

MINUTES OF CARTER COUNTY PARKS AND RECREATION BOARD**MEETING HELD July 27th , 2021 at 801 East Elk Ave, Elizabethton, TN 37643****OPENING:** Chairman Ken Gough called the meeting to order at 6:02 PM.**ROLL CALL:** Erik Anderson conducted a roll call. A quorum was present.

Patty Woodby (Mayor)	Present	Randall Jenkins (Commission Liaison)	Present	Michael Warren (1)	Present
Erik Anderson (2)	Present	Mel McKay (3)	Present	Lisa McGinnis (4)	Present
Ken Gough (5)	Present	JR Campbell (6)	Present	Charlie Mattioli (7)	Present
Mike Melton (8)	Present	Eliz Park and Rep	Present		

GUESTS: Wes Bradley (SORBA and APES); Mike Mains (Elizabethton Parks and Recreation); Travis West, Mountain Biker**PREVIOUS MINUTES:** Minutes of the June 22nd, 2021 meeting were provided to members.**PRESENTATIONS:**

Elizabethton Parks and Recreation: Mike Mains provided a verbal update of Elizabethton Parks and Recreation projects and activities. Several capital projects are in work including bathrooms at Riverside Park and a bathroom for Douglas Park. Covered Bridge Park upgrades are in work with a \$500K grant and a \$500K match. Mike shared that their budget for the next FY was just over \$1.149 Million. Of note for our board is that \$613K is for maintenance and upkeep of existing capabilities. Mike then gave us an update on plans for Covered Bridge Days. Tentatively the event is planned for Sep 24th-26th. Our Budget contained funds to be a sponsor and the Finance Department recently received an invoice for our sponsorship. **Michael Warren made a motion that we disburse \$5,000 in funds for the invoice and if possible make the sponsorship in honor of former Mayor Rusty Barnett. J. R. Campbell seconded the motion. A roll call vote was taken.**

Patty Woodby (Mayor)	N/A	Randall Jenkins (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	N/A		

The motion was approved unanimously. Mike also updated us that the city will fund the next increment of an engineering study for Surf Betsy. We jointly agreed to put the potential Bryant Ridge Mountain Bike Park on back burner as neither Elizabethton or Carter County Parks and Rec can project anything happening in the foreseeable future.

Hampton Watershed Trails: Mike Mains and Wes Bradley. Mike thanked the County Commission for its \$75K contribution to Phase 1 of the Watershed Trails expansion and told us that, while he doesn't speak for City Council, he expects they will provide another \$37.5K. SORBA will contract to build the trail and the County will reimburse SORBA through the Mayor's office. Mike Mains will check to make sure this arrangement works. The board discussed the potential that if the City were to increase its contribution that we may commit \$10K from our Park and Recreation Board to start work on a future skills park. Wes will get back with us next month with an input on what might be accomplished.



Tunnel Trail Park: The Board discussed a different name for the Valley Forge linear park. The name “Tunnel Trail Park” resonated with board members as it highlights one of the unique features of this future park. Travis West, an avid Mountain Biker who lives nearby, will be working with Randall to establish a local support group. The board set aside \$10K in this years spending plan to support the local support group once it gets established and we have a Memorandum of Agreement. The consensus of the Board was that the timing is appropriate for the Mayor and Chairman Gough to start talking to Elizabethton and Johnson City about extending the Tweetsie Trail to Green Bridge landing.

OLD BUSINESS:

1. **Green Bridge Landing (GBL)** – Wes Bradley of the APES reported heavy usage of the Park. The contractor that was engaged for mowing services is working well. The parking lot security light was out for a while but is working again. The Highway Department has been asked to work on the potholes at the entrance. For this Fiscal Year, the APES have asked that Park and Rec increase the O&M contribution to \$3,000 based on the need to do contract mowing.
2. **Shooting Park** – Nothing Significant to Report.
3. **Mountain Biking** – See presentations above, nothing more to report
4. **Gap Creek Park** – Bob’s Trails, Trees and Gardens has communicated that they may be interested in doing Project Management of Gap Creek Park for the Carter County Parks and Recreation Board. Since we have previously advertised two RFPs for Program Management with no response the Mayor reports that we can enter into negotiations directly with Bob’s Trails. **Michael Warren made a motion that we authorize Charlie Mattioli to work with the County Attorney and negotiate a contract for Project Management services from Bob’s Trails, Trees and Gardens. Lisa McGinnis seconded the motion. A roll call vote was taken:**

Patty Woodby (Mayor)	N/A	Randall Jenkins (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	N/A		

The motion was approved unanimously. Charlie will take action.

5. **Overmountain Victory Trail** – Nothing Significant to Report
6. **Elizabethton P&R** – See presentations above. Mike Melton reported their next meeting is scheduled for September
7. **Birding** – Nothing Significant to report.
8. **Erik Anderson Community Park** – Erik provided a written report. The park is very busy this year. They are conducting free concerts every Saturday between Jul 17th and September 25th. This was made possible by a grant from the Elizabethton Arts and Cultural Alliance. Attendance at the first two concerts was good. Fund raising for the Trout Trash Trap has been completed. The RMRF hopes to have the trap installed on September 25th to coincide with the annual steam clean-up. TDOT is finishing the bridge replacement at the Disc Golf course. Hole #1 will need to be reworked and it is time to rehabilitate the Disc Golf Course. The Recreation Foundation has been able to keep up with mowing but weed whacking has been problematic due to a lack of prison support. As a result the RMRF revised its O&M request for this FY to include funds for the Disc Golf Course and contracting out weed whacking. The RMRF also needs another Zero Turn mower. The Mayor will check to see how they can gain access to one of the two County Mowers located at Great Lakes.
9. **Website update** – Nothing Significant to Report



- 10. **Road Cycling** – Nothing Significant to Report
- 11. **Pocket Parks – Fish Springs.** The revised MOU was signed.
- 12. **Blevins Road Lighting: No change.**
- 13. **Carter County Tweetsie extension** – The Mayor sent our letter to appropriate legislators to seek help in getting TDOT permission to install signage along Highway 19-E. The Legislators requested TDOT in Nashville to assist.
- 14. **Master Plan update planning:** Erik, Mel and Charlie provided a draft priorities for our Park and Recreation activities for inclusion in the next Master Plan. All members were asked to review the priorities for input and be prepared to decide on a way ahead for producing the next 5 year Master Plan at the August meeting. One option is to generate a functional master plan at minimal cost with in-house resources. The other option is to provide the inputs we have developed to a contractor for a product that may be more desirable for future grant submissions.

NEW BUSINESS:

- 1. **Fiscal Year Spending Plan** – Ken led a spending plan workshop. The detailed spend plan is available upon request. Specific spending items for the current Fiscal Year included:

Website operations: \$270
 Blevins Road TWRA Boat Ramp Lighting: \$600
 Erik Anderson Community Park O&M: \$9,000
 Green Bridge Landing O&M: \$3,000
 Gap Creek Park Project Management: \$5,043.80
 Gap Creek Development: \$80,000 plus \$20,876 from Dog Park grant
 Hampton Watershed Trails further development with SORBA and City: \$10,000
 Tunnel Trail Park Development: \$10,000
 Fish Springs Park: \$5,000
 Covered Bridge Days Sponsorship: \$5,000
 Carter County Omnium Sponsorship and road signage: \$1,000
 Herndon Birders publication of Birds of Carter County: \$2,500
 Erik Anderson Community Park Mower: \$7,000
 5 year Master Plan update: \$5,000
 Maintenance Reserve: \$10,000
 Unallocated: \$6,856.20 which may be adjusted based on final FY 20/21 expenditure results

Michael Warren made a motion that we approve the spend plan for this Fiscal Year. Mel McKay seconded. A roll call vote was taken:

Patty Woodby (Mayor)	N/A	Randall Jenkins (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	N/A		

The spending plan was approved unanimously.

Erik then made a motion to disburse the \$9,000 O&M funds for the Erik Anderson Community Park to the Roan Mountain Recreation Foundation and the \$3,000 O&M funds for the Green Bridge Landing to the Appalachian Paddling Enthusiasts. Michael Warren seconded the motion. A roll call vote was taken:



Patty Woodby (Mayor)	N/A	Randall Jenkins (Commission Liaison)	Yes	Michael Warren (1)	Yes
Erik Anderson (2)	Yes	Mel McKay (3)	Yes	Lisa McGinnis (4)	Yes
Ken Gough (5)	Yes	JR Campbell (6)	Yes	Charlie Mattioli (7)	Yes
Mike Melton (8)	Yes	Eliz Park and Rep	N/A		

The motion to disburse the O&M funds was approved unanimously. The Secretary will work with the Finance Office to disburse the funds.

2. **Term Expirations:** Lisa and Mel's terms will be expiring this year. They have both submitted their paperwork to continue to serve on the Board.
3. **Next Meeting:** The next meeting will be Tuesday, August 24th at 6:00 PM at the Erik Anderson Community Park in Roan Mountain. The Roan Mountain Recreation Foundation will provide a meal and the meeting will take place afterwards

ADJOURNMENT: The Chairman closed the Meeting at 8:46 PM.

Respectfully submitted,
Erik Anderson
 Secretary

