

**KANAWHA COUNTY PARKS & RECREATION COMMISSION**  
**COMMISSION MEETING**  
**August 21, 2019**  
**MINUTES**

**CALL TO ORDER**

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, August 21, 2019 at the Coonskin Clubhouse, Hearth Room, Charleston, West Virginia. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and President MG (Ret.) Tackett called the meeting to order at 2:00 pm.

**ROLL CALL**

**PRESENT:**

Janet Drumheller, Allen Tackett, Karen Haddad, John Huddleston, Dave Pope, Stuart Smith, Andrew Jordon, Don Stamper

**ABSENT:** Pat Donahoe, Chris Hamilton, Doug Tench,

**OTHERS**

Jeff Hutchinson, Director

Brad Maschari, Chief Eddie Amburgey, Sarah Menefee

Jordan Herrick

Margaret Zaleski, Master Gardeners (Louis, Elaine)

**APPROVAL OF MINUTES**

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

**PERSONNEL COMMITTEE**

Commissioner Drumheller reported that we hired a full time employee at Big Bend and we are fully staffed.

**LONG RANGE PLANNING**

Jeff reported that the Big Bend shelter is under roof and they are putting the finishing touches on it in the next couple of weeks. He said that people are excited down there with how the course looks and being able to play golf again. The Coonskin pool will be open weekends only through Labor Day and the fall soccer schedule is fully booked at the Schoenbaum Field. Jeff reported that we are already working on the Holiday Lights with some DOC workers checking and replacing bulbs on fixtures.

**FINANCIAL REPORT**

Sarah reported on the financials and she is working on some adjustments. Through June 2019 the parks had a total income of \$2,034,727 with a gross profit of \$1,972,954. The total expenses were \$1,986,492 with a net loss of \$(13,538). Income was down \$177,595 from last year and all in motor carts, greens fees, and concessions. There is an insurance reimbursement on there for the break in at Big Bend. She said that she needs to add the depreciation and OPEB to the expenses. July had a total income of \$213,902 with a gross profit of \$204,717. The total expenses were \$180,461 with a net income of \$24,255. Sarah added that this will decrease because of the YMCA had a balance due. Coonskin All

Facilities had a total income of \$26,765 with a gross profit of \$25,407. The total expenses were \$46,160 with a net loss of \$(20,753). We are \$6,891 better than last year. Coonskin golf had a total income of \$7,680 with a gross profit of \$6,902. The total expenses were \$17,258 with a net loss of \$(10,356). Most of the loss is in green fees because the greens are really bad and people are not playing because of it. Big Bend had a total income of \$61,798 which was up \$3,069 from last year. The total expenses were \$44,148 with a net income of \$9,822. The non-reoccurring insurance is from the remaining tree damage which leaves a total income of \$44,585. Commissioner Haddad questioned the retirement increase and Sarah said when she adds all the employees the number would be up and the park contributes 10% and the employees contribute 4.5% or 6% into retirement depending on the date of employment or has previously been in PERS. Commissioner Stamper asked about the OPEB and Sarah said it is an expense that they make you put on the books with PEIA. Our liability needs to be shown and there is a formula for this calculation. Commissioner Huddleston made a motion to accept the financials and Commissioner Smith seconded the motion. All were in favor.

Jeff said that we need to set up the audit committee and we already have five auditors ready to go. We need to score these auditors and choose one of them by November 30<sup>th</sup>. The committee can meet over the next three weeks and be ready for next month's meeting. The committee will consist of President Tackett, Commissioner's Donahoe, Haddad, and Drumheller along with Jeff and Sarah.

### **GOLF COMMITTEE**

Commissioner Pope reported that the heat is not in our favor and mid-day golf is non-existent. He said that he discussed redoing the front nine holes at Coonskin when he was at the Amateur at the Greenbrier. He said they built a short course and every hole was 100-125 yards and used old style greens. He said that we could make the holes more challenging and they can play the course in under an hour. He said that he was talking to Kelly Shumate at the Greenbrier on how to design the short course and he will come in after the Classic to look at it and to get a concept. Commissioner Pope said it's like playing an approach shot to all the greens. He added that it is good to get outside ideas. Mr. Shumate done this at the Greenbrier and he can do ours. He said wait to see what he thinks and it would be a boom to the park to have a short course.

Jeff said that golf is down all over the state. Moundsville has sold their course. He added that Wheeling CC is down to 90 members and we lost Meadowlands three weeks ago. Lakeview is up for sale and Stonewall is struggling. He said with some of the closings we have gotten more play and leagues at Big Bend. Jeff said three years ago the people who are solid in the golf industry will stay operational and everyone else will fall under.

### **COONSKIN FOUNDATION**

Commissioner Pope reported that despite the heat, the range is still doing well and we ran out of balls 8-10 times already this summer.

### **PUBLIC SAFETY**

Chief Amburgey reported that the traffic count was close to 60,000 vehicles since Memorial Day and that was about average. He said there were 609 vehicles at Meadowood and they were mostly kayakers from August 3-9. He added that there have been some reports of 4-wheelers riding around Meadowood and he is working on that.

## **DIRECTORS REPORT**

Jeff reported that he met with the IT people and getting quotes on a new IT service. He said hopefully by next month all the info will be together and we can see what we can do. Jeff said he was getting phone calls about the AC not working in the Oak Room. Gary had got it working last weekend and then it went out again. He said that's why we are meeting in the Hearth Room. The Hearth Room unit was replaced about 7 years ago and if the Oak Room AC makes it through this summer there is no way it will make it through next summer because it is that bad.

Jeff said that we are stripping sod and reseeded the greens at Coonskin and the problems been the irrigation which has been here since the 70's. The system has age on it and it is hard to keep grass when you can't water because of it. He is meeting with the pump people but that is only part of the problem. The other problem is the lines underground and with a new design, we can put lines in for irrigation. President Tackett suggested asking Terry at the airport to see what the cost would be for a new irrigation system and to get a loan from them until we get our mitigation money.

## **PUBLIC HEARINGS**

### **LEGAL REPORT**

### **PUBLIC COMMENT**

Mrs. Zaleski asked about any updates on the FEMA work on the Elk River. Jeff said that we probably lost \$8,000 by keeping the Riverside Pavilion closed all summer and the first guy came in giving us one cost and after getting a second opinion it was much higher than the first. The first guy left off the slip near Riverside Pavilion which increased that cost and since the flood there have been three other disasters in the country. He said that we are on our third go around with them and with all the paperwork. We should hear something by October. He said they went from the project costing \$250,000 to \$2.5 Million. Mrs. Zaleski asked if we were using military time on the agenda and if so, it states this meeting starts at 2:00am. Jeff said that it was a typo.

### **ADJOURNMENT**

Commissioner Pope made a motion to adjourn the meeting and Commissioner Huddleston seconded the motion and all were in favor.

President MG (Ret.) Tackett called the meeting adjourned at 2:34 p.m.

The next meeting will be Wednesday, September 18, 2019 at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director