

**Morgantown Parking Authority
Minutes of Regular Monthly Meeting
8:30 am Wednesday, August 11, 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 August 11, 2021 meeting were unanimously approved.

UNFINISHED BUSINESS

Capital Improvement Updates – Director McKenzie reported that Nathan Contracting began the University Avenue Garage repairs on Monday, August 9, 2021. The contractor plans to complete the work by December 2021. Director McKenzie said that Nathan would work on specific sections of the garage to keep most of the garage open during construction.

Director McKenzie spoke with Randy Parrotta from Parrotta paving, and the hope is to begin the Armory lot wall replacement within the next few weeks.

Director McKenzie stated that KONE did the final inspecting of the elevator in the University Avenue parking garage before submitting a complete price list. The total for the elevator upgrade is \$108,545. After the inspection, KONE submitted an invoice of \$29,307.15, 30% of the total project, to cover the material cost. Director McKenzie also informed the board that additional costs would be associated with the elevator upgrade to bring everything up to code. Most upgrades will be in the elevator shaft, such as an a/c unit, lighting, smoke detectors, etc.

Vice-Chair Jeanne Hagan asked how long the elevator repairs would take? Director McKenzie replied six weeks once all of the materials have arrived. Director McKenzie expects the project to be completed sometime in October.

First Baptist Lease – Director McKenzie said the lease agreement for Lot-O, the First Baptist Church lot at the corner of Forest and Spruce Street, was extended for ten years with a 60-day clause that entitles either party to renegotiate or terminate the lease. The agreement is a 50% gross revenue split between the Parking Authority and the First Baptist Church.

Director McKenzie said that the Foundry Church, which is currently working to buy the First Baptist Church building, will not purchase the parking lot.

Pedlet – Director McKenzie stated that the Pedlet construction is in the hands of the City Engineer, Damien Davis, at this time. Director McKenzie had no further information at this time.

Vice-Chair Jeanne Hagan believes that it is too late in the year to build the Parklet. Although Director McKenzie agreed, he stated that Gibbie's had purchased heaters to keep it open through the winter months. Director McKenzie doesn't know exactly how it will play out.

NEW BUSINESS

Budget Amendment – Director McKenzie requested to amend the 2021-2022 budget because of how the capital improvements are paid through the bond. Initially, Director McKenzie understood that the expenses would come out of line items Building & Lot Maintenance and Professional Service, but that is not the case. Instead, each Capital Improvement invoice is sent directly to the bank, who then sends payment to the vendor from the bond account. In addition, the amendment will help for auditing purposes.

Director McKenzie requested to reduce the following line item

- 571-249.00 Building and Lot Maintenance from \$2,200,000 to \$100,000
- 571-253.00 Professional Services from \$100,000 to \$50,000

Director McKenzie also ask to remove the funds from line item

- 571-399.00 Misc. (New Bond) \$2,350,918

Director McKenzie said that the amendment is not to add or take away from the budget. Instead, it is to clean up the way the funds are distributed.

Shane Mardis motioned to accept Executive Director Dana McKenzie's budgetary changes request, Vice-Chair Jeanne Hagan second the motion. The motion passed unanimously.

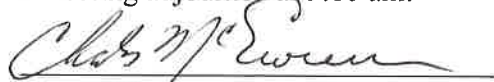
Main Street Morgantown Report - Director Barbara Watkins Main Street Morgantown asked Director McKenzie if he received the parade permits? Director McKenzie, yes, he gets the permit requests. Director Barbara Watkins Main Street Morgantown reminded the MPA board of all the upcoming events that would require meter bags.

Chairman Charlie McEwuen requested two spaces on Fayette and below Forest on High Street for food truck vendors on Saturday, August 14, during the Cruise-In. Director McKenzie said he would have cones place in these spaces for the food vendors.

Vice-Chair Jeanne Hagan asked if the Cruise-In would be canceled if it rains? Chairman Charlie McEwuen said yes, it would be canceled, and the food truck vendors would be notified.

ADJOURNMENT

The meeting adjourned at 9:10 am.


Parking Authority Chairman


Parking Authority Director