

**Morgantown Parking Authority  
Minutes of Regular Monthly Meeting  
8:30 A.M. Wednesday, August 8, 2019  
Public Safety Building Training Room**

**Present:** Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Shane Mardis, and Director Dana McKenzie

**Not Present:** Amy Dale, Rachel Fetty

**Call to Order:** Chairman Charlie McEwuen called the Meeting to order at 8:31 a.m.

**Approval of the Minutes:** Minutes of July 11, 2019, was unanimously approved.

**OLD BUSINESS**

**Lot D Repair** – Director McKenzie stated that CPS Construction finished the repair work four weeks ahead of the scheduled completion date. One small location on the deck coating bubbled due to the weather; CPS Construction will return next week to address the issue.

**Lot F Lease** – Director McKenzie stated that he and the Spruce Street United Methodist Church trustees signed the new lot lease agreement for a term of five years. After the lease agreement was signed, work began to replace the retaining wall on the east side of the parking lot. Director McKenzie informed the Board that the project completion date was estimated to be within the next two weeks.

Under the new lease agreement, the Church will pay 40% of the retaining wall replacement as well as 40% of the lot paving scheduled for next summer. The Parking Authority will be responsible for the remaining 60% of the payments.

The yearly lot lease went from \$23,400 for the last three years to \$21,000 for the next five years which is 50% of the average income for the previous three years. The total amount owed by the church for the retaining wall replacement and the lot paving will be subtracted from the yearly lease amount once there is a final price for each project.

**NEW BUSINESS**

**Chestnut/University Avenue Garage Repairs** – Director McKenzie said that CPS Construction Group Inc. gave an estimate of \$5,400 to repair two locations in the Chestnut/University Avenue parking garage. The estimate was to repair two previous patches that had failed on the parking decks. The patches had failed to the point that water was coming through the deck slab and causing the concrete to spall underneath. Director McKenzie stated that there were enough funds left over from the Lot D project in the Building and Lot Maintenance line of the budget that he approved the repairs for the Chestnut/University Avenue garage. Director McKenzie said that the repair work would have cost significantly more had it been put out to bid.

Director McKenzie informed the Board that the Chestnut/University Avenue garage needed significant repairs including the stairwell on the University Avenue side, deck spalling and elevator replacement due to obsolete parts. In estimating the repairs, Director McKenzie believes it will cost in the area of \$300,000 to \$400,000. Director McKenzie is currently finishing up an RFQ for an on-call structural engineer to help guide the Parking Authority on these repairs as well as future projects.

Shane Mardis asked what the last repairs were on the garage. Director McKenzie replied that the stairwells had new treads put on them and there was some patching done on the upper decks.

Vice-Chair Jeanne Hagan asked if the entire garage would need to be closed for the future repairs and Director McKenzie said that would depend on the structural engineer's report and recommendations.

**Crane for Spruce Street A/C unit** – Monday, August 26 is the tentative date for the crane to be on-site at the Spruce Street garage to remove and replace the new HVAC units. Director McKenzie said that the garage would have to shut down for the day as it is estimated to take eight hours to complete the project and the crane will be blocking the entrance to the garage.

Director McKenzie said that there would be signage at the entrance and exits of the garage to let permit holders know to park in the University Avenue garage on the 26<sup>th</sup>. City employees will still be able to park at the Spruce Street garage but will have to enter and exit on the Walnut Street side. There will be MPA personnel stationed on the Walnut side of the garage to direct vehicles that are entering and exiting.

**IPMI Leadership Conference** – Director McKenzie requested of the Board that he be able to attend the IPMI Leadership Conference in Pittsburgh on October 2-4. Director McKenzie said that this was a small conference that only accepting 100 attendees. The total cost is just under \$900.

Shane Mardis made the motion to give Director McKenzie permission to attend the IPMI Leadership Conference in Pittsburgh on October 2-4, Vice-Chair Jeanne Hagan second the motion. The motion passed unanimously.

**EXECUTIVE SESSION:**

**ADJOURNMENT**

The meeting was adjourned at 9:35 a.m.

  
Parking Authority Chairman

  
Parking Authority Director