

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
September 21, 2022
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, September 21, 2022, 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, Dave Pope, John Robertson, Andrew Jordon, Chris Hamilton, Karen Haddad, Stuart Smith, John Huddleston (phone),

ABSENT: Pat Donahoe, Steve Koepsel, Janet Drumheller,

OTHERS

Jeff Hutchinson, Director

Commissioner Wheeler. Leslie Koepsel

Brad Maschari, Sarah Menefee, Eddie Amburgey

Jordan Herrick

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Jeff reported that there have been no changes in personnel.

LONG RANGE PLANNING

Commissioner Smith reported the importance of getting the Holiday Lights ready and she stated that we need additional help. She also said that they are still doing research on the Clubhouse upgrades and looking for funding.

FINANCIAL REPORT

Sarah reported that from July – August all facilities had a total income of \$424,357 with a gross profit of \$410,346. The total expenses were \$331,232 with a net income of \$79,114. August alone had a total income of \$335,609 with a gross profit of \$328,988. The total expenses were \$191,563 with a net income of \$137,424. Sarah said we got two checks from the Commission for July and August. July – August Big Bend had a total income of \$124,616 with a gross profit of \$111,825. The total expenses were \$69,799 with a net income of \$42,025. Sarah said that cart payment is not shown on the P&L statement. August alone Big Bend had a total income of \$55,459 with a gross profit of \$48,964. The total expenses were \$36,483 with a net income of \$12,481. Attached is a memo that was put out about the conditions at Big Bend. BHM CPA Group out of Huntington won the bid scoring for the audit and Sarah sent them messages that it needs

to be done by November. Commissioner Haddad made a motion to accept the financials and Commissioner Robertson seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Pope reported that rounds of golf at Big Bend last year were 1,660 and this year was 1,205. This is 455 rounds less than last year and is probably due to the conditions of the course. Commissioner Pope said we need to get serious about Big Bend and per Commissioner request, we've got someone from the USGA coming out to look at the course and they will give a presentation with photos and wording. The cost is \$2,200 and Commissioner thinks it's well worth it as it will be enlightening. President Tackett said that we have the money to pay for it and we are lucky to get this guy in for a visit at that price. While he is here, he can also look at Coonskin. Commissioner Smith asked if there was a reaction to the letter. Jeff said it wasn't on the news but was posted on our Facebook site and got some reaction from there. Commissioner Pope suggested to post a sign that says a member from the USGA is coming for a site visit with pending action. Jeff said that Marshall Clay has also looked at the course, and he thinks once the frost hits it may take care of itself and switch using pre-emergence. Commissioner Robertson stated once aerated it started to look better. Commissioner Pope said by the October meeting Coonskin's course should be done and it's taking shape very well now.

COONSKIN FOUNDATION

PUBLIC SAFETY

Chief Amburgey reported that the traffic count for the year was 64,000 versus 59,000 last year. There is damage at the end of the road in Coonskin Park due to flooding and undercutting of the road. Chief contacted the DOH, and they came out and we had to close the road. He said he contacted everyone on the situation. Chief Amburgey stated that it is now getting dark early, and we are closing the park 30 minutes early and we will continue doing that until we get to closing at 5:00 p.m.

DIRECTORS REPORT

Jeff reported that we are waiting on FEMA and a wildlife survey, and that S&S is waiting on that before they can work. The course at Coonskin is nearly complete and now they are shaping and smoothing areas while they wait on the sod to come in next Tuesday. Once the sod is in, they will touch things up and seed. Commissioner Haddad asked if we are still planning on opening by Memorial Day and will we plan a big splash for the opening. Jeff said that we are trying to get approval from the FAA to fly a drone over the course to get some good pictures of the layout. Commissioner Hamilton asked if we were satisfied with the company and Jeff answered yes that they are competent and very good. Jeff said the irrigation people are here and will be done next week and instead of pumping water from the pool we will be using fire hydrants. He said the irrigation computer is set up in the Clubhouse and you will be able to operate it with your iPhone. Commissioner Robertson asked about security cameras and Jeff said that we will have them and also, need a wireless camera to view the course. He added that we will need a Player's Assistant to see what going on Amburgey the course and to help people on the course to do the right thing.

Jeff said that he spoke with Mr. Young about the Holiday Lights, and they need some parts and lights. Jeff said that we need extra help with the lights and is looking towards interns to help. We had a cross country meet at Coonskin last week and they like to use the park, but they charge people by the head, and they back up traffic and block the road. They collect the money on the roadway, and everyone gets here at the same time, which causes a mess with traffic and parking. They tried to use an app to help speed things up but that wasn't much better. They had cars everywhere. You couldn't find a spot from Columbia Shelter to the Tennis Center. Cars tore up grass and some got stuck in places they shouldn't be. It was suggested that Meadowood would be a better place and set up for cross country as we can't handle that amount of people at Coonskin. Commissioner Wheeler said to continue with cross county at Coonskin Park, but we cannot have a middle school and high school event at the same time. He said that's not normal for cross country. Sarah said they will also need to rent portable restrooms as we don't have the facilities to handle that amount of people. Commissioner Robertson asked if we charge them anything since they are collecting money or are we letting them us the park for free. Commissioner Hamilton said that it appears to be a fundraiser for the school in terms of collecting money. Commissioner Wheeler said to continue cross country and make them follow the rules and regulations.

Commissioner Wheeler moved on to the Holiday Lights and wants to know what's going on. Jeff said that we won't go past the tennis courts and decorate like we normally do. We will start them the day after Thanksgiving. Commissioner Wheeler said why don't we have a big event with Santa and Hoppy's Train. Jeff said that we haven't done that since COVID, and we did three days of Santa and the train in the past. There is a tree lighting as well. Commissioner Wheeler said to find a date for a big event and plan something big for this one. Jeff said that he can contact a band group and to do music during an event. Commissioner Wheeler said to go all out on the train. Commissioner Haddad said in the past there wasn't much attendance and how about doing something charitable or find underprivilege children or schools or do something with for the community, to help attendance. Commissioner Wheeler asked if we could see if someone could sell Christmas trees and Commissioner Haddad asked about a toy drive or work with the Marines and do a Toy for Tots. Commissioner Wheeler asked Jeff to work with Leslie on getting a tree and dates for the tree lighting.

PUBLIC HEARINGS

LEGAL REPORT

Jordan said that he would look into the issue at Meadowood and talk with Mark Slotnick.

PUBLIC COMMENT

ADJOURNMENT

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

President Tackett called the meeting adjourned at 2:42 p.m.

The next meeting will be Wednesday, October 19, 2022, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director