

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

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

Not Present: Rachel Fetty

Call to Order: Chairman Charlie McEwuen called the Meeting to order at 8:32 a.m.

Approval of the Minutes: Minutes of April 10, 2019, was unanimously approved.

OLD BUSINESS

Lot D Repair – Director McKenzie discussed the construction time table that he received from CPS Construction. Director McKenzie commented that CPS Construction advised him that if the weather cooperates that the project could be completed up to three weeks earlier than originally anticipated.

Director McKenzie spoke with Phil Gentile from CPS Construction and asked if it would be possible to open a portion of the garage before the project was complete. Phil replied that it might be possible to open the top deck after the top coat is applied.

Director McKenzie also noted that the City Communication department put out a press release to notify the general public of the garage closing as of May 13 for repairs. Channel 5 news, WDTV, also did a story on the closing of the garage for repairs.

Lot L Retaining Wall – Director McKenzie stated that Potesta completed the core drilling on May 9 at three different locations. The core samples proved to be positive with little to no obstruction under the surface of the lot. The next step will be to survey the lot to identify the property lines. Once this is complete, Potesta will prepare three options for the Authority to discuss as possible repairs. After talking with Dave Sharp from Potesta Director McKenzie feels that the best option for longevity may be to replace the wall altogether.

Lot F Lease – Director McKenzie met with City Attorney Ryan Simonton, the Trustees from the Spruce Street United Methodist Church, and Jim Craig to discuss the options moving forward with the repairs of the retaining wall.

The Trustees and the Craigs have worked out a plan for the removal of the fire escape from the Craigs house that currently sits on the churches retaining wall.

Ryan Simonton has prepared the new lease document.

Shane Mardis asked if the wall repairs would start before the lease was signed. Director McKenzie replied no, the lease would be signed before any repair work begins.

Vice Chair Hagan asked if the Public Works Department was doing the wall repairs. Director McKenzie replied that yes, since the Parking Authority was going to continue the lease, then the City was willing to provide the labor to help keep the overall cost down. Director McKenzie projected a \$10,000 savings in labor by Public Works helping project.

Happy Hour Request - Director McKenzie spoke with different business owners in the downtown to find out if the happy hour parking helped their business or not last summer. Most owners responded by saying that they could not say if it helped or not but that it was greatly appreciated.

Director McKenzie asked the Board what their thoughts were on the free happy hour parking, did it help, should we continue again this year, should we change the hours? Chairman Charlie McEwuen stated that it was hard to measure how much impact that it had on the businesses, but in the end, it was a positive influence on the downtown and just one less obstacle.

Amy Dale asked Director McKenzie if he had talked with any of the downtown restaurant owners. Director McKenzie replied that he had, but they too could not say how much it helped them, although the promotions for free parking were great.

Director McKenzie asked if we stay with the same free parking time frame that we did last year, which was Thursday through Saturday from 4 p.m.-9 p.m. or do we expand on the time. After a brief discussing Chairman McEwuen suggested that we offer an additional hour and make "Happy Hour" parking Thursday through Saturday from 4 p.m.-10 p.m.

Director McKenzie said that Happy Hour parking started on June 14 last summer. He suggested that we start on May 30 this year and end on August 3, which is the week before classes start back up.

Vice Chair Hagan asked, are we still good with calling it "Happy Hour?" Vice Chair Hagan wonders if the general public will try to connect this with drinking.

Chairman McEwuen and Amy Dale both stated they liked the word "Happy" as a promotional tool. In all of our advertisements, there will be nothing that relates the free happy hour parking to drinking.

Amy Dale motioned to offer “Happy Hour” parking each Thursday, Friday, and Saturday from 4 p.m. to 10 p.m. starting May 30 and finishing up on August 3, Shane Mardis second with unanimous approval.

IPMI Conference – Director McKenzie and Jeff Vance will be attending the International Parking and Mobility Institute conference from June 8 – June 12 in Anaheim, California. Director McKenzie noted that the next scheduled Parking Authority board meeting would be on June 12 and he would not be back from the conference in time to attend. After a brief discussion, it was decided to skip the June meeting and meet again in July.

Director McKenzie informed the board that he had learned the previous Monday that the conference room where the Parking Authority board meets each month would not be available for several weeks because of construction. The alternative is to meet on the second Thursday of the month at 8:30 a.m. in the training room that is across from the parking office. All board members agreed with the change.

NEW BUSINESS

Budget Performance Report – Director McKenzie stated that the revenues for March were roughly \$3,000 behind this time last year, but this could be because of the current way that we are doing reporting. Director McKenzie said that the overall revenues were ahead of last year due mostly to our expenditures being down.

EXECUTIVE SESSION: 9:00 a.m. parking garage permits

ADJOURNMENT

The meeting was adjourned at 9:00 a.m.



Parking Authority Chairman



Parking Authority Director