

**Morgantown Parking Authority  
Minutes of Regular Monthly Meeting  
8:30 a.m. Wednesday, August 12, 2020  
WebEx Meeting Due to COVID-19.**

**Present:** Chairman Charlie McEwuen, Vice-Chair Jeanne Hagan, Amy Dale, Zackery Cruze, Director Dana McKenzie, and Main Street Morgantown Director Barbara Watson

**Not Present:** Shane Mardis

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

**Approval of the Minutes:** Minutes of June 10, 2020, were unanimously approved.

**UNFINISHED BUSINESS**

**New Single-Space Meter Installation** – Director McKenzie stated that all of the new meter mechanisms were installed. Director McKenzie said that since the installation and media posts, there have several smart cards sold.

**NEW BUSINESS**

**10 Minute Free Meter Bag Parking** - Director McKenzie stated that there he had received both positive and negative feedback from the 10-minute free delivery/pickup meter bags. Vice-Chair Jeanne Hagan said she had received several positive comments from downtown business owners who said that the free 10-minute parking had helped them. Main Street Morgantown Director Barbara Watkins also said that she received positive feedback as well. After further discussion, the board decided to continue the 10-minute free parking program for downtown businesses. Chairman Charlie McEwuen also suggested changing the signs on the meter bags to 10-minute customer only parking, and all were in agreeance

**Walnut Street Landing Parking** - Director McKenzie stated that he had met with Interim City Manager Emily Muzzarelli to discuss the best way to handle parking at the Walnut Street Landing. It was decided to make this a 4-hour free parking lot, which closes from 10 p.m. to 5 a.m. to keep vehicles from parking overnight. Director McKenzie said that this lot would be reevaluated next fiscal year to determine if it would need to be metered or not.

Zackery Cruze suggested providing literature to direct those living in their vehicles to the appropriate agencies that could assist them during these trying times. Director McKenzie asked Zackery Cruze if he had access to flyers with the information for the agencies. Zackery Cruze replied that he would get this information for Director McKenzie.

**Budget Amendments** – Director McKenzie said that the fire fees had been raised after the budget was approved for this fiscal year. The fire fees increased by \$7,300. Director McKenzie stated that there was a carryover invoice for the cell phone line from June of 2020. Director McKenzie requested that \$7,300 be moved from line item 245.00 – Repairs & Maintenance Building Grounds to line item 231.00 – Fire fees. Director McKenzie also requested that \$1,550 be moved from line item 245.00 – Repairs & Maintenance Building Grounds to line item 211.01 – Cellular Phone.

Zackery Cruze made the motion to accept the budget adjustments, Vice-Chair Jeanne Hagan second the motion. The motion passed unanimously.

**June Budget Performance Report** – Director McKenzie asked if we should consider Happy Hour Parking this summer with the revenue loss that has already been sustained. Vice-Chair Jeanne Hagan asked Director McKenzie how busy the town has been in the evenings. Director McKenzie replied that there had been quite a few people downtown on the weekends, just not as many as usual.

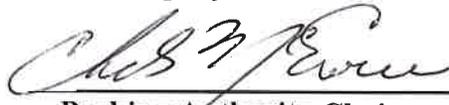
Vice-Chair Jeanne Hagan suggested that we do not offer free parking this summer because of revenue loss and the fact that we just began charging for parking again since the stay at home order was lifted. Vice-Chair Jeanne Hagan suggested that instead of offering free parking that we back off on enforcement. Chairman Charlie McEwuen agreed with the suggestion. After further discussion, it was decided not to provide the Happy Hour parking this summer.

**EXECUTIVE SESSION:** In pursuant of 6-9A-4 of the *Open Government Proceedings Act* Amy Dale made the motion to go into the executive session at 9:05 a.m. to discuss MPA personnel; Vice-Chair Jeanne Hagan second the motion. The motion passed unanimously.

Vice-Chair Jeanne Hagan made the motion to come out of the executive session at 9:11 a.m., Zackery Cruze second the motion. The motion passed unanimously.

**ADJOURNMENT**

The Meeting adjourned at 9:11 a.m.

  
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Parking Authority Chairman

  
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Parking Authority Director