

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING**

**May 20, 2020
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, May 20, 2020 during an internet Zoom meeting. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and Vice President Drumheller called the meeting to order at 1:07pm.

ROLL CALL

PRESENT:

Janet Drumheller, Stuart Smith, Andrew Jordon, John Huddleston, Karen Haddad, Dave Pope, Doug Tench, Chris Hamilton, Don Stamper

ABSENT: Allen Tackett, Pat Donahoe,

OTHERS

Commissioner Hoppy Shores and Leslie Koepsel

Jeff Hutchinson, Director

Brad Maschari, Chief Amburgey, Sarah Menefee

Jordan Herrick

Rick Steelhammer, Jake Bradley

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Commissioner Drumheller had no report

LONG RANGE PLANNING

Jeff reported for Commissioner Smith and said not much was going on other than dealing with the virus. He said that we opened two Saturdays ago but playground equipment, shelters, and other areas are still closed. Big Bend is open but Coonskin golf course is not open yet. He said we are working toward getting back to normal. Jeff said that the shelter at Big Bend is finished except for the sewer line, pump and some electrical work. He said that the shelter is not in use right now because of the 25-person limit and is was built mostly for golf tournaments which are being cancelled right now.

FINANCIAL REPORT

Sarah reported the financials and from July – March we had a total income of \$1,529,907 with a gross profit of \$1,490,700. The total expenses were \$1,471,382 with a net income of \$19,318. March alone had an income of 133,935 with a gross profit of \$132,090. The total expenses were \$171,295 with a net loss of \$(39,205). July – April had a total income of \$1,643,435 with a gross profit of \$1,604,227. The total expenses were \$1,598,396 with

a net income of \$5,831. The park was closed on March 25th and reopened May 9th, 2020. There was no business during that time and May is a three-payroll month. There are two payrolls in June and that brings us to the end of the fiscal year. Sarah said that we are working with the Kanawha County Commission, the CARES Act and the auditors with inputting all income and loses. We had a loss of income of roughly \$120,000 since the virus began and we are still inputting more refunds. Sarah is working with Kim Mallory with the Commission to submit our expenses and for CARES. She said that we are working on a shoestring budget and more money is going out than coming in. We are working on getting to July when the new physical year begins. Jeff added that we have been running short on the crews and we are not adding people so there may have been a place in the park that may have been missed.

GOLF COMMITTEE

Commissioner Pope reported that the plans to redo Coonskin's front nine are put on hold due to the virus. Jeff reported that Big Bend opened up on May 9th. The tee times are spread and they are only renting carts for individuals. No one is entering the pro shop and there are pool noodles inside the cups on each hole so guests don't have to touch the flagstick or put their hand in the cup. He said that the golfers are doing a pretty good job following the rules.

The range also opened up and only allowing 15 hitting bays and we have a sanitized station for the buckets. Coonskins front nine is trying to open by May 30th and needs fertilizer and a little more time to grow. He said we reseeded the back nine twice but the grass is not taking so it is not going to be good.

COONSKIN FOUNDATION

PUBLIC SAFTEY

Chief Amburgey reported that during the shut down his officers still patrolled with very few issues. He said that we got a new radar sign in the park.

DIRECTORS REPORT

Jeff reported that of the staff worked while the office and clubhouse were closed. He said the staff pulled together with grass cutting and other projects while being closed to the public.

Discussion on the Pool due to Covid-19

Jeff reported that the governor just announced that pools are allowed to open but we don't know the date or the guidelines yet. We haven't heard anything other than that pools are allowed to open. Commissioner Huddleston made a motion to open the pools following the contingency and the guidelines of the Governor's office. There was a discussion. Jeff said that there are a lot of people waiting to see what we do before they make a decision to open their pools. Jeff said if we determine to open than it will take at least three weeks to get the pool ready. Commissioner Jordon said the Governor gave no time yet when pools will start to open and hope to get them soon. Commissioner Hamilton mentioned to move forward now and when the Governor makes the opening dates available then we will be ready. Commissioner Stamper said the CDC guidelines states that pools are safe and can

operate under certain guidelines. Sarah commented that we have been going back and forth on the topic and as of now only 25 people can gather and that would limit the pool to 25 people. She said it may raise to 50 and if that happens than we will have to let people in waves of sessions. That would disappoint the public that may have come out here and not been able to get in the pool. She said that the YMCA is having trouble finding guards. Jeff said that they have five guards committed now and they will have 2-3 weeks to get more trained. Commissioner Jordon asked why it will take three weeks to get the pool ready. Jeff answered that the ground shifts on the aluminum bottom pool and will need to be inspected for cracks and then welded. Before that we have to get the debris out and pressure wash the pool and it takes at least three day to fill with water.

Sarah said that she ran a budget if we ran the pool from mid-June – Labor Day and we will need major help from the County Commission to pay the expenses. Commissioner Haddad asked that in the budget did you include personnel and Sarah did include that and if the YMCA had 10 people per day running the pool and keeping things clean. Commissioner Huddleston asked how we keep people six feet apart and that could be a major problem. Commissioner Pope commented that they will not social distance and he sees it in his own business. Commissioner Huddleston said they will have to do it. Sarah said all guards will have to wear masks and guests who are not swimming will have to wear masks. Commissioner Hamilton said this sounds like excuses to keep the pool closed when it may be the only thing for people to do this summer. He said the YMCA opened this week and if we want it to work then we can make it work with the proper guidelines. Commissioner Huddleston said that he already has a motion on the floor to open the pools following the governor's guidelines and Commissioner Hamilton seconded the motion. In favor were Commissioner's Huddleston, Hamilton, Jordon, Smith, Stamper and Tench. Not in favor were Commissioner's Drumheller, Haddad and Pope. Motion carries.

Jeff added that the YMCA is doing all the certifications and they will open their pool before ours and get a better understanding of the guidelines. He said the biggest problem is going to be the cleaning and we will do everything in our power to follow the guidelines. Commissioner Haddad said you could use the next three weeks to figure out who is going to pay or how we are going to pay for the operation of the pool. Jeff said there will be a solution and help. Commissioner Stamper asked about concessions and Jeff said that he didn't know and everything would have to be prepackaged and follow the health department guidelines. Commissioner Jordon said that they are tracking all expenses at the Civic Center and will get reimbursed with the CARES Act.

Jeff moved to the chemical bid which came in at \$54,000 for the year. The bid is split between four company's each having different products that we need at a better cost. Travis sat down and worked on this and the chemicals from each company. Commissioner Pope made a motion to approve the chemical bid and Commissioner Smith seconded the motion. All were in favor.

Jeff reported that the park shelters have been closed up to June and we had to refund money from rentals since the park has been closed. We also had to refund money since March for the Clubhouse weddings, wedding garden, Family Center etc. and there are no events going

on up to June. Jeff said when we closed, they still were gathering at the shelters and people bring their own chairs to sit around them. The playgrounds have been closed and the ones next to the shelters are closed. The upper park is closed to vehicle traffic. The shelters lost approximately \$54,000 already and lots of church groups and reunions have pulled the plug due to the virus. We are giving full refunds and we refunded money through May and waiting on a decision for June. Sarah asked are we going to allow rentals and gatherings in June if we are still under the 25 people guideline or are, we going to keep them closed. There is playground equipment next to some of the shelters and would be hard to keep kids off the equipment. There is no playground in the state being used right now and there is no way of policing it. Commissioner Huddleston doesn't think you can rent out shelters since there are kids there and playgrounds nearby. Commissioner Drumheller said to keep the upper park closed off and the restrooms closed for now. Commissioner Hamilton suggested to reconvene in two weeks to see what guidelines the Governor has lifted or relaxed the number of people gathering. He also suggested a subcommittee to reassess this topic in two weeks. Commissioner Smith and Drumheller both agreed. Chief Amburgey said that the biggest problem will be that they can have half the amount of people but there still be more invited that may come and it puts his guys in a bad situation policing them to 25 people. Sarah said that all the tables are put together and no way to distance from each other and also to keep clean. Chief said there are no legal charges that we can force if there are gathering over 25 people. Commissioner Smith said to wait until June 10 and have a special meeting to discuss shelters and to reassess the pool situation.

Jeff added that the guidelines may change by then but in the meantime, we need to appoint a committee to handle to shelters and pool issues. The shelter and pool committee consists of Commissioners Haddad (chair), Hamilton, and Jordon. Jeff said we also need an insurance renewal committee and nominating committee. Commissioners Smith, Pope and Hamilton will sit on both committees.

Sarah said she will make sure all shelters are cancelled and refunded through June 10th.

June 10, 2020 Special meeting will be at 2:00pm

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

ADJOURNMENT

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

Vice President Drumheller called the meeting adjourned at 2:08pm.

The next meeting will be Wednesday, June 17, 2020 at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director