April 4, 2023, at 1:00 p.m., at the Doe Mountain Adventure Center.

There being no other business, Tim Sain moved, with a second by Gerald Parrish, to adjourn the meeting. All voted yes and Chairman Potter adjourned the meeting at 2:40 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.