

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, March 9, 2022**

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

Not Present: Brian Butcher

Approval of the Minutes: Minutes of February 9, 2022, meeting were unanimously approved.

UNFINISHED BUSINESS

Capital Improvement Updates- Director McKenzie stated that the University Avenue handrails are complete. The stairwell may be open by the end of this week, although we may talk with Nathan Contracting to see if the barriers can be left up so maintenance can install the new lights before opening. Director McKenzie also said that Nathan Contracting would return in the spring to finish the rest of the repairs, hopefully when students are gone. It will take Nathan several weeks to complete the project.

Director McKenzie stated that he met with GAI regarding the Armory Lot paving project. GAI will submit a proposal to have the blacktop removed, fill placed, compacted, then blacktopped. Director McKenzie said that core drilling was done when Potesta did the retaining wall prep to see how far down they needed to dig to find a hard surface. GAI would like to core drill three more holes closer to the sidewalk to ensure the contractors get the correct information on what is underneath the lot.

New Vehicles- Director McKenzie stated that Enterprise gave three proposals for enforcement vehicles. A plug-in electric Ford Escape for \$33,444.00, a hybrid self-charging Ford Escape that runs on electric and gas for \$30,190.00, and a standard gas Ford Escape for \$29,080.00. Director McKenzie said that the problem with acquiring an electric vehicle is the availability, although gas vehicles are available. Director McKenzie spoke with Robin Hess, the city's grant writer, to see if there were any grants for electric vehicle chargers. She informed him grants would be available, but not for several months.

Director McKenzie told the Board that the Versa is at the city garage for repairs again, leaving the Ford Escape to operate 24/7. Director McKenzie asked the Board if they wanted to wait for an electric vehicle to become available or go ahead and purchase a gas vehicle now. Vice-Chair Hagan asked if we were planning on replacing one or both vehicles? Director McKenzie answered only one at this time. Chairman McEwuen stated that electric is the way to go, but we should wait to get the charging stations before purchasing one. Chairman McEwuen also said we should buy a gas-powered vehicle now, and when the time comes to buy another vehicle, we should go all-electric. Shane Mardis asked about the \$400 service charge due at

lease termination. Director McKenzie stated that he would find out all the details and let everyone know the specifics. Shane Mardis noted that we would need in writing what we will purchase the vehicle for at the end of the lease, whether it is \$1 or \$400.

Director McKenzie asked the Board about the possibility of building a maintenance shop. The city is renovating the City Hall building next year, where the MPA maintenance department has its shop. Director McKenzie suggested revisiting building a maintenance shop on the ground floor of the University Avenue garage. The Board agreed for Director McKenzie to explore building a maintenance shop.

Director McKenzie stated the finance department still does not have the bond line completed but said it would get done.

Director McKenzie asked the Board to approve the following budget Revision.

- Move \$7,500 from 245.00 Repairs & Maintenance Buildings & Grounds to 344.01 Supplies & Materials Operating Supplies. (Boots, printer batteries)

Shane Mardis motioned to approve the budget revision presented by Director McKenzie, moving \$7,500 from 245.00 Repairs & Maintenance Buildings & Grounds to 344.01 Supplies & Materials Operating Supplies. Chairman McEwuen seconded the motion. A roll call vote was taken, and the motion passed unanimously.

Budget Performance Report- Director McKenzie reported that comparing this year's budget to last year's is inaccurate due to COVID. Director McKenzie ran numbers for 2018, 2019, and 2020 and said that as of January 2022, the current month's transaction was \$209,316.69. At the end of January 2018, \$222,717, January 2019, \$233,876, and January 2020, \$234,409, so at \$209,000, we are still a little behind but in good shape. Director McKenzie asked the Board if they wanted to start receiving the investment reports. The Board replied that they would like to see reports at the monthly board meeting.

Director McKenzie asked the Board if it would be possible to move next month's meeting from April 13 to April 6. The Board agreed to the change.

If everyone agrees, Director McKenzie would like to present the Business Packet and the "Why paid parking is necessary" Letter to Main Street Morgantown at their May meeting. The Board agreed.

The meeting was adjourned at 9:05 am


Parking Authority Chairman


Parking Authority Director