

The monthly meeting of the Washington County Park Authority was held Monday, March 23, 2026, at 6:33 pm at the Washington County Gov't Center.

Present: Rick Call, Steven Statzer (Chairman), Ben Casteel, Lisa Wilson, Claude Worrell, Jennifer Blankenship, Michael Wright, Rusty Belcher

Absent: none

**Park Authority Meeting Agenda** – March 23, 2026  
6:30 PM, Washington County Government Center

1. Public Comment: none
2. Washington County Park Authority Manager Report:
  - a. County Attorney has recommended avoiding LSV policy due to increase in insurance costs and potential of other ancillary issues
  - b. Camp host position is recommended as being paid in free rent.
  - c. Burst pipe situation is being addressed via contracting with county services. The Park Authority and County will need to draft an agreement to have county services “on call” for maintenance issues. The recent plumbing issues highlight the need for this type of agreement.
3. Recreation Department Report (none – position vacant): Beaverdam Park lease may be returned to Damascus. If so, the budget line would return as well. The recreation department budget is removed in the next budget cycle.
4. Submitting and approval of the February (March 2) Minutes (attached): Claude made a motion to approve the minutes, Rusty seconded. All in favor, motion carries (8-0-0)
5. Approval to pay the February Bills and Approval of the February Financial Report: Rusty made a motion to approve paying the February bills and approves the financial report. Claude seconded. All in favor, motion carries (8-0-0)
6. Old Business:
  - a. 2025-2026 Budget and 10-year financial review
    - i. County Finance was able to supply 10 years of data. Profit margins are slim and the parks are running close to break even or at a loss. Income has grown 103% but expenses have increased 146%. Kat’s goal is to end the fiscal year at a positive. She intends to examine alternative sources of revenue to come up with solutions to narrow the gap. Capital expenditures were the cause of largest losses.

Consider examining weekly and monthly rates rather than only seasonal vs. daily. Kat will examine other parks that have completed similar financial analysis to examine the potential for these pricing schedules.

- b. 2026 Hourly Rate for booth/park attendant
  - i. Not yet successful in hiring more than the current staff. 1 person rejected based on pay, other applicants have not followed through on interview
  - ii. Kat suggests increasing pay for booth attendant to \$16 - 17 / hr. Current rate is \$13.75. Some increase in responsibilities would also be included. Maintenance is currently at \$17, Maintenance lead is at \$19 / hr. Ben Casteel made a motion to raise the rate to \$16.50 / hr for the booth attendant. Lisa Wilson seconded, all in favor (8-0-0).
  - iii. Kat would like to have a smaller booth moved to the gates while the gate system is not working. Jennifer recommended contacting Gene Grier with the Neff Center to have a new booth constructed.
  - iv. Steven suggested examining a Service Level Agreement if there is one contracted in the original agreement.
- c. Host Replacement for Campgrounds
  - i. Volunteer vs. Paid –
  - ii. Expectations include host to be 1<sup>st</sup> point of contact after hours for maintenance issues, check campers in and out.
  - iii. Jennifer made a motion to pay the camp host a \$150 stipend + the rental cost of their seasonal site. Rick Call seconded, all in favor (8-0-0).
- d. Hiring for Spring 2026
  - i. Security Guard (contract/non contract) – not in a position to hire; cameras are being examined as an alternative.
  - ii. Park attendant (covered above)
  - iii. Maintenance (on Site) – working on finding new employees to add to roster.
  - iv. Booth Attendant (covered above)
- e. Maintenance Contracts with County – conversation burgeoning around having county services on contract for some maintenance issues. Steven suggested that they could serve as a good intermediary. Kat will ask county services to draft an agreement.
- f. 2026 campground rules and regulations – pending approval from the insurance adjuster
- g. 2026 ball field rules/regulations and hold harmless agreements – pending approval from the insurance adjuster. Steven will communicate these 2 finalized documents to the board as they are available.

7. New Business:

- a. General housekeeping and ad hoc items (ongoing issues, concerns, etc.)
- b. TVA Length of Stay Requirements – Kat asked board to review the document to help identify how we will meet these requirements in the future. According to current standards, 38 sites should meet the minimum of transient sites.
- c. Reservation system – looking at switching RMS. Kat is working on demoing several RMS systems to see if it meets the needs of county park + financial reporting.
- d. Invite for Old Time String Band at VHCC. We are considering having a season “open house” kickoff event May 2 11 AM – 1 PM.
- e. Jennifer suggested giving out a shelter rental or admission pass as a low-cost advertising option. Ben Casteel made a motion to create a certificate in line with this request for Rhea Valley Elementary Spring Fling. Rick Call seconded. All in favor (8-0-0)
- f. Michael Wright was welcomed to the Park Authority Board.

8. Board Member Action Items:

- A. Ben Casteel – Work on flower tree
- B. Rick Call -
- C. Jennifer Blankenship –
- D. Steven Statzer – Upon receipt of new rules, will send out update to declare decision.
- E. Claude Worrell-
- F. Lisa Wilson-
- G. Rusty Belcher-

Next meeting will be held April 20 at the Washington County Gov’t Center at 6:30 PM,

Claude made a motion to adjourn at 8:41 PM, Rusty seconded, all in favor (8-0-0)

Sincerely,

Steven Statzer, Chairman

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