

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, July 7, 2021
WebEx Meeting Due to COVID-19**

Present: Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Amy Dale, Shane Mardis, Director Dana McKenzie, Director Barbara Watkins Main Street Morgantown

Not Present:

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

Approval of the Minutes: Minutes of the July 7, 2021 meeting were unanimously approved.

UNFINISHED BUSINESS

Capital Improvement Updates – Director McKenzie reported that the bids for the University Avenue Garage repairs came in lower than expected.

- Wolfe Landscape - \$1,158,786.90
- CPS Construction - \$892,815.00
- Contracting Specialists Inc. - \$847,171.90
- Pullman Power - \$797,200.00
- Nathan Contracting - \$644,888.00

Director McKenzie said that GAI engineering reviewed the bids. Nathan Contracting was the successful low bidder.

Chairman Charlie McEwuen asked if Nathan Contracting was vetted and if they had experience with parking garages. Director McKenzie replied yes; Nathan Contracting had done previous repairs on this garage in the past.

Vice-Chair Jeanne Hagan asked for further explanation of the wall repair. Director McKenzie said that the entire wall did not need replacing. Only the cracked blocks need repairing, and this is why it was bid per square foot. Director McKenzie said that Rick Whisler would be overseeing the garage project to ensure that no unnecessary repairs are done at the Parking Authorities' expense.

Shane Mardis asked Director McKenzie if any further repair additions would be addressed. Director McKenzie replied that there are provisions in the contract for add on's that the board would have to review and vote to approve before proceeding.

Shane Mardis motioned to accept Nathan Contracting's bid as proposed, Amy Dale second the motion. The motion passed unanimously.

NEW BUSINESS

Painting Lines – Director McKenzie said the maintenance department had finished striping the yellow parking space lines on the city streets and is currently painting the ADA spaces. Once these spaces are complete, the crew will move to South Park to begin painting the residential blue curbs.

First Baptist Lease – Director McKenzie spoke with the trustees from the First Baptist Church concerning the parking lease agreement for lot O. The trustees would like to continue the lease for at least ten years. Director McKenzie will work this week on a new lease agreement to present to the trustees.

New Employee – Director McKenzie said that Robert Cox "Lurch" started employment this week with the Parking Authority. Robert will be working the evening and night shifts as an enforcement officer.

Carol Pyles is now the new Operations Manager in the office, and Jeff Vance has moved out of enforcement to the office as a customer service representative.

Future Board Meetings- Director McKenzie asked the board how they would like to proceed with future board meetings? Should we continue to meet virtually, or do we return to an in-person meeting? After a brief discussion, a decision was made to return to in-person meetings beginning in August.

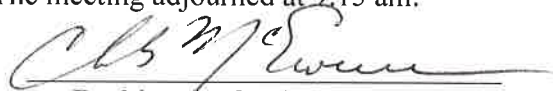
Main Street Morgantown Report - Director Barbara Watkins Main Street Morgantown reminded the board of the Arts walk on Saturday, July 10. In addition, Director Watkins said she would need the meters bagged on Chancery Row for food truck vendors. Director Watkins also stated that October 9 is the International Street Festival, and October 16 is Hops on the Mon. Both of these events will require meter bags to shut down certain sections of High Street.

May Budget Performance Report – Director McKenzie said that April revenues were not where we need them to be, although they are getting closer. Director McKenzie also noted that July permit sales seem to be getting back to normal.

Director McKenzie mentioned that the Parking Authority typically started each fiscal year with a contingency fund in place. For example, the budgetary Year 2019-2020 began with \$495,000 in our operating line "cash" and \$350,000 in contingency. This fiscal year 2020-2021, we started with \$422,372 in cash and \$0 contingency. Director McKenzie stated that the Parking Authority held our own through the pandemic without laying off any employees and keeping our expenditures to a minimum. Director McKenzie is optimistic that the Parking Authority's finances will drastically increase in the months to come.

ADJOURNMENT

The meeting adjourned at 9:15 am.


Parking Authority Chairman


Parking Authority Director