HUNTINGTON MUNICIPAL PARKING BOARD
701 Third Avenue – P. O. Box 1777
Huntington, West Virginia 25718
Phone: (304) 696-5909
Fax: (304) 781-0037

RESOLUTION NO. 0001

RESOLUTION APPROVING SPECIAL EVENT FEE TO REIMBURSE COST FOR PLACEMENT OF NO-PARKING SIGNS DURNING APPROVED EVENTS BY THE HUNTINGTON MUNICIPAL PARKING BOARD

NOW, THERFORE, BE IT RESOLVED BY THE HUNTINGTON MUNICIPAL PARKING BOARD AS FOLLOWS:

The HMPB receives dozens of event forms approved by the city each year. Each event requires printing and posting signs for "NO PARKING" at our meters and other spaces. These requests consume cardboard, printing supplies, Xerox supplies, miscellaneous supplies (such as tape and wooden stakes) plus the personnel cost of placing and removing the signs. There is such a demand for events that we have to pay a part time event coordinator $20,000 per year to ensure that downtown event closures are properly handled.

The Huntington Municipal Parking Board will add a charge to every event form approved by the mayor in order to reimburse some of our COSTS.

The fee will be based on size of the event as follows:

SMALL EVENT with less than 6 signs..... $50.00

NORMAL EVENT (street festival, 2 or 3 block closure, etc.).....$100.00

LARGE EVENT that extend beyond a few blocks and require hundreds of signs, several employees, and an extended time period to place and remove.....$150.00

EXTRA-LARGE events such as marathons that cover many miles of roadway, many hundred signs, and require extensive use of HMPB manpower.....$200.00 or $1.00/sign (whichever is greater)

These charges do not apply to city sponsored events such a 9th street plaza dining, the Convention and Visitor Bureau event or any event that the mayor or city manager wishes to Waive if the event is deemed for the greater good of the overall city and payment would be a hardship.

PASSED AND ADOPTED BY THE HMPB ON THIS 11 DAY OF Nov. 2025

Huntington Municipal Parking Board

HMPB Board Chairman

ATTEST Barbara Miller By: Barbara Miller, City Clerk