

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

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, December 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 1:00 p.m.

ROLL CALL

PRESENT:

Allen Tackett, Dave Pope, John Robertson (phone), Andrew Jordon, Chris Hamilton (phone), Stuart Smith, Steve Koepsel, Janet Drumheller, Pat Donahoe,

ABSENT: Karen Haddad, John Huddleston

OTHERS

Jeff Hutchinson, Director

Leslie Koepsel

Brad Maschari, Sarah Menefee, Eddie Amburgey

Jordan Herrick (phone)

Beth Campbell

APPROVAL OF MINUTES

Commissioner Koepsel made a motion to approve the minutes with a correction. In the end of the minutes, it states next meeting is November 16th and should be December 21st, 2022. Commissioner Drumheller seconded the motion with the correction, and all were in favor.

PERSONNEL COMMITTEE

No report

LONG RANGE PLANNING

Commissioner Smith reported that the opening night of the Holiday Lights, with the tree lighting was a success. She said that lots of people attended and there were activities for everyone and everyone enjoyed the lights. She added that we know we need help with the lights and we need to start looking at them in January. Carver Career Center has been great helping and we are repairing what fixtures we can. President Tackett said that he talked to Commissioner Carper and there were several comments about the lights.

FINANCIAL REPORT

Sarah reported that the audit report was supposed to take place today, but they had other conflicts and will shoot for the report in January. Sarah reported that from July-November all facilities had a total income of \$966,010 with a gross profit of \$938,911. The total expenses were \$917,338 with a net income of \$21,573. Big Bend had a total income of \$225,331 with a gross profit of \$201,773. The total expenses were \$191,910

with a net income of \$9,863. November alone we had a total income of \$159,336 with a gross profit of \$157,228. The total expenses were \$167,398 with a net loss of \$(10,170). Big Bend in November had a total income of \$18,234 with a gross profit of \$16,223. The total expenses were \$29,791 with a net loss of \$(13,567). Commissioner Robertson asked about the increase in utilities and Sarah said that we had an issue at Coonskin with a water leak and she called the water company and they came and inspected it. She hasn't heard back from them and they are supposed to be switching out meters. All the water to that part of the park is now shut off for the winter. There was also an issue at Pioneer Park with the pool leaking water and dropping 3 feet every week. So, we have to replace the water and that leads to an increase on the sewer bill. Commissioner Robertson requested that the sanitary board to give us some compassion. Commissioner Robertson asked why material and supplies were decreased and Sarah said she is looking into that and thinks that it's from buying five new golf carts last year and the YMCA expenses are in there. Commissioner Drumheller made a motion to accept the finances and Commissioner Donahoe seconded the motion.

GOLF COMMITTEE

Commissioner Pope reiterated that we are aware of the situation at Big Bend and we are stuck waiting on FEMA and the Fishing and Wildlife to give us a report and when they can start doing work. President Tackett went to the Kanawha County Commission meeting and talked about it and they said they will try to contact the senators to get this moved through more quickly. They are holding the project up. Commissioner Pope reported that Jeff signed on the list to lease equipment for the Coonskin's Golf Course, and it came back at \$3,000 per month for four pieces of equipment. They have low hours and should be here by February or March. He stated that the two things we need are equipment and personnel and to pay them accordingly. He said he has seen a lot of golf courses and he hasn't seen greens like this and is very impressed and excited. The priority now is on a fence and cameras. Sarah is calling tomorrow for an estimate on fencing to go out to bid. Commissioner Pope said that we have one chance to make a first impression. Jeff said that we are waiting on a part to get here for the pump, but we are in good shape right now. We will have to pour a 20x20 pad for the pump house and the system will have filtration on it. It will be near the pond and we will put it in. He said that we used \$8,000 of water out of the hydrants and that wasn't as bad as we thought.

COONSKIN FOUNDATION

No report

PUBLIC SAFETY

Chief Amburgey had no report and thanked the county commission for giving us three deputies to help with the tree lighting and Santa for the weekend.

DIRECTORS REPORT

Jeff reported that the WVGA is going to do some PR for us this spring to promote activity. He complimented Leslie on an outstanding job she did rounding everything up for the tree lighting and it couldn't have been done without her. He said that everything turned out great that she and her helpers did an excellent job. Jeff did notice one thing,

that is, we did Santa on Friday and Saturday as well and we may have had 50 total people. He said in the future we need to make this about the Thursday with the tree lighting, the train, the lights, and the activities in the Clubhouse. He said to make this one big event and bigger on Thursday and then we can run the train in parades. We suggest we could start earlier and run later and spread it out. Again, he thanked Leslie for the hard work.

Jeff reported on the issue at Pioneer Park with losing 3 feet of water a week. He said that it is not the gutters, and it has to be the main drain. We will have to dig it out and find a contractor to fix it and bid it out. President Tackett said that he will notify the Commissioner. Jeff thanked the board for the support this past year and thanked the employees. He said they all had been doing great, but we just need more of them. He said it is hard for them to take vacation time and there is a lot of time off at the end of the year for everyone. He stated that we need help. Leslie said to send her a list of what we are looking for in employment.

PUBLIC HEARINGS

LEGAL REPORT

PUBLIC COMMENT

ADJOURNMENT

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

President Tackett called the meeting adjourned at 1:38 p.m.

The next meeting will be Wednesday, January 18, 2023, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director