



City of Elkins Municipal Properties Committee Meeting

February 10, 2025

11:00 AM

Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.

Charter Authority of the Municipal Properties Committee: Monitor and report to Council on the condition of and proposed plans for city buildings, real estate, and rights-of-way. Review and propose to Council capital investment in buildings, real estate, and associated infrastructure.

AGENDA

- 1. Call to order and roll call**
- 2. Public comment**
- 3. Minutes**
 - a. Proposed minutes for the meeting of Jan. 13, 2025
- 4. Reports**
- 5. New business**
 - a. Approval of City Hall renovation plans
 - b. Phil Gainer Community Center roof
- 6. Announcements**
- 7. Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	February 10, 2025
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of Jan. 13, 2025
Recommended By:	City Clerk
Summary:	Minutes proposed for the meeting of Jan. 13
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. municipal properties committee - 2025_01_13 - minutes_proposed

**MUNICIPAL PROPERTIES COMMITTEE
REGULAR MEETING
MINUTES**

*401 Davis Avenue
City Hall, Council Chambers
January 13, 2025
11:00 a.m.*

Present were members: N. Bross-Fregonara (chair), C. Kerns, and D. Parker. Also present were: Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney), Tracy Judy (treasurer), Steve Himes (fire chief), and Sutton Stokes (city clerk).

PUBLIC COMMENT

James Bertamini, 928 S. Davis Avenue, spoke in opposition to the parking change in item “a.”

MINUTES

Parker **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 18, 2024.** The motion carried.

NEW BUSINESS

Parker **MOVED DIRECTING THE CITY CLERK TO INFORM THE PETITIONER THAT THE COMMITTEE DECLINES TO RECOMMEND THIS CHANGE.** Other methods can be used to create a feeling of continuity with the rest of downtown. The motion carried.

Kerns **MOVED RECOMMENDING COUNCIL APPROVAL OF THE PROPOSED ADOPT-A-TREE APPLICATION DRAFT, WITH AMENDMENTS CONCERNING TRANSFER OF PROPERTY AND THE REQUIREMENT TO IDENTIFY RELEVANT PROPERTIES USING LEGAL DESCRIPTION RATHER THAN STREET ADDRESS.** The motion carried.

Parker **MOVED RECOMMENDING COUNCIL APPROVAL OF INITIATING THE PROCESS NECESSARY TO PRESENT THE CITY-OWNED STRIP OF LAND BETWEEN THE MEGACORP BUILDING AND THE SENECA MALL PARKING LOT FOR SALE AT PUBLIC AUCTION, IN ACCORDANCE WITH WEST VIRGINIA CODE § 8-12-18.** The motion carried.

Bross-Fregonara **MOVED RECOMMENDING THAT THE ADMINISTRATIVE TEAM ISSUE A LETTER FOR ILLEGAL PARKERS IN RESPONSE TO THE ISSUE ON WILLIAMS STREET.** The motion carried.

The meeting adjourned at 12:05 p.m.

Name & Title

Signature



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	February 10, 2025
Section:	New business
Category:	Action Item
Agenda Item Name:	Approval of City Hall renovation plans
Recommended By:	Operations Manager
Summary:	The Operations Manager will present next steps for the City Hall renovations project
Fiscal Impact:	TBD
Recommendation:	Consider for recommendation to council
Attachments:	None



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	February 10, 2025
Section:	New business
Category:	Action Item
Agenda Item Name:	Phil Gainer Community Center roof
Recommended By:	Treasurer
Summary:	The PGCC director will present information about the need for repairs to the building's roof. Photos showing roof's condition are attached.
Fiscal Impact:	TBD
Recommendation:	Consider for recommendations and next steps
Attachments:	<ol style="list-style-type: none"> 1. dji_fly_20250130_102804_963_1738251053445_photo_optimized 2. dji_fly_20250130_102814_965_1738251052495_photo_optimized 3. dji_fly_20250130_102848_966_1738251051885_photo_optimized 4. dji_fly_20250130_102922_968_1738251050785_photo_optimized 5. dji_fly_20250130_102758_962_1738251053875_photo_optimized









