

KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
April 19, 2023
MINUTES

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday; April 19, 2023, 2023 at Coonskin Park in the Oak Room. This is the annual meeting of the Kanawha County Parks and Recreation Commission and President Tackett called the meeting to order at 2:00pm.

ROLL CALL

PRESENT:

Allen Tackett, Dave Pope, John Robertson, Steve Koepsel, Janet Drumheller, Karen Haddad, Stuart Smith, Pat Donahoe,

ABSENT: John Huddleston, Chris Hamilton, Andrew Jordon,

OTHERS

Jeff Hutchinson, Director

Commissioner Wheeler, Leslie Koepsel Megan Estep

Brad Maschari, Sarah Menefee, Eddie Amburgey

Jordan Herrick (phone)

Master Gardeners (Elaine and Louis), Dreama Watts, Greg Strum

APPROVAL OF MINUTES

Commissioner Robertson made a motion approve the minutes from March and Commissioner Drumheller seconded the motion. All were in favor.

PERSONNEL COMMITTEE

Commissioner Drumheller reported that we had one full time employee leave at Big Bend and we are searching for a replacement as well as five part time employees. Commissioner Drumheller also reported that we are updating are personal manual and is up for a vote. Commissioner Drumheller made the motion to update the policies in our personal handbook. Commissioner Pope seconded the motion and all were in favor.

LONG RANGE PLANNING

Commissioner Smith reported that we need to be in touch with Carver to update our Holiday Light Displays. She said that now is the time to talk with them. She also reported that we waiting on funding for the Clubhouse improvements at Coonskin and highlight that we need ADA upgrades. Commissioner Smith added that in August Coonskin Park will host a movie night.

FINANCIAL REPORT

Sarah reported that from July – March all facilities had a total income of \$1,592,815 with a gross profit of \$1,560,306. The total expenses were \$1,577,132 with a net loss of \$(16,826). Add in all other income and it brings the net income to \$1,090,224. Bid Bend had a total income of \$281,227 with a gross profit of \$253,873. The total expenses were \$327,663 with a net loss of \$(73,790). March alone all facilities had a total income of \$169,598 with a gross profit of \$166,287. The total expenses were \$207,636 with a net loss of \$(41,348). Big Bend had a total income of \$23,862 with a gross profit of \$21,978. The total expenses were \$51,591.01 with a net loss of \$(29,612). Sarah reminded the board that march was a three-payroll month. Commissioner Koepsel commented on the utilities being up

\$5,000 at Big Bend and tracking upwards. Sarah responded that it also includes Meadowood Park and will monitor it. Commissioner Donahoe made a motion to accept the financial statement and Commissioner Koepsel seconded the motion. All were in favor. Sarah reported about the 2023 MOU agreements with the YMCA to run the pools at Coonskin and East Bank. Sarah said they are ready and prepared and noting has really changed on the agreement accept opening and closing dates. Coonskin Pool will open May 27th and run through August 6th. They will try to do weekends only through Labor Day, but that all depend on the guards and how many they can retain with sports starting and school starting August 21st. As of now, Pioneer Park Pool will open June 3rd through August 6th. Sarah added that we pay a \$15,000 management fee for Coonskin and a \$10,000 management fee for Pioneer Park paid to the YMCA. We will purchase the start-up chemicals and then throughout the season the YMCA takes care of that. Pioneer Park's agreement will not be signed until we know what's going on with that pool. Commissioner Smith made a motion to accept the agreement between the parks and the YMCA to run the pools and Commissioner Drumheller seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Pope reported that rounds at Big Bend last year were 906 and this year was 636. He thinks that's amazing due to the conditions of the course. He reiterated that we know about the problem at Big Bend and we want to fix it. But we are in a waiting period with FEMA and Fish and Wildlife do give us a report on working on the bank. He said that it doesn't make since to fix in now and then later FEMA comes in and destroys what we fix to do the work they need to do. He added that we need a pump station and irrigation but we have to wait on FEMA before we can do any work. Commissioner Pope reported that Coonskin in waiting to get a hydro seeder to hit the bare spots on the golf course and other than that it looks great. He commented that the bare spots were not in the areas of play and between the tees and greens. The fence is going up and looks good. He said that their committee has met every week for 5-6 weeks and most of the stuff is in route. We got our logo and we are on pace. The pump is not in place yet and needs a concrete pad poured and then need some concrete on the walkway leading to the course. He said that the trench has been built from the course to the pump that is near the pond. Commissioner Pope added that special people need to come in and weld the pipe together and they can't be here until mid to late May. Commissioner Koepsel asked when the hydro seeder will be in and Jeff said that he has a call in to Kenny Newhouse and he is donating the hydro seeder and it will be on his time frame. He added that we have the seed and supply just need the seeder.

COONSKIN FOUNDATION

No report

PUBLIC SAFETY

Chief Amburgy thanked the City of South Charleston for donating a 2013 Ford Expedition for his fleet. It has 86,000 miles on it and they left the radio and lights. He said that it needs a little work and our radios are getting to the end of their life and would like to replace those for hand units at a cost of approximately \$10,600. Chief added that all the other vehicles in his fleet average 140,000. He let the board know that he met with the mayor to thank him and also wrote a letter to city council. They also thanked Steve and LifeTite Metal for the really nice bathroom at the range and we need to get a letter the them to thank them.

DIRECTORS REPORT

Jeff reported that FEMA's part at Coonskin is moving along but Big Bend has hit a snag with some of their rules and regulations. He said that even though we know there will be a failure there on hole #3 and the cart path will disappear into the river and the lake will follow it. FEMA does not want to cover it and the commission is already working on that and we will appeal it with FEMA and we should hear

back in the next 2-3 weeks. We started this process with FEMA about three years ago. Jeff reported that a company came in and looked at Pioneer Park Pool on Monday and he said that the divers are getting a report together. Next report was about Hoppy's Playground and what it will take to repair it and when we get the cost of all the parts and freight it come to approximately \$22,722.91. That takes care of the slides, decks, ladders, and replacement parts. He said that we can't go out and get quotes because they manufacture it and they are the only ones that have parts for it. They playground is about 20-25 years old and it is due to be repaired and a new structure that size brand new would be \$175,000 and up. Commissioner Donahoe made a motion to repair Hoppy's Playground and Commissioner Haddad seconded the motion. All were in favor.

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

Elaine with the Kanawha County Master Gardeners thanks everyone for use of Riverside Shelter and guard shack for their annual plant sale on May 13th. Commissioner Wheeler asked that we help promote the event for them on our social media. Dreama Watts asked if we got a decision on Big Bend's hole #8. Jeff said what is holding that up is they are saying the green is not in danger, which is not the case, and looking to appeal that. Also, we are waiting on Fish and Wildlife to get back to use and since we are waiting, they didn't think it was necessary and since it is necessary the project needs to start soon. So, FEMA and the state said we can start working on it and when we approve, we will give you the money back and if we don't approve all the work in on us. Commissioner Carper, Salango, and Wheeler all discussed this and we don't feel comfortable doing that. We are still in negotiations and appeal process with FEMA.

ADJOURNMENT

Commissioner Pope made a motion to adjourn.

President Tackett called the meeting adjourned at 2:30pm.

The next meeting will be Wednesday, May 17, 2023 at 2:00p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director