

**Minutes of the October 19, 2017 Meeting of the Board of Park and Recreation Commissioners**  
**Location: Marilla Recreation Center, Morgantown, WV**

**Call to Order:** Meeting was called to order at 8:17am.

**Establish Quorum:** Board Members Present – Sera Zegre, Jenny Selin, Patrick Hathaway, Joey James, Ed Cordwell, and Nancy Ganz (via teleconference). Board Members Not Present – Rachel Fetty. Direct Burch and Ex-Officio Treasurer Jim Goff were present as well.

**Minutes:** Ed Cordwell moved to approve the September 21, 2017 meeting minutes and Joey James seconded. The motion passed unanimously.

**Oral Communications:** None. Ella Belling, Executive Director of MRTC, was on hand to provide additional information to one action item and the board comment section.

**Correspondence:** None to review.

**Financial Report:** Jim Goff reviewed the financial report as presented in the board packet, noting the overall BOPARC was in line with the prior fiscal year as expected. Ed Cordwell moved to accept the financial report. Joey James seconded the motion. Motion passed unanimously.

**Executive Director's Report:** Director Burch gave an overview of the Foundation Sub-Committee meeting and answered questions regarding information in her report.

**Unfinished Business:**

- **WVU Marina Lease – Updates** – Director Burch explained the updates to the Marina Lease, consisting of a change in the monthly amount brought about by the fact that WVU does not need six slips, but four slips. The monthly payment would be \$1,884 and would consist of: \$1,800 per month for the interior space at \$0.576 per square foot and \$84 a month for the four slips on exterior dock (\$21 per slip). Joey James motioned to amend the contract with accepted updates. Patrick Hathaway seconded. Discussion included the question of fair market value for similar space along the riverfront and maintenance both inside and outside the marina house being the responsibility of WVU Rowing. Director Burch will discuss with Ryan Simonton addressing these issues prior to the end of the fiscal year when the lease must either be modified or automatically renewed. Motion to approve the amended contract passed unanimously.

**New Business:**

- **RFQ Draft – Ice Arena** – Director Burch presented to the draft for the Ice Arena RFQ for the project management/engineering portion of the upgrades. Joey James motioned to accept the RFQ draft and move forward with the legal advertisement of the same. Patrick Hathaway seconded the motion. Motion passed unanimously.
- **Hydro-Power Licensing Letter of Support** – Director Burch reviewed the recent meeting between several stakeholder groups working toward a request for rehearing to the Federal Energy Regulatory Commission regarding the recent license to proceed for a hydropower project at the Mon Lock & Dam. The City is asking that BOPARC submit a letter of support that will be included in the City's formal request for a rehearing. Jenny Selin motioned that BOPARC provide a letter of support. Ed Cordwell seconded. Discussion was held regarding the points of the letter, which included a commitment to renewable energy, permanent improvements to the impacted area such as restrooms, trail access, fishing access, and other varied points. Sera Zegre, Jenny Selin and Director Burch will convene to draft the letter of support. Motion to provide letter of support passed unanimously.
- **Climate Action Audits** – Joey James reviewed the City initiative to cut emissions by 30% by the year 2030 as part of the Climate Action Plan. An initial discussion included BOPARC facilities and the fact that many of them are far below the standards that would allow that goal to be met. It is understood that

funding is an issue and that prior attempts to provide energy efficiency and cost savings have not been favorable. Joey is hopeful as current Green Team Chair that the assistance offered by the WVU Industrial Assessment Center (a free service) will prove to be a well-grounded opinion and provide some unique opportunities for our participation. Joey made a motion that BOPARC participate in the climate action audits and Patrick Hathaway seconded the motion. Motion passed unanimously. Joey will provide Director Burch with the contact information for the WVU IAC and she will reach out to them.

**Executive Session:** President Zegre, pursuant to West Virginia Code Section 6-9 A-4 as it pertains to an official legal matter, called for the Board to enter into Executive Session. Sera Zegre motioned and Joey James seconded for the Board to enter the Executive Session at 9:59am. Motion passed unanimously.

- The regular session resumed at 10:05am.

**Board Comments:**

- Jenny Selin reminded everyone that Saturday was the City's Arbor Day celebration. She gave times and meeting locations for volunteers should anyone be interested. Jenny also asked that we try to organize an announcement and recognition of the trail improvements at Krepps Park. Director Burch will work on this.
- Patrick Hathaway thanked Director Burch for BOPARC's work on the Madigan Avenue wall and for attending the recent Neighborhood Coordinating Council meeting. Patrick would also like to see more announcements regarding activities, volunteer opportunities and encourage the board to be involved and utilize BOPARC facilities, programs, etc.

**Adjournment:** Ed Cordwell motioned for and meeting adjourned at 10:10am

Brooke McKinney

11/9/17

Respectfully Submitted, Brooke McKinney, Manager of Administrative and Business Services

Date

Sera Zegre  
Approval Acknowledged, Sera Zegre, Board President

11/16/2017  
Date