

Minutes of the September 11, 2019 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 3:00pm.

Establish Quorum: Board Members Present – President Patrick Hathaway, Danielle Trumble, Rachel Fetty(arrived at 3:07pm), Rick Landenberger, Jenny Selin, Edward Cordwell and William Hutchens. Director Melissa Wiles, Assistant Director Marissa Travinski, Brooke McKinney, and City Attorney Ryan Simonton were also present. Ex-Officio Treasurer Jim Goff was present.

Minutes: Minutes of the August 14 Meeting: Mr. Landenberger requested the change of “breaking the forest” to “fragmenting the forest”. Edward Cordwell motioned and Danielle Trumble seconded for approval of the August 14 minutes as corrected and minutes were approved unanimously.

Minutes of the August 26 Meeting: Ms. Trumble requested the change of “not BOPARC’s problem” to “not BOPARC’s concern”. Mr. Hutchens felt that the section of local collaboration updates did not capture very well what he said. Mr. Hutchens would like to email his notes from the meeting to be included with the minutes. Jenny Selin motioned and Danielle Trumble seconded for approval of the August 26 minutes as corrected and minutes were approved unanimously.

Correspondence: No additional correspondence was reviewed.

Financial Report: Ex-Officio Treasurer Jim Goff reviewed the financial report. He stated that regarding revenues and expenses, BOPARC is comparable to prior years. Danielle Trumble motioned and William Hutchens seconded to approve the Financial Report. Motion passed unanimously.

Executive Director’s Report: Director Wiles informed the board members of the foundation information meeting on Friday, September 13. She also informed the board that BOPARC will be presenting information on the Ice Arena Project to the County Commission on October 18 and Committee of the Whole on October 29. A stakeholder presentation on the Ice Arena will be held on Wednesday, October 23 at the Marilla Center. Mr. Hutchens asked to clarify some things regarding the Ice Arena Project. He asked Director Wiles if Phase I was complete. She stated yes. He then asked what the nature of the contractual agreement with Mills Group is. Director Wiles replied that Mills Group is doing project management for the Ice Arena project. Mr. Hutchens wanted to confirm that BOPARC is not at the point where as built drawings are being done. Director Wiles stated that architectural drawings for the full project were likely the next step as a result of the changing parameters of funding available due to sales tax. Mr. Hutchens, after reviewing the project, is concerned about available parking after the project is complete. Director Wiles stated it was her recollection that the lot will be extended and the auxiliary lot near the ballfields will be expanded. Ms. Selin commented that there has been discussion of reconfiguring the ballfields in White Park as a part of planning the park out in way to make it more efficient. Mr. Hutchens is concerned about the next levy call and funding and thinks in order to make it work BOPARC will need an infusion of money from other places. Mr. Landenberger suggested a FAQ be included in the package Director Wiles is preparing for possible groups intested in investing in the Ice Arena. Mr. Hutchens thinks it is important in the meetings to lay out point by point how the process of the Ice Arena Project works and why it is taking x amount of time to get to where the project is now. He mentioned that a great example would be the Bridgeport Municipal Recreation Center Project which is just now awarding the bid to start construction on the facility 6 years after beginning the process. Director Wiles agreed and said it is important to do the things that may be unseen in order to make systems upgrades and prove the building is sound before making major renovations. Edward Cordwell motioned and William Hutchens seconded to approve the Executive Director’s report. Motion passed unanimously.

Unfinished Business:

- **MUB Raw Water Line** – The subcommittee provided an update on last Friday’s meeting to the board. City Attorney Ryan Simonton informed the board that the route presented to the BOPARC Board and that has been recommended is substantially the same one that is being considered under the licensing agreement. The subcommittee discussed with Mr. Simonton the licensing agreement. The committee is still working on the agreement but has made a great deal of progress. A follow up meeting has not yet been scheduled. President Hathaway asked when the board can expect a draft of the agreement. Mr. Hutchens asked what the committee’s process is. Attorney Simonton stated once the agreement discussion is complete, they would make their recommendations to the BOPARC Board and then to City Council. No action taken.

- **Local Collaboration** – Mr. Hutchens is pleased that BOPARC has these meetings set to discuss the Ice Arena Project and things are moving forward. He would like to see BOPARC have some direct discussions with two entities, the County Commission and Mylan Park, regarding bringing programming ideas together. Ms. Selin asked for clarification on whether it is programming ideas in general or programming ideas related to the Ice Arena. Mr. Hutchens thinks something could be worked out with Mylan Park in regards to their year round aquatic facility. He also thinks something can be worked out with the County Commission and presenting programming to them. Mr. Hutchens believes the County Commission is willing to fund BOPARC on specific programming ideas. He wants to follow up with them on specifics. Ms. Selin stated that if the County has specific ideas that Mr. Hutchens is aware of could he speak to those. Mr. Hutchens is not aware of what they are specifically interested in. He stated the county will fund programming but they seem resistant to general requests for funding at this point. Ms. Selin and President Hathaway explained to Mr. Hutchens that the last request made for \$500,000 to the county was for specific projects and programming (these were individually itemized) as required during the application process. The request was denied. Mr. Hutchens requested that Director Wiles send him a copy of the request and asked if he can have conversations with the County regarding funding specific things. Ms Selin is wanting to see if BOPARC will be included in the next levy call. Mr. Hutchens stated he has heard the same paradigm in this town for the last 35 years that is it always someone else's fault. He stated he is always going to try to fight to bring groups together to collaborate. Ms. Selin commented that an opportunity would be making a presentation on the Ice Arena to the County Commission and that possibly the first step to collaborating would be bringing back the Sounds of Summer Series. Ms. Fetty appreciates the effort of any individual working to bridge the gap between the City and the County. Mr. Hutchens believes that only part lacking from the Ice Arena project is that BOPARC didn't educate sooner on the progress of the project. Director Wiles offered that BOPARC does provide the county with quarterly reports on the levy funding, which is required. No action was taken.

Oral Communication: President Hathaway asked the board if they would be willing to suspend the rules to allow for public comment. The board agreed to suspend the rules. Ryan Wilson, Morgantown Hockey Association Treasurer, spoke regarding the Ice Arena Levy Project.

New Business:

- **Strategic Priorities** – Director Wiles, based on several strategic priorities sessions, has presented the board with a list of BOPARC's Infrastructure Based Priorities. Director Wiles explained that she would like the board's approval to follow the recommended list for purposes of moving projects forward and providing information to the foundation on funding needs. She then reviewed the list with the board. The detailed list included as the first priority the completion of the ice arena project. The second and third priorities would be lower Marilla Park and the White Park Athletic Area, beginning with RFQs for concept plans to those areas. Other priorities include categories for substantial upgrades (Dorsey's Knob, Krepps Pool and Park, modifications/modernizations (Upper Marilla Park and Wiles Hill), and dererred maintenance/minor upgrades (shelter replacements, Krepps courts, dog parks, replacement of items such as picnic tables, etc. in all parks, Whitmoore Park, Jack Roberts Park, Paul Preserve, and Suncrest Mini Park. Jenny Selin commented that it is important when looking at the Ice Arena to look at it as a project that BOPARC is going to spend some portion of the sales tax on the project but not all of it. Ms. Selin suggested the BOPARC Administration figure out a funding mix what percentage would BOPARC look to user groups, grants, major funders, and sales tax. Ms. Fetty asked for clarification on what the board is voting on today. She asked if it was on the priorities as a whole or that everything be done in this specific order. Director Wiles stated that yes they were just approving the list as a whole. **Edward Cordwell motioned to approve the Infrastructure Based Priorities List as is and Rachel Fetty seconded.** The board continued to discuss. Mr. Hutchens questioned whether BOPARC is ready to designate of all these items as priorities. He doesn't believe there has been very much discussion on the list. Mr. Landenberger commented that BOPARC has plenty of work to do maintaining existing structures that BOPARC might want to move forward on and make progress on to show the public what we are doing before we go invest in a bunch of new large expensive projects. Mr. Landenberger said he has also spoken with people who consistently play on the Marilla Park Tennis Courts and they say the surface of the courts is good but what BOPARC needs to do is clean them up and maintain the courts better. Director Wiles spoke to the drainage issues at the Marilla Park Tennis Courts causing the problems and an overall subsurface issue. Mr. Hutchens asked, in terms of revenue streams, what revenue stream to we need to devote to each year to bond 2-10 million dollars. He would like that information before solidifying these priorities because he wants to know how much of the sales tax BOPARC will have to dedicate to the bonding. Mr. Goff has looked at initial projections and believes if using the full sales tax amount, BOPARC could bond approx. 15 million dollars. Mr. Hutchens also asked what

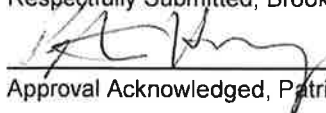
happens in the event the City Council votes to removes the city sales tax. Ms. Fetty stated it would be virtually impossible to retract a tax that has been obligated. Ms. Selin stated that she believes the list covers what the board agreed upon in the workshop. Mr. Hutches does not believe they did come to a decision. Director Wiles commented that when they board members left the retreat, the priority list was to be put on the agenda for further discussion and a decision by the board due to some members suggesting big ticket items and others wanting smaller projects to be handled first. Ms. Trumble agrees with Mr. Landenberger that BOPARC needs to work on maintaining and doing a few smaller projects first to get public support. Ms. Trumble does think that at least trying to develop a plan or general idea for lower Marilla Park should be a priority due to the age and repairs needed on Marilla Pool. Ms. Selin thinks it would be best to have plans for the Lower Marilla Park and White Park projects to show the foundation and the public. Ms. Fetty asked if there was a way to modify the list and include a footnote that this list of priorities is not in order, there is no set deadline for any of these activities, these are simply activities that are going to be within the scope of the board's focus within the next five years. Ms. Selin suggested adding something similar to "as funding is available". Director Wiles stated this list is catergorized based on price simply as a means of formatting it and a statement could be added that these projects could come in any order. Ms. Fetty moved that the board amend the proposed list of priorities to have an opening statement that this is not set out in order of priority but these are just concerns of the board that the board will be working to address as funds become available and need merit. The motion was not seconded. Mr. Hutchens suggested tabling the vote because he believes the way it is written now is not correct and it is hard to rewrite it at the current meeting. Ms. Fetty recommended a subcommittee to discuss and rewrite the priority list. Mr. Cordwell called for a vote of the motion on the floor. Ms. Selin stated the board needs more discussion before the vote. Director Wiles stated that she supports a subcommittee to wordsmith the document but she would like to at least have a loose idea of the main priorities for the foundation meeting on Friday. Director Wiles would also like the board to be behind moving forward with the Ice Arena. Ms. Fetty moved to insert a preamble into the Infrastructure Based Priorities list that states: **This is a working document that is not listed in order of priorities with the exception of projects that are underway. Projects will be undertaken and funded as needed and/or as funding becomes available.** Jenny Selin seconded the motion to make the amendment to the list. Motion passed unanimously. The board then voted on the original motion to approved the amended Infrastructure Based Priorities List. Motion passed unanimously.

Board Comments: Mr. Hutchens commented that he would like to know if as a BOPARC Board Member does he have any restrictions regarding advocating for the levy. Mr. Simonton said he would prepare a written statement and send to the board members. He also stated that in general board members are permitted to advocate for the passage but cannot use public resources to support it. Mr. Hutchens would like to add an agenda item to the next board meeting to discuss how they can advocate for the levy. Ms. Fetty is pleased to see progress on so many projects and making progress with plans. She would like to volunteer to be on the subcommittee with Mr. Hutchens to work on the Infrastructure Based Priorities list. Ms. Selin would also like to be on the subcommittee. Mr. Landenberger reminded the board that the public that has been scoped and surveyed about what their top priorities are for BOPARC and in every one of those surveys the top priority has been trails. He believes the board needs to consider what the public has voiced repeatedly in terms of what their priorities are for BOPARC. He asked that BOPARC think about trail both deferred maintenance and new trails. President Hathaway mentioned to the board that the State Auditor's Office is conducting a training for members of municipal boards and authorities. The closest location will be in Bridgeport on Thursday, November 7 and registration is free. President Hathaway will email the details to everyone. Ms. Trumble stated that she received an email from Colleen Harshbarger and Christine Wade and the mayor has decided that she does not need officially appointed to the Health and Wellness Commission. She can now attend the meetings as the BOPARC Representative.

Adjournment: Jenny Selin motioned for adjornment, Rick Landenberger seconded and the meeting adjorned at 5:08pm.

Brooke McKinney

Respectfully Submitted, Brooke McKinney, Secretary to the Board



Approval Acknowledged, Patrick Hathaway, Board President

10/9/19

Date

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