

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 A.M. Thursday, September 12, 2019
Public Safety Building Training Room**

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

Not Present:

Call to Order: Chairman Charlie McEwuen called the Meeting to order at 8:35 a.m.

Approval of the Minutes: Minutes of August 8, 2019, were unanimously approved.

OLD BUSINESS

Lot L Repair – Director McKenzie stated that Potesta is currently developing a bid packet with different options for the retaining wall repair. Director McKenzie said that the initial thought process is to replace the wall instead of repairing it. The idea behind this thinking is long term stability and future cost-efficiency. The project will be scheduled for the end of May 2020 after WVU classes have ended for the semester to try and keep the disruption of closing the lot to a minimum.

Lot E – Director McKenzie stated that SunCap had closed the lot for September for construction purposes. SunCap anticipates the project to be completed in December.

NEW BUSINESS

Communicating Parking Authority Information to Business Owners/General Public- Director McKenzie said that he would be working more with Andrew Stacy, City Communications Manager, to try and communicate who we are as the Parking Authority as well as all of the programs that we offer to the general public. Director McKenzie is also looking further into the idea of a public relations video for social media distribution.

Vice-Chair Jeanne Hagan asked Director McKenzie if more of the ParkMobile instruction cards were available for customers. Vice-Chair Jeanne Hagan stated that with the number of new businesses in the downtown that these cards should be given to the business owners to hand out to their customers so that they are aware of the app.

The Parking Authority began a program called “Game Day” parking on September 7, 2019, which was the first home game for WVU football. Game Day parking allows the customer to park in the downtown parking garages for a flat rate of \$5 on WVU football home games. Director McKenzie said that there were approximately 25 people who used the downtown garages on September 7 for football parking. As the Parking Authority and Main Street Morgantown continues to advertise the “Game Day” parking, Director McKenzie is hopeful that more people will take advantage of the program and spend more time in the downtown shopping.

Murals – Director McKenzie spoke with L.J. Guliani, Main Street Morgantown President concerning murals in the parking garages. L.J. is working on a proposal that can hopefully begin in the spring of 2020.

Zack Cruze replied that L.J. had spoken to him specifically about painting a mural on the Pleasant Street parking garage. Director McKenzie said it would be a good canvas with the smooth surface of the garage.

Mutlispace Pay Stations – Director McKenzie commented on a social media complaint concerning a customer who had received a ticket two minutes after they had paid for their parking. Director McKenzie said that there are several thousand transactions per month through the pay stations and ParkMobile app, and ever so often, there is a delay in the network resulting in a paid customer receiving a ticket. Once the customer brings this to the attention of the Parking office, the ticket is voided along with an apology, and for their inconvenience, garage parking validation stickers are given to the customer.

Director McKenzie thanked Shane Mardis for continuing to respond to the social media posts positively.

Budget Amendment – Director McKenzie stated that \$90,000 had been budgeted this fiscal year to purchase two new trucks. In July, Director McKenzie was told that Ford was experiencing issues with 2019 model gas tanks and that we would have to wait until the 2020 models were out to get a price quote. Now that the 2020 models are out, Ford has another issue with its drivetrain. After further research, Director McKenzie found out that GMC is making regular cab 2500 and 3500 trucks for 2020, which they did not in 2019. Being that the city garages fleet is mainly GMC vehicles, it only makes sense for the Parking Authority to purchase the same, so that stocked vehicle parts are readily available if needed.

Director McKenzie said that because the price quote for the new trucks were now 2020 models that the purchase price was a little higher than was originally budgeted. The 2500 GMC price came in at \$44,179.54, and the 3500 GMC price is \$47,436.06, with a total for both being \$91,615.60.

Director McKenzie asked the Board for a \$1,800.00 budget amendment to cover the purchase cost of the two trucks. Director McKenzie said that the \$1,800 would be moved from line item 245.00 Repairs and Maintenance to line item 459.01 Capital Outlay Equipment – Vehicles.

Chairman Charlie McEwuen asked for a motion to amended the budget. Vice-Chair Jeanne Hagan made the motion to move \$1,800 from line item 245.00 Repairs and Maintenance to line item 459.01 Capital Outlay Equipment – Vehicles to cover the purchase cost of two trucks, Shane Mardis second the motion. The motion passed unanimously.

July Budget Performance Report – Director McKenzie stated that the Budget Performance Report for July 2019 was running a few thousand behind July 2018. The biggest difference in the July report is the garage permit sales are as high as they have been in the last five years. Director McKenzie said that he is encouraged by the garage permit sales and is hopeful of a boost in the downtown business.

Director McKenzie also noted that the fines and forfeitures are down about \$4,000 compared to last year, which is the goal of the Parking Authority to bring down the number of tickets written.

EXECUTIVE SESSION: Possible Property Acquisition.

ADJOURNMENT

The meeting was adjourned at 9:25 a.m.



Parking Authority Chairman



Parking Authority Director