

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, February 8th, 2023**

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

Not Present: City Councilman Brian Butcher.

Approval of the Minutes: Minutes of the January 11th, 2023, meeting were unanimously approved.

UNFINISHED BUSINESS

430 Spruce Street- Director McKenzie stated that Ricky Yeager would, hopefully, set up a meeting this coming week with the Land Reuse Agency to discuss possibly placing a maintenance shop on the property.

TIBA Paystation- Director McKenzie stated that the TIBA paystation had been repaired and is up and running at the Wharf garage. However, the modem and controllers for the Luke stations have yet to arrive.

NEW BUSINESS

Verkada Cameras- Director McKenzie said the city gave MPA access to the recently purchased cameras. The cameras can be viewed from your computer or iPhone 24/7.

Verkada submitted a proposal to the Parking Authority for 174 cameras with a 5-year warranty at \$266,000. The cameras would replace those in the Spruce, University Avenue, and Wharf garage. There would also be 40 more cameras added in the Wharf garage totaling 45.

Director McKenzie stated that the city is building a wireless station for cameras, which the Parking Authority may be able to tie into if the decision is made to add wireless cameras in the surface lots.

Director McKenzie discussed options for warranties for the cameras. A 5-year warranty offers automatic replacement if they get damaged or malfunction. The cost for a 5-year warranty runs around \$96,000. They also offer a 10-year warranty which would be an additional \$192,393. Director McKenzie said he would be reluctant to do the 10-year warranty because who knows, in 10 years, if they will still be in business.

Director McKenzie asked Tim Povroznik from the city's IT department how the cameras were purchased without putting them out to bid. He said they could get by without putting it out to bid if they are a sole source company. Director McKenzie stated that he emailed

Ryan Simonton, the city attorney, to verify the information he received from Tim but has not heard back from him yet.

High Street Festival- Director McKenzie spoke with Vincent Kitch, who said the date is proposed for sometime in April or May. Vice-Chair Jeanne Hagan asked when the date will be finalized. Director McKenzie said that Vincent would keep him informed. Vice-Chair Hagan is concerned that it may interfere with Main Streets Arts Walk. I will make sure I keep you all informed of any new details.

Pay-By-Phone- Director McKenzie asked the board if they wanted a pay-by-phone representative to give a presentation. Pay-By-Phone is pushing the idea of the MPA offering two apps, Parkmobile and Pay-By-Phone. Director McKenzie stated that he is not very keen on the idea, as there would be too much confusion. Therefore, the board decided to decline the offer of the presentation.

Budget Performance Report- Director McKenzie presented the budget performance reports for November and December. November 2022 revenues were \$171,00, and the prior year was \$169,000. December 2022 revenues were \$166,000, and the preceding year, \$165,000. Revenues are stable enough to start improvements, such as updating to LED lights in the garages, updating the camera system, canopies over the entrances to the parking garages, and building a coral in B lot. Director McKenzie stated that if the city doesn't pull the trigger on the corral this year, we may go ahead and build it ourselves. Chairman McEwuen agreed that we give the city a date to have it completed if they don't, we do it ourselves. Chairman McEwuen asked if we could get a ballpark figure on the cost of the coral. Director McKenzie stated that the original proposal was around \$20,000-\$25,000.

Director McKenzie stated that on the 21st of February, the city had scheduled a quarterly Department Head leadership retreat.

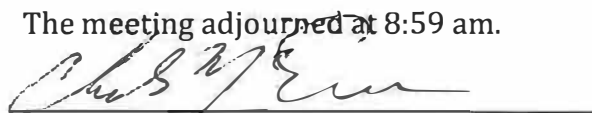
Director McKenzie said the MPA investments are approximately \$540,000, and operating cash is about \$1.7 million.

Director McKenzie informed the board of the grates being replaced at the Spruce Street entrance of the garage.


Director McKenzie stated that we still don't know where we are with the new truck, and a decision will need to be made on whether we wait or look elsewhere.

ADJOURNMENT

The meeting adjourned at 8:59 am.



Parking Authority Chairman



Parking Authority Director