

**KANAWHA COUNTY PARKS & RECREATION COMMISSION
COMMISSION MEETING
December 20, 2023
MINUTES**

CALL TO ORDER

The regular meeting of the Kanawha County Parks and Recreation Commission was held on Wednesday, December 20, 2023, 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, John Robertson, Janet Drumheller, Karen Haddad, Steve Koepsel, Andrew Jordon, Dave Pope, Pat Donahoe, Chris Hamilton

ABSENT: John Huddleston, Stuart Smith

OTHERS

Jeff Hutchinson, Director

Leslie Koepsel

Brad Maschari, Eddie Amburgy, Cliff Wheeler

Jordon Herrick (lawyer)

Beth Campbell, Steve and Connie Roadcap,

APPROVAL OF MINUTES

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

PERSONNEL COMMITTEE

Commissioner Drumheller reported that we will lay off part time employees at the end of the month until the end of March.

LONG RANGE PLANNING

Jeff reported that we got the rest of the pieces in to finish-up around the lake and we will finish that and clean it up when the weather gets decent. The culvert on the road leading to the Family Center collapsed and we cleaned that up and made it look better. We are working on equipment, and we are fixing the Holiday Lights as they go out. There will be a meeting on the 28th with the Hatfield and McCoy people to work on a plan. We also have been approved from FEMA and most of the money is for the project at Coonskin, and we are still working on Big Bend and sent a second letter.

FINANCIAL REPORT

Jeff reported that from July – October we were up 29.7% in revenue and up in green fees, we got a new golf course, and since July, Big Bend has been in great condition. The expenses were up \$151,000 and that was from maintenance, repairs, and buildings, utilities were up, and golf chemicals up. Last year we were \$27,000 to the good and this year we're \$111,000 to the good. There has been an increase in golf nationwide and due

to Covid. Coonskin Golf Course, last year we made \$7,400 through October and this year we did \$84,000. Going forward we will get better monthly comparisons when we get a full year of revenue. Expenses for Coonskin last year were \$99,500 and this year was \$133,326. Big Bend last year from July – October was \$207,000 and this year we took in \$315,000. Expenses last year were \$162,000 and this year was \$187,000, and a lot of that is from the golf chemicals. October alone last year, we had \$182,000 in income and this year was \$223,000. Expenses last year were \$174,500 and this year was \$178,880. Our net ordinary income last year was \$3,228 and this year was \$4,475. Coonskin last year we did \$209 because we were closed in October. This year we had \$10,447 for October. Expenses last year were \$27,214 and this year they were \$23,087. Last year we had fertilizer, seed, materials, and supplies. Big Bend in October last year, had \$14,000 and this year \$59,000. Expenses last year were \$38,000 and this year \$39,000. Net ordinary income last year was -\$244 and this year was \$17,419. We had a strong summer for golf, followed by a strong fall. Steve suggested that concessions and food sales went up and he thinks there is no reason they can't go up further. Jeff said that he met with US Foods to come up with a menu we can work with, with the equipment we have. Commissioner Donahoe made a motion to accept the finances and Commissioner Koepsel seconded the motion. All were in favor.

GOLF COMMITTEE

Commissioner Robertson reported that in the figures from July - November at Coonskin, we had 5,078 rounds of golf played and in November we had 332. He said, of that the WVGA has a discount card they sell, that is good for a bunch of courses around the state. He said that 630 of our rounds or 13% is through the WVGA VIP card. Revenue from July – November just on green fees was \$82,180. Big Bend from July – November had 7,473 rounds, and in November there were 930 rounds played, which is up substantially from last year. The WVGA discount card totaled \$4,160 which is 55% of our rounds played that were discounted and the senior discount was 2,027 rounds, which is 27% of our rounds. That totals 82% of our rounds that are discounted at Big Bend. In November of 2023 revenue doubled by \$6,800, and a lot of that is weather related and the conditions of the course. Revenue at Big Bend from July – November this year was \$150,437.

COONSKIN FOUNDATION

No report

PUBLIC SAFETY

Chief Amburgy reported that he will have the vehicle count as soon as his computer gets replaced. He spoke about the camera system with a license plate reader that is inexpensive and used by the State Police along the interstates. He is working with a grant to be able to get one. Not only does it read plates, but it also gives the ability to punch in the year, make, and color of the car, and it can pull it up in a database. This does really good nighttime pictures as well. Chief reported that with the Public Safety Grant, we got new radios and that style of equipment, and our hand units. We were approved to get seven which gives us a couple spares, and one for each officer, part time and full time. They also gave us enough money to do our uniforms as well. Next year he will try to get vehicle units which will be as much or much more expensive. Commissioner Koepsel

asked how many people are coming through the park after 9:00 p.m. Chief said that it has been slower this year than in the past. He said he will have a count next month but defiantly slower than the years past. Commissioner Koepsel said, because if we aren't getting traffic after 9 p.m. then we need to look at the times of the lights and adjust. Chief said about 8:00 p.m. has been the cut off when traffics down, and Fridays and Saturdays have been busier.

DIRECTORS REPORT

Jeff reported that Friday was a milestone, as he has been here for 20 years and thanked the commission for the support, and we have done incredible things in the past two years with golf, and disc golf has been big with outstanding feedback. There is no charge for disc golf. Where the money comes back into play is from tournaments with the amount of people coming in from out of state spending money on lodging, food and such. Jeff reported that the Holiday Lights have slowed down considerably, and we need to make a decision at some point this year, if we are going to be in the light business. We either have to do a massive replacement or just decorate around the clubhouse for parties and such, or just say that's enough. There has been no traffic from 9:00-10:00 p.m. and we tried that in the past, and we had no cars at all during that time. We went until 9:00 p.m. this year and that's the same time St. Albans ends there show. Jeff added that we had 36 events in the Clubhouse in 23 days, and that's set up and tear downs. With that many events only 1 wedding, and the rest were Christmas parties for corporations and companies. Chief Amburgy brought up when we had the train, the extra nights that Thursday was slow, and Friday was really busy. Jeff said we may look to expand what we do with Santa, and we need to discuss that. The other light activities in the area lead to some of the downfall at Coonskin with the Power Park, and a local guy in Elkview doing light shows. Plus, the other activities going on around town with Holiday Events. There has already been 55,000 people into Power Park, and they are paying to get in, and then paying for extra activities. The thing with the new displays is they are all digital, LED, and are new age, with using computers with large displays. We need to make some decisions or find some money and figure out what we are going to do.

A motion was made to go into executive session by Commissioner Robertson and Commissioner Jordon seconded the motion. All were in favor. Executive session began at 2:25 p.m. Commissioner Koepsel made a motion to come out of executive session at 2:46 p.m. and Commissioner Robertson seconded the motion. All were in favor.

LEGAL REPORT

PUBLIC COMMENT

Written notes available upon request.

ADJOURNMENT

Commissioner Donahoe made a motion to adjourn.

President Tackett called the meeting adjourned at 2:50 p.m.

The next meeting will be Wednesday, January 17, 2023, at 2:00 p.m.

Respectfully Submitted: Jeffrey K. Hutchinson, Director