



**DOE MOUNTAIN RECREATION AUTHORITY BOARD**

Meeting Minutes: April 4, 2023

The Doe Mountain Recreation Authority (DMRA) Board of Directors met on April 4, 2023 at the Doe Mountain Adventure Center, Mountain City, TN 37683.

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

Board Members Absent: Ron Ramsey, David Jones, and Tim Sain

DMRA Staff Present: Trail Construction Supervisor Josh Collins, Administrative Assistant/Board Liaison Autumn Groesbeck, Program and Events Coordinator Chris Sweatt, Trail Technician Dillon Cornett, and part-time Weekend Staff Employee Mourine Mayo.

Others Present: Representatives from Big Bad Wolf Motorsports (including Donald Snyder, Jonathan Lewis, and Steven Dugger) for Agenda Item 10 and five members of the public.

1. Chairman Potter called the meeting to order at 1:00 p.m.

2. **Public Comment Period**

No comments made.

3. **Minutes of February 7, 2023 Meeting**

Ray Stout moved to approve the minutes of the DMRA Board Meeting of February 7, 2023; Gerald Parrish seconded the motion; the motion carried unanimously.

#### **4. Financial Report**

Treasurer Kristy Herman reported. The balance sheet as of February 28, 2023 is filed with the minutes. As of April 4, 2023, the account balance at Johnson County Bank was \$1,497,682.37, including a new carbon credit deposit. \$950,000 of the carbon credit money in Johnson County Bank will be invested in CDs with Edward Jones. The current Edward Jones balance is \$2,047,406.84. Johnson County is holding \$244,044.09 to pay salaries on DMRA's behalf. Gerald Parrish moved to approve the Financial Report; Gabby Lynch seconded the motion; the motion carried unanimously.

#### **5. Audit Findings and Response**

Mona Alderson summarized the FY 2021-22 Audit Findings and the DMRA Response. The Audit letter and Response to the Findings are filed with the minutes.

#### **6. Financial Policy: Addendum to Purchasing Policy**

Mona Alderson summarized the Addendum, which is called for in the FY 2021-22 Audit and Response; the Addendum makes it clear that DMRA will not pay sales tax on purchases and purchasing agents will provide specificity in invoices and receipts. Frank Arnold moved to approve the Addendum to the Purchasing Policy; Kristy Herman seconded the motion; motion passed unanimously.

#### **7. Legislative Update**

Gabby Lynch is in contact with Capitol and 5<sup>th</sup> in Nashville. She reported that Representative Campbell and others filed the DMRA request for an appropriation of \$600,000 in the House and Senate. Lynch will continue to monitor the status.

#### **8. Staffing/Hiring Status**

Mona Alderson reported that Chris Sweatt started working full-time two weeks ago as the Program and Events Coordinator. Part-time employee Dallas King who handled customer service Tuesday - Thursday resigned. Dillon Cornett is taking over Dallas's duties those days. Mourine Mayo was recently hired to work on weekends. We will likely need a few additional weekend staff.

The Executive Committee is still in discussions with the individual selected for the DMRA Executive Director position. The Committee hopes to finalize the hiring this week.

**9. Fox Trails Grant Status**

Josh Collins reported that all of the work has been completed, including 30 activity kiosks in 10 locations on the mountain. He will be finalizing the report to finish out the grant.

**10. Polaris Rental Program and Alternatives**

Dillon Cornett presented the results of rentals under the Polaris rental program, with earnings and expenses to date. Losses are projected to be approximately \$24,300.00 for the first year. Polaris has presented a revised proposal for year two.

Dillon also summarized a proposal for DMRA to purchase five Kawasaki side-by-sides or CF Moto vehicles, which would require DMRA to establish its own rental program.

Big Bad Wolf Motorsports (BBWM) also submitted a proposal for a partnership for rentals of 4 and 2 - seat OHVs with BBWM owning the vehicles. The company proposes to switch out machines periodically and provide maintenance; all units would be street legal. BBWM is researching insurance needs and options. DMRA would manage the rental program and provide advertising; DMRA and BBWM would split profits 50/50. BBWM’s vehicles are manufactured by TAO and LINHAI.

The documentation regarding rental proposals is filed with the minutes. Frank Arnold requested BBWM provide a contract for consideration.

**11. RTP Grant Status**

Autumn Groesbeck presented the current status of RTP work, requests for reimbursement and projections for the rest of the contract term (through February 2024). The report is filed with the minutes. Per Gerald Parish (TDEC), with changes going on at State level, new grant solicitations are on hold for now. He expects another grant cycle in October.

**12. Other Business**

Hiking Annual Fee: Mona Alderson proposed reducing non-motorized annual fees to \$10.00 to attract more hikers, especially with the new 3.5-mile non-motorized trail. This would be instead of waiting until July 1, when other fee changes go into effect. After discussion, Mona Alderson moved to lower annual hiking fees to \$10.00 immediately; Gabby Lynch seconded the motion; the motion passed unanimously.

Town Connector Behind Burger King: Jerry Jordan requested DMRA staff assistance in identifying the specific route of the connector between businesses on Highway 421 and downtown Mountain City. This is for purposes of a right-of-way and to determine any permitting requirements. Josh Collins will assist on this.

Shooting Sports Complex: Chairman Potter stated that the grant application for the Shooting Sports Complex was well received. The State will be sending an appraiser out soon to appraise the property for purposes of the grant match.

**13. Next Meeting**

The next DMRA Board meeting will be held on June 6, 2023, at 1:00 p.m., at the Doe Mountain Adventure Center.

There being no other business, Frank Arnold moved to adjourn the meeting; Kristy Herman seconded the motion; the motion passed, and Chairman Potter adjourned the meeting at approximately 2:30 p.m.

Respectfully submitted,

/S/

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.*