

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, April 14, 2021
WebEx Meeting Due to COVID-19**

Present: Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Director Dana McKenzie, Director Barbara Watkins Main Street Morgantown

Not Present: Amy Dale, Shane Mardis

Call to Order: Chairman Charlie McEwuen called the meeting to order at 8:35 am.

Approval of the Minutes: Minutes of the April 14, 2021 meeting were unanimously approved.

UNFINISHED BUSINESS

Revenue Bonds – Director McKenzie stated that seven bank proposals were received for the Parking Revenue Bonds. Rob Steptoe and Thomas Aman will review the proposals to put together a bid results summary report. The selected proposer will be chosen and voted on April 20, 2021, at the City Council Meeting.

Parklets – Director McKenzie said that he would be meeting with the Parklet committee this afternoon April, 14, to discuss the possibility of extending the sidewalks with platforms for pedestrian traffic. Adding a temporary sidewalk extension would allow tables to be placed in front of the restaurant instead of in the parking spaces. The idea is to have a platform with a decorative railing and hanging flowers.

Chairman Charlie McEwuen said that the idea of having dining right in front of the restaurants was what Main Street initially proposed years ago.

ParkMobile – A ParkMobile representative contacted Director McKenzie to inform the Parking Authority that there would be new payment options available for parking sessions. Customers will now have the options to pay through the app, scan a QR code or use a text number. The Parking Authority will be receiving new signs in the coming weeks. Director McKenzie said that once the signs are updated, the City Communications department would put out a press release.

Vice-Chair Jeanne Hagan asked if there will be new cards for businesses to hand out to customers. Director McKenzie replied that the Parking Authority should be receiving new distribution cards from ParkMobile as well.

Dumpster Corral in Lot B – Director McKenzie said that the City budgeted a garbage corral in Lot-B for the coming fiscal year. Plans are to build the corral sometime in July or August.

2021-2022 Budget – Director McKenzie stated that a new 2021 Parking Revenue Bonds budget line would need to be created. Director McKenzie also said that he adjusted the salary budget line because of an employee's resignation. Director McKenzie also noted that there would be a couple of minor adjustments made to the budget that he will submit at next month's meeting for approval.

Vice-Chair Jeanne Hagan asked if the City had decided to continue charging the Parking Authority for the additional finance employee. Director McKenzie said yes, the Parking Authority would pay \$48,500, half a year's salary.

Director McKenzie met with Assistant City Manager Muzzarelli, who informed him that there is a chance that the Parking Authority could receive a portion of the \$10,000,000 stimulus package that the City will receive. City Manager Haws and Assistant City Manager Muzzarelli met with Senator Manchin, who informed them that half of the stimulus money would come sometime this year. The other half would come about a year from now.

Director McKenzie stated that the new Hotel Morgan is doing well. They have begun to have events and with several more scheduled. Director McKenzie anticipates the revenues in Lot- C to increase for the next fiscal year.

NEW BUSINESS

Employee Resignation – Director McKenzie said that Operations Manager Kelly Dull resigned as of March 26, 2021, and that Carol Pyles would be filling this position. Carol has been with the Parking Authority for approximately eleven years.

2020-2021 Budget Adjustment – Director McKenzie presented the Board with an excel spreadsheet with proposed budget adjustments. Because of the lack of a quorum, the Board was unable to vote on the adjustments. Director McKenzie will contact the members at a later date for approval.

Electric Vehicle Chargers – Director McKenzie received an email from City Councilor Kawecki about the Virginia Clean Cities grant for EV chargers. Director McKenzie contacted Blink, the EV charging company. The grant covers \$3,500 for each charging station, maintenance on the equipment for five years, network fees, reimbursement to the City for the power consumed, 50% split on the revenues collected.

Currently, the City Attorney is reviewing the contract from Blink. If the Parking Authority decides to move forward with the Ev chargers, there will be a two to three-month lead time on receiving the equipment.

Main Street Morgantown Report – Director Barbara Watkins stated that the first Cruise-in would be on May 19 from 3 pm to 7 pm and every third Wednesday of the month through the summer. The Arts Walk will be the second Saturday of each month through October.

Director Barbara Watkins and Chairman Charlie McEwuen discussed adding decorative lighting to the light poles in the surface lots.

Director Dana McKenzie asked Director Barbara Watkins if there was a projected completion date for the mural on the Pleasant Street garage. Director Barbara Watkins replied that the grant would expire on May 1 so she was hopeful for completion by then.

ADJOURNMENT

The meeting adjourned at 9:15 am.


Parking Authority Chairman


Parking Authority Director