

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
October 21, 2020
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, October 21, 2020 at the Coonskin Park, Oak Room. This is the monthly meeting of the Kanawha County Parks and Recreation Commission and President Tackett called the meeting to order at 2:02pm.

ROLL CALL

PRESENT:

Janet Drumheller, Stuart Smith, Dave Pope, Allen Tackett, Pat Donahoe, Andrew Jordon, John Huddleston, Karen Haddad

ABSENT: Don Stamper, Doug Tench, Chris Hamilton

OTHERS

Commissioner Hoppy Shores and John Caudill
Jeff Hutchinson, Executive Director
Brad Maschari, Chief Amburgey, Sarah Menefee
Jordan Herrick (Phone)

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Commissioner Drumheller reported that we hired a new employee on the grounds crew from Edgewood and he has experience on golf courses. We also had a full-time employee on the grounds resign and there are two part time employees that are quarantined because of COVID. The other part time employee on grounds is out due to an accident at home. Right now, the new employee is all we have on grounds. Jeff told him to do what he can and not get too excited. We will get through this.

LONG RANGE PLANNING

Commissioner Smith said we only have one person working on grounds and not many more in maintenance and hope to be able to work on the Holiday Lights. Jeff said that lights will be up by Thanksgiving but it will not be the traditional light display that you are accustomed to. President Tackett reported about the future of Coonskin Park and is looking into building a large pavilion like the one they are doing at Shawnee to accommodate weddings, graduation parties, etc. He said that COVID is causing changes and we are trying to do something different at Coonskin. The airport is extending the runway into the park in the next two years and this will affect our picnic shelters. He said that it's been hard to keep the back nine open because of an outdated irrigation system and we need to get an architect here to do a drawing of a pavilion and recreation areas where the back nine

holes of the golf course is. He is going through the CVB to try to get them to finance an architect so that we are ahead of the game. President Tackett said that we make more money on shelter rentals than we do in golf. He said that we will have to have public meetings about shutting nine holes of golf down and the money we are losing on golf puts us further in the hole. President Tackett said that the big pavilion could be enclosed and the other shelters would be like the ones we already have. He said we need to look at sponsors and grant money to help fund the operation and also use the Coonskin Foundation with its 501C3 and tax donations.

FINANCIAL REPORT

Commissioner Donahoe reported that we signed with Brown and Edwards for a two-year audit costing around \$14,000. Sarah reported that July-September all facilities had a total income of \$566,229 with a gross profit of \$552,808. The total expenses were \$511,181 with a net income of \$41,627. We have received some money for payroll for the park police and PPE's from the CARES Act. In April and May we have received \$ 47,982.32 and in July and August we received \$5,799.06 from the CARES Act. Coonskin All Facilities had a total income of \$39,780 with a gross profit of \$37,134. The total expenses were \$151,778 with a net loss of \$(114,644). Coonskin golf had a total income of \$10,907 with a gross profit of \$9,672 the total expenses were \$59,268 with a net loss of \$(49,596). Big Bend had a total income of \$172,288 with a gross profit of \$163,224. The total expenses were \$140,769 with a net income of \$22,454. Expenses increased with the purchase of more chemicals and we had a loss in motor carts and beer sales. September alone had a total income of 184,298 with a gross profit of \$181,223. The total expenses were \$186,421 with a net loss of \$(5,197). Coonskin golf had a total income of \$689 with a gross profit of \$528. The total expenses were \$24,709 with a net loss of \$(24,181). Big Bend had a total income of \$52,763 with a gross profit of \$50,220. The total expenses were \$55,417 with a net loss of \$(5,197). From March through September we refunded \$41,365 due to cancellations from COVID and the revenue lost during that time is \$216,608. Commissioner Smith made a motion to accept the finances and Commissioner Donahoe seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Pope commented on the idea of losing the back nine to shelters and pavilions and he said that we have lost 36 holes of golf since he has been on the board and doesn't want to see any more golf go away. He said that we should make it possible to keep the back nine and improve it. With the new design that was done on the front nine and the short course, it should be state of the art. He thinks we can get good exposure with the new short course and that could be jammed up and could update the back nine for more play and make it a golf destination. Commissioner Pope reported that the weather has been nice and the new superintendent seems to be doing a good job. Jeff said that play has been about the same as last year. He said that we deep tined the greens and you could barely notice the work when it was done. Holes #2 and #15 they did some extra work on and we have been doing this with the average of three employees. Jeff said that the shelter has been painted and the mobile home will be moved out in November and by next spring we should be doing golf outings again.

Jeff reported that the staff is tired and the new guy here is doing the work all by himself. But the attitude has been good and we just have issues with getting employees. President Tackett said to get a list of needs as we can't afford to have equipment break down. He said to put together a list of equipment needed. He said that we need new equipment to keep up with the Park and he will talk to the County Commission to look into funding. We need new equipment that runs longer and does a better job.

COONSKIN FOUNDATION

PUBLIC SAFETY

Chief Amburgey reported that the park has been busy and it's been staying steady from 5:00-7:00 in the evenings.

DIRECTORS REPORT

Jeff reported that we are ready for the audit and that we are going to do a few projects. FEMA is about done with the river trail and there is brand new asphalt from the clubhouse to the Family center on the trail. They will re-gravel places down to Barlow Drive and fix the parking lot at the Riverside shelter. He said last weekend we had some shelter rentals and a few this weekend. We had refunded the first two weeks of shelter rentals in October due to the COVID. He said it has been a difficult year for employees and everyone had some time to take off.

Commissioner Haddad commented with the limited amount of Holiday Lights, is there anything special that we can do to improve. Jeff said that we can't do the train or Santa or any of that because of COVID. Commissioner Haddad said she is willing to help finance something for the kids and families that don't have anything to do this Christmas. She suggested maybe a drive-in movie that she helped with over the summer with the City and she just wants something special for the kids when there is nothing to do. She suggested having Santa waive at cars from a distance and that we needed a sponsor or free radio to advertise. Jeff said that we need to be careful because the Holiday Lights will be totally different than what we've had and it will not be a drive through display like in the past. It takes a lot of people and a lot of hours to make the Holiday Light show happen and when we lost the DOC, we lost most of the help that made the lights possible. Commissioner Haddad mentioned about making the tree lighting ceremony bigger and more special.

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

ADJOURNMENT

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

President Tackett called the meeting adjourned at 2:37pm.

The next meeting will be Wednesday, November 18, 2020 at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director