

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
November 18, 2020
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, November 18, 2020 at the Coonskin Park's 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, Pat Donahoe, Andrew Jordon, John Huddleston (phone)

ABSENT: Don Stamper, Doug Tench, Chris Hamilton, Karen Haddad

OTHERS

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

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Commissioner Drumheller reported that we have hired a new employee on the grounds crew and now we have that position set.

LONG RANGE PLANNING

Commissioner Smith said we are getting some of the lights up and this year we won't have the showing that we did in the past. President Tackett said that we are looking at upgrading the clubhouse at Coonskin and we need to meet with Commissioner Haddad to assess what needs to be done inside.

FINANCIAL REPORT

Commissioner Donahoe reported that the auditor has been in and they want to reclassify the 1.3 million contribution that we get from the County Commission. We have it currently listed as operating income right now and the way they want to re-classify it will make the statement look different. Commissioner Donahoe said that it looks funny and for the past ten years no one has asked us to do it this way. He said when GASBY 34 came out other auditors must not have kept up with it. Commissioner Donahoe said that we can make that change for the audit, but our financials will look different and look like we are operating at a loss. Jeff asked in order to do what we have done the past 18 years we will need

another line to show budgeting. Sarah responded that it only shows the change on the audit report and won't change the way our monthly financials look.

Sarah reported that from July – October the total income was \$732,488 with a gross profit of \$716,201. The total expenses were \$700,238 with a net income of \$15,962. The non-recurring funds are a \$10,000 public safety grant and CCHS last payment from their five-year agreement. From the CARES act we have gotten \$53,781 to date. Coonskin All Facilities had a total income of \$45,182 with a gross profit of \$41,840. The total expenses were \$198,746 with a net loss of \$(156,905). There is a \$24,000 difference from previous year in green fees, soccer rentals, and clubhouse rentals all due to COVID 19. Coonskin golf had a total income of \$11,171 with a gross profit of \$9,791. The total expenses were \$86,701 with a net loss of \$(76,909). Big Bend golf had a total income of \$215,453 with a gross profit of \$204,218. The total expenses were \$184,669 with a net income of \$19,549. October alone had a total income of \$166,259 with a gross profit of \$163,800. The total expenses were \$185,302 with a net loss of \$(21,501). The big difference is that October was a three-payroll month. Coonskin golf had a total income of \$264 with a gross profit of \$179. The total expenses were \$27,307 with a net loss of \$(27,128). Big Bend had a total income of \$43,165 with a gross profit of \$40,994. The total expenses were \$42,873 with a net loss of \$(1,878). Income at Big Bend was up \$1,470 in October from last year. Commissioner Smith made a motion to accept the financials and Commissioner Drumheller seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Pope said he is combining the Golf and Foundation report all together and last weekend was Masters weekend and it's scheduled again for April. This April will be the 10th year anniversary of the Golf Learning Center and he wants to have an event on Masters Saturday. He would like to have companies come in for club fittings and to check out the new equipment. He thinks this could be a big draw for the start of the spring. He reported that it's been a good year for golf and the fall has been good as well. He said we have a good crew now and a new fleet of carts at Big Bend. Jeff said the carts are top of the line and very roomy inside. We also raised the cart fees a little.

Commissioner Pope said that he wants the Foundation to meet in December or January. He stated that Commissioner Jordon and Jeff went to look at some equipment for the golf course. Jeff said they looked at mowers, a bobcat and an excavator with all the attachments. One of the attachments is a stump grinder and that will save us money instead of having to rent one. Jeff said he talked with President Tackett and that equipment will be delivered in two weeks. He added that he called about a ventrac mower and zero turn mower. Jeff said that a new top dresser is coming and the staff has been running some of this equipment since 1995. Jeff said that we are working on the irrigation and the warranty. We are trying to get the pump off the river and a different set up to keep the silt out of the well. Coonskin has been reseeded and is looking good. Jeff said that golf has carried us through and hopes to pick up a few rounds before the weather turns bad. The course is in good shape with what little crew that we have.

COONSKIN FOUNDATION

PUBLIC SAFETY

Chief Amburgey didn't have much to report on. He said he's got an officer down and the park has still been getting good crowds in the evening.

DIRECTORS REPORT

Jeff reported that he is extremely proud of the staff this year in handling one of the most difficult years ever. He said that we came through without being able to hire anybody and had three boys who helped with grounds. Everyone pulled together in this very hard year and Jeff was proud of his staff and how they handled things. Commissioner Smith asked if there was a budget for employees and Jeff commented that the commission is working on something. Jeff said that the December 16th meeting also will include the Holiday Luncheon plus two people retiring. The Commission meeting next month will be at 1:30pm immediately following the luncheon. President Tackett wanted to commend the board this year for their hard work and effort and everyone stepped up and done their job during this time.

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 2:32pm.

The next meeting will be Wednesday, December 16, 2020 at 1:30p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Executive Director