

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
February 16, 2022
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, February 16, 2022 at Coonskin Park in the Oak Room. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and President Tackett called the meeting to order at 2:00 p.m.

ROLL CALL

PRESENT:

Allen Tackett, Dave Pope, John Robertson, Stuart Smith, Andrew Jordon, Pat Donahoe (Phone), John Huddleston (Phone), Steve Koepsel, Janet Drumheller,

ABSENT: Chris Hamilton, Karen Haddad,

OTHERS

Leslie Koepsel

Jeff Hutchinson, Director

Brad Maschari, Sarah Menefee, Chief Amburgey

Jordan Herrick (Phone)

Susie Zaleski, Susan Peterson

APPROVAL OF MINUTES

Commissioner Huddleston made a motion to approve minutes from January and Commissioner Drumheller seconded the motion. All were in favor.

PERSONNEL COMMITTEE

Commissioner Drumheller said that things are going good with employees and we haven't hired spring employees yet.

LONG RANGE PLANNING

Commissioner Smith reported that we are working on additions to the Holiday Light Show for next year and we are getting with the schools early to have a good jump on them. Commissioner Smith said that Hoppy's Little Express was a big hit at the Clay Center for Commissioner Shores Celebration of Life. She stated it was a really nice service and he will live on in our hearts. President Tackett said we owe him a great deal of gratitude.

Commissioner Smith reported that Commissioner's Robertson and Haddad are working with ZMM and getting priorities together and tightening up funding to do improvements to the clubhouse. Commissioner Robertson said that getting the building up to ADA guidelines is an issue and should take priority and that the air conditioning in the Oak Room and lobby needs replaced and is the number one priority. The AC unit hasn't been updated since the 70's and it could go out at any time. He said that we got some loose figures and it will be about \$40,000 to replace the unit in the Oak Room. There are supply chain issues with getting it delivered and we should order as soon as possible. Commissioner Robertson

came to a conclusion that we need to replace the two outside units and replace the duct work and keep the pipes intact. He stated that we need to find funding for that. Commissioner Robertson made a motion to look at the AC units as an emergency to be replaced and fixed using money from the Schoenbaum account. Commissioner Drumheller seconded the motion and all were in favor.

FINANCIAL REPORT

Sarah reported that from July-January the total income was \$1,329,395 with a gross profit of \$1,302,148. The total expenses were \$1,176,010 with a net income of \$126,138. Add in the other income and we have \$498,603. All Facilities at Coonskin had a total income of \$113,955 with a gross profit of \$107,195. The total expenses were \$285,961 with a net loss of \$(178,765). Coonskin Golf had a total income of \$27,540 with a gross profit of \$25,147. The total expenses were \$153,284 with a net loss of \$(128,136). Big Bend had a total income of \$279,561 with a gross profit of \$259,592. The total expenses were \$246,945 with a net income of \$12,647. January alone had a total income of \$152,481 with a gross profit of \$152,126. The total expenses were \$127,520 with a net income of \$24,606. Coonskin Golf had a total income of \$935 with a gross profit of \$884. The total expenses were \$15,083 with a net loss of \$(14,199). Big Bend had a total income of \$1,060 with a gross profit of \$1,034. The total expenses were \$24,754 with a net loss of \$(23,719). We had a lot of snow in January and the course was unplayable. So far, we've had better day in February. Commissioner Koepsel asked about the insurance being down and Sarah said that we got a different carrier with the same coverage but cheaper rates. Sarah stated that we turned that proposed budget into the Kanawha County Commission and we were at a break-even of \$2,306,975. That includes the 4% raises reflected in the payroll. The retirement will go down 1% next year but it was the same budget as last year with the exception of the raises. Commissioner Jordon made a motion to approve the finances and Commissioner Smith seconded the motion. All were in favor.

GOLF COMMITTEE

Jeff reported that as you can see in the financials that golf was not great last month due to the weather. He said we got a couple good days in February and when this happens Big Bend is full. They are fixing irrigation issues at Big Bend and should be finished by the end of the month. He said as you can see at Coonskin, as you came in that we are preparing for the new course. Kenny Newhouse donated his time and equipment to take the trees out and he is only coming when the ground is frozen. Jeff said that this will save us three weeks when it comes to construction of the new course and that it won't have to be included in the price of the bid. The bid is out and it is a design/build so the bidders have to be on site with the designer. There are certain criteria that we need to have on the greens and with these signature greens we will have to have someone that is knowledgeable with designing. The pre-bid meeting is March 3rd at 1:30 p.m. and it is mandatory. The final bid is on March 25th at 10:00 a.m. The supply chain is bad right now and the earlier we can start and get sod and stuff ordered that better. The project should be done by mid-November and let it sit, then we got the spring growing season and should be playing by June. The back 9 holes will not be open and will be shelters, tennis courts, splash pad, and walking path if the airport does what they are supposed to do.

Susan Peterson asked if the walking trails will be replaced when the airport does their thing. Jeff said that the park extends down the Elk River and down to 114 and we won't know about anything until the airport finalizes their plan. There will have to be something to remediate if they are taking property and we won't have mitigation money until the airport is done with the project.

COONSKIN FOUNDATION

Commissioner Robertson reported that Commissioner Haddad is contacting people on board for a quarterly meeting of the foundation. He said that the Shores Family requested in leu to donate to the Coonskin Foundation in memory of Commissioner Shores and he asked the board to acknowledge that.

PUBLIC SAFTEY

Chief Amburgey reported that this nice weather is bringing more people into the park and he is happy to see activity. He said we are still trying to get cruisers and South Charleston gave us a 2016 Explorer and we are looking for three more from the County.

DIRECTORS REPORT

Jeff reported that the sun is out and there has been a lot of people in the park. He said we had a good winter and the first one in years. Jeff stated that we need to ratify the motion that Kenny Newhouse from K&N Contracting will be doing tree work in the park. Commissioner Jordon made a motion to allow K&N Contracting to remove trees due to construction of the new golf course at Coonskin recommend by the contactors and receive a letter for donations of service. Commissioner Drumheller seconded the motion and all were in favor. Jeff recommends that we have a committee to deal with the bids for the new course. A committee was made consisting of Commissioners Jordon, Pope, and Robertson with Jordon the chair.

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

Mrs. Peterson asked if the soccer field was staying when the airport does their work. Jeff answered yes that it was and that the Fire Road trail is staying and may be rerouted to the Patriot Trail.

ADJOURNMENT

Commissioner Smith made a motion to adjourn the meeting and Commissioner Jordon seconded the motion. All were in favor.

President Tackett called the meeting adjourned at 2:32 p.m.

The next meeting will be Wednesday, March 16, 2022 at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director