

**Minutes of the August 15, 2018 Meeting of the Board of Park and Recreation Commissioners**  
**Location: Marilla Recreation Center, Morgantown, WV**

**Call to Order:** Meeting was called to order at 3:05pm.

**Establish Quorum:** Board Members Present –Jenny Selin, Patrick Hathaway, Ed Cordwell, Rachel Fetty (via phone until arrival at 3:15pm). Director Melissa Wiles, Associate Director Marissa Travinski, and Ex-Officio Treasurer Jim Goff were present as well.

President Hathaway addressed the order of business and advised he would be moving the third New Business item to the present portion of the agenda. This item deals with the Secretary position, vacated as a result of the resignation of Joey James from the Board. Per Chapter 8, Article 21, Section 5 of WV State Code allowing municipalities to establish Boards of Parks and Recreation, the Secretary need not be a member of the Board. Jenny Selin nominated Rachel Fetty for Secretary, stating that despite the Code's non-requirement she felt that it would be desirable to have a set of officers that were members of the Board rather than just two officers due to the small number of members still serving and new members soon to be appointed. Ed Cordwell seconded. Secretary appointed three (3) to one (1). Patrick Hathaway voted "no".

President Hathaway also acknowledged the service of three recently resigned BOPARC members; Sera Zegre, Nancy Ganz and Joey James and extended appreciation for their service and best of luck in their future endeavors.

**Minutes:** Ed Cordwell motioned and Jenny Selin seconded for approval of the July minutes. Patrick Hathaway noted one spelling correction. Minutes approved unanimously.

**Correspondence:** No correspondence to review.

**Oral Communications:**

**Scheduled Presentation –**

Mills Group was on hand to present final concept scenarios on the Morgantown Ice Arena Levy Project. Michael Mills gave an overview of the project and the Mills Team. Ryan Hess then presented three concepts in detail. Concepts ranged from prioritized facility system upgrades in the \$2.5 Million range to more comprehensive, full site upgrades for as much as \$14.5 Million. Mr. Hess answered questions from the Board following the presentation.

**Public Comment –**

Mark Brazaitis addressed the Board and stated that he was glad BOPARC was moving forward with an ice rink because that is what he has always wanted. He mentioned what he referred to as strange incidents on-line and advised that he could keep his position with WVU Figure Skating Club. He addressed each person asking them to be "on board" and said that if he has broken rules he does not care because he wants a new ice rink.

Tony Christini stated that the Friends of the Greenbelt had went to the County Commission early that day proposing a county levy. The County Commission voted against it but he hopes to return to them next week with BOPARC's and City Council's support. Mr. Christini said that since the levy is for operations and maintenance funding it would free up the City and BOPARC to spend over \$5 Million over five years the way they would like to because the levy would support operations and general support.

**Financial Report:** Jim Goff reviewed the first Financial Report for the fiscal year, noting that BOPARC is in its slower cashflow season. Pools are getting ready to close for the year and the Ice Arena has just recently opened. The chiller repair and temporary chiller rental from the end of last ice season ended up coming in at \$43,000. The City Allocation amount has been \$582,000 thus far and the other contributions category included \$62,000 from the City for playgrounds and chiller repair and \$45,000 from the County for the Summer Series. Patrick requested to note that the Met Theatre asset is still on the reports and also asked for clarification on the Met Theatre Manager position and what BOPARC's contribution was to that position. Jim explained that BOPARC and the City have a memorandum of understanding for the position due to the conversion of the theatre from BOPARC management to City management

needs as part of the regular budget process. A levy was mentioned as an option as well as other considerations. Having not reached budget planning season yet, there are a number of considerations as a staff and the Board as a governing body need to address. Rachel Fetty asked for clarification on how the current levy funding was being distributed and Director Wiles and Jim Goff clarified that it was incremental and based on taxes received each period. Jenny Selin stated that she remains concerned with the timing and the amount of documentation and due diligence needing completed prior to putting a levy on the ballot for a project of this size.

Jenny Selin motioned that the Board state that they were not in favor of a levy at this time. Ed Cordwell seconded. Motion failed two (2) to two (2) – Patrick Hathaway and Rachel Fetty voted “no”.

Additional discussion included the mechanism of the administration of the levy funds, the mechanism of a levy campaign. President Hathaway reminded the Board that the item was to provide a statement of stance on the levy, bringing the discussion back to the task at hand.

Rachel Fetty motioned that the statement be that the levy was not a BOPARC levy but that should it pass BOPARC would administer to funds to the best of its ability. Ed Cordwell seconded. Motion failed three (3) to one (1) – Jenny Selin voted “no”.

Jenny Selin motioned that the Board say nothing with regard to this levy. Motion failed with three votes “yes”, Rachel Fetty abstained from the vote.

Jenny Selin moved to close discussion and move on to the next item. Ed Cordwell seconded.

- **Friends of the Greenbelt Levy** – President Hathaway asked for a brief overview of this levy and Director Wiles indicated that the levy was from her understanding for operational funding of BOPARC and was declined by the County Commission early that day. Mr. Christini offered to distribute copies of the levy, which was done along with quotes from other meetings and presentations. Jenny Selin requested that it be noted there was not notice of this levy directly to BOPARC and no opportunity to review it prior to this discussion. Rachel Fetty motioned and Jenny Selin seconded to open the item for discussion.

Rachel Fetty said she could envision a statement related to acknowledgment of the need for additional funds for the operation and maintenance of BOPARC, acknowledge the contribution of County residents and stating that BOPARC would administer funds to the best of its ability and would like to make a motion to that end. She then withdrew the motion in accordance with further discussion.

Discussion included the points that acknowledged operational needs, referred back to the budget process and working with City administration as requested by Council, the importance of capital projects and the nature of operational levies in terms of non-renewal and staffing. Rachel Fetty added that it seems that any solution to the multitude of issues would be some sort of tax based scenario and spoke about requesting that the County be a partner. She then reiterated her previous motion. Patrick Hathaway indicated that he did not believe the motion could move forward since the County voted to not move the levy forward earlier that day. Jenny Selin motioned that BOPARC choose to not comment on this levy request since the County had opted to not move forward with it. Ed Cordwell seconded. Patrick Hathaway stated that he felt this was appropriate, given the County's action and the fact that it is their decision as to whether to move levies forward. Motion failed. Rachel Fetty abstained.

Patrick Hathaway asked if the Board desired to circle back to the first levy discussed. The Board agreed that discussion of that item had been closed.

#### **Board Comments:**

- Rachel Fetty stated she was enthusiastic about the Ice Arena plans and would like the Board to move forward, work with the County and the City. She does not think that the City can do this alone. She hopes that people will apply for the open Board positions.

several years ago. Since BOPARC has a different retirement system than the City of Morgantown and the employee would have been significantly impacted by a change in that system, the MOU exists to allow the City to reimburse BOPARC for expenses related to the position. Ed Cordwell motioned and Rachel Fetty seconded approval of the Financial Report. Motion passed unanimously.

**Executive Director's Report:** Director Wiles added to her report information on various capital improvement plans and documents and where they were located on the BOPARC website. Rachel Fetty motioned and Ed Cordwell seconded to accept the Director's Report. Motion passed unanimously.

Vice President Selin asked for an overview of the Krepps Aquatic Play Area project. Director Wiles stated that the current RFP results were due next week and would be opened immediately for review. She anticipates having recommendations on how to proceed to the Board at next month's meeting. Director Wiles and Associate Director Travinski have met with Professor Selin at WVU's Parks and Recreation Department and will be engaging a graduate class in the process, which will include a public input portion in which the students will conduct a community charrette for purposes of choosing one of three designs for the project.

**Unfinished Business:**

None

**New Business:**

- **Enterprise Fleet Management** – Ashley Chavez, with Enterprise Fleet Management, addressed the Board regarding the pilot program that she has been working on with Jim Goff in order to address aging vehicles in the City's fleet. BOPARC is eligible to participate in this program. The program addresses high replacement costs, unpredictable budgets and safety concerns related to aging equipment. The partnership includes a dedicated account manager and offers a maintenance and records option as well. BOPARC would be utilizing the funding set aside from coal severance for the replacement of one vehicle (approximately \$45,000) so funding is already in place. From discussions with Director Wiles and Jim Goff, BOPARC may be able to replace as many as 7 to 9 vehicles in the first phase. Jenny Selin motioned and Rachel Fetty seconded to enter into the partnership with Enterprise Fleet Management. Motion passed unanimously.
- **Marilla Water Slide Restoration Agreement and Funding** – Director Wiles stated the reason for placing this item on the agenda was not for action since action had already been taken as part of Board's approval of the 2018/2019 Budget. However, it will be a general direction she is taking with regard to capital projects to bring each to the Board's attention prior to the start of said project and to reiterate the funding source for each. In this case, funding is through the City's 5-year capital improvement budget in the capital escrow fund line item. President Hathaway asked for a general overview of the project for purposes of the public present. Director Wise reviewed the project, which is to refurbish the water slides at Marilla Pool with an ACMA (American Composites Manufacturers Association) certified process. This is the only process recognized as a substantial restoration of fiberglass slides.
- **Mason Dixon Figure Skating Levy** – This item was opened for discussion via a motion by Rachel Fetty and second by Edward Cordwell. Rachel Fetty raised the question of who would administer the funds if the levy were to pass and requested staff input on the question of a levy.

At this time (5:07pm) the meeting took a temporary recess in order to relocate due to the next meeting scheduled in Council Chambers. The Board reconvened in the Legal Office Conference Room at 5:12pm.

President Hathaway directed the conversation back to Rachel Fetty's question regarding staff input. Director Wiles stated that at the last administrative involvement in the process, BOPARC was asked by City Council to work with City Manager Paul Brake on funding options for both capital and operational

- Jenny Selin stated that she supported Rachel's statement in that BOPARC needed many stakeholders, including citizens, WVU, County, City, etc.
- Patrick Hathaway relayed that the recent Jazz on the Green event at Jack Roberts Park was a great event. He also stated that the Board might need to consider a special meeting just to address the BOPARC By-Laws and the City Ordinance of establishment language.

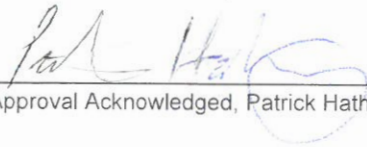
**Adjournment:** Rachel Fetty motioned for adjournment and the meeting adjourned at 6:22PM

**Melissa Wiles**

9-19-18

Respectfully Submitted, Melissa Wiles, Executive Director

Date



9/28/18

Approval Acknowledged, Patrick Hathaway, Board President

Date