



**BOARD OF DIRECTORS
REGULAR MEETING PACKET**

**Thursday, October 22, 2020
4:00 p.m.
By Electronic Means**

Board of Directors:

David Satterfield,
Chair

Jessica McDonald,
Vice-Chair

Patrick Kirby,
Secretary

Laura Rye,
Treasurer

Brent Bailey

Michael Mills

Tim Stranko



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City buildings remain partially closed to the public to protect public health during the COVID-19 pandemic. Personal attendance at this meeting will not be permitted. The public may participate in the public portion through the following Cisco Webex videoconference access methods:

Meeting Link: <https://cityofmorgantown.my.webex.com/meet/cityofmorgantown>

Meeting Number: 793 734 477

Phone: 408-418-9388

Access Code: 793 734 477

All members of the public may view the meeting on Channel 15 and by streaming hosted on the City's website at www.morgantownwv.gov. If you do not wish to speak at the meeting, please view it by these methods to conserve capacity on the videoconference.

Any person who wishes to speak at the meeting may complete the form at: <http://morgantownwv.gov/FormCenter/Public-Comment-Sign-Up-Sheet-14/Public-Comment-Morgantown-Land-Reuse-Pre-105> or provide their name and phone number they will use to participate by texting or calling 304-319-5348. You may sign up to speak at any time until the meeting begins. Additionally, the public may submit written comments for the public comment portion of the meeting by sending an email to the Development Services Department at bmcdonald@morgantownwv.gov. In the email, please use the subject line "Public Comment LRA 10/22/2020" and indicate in the body of the email if you would like your comment to be read aloud during the public comment portion.

AGENDA

- I. **Call to Order and Roll Call**
- II. **Proof of Notice of Meeting or Waiver of Notice**
- III. **Reading and Approval of Minutes of Preceding Meetings**
 - September 24, 2020 Regular Meeting
- IV. **Correspondence**
- V. **Public Comment** – Subject to rules established in the Board's Bylaws
- VI. **Presentations** - None

MORGANTOWN
LAND REUSE
AND
PRESERVATION
AGENCY
[ONLINE](#)



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VII. Report of Officers and/or Directors

VIII. Report of Committees

- A. Property Management Committee (standing) – McDonald, Chair
- B. Green Belt Connections Committee (ad hoc) – Kirby, Chair
- C. City and Underutilized Properties Committee (ad hoc) – Stranko, Chair

IX. Report of Staff

- A. Report of Interim City Manager
- B. Report of Development Services Director
- C. Report of City Attorney

X. Unfinished Business – None

XI. New Business – None

XII. Adjournment

**MORGANTOWN
LAND REUSE
AND
PRESERVATION
AGENCY
[ONLINE](#)**

**MORGANTOWN LAND REUSE AND PRESERVATION AGENCY
REGULAR MEETING MINUTES**

4:00 p.m.

September 24, 2020

By Electronic Means

DIRECTORS PRESENT: David Satterfield, Jessica McDonald, Laura Rye, Tim Stranko, Brent Bailey, and Patrick Kirby.

DIRECTORS ABSENT: Michael Mills

STAFF PRESENT: John Whitmore, Interim Director of Development Services, Emily Muzzarelli, Interim City Manager, Ryan Simonton, City Attorney.

GUESTS: None

I. CALL TO ORDER AND ROLL CALL

After calling the roll, Satterfield called the meeting to order.

II. PROOF OF NOTICE OF MEETING OR WAIVER OF NOTICE

Satterfield noted that the meeting was appropriately noticed.

III. READING AND APPROVAL OF MINUTES OF PRECEDING MEETING

Satterfield asked for a motion to approve the minutes of the August 27, 2020 meeting. Satterfield asked if there were any issues or revisions needed to the minutes. Satterfield stated that the minutes are accepted and will be approved.

IV. CORRESPONDENCE – None.

V. PUBLIC COMMENT – None.

VI. PRESENTATIONS – Outdoor Economic Development Collaborative (OEDC).

Mr. Kirby stated that the OEDC was relatively new. Asked them to come and make us aware of what they have going on. Danny Twilley shared a presentation on what they have been working on and what the collaborative is about. <There were some audio issues, and all of the presentation can not be heard on the recording.> Twilley continued to talk about a discussion concerning the trails within city limits and that data indicates having a trail within a mile of your home increases property value. Twilley thinks this is an excellent opportunity and is now encouraging discussion.

Kirby stated that he was impressed with the information presented and opened for questions. Satterfield mentioned that he applauds the work they have gotten done thus far.

McDonald asked about the Accelerator Grant. Twilley states that they are creating a soft surface master trail plan. The hope is that is a single document showing city property and WVU property together. Having this document would provide all options and help to develop a place to start, along with project cost. Twilley stated that the next step includes WVU buy in, possible City of Morgantown buy in, and that he is meeting with the Davis College now for mapping purposes. Once this GIS Storyboard is developed, it will be distributed to groups like the LRaPA.

Bailey sought information about Greenspace Coalition trails around and through town. Has this information been connected? Twilley stated that they have met with that group and they have provided this information to be incorporated into their data.

Rye stated that this is exciting for the City. She asked about maintenance, have they talked with BOPARC regarding creating and sustaining trails or other infrastructure? Twilley stated he has spoken with BOPARC and Drew Gatlin from the City Engineering Department. He knows that maintenance is key and are currently looking at funding options and knows this is a critical component. Twilley is working to incorporate volunteer groups, WVU Students, and other options.

Satterfield asked if there were any more questions from the Committee and asked if soft surface trails would be included for funding with federal money for this project? Whitmore stated that accelerating a planning process wouldn't be needed at this time but that there are often grants available to assist in construction and planning documents. Twilley mentioned that OEDC has already contacted some of these funding pools just to get the idea out there ahead of time. When all the other components have been worked out, they will then start to apply for this funding.

VII. REPORT OF OFFICERS AND/OR DIRECTORS

Laura Rye gave a verbal treasurer's report and hopes to have a written report for the next meeting. Rye stated that last month our balance was \$1909. We have had two deposits of \$477.25 each. One expense of a logbook/ledger for the Finance Department of \$71.22 which leaves a balance of \$2792.28, the City reports \$2792.32. Rye will be working with Finance to find the discrepancy.

There were no other reports.

VIII. REPORT OF COMMITTEES

A. Property Management Committee (standing) - McDonald, Chair

McDonald reported that there is internet at 430 Spruce. Currently there are two tenants, and another potential renter in the works. There is currently an ad on Facebook. The committee has looked at plans for the Pocket Park and that the project is being completed.

B. Greenbelt Connections Committee (ad hoc) – Kirby, Chair

Kirby stated the committee has met first together and then with the Greenspace Coalition. Discussed engaging with the mall owners, but after meeting with Greenspace Coalition realized there is an obvious path to connect. Waiting to collect all information before contacting any other property owners. Satterfield recommended keeping Simonton in the loop regarding contacting property owners.

C. City and Underutilized Properties Committee (ad hoc) – Stranko, Chair

Stranko suggested strategic focus so that we are not overwhelmed. Stranko discussed some properties in the city which are dilapidated and that the LRaPA should begin operations with non-residential properties as reviewed during a field visit in the downtown.

Satterfield stated that more research is required for these properties. Working with the GIS team will help in this project to identify where to start. Suggesting that by next month to have a meeting and go a little deeper into the project and develop a plan to present at our next meeting. Whitmore stated that he could schedule a meeting with GIS including Satterfield, McDonald, Stranko and Whitmore before the next meeting.

McDonald likes all of this but is concerned with funding. Stranko mentioned identifying the property and then going to the property owner and going from there.

Muzzarelli reiterated what Stranko had mentioned and still believes there is a focus for this agency to help in redevelopment. Muzzarelli indicated that if the city of agency could sell some of the properties, the money from the sale could be provided to the LRaPA. This is a process we will need do some further review.

Stranko asked if there were any historic documents that the committee could review. Whitmore stated that he would try to pull some of this information together.

Rye asked the City to look at where there may be properties with dilapidated lots or houses that could be revitalized. Which areas of town have the most property available.

Kirby likes the idea of targeting properties and suggested staying in one area. Satterfield stated the whole city is our focus, but they take on different characteristics. He defers to Muzzarelli, Whitmore and Simonton for final guidance.

IX. REPORT OF STAFF

A. Report of Interim City Manager

Muzzarelli discussed underutilized properties and selling one of the properties which she is working with the City Attorney.

B. Report of Interim Development Services Director

Whitmore reported that we are still waiting on Mills Group to finalize designs for 430 Spruce. Also, working with Public Works to finalize any repairs at the Spruce Center. Confirmed with Finance current bond funding levels.

C. Report of City Attorney

Simonton reported the city has signed an agreement from Presley Ridge accessing the back of the property in the parking lot. This can be accepted by the agency any time it is available to meet in person. We could defer to the City Manager to act on the Agencies behalf. Simonton also stated an outside in person meeting may be possible.

Simonton was in contact with the Presbyterian Church on the offered access agreement and temporary construction to remove the chain link fence. The property owners did agree to that improvement. Hoping to have these agreements ready for the next in person meeting.

Simonton mentioned that if there is any assistance needed with easements or access agreements just let him know.

Satterfield stated that he would be in favor of an emergency meeting to allow the City Manager to sign our documents, just so we have enough people for a quorum. Very short meeting, outdoor for only this issue. Simonton mentioned this would be doable, we could use the Spruce Street pavilion. With the permission of the group, Satterfield will work with Whitmore, Muzzarelli and Simonton to get this set up.

X. UNFINISHED BUSINESS – None.

XI. NEW BUSINESS – None.

XII. ADJOURNMENT

Kirby moved to adjourn, seconded by Stranko. The meeting was adjourned at approximately 5:17 p.m.

MINUTES APPROVED:

BOARD SECRETARY:

Patrick Kirby, Secretary