

KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
June 18, 2025
MINUTES

CALL TO ORDER

The meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, June 18, 2025, 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, Steve Koepsel, Andrew Jordon, Tyler Ohrn, Karen Haddad, Pat Donahoe (phone), Crescent Gallagher

ABSENT: Dave Pope, Carrie Smith, Janet Drumheller, John Robertson

OTHERS

Jeff Hutchinson, Director

Leslie Koepsel

Brad Maschari, Cliff Wheeler, Sarah Menefee, Chief Amburgy

Jeanne Chandler

Jordan Herrick (phone)

APPROVAL OF MINUTES

Commissioner Ohrn made a motion to approve the minutes from February and Commissioner Koepsel seconded the motion. All were in favor.

PERSONNEL COMMITTEE

Commissioner Koepsel reported that we hired another person for Coonskin maintenance, Lucas Petry and hopefully we can get maybe one or two more. This is the busiest time of the season to keep the grass cut and weed eating and so forth.

LONG RANGE PLANNING

Commissioner Haddad reported that we are in a holding pattern waiting to see if we can get funding for the Clubhouse. She said we don't want to spend any money then get money. Our thoughts as a committee are to look at things outside the clubhouse, if the board has interest in it that, we could do that for long range. She said we talked about moving the outside wedding area closer to the clubhouse outside of the Oak Room. We also talked about pickle ball courts and getting a ballpark figure, and where it should go.

FINANCIAL REPORT

Sarah reported on the insurance renewal and it's the same company we have been with for the past four years. Sarah said that everything stayed the same. Our premium did not go up. The insurance went up \$4,200 and that's for the causality and general liability, and workers comp went up \$5,000. Last year our premium was \$106,261 and this year it is \$110,504. Jeff said that it is a nominal increase compared to what we thought it was going to be and this was the only quote we got. Commissioner Donhoe made a motion

that we vote to accept the workers comp and insurance that was presented in the handout. Commissioner Keopsal seconded the motion. Jordan questioned the liquor liability and Sarah said we did not get a quote back on that yet. Last year it was about \$4,000. We will make two months of payments and then spread it out over nine months. All were in favor.

Sarah reported at May 31st we had \$336,580 in checking and taking out all the bills leaves with \$268,445. Our accounts payable was \$241,213. The cart lease we made year to date on principal of \$62,477. July through May 2025 had a total income of \$2,485,565 with a gross profit of \$2,429,104. The total expenses were \$2,219,927 with a net income of \$299,177. Add back the other income and that gives us \$423,861. The next is the inhouse statement which is the exact as the other but shows you that cart lease and the equipment that was purchased from July – May and that totaled \$193,499. Add those back into the total expenses of \$2,232,427 and that leaves us with \$105,677 net ordinary income. Add back the additional income and that leaves a net income of \$230,361. For the month of May all facilities had a total income of \$127,160 with a gross profit of \$125,517. The total expenses were \$238,358 with a net loss of \$(112,840). Commissioner Donahoe made a motion to accept the financial report and Commissioner Jordon seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Jordon reported that Big Bend did 2,382 rounds and in 2024 we did 2,124. Year to date Big Bend has done 17,552. That is an increase of 1,817 from last year. The course is in pretty good shape, and we could use three or four more people. Coonskin in May had 1,593 rounds and in 2024 we did 1,821. That is down 1,544 from last year. Year to date at Coonskin is at 7,470 and last year we had 9,014. Commissioner Jordon said that he talked with Sara Cole with the WVGA and she is working on some women's clinics at the range and at the Short Course, and that has been successful. He said to continue working with the WVGA so that may bring in some more play and we need to do more things like these women's clinics to get more play. We are at three years of the short course being open and everyone he talked to enjoyed it, and some people still don't know about it. The middle school golf was over in May.

MARKETING COMMITTEE

Commissioner Gallagher reported that he worked with the Kanawha County Commission to send out press releases for the 75th Anniversary and that it was sent out at the end of May and the beginning of June. He is working with Commissioner Wheeler, and he will be on WCHS, and the Dave Allen Show this week, and we are working with Megan Estep on some talking points. They will be doing some self-promotions as well. That should cover a lot of the media. He has seen our contractor posting quite a bit on social media and if you have ideas for her give that to Jeff or Cliff. Jeff said that we will have the Charleston Metro Band play for about an hour. The cups and shirts have been delivered this week, so that is another plug.

NOMINATING COMMITTEE

President Tackett said before we go to the Nominating Committee he would like to say a few things. He said he is going to step down as president of the park board. He said he has had this position the last 11 years and we have accomplished a great deal in the parks. He talked about his days as the General and using this park and remembered what it was. The big reason he came on this board is to get that bridge put in so that we could close Coonskin Drive because of the 2005 BRAC Report about the WVAG. He had fought to get the bridge and got it funded with state money. They built the bridge, got the security they needed, cleaned up the area as you enter the park, built a fence, built the building that holds the grounds equipment, paved all the roads, built the new golf course, and got Big Bend looking good. He thanked all the members of the board for supporting him and making those things happen. He thanked Jeff, Cliff, and Sarah for their cooperation in helping him and doing the things he wanted to get done. He thinks it's really important that we get the Clubhouse building plans done and also thinks that at the back nine it's important to put a new pickle ball court, tennis courts, picnic shelters, and splash pad. We don't know how long the pool is going to last. He said if the airport is able to extend the runway into Coonskin all the picnic shelters on the hill will be taken away and while they are doing that, it's important that we have picnic shelters done here to support what we do now. He wants us to think ahead of the game so that we are able to do those things that are important. It comes to getting the money to do it. He thanked everyone again.

Commissioner Jordon made the announcement for the Nominating Committee and the recommendation for next year for the Kanawha County Parks and Recreation Board is for Steve Koepsel as President, Andrew Jordon as Vice President, and Tyler Ohrn as Seconded Vice President. President Tackett, after hearing the nominees, asked if there were any other nominees from the floor and repeated this three times. Hearing none, all those in favor say aye. All were in favor. President Tackett will still be on the board.

PUBLIC SAFETY

Chief Amburgy reported that Nitro PD helped our department again and is looking at giving us another cruiser, that would be three in the last year. It's a 2017 and has 87,000 miles on it and is really nice. At the same time, they were able to give us 11 office chairs and a couple of new desks. We shared the chairs with the other departments, so they have something nice to sit on. Being that it is summer our officers have been busier with more people in the park.

DIRECTORS REPORT

Jeff reported that the playgrounds are underway, and we have started work and are $\frac{3}{4}$ complete at Meadowood. The weather has not been conducive with digging in the dirt and as soon as they finish that they will start on Coonskin's. Kenny Newhouse is donating the groundwork at Coonskin to get ready for them to install. On July 12th we will do a playground dedication and the Governor's Mountaineer Mile at Meadowood Park. Most pools are open, and Coonskin opened on time. The sewer work held us back at East Bank and it opened last Wednesday. We will go up and repair the fence and clean that area up. That project should be complete by next week and then we have a playground to put in there. Commissioner Keopsel reported on his disc golf tournament at

Coonskin last weekend. He said that we started with 130 players and finished with 123. Players came from Alabama, California, Iowa, Illinois, Indiana, Kentucky, North Carolina, Maryland, Ohio, Pennsylvania, Tennessee and Virginia, and that's a lot of people from different states just for disc golf. It was very successful and the reason he brought it up is he wants to make sure the board understands how well this staff did here to maintain that course and cut it. He said it looked just like a golf course with greens, fairways, and rough cut at different heights and it looked immaculate. It got people talking about coming back. The course looked good, and you don't see that around on these courses. They really did a nice job, especially with the rain sitting right on top of them. Jeff said our guys work hard and we had an interesting spring that started off slowly and then had lots of rain. Big Bend has been closed as well as the range due to this rain. If we get more tomorrow, we will close again because if you destroy the course we have to live with it until October. Coonskin drains pretty good and has been open. Commissioner Haddad asked if we have done anything special like buying lunch for the staff. Jeff said that we do that, and Sarah said we normally wait until July, and we get the grill out and fix hot dogs and hamburgers and that stuff. He said we try to do that for the employees during the summer. He said we tried to do an after-hours thing for the employees where the families can use the pool and stuff, but when they leave work for the day they don't come back.

LEGAL REPORT

Jordan reported that last month a minor was injured on the playground at Coonskin, and they retained a lawyer, and we are prepared and going to let it run its course and see what happens with it.

PUBLIC COMMENT

Written notes available upon request.

ADJOURNMENT

Commissioner Haddad made a motion to adjourn.

President Tackett called the meeting adjourned 2:43 p.m.

The next meeting will be Wednesday, July 16, 2025, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director