

APPROVED

**MINUTES OF CARTER COUNTY PARKS AND RECREATION BOARD****MEETING HELD June 2<sup>nd</sup>, 2016 801 East Elk Ave, Elizabethton, TN 37643****OPENING:** Chairman Ken Gough called the meeting to order at 6:05 PM**ROLL CALL:** Erik Anderson conducted a roll-call. A quorum was present.

Leon Humphrey (Mayor)	Absent	Randall Jenkins (Commission Liaison)	Present	William Birchfield (1)	Absent
Erik Anderson (2)	Present	Mel McKay (3)	Present	Jeff Smythe (4)	Absent
Ken Gough (5)	Present	J.R Campbell (6)	Absent	Charlie Mattioli (7)	Absent
Vacant (8)	Vacant	Bonnie Peters (Eliz Park and Rep)	Absent		

**Guests were introduced:** Roy Knispell (Herndon TOS), Ed Jordan (Carter County Proud)**PREVIOUS MINUTES:** Minutes of the April 7th meeting were provided to members before the meeting. Mel McKay seconded. The minutes were approved unanimously.**PRESENTATIONS:** Ed Jordan of "Carter County Proud" provided a presentation on this grass roots organization. Carter County Proud's focus is on developing approaches to free the County of Trash. They hope to affiliate with Keep Tennessee Beautiful program working through the Chamber of Commerce/Tourism Council. The Parks and Recreation Board is supportive of this initiative.**OLD BUSINESS:**

1. **Budget Submission:** Ken reported that it appears that our Budget request will be granted (\$38.6K)
2. **Birding** – Roy Knispel of the Herdon TOS dropped off the new birding checklist. Distribution of the 5500 checklists is underway. Target locations include Chambers of Commerce, Sycamore Shoals and Roan Mountain State Parks, tourist venues, interstate rest stops, etc. The Birds of Roan Mountain brochure is almost ready. They are also working on a kid's list of common birds and Carter County birding hot spots brochure.
3. **Community Tour:** JR was not present. No update
4. **Elizabethton Parks and Rec/Mountain Biking:** – Sugar Hollow is expected to be a top priority for the city. Another mountain biking project - Ken will meet with Nat'l Forest Service on Monday to discuss future expansion of the Hampton Watershed Trail et al.
5. **Roan Mountain Community Park:** Erik provided a written report – The new mower has been delivered and is in operation. The first two weeks of the Farmers Market were good. All 9 plots in the experimental community garden are being used. A fund raiser for stage/pavilion is being planned for Aug. 13. Erik reported that last year's funding for gas, parts and facilities maintenance have been exhausted.

**Erik made a motion that the budgeted allocation of \$3,500 for this fiscal year's operations and maintenance of the Roan Mountain Community Park be disbursed at this time. Randall seconded the motion. A roll call vote was conducted:**

Leon Humphrey (Mayor)	Absent	Randall Jenkins (Commission Liaison)	Yes	William Birchfield (1)	Absent
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Jeff Smythe (4)	Absent
Ken Gough (5)	Yes	J.R Campbell (6)	Absent	Charlie Mattioli (7)	Absent
Vacant (8)	Vacant	Bonnie Peters (Eliz Park and Rep)	Absent		

**The motion passed unanimously.**

6. **Carter County's Tweetsie Extension** – The road signs have been received. Mel showed the signs and said they will be installed in the next 2 weeks along with OVT signs. The signs will be emplaced from Gap Creek Road and go to Roan Mtn. Comm. Park. Mel also reported the road stencils have been received.
7. **Welcome signs** – Mel and Erik provided a revised approach. First, welcome signs would be emplaced at six county entrances. These signs are seen as primarily a function of the reconstituted Tourism Council. Erik and Mel will provide the concept to the incoming tourism director. The second set of signs would focus on directional signs to recreational facilities/activities for county resident as well as tourists. They will employ Nat'l Park Service logos. They will expand and have a more-detailed proposal at next meeting.
8. **Overmountain Victory Trail** – Ken reported that per National Park Service Ranger John Slaughter, the OVTA Master Plan cost was quoted at \$99K. Coalition of local agencies needs to raise min \$50K, prefer \$75K. NPS covers the rest. About \$23K tentatively committed at May 5 meeting. Bristol MTPO, Washington County (VA) and Abingdon on board. Draft letter of support in the hands of the county planners. Ken will validate with John Slaughter whether the plan will extend through Elizabethton and to the NC border.
9. **Website** – Per Ken, all is well. Mel is working on the "List of Everything" – comprehensive list of all recreational activities in the city and county, with description and directions.
10. **Road cycling** – Ken reported 2 more routes being prepared for the website. Waiting on word about the grant application and may not know until July 1st.

**NEW BUSINESS:**

1. **District 8 Representation:** Nothing Significant to Report.

2. **Financial Report:** Ken reviewed the end of fiscal year report. The report was validated with the County Finance Department.
3. **Project list:** Ken presented an updated project list. No significant changes were made other than removing completed projects. This is not a static list and members were asked to provide updates and new projects at the next meeting.
4. **Pocket Parks:** In response to the Pocket Park Strategy presentation to the County Commissioners three potential ideas have surfaced and are being researched. Need sponsors first thing. Hope to do one project this FY.
5. **Grant Strategy Implementation:** Ken presented a synopsis of his research on Tennessee State grants. The Local Park & Recreation Fund (LPRF) and Recreational Trail Program (RTP) grants are the most practical. An essential first step for any grant submission will be the development of a formal Recreation Plan and perhaps a Needs Assessment. These supporting documents need to be completed by the end of the 2016 Calendar Year.
6. **Commissioner Updates:** Ken encouraged board members to update their respective commissioners on our activities. He cautioned members to be cognizant of Open Meeting requirements.
7. **NEXT MEETING:** The next meeting will be August 4<sup>th</sup> at 6:00 PM at the Roan Mountain Community Park. Dinner will be provided by the Roan Mountain Recreation Foundation.  
**PLEASE NOTE THE CHANGED LOCATION.**

**ADJOURNMENT:**

The Chairman closed the Meeting at 08:20 PM

Respectfully submitted,  
*Erik Anderson*  
Secretary