

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
August 19, 2020
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, August 19, 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 2:00pm.

ROLL CALL

PRESENT:

Janet Drumheller, Stuart Smith, Dave Pope, Allen Tackett, Karen Haddad, Pat Donahoe(Phone)

ABSENT: Doug Tench, Don Stamper, Chris Hamilton, Andrew Jordon, John Huddleston,
OTHERS

Commissioner Hoppy Shores and Leslie Koepsel (Phone)

Jeff Hutchinson, Director

Brad Maschari, Chief Eddie Amburgey, Sarah Menefee

Jordan Herrick (Phone)

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Jeff reported that we have 5 seasonal employees at Coonskin. There are 4 of them on grounds and 1 in maintenance. We had one employee resign on the grounds crew and we will try to get through the season without that position and then see what we can do. Jeff said that everyone has been working hard.

LONG RANGE PLANNING

Commissioner Smith reported that the pool closes next week and we are pleased with everyone's willingness to work. She said that the Holiday lights display will be smaller this year because we have fewer employees than we ever had.

FINANCIAL REPORT

Sarah reported that July alone had a total income of \$189,571 with a gross profit of \$186,244. The total expenses were \$176,909 with a net income of \$9,334. Noted below was \$10,000 from the turf grant from Charleston Catholic. We got \$14,021 from the CARES Act from March – May. Coonskin All Facilities had a total income of \$11,689 with a gross profit of \$11,214. The total expenses were \$52,679 with a net loss of \$(41,465). Coonskin golf had a total income of \$6,341 with a gross profit of \$5,866. The total expenses were \$15,124 with a net loss of \$(9,258). Big Bend had a total income of

\$58,994 with a gross profit of \$56,142. The total expenses were \$44,741 with a net income of \$11,401. Sarah said there are some things un-reconciled costs and bills that need to be entered and she will update the finances for the year in next months meeting. Jeff said that we have 70 golf carts at Big Bend that we are leasing from Lake Erie Golf Carts and payment now is \$4,937.80. With the new carts the payment would be increased by \$1,190 for a payment of \$6,127.80. The new carts have sealed lithium batteries and there is no maintenance so we will save on labor and also power. This is the RXV golf cart and there is a five-year warranty. Jeff said that these are the top of the line with the new technology. It will be a 72-month lease and last time we had a five-year lease. The company comes down every two weeks and does maintenance and service to the carts. There will be no payments for three months. Commissioner Donahoe made a motion to approve the golf cart lease and Commissioner Drumheller seconded the motion. All were in favor. Sarah said that everything will be ready to go for the audit by next meeting and have to vote again this year for a two-year audit. She would like to have this done by September for the auditors to be in by November.

GOLF COMMITTEE

Commissioner Pope reported that Big Bend has been busy even with the hot weather. He said the course is getting a lot of play and is looking good. He said #15 green is a little burnt and Adam Kaminski came in four times to give recommendations. Jeff had ordered all the products and he was told how to apply them. Adam gave the recommended changes and he is working out well and is very knowledgeable. He will write a plan for maintenance at Coonskin and Big Bend. We will deep tine all the courses in September. Jeff said there had been some complaints about the rough being too high at Big Bend and he will meet the ladies on Monday at Big Bend. He will play with them on Monday and they are a very vocal group. Coonskin has a serious irrigation problem. The pump went out and now we are using an auxiliary pump that can't keep up. He received a quote of \$10,000 to fix the pump and clean the silt out of the well were the pump sits. He has Prestigious Pump looking into alternate solutions.

COONSKIN FOUNDATION

Commissioner Pope reported that range was doing well. Jeff had sent out an article about what short courses are and a lot of them are being built at resorts. It is becoming a big deal. Once we get it done at Coonskin and get a lot of play, there will be a lot of extra stuff that we can do at the golf course. At next meeting we will have a video of the short course. The Greenbrier built theirs on five acres and we have 11.

PUBLIC SAFETY

Chief Amburgey reported that since Memorial Day we had 51,662 vehicles in the park. He said that is about average that we have been getting and that's considering everything that is going on right now.

DIRECTORS REPORT

Jeff reported that everyone has been working hard and there are very few of us. Everyone has pitched in and doing their part. He's happy that we have been COVID free to this point and he's been on people to be safe and get tested if they hit hot spots. He reported that with the Holiday Lights we can't do the size of show that we normally do so we are trying to do a smaller show in the lower parking lot. We are doing the best we can with what we have. Jeff said that the pool's last day is August 30th. He mentioned that a golfer got hit with a golf ball on the course and he had sent Jeff an email. Jeff forwarded the email to Jordon and he is looking into it.

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

ADJOURNMENT

Commissioner Drumheller made a motion to adjourn the meeting and Commissioner Haddad seconded the motion and all were in favor.

President Tackett called the meeting adjourned at 2:28pm.

The next meeting will be Wednesday, September 16, 2020 at 2:00pm.

Respectfully Submitted: Jeffrey K. Hutchinson, Director