

**Morgantown Parking Authority  
Minutes of Regular Monthly Meeting  
8:30 am Thursday, December 17, 2020  
WebEx Meeting Due to COVID-19.**

**Present:** Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Amy Dale, Shane Mardis, Director Dana McKenzie, Main Street Morgantown Director Barbara Watkins, and Robert Steptoe from Crews and Associates

**Not Present:** Zackery Cruze

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

**Approval of the Minutes:** Minutes of November 11, 2020, were unanimously approved.

**UNFINISHED BUSINESS**

**Parklets** – Director McKenzie stated that City Manager Haws was to meet with the TIN 202 owners and Michael Mills to discuss the parklet's removal. Once the meeting takes place, City Manager Haws will talk to Director McKenzie about the discussion.

**NEW BUSINESS**

**Financing Schedule (Revenue Bonds)** – Robert Steptoe from Crews and Associates attended the board meeting to discuss the bond process and the different types of bonds available that the Parking Authority could apply for their capital improvement projects.

**Christmas Holiday Parking** – After a brief discussion, the Parking Authority decided to offer free parking from Sunday, December 20 through Sunday, December 27, for the Christmas holiday. The Authority also agreed to provide free parking from noon on Thursday, December 31, 2020, through Sunday, January 3, 2021

**Integrated Customer Payment Study** – On Tuesday, December 15, Director McKenzie met with David Bruffy from Mountain line, Clement Solomon from WVU, Bill Austin from the MPO, and Josh Sikich from HDR transportation and technology. The purpose of this meeting was to gather information from the different entities on how they currently process customer payments. The end goal is to research and see if a universal payment system is available to work for all three entities.

The study is funded by a \$40,000 grant that Mountain Line received. The next scheduled meeting will be on January 21, 2021.

**Budget Revision** – Director McKenzie presented the board with a 2020-2021 fiscal year budget revision that reflected the effects of COVID-19 in daily operations.

Shane Mardis made the motion to accept the 2020-2021 budget revision presented by Director McKenzie. Vice-Chair Jeanne Hagan second the motion. A roll call vote was taken, the motion passed unanimously.

**October Budget Performance Report** - Director McKenzie stated that October's revenues continued to be below last October's. The total year to date revenues were down \$277,596, and the expenditures were also down \$56,197. Director McKenzie feels that if this trend continues, the Parking Authority will still show a net gain at the end of the fiscal year.

**ADJOURNMENT**

The meeting adjourned at 9:15 am.

  
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**Parking Authority Chairman**

  
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**Parking Authority Director**