The monthly meeting of the Washington County Park Authority was held Monday, June 15, 2026, at 6:35 pm at the Washington County Gov't Center.

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

Absent:

Park Authority Meeting Agenda – June 15, 2026
6:30 PM, Washington County Government Center

1. Public Comment: none

Claude made a motion to move Item 6a. Septic issues to Item 2 in respects for the guests time, Lisa seconded, All in Favor (7-0-0)

2. **Septic Issues (with guest Bill Skeen, Civil Engineer)**
   a. Bill Skeen introduced himself working for Onsite Systems Engineering, PLLC
   b. SureDrain had been hired to endoscope septic system and discovered liquid being retained rather than draining properly into the soil. Upon further inspection, Onsite Systems Engineering, PLLC deemed that the system is failed.
   c. Mr. Skeen provided a handout and described the proposed solution – an ATL Sand-lined wastewater treatment and dispersal system along a 70' x 16' bed with 4 lines in an area with 12 campers (sites 53-64). System proposal is currently based on existing permits but all information would be verified. Health department regulations are based on 100 gal. / camper.
   d. Materials, new tank, and distribution system is roughly estimated to cost between $40,000 - $50,000. Original mapping from Health Department suggests that there could be 8 – 10 systems altogether with more likely to fail.

3. Washington County Park Authority Manager Report:
   a. The booth if officially moved. New siding will cost $1052.73. Estimated total for repairs is $3,892. Kat will approach an insurance claim and the deductible would be $1,000. Jennifer asked if they booth workers are now taking money there. Kat replied that they are, but not constantly. During peak weekends, the gate area will be staffed. The current gate system is finicky – sometimes taking cash or card and sometimes not. The siding should take 1-2 weeks and will be completed once the materials have arrived.
   b. Buoys are now installed and the Park is currently compliant with DWR.
   c. One site (58) has been vacated for septic reconstruction.
   d. Washer and Dryer use has increased with repairs.

e. Tent Site 2 has been damaged, believed to be by a vehicle. Kat would like to restrict vehicles at the tent camping site. One picnic table was destroyed. Jennifer suggested that perhaps we should not restrict vehicles. Steven asked about the access to that area. Kat answered that there is not currently an official access path. Steven followed up with a suggestion that there could be an official path with delineated spots. Ben suggested that tent camping at parks are 50/50 in terms of drive-up or walk-in and that the ideal situation would be an access road with a designated parking spot for each tent site.
f. Kat is working with Comcast to address wi-fi issues.
g. The water heater behind the bathhouse is severely rusted, this could be a future maintenance issue.
h. Several fire rings have been updated, gazebo painting is ongoing.
i. The porta-john company A & S Sanitation has not fulfilled requests to clean or remove the units. Kat has already contacted a new company and has discussed the issue with finance about refusal to pay based on a lack of service.
j. Kat worked with the booth team to plan several public events including an Independence Day celebration, Christmas in July, Touch-a-Truck in August, a car show in September, and a Halloween event.
k. The new waitlist for seasonal sites has had 35 entrants, 19 of them have paid. 1st criteria is date and time of application, date and time of payment, and RV / Camper Length. Site assignment for RV / Camper length is based within 5' of the maximum size. Jennifer described some issues and comments on the current waitlist situation. Kat defended her position of not allowing campers to get everything that they want. Discussion

4. Recreation Department Report (none – position vacant):

5. Submitting and approval of the May Minutes (attached): Rick Call made a motion to approve the minutes, Claude seconded. All in favor (8-0-0)

6. Approval to pay the May Bills and Approval of the May Financial Report (attached): Steven asked to include authority of officers sign the final reimbursement for the check to Rusty motioned, Rick seconded, motion carries unanimously (8-0-0)

7. Old Business:
   a. (moved from 6a to 2a)

   b. **Payment & Reservation System Update –** system is working well.

8. New Business:

a. Jennifer asked to include a new item in new business on behalf of the Combs family that has been having their family reunion at the park to include an ADA porta-john for their reunion. The item did not require a motion as it was more of an update about a situation that Kat will work to ensure all needs are met.

b. **Budget for Fiscal Year '26-'27**

  i. Kat prepared a conservative budget and a wishlist budget that includes a second full-time person contingent on having enough new rentals / income (>$200,000) to be able to budget for the position.

  ii. Steven began Budget discussion including a breakdown of the process of going through each line item and then shift to executive session to discuss employee compensation confidentially.

  iii. Jennifer made a motion to enter executive session for the purpose of discussing payroll. Rick seconded, all in favor, session entered at 8:49 PM. Claude made a motion to exit executive session, Jennifer seconded, all in favor (8-0-0) Jennifer then made a motion to extend the meeting for urgent business. Ben seconded. All in favor

  iv. Ben made a motion to enter a contract for audit services with HBC certified public accountants. Rick seconded all in favor (8-0-0)

  v. Ben made a motion to enter a contract for insurance services with HBC certified public accountants. Rick seconded all in favor (8-0-0)

  vi. Steven suggested that the Board adjourn the meeting at 9:08 PM but call a special meeting for the purpose of completing the budget in one week Monday, June 22nd at 6:30 PM at the Washington County Government Center . Rick made a motion to adjourn the meeting at 9:10 PM. Jennifer seconded, all in favor (8-0-0)

9. <u>Board Member Action Items</u>:

A. Ben Casteel –
B. Rick Call -
C. Jennifer Blankenship –
D. Steven Statzer –
E. Claude Worrell-
F. Lisa Wilson-
G. Rusty Belcher-
H. Michael Wright

Next meeting will be a special called meeting for the purpose of completing the FY'26-'27 budget to be held June 22 at the Washington County Gov't Center at 6:30 PM,

Sincerely,
Steven Statzer, Chairman

BlC